



NATIONAL ELECTRIFICATION ADMINISTRATION

"The 1st Performance Governance System-Institutionalized National Government Agency"
57 NIA Road, Government Center, Diliman, Quezon City 1100



Management System
ISO 9001:2015

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ID 9105082030



09 January 2024

MEMORANDUM

TO : ALL OFFICIALS and EMPLOYEES

SUBJECT : Filing of 2023 Statement of Assets, Liabilities and Net Worth (SALN)

Pursuant to the provisions of Section 12 of Republic Act No. 6713, otherwise known as the "Code of Conduct and Ethical Standards for Public Officials and Employees", all NEA officials and employees are required to file, under oath, their Statement of Assets, Liabilities and Net Worth (SALN) and Disclosure of Business Interests and Financial Connections for the year 2023.

The SALN must be submitted to the Human Resources Management Division (HRMD) on or before **29 February 2024** in three (3) copies, **original signature affixed**, with complete data and in the prescribed form (SALN Form revised 2015).

Please be reminded that the NEA shall invoke Item No. 8 of Rule X, Section 50-D of the 2017 Rules on Administrative Cases in the Civil Service (2017 RACCS), to wit, "suspension of one (1) month and one (1) day to 6 months for the first offense and dismissal from the service for the second offense" for failure of submission of the SALN.

For your guidance and compliance.


ATTY. GWEN R. ENCISO-KYAMKO
Acting Department Manager
Human Resources and Administration

Confirmed by:


ATTY. VIC P. ALVARO
Deputy Administrator
Corporate Resources and Financial Services