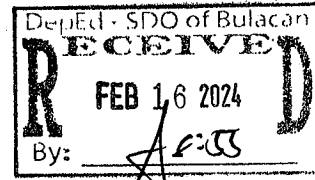




Republic of the Philippines
Department of Education
 REGION III
 SCHOOLS DIVISION OF BULACAN



DIVISION MEMORANDUM
 No. 078 s. 2024

**SUBMISSION OF CY 2023 STATEMENT OF ASSETS AND LIABILITIES
 AND NETWORTH (SALN)**

To : Assistant Schools Division Superintendents
 Division Chiefs
 Education Program Supervisors
 Division Unit Heads
 Public Schools District Supervisors
 Elementary, JHS and SHS Principals/OICs
 All Others Concerned

1. In compliance to RA 6713 known as the Code of Conduct and Ethical Standards for Public Officials and Employees, this is to inform all teaching, teaching-related and non-teaching personnel of the submission of the Statement of Assets and Liabilities and Networth (SALN) for CY 2023.
2. Statement of Assets and Liabilities and Networth shall be accomplished following the schedule below:

Activity	Date	Personnel/Unit Involved
Submission to School/District	Until March 08, 2024	All Personnel
School/District checking & consolidation	March 11 to April 05, 2024	Administrative Officer II or Personnel In-charge
Submission to SDO	April 08 to 12, 2024	Records Unit
SDO Checking	April 15 to May 10, 2024	Personnel Unit
Submission to Ombudsman	May 17, 2024	SDO/Personnel Unit

3. All personnel are advised to take their oath administered before a Notary Public.
4. Use the attached SALN template. Please submit the consolidated SALN per district for elementary and per secondary school in alphabetical order.
5. For information, dissemination, and strict compliance.

NORMA P. ESTEBAN, EdD, CESO V
 Schools Division Superintendent

February 14, 2024
 HR/hmo



Address: Provincial Capitol Compound, Brgy. Guinhawa,
 City of Malolos, Bulacan

Website: <https://bulacandeped.com>

Email: bulacan@deped.gov.ph

SWORN STATEMENT OF ASSETS, LIABILITIES AND NET WORTH

As of _____
 (Required by R.A. 6713)

Note: Husband and wife who are both public officials and employees may file the required statements jointly or separately.

Joint Filing
 Separate Filing
 Not Applicable

DECLARANT: _____
 (Family Name) (First Name) (M.I.)

ADDRESS: _____

SPOUSE: _____
 (Family Name) (First Name) (M.I.)

POSITION: _____
AGENCY/OFFICE: _____
OFFICE ADDRESS: _____

POSITION: _____
AGENCY/OFFICE: _____
OFFICE ADDRESS: _____

UNMARRIED CHILDREN BELOW EIGHTEEN (18) YEARS OF AGE LIVING IN DECLARANT'S HOUSEHOLD

NAME	DATE OF BIRTH	AGE
_____	_____	_____
_____	_____	_____
_____	_____	_____

ASSETS, LIABILITIES AND NETWORTH

(Including those of the spouse and unmarried children below eighteen (18) years of age living in declarant's household)

1. ASSETS

a. Real Properties*

DESCRIPTION <small>(e.g. lot, house and lot, condominium and improvements)</small>	KIND <small>(e.g. residential, commercial, industrial, agricultural and mixed use)</small>	EXACT LOCATION	ASSESSED VALUE	CURRENT FAIR MARKET VALUE	ACQUISITION		ACQUISITION COST
					(As found in the Tax Declaration of Real Property)	YEAR	

Subtotal: _____

b. Personal Properties*

DESCRIPTION	YEAR ACQUIRED	ACQUISITION COST/AMOUNT

Subtotal : _____

TOTAL ASSETS (a+b): _____

* Additional sheet/s may be used, if necessary.

2. LIABILITIES*

NATURE	NAME OF CREDITORS	OUTSTANDING BALANCE

TOTAL LIABILITIES: _____

NET WORTH: Total Assets less Total Liabilities = _____

* Additional sheet/s may be used, if necessary.

BUSINESS INTERESTS AND FINANCIAL CONNECTIONS

(of Declarant /Declarant's spouse/ Unmarried Children Below Eighteen (18) years of Age Living in Declarant's Household)

I/ We do not have any business interest or financial connection.

NAME OF ENTITY/BUSINESS ENTERPRISE	BUSINESS ADDRESS	NATURE OF BUSINESS INTEREST &/OR FINANCIAL CONNECTION	DATE OF ACQUISITION OF INTEREST OR CONNECTION

RELATIVES IN THE GOVERNMENT SERVICE

(Within the Fourth Degree of Consanguinity or Affinity. Include also Bilas, Balae and Inso)

I/ We do not know of any relative/s in the government service)

NAME OF RELATIVE	RELATIONSHIP	POSITION	NAME OF AGENCY/OFFICE AND ADDRESS

I hereby certify that these are true and correct statements of my assets, liabilities, net worth, business interests and financial connections, including those of my spouse and unmarried children below eighteen (18) years of age living in my household, and that to the best of my knowledge, the above-enumerated are names of my relatives in the government within the fourth civil degree of consanguinity or affinity.

I hereby authorize the Ombudsman or his/her duly authorized representative to obtain and secure from all appropriate government agencies, including the Bureau of Internal Revenue such documents that may show my assets, liabilities, net worth, business interests and financial connections, to include those of my spouse and unmarried children below 18 years of age living with me in my household covering previous years to include the year I first assumed office in government.

Date: _____

(Signature of Declarant)

(Signature of Co-Declarant/Spouse)

Government Issued ID: _____
ID No.: _____
Date Issued: _____

Government Issued ID: _____
ID No.: _____
Date Issued: _____

SUBSCRIBED AND SWORN to before me this ____ day of _____, affiant exhibiting to me the above-stated government issued identification card.

(Person Administering Oath)