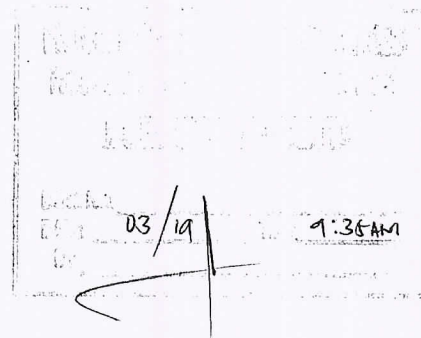




Republic of the Philippines
House of Representatives
Quezon City



Dante Roberto P. Maling
Acting Secretary General

MEMORANDUM

FOR : **ALL HONORABLE HOUSE MEMBERS
ALL CONGRESSIONAL STAFF
ALL SECRETARIAT OFFICIALS AND EMPLOYEES
ALL CONTRACTUAL PERSONNEL**

SUBJECT : **FILING OF STATEMENTS OF ASSETS AND LIABILITIES AND
NETWORTH (SALNs) FOR CY 2018**

DATE : **14 MARCH 2019**

Pursuant to Republic Act No. 6713 otherwise known as the "Code of Conduct and Ethical Standards for Public Officials and Employees" and the new Rules of Procedure in the Filing, Review and Disclosure of, and Access to, the Statements of Assets, Liabilities and Net Worth of Members, Officers and Employees of the House of Representatives ("HRep SALN Rules")¹, please be informed that the deadline for the filing of SALNs for CY 2018 is on **30 April 2019**.

The HRep SALN Form (2019), as well as the Specific Instructions on how to accomplish the form, may be downloaded from the House website (www.congress.gov.ph) in MS Word format to allow the electronic accomplishment of the required information. The SALN Form and the Specific Instructions are also attached for ready reference.

The sworn SALNs shall be filed on or before the deadline with the following:

CONCERNED PERSONS	FILING VENUE
House Members	Office of the Secretary General or the Records Management Service
Congressional Staff, Secretariat Officials and employees and contractual personnel	Records Management Service

SALNs for CY 2018 shall be reviewed by the SALN Review and Compliance Committee in accordance with the new SALN Rules. In this regard, summary reports of declared assets, liabilities and net worth of House Members, as submitted by the Secretary General and approved by the Committee, shall be disclosed to the public by posting the same in the House website. Requests for access to copies of filed SALNs shall also be processed in accordance with the SALN Rules.

For information and guidance.

Thank you.

¹Adopted House Resolution No. 176, 17th Congress