



## NOTICE OF SALARY ADJUSTMENT

January 31, 2022

**Mr. Orlan C. Capin**  
VSU, Visca, City of Baybay, Leyte

Dear Mr. **Capin**:

Pursuant to National Budget Circular No. 588 dated January 3, 2022 implementing Republic Act No. 11466 dated January 8, 2020, your salary is hereby adjusted effective January 3, 2022 as follows:

- |                                                              |                 |
|--------------------------------------------------------------|-----------------|
| 1. Daily wage rate<br>under the New Salary Schedule; SG: ,   | <u>₱ 642.05</u> |
| 2. Actual daily wage rate<br>as of December 31, 2021;<br>SG: | <u>616.91</u>   |
| 3. Daily wage adjustment<br>effective January 3, 2022 (1-2)  | <u>₱ 25.14</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

Position Title: Administrative Aide III  
Salary Grade: