



Notice of Salary Adjustment

25-March-2019

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, the salary of the following faculty/staff are hereby adjusted effective January 1, 2019, as follows:

Name of Faculty/Staff	Item No. FY 2018 Plantilla of Personnel	Position	Salary Step Grade
A. ALBA, Doreen B.	ADA3-187-2004	Administrative Aide III	3 1
B. BANDALAN, Marvin B.	ADA3-192-2004	Administrative Aide III	3 1
C. CABALLERO, Jaime A.	ADA3-182-2004	Administrative Aide III	3 1
D. CAINTIC, Joie Proceso S.	ADA3-175-2004	Administrative Aide III	3 1
E. CIRCULADO, Valerie D.	ADA3-191-2004	Administrative Aide III	3 1

- Adjusted monthly basic salary effective January 1, 2019, under the new Salary Schedule:
SG 3 Step 1 **P 12,466.00**
(149,592.00) p.a.
- Actual monthly basic salary as of December 31, 2018:
SG 3 Step 1 **P 11,914.00**
(142,968.00)p.a.
- Monthly salary adjustment effective January 1, 2019 (1-2) **P 552.00**

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

cc: Records, GSIS, PRPEO, Payroll