



University of the Philippines  
Diliman, Quezon City

**REVIEW AND COMPLIANCE PROCEDURES IN THE FILING OF  
STATEMENTS AND FINANCIAL DISCLOSURES IN THE UNIVERSITY**

**COVERAGE**

These guidelines shall cover all officials and employees of the University.

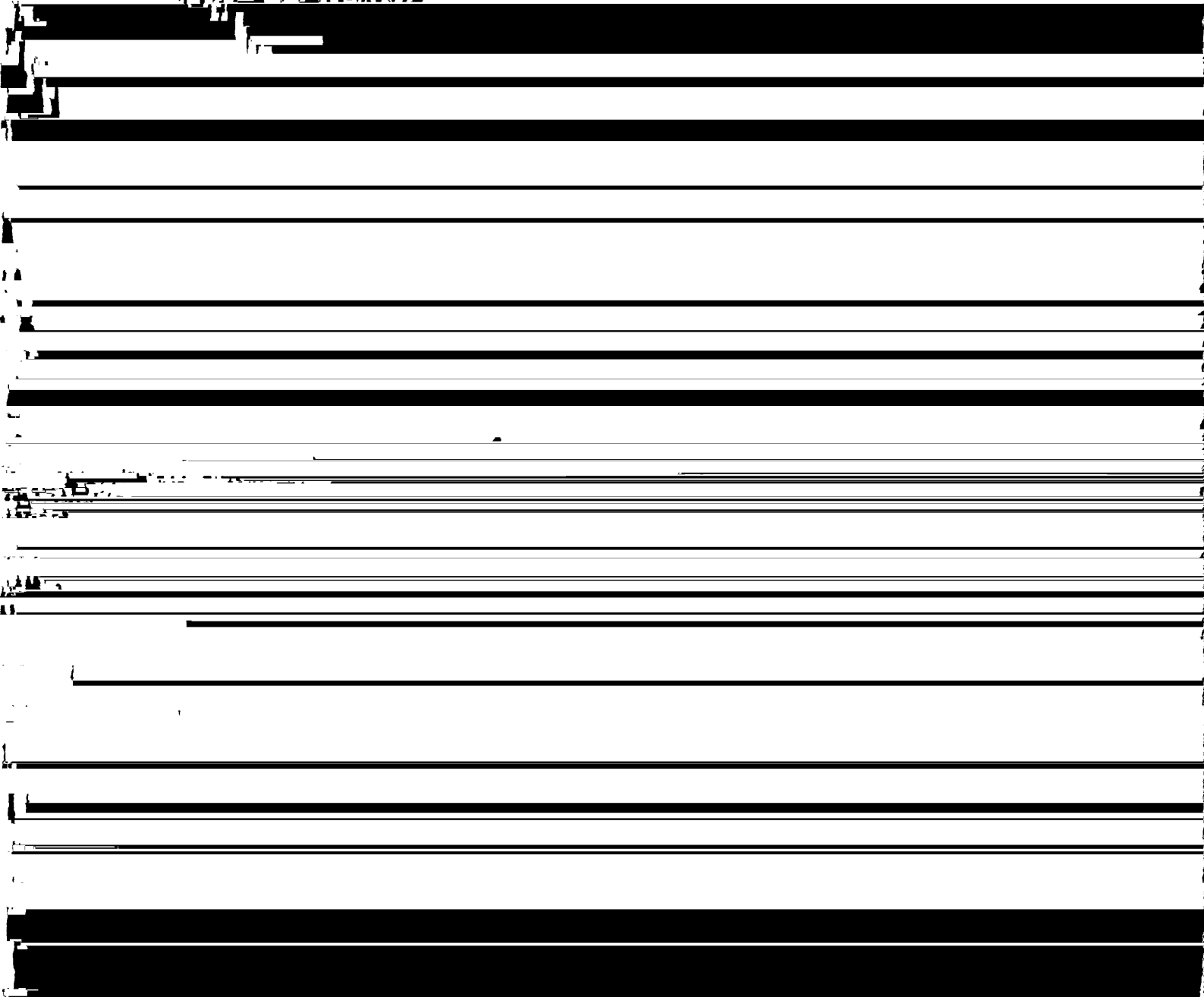
**3. Duties of the Review and Compliance Committee**

The Review and Compliance Committee through the HRDO shall prepare a list of the following employees, in alphabetical order, to be submitted to the head of agency on or before May 15 of every year:

- a. Those who filed their SALNs with complete data;
- b. Those who filed their SALNs but with incomplete data; and
- c. Those who did not file their SALNs.

**4. Ministerial Duty of the Vice President for Administration/Chancellor/  
PGH Director to issue Compliance Order**

Immediately upon receipt of the aforementioned list and recommendation, it shall be the ministerial duty of the Vice President for Administration /for PGH



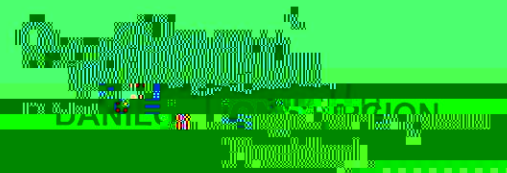
1<sup>st</sup> offense – Suspension for one (1) month and one (1) day for six (6) months

2<sup>nd</sup> offense – Dismiss

§ 11-203. (a) Any person who is convicted of a violation of this section shall be suspended from the practice of law for one (1) month and one (1) day for six (6) months.

(b) Any person who is convicted of a second violation of this section shall be dismissed from the practice of law.

§ 11-204. (a) Any person who is convicted of a violation of this section shall be suspended from the practice of law for one (1) month and one (1) day for six (6) months, unless revoked.



§ 11-205. (a) Any person who is convicted of a violation of this section shall be suspended from the practice of law for one (1) month and one (1) day for six (6) months, unless revoked.

(b) Any person who is convicted of a second violation of this section shall be dismissed from the practice of law.

(c) Any person who is convicted of a third violation of this section shall be suspended from the practice of law for one (1) month and one (1) day for six (6) months, unless revoked.

(d) Any person who is convicted of a fourth violation of this section shall be dismissed from the practice of law.