

NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Marites Peñas
Asministrative Aide 11
Gov. Alfonso D. Tan College
Maloro, Tangub City


Dear **Mrs. Peñas**,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 2, Step 3 P 8,798.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 2, Step 3 P 8,389.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 409.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Asministrative Aide 11
Salary Grade: 2 / 3
Item No., FY 2017 Plantilla of Personnel: 102

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. Erwin Lacapo
Instructor 1
Gov. Alfonso D. Tan College
Maloro, Tangub City


Dear Mr. Lacapo ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 12 , Step 7 P 18,699.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 12 , Step 7 P 17,992.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 707.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Instructor 1Salary Grade: 12 / 7Item No., FY 2017 Plantilla of Personnel: 42.38

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. Agustin Colanggo
Administrative Aide 1
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mr. Colanggo

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 1, Step 1 P 8,056.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 1, Step 1 P 7,650.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 406.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,



PHILIP T. TAN
Head of Agency

Position Title: Administrative Aide 1
Salary Grade: 1 / 1
Item No., FY 2017 Plantilla of Personnel: 123

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Ma. Allen Apao
Instructor II
Gov. Alfonso D. Tan College
Maloro, Tanguib City

Dear Mrs. Apao ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 13 , Step 2 P 19,179.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 13 , Step 2 P 18,403.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 776.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,



PHILIP T. TAN
Head of Agency

Position Title: Instructor II
Salary Grade: 13 / 2
Item No., FY 2017 Plantilla of Personnel: 111

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Miss Babylin Mina
Instructor II
Gov. Alfonso D. Tan College
Maloro, Tangub City


Dear Miss Mina

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

- | | |
|---|--------------------|
| 1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG <u>13</u> , Step <u>1</u> | P <u>18,979.00</u> |
| 2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG <u>13</u> , Step <u>1</u> | P <u>18,221.00</u> |
| 3. Monthly salary adjustment effective January 1, 2017 (1-2) | P <u>758.00</u> |

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Instructor II
Salary Grade: 13 / 1
Item No., FY 2017 Plantilla of Personnel: 110

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Bellaflor Fernandez
Registrar II
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mrs. Fernandez ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 15 , Step 3 P 22,772.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 15 , Step 3 P 21,622.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 1,150.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Registrar II
Salary Grade: 15 / 3
Item No., FY 2017 Plantilla of Personnel: 108

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. **Alexander Nacion**
Administrative Officer
Gov. Alfonso D. Tan College
Maloro, Tangub City


Dear Mr. Nacion ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

- | | |
|---|--------------------|
| 1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG <u>10</u> , Step <u>3</u> | P <u>15,360.00</u> |
| 2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG <u>10</u> , Step <u>3</u> | P <u>14,962.00</u> |
| 3. Monthly salary adjustment effective January 1, 2017 (1-2) | P <u>398.00</u> |

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Administrative Officer
Salary Grade: 10 / 3
Item No., FY 2017 Plantilla of Personnel: 107

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Jocelyn Gonzales
Administrative Aide I
Gov. Alfonso D. Tan College
Maloro, Tangub City

Dear Mrs. Gonzales ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 1 , Step 2 P 8,133.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 1 , Step 2 P 7,727.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 406.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,



PHILIP T. TAN
Head of Agency

Position Title: Administrative Aide I
Salary Grade: 1 / 2
Item No., FY 2017 Plantilla of Personnel: 106

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. Rhamesis Nueva
Administrative Aide I
Gov. Alfonso D. Tan College
Maloro, Tangub City


Dear Mr. Nueva ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 1 , Step 3 P 8,211.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 1 , Step 3 P 7,804.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 407.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Administrative Aide I
Salary Grade: 1 / 3
Item No., FY 2017 Plantilla of Personnel: 105

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Lilia C. Gongob
Administrative Aide 11
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mrs. Gongob,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 2, Step 1 P 8,635.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 2, Step 1 P 8,224.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 411.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,



PHILIP T. TAN
Head of Agency

Position Title: Administrative Aide 11
Salary Grade: 2 / 1
Item No., FY 2017 Plantilla of Personnel: 103

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. Renante Cabo
Administrative Assistant 11
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mr. Cabo ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 9 , Step 1 P 14,035.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 9 , Step 1 P 13,643.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 392.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,



PHILIP T. TAN
Head of Agency

Position Title: Administrative Assistant 11
Salary Grade: 9 / 1
Item No., FY 2017 Plantilla of Personnel: 82

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. Vicente P. Bacus, Jr.
Administrative Officer 11
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mr. Bacus, Jr. ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

- Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 11 , Step 5 P 16,936.00
- Actual Monthly Salary Basic Salary as of December 31, 2016, SG 11 , Step 5 P 16,407.00
- Monthly salary adjustment effective January 1, 2017 (1-2) P 529.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Administrative Officer 11
Salary Grade: 11 / 5
Item No., FY 2017 Plantilla of Personnel: 75.0

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. Palermo John Canillo
Instructor 1
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mr. Canillo,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 12, Step 1 P 17,553.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 12, Step 1 P 16,949.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 604.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,



PHILIP T. TAN
Head of Agency

Position Title: Instructor 1
Salary Grade: 12 / 1
Item No., FY 2017 Plantilla of Personnel: 71

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Emilia Villejo
Administrative Aide I
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear **Mrs. Villejo**,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

- Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 1, Step 8 P 8,612.00
- Actual Monthly Salary Basic Salary as of December 31, 2016, SG 1, Step 8 P 8,202.00
- Monthly salary adjustment effective January 1, 2017 (1-2) P 410.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Administrative Aide I
Salary Grade: 1 / 8
Item No., FY 2017 Plantilla of Personnel 71.67

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Vilma Baguhin
Administrative Aide I
Gov. Alfonso D. Tan College
Maloro, Tangub City


Dear Mrs. Baguhin,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

- Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 1, Step 6 P 8,457.00
- Actual Monthly Salary Basic Salary as of December 31, 2016, SG 1, Step 6 P 8,040.00
- Monthly salary adjustment effective January 1, 2017 (1-2) P 417.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,



PHILIP T. TAN
Head of Agency

Position Title: Administrative Aide I
Salary Grade: 1 / 6
Item No., FY 2017 Plantilla of Personnel: 76.66

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. John Rainer Aswe
Construction & Maint. Man
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mr. Aswe,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 2, Step 3 P 8,798.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 2, Step 3 P 8,389.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 409.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Construction & Maint. Man
Salary Grade: 2 / 3
Item No., FY 2017 Plantilla of Personnel: 98.65

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mr. Princesito Dompales
Construction & Maint. Man
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mr. Dompales

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 2, Step 8 P 9,221.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 2, Step 8 P 8,817.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 404.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Construction & Maint. Man
Salary Grade: 2 / 8
Item No., FY 2017 Plantilla of Personnel: 97.64

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Merlinda Almario
Administrative Aide III
Gov. Alfonso D. Tan College
Maloro, Tanguib City


Dear Mrs. Almario ,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 3 , Step 8 P 9,878.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 3 , Step 8 P 9,478.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 400.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


PHILIP T. TAN
Head of Agency

Position Title: Administrative Aide III
Salary Grade: 3 / 8
Item No., FY 2017 Plantilla of Personnel: 95.62

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NOTICE OF SALARY ADJUSTMENT

Date: January 1, 2017

Mrs. Marites Alota
Administrative Aide III
Gov. Alfonso D. Tan College
Maloro, Tangub City


Dear Mrs. Alota,

Pursuant to Local Budget Circular No. 108 dated February 24, 2016, implementing Executive Order No. 201 dated February 19, 2016, your salary is hereby adjusted effective January 1, 2017, as follows:

1. Adjusted monthly Basic Salary effective January 1, 2017, under the new Salary Schedule; SG 3, Step 8 P 9,878.00
2. Actual Monthly Salary Basic Salary as of December 31, 2016, SG 3, Step 8 P 9,478.00
3. Monthly salary adjustment effective January 1, 2017 (1-2) P 400.00

It is understood that this salary adjustment is subject to usual accounting and auditing rules and regulations, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,



PHILIP T. TAN
Head of Agency

Position Title: Administrative Aide III
Salary Grade: 3 / 8
Item No., FY 2017 Plantilla of Personnel: 30.61

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