



Republic of the Philippines
Department of Migrant Workers

OVERSEAS WORKERS WELFARE ADMINISTRATION



OVERSEAS WORKERS WELFARE ADMINISTRATION
RECORDS MANAGEMENT DIVISION
OFFICIAL ISSUANCE

Doc. Ref. No.: S.O. 266-23 No. of pages: 1
Date: JUN 16 2023 / 11:05 AM JUN 16 2023
Processed by: MA CYNTHIA DM ERUM

OWWA Secretariat
Special Order No. 266
Series of 2023

In the interest of the service, and pursuant to Civil Service Commission (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 the Agency to receive SALN and ensures the 100% submission of OWWA employee on time, complete and in proper form;
2. Review and evaluates the compliance of employees in filling-out the SALN Form and informs employee/s on any discrepancy/ies on his/her SALN;
3. They shall validate that the online oath taking of SALN are verifiable and authentic;
4. They shall prepare a list of the employees, in alphabetical order, for submission to the undersigned, copy furnished the CSC on or before **15th day of May** every year.
 - a) Those who filled their SALNs with complete data;
 - b) Those who filled their SALNs but with incomplete data; and,
 - c) Those who did not file their SALNs.

This order takes effect as indicated and supersedes all previous issuances inconsistent thereof.

For compliance.


ARNALDO A. IGNACIO
Administrator

12 May 2023