



Republic of the Philippines  
**Department of Education**  
Region X- Northern Mindanao  
**DIVISION OF MALAYBALAY CITY**

DM237-01-015  
MALAYBALAY CITY DIVISION  
RELEASED  
JAN 10 2020  
10:11 AM

**DIVISION MEMORANDUM**

No. 015, s. 2020

**TO:** Assistant Schools Division Superintendent  
Chief Education Supervisors, CID and SGOD  
School Heads (Public Elementary and Secondary)  
All Others Concerned

**FROM:** **VICTORIA V. GAZO, PhD, CESO V**  
Schools Division Superintendent

**DATE:** January 8, 2020

**RE:** DESIGNATION OF THE DIVISION REVIEW AND EVALUATION COMMITTEE (DREC) OF THE STATEMENT OF ASSETS, LIABILITIES, AND NET WORTH (SALN) FORM

1. Pursuant to the Ombudsman Memorandum Circular No. 2 dated August 2, 2017, re: Additional Guidelines on Submission of SALN's and CSC Memorandum Circular No. 3 dated February 17, 2015 re: Amendment to CSC MC No. 2, s. 2013 (Revised Statement of Assets, Liabilities and Net Worth Form), this Office hereby designates the Division Review and Evaluation Committee (DREC) to conduct the review and evaluation of SALN of employees, to wit:

| Function              | DREC-SALN of Division Office (OSDS, CID, SGOD)   | DREC-SALN of Senior High Schools   | DREC-SALN of Schools (Elem. and JHS) |
|-----------------------|--|--|--------------------------------------|
| Chairman:             | Jocardo B. Desalan<br>Admin. Aide VI   | Archille B. Conol<br>SHS Registrar I   | Assigned / Detailed<br>ADAS III      |
| Member:               | Aprille Mae H. Bandong<br>ADAS III<br>Evelyn Joy V. Don<br>ADAS II<br>Cyndilbert G. Oplenaria<br>Admin. Aide | Lorna Bethel Ray<br>M.Lapeciros<br>AO II<br>Ana Angela C. Saplote<br>ADAS II<br>Strella B. Cartin<br>ADAS II | Assigned / Detailed<br>ADAS II       |
| Adviser / Consultant: | Jutchel L. Nayra, DPA and Guia Ma. G. Villahermosa   |  |                                      |



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2. The Division Review and Evaluation Committee shall adhere to the above-cited Ombudsman Memorandum Circular and CSC Memorandum Circulars in compliance of the Revised SALN as of December 31, 2019 for submission to the Office of the Ombudsman on or before **April 30, 2020**.

3. Queries relative to this can be channeled to Guia Ma. G. Villahermosa at 0917-706-7745 and Jocardo B. Desalan at 0975-974-8066 of the Personnel Unit.

Encl.:

As stated

Copy furnished:

Records Unit  
Personnel Unit  
AO File

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