



Notice of Salary Adjustment

11-January-2018

Special Order No. 51 s. 2018

Pursuant to National Budget Circular No. 572 dated January 3, 2018 implementing Executive Order No 201, s. 2016, the salary of the following faculty/staff are hereby adjusted effective January 1, 2018, as follows:

Name of Faculty/Staff	Item No. FY 2018 Plantilla of Personnel	Position	Salary Step Grade
A. JAVIER, Benito D.	HHA1-3-1998	Household Attendant I	3 2
B. TANAID, Rizal R.	HHA1-1-2002	Household Attendant I	3 2

- Adjusted monthly basic salary effective January 1, 2018, under the new Salary Schedule:
SG 3 Step 2 P 12,013.00
(144,156.00) p.a.
- Actual monthly basic salary as of December 31, 2017:
SG 3 Step 2 P 11,488.00
(137,856.00)p.a.
- Monthly salary adjustment effective January 1, 2018 (1-2) **P 525.00**

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, PRPE, Payroll