



Republic of the Philippines
DEPARTMENT OF FINANCE

Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004

DEPARTMENT ORDER NO. 042.2022

Pursuant to Republic Act No. 7877 (Anti-Sexual Harassment Act of 1995) and Department of Finance (DOF) Department Order No. 062.2019 (DOF Administrative Disciplinary Rules on Sexual Harassment Cases), the DOF Committee on Decorum and Investigation of Sexual Harassment Cases (CODI) is hereby reconstituted as follows:

- Chairperson** : **Dir. Sheila N. Castaloni**
Revenue Office
(Representative from the management)
- Members** : **Carlo V. Baloloy**
DOF Proper Employees Association
(Representative from the accredited union)
- Atty. Azzedine G. Sadsad**
Legal Affairs Office
(Representative from the second-level employees)
- Heherson F. Marayag**
Revenue Office
(Alternate Representative from the second-level employees)
- Lorein A. Lugnasin**
Central Management Information Office
(Representative from the first-level employees)

The DOF CODI shall perform the following functions:

- a. Receive complaints of sexual harassment;
- b. Investigate sexual harassment complaints in accordance with the prescribed procedure;
- c. Submit a report of its findings with the corresponding recommendation to the disciplining authority for decision; and

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- d. Lead in the conduct of discussions about sexual harassment within the 'DOF' to increase understanding and prevent incidents of sexual harassment.

The members of the DOF Committee on Decorum and Investigation shall have a maximum term of two years and shall formulate such rules and other matters pertaining to the functions of the CODI not otherwise provided in the DOF Administrative Disciplinary Rules on Sexual Harassment Cases.

The Human Resource Management and Development Division shall act as the Secretariat of the Committee.

This Order shall take effect immediately, and all concerned shall be guided accordingly.




CARLOS G. DOMINGUEZ
Secretary
JUN 29 2022