

**STATEMENT OF ASSETS, LIABILITIES AND NETWORTH**

**UNDERTAKING OF REQUESTING PARTY FORM**

I, \_\_\_\_\_, single/married, residing at \_\_\_\_\_  
\_\_\_\_\_ hereby swear that  
the copies of the following Statement of Assets, Liabilities and Network (SALN) :

Name of Declarant	Office/Agency	SALN Year

shall be used solely for the following purpose/s:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby agree to abide by the following:

That, I shall not use nor disclose the abovementioned SALNs:

1. for purposes contrary to morals, public policy or commercial purpose/s;
2. for extortion purposes or for any purpose that will endanger the personal safety of the official or employee, and
3. name/s of declarant and its contents, nor, lend, show or reproduce a photocopy of the same for distribution to other individuals/groups/organizations;

And, should I violate the terms and conditions of this undertaking, I understand that the official or employee concerned may bring an action against me and that as a consequence thereof, the Court in which such action is brought may assess a penalty in an amount not to exceed twenty-five thousand pesos (Php25,000.00) pursuant to **Section 11 (d) of Republic Act No. 6713 (Code of Conduct and Ethical Standards for Public Officials and Employees)**. In addition, the Civil Service Commission may separately file legal action under applicable laws.

\_\_\_\_\_  
*Requesting Party's Signature*

\_\_\_\_\_  
*Date*

**SUBSCRIBED AND SWORN TO** before me on this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_, affiant exhibiting his/her two (2) current/valid/unexpired identification cards:

1. \_\_\_\_\_ issued at \_\_\_\_\_ and issued on \_\_\_\_\_ and
2. \_\_\_\_\_ issued at \_\_\_\_\_ and issued on \_\_\_\_\_.

\_\_\_\_\_  
Director IV/Director III  
Integrated Records Management Office