



Republic of the Philippines
Department of Education

DepEd Complex, Meralco Avenue, Pasig City



JUL 12 2010

DepEd ORDER
No. **91**, s. 2010

**DISSEMINATION OF DBM NATIONAL BUDGET CIRCULAR NO. 524
(Implementation of the Second Tranche Monthly Salary Schedule for Civilian
Personnel and Base Pay Schedule for Military and Uniformed Personnel
in the National Government)**

To: Undersecretaries
Assistant Secretaries
Bureau Directors
Directors of Services, Centers and Heads of Units
Regional Directors
Schools Division/City Superintendents
Chiefs of Divisions
All Others Concerned

1. For the information and guidance of all concerned, enclosed is a copy of Department of Budget and Management (DBM) National Budget Circular No. 524 mandated under Executive Order (EO) No. 900 both dated June 23, 2010 which is prescribing the guidelines, rules, and regulations to govern the implementation of the **Second Tranche of the Modified Salary Schedule of Civilian Personnel and the Modified Base Pay for Military and Uniformed Personnel in the National Government**, which shall take effect on June 24, 2010.
2. For more information, please contact the Office of DepEd Undersecretary for Administration and Finance at telephone nos. (02) 633-7205/633-7259 or the Personnel Division, DepEd Central Office at telephone no. (02) 636-6546.
3. Immediate dissemination of and strict compliance with this Order is directed.


BR. ARMIN A. LUISTRO FSC
Secretary

Encl.: As stated

References: DepED Order: No. 89, s. 2009

To be indicated in the Perpetual Index under the following subjects:

EMPLOYEES
LEGISLATIONS

SALARY
TEACHERS

MTI: 2nd Tranche Salary Increase
7-5-10



(Enclosure to DepEd Order No. 91, s. 2010)



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
Building II, General Solano Street, San Miguel, Manila



NATIONAL BUDGET CIRCULAR

No. 524
June 23, 2010

TO : Heads of Departments, Bureaus, Offices, and Agencies of the National Government, Including State Universities and Colleges (SUCs); Government-Owned or Controlled Corporations (GOCCs) and Government Financial Institutions (GFIs); and All Others Concerned

SUBJECT : Implementation of the Second Tranche Monthly Salary Schedule for Civilian Personnel and Base Pay Schedule for Military and Uniformed Personnel in the National Government

1.0 Purpose

This Circular is issued to prescribe the guidelines, rules, and regulations to govern the implementation in the National Government of the second tranche of the modified Salary Schedule for civilian personnel and the modified Base Pay Schedule for military and uniformed personnel, both provided under the Senate and House of Representatives Joint Resolution No. 4, s. 2009, approved on June 17, 2009, and as mandated under Executive Order (E.O.) No. 900, issued on June 23, 2010.

2.0 Coverage

The following are covered by this Circular:

- 2.1 All positions for civilian personnel, whether regular, casual, or contractual in nature, appointive or elective, full-time or part-time, now existing or hereafter created in the Executive, Legislative, and Judicial Branches, the Constitutional Commissions/Offices, SUCs, GOCCs, and GFIs covered by the Compensation and Position Classification System under Republic Act (R.A.) No. 6758, "Compensation and Position Classification Act of 1989," as amended; and
- 2.2 Military personnel under the Armed Forces of the Philippines, Department of National Defense; and uniformed personnel under the Philippine National Police, Bureau of Fire Protection, and Bureau of Jail Management and Penology under the Department of the Interior and Local Government;

Philippine Coast Guard and National Mapping and Resource Information Authority.

3.0 Exclusions

The following are excluded from the coverage of this Circular:

- 3.1 Positions for civilian personnel in government entities which are exempted from R.A. No. 6758, as amended, and are authorized by law to adopt, and are actually implementing their respective compensation and position classification systems approved by the Office of the President;
- 3.2 Those hired without employee-employer relationships and funded from non-Personal Services appropriations/budgets, as follows:
 - 3.2.1 Consultants and experts hired for a limited period to perform specific activities or services with expected outputs;
 - 3.2.2 Laborers hired through job contracts (pakyaw) and those paid for piecework;
 - 3.2.3 Student workers and apprentices; and
 - 3.2.4 Individuals and groups of people whose services are engaged through job orders, contracts of service, or others similarly situated.

4.0 Second Tranche Monthly Salary Schedule for Civilian Personnel

The new salary rates shall be in accordance with the Second Tranche Monthly Salary Schedule for Civilian Personnel of the National Government attached as Annex "A," which shall be implemented effective June 24, 2010. This Salary Schedule, however, shall not apply to officials and employees whose terms of office are coterminous with the incumbent President of the Philippines, including the coterminous employees of these officials,

4.1 Rules for Adjusting Salaries

- 4.1.1 The salaries of incumbent civilian personnel shall be adjusted to the rates in the Salary Schedule in Annex "A" which correspond to the designated salary steps of the salary grade allocations of their positions as of June 23, 2010, provided their positions and salary grades are in accordance with the Index of Occupational Services, Occupational Groups, Classes, and Salary Grades issued under Budget Circular No. 2006-3 dated May 17, 2006, and the Index of Occupational Services attached to Corporate Compensation Circular No. 10 dated February 15, 1999, and additions/modifications thereto.
- 4.1.2 If the actual monthly basic salary of an incumbent as of June 23, 2010, falls between salary steps of the salary grade allocation of his/her position due to the grant of service award or as a result of

demotion or transfer due to the exigency of the service, his/her salary shall be adjusted to the rate for the higher step in the Salary Schedule in Annex "A."

4.1.3 If the actual monthly basic salary of an incumbent exceeds that for Step 8 of the salary grade allocation of his/her position as of June 23, 2010:

4.1.3.1 His/Her salary shall be adjusted to the salary for Step 8 of the salary grade allocation of his/her position in the Salary Schedule in Annex "A"; or

4.1.3.2 He/She shall not be entitled to salary increase if the actual salary as of June 23, 2010, exceeds the rate for Step 8 of the salary grade allocation of his/her position in the Salary Schedule in Annex "A."

4.1.4 If supported by sufficient funds, the salaries/wages of incumbent contractual/casual personnel as of June 23, 2010, may be adjusted to the rates corresponding to Step 1 of the salary grade allocations of their positions effective June 24, 2010. The adjusted daily wage rates of casual personnel shall be computed by dividing the monthly salaries corresponding to Step 1 of the salary grade allocations of their positions in the Salary Schedule in Annex "A" by 22 work days.

4.1.5 Compulsory retirees, whose services have been extended beyond June 23, 2010, shall be entitled to salary increases effective June 24, 2010, following items 4.1.1 to 4.1.3 of this Circular, whichever is applicable. However, their retirement benefits, including Terminal Leave Benefits, shall be computed based on their monthly salaries as of the day prior to the effectivity of their retirement, consistent with existing laws, rules, and regulations.

4.1.6 The salary increase for the month of June 2010 shall correspond to the incremental salary for 5 work days, computed as follows:

$$\text{Incremental Salary for June 2010} = \left[\text{Monthly Salary as of June 24, 2010} - \text{Monthly Salary as of June 23, 2010} \right] \left[\frac{5 \text{ work days}}{22 \text{ work days/month}} \right]$$

4.2 Salaries for Constitutional Officials

Pursuant to Section 6 of Article VII and Section 10 of Article VI of the Constitution, the salaries prescribed under this Circular shall not apply to the incumbent President of the Philippines, Vice-President of the Philippines, and Members of the 14th Congress, including Senators whose full terms will expire in the year 2013.

5.0 Implementation of the Salary Schedule in GOCCs and GFIs

- 5.1 The implementation of the Second Tranche Monthly Salary Schedule in GOCCs and GFIs shall be as determined by their respective governing boards. GOCCs and GFIs which do not have adequate or sufficient funds to implement fully the Salary Schedule in Annex "A," may formulate and implement their respective salary schedules which shall be at uniform percentages of the salary rates in Annex "A."
- 5.2 In the formulation of such salary schedules, GOCCs and GFIs shall ensure that they can fund on a sustainable basis the increased salaries, including the government counterpart to the Retirement and Life Insurance Premiums (RLIP), PAG-I.B.I.G. Contributions, PHILHEALTH Contributions, and Employees Compensation Insurance Premiums.
- 5.3 In the adjustment of the salaries of incumbent personnel effective June 24, 2010, the pertinent rules under item 4.1 shall be applied.

6.0 Second Tranche Monthly Base Pay Schedule for Military and Uniformed Personnel

- 6.1 The new base pay rates shall be in accordance with the Second Tranche Monthly Base Pay Schedule for Military and Uniformed Personnel Effective June 24, 2010, attached as Annex "B."
- 6.2 The monthly base pay as of June 23, 2010, of incumbent military and uniformed personnel shall be adjusted effective June 24, 2010, in accordance with the Base Pay Schedule in Annex "B."

7.0 Conditional Applicability to Entities Exempted from R.A. No. 6758, as Amended

- 7.1 Pursuant to item (9) of the Senate and House of Representatives Joint Resolution No. 4, s. 2009, entities which are exempted from R.A. No. 6758, as amended, but are still following the salary rates for positions covered by said Act, may be entitled to the salary increases authorized under E.O. No. 900 and as prescribed under this Circular, until such time that they have implemented their respective compensation and position classification systems approved by the Office of the President.
- 7.2 Accordingly, the payment of salary adjustments to the personnel in these entities shall be subject to the pertinent provisions of this Circular.

8.0 Procedural Guidelines

- 8.1 Preparation of Notices of Salary Adjustment (NOSAs)
 - 8.1.1 The Human Resource Management Officer (HRMO)/ Administrative Officer (AO) of a national government agency (NGA), GOCC, or GFI shall prepare NOSAs for incumbent civilian

personnel following the format marked as Annex "C," for approval by the Head of Agency.

8.1.2 For personnel whose actual monthly salaries as of June 23, 2010 exceed the rates corresponding to Step 8 of the salary grade allocation of their positions in Annex "A," the HRMO/AO shall no longer prepare NOSAs.

8.1.3 The original copies of the NOSAs shall be issued to the personnel concerned. Copies of the same shall be furnished the Government Service Insurance System (GSIS), if the personnel concerned are members thereof.

8.2 Preparation of Plantillas of Personnel and Salary Adjustment (PPASAs)

8.2.1 The HRMO/AO of the GOCC or GFI shall prepare the PPASA for regular positions following the format marked as Annex "D," for approval by the Head of Agency.

8.2.2 The original copy shall be submitted to the DBM Budget and Management Bureau (BMB) or Regional Office (RO) concerned, together with a copy of the duly approved salary schedule (under item 5.1 of this Circular). Copies thereof shall be furnished the Civil Service Commission (CSC) Regional Office (RO)/Field Office (FO) concerned.

8.2.3 Separate PPASAs for casual and contractual personnel of NGAs, GOCCs, and GFIs shall be similarly prepared and submitted to the DBM BMB/RO and CSC RO/FO concerned.

8.3 Preparation of Notices of Base Pay Adjustment (NOBPAs)

8.3.1 The HRMO/AO of an NGA shall prepare NOBPAs for incumbent military/uniformed personnel following the format marked as Annex "E," for approval by the Head of Agency.

8.3.2 The original copies of the NOBPAs shall be issued to the personnel concerned.

8.4 The salary/base pay adjustment under this Circular shall be subject to review by the authorities concerned, and to appropriate re-adjustment if found not in order. The recipient personnel shall refund any overpayments received.

9.0 Fund Sources

9.1 The amounts required to implement the salary/base pay adjustments, including such related compensation and fixed expenditure adjustments of regular personnel in NGAs, shall be charged against the Miscellaneous Personnel Benefits Fund authorized under R.A. No. 9970, the FY 2010

General Appropriations Act, and from any available savings in the FY 2010 budget.

- 9.2 The amounts required to implement the salary/wage adjustments, including such related compensation and fixed expenditure adjustments of casual and contractual personnel in NGAs, shall be sourced from the respective agency lump sum appropriations included in the FY 2010 budgets.
- 9.3 For GOCCs and GFIs, the amounts shall be charged against their respective corporate funds in the approved corporate operating budgets (COBs), provided that the national government shall not release funds for salary adjustments or for any compensation-related expenditures; provided, further, that the GOCCs and GFIs shall not resort to borrowings for the purpose; and provided, furthermore, that the performance targets in their DBM-approved COBs are met and their programs/projects for the year are not adversely affected.

10.0 Release of Funds

- 10.1 Initially, agencies may charge the requirements of the salary adjustment of their personnel against their released allotments for Personal Services.
- 10.2 The specific Special Allotment Release Order for this salary adjustment shall be released by the DBM to the agency based on the number of filled positions as of June 24, 2010. Additional fund release for this purpose shall be subject to the submission of the following reports:
 - 10.2.1 Report of newly filled authorized regular positions from June 25, 2010, up to the date of report, to include information on the item numbers, positions and salary grades, names of incumbent, salaries, dates of assumption to duty, and summary of additional funding requirement; and
 - 10.2.2 Statement of Allotments, Obligations, and Balances, highlighting the amount of allotments received and corresponding obligations incurred for compensation adjustments.
- 10.3 DBM shall issue additional Notices of Cash Allocation to cover the six (6) months and five (5) days requirement of the salary adjustment of agency personnel, consistent with the procedural guidelines under DBM Circular Letter No. 2008-11.

11.0 Responsibilities of Heads of Agencies


Heads of Agencies shall be responsible for the proper implementation of the provisions of this Circular. They shall be held liable for any payment of salary or base pay not in accordance with the provisions of this Circular.

12.0 Saving Clause

Cases not covered by the provisions of this Circular shall be referred to the DBM for resolution.

13.0 Effectivity

This Circular shall take effect immediately.



JOAQUIN C. LAGONERA
Secretary

MALACAÑANG
MANILA

EXECUTIVE ORDER NO. 900

IMPLEMENTATION OF THE SECOND TRANCHE OF THE MODIFIED
SALARY SCHEDULE FOR CIVILIAN PERSONNEL AND BASE PAY
SCHEDULE FOR MILITARY AND UNIFORMED PERSONNEL IN THE
GOVERNMENT

WHEREAS, the Philippine Government has adopted the modified Salary Schedule for civilian personnel covered by Republic Act (R.A.) No. 6758, "Compensation and Position Classification Act of 1989," as amended, and the Base Pay Schedule for military and uniformed personnel contained in the Senate and the House of Representatives Joint Resolution No. 4, s. 2009, approved on June 17, 2009, which shall be implemented in four (4) yearly tranches for personnel in national government agencies (NGAs);

WHEREAS, for personnel in government-owned or -controlled corporations (GOCCs), government financial institutions (GFIs), and local government units (LGUs), the implementation of the modified Salary Schedule shall be in at least four (4) years, depending on their financial capabilities, pursuant to item (13) of Joint Resolution No. 4;

WHEREAS, the first tranches of the modified Salary Schedule and Base Pay Schedule have been implemented effective July 1, 2009 for personnel in NGAs, GOCCs, and GFIs, and effective January 1, 2010 for personnel in LGUs;

WHEREAS, R.A. No. 9970, the FY 2010 General Appropriations Act (GAA), provides appropriations for the second tranche implementation of the modified Salary Schedule and Base Pay Schedule for personnel in NGAs;

NOW, THEREFORE, I, GLORIA MACAPAGAL ARROYO, President of the Republic of the Philippines, by virtue of the powers vested in me by the Constitution, Presidential Decree No. 985, Presidential Decree No. 1597, R.A. No. 6758, as amended by the Senate and House of Representatives Joint Resolution No. 01 approved on March 7, 1994, and Senate and House of Representatives Joint Resolution No. 4, s. 2009, do hereby order and direct:

SECTION 1. Coverage and Exclusion –

(a) Civilian Personnel – The compensation adjustments due to the implementation of the second tranche of the modified Salary Schedule shall cover all positions for civilian personnel in the Executive, Legislative, and Judicial Branches, the Constitutional Commissions/Offices, State Universities and Colleges, GOCCs, GFIs, and LGUs, whether regular, casual, or contractual in nature, appointive or elective, on full-



PQMA Hologram # 57917

time or part-time basis, now existing or hereafter created, subject to the pertinent provisions herein.

(b) **Military and Uniformed Personnel** – The compensation adjustments due to the implementation of the second tranche of the modified Base Pay Schedule shall cover the military personnel under the Department of National Defense (DND) and uniformed personnel under the Department of the Interior and Local Government (DILG), Philippine Coast Guard (PCG), and National Mapping and Resource Information Authority (NAMRIA).

c) The following are excluded from the coverage of the compensation adjustments:

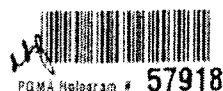
(i) Individuals and groups of people whose services are engaged through job orders, contracts of service, or others similarly situated; and

(ii) Civilian personnel in government entities which are exempted from R.A. No. 6758 and are authorized by law to adopt and are actually implementing their respective compensation and position classification systems approved by the Office of the President.

SECTION 2. Implementation of the Second Tranche Monthly Salary Schedule for Civilian Personnel of the National Government – This Salary Schedule, attached as Annex “A,” which is the second tranche of the modified Salary Schedule provided in item (4)(b) of Joint Resolution No. 4, shall be implemented effective June 24, 2010 for personnel in NGAs and in GOCCs and GFIs: Provided, However, that this second tranche implementation shall not apply to officials and employees whose terms of office are coterminous with the incumbent President of the Philippines, including the coterminous employees of these officials.

SECTION 3. Implementation of the Second Tranche Monthly Base Pay Schedule for Military and Uniformed Personnel – This Base Pay Schedule, attached as Annex “B,” which is the second tranche of the modified Base Pay Schedule in item (8) of Joint Resolution No. 4, shall be implemented effective June 24, 2010.

SECTION 4. Implementation of the Second Tranche Monthly Salary Schedule for LGU Personnel – The implementation of the Second Tranche of the modified Salary Schedule for LGU personnel shall be determined by the *sanggunian*, on the basis of the LGU income class and financial capability: Provided, That such salary rates shall not exceed the following applicable percentages of the salary rates in Annex “A,” pursuant to item (7)(a) of Joint Resolution No. 4: Provided, Further, That the resulting Personal Services (PS) cost shall not exceed the PS limitation in LGU budgets, as provided under Sections 325(a) and 331(b) of R.A. No. 7160: Provided, Finally, That there shall be no diminution in the basic salaries of incumbents for purposes of complying with said PS limitation.



Percentages of Salary Rates in Annex "A"		
	For Provinces/Cities	For Municipalities
Special Cities	100%	
1 st Class	100%	90%
2 nd Class	95%	85%
3 rd Class	90%	80%
4 th Class	85%	75%
5 th Class	80%	70%
6 th Class	75%	65%

For this purpose, the Department of Budget and Management shall issue the Second Tranche Monthly Salary Schedule for Local Government Personnel for each LGU income class which shall take effect not earlier than January 1, 2011, as may be determined by the *sanggunian*.

SECTION 5. Applicability to Certain Constitutional Officials – Pursuant to Section 6 of Article VII and Section 10 of Article VI of the Constitution, the salaries prescribed herein shall not apply to the incumbent President of the Philippines, Vice-President of the Philippines, and Members of Congress including Senators whose full term will expire in the year 2013.

SECTION 6. Fund Sources – The fund sources for the amounts necessary to implement the provisions of this Executive Order shall be as follows:

(a) For NGAs, the amounts shall be charged against the appropriation set aside for the purpose under the Miscellaneous Personnel Benefits Fund in the FY 2010 GAA and from any available savings in the FY 2010 budget.

(b) For GOCCs and GFIs, the amounts shall be charged against their respective corporate funds in the approved corporate operating budgets.

(c) For LGUs, the amounts shall be charged against their respective local government funds.

SECTION 7. Uniform Implementation In Case of Insufficiency of Funds –

(a) GOCCs and GFIs which do not have adequate or sufficient funds shall implement salary schedules which shall be at uniform percentages of the salary rates in Annex "A."

(b) LGUs which do not have adequate or sufficient funds to implement the salaries prescribed for their LGU income classes shall implement salary schedules which shall be at uniform percentages of the salary rates in the Second Tranche Monthly Salary Schedules for Local Government Personnel.



SECTION 8. Implementing Rules and Regulations – The Department of Budget and Management (DBM) shall prepare and issue the necessary rules and regulations to implement this Executive Order.

SECTION 9. Effectivity – This Executive Order shall take effect immediately.

Done in the City of Manila this ^{23rd} day of June in the Year of Our Lord, Two Thousand and Ten.

Gloria M. Arroyo



By the President:

[Signature]
LEANDRO R. MENDOZA
Executive Secretary




PSMA Hologram # 57920

CERTIFIED COPY

[Signature]
MARIANITO M. DIMAANDAL
DIRECTOR IV
MALACANANG RECORDS OFFICE

**Second Tranche Monthly Salary Schedule for Civilian Personnel of the National Government
(In Pesos)**

Salary Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1	7,575	7,697	7,820	7,947	8,077	8,209	8,342	8,480
2	8,189	8,321	8,456	8,594	8,733	8,876	9,022	9,170
3	8,854	8,997	9,142	9,292	9,443	9,599	9,756	9,917
4	9,536	9,690	9,848	10,008	10,172	10,339	10,509	10,683
5	10,271	10,437	10,607	10,780	10,957	11,137	11,320	11,508
6	11,062	11,242	11,425	11,612	11,803	11,997	12,194	12,397
7	11,869	12,060	12,257	12,457	12,662	12,870	13,082	13,299
8	12,735	12,941	13,151	13,366	13,584	13,807	14,035	14,267
9	13,663	13,884	14,110	14,340	14,575	14,813	15,058	15,305
10	14,641	14,878	15,118	15,364	15,615	15,872	16,132	16,398
11	15,649	15,900	16,157	16,419	16,687	16,959	17,237	17,519
12	16,726	16,995	17,269	17,548	17,833	18,123	18,419	18,720
13	17,880	18,166	18,457	18,755	19,058	19,367	19,683	20,004
14	19,112	19,418	19,728	20,045	20,369	20,699	21,034	21,376
15	20,490	20,827	21,172	21,523	21,882	22,247	22,619	22,999
16	21,969	22,329	22,697	23,073	23,455	23,845	24,243	24,647
17	23,555	23,941	24,334	24,734	25,144	25,560	25,984	26,416
18	25,259	25,671	26,091	26,519	26,956	27,399	27,853	28,315
19	27,088	27,528	27,977	28,434	28,901	29,375	29,859	30,352
20	29,052	29,522	30,001	30,491	30,988	31,495	32,012	32,539
21	30,945	31,443	31,949	32,465	32,991	33,527	34,074	34,630
22	32,973	33,499	34,034	34,580	35,136	35,703	36,280	36,867
23	35,144	35,701	36,268	36,845	37,432	38,032	38,642	39,264
24	37,473	38,061	38,661	39,271	39,894	40,526	41,172	41,830
25	39,966	40,590	41,224	41,870	42,528	43,198	43,880	44,577
26	42,639	43,299	43,971	44,655	45,352	46,061	46,784	47,520
27	45,505	46,205	46,917	47,641	48,378	49,129	49,894	50,674
28	48,579	49,320	50,074	50,841	51,623	52,418	53,228	54,053
29	51,876	52,661	53,460	54,274	55,102	55,945	56,803	57,676
30	56,943	57,814	58,701	59,603	60,522	61,458	62,410	63,380
31	69,458	70,564	71,690	72,839	74,008	75,201	76,415	77,653
32	79,451	80,717	82,005	83,319	84,657	86,020	87,409	88,824
33	95,000							

Second Tranche Monthly Base Pay Schedule for Military and Uniformed Personnel
Effective June 24, 2010
(In Pesos)

DND	DILG			Monthly Base Pay
	BJMP and BFP ¹	PNP and PPSC ²	PCG and NAMRIA	
Candidate Soldier				9,508
Private	Fire/Jail Officer I	Police Officer I	Apprentice Seaman/ Seaman Third Class	12,150
Private First Class			Seaman Second Class	12,993
Corporal	Fire/Jail Officer II	Police Officer II	Seaman First Class	13,785
Sergeant			Petty Officer III	14,509
Staff Sergeant	Fire/Jail Officer III	Police Officer III	Petty Officer II	15,307
Technical Sergeant			Petty Officer I	16,413
Master Sergeant	Senior Fire/Jail Officer I	Senior Police Officer I	Chief Petty Officer	17,599
Senior Master Sergeant	Senior Fire/Jail Officer II	Senior Police Officer II	Senior Chief Petty Officer	18,873
Chief Master Sergeant	Senior Fire/Jail Officer III	Senior Police Officer III	Master Chief Petty Officer	20,241
First Chief Master Sergeant	Senior Fire/Jail Officer IV	Senior Police Officer IV	First Master Chief Petty Officer	21,709
Cadet		Cadet		21,709
Probationary Second Lieutenant				21,709
Second Lieutenant			Ensign	23,787
First Lieutenant	Inspector	Inspector	Lieutenant Junior Grade	25,338
Captain	Senior Inspector	Senior Inspector	Lieutenant Senior Grade	27,190
Major	Chief Inspector	Chief Inspector	Lieutenant Commander	28,572
Lieutenant Colonel	Superintendent	Superintendent	Commander	30,461
Colonel	Senior Superintendent	Senior Superintendent	Captain	32,485
Brigadier General	Chief Superintendent	Chief Superintendent	Commodore	34,655
Major General	Director	Director	Rear Admiral	36,981
			Vice Admiral	39,476
Lieutenant General		Deputy Director-General	Admiral	43,355
General		Director General		47,500

¹ Bureau of Jail Management and Penology and Bureau of Fire Protection

² Philippine National Police and Philippine Public Safety College

Notice of Salary Adjustment

Date: _____

_____:

Pursuant to National Budget Circular No. 524 dated June 23, 2010, implementing Executive Order No. 900 dated June 23, 2010, your salary is hereby adjusted effective June 24, 2010, as follows:

1. Adjusted monthly basic salary effective June 24, 2010, under the new Salary Schedule; SG _____, Step _____ ₱ _____
2. Actual monthly basic salary as of June 23, 2010; SG _____, Step _____ _____
3. Monthly salary adjustment effective June 24, 2010 (1-2) ₱ _____

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,

Head of Agency

Position Title: _____
Salary Grade: _____
Item No./Unique Item No., FY _____ Personal Services Itemization
and/or Plantilla of Personnel: _____

Copy Furnished:
GSIS

**Plantilla of Personnel and Salary Adjustment
As Required Under Item 8.2 of National Budget Circular No. 524 dated June 23, 2010**

Department/Agency: _____

Item No./ Unique Item No. FY Personal Services Itemization and/or Plantilla of Personnel (1)	Position Title (2)	Salary Grade (3)	Salary Step (4)	Actual Monthly Basic Salary as of June 23, 2010 (5)	Adjusted Monthly Basic Salary Effective June 24, 2010 (6)	Monthly Salary Adjustment Effective June 24, 2010: (6) - (5) (7)	Name of Incumbent (8)	Date of Birth (9)	Tax Identification Number (10)	Date of Original Appointment (11)	Date of Last Promotion (12)	Status of Appoint- ment (13)
Total Per Office												
Prepared/Certified Correct by: _____												
Approved by: _____												

**Human Resource Management Officer/
Administrative Officer**

Head of Agency

Notice of Base Pay Adjustment

Date: _____

_____:

Pursuant to National Budget Circular No. 524 dated June 23, 2010, implementing Executive Order No. 900 dated June 23, 2010, your base pay as _____ (rank) is hereby adjusted effective June 24, 2010, as follows:

- 1. Adjusted monthly base pay effective June 24, 2010 ₱ _____

- 2. Actual monthly base pay as of June 23, 2010 _____

- 3. Monthly base pay adjustment effective June 24, 2010 (1-2) ₱ _____

It is understood that this base pay adjustment is subject to review and post-audit, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,

Head of Agency