



Notice of Salary Adjustment

11-January-2018

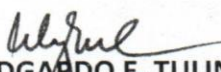
**Ms. Carmela A. Yamada**  
Administrative Assistant V  
VSU, Baybay, Leyte

Pursuant to National Budget Circular No. 572 dated January 3, 2018 implementing Executive Order No 201, s. 2016, your salary as Administrative Assistant V is hereby adjusted effective January 1, 2018, as follows:

1. Adjusted monthly basic salary effective January 1, 2018, under the new Salary Schedule:  
**SG 11 Step 7** **P 21,777.00**  
(261,324.00) p.a.
2. Actual monthly basic salary as of December 31, 2017  
**SG 11 Step 7** **P 21,058.00**  
(252,696.00)p.a.
3. Monthly salary adjustment effective January 1, 2018 (1-2) **P 719.00**

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 Assistant V**

Salary Grade: **11**

Item No. FY 2017 Plantilla of Personnel: **ADASS-154-2004**

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.