



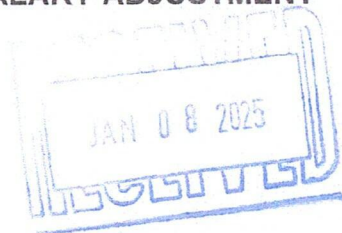
**NOTICE OF SALARY ADJUSTMENT**

December 10, 2024

**MS. JESSAMINE C. ECLEO**

Procurement Office

VSU, Visca, City of Baybay, Leyte



Dear Ms. Ecleo:

Pursuant to National Budget Circular No. 594 dated August 12, 2024, implementing Executive Order No. 64 dated August 2, 2024, your salary is hereby adjusted effective January 1, 2024, as follows:

- |  |                    |
|--|--------------------|
| 1. Adjusted monthly basic salary effective January 1, 2024, under the New Salary Schedule; SG:12, Step:8 | <u>₱ 32,770.00</u> |
| 2. Actual monthly basic salary as of December 31, 2023, SG: 12, Step: <u>8</u>                           | <u>31,230.00</u>   |
| 3. Monthly salary adjustment effective: January 1, 2024 (1-2)  | <u>₱ 1,540.00</u>  |

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,

  
**PROSEMY G. YEPES**  
President

Position Title: Information Systems Analyst I

Salary Grade: 12

Item No. FY 2023 Plantilla of Personnel: INFOSA1-1-2002

*This supersedes and replaces the NOSA issued on August 22, 2024.*

cc: RAO, RSPPRO, PLBO, Ms.Ecleo