



Notice of Salary Adjustment

11-January-2018

Ms. Jessamine C. Ecleo
Information Systems Analyst I
VSU, Baybay, Leyte

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

1. Adjusted monthly basic salary effective January 1, 2018, under the new Salary Schedule:
SG 12 Step 4 **P 22,942.00**
(275,304.00) p.a.
2. Actual monthly basic salary as of December 31, 2017
SG 12 Step 4 **P 22,113.00**
(265,356.00)p.a.
3. Monthly salary adjustment effective January 1, 2018 (1-2) **P 829.00**

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: **Information Systems Analyst I**

Salary Grade: **12**

Item No. FY 2017 Plantilla of Personnel: **INFOSA1-1-2002**

cc: Records, GSIS, PRPEO, Payroll