



MEMORANDUM

TO: **ALL TAPI OFFICIALS AND EMPLOYEES**

FROM: 
ENGR. EDGAR I. GARCIA
Director, TAPI

RE: **Submission of Statement of Assets, Liabilities and
Networth as of 31 December 2017**

Date: 07 February 2018

In compliance to Republic Act Nos. 6713, all TAPI officials and employees are instructed to prepare their Statement of Assets, Liabilities and Networth (SALN) as of 31 December 2017 using the revised SALN form (January 2015) and submit to the Personnel Section not later than **28 February 2018**.

The form should be accomplished in **FOUR COPIES** using legal size paper (long bond paper).

Kindly accomplish your SALN properly and completely as this will be forwarded to the Office of the Ombudsman as per Memorandum Circular No. 2 series of 2017.

For your strict compliance.