



OFFICE OF THE UNIVERSITY PRESIDENT

OFFICE MEMORANDUM

No. 17, s. 2026

DATE : JANUARY 12, 2026

TO : ALL PERMANENT FACULTY AND ADMINISTRATIVE PERSONNEL

SUBJECT : SUBMISSION OF STATEMENT OF ASSETS, LIABILITIES, AND NET WORTH (SALN) AS OF DECEMBER 31, 2025

1. Republic Act 6713 requires all government employees to submit their Statement of Assets, Liabilities, and Net Worth (SALN). In this connection, you are hereby directed to submit your SALN as of December 31, 2025, in triplicate, to the Human Resource Management Office of your respective campuses on or before **February 16, 2026**.
2. You may secure the SALN form from the HRMO or download it from CSC website: **2025 SALN Form Per CSC Resolution No. 2500632 Promulgated on 25 June 2025**.
3. All three (3) copies must be **completely filled out** and **originally signed** by the **declarant and his/her spouse**. Write N/A for any items that are not applicable.
4. Print and sign on both sides on a long-sized bond paper.
5. The following are the instructions for the accomplishment and filing of the SALN:
 - 5.1. Accomplishment of the SALN form must be **COMPUTERIZED**.
 - 5.2. All information must be supplied. Otherwise, "**Not Applicable**" or "**N/A**" must be indicated in the space provided for the same, or in all columns of the first row in the case of tables.
 - 5.3. Any correction or any entry that is not similarly written/typed/encoded as the other entries (e.g., written entry for a typed SALN, or a typed entry for a computerized SALN, or an entry with a different ink color) must be **INITIALED**.
 - 5.4. The SALN must have **NO UNNECESSARY MARKINGS**
 - 5.5. Each official/employee must file his/her SALN in three identical copies, all originally signed by the declarant and co-declarant/spouse using **BLUE INK**, and duly signed by the person authorized to administer the oath.
 - 5.6. In the case of joint filing, the spouses may accomplish the form and reproduce it in the number of copies required for both spouses. However, their signatures must be original on all copies.
 - 5.7. If the spouse is not available to sign the SALN, the declarant shall attach a sworn statement stating the reason for the unavailability of the spouse's signature. The form is available at the Human Resource Management Office (HRMO).
6. Campus Administrators, Deans, and Directors shall ensure wide dissemination of this Office Memorandum.
7. For your information, guidance, and compliance.

GABRIEL M. SALISTRE, JR., PEE, DIT
SUC President III

HRMO: ATT/mhev 01-12-2026

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OFFICE OF THE UNIVERSITY PRESIDENT

ADMINISTRATIVE ORDER

No. 6, s. 2026

DATE : JANUARY 20, 2026

TO : ALL CONCERNED

SUBJECT : CREATION OF THE 2025 STATEMENT OF ASSETS, LIABILITIES, AND NET WORTH (SALN) REVIEW AND COMPLIANCE COMMITTEE OF THE UNIVERSITY

1. In accordance with Civil Service Commission (CSC) Circular No. 10, s. 2016 on Review and Compliance Procedure in the filing and submission of Statement of Assets, Liabilities, and Net Worth (SALN) and Disclosure of Business Interests and Financial Connections, and CSC Resolution No. 1300455 dated March 4, 2006, on the Review and Compliance Committee for the SALN, the SALN Review and Compliance Committee of the University is hereby created with the following composition:

MS. ENIEDA G. CORONA Director, Administrative Services	-	Chairperson
DR. PACIFICO N. SENADOR Faculty, College of Industrial Technology	-	Member
DR. JOEL A. CIRIACO Dean, College of Education	-	Member
DR. JASPER L. PASTRANO Faculty, College of Arts and Sciences	-	Member
DR. TRACY N. TACUBAN Dean, College of Computing and Informatics	-	Member
ENGR. ALBERT Z. JANAPON Faculty, College of Architecture & Engineering	-	Member
MS. NELFA S. AMPATUAN Supervising Administrative Officer	-	Member
MS. ADELAIDA T. TABUD. Administrative Officer V (HRMO III)	-	Member

2. As a Committee, you shall perform the following duties and responsibilities:

- 2.1 Check the completeness of the Sworn Statement of Assets, Liabilities, and Net Worth (SALN) submitted by officials and employees as of December 31, 2025;
- 2.2 Prepare a list of SALN filers and non-filers; and
- 2.3 Recommend upon which the undersigned shall issue a Compliance Order, as the case may be.

3. For information, guidance, and compliance of all concerned.

GABRIEL M. SALISTRE, JR., PEE, DIT
SUC President III

Admin: EGC/mhcv/01-20-26

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CERTIFIED MACHINE COPY

JOCELYN S. RAMOS
ADMINISTRATIVE OFFICER III,
RECORDS OFFICER III
ISAT UNIVERSITY





OFFICE OF THE ADMINISTRATIVE SERVICES

NOTICE OF MEETING

DATE : March 10, 2026

TO : MS. NELFA J. AMPATUAN
DR. PACIFICO N. SENADOR
DR. JOEL A. CIRIACO
DR. JASPER L. PASTRANO
DR. TRACY N. TACUBAN
ENGR. ALBERT Z. JANAPON
MS. ADELAIDA T. TABUD

SUBJECT : 2025 STATEMENT OF ASSETS, LIABILITIES, AND NET WORTH (SALN) REVIEW

Please come for the **review of SALN as of December 31, 2025, on March 16, 2026, at 1:30 PM at the Administration Office Conference Room.**

- Check the completeness of the Sworn Statement of Assets, Liabilities, and Net Worth (SALN) submitted by officials and employees as of December 31, 2025;
- Prepare a list of SALN filers and non-filers; and

For your information and guidance.


ENIEDA G. CORONA
Chairman, SALN Review and
Compliance Committee 





OFFICE OF THE UNIVERSITY PRESIDENT

OFFICE MEMORANDUM Unnumbered

DATE : January 19, 2026

TO : **DIR. ENIEDA G. CORONA** *Ed 1/20*
Chief Administrative Officer
Iloilo City Campus

SUBJECT : **AUTHORITY TO ADMINISTER OATH FOR STATEMENTS OF ASSETS, LIABILITIES,
AND NET WORTH (SALN)**

1. You are hereby authorized to administer oath for Statements of Assets, Liabilities, and Net Worth (SALN) as of December 31, 2025 submitted by the faculty and administrative personnel of ISAT University – **Iloilo City Campus**, in compliance with Republic Act No. 6713 or the Code of Conduct and Ethical Standards for Public Officials and Employees.
2. For your guidance and compliance.

GABRIEL M. SALISTRE, JR., PEE, DIT
SUC President III *[Signature]*

HRMO: ATT/mhcv/01-19-2026

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OFFICE OF THE UNIVERSITY PRESIDENT

OFFICE MEMORANDUM Unnumbered

DATE : January 19, 2026

TO : **MS. MARIA LUISA N. EIMAN** / MTV *Got 01-20-2024*
Administrative Officer V
Miagao Campus

SUBJECT : **AUTHORITY TO ADMINISTER OATH FOR STATEMENTS OF ASSETS, LIABILITIES,
AND NET WORTH (SALN)**

1. You are hereby authorized to administer oath for Statements of Assets, Liabilities, and Net Worth (SALN) as of December 31, 2025 submitted by the faculty and administrative personnel of ISAT University – **Miagao Campus**, in compliance with Republic Act No. 6713 or the Code of Conduct and Ethical Standards for Public Officials and Employees.
2. For your guidance and compliance.

GABRIEL M. SALISTRE, JR., PEE, DIT
SUC President III

HRMO: ATT/mhcv/01-19-2026

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OFFICE OF THE UNIVERSITY PRESIDENT

OFFICE MEMORANDUM Unnumbered

DATE : January 19, 2026

TO : **MS. JENNIGIE C. ALCALA**
Administrative Officer V
Leon Campus

Marlou Campo Ho
01/20/2026

SUBJECT : **AUTHORITY TO ADMINISTER OATH FOR STATEMENTS OF ASSETS, LIABILITIES,
AND NET WORTH (SALN)**

1. You are hereby authorized to administer oath for Statements of Assets, Liabilities, and Net Worth (SALN) as of December 31, 2025 submitted by the faculty and administrative personnel of ISAT University – **Leon Campus**, in compliance with Republic Act No. 6713 or the Code of Conduct and Ethical Standards for Public Officials and Employees.
2. For your guidance and compliance.

GABRIEL M. SALISTRE, JR., PEE, DIT
SUC President III

HRMO: ATT/mhcv/01-19-2026

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OFFICE OF THE UNIVERSITY PRESIDENT

OFFICE MEMORANDUM
Unnumbered

DATE : January 19, 2026

TO : **MS. BENITA B. DUREZA**
Administrative Officer V
Barotac Nuevo Campus

for Jose Redgie S. Benfey 1/21/26

SUBJECT : AUTHORITY TO ADMINISTER OATH FOR STATEMENTS OF ASSETS, LIABILITIES, AND NET WORTH (SALN)

1. You are hereby authorized to administer oath for Statements of Assets, Liabilities, and Net Worth (SALN) as of December 31, 2025 submitted by the faculty and administrative personnel of ISAT University – **Barotac Nuevo Campus**, in compliance with Republic Act No. 6713 or the Code of Conduct and Ethical Standards for Public Officials and Employees.
2. For your guidance and compliance.

GABRIEL M. SALISTRE, JR., PEE, DIT
SUC President III

HRMO: ATT/mhcv/01-19-2026

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