

BOY SCOUTS OF THE PHILIPPINES

National Office

Manila

15 April 2013

MEMORANDUM

T O : BSP EMPLOYEES

**SUBJECT : FILING AND SUBMISSION OF STATEMENT OF ASSETS,
LIABILITIES AND NET WORTH (SALN)**

Section 8 of Republic Act No. 6713 or the Code of Conduct and Ethical Standards for Public Officials and Employees requires all public officials and employees (except those who serve in honorary capacity, laborers, and casual or temporary workers) to file and submit under oath their Statement of Assets, Liabilities and Net Worth (SALN) and a disclosure of business interests and financial connections and those of their spouses and unmarried children under eighteen (18) years of age who are living in their households according to the following schedules:

- a) within thirty (30) days after assumption of office, statements of which must be reckoned as of his first day of service;
- b) on or before April 30 of every year thereafter, statements of which must be reckoned as of the end of the preceding year; or
- c) within thirty (30) days after separation from service, statements of which must be reckoned as of his last day of office.

Per R.A. 6713, failure to submit the SALN or failure to disclose or misdeclaration of any asset, liability, business interest, financial connection, and relative in the government in his/her SALN shall be punishable by suspension of one (1) month and one (1) day to six (6) months for the first offense, and dismissal from the service for the second offense.

In view of the foregoing, all BSP employees who are now considered as government employees (BSP being a GCC) are required to file and submit a Statement of Assets, Liabilities and Net Worth (SALN) as of 31 December 2012.

Please use/reproduce the attached SALN Form as needed. Also Attached is the SALN Guideline for your reference.

The completely filled out SALN Form should be submitted to the Administration Division, c/o Mrs. Aliw B. Delos Reyes, HRMO, not later than Tuesday, 30 April 2013.

For your information, action and compliance.


J. RIZAL C. PANGILINAN
Secretary General

Encls : as stated