



Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION

Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101
TIN 000-784-336
Website: <http://www.sra.gov.ph>
Email Address: srahead@sra.gov.ph
Tel. No.: (632)8929-3633, (632)3455-2135, (632)3455-3376

**POLICY ON THE ESTABLISHMENT OF THE SUGAR REGULATORY
ADMINISTRATION REVIEW AND COMPLIANCE OF STATEMENT OF ASSETS
AND LIABILITIES AND NETWORTH (SALN)**

Pursuant to the provisions of Republic Act 6713, otherwise known as "The Code of Conduct and Ethical Standards for Public Officials and Employees" and in compliance with the Civil Service Commission Memorandum Circular No. 2 series of 2013, the Sugar Regulatory Administration Review and Compliance Committee has been created.

The Review and Compliance Committee shall evaluate the SALN forms submitted by the officials and employees to determine whether the same were submitted on time, accomplished completely and in proper form.

The Chairman of the Review and Compliance Committee shall administer the oaths taken by Luzon and Mindanao Area offices. The oaths taken by the Visayas Area shall be administered by the appointed Administering Officer or a lawyer.

To facilitate the proper accomplishment of the SALN Form and to avoid delay in its submission to CSC or Regional Office of the Ombudsman, the Human Resource and Records Section was assigned to ensure that each officials and employees SALN are completely filled-out and all accomplished forms are complied prior to submission to the SRA Review and Compliance Committee. To provide ample time for the Review and Compliance Committee, the Human Resource and Records Section issued a memorandum for the submission of SALN, two (2) months before the submission required by the CSC.

All officials and employees are reminded of the importance of submitting a complete and accurate SALN on time and failure to do so shall be punishable with the following penalties in accordance with Section 46 (D) (8), Rule 10 of the Revised Rules on Administrative Cases in the Civil Service.

- | | | |
|-------------------------|---|--|
| 1 st Offense | - | Suspension for one (1) month and one (1) day to six (6) months |
| 2 nd Offense | - | Dismissal from the service |

HERMENEGILDO R. SERAFICA
Administrator III



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Certificate of Compliance Statement of Assets, Liabilities and Net Worth (SALN)

CERTIFICATION OF COMPLIANCE SALN Submission/Filing

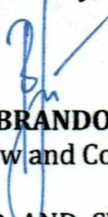
This certifies that **238** employees out of **238** employees of the Sugar Regulatory Administration covered by Republic Act 6713 (RA 6713) have filed their Statement of Assets, Liabilities and Net Worth (SALN) for FY 2022. The agency has forwarded/filed all SALN's with the appropriate receiving entity, Office of the President for Administrator and Board Members, Civil Service Commission for officials and employees and the Office of the Ombudsman for Regional Office in accordance with RA 6713 and its implementing rules and regulations.


This also attests that the submission of this agency's employees have substantially complied with minimum requisites for content and formalities prescribed under RA 6713 and its Implementing Rules and Regulations, which are as follows:

- a. Basic Information
- b. Assets (Real Properties and Personal Properties)
- c. Liabilities
- d. Net Worth
- e. Financial Connection and Business Interests
- f. Relative in the Government

Lastly, this certifies that this agency has already executed appropriate action against those who failed to comply with RA 5713 and have no justifiable reason not to comply.

IN WITNESS WHEREOF, we have hereunto affixed our signatures on MAY 18 2023 of May 2023 at Quezon City, Philippines.


ATTY. BRANDO D. NOROÑA
SALN Review and Compliance Committee


PABLO LUIS S. AZCONA
Administrator

SUBSCRIBED AND SWORN to before me this MAY 18 2023 day of May 2023 at Quezon City, Philippines.

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Book No. III ;
Series of 20 23 .


NOTARY PUBLIC
Atty. RONALD E. RIMANDO

Notary Public-Quezon City
Commission until Dec. 31, 2024
IBP No. 250044/1.18.23/Manila III
PTR No. 4056265/1.11.23/Quezon City
Roll No. 49199/MCLE No. 639
Sugar Cntr Bldg., North Ave., Quezon City

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REGISTRATION NO. 100005567





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MEMO-AFD-GAD/HRS-2022-June-027

June 30, 2022

SPECIAL ORDER NO. 78
Series of 2022

Pursuant to Rule VIII, Republic Act No. 6713 Rules Implementing the Code of Conduct and Ethical Standards for Public Officials and Employees, as amended by the Civil Service Commission Resolution No. 06-0231 dated February 1, 2006, the Sugar Regulatory Administration (SRA) Review and Compliance Committee is hereby reconstituted as follows:

| | | |
|---|---|-------------|
| Atty. BRANDO D. NOROÑA Deputy Administrator II Administration and Finance | - | Chairperson |
| Mr. JAY ANDREW T. ADRIAS Department Manager III Internal Audit Department | - | Member |
| Mr. RESTY D. REAÑO Officer-In-Charge Office of the Budget Officer V Budget and Treasury Division | - | Member |
| Mr. MARCO D. SORIANO Legal Researcher III | - | Member |
| Ms. SARAH JEAN P. CLEMENTE Officer-In-Charge Office of the Internal Auditor V Operations Audit Division | - | Member |
| Ms. MARIA ABIGAIL F. WONG Planning Officer I | - | Member |

They shall evaluate the Statement of Assets, Liabilities and Net Worth (SALN) submitted by the Sugar Regulatory Administration Officials and Employees to determine whether it was submitted on time, accomplished properly and completely and in proper form.

This Order shall take effect immediately.

All other previous issuances and orders that are inconsistent to this Special Order are hereby revoked and amended accordingly.

HERMENEGILDO R. SERAFICA
Administrator



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