



Republic of the Philippines
METRO KIDAPAWAN WATER DISTRICT
 Lanao, Kidapawan City
 Tel nos. (064)577-1533, 577-1865, Fax no. (064) 572-5555
 E-mail Address: metrokidapawan_wd@yahoo.com
 Website: www.metrokidapawanwd.gov.ph



ISO 9001:2015 Certified
 Cert. No. 66478

"Committed to Service, Development and Self-Reliance"

OFFICE OF THE ASSISTANT GENERAL MANAGER FOR OPERATIONS

AHRD-MEMORANDUM-2021-0002

FOR: AGMS
 Department Managers
 Division Managers

ATTENTION: ALL PERSONNEL

FROM: Admin & Human Resource Division

DATE: January 4, 2021

SUBJECT: **SUBMISSION OF 2020 STATEMENT OF ASSETS, LIABILITIES & NETWORTH (SALN)**

You are to submit your 2020 Statement of Assets, Liabilities and Networth (SALN) as of December 31, 2020.

Division Managers shall ensure dissemination and submission of all SALNs under your respective divisions with endorsement not later than January 29, 2021.

For your information and compliance.

MERLIE E. AVILA
 Division Manager -AHRD

Concurred:
MYRNA R. VICTORIA, MBA
 Department Manager-AHRD

WILESPER LISANDRO M. ALQUEZA, CE RMP MBA
 AGM- Operations

Noted:
STELLA M. GONZALES, MPS
 General Manager

[Handwritten signatures and notes]

for MEM
 JW
 01-05-2021

RAC
 CAC

JAN 05 2021
 JAC

for MYL

for MMB
 LJE



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OFFICE OF THE ASSISTANT GENERAL MANAGER FOR OPERATIONS

ROUTING SLIP

Control No. :	AHRD-MEMORANDUM-2021-0002	Date Prepared:	1/4/2021
Department:	AHRD	Time:	11:00 a.m.

FOR	Department	Subject	Signature	Date
MRVICTORIA	AHRD	AHRD- 2020 SALN		1/4/2021
WLMALQUEZA	AGM-O			1/4/2021
SMGONZALES	GM			1/4/2021

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> For appropriate Action | <input type="checkbox"/> For Coordination | <input type="checkbox"/> For Justification |
| <input type="checkbox"/> For Approval | <input type="checkbox"/> File | <input type="checkbox"/> Note and Return |
| <input type="checkbox"/> Request | <input type="checkbox"/> For Correction | <input type="checkbox"/> See Me |
| <input type="checkbox"/> For Circulation | <input type="checkbox"/> For Information | <input checked="" type="checkbox"/> For Signature |
| <input type="checkbox"/> For Comment | <input type="checkbox"/> Investigate | |

REMARKS:

MERLIE E. AVILA

Signature Over Printed Name

FM-MKWD-01

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12/8/2016