



VISAYAS
STATE UNIVERSITY

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Notice of Salary Adjustment

01-APRIL-2019

Mrs. Antonette S. Cruz

Administrative Aide IV

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 IV is hereby adjusted effective February 18, 2019, as follows:

1. Adjusted monthly basic salary effective February 18, 2019, under the new Salary Schedule: **SG 4 Step 1** **P 13,214.00**
(158,568.00) p.a.
2. Actual monthly basic salary as of February 18, 2019
SG 4 Step 1 **P 12,674.00**
(152,088.00)p.a.
3. Monthly salary adjustment effective February 18, 2019 (1-2) **P 540.00**

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 IV**

Salary Grade: **4**

Item No. FY 2018 Plantilla of Personnel: **ADA4-110-2004**

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.