

Pag-IBIG Fund
Corporate Headquarters
Petron Mega Plaza
358 Sen. Gil J. Puyat Avenue, Makati City



SPECIAL ORDER No. 2014-1268
Series of 2014

Pursuant to Rule VIII of the Rules Implementing the Code of Conduct and Ethical Standards for Public Officials and Employees on the establishment of a standard review and compliance procedure for the review of Statements of Assets, Liabilities and Net Worth (SALN), the SALN Review and Compliance Committee is hereby constituted as follows:

I. Corporate Headquarters/Home Lending Operations/Business Development Sector

Chair : Vice President
Human Resource Services Group

Members : Department Manager III
Human Resource Development Department

Division Chief III
Employee Career Management and Training Division

II. NCR Branches

Chair : Department Manager III

Members : Assistant Department Manager I/Officer-In-Charge
Support Services

Division Chief III/Officer-In-Charge
Cash and Administrative Services

III. Regional Branches

Chair : Department Manager III/Officer-In-Charge (Area Head)

Members : Assistant Department Manager I
Technical and Administrative Support Services

Division Chief III/Officer-In-Charge
Cash and Administrative Services

The Committee shall be tasked to:

1. Determine whether the accomplished SALN forms were submitted within the prescribed period, accomplished completely and proper in form.
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. Financial Connections and Business Interests and
- f. Relatives in the Government

The attestations made by the declarants in their SALN have to be administered/signed by Administering Officers for the oath to be legally effective. As such, the following officers are hereby authorized to administer the oath in the SALN of Pag-IBIG Fund officers and employees:

<u>Office/Sector</u>	<u>Authorized Signatory</u>
a. Corporate Headquarters/Home Lending Operations/Business Development Sector	Department Manager III Human Resource Development Department
b. NCR Branches	Department Manager III
c. Regional Branches	Department Manager III/Officer-In-Charge (Area Head)

In the absence of the authorized signatory, the SALN shall be signed by the next higher ranking officer or designated Officer-In-Charge authorized to sign documents.

This Order takes effect immediately.


EMMA LINDA B. FARIA
Officer-In-Charge

30 April 2014
Makati City