



Republic of the Philippines  
Department of Education  
Region IX, Zamboanga Peninsula  
**SCHOOLS DIVISION OF ZAMBOANGA DEL NORTE**  
Dipolog City 7100



RELEASED

Division Memorandum No. 009 s. 2018

TO: All Concerned Personnel

SUBJECT: Delegated Function of the Schools Division Superintendent to the Administrative Officer V to Sign Statement of Assets and Liabilities and Net Worth (SALN) Forms

DATE: January 3, 2018

BY: [Signature] DATE: MAR 1  
NAME/SIGNATURE

Pursuant to the Guidelines in the Filling Out of the Statement of Assets, Liabilities and Net Worth (SALN) Form and to speed up the SALN submissions, the undersigned hereby delegates the signing of SALNs of School Division Office (SDO) personnel to **Ms. Helen E. Tangon**, Administrative Officer V (Administrative Services).

As the person authorized to administer oath, Ms. Tangon shall have the responsibility of evaluating SALN submissions and determining whether the prescribed forms have been properly accomplished in accordance with Civil Service Memorandum Circular No. 10 s. 2006.

For information and guidance.

[Signature]  
**PEDRO MELCHOR M. NATIVIDAD, CSEE**  
Schools Division Superintendent

C.f.: All concerned