



Notice of Salary Adjustment

11-January-2018

Ms. Ma. Roberta S. Miraflor

Administrative Officer I


VSU, Baybay, Leyte

Pursuant to National Budget Circular No. 572 dated January 3, 2018 implementing Executive Order No 201, s. 2016, your salary as Administrative Officer I is hereby adjusted effective January 1, 2018, as follows:

1. Adjusted monthly basic salary effective January 1, 2018, under the new Salary Schedule:
SG 10 Step 1 **P 18,718.00**
(224,616.00) p.a.
2. Actual monthly basic salary as of December 31, 2017
SG 10 Step 1 **P 18,217.00**
(218,604.00)p.a.
3. Monthly salary adjustment effective January 1, 2018 (1-2) **P 501.00**

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,


EDGARDO E. TULIN
President

Position Title: **Administrative Officer I**

Salary Grade: **10**

Item No. FY 2017 Plantilla of Personnel: **ADOF1-30-2004**

cc: Records, GSIS, PRPEO, Payroll

Vision: A globally competitive university for science, technology and environmental conservation.
Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.