



Annex "B"

Notice of Position Allocation and Salary Adjustment

November 24, 2021

Ms. Cindy R. Fruto

University Service for Health, Emergency, and Rescue
VSU, Visca, City of Baybay, Leyte

Dear **Ms. Fruto**,

Pursuant to Budget Circular No. 2021-2 dated August 25, 2021, your position of Nurse I, Salary Grade (SG) 15, Unique Item No. **NUR1-5-2010** in the Visayas State University, FY 2021 Personnel Service Itemization and Plantilla of Personnel as of **October 2021**, has been upgraded to **Nurse II, SG-16** per Item 6.0 of said Circular. Your salary is hereby adjusted effective **June 1, 2021**, as follows:

- | | |
|--|--------------------|
| 1. Adjusted monthly basic salary effective <u>June 1, 2021</u>
SG-16, Step <u>3</u> | ₱ <u>37,465.00</u> |
| 2. Actual monthly basic salary as of <u>May 31, 2021</u>
SG-15, Step <u>3</u> | ₱ <u>34,336.00</u> |
| 3. Monthly Salary Adjustment | ₱ <u>3,129.00</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,


EDGARDO E. TULIN
President
Visayas State University

Kuya Marwin: OK 11/15/21
ODHEM: [Signature] 11/25/21
Records: [Signature] 11/25/21