

**Office of the Vice President
of the Philippines**

MEMORANDUM

FOR : ALL OVP EMPLOYEES

FROM : The Assistant Chief of Staff 
Chairperson, Review and Compliance Committee

ATTENTION: Administrative Officers

**SUBJECT : Extended Deadline for Submission of Statement of Assets,
Liabilities and Net Worth (SALN) as of December 31, 2019**

DATE : June 16, 2020

- 1.0 Please be informed that the deadline for the submission of accomplished **SALNs for FY 2019** was extended from April 30, 2020 to **June 30, 2020** per Memorandum Circular No. 9, s. 2020 issued by the Civil Service Commission.
- 2.0 The appropriate form to be used for the annual filing and submission of the SALN shall be the Revised SALN Form (Revised as of January 2015) together with the Additional Sheets Form (Revised as of January 2015).
- 3.0 Attached is the copy of the internal memorandum issued on February 20, 2020 to serve as guidance in accomplishing the forms.
- 4.0 For strict compliance, please. Thank you.