



Republic of the Philippines
Department of Education
 CORDILLERA ADMINISTRATIVE REGION
SCHOOLS DIVISION OF BAGUIO CITY

Office of the Schools Division Superintendent
 Division Memorandum No. 247, s. 2020

REITERATION ON THE SUBMISSION OF STATEMENT OF ASSETS, LIABILITIES AND NETWORK (SALN) FORM FOR THE YEAR 2019

**TO: All Public Elementary and Secondary School Heads
 All Teaching and Non-Teaching Personnel
 Division Office Employees
 All Others Concerned**

1. Relative to CSC Memo Circular No. 9, s. 2020 on Filing and Submission of the Revised Statement of Assets, Liabilities and Net Worth (SALN) Form for the Year 2019, this Office reiterates the filing and submission of duly accomplished SALN (3 copies) as of December 31, 2019 on the specified schedule.

2. Signatories for SALN are as follows:

EMPLOYEE	SIGNATORY
Principals Division Office Employees Schools with Teacher/ Head Teacher acting as School Head	NIEVES D. EBANIO Administrative Officer V
National Paid School-based Personnel (Teaching and Non-Teaching)	Principal

3. School Heads are requested to submit Transmittal Letter in excel file at bgodivision.personnel@gmail.com (refer to Div Memo 124, s. 2020 and click on links provided).

4. Enclosed is the schedule of submission per District. Schools who have submitted their SALN according to the previous schedule are requested to check their designated pigeon boxes for revisions.

5. Wide dissemination and compliance if desired.

MARIE CAROLYN B. VERANO, CESO V
 Schools Division Superintendent

References: **CSC MC9s2020**
Div Memo 124s2020

OSDS-C&B/djct/06/16/2020



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ANNEX 1. SALN SCHEDULE OF SUBMISSION

DATE OF SUBMISSION	DISTRICT	SCHOOLS
JUNE 22-23, 2020	Baguio Central District	Baguio Central School Dontogan ES Manuel Roxas ES
JUNE 25-26, 2020	Mabini District	Apolinario Mabini ES Brookspoint ES Don Mariano Marcos ES Doña Aurora ES Holy Ghost Extension ES
JUNE 29-30, 2020	Quezon District	Baguio City SPED Center Bakakeng ES Camp 7 ES Doña Aurora H. Bueno ES Jose Laurel ES Manuel Quezon ES San Vicente ES
JULY 2-3, 2020	Lucban District	Andres Bonifacio ES Lucban ES Ramon Magsaysay ES Pinget ES Pinsao ES Quirino Hill ES
JULY 6-7, 2020	North Quezon District	Baguio Country Club Village ES Fort Del Pilar ES Gibraltar ES Happy Hollow ES Jose Rizal ES Kias ES Lindawan ES Loakan ES Springhills ES
JULY 9-10, 2020	West Baguio Central District	Elpidio Quirino ES Irisan ES Josefa Cariño ES Pacday Quinio ES Quezon Hill ES San Carlos Heights ES San Luis ES
JULY 13-14, 2020	SDO Baguio	Division Office Employees (National Paid)
JULY 16-17, 2020	Baguio Central and West Baguio Central District	Baguio City National Science HS Dominican-Mirador NHS Joaquin Smith NHS Quezon Hill NHS Roxas NHS Sto. Tomas NHS
JULY 20-21, 2020	Lucban and Mabini District	Doña Aurora NHS Guisad Valley NHS Magsaysay NHS Pinget NHS Pinsao NHS
JULY 23-24, 2020	Baguio City National High School and Annexes	Baguio City National High School Fort Del Pilar Annex Hillside Annex
JULY 27-28, 2020	Quezon and North Quezon District	Bakakeng NHS Happy Hollow NHS Lindawan NHS Mil-an NHS Rizal NHS San Vicente NHS

