
NOTICE OF SALARY ADJUSTMENT

January 21, 2021

Ababat, Claudio R. Jr.

Administrative Assistant III
Visayas State University
Baybay City, Leyte

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, your salary as Administrative Assistant III is hereby adjusted effective **January 01, 2021** as follows:

1. Actual monthly basic salary effective January 01, 2021, under the new Salary Schedule:
(SG - 9 Step 1) **P 18,784.00**
(225,408.00) p.a.
2. Actual monthly basic salary as of December 31, 2020
(SG - 9 Step 1) **P 19,593.00**
(235,116.00) p.a.
3. Adjusted monthly basic salary effective January 01, 2021 (1-2)
P 809.00

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 III**

Salary Grade: **1**

Item No. FY 2018 Plantilla of Personnel: **AP1-16-2014**