

2/F Administration Building VISAYAS STATE UNIVERSITY Baybay City, Leyte, PHILIPPINES Telefax: +63 53 563 7067 Email: op@xsu.edu.ph Website: www.vsu.edu.ph

Notice of Salary Adjustment

01-APRIL-2019

Mr. Henry P. Modina Administrative Aide III 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 III is hereby adjusted effective February 1, 2019, as follows:

- 1. Adjusted monthly basic salary effective February 1, 2019, under the new Salary Schedule: SG 3 Step 1 P 12,466.00 (149,592.00) p.a.
- Actual monthly basic salary as of February 1, 2019
 SG 3 Step 1

P 11,914.00 (142,968.00)p.a.

3. Monthly salary adjustment effective February 1, 2019 (1-2) P 552.00

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,

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Position Title: Administrative Aide III

Salary Grade: 3

Item No. FY 2018 Plantilla of Personnel: ADA3-196-2004

cc: Records, GSIS, PRPEO, Payroll

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.