



Notice of Salary Adjustment

11-January-2018


Mr. Roger T. Muaña
Heavy Equipment Operator 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 Heavy Equipment Operator 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 4 Step 2 **P 12,778.00**
(153,336.00) p.a.
2. Actual monthly basic salary as of December 31, 2017
SG 4 Step 2 **P 12,262.00**
(147,144.00)p.a.
3. Monthly salary adjustment effective January 1, 2018 (1-2) **P 516.00**

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: **Heavy Equipment Operator I**
Salary Grade: **4**
Item No. FY 2017 Plantilla of Personnel: **HEO1-2-1998**

cc: Records, GSIS, PRPEO, Payroll