



**VISAYAS**  
STATE UNIVERSITY

**Office of the President**

2/F Administration Building  
Visca, Baybay City, Leyte, PHILIPPINES  
Telefax: +63 53 563 7067  
Email: op@vsu.edu.ph  
Website: [www.vsu.edu.ph](http://www.vsu.edu.ph)

**Notice of Salary Adjustment**

06-February-2020

Pursuant to National Budget Circular No. 579 dated January 24, 2020, implementing Republic Act No. 11466 dated January 8, 2020, the salary of the following faculty/staff are hereby adjusted effective January 1, 2020, as follows:

Name of Faculty/Staff	Item No. FY 2019 Plantilla of Personnel	Position	Salary Grade	Step Increment
A. DIAZ, Fe Remedios L.	ADA6-101-2004	Administrative Aide VI	6	7 - <i>3/20/20</i>
B. MONTEJO, Analou S.	ADA6-103-2004	Administrative Aide VI	6	7
C. ORQUILLA, Marilyn A.	ADA6-93-2004	Administrative Aide VI	6	7
D. PACADA, Nevin A.	ADA6-94-2004	Administrative Aide VI	6	7

- Adjusted monthly basic salary effective January 1, 2020, under the new Salary Schedule:  
SG 6 Step 7 **P 16,253.00**  
(195,036.00) p.a.
- Actual monthly basic salary as of December 31, 2019:  
SG 6 Step 7 **P 15,545.00**  
(186,540.00) p.a.
- Monthly salary adjustment effective January 1, 2020 (1-2) **P 708.00**

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*  
**EDGARDO E. TULIN**  
President

cc: Records, GSIS, PRPEO, Payroll