



Republic of the Philippines  
Office of the President  
**PHILIPPINE SPORTS COMMISSION**

**STATEMENT OF ASSETS, LIABILITIES AND NETWORTH (SALN)  
REVIEW AND COMPLIANCE COMMITTEE  
INTERNAL GUIDELINES**

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**1. Objectives**

To provide guidelines in the filing, review and submission of the Statement of Assets, Liabilities and Net Worth (SALN) of Philippine Sports Commission (PSC) officials and employees pursuant to existing laws and pertinent Civil Service Commission (CSC) issuances.

**2. Functions of the Review and Compliance Committee**

The Review and Compliance Committee (RCC) of the PSC shall perform the following functions:

- 2.1. Review the submitted SALN of PSC officials and employees and determine whether these were properly accomplished;
- 2.2 Submit a Report to the PSC Chairman relative to SALN-related concerns;
- 2.3 Transmit all original copies of the following SALNS on or before June 30 of every year, as follows:

**FILER**

Members of the PSC Board of Commissioners

PSC employees with the rank of Director and below

**REPOSITORY OFFICE**

Office of the President  
Malacanang Palace Compound  
J.P. Laurel St.  
San Miguel, Manila

Civil Service Commission  
Constitution Hills  
Batasang Pambansa Complex  
Diliman, Quezon City

2.4 Resolve issues pertaining to compliance with the submission and filing of SALNs by all PSC officials and employees;

2.5 Perform other functions, deemed necessary to ensure compliance by the PSC with all SALN related concerns;

2.6 Coordinate regularly with the PSC Personnel Office, the Office responsible for the receipt, review and transmittal of accomplished SALNS.

### **3. Issuance of Advisories**

3.1 An advisory shall be issued not later than February 7 of every year to set the deadline/s for the annual submission of SALN of all PSC officials and employees as of December 31 of the previous year.

The advisory shall remind the PSC officials and employees on the general guidelines and updates on CSC rules and regulations in the filling-up and submission of SALN.

3.2 The RCC through the Personnel Office shall issue such other advisory as often as may be necessary.

### **4. Filing of SALN**

The duly accomplished SALN shall be submitted to the Personnel Office not later than April 30 of every year, in three (3) copies, all originally signed by the declarant and duly notarized.

### **5. Review Process**

5.1 Upon receipt of the accomplished SALN forms, the PSC Personnel Office, shall evaluate the same within seven (7) days to determine compliance with the following:

5.1.1 The declarant is strictly required to fill in all applicable information in the SALN form. Otherwise, such items should be marked with "N/A" or "not applicable."

5.1.2 A declarant who has no business interests and/or relatives in the government should tick off the box indicating such information and not write "N/A" in the available blanks.

5.1.3 In case the signature of the spouse cannot be secured, an explanation for the purpose should be attached to the SALN.

5.1.4 Additional sheets may be used as necessary, provided that each page shall contain the printed name and signature of the declarant, with the proper pagination, i.e., page 1 of x number of pages.

5.1.5 Any or all changes or revisions in the accomplished and submitted SALN forms shall only be made by the respective declarants and shall bear the declarant's initials.

5.2 The PSC Personnel Office shall submit to the RCC a Preliminary Report containing the list of employees, in alphabetical order, who:

- (a) filed their SALNs with complete data;*
- (b) filed their SALNS but with incomplete data; and*
- (c) did not file their SALNs.*

The Report shall likewise indicate any findings as a result of the evaluation conducted by the PSC Personnel Office.

5.3 The RCC shall review the Preliminary Report and direct the issuance of a Memorandum for the non-compliant declarants, if and when necessary.

5.4 Only those who have satisfactorily responded with the Memorandum shall be included in the list of those who have complied with the filing of SALN, in the Report to be submitted to the PSC Chairman.

## **6.0 Transmittal and Distribution**

6.1 The RCC through the PSC Personnel Office shall transmit all original copies of the SALNs of PSC officials and employees on or before the prescribed due date to the concerned offices, as specified below:

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PSC employees with the rank of Director and below

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6.2 Transmitted files are the original copies of the SALN, soft copy and printed copy of the Summary of List of Filers, electronic copies of SALNs and the Certification of the Head of the Agency that the SALNs submitted electronically are faithful reproductions of the original copies.

### **7. Sanction for Failure to Comply**

Failure of an official or employee to correct/submit his/her SALN in accordance with the procedure and period shall be dealt with in accordance with Section 4 of CSC MC No. 3 dated January 24, 2013.

### **8. Resolution of Issues**

To ensure standard and consistent interpretation of the SALN rules, the RCC of the PSC shall resolve all issues pertaining to compliance with the submission and filing of SALNs by all PSC officials and employees.

### **9. Accessibility of SALNs**

Accomplished SALNs of the PSC officials and employees shall be made available to the public subject to the rules and regulations under the data privacy act.

  
**WILLIAM I. RAMIREZ**  
Chairman *WR*



Republic of the Philippines  
Office of the President

**PHILIPPINE SPORTS COMMISSION**

**SPECIAL ORDER NO. 21-015**  
Series of 2021

**SUBJECT: COMPOSITION OF THE REVIEW AND COMPLIANCE  
COMMITTEE FOR THE AGENCY'S SALN SUBMISSION**

In compliance with the *CSC Memorandum Circular No. 10, s. 2006*, a **Review and Compliance Committee** for the submission of the *Statement of Assets, Liabilities, and Net Worth (SALN) and Disclosure of Business Interests and Financial Connections* of this agency shall be created and shall be composed of the following officials and employees:

- |                          |   |                                                                                    |
|--------------------------|---|------------------------------------------------------------------------------------|
| <b>Chairperson</b>       | - | <b>Atty. Guillermo B. Iroy, Jr.</b><br><i>OIC-Office of the Executive Director</i> |
| <b>Vice Chairperson-</b> |   | <b>Dir. Merlita R. Ibay</b><br><i>Deputy Executive Director, BAFMS</i>             |
| <b>Members</b>           | - | <b>Mr. Simeon Gabriel M. Rivera</b><br><i>Chief, Management Services Division</i>  |
|                          |   | <b>Dr. Lauro O. Domingo, Jr.</b><br><i>Chief, PRDD</i>                             |
|                          |   | <b>Ms. Michelle S. Balunan</b><br><i>Acting Head, Personnel Office</i>             |

The Committee shall be tasked to review the submitted SALN of the employees to determine whether said statements have been properly accomplished. Members of the committee are also authorized to render any opinion regarding the provision on the review and compliance procedures and make a determination on whether a statement is properly filed.

This Special Order shall take effect immediately and shall supersede any previous issuances inconsistent with it.

  
**WILLIAM I. RAMIREZ**  
Chairman *WIR*

March 01, 2021

Philippine Sports Commission  
**RECORDS OFFICE**  
Date: March 4, 2021  
Time: 5:20 PM  
Received by: Leslie



Republic of the Philippines  
Office of the President  
**PHILIPPINE SPORTS COMMISSION**

**STATEMENT OF ASSETS, LIABILITIES AND NETWORTH (SALN)  
REVIEW AND COMPLIANCE COMMITTEE  
INTERNAL GUIDELINES**

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PSC employees with the rank of Director and below

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### **9. Accessibility of SALNs**

Accomplished SALNs of the PSC officials and employees shall be made available to the public subject to the rules and regulations under the data privacy act.

  
**WILLIAM I. RAMIREZ**  
Chairman *WR*



Republic of the Philippines  
Office of the President

PHILIPPINE SPORTS COMMISSION

**SPECIAL ORDER NO. 20-035**

*Series of 2020*

***SUBJECT: COMPOSITION OF THE REVIEW AND COMPLIANCE  
COMMITTEE FOR THE AGENCY'S SALN SUBMISSION***

In compliance with the *CSC Memorandum Circular No. 10, s. 2006*, a ***Review and Compliance Committee*** for the submission of the *Statement of Assets, Liabilities, and Net Worth (SALN) and Disclosure of Business Interests and Financial Connections* of this agency shall be created and composed of the following officials and employees:

- Chairperson** - **Atty. Guillermo B. Iroy, Jr.**  
*OIC-Office of the Executive Director*
- Members** - **Mr. Simeon Gabriel M. Rivera**  
*Chief, Management Services Division*
- Ms. Michelle S. Balunan**  
*Acting Head, Personnel Office*

The Committee shall be tasked to review the submitted SALN of the employees to determine whether said statements have been properly accomplished. Members of the committee are also authorized to render any opinion regarding the provision on the review and compliance procedures and make a determination on whether a statement is properly filed.

This Special Order shall take effect immediately and shall supersede any previous issuances inconsistent with it.

  
**WILLIAM I. RAMIREZ**  
Chairman 

July 28, 2020




Republic of the Philippines  
Office of the President  
**Philippine Sports Commission**

**CERTIFICATION**

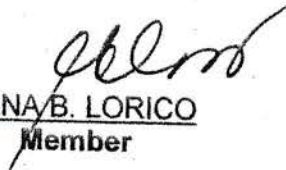
This is to certify that the SALNs submitted/included in the Summary List of Filers were reviewed and found compliant by the Review and Compliance Committee of this office.

Further, the review was made in accordance with the review and compliance procedure in filing and submission SALNs pursuant to CSC Memorandum Circular No. 10, s. 2006.

  
MERLITA R. IBAY  
Chairman

**Review and Compliance Committee**

  
EPIFANIO G. CORDERO, JR.  
Member


  
LORNA B. LORICO  
Member



Republic of the Philippines  
Office of the President  
**Philippine Sports Commission**

**CERTIFICATION**


I, **William I. Ramirez**, hereby certify that the SALNs herewith submitted electronically are faithful reproductions of the original SALNs of the Board of Commissioners and Chairman of the **Philippine Sports Commission**, as listed in the attached summary report of the Head of the Personnel Office.

  
**WILLIAM I. RAMIREZ**  
Chairman

SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of JUN 25 2019  
201\_\_\_\_\_, affiant exhibiting his/her competent evidence of identity, to wit \_\_\_\_\_.

\_\_\_\_\_  
Administering Officer

324  
DOC. NO. \_\_\_\_\_  
PAGE NO. CEP  
BOOK NO. XVII-9  
SERIES OF 20 19

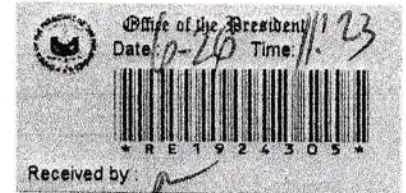
  
**ATTY. CLIFF RICHARD E. GENESELA**  
NOTARY PUBLIC CITY OF MANILA / ROLL NO. 49006  
Commission No. 2018-079 Issued on Feb. 28, 2018 Until Dec. 31, 2019 / Manila  
PTR No. 8011405 Issued on Dec. 28, 2018 Until Dec. 31, 2019 / Manila  
IBP No. 053005 Issued on Dec. 28, 2018 Until Dec. 31, 2019  
MCLE No. 74-0022302 Issued on April 4, 2019  
Office Add: Rm. 305, NPC Building Magallanes Drive, Intramuros



Republic of the Philippines  
Office of the President  
**Philippine Sports Commission**

June 14, 2019

**OFFICE OF THE PRESIDENT**  
Malacañang Palace Compound  
J. P. Laurel St.,  
San Miguel, Manila




Dear Sir/Madam;

The undersigned respectfully submits to your good office the *2018 Statement of Assets, Liabilities, and Net Worth (SALN)* forms of the Philippine Sports Commission's five (5) Presidential Appointees, to wit:

1. Chairman William I. Ramirez
2. Commissioner Arnold G. Agustin
3. Commissioner Ramon S. Fernandez
4. Commissioner Celia H. Kiram
5. Commissioner Charles Raymond A. Maxey

Thank you very much.

Very truly yours,

  
**LORNA B. LORICO**  
Head, Personnel Office



Republic of the Philippines  
Office of the President  
**Philippine Sports Commission**

June 14, 2019



**CIVIL SERVICE COMMISSION**  
Constitution Hills,  
Batasang Pambansa Complex  
Diliman, Quezon City 1126


Dear Sir/Madam;

The undersigned respectfully submits to your good office the *2018 Statement of Assets, Liabilities, and Net Worth (SALN)* forms of 105 permanent employees of the Philippine Sports Commission.

Attached is the list of names who submitted their SALN forms.

Thank you very much.

Very truly yours,

  
**LORNA B. LORICO**  
Head, Personnel Office