



VISAYAS
STATE UNIVERSITY

Office of the President

2/F Administration Building
Visca, Baybay City, Leyte, PHILIPPINES
Telefax: +63 53 563 7067
Email: op@vsu.edu.ph
Website: www.vsu.edu.ph

NOTICE OF SALARY ADJUSTMENT

27-April-2020

Ms. Kyza Mae M. Ramoneda
DBS
VSU, Visca, City of Baybay, Leyte

Handwritten: 11/6/2020

Dear Ms. Ramoneda:

Pursuant to National Budget Circular No. 579 dated January 24, 2020 implementing Republic Act No. 11466 dated January 8, 2020, your salary is hereby adjusted effective January 23, 2020 as follows:

1. Adjusted monthly basic salary effective January 23, 2020, under the New Salary Schedule; SG: 12, Step: 1 **₱ 24,495.00** (293,940.00) p.a.
2. Actual monthly basic salary as of January 23, 2020; SG: 12, Step: 1 **₱ 22,938.00** (275,256.00) p.a.
3. Monthly salary adjustment effective: January 23, 2020 (1-2) **₱ 1,557.00**

It is understood that this salary adjustment is subject to review and post-audit, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,

Handwritten signature of Edgardo E. Tulin
EDGARDO E. TULIN
President

Position Title: Instructor I
Salary Grade: 12
Item No. FY 2019 Plantilla of Personnel: INST1-68-2016

cc: Records, ODA-HRD, PRPEO, Accounting, GSIS, Payroll