Department of Education

Region III

**DIVISION OF CITY SCHOOLS**

Angeles City

Jesus Street, Pulungbulu, Angeles City

Tel. No. (045) 322-5722; 888-0582/ Fax Nos. (045) 322-4702; 625-9812

**NOTICE OF SALARY ADJUSTMENT**

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Sir/Madam:

Pursuant to Section 26 of Republic Act 4670 otherwise known as **“The Magna Carta for Public School Teachers” and the DECS-CHED-GSIS-DBM Joint Circular No. 1-97, dated June 5, 1997,** your salary is adjusted to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per month effective \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ computed as follows:

***Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SG:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Step:\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Adjusted to SG: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Step: \_\_\_\_\_\_\_\_\_\_\_ Annual Salary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_***

 ***Adjusted Salary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

This salary adjusted is subject to review and post-audit by the Department of Budget and Management and the re-adjustment and refund if found not in order.

 Very truly yours,

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Authorized Official

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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