



NOTICE OF SALARY ADJUSTMENT

14-June-2021

Engr. Hanzel N. Mejia
VSU, Visca, City of Baybay, Leyte

Dear Engr. **Mejia**:

Pursuant to National Budget Circular No. 584 dated January 6, 2021 implementing Republic Act No. 11466 dated January 8, 2020, your salary is hereby adjusted effective January 1, 2021 as follows:

1. Adjusted monthly basic salary effective January 1, 2021,
under the New Salary Schedule; SG: 12, Step: 4 ₱ 26,915.00 (322,980.00) p.a.
2. Actual monthly basic salary as of January 1, 2021;
SG: 12, Step: 4 25,358.00 (304,296.00) p.a.
3. Monthly salary adjustment effective: January 1, 2021 (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,

EDGARDO E. TULIN
President

Position Title: Instructor I
Salary Grade: 12
Item No. FY 2021 Plantilla of Personnel: INST1-24-2014

This cancels the NOSA issued on January 21, 2021

cc: OHRA, ODHRM, OHRSPPR, OHPLB