



Philippine Normal University  
*The National Center for Teacher Education*  
**HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT SERVICES**  
Taft Avenue, Manila

**MINUTES OF MEETING – SALN Review Committee**  
**REVIEW AND COMPLIANCE COMMITTEE (RCC)**  
as required by CSC Resolution No. 1300455 dated March 4, 2013  
**May 16, 2019, 1:00 pm, VPFA Conference Room**

**ATTENDANCE:**

Present:

DR. BERT J. TUGA	VP for Finance and Administration, Chair, RCC
DR. MARIA CARMELA T. MANCAO	Director, HRMDS, Vice Chair, RCC
MS. MARIBEL G. GERUNDIO	Member, RCC
MS. ROWENA B. MARIÑAS	Member, RCC
PROF. EISHA VIENNA M. FERNANDEZ	Member, RCC

**AGENDA:**

1. Review of Terms of Office of each SALN Review Committee member
2. Status of PNU SALN 2018

**INTRODUCTION**

Chair VP Tuga called the meeting to order. Ms. Gerundio confirmed the presence of all SALN Review Committee Members.

**DISCUSSION/AGREEMENT**

Chair VP Tuga went through the Terms of Office of each SALN RC Member. Each member was asked for comments. Each member stated that terms of office were clear.

Chair VP Tuga inquired on the status of the submission of SALN by PNU Faculty and Staff.

Vice Chair Dr. Mancao volunteered the information that the SALN of PNU Faculty and Staff from the Hubs are submitted directly to the regional offices. Only the SALN of PNU Manila is submitted to the Office of the Ombudsman in Quezon City.

SALN RC Member Ms. Gerundio informed the committee that SALN Forms and Guide on how to fill up were emailed to the PNU Faculty and Staff early in CY 2019.

Ms. Eisha Vienna M. Fernandez stated that 203 number of PNU Manila faculty have already submitted SALN 2018. The SALN of faculty which were found to need corrections for lack of information and or lack of signature were returned earlier and already re-submitted.

Mrs. Rowena B. Mariñas likewise reported that 117 of PNU Manila administrative staff have already submitted SALN 2018. Any corrections were attended to, and all reviewed SALN are back in HRMDS Office.

Noting all reports, Chair VP Tuga asked the Committee if PNU was set to submit to the Office of the Ombudsman the required SALN.

SALN RC Member Ms. Gerundio replied in the affirmative. The SALN 2018 of PNU Manila has been scanned, and the data were already in the HRMDS Office. The original copies are put together in a binder with a cover letter signed by HRMDS Director Dr. Mancao.

Chair VP Tuga commended everyone for the smooth handling of the SALN 2018 compliance.

#### **ADJOURNMENT**

Since there were no more issues to discuss, the meeting adjourned at 2:00 PM.

Prepared by:

  
**MARIBEL G. GERUNDIO**  
Staff, HRMDS

Noted by:

  
**DR. MARIA CARMELA T. MANCAO**  
Director, HRMDS

Approved by:

  
**DR. BERT J. TUGA**  
Chair, SALN RC