



**OWWA Secretariat**

Special Order No. 234

Series of 2020

In the interest of the service, and pursuant to CSC Resolution No. 1300455 promulgated on 04 March 2013, the **OWWA's Statement of Assets, Liabilities and Net Worth (SALN) Review and Compliance Committee (RCC)** is hereby reconstituted, as follows:

Chairperson : Deputy Administrator, Administrative and Fund Management  
Vice-Chairperson : Director, Administrative and Financial Management Office  
Members : Director, General Administrative Service  
                  : Chief, Office of Legal Staff  
                  : Chief, Internal Audit Division  
                  : Chief, Human Resource Management and Development Division  
Secretariat : Human Resource Management and Development Division Staff

The SALN-RCC shall have the following functions:

1. They shall be designated and authorized by the head of agency to receive SALN and to evaluate if the same has been submitted on time, complete and in proper form.
2. They shall prepare a list of the employees, in alphabetical order, for submission to the undersigned, copy furnished the Civil Service Commission on or before May 15 of every year:
  - a. Those who filed their SALNs with complete data;
  - b. Those who filed their SALNs but with incomplete data; and,
  - c. Those who did not file their SALNs.

This order supersedes Special Order Number 409, series of 2018 and other related issuances inconsistent herewith.

For compliance.

  
**HANS LEO J. CACDAC**  
Administrator

01 July 2020