



VISAYAS
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*Receive original
followed 2/7/19*

Notice of Salary Adjustment

01-APRIL-2019

Mrs. Gilda D. Duran
Administrative Aide VI
VSU, Baybay, 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 salary as Administrative Aide VI is hereby adjusted effective February 1, 2019, as follows:

1. Adjusted monthly basic salary effective February 1, 2019, under the new Salary Schedule:
SG 6 Step 1 **P 14,847.00**
(178,164.00) p.a.
2. Actual monthly basic salary as of February 1, 2019
SG 6 Step 1 **P 14,340.00**
(172,080.00)p.a.
3. Monthly salary adjustment effective February 1, 2019 (1-2) **P 507.00**

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 Aide VI**
Salary Grade: **6**
Item No. FY 2018 Plantilla of Personnel: **ADA6- 83-2004**

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.