



Republic of the Philippines
OFFICE OF THE SECRETARY
Elliptical Road, Diliman
1100 Quezon City

SPECIAL ORDER

NO. 242

Series of 2023

SUBJECT: RECONSTITUTION OF THE STATEMENT OF ASSETS, LIABILITIES AND NET WORTH (SALN) REVIEW AND COMPLIANCE COMMITTEE IN DA-CENTRAL OFFICE

In the interest of service, and pursuant to Rule VIII of the Rules Implementing the Code of Conduct and Ethical Standards for Public Officials and Employees, as amended by Civil Service Commission Resolution No. 06-0231 dated February 1, 2006 (re: Establishment of Review and Compliance Procedure for the Review of SALN), the SALN Review and Compliance Committee in the Department of Agriculture-Central Office (DA-CO) is hereby reconstituted as follows:

Chairperson : **AGNES CATHERINE T. MIRANDA**
Undersecretary for Administration and Finance

Members : **ATTY. JANE C. BACAYO, CESO III**
Assistant Secretary for Administration

JESSAMIN B. ARANAS
Officer-in-Charge, Chief Personnel Division

As such your duties are:

1. Ensure that all officials and employees in the DA-CO submit their accomplished SALN Form within the prescribed period.
2. Ensure compliance with the minimum requisites for content and formalities prescribed under Republic Act 6713 and its Implementing Rules and Regulations as follows:
 - a. Basic Information
 - b. Assets (Real Properties and Personal Properties)
 - c. Liabilities
 - d. Net Worth
 - e. Business Interests and Financial Connections
 - f. Relatives in the Government

Atty. Jane C. Bacayo shall act as Administering Officer for the rank-and-file employees. The attestation made by the declarants in their SALN have to be administered/signed by the Administering Officer for the oath to be legally effective. While the SALN of the Officials shall be notarized by the notary public prior to submission to the Office of the President.

This Order shall take effect immediately and shall remain in force until revoked in writing. All orders and memoranda inconsistent herewith are deemed revoked.

Done this 1st day of March 2023.


DOMINGO F. PANGANIBAN
Senior Undersecretary



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