

APRIL 2020
SUBMISSION
LEASING STAFF

APRIL 2020
SUBMISSION

PLEASE DIRECT ALL
COMMUNICATIONS/
COMMENTS HERE
(INTERNAL)

PLEASE DROP YOUR
COMMUNICATIONS/
DOCUMENTS HERE
(EXTERNAL)

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(EXTERNAL)

APRIL 30 2021

SY-2020
SALN SUBMISSION
OF LBP LEASING & FINANCE
CORPORATION.

COMMUNICATIONS/
DOCUMENTS HERE
(EXTERNAL)

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COMMUNICATIONS/
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(EXTERNAL)

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**LBP LEASING AND FINANCE CORPORATION**

(A LANDBANK SUBSIDIARY)

29 April 2021

Ms. Ma. Leticia G. Reyna

Director IV
Integrated Records Management Office
Constitution Hills
Batasang Pambansa Complex
Diliman, Quezon City

Dear Dir. Reyna:

We are submitting herewith the Statements of Assets, Liabilities and Net Worth (SALNs) of the officers and employees of the **LBP LEASING and FINANCE CORPORATION** (LLFC, formerly LBP Leasing Corporation) for the year ended 31 December 2020.

Please note that **LBP LEASING AND FINANCE CORPORATION**, a subsidiary of Land Bank of the Philippines, is registered with the Securities and Exchange Commission and its employees are covered by the Department of Labor and Employment (DOLE) rules and are members of the Social Security System (SSS). As such, the **LBP LEASING AND FINANCE CORPORATION** officers and employees are not in the Civil Service Commission (CSC) roster of government employees and we were not required to submit the SALN until the Governance Commission for GOCCs (GCG) required us to submit the SALNs of our officers and employees to the Civil Service Commission (CSC) as part of its Good Governance Conditions.

Please note further that the SALN of our **OIC-President and CEO, Mr. Edward John T. Reyes** is submitted to the Office of the President – Records, as required.

Attached are the Summary List of Filers, the **LBP LEASING and FINANCE CORPORATION** SALN Review Committee Certification and List of Employees Who Did Not File SALNs for CY 2020, as required.

Thank you.

Very truly yours,

RIZA M. HERNANDEZ

Vice President/OIC, Corporate Services Group

LBP LEASING AND FINANCE CORPORATION

List of employees Who Did Not File SALNs for CY 2020

1. Raizza L. Gonzales (on Maternity Leave)

Prepared by:



RIZA M. HERNANDEZ
Person In-Charge of SALN

Position: VP/OIC, Corporate Services Group
Email Address: rmhernandez@lbpleasing.com
Contact No. 88182200 local 240

Date: April 29, 2021

Noted by:



EDWARD JOHN T. REYES
Head of Agency

Position: OIC-President
Email Address: etreyes@lbpleasing.com
Contact No. 88182200 local 220

Date: April 29, 2021

LBP LEASING AND FINANCE CORPORATION
Summary List of Filers
Statement of Assets, Liabilities and Networth
Calendar Year 2020

CERTIFICATION

This is to certify that the SALNs submitted/ included in the Summary List of Filers were reviewed and found compliant by the Review and Compliance Committee of this Office.

Further, the review was made in accordance with the review and compliance procedure in filing and submission of SALNs pursuant to CSC Memorandum Circular No. 10, s. 2006 (as amended by CSC Resolution No. 1300455 promulgated on March 04, 2013).

Issued on April 29, 2021


Riza M. Hernandez
Chairperson


Atty. Marla A. Barcenilla
Member


Noel D. Calvez
Member

**LBP LEASING AND FINANCE CORPORATION**

(A LANDBANK SUBSIDIARY)

30 April 2021

Ms. Ma. Leticia G. Reyna

Director IV

Integrated Records Management Office Constitution Hills

CIVIL SERVICE COMMISSION

Batasang Pambansa Complex

Diliman, Quezon City

Dear Dir. Reyna:

This is to submit the Statements of Assets, Liabilities and Net Worth (SALN) of the **MS. RAIZZA L. GONZALES** an employee of the **LBP LEASING and FINANCE CORPORATION** (LLFC) for the year ended 31 December 2020. She was not included in our corporate submission as she is on maternity leave. We have just received her SALN for CY 2020 today and with this, we now have 100% submission.

Thank you.

Very truly yours,



NOEL D. CALVEZ

Manager/Head, Administrative Unit.

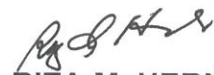
LBP LEASING AND FINANCE CORPORATION

List of employees Who Did Not File SALNs for CY 2020

NONE

Prepared by:

Noted by:



RIZA M. HERNANDEZ
Person In-Charge of SALN



EDWARD JOHN T. REYES
Head of Agency

Position: VP/OIC, Corporate Services Group
Email Address: rmhernandez@lbpleasing.com
Contact No. 88182200 local 240

Position: OIC-President
Email Address: etreyes@lbpleasing.com
Contact No. 88182200 local 220

Date: April 30, 2021

Date: April 30, 2021

LBP LEASING AND FINANCE CORPORATION
Summary List of Filers
Statement of Assets, Liabilities and Networth
Calendar Year 2020


C E R T I F I C A T I O N

This is to certify that the SALNs submitted/ included in the Summary List of Filers were reviewed and found compliant by the Review and Compliance Committee of this Office.

Further, the review was made in accordance with the review and compliance procedure in filing and submission of SALNs pursuant to CSC Memorandum Circular No. 10, s. 2006 (as amended by CSC Resolution No. 1300455 promulgated on March 04, 2013).

Issued on April 30, 2021


Riza M. Hernandez
Chairperson


Atty. Marla A. Barcenilla
Member


Noel D. Calvez
Member



SPECIAL ORDER No. SO-21-007

Date of Issue : 20 January 2021
Guidance to : RIZA M. HERNANDEZ *rh 01/21/21*
Subject : DESIGNATION AS CSG OFFICER-IN-CHARGE (OIC)

You are hereby designated as Officer-In-Charge (OIC) of Corporate Services Group (CSG) during the Maternity Leave of the CSG Head Raizza L. Gonzales until she reports back for work unless this designation is sooner revoked or superseded. This shall be concurrent to your function as Treasurer of LLFC.

As OIC, you shall be responsible for overseeing the day-to-day operations of CSG and you are authorized to sign and/or approve documents which are normally signed and/or approved by the Head-CSG to ensure continuous operations of the Group.

For information and guidance.

EDWARD JOHN T. REYES
OIC/President

cc: 201 File



SPECIAL ORDER No. SO-20-034

Date of Issue : **August 17, 2020**

Guidance to : **All LLFC Officers and Employees**

Subject : **Designation of Officer to Administer Oath on SALNs**

The CSG Guidelines on the SALN Form (Revised 2013) provides the following:

1. The Head of Agency can delegate the authority to administer oath with regards to the SALN form.
2. The authority to administer oath must be in writing.
3. Head of Agency shall include the Head of Office and / or Head of Regional Offices of such agency / office.

In view thereof, the Head – Legal Counsel Office is hereby authorized as the Officer to Administer Oath on the SALNs of all LLFC officers and employees, except on the SALN of the Head – Legal Counsel for which the Officer to Administer the oath shall be the Head – Corporate Services Group.

For guidance and appropriate action.

FRANCISCO J. LEONOR, JR.

President and CEO



LBP LEASING AND FINANCE CORPORATION

(A LANDBANK SUBSIDIARY)

CLASS D

SPECIAL ORDER No. SO-20-033

Date of Issue : **August 17, 2020**

Guidance to : **All LLFC Officers and Employees**

Subject : **Creation of the SALN Review and Compliance Committee**

The SALN Review and Compliance Committee for the SALN submission is hereby created composed of the following:

Chairman	:	Head – Corporate Services	Raizza L. Gonzales
Members	:	Head – Legal Counsel	Atty. Marla A. Barcenilla
		Finance and Admin Manager	Noel D. Calvez

The Committee is tasked with the following:

1. Monitor the submission of the SALN to ensure compliance with the deadline for submission.
2. Review all SALNs submitted to determine whether they are completely and properly accomplished, e.g., all applicable information / details required are provided by the filer and items not applicable are marked N/A; pages are numbered; spouses' signature, if applicable or certification on the absence of spouse's signature.
3. Submit to the LLFC President a list of officers and employees in alphabetical order, who a) filed SALNs with complete data; b) filed their SALNs but with incomplete data; c) did not file their SALNs.
4. Prepare the Certification of Compliance (SALN Submission / Filing as required under IATF MC No. 2013-01.
5. Designate a Secretariat from among the CSG personnel that shall provide administrative support to the Committee.

For guidance and appropriate action.

FRANCISCO J. LEONOR, JR.
President and CEO