



Notice of Salary Adjustment

01-APRIL-2019

**Mrs. Merle N. Gravador**

Administrative Aide III

VSU, Baybay, City, Leyte

Pursuant to National Budget Circular No. 575 dated March 25, 2019, implementing Executive Order (EO) No. 201, s. 2016 as amended by EO No. 76, s. 2019, your daily wage as Administrative Aide III is hereby adjusted effective January 1, 2019, as follows:

1. Daily wage rate effective January 1, 2019, under the new Salary Schedule:  
**SG 3 Step 1 P 566.64**
2. Actual Daily wage rate as of December 31, 2018  
**SG 3 Step 1 P 541.54**
3. Daily wage adjustment effective January 1, 2019 (1-2) **P 25.10**

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 Aide III**

Salary Grade: **3**

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.