



**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](http://www.vsu.edu.ph)

**Notice of Salary Adjustment**

03-March-2020

Pursuant to National Budget Circular No. 579 dated January 24, 2020, implementing Republic Act No. 11466 dated January 8, 2020, the salary of the following faculty/staff are hereby adjusted effective January 1, 2020, as follows:

Name of Faculty/Staff	Item No. FY 2019 Plantilla of Personnel	Position	Salary Grade	Step Increment
A. BANAYAG, Alberto N.	ADA4-124-2004	Administrative Aide IV	4	1
B. BANZON, Joan Rosemarie A.	ADA4-152-2004	Administrative Aide IV	4	1
C. CIRCULADO, Valerie D.	ADA4-128-2004	Administrative Aide IV	4	1
D. CRUZ, Antonette S.	ADA4-110-2004	Administrative Aide IV	4	1
E. DIDAL, Florante G.	ADA4-126-2004	Administrative Aide IV	4	1

- Adjusted monthly basic salary effective January 1, 2020, under the new Salary Schedule:  
SG 4 Step 1 **P 13,807.00**  
(165,684.00) p.a.
- Actual monthly basic salary as of December 31, 2019:  
SG 4 Step 1 **P 13,214.00**  
(158,568.00) p.a.
- Monthly salary adjustment effective January 1, 2020 (1-2) **P 593.00**

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

cc: Records, GSIS, PRPEO, Payroll