



Notice of Salary Adjustment

18-January-2017

Ms. Asteria A. Sevilla

Administrative Officer II



VSU, Baybay, Leyte

Pursuant to National Budget Circular No. 568 dated January 5, 2017 implementing Executive Order No 201, s. 2016, your salary as Administrative Officer II is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly basic salary effective January 1, 2017, under the new Salary Schedule:
SG 11 Step 7 **P 21,058.00**
(252,696.00) p.a.
2. Actual monthly basic salary as of December 31, 2016:
SG 11 Step 7 **P 20,362.00**
(244,344.00)p.a.
3. Monthly salary adjustment effective January 1, 2017 (1-2) **P 696.00**

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 II**

Salary Grade: **11**

Item No. FY 2016 Plantilla of Personnel: **ADOF2-29-2004**

cc: Records, GSIS, PRPEO, Payroll