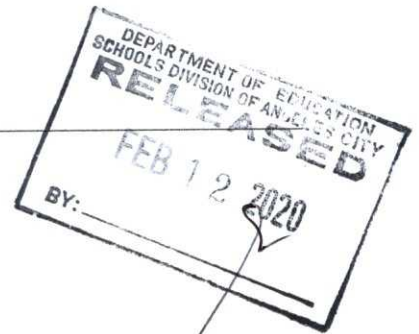




Republic of the Philippines  
**Department of Education**  
Region III  
**Schools Division of Angeles City**

February 10, 2020




**DIVISION MEMORANDUM**

No. *62* s. 2020

**ISSUANCE OF NOTICE OF SALARY ADJUSTMENT (NOSA)**

To: Elementary and Secondary School Heads  
Administrative Assistants

1. The Department of Budget and Management has recently issued the National Budget Circular No. 579 dated January 24, 2020 entitled, "Implementation of the First Tranche of the Modified Salary Schedule for Civilian Personnel in the National Government Pursuant to Republic Act (RA) No. 11466".
2. Pursuant to this, the Notice of Salary Adjustment shall be issued as per procedural guidelines for implementation.
3. To ensure timely implementation, the Human Resource Management Office would like to request for the assistance of the School Heads and Administrative Assistants in the preparation of the NOSA which shall be printed in duplicate copies to be submitted for signing on February 29, 2020.
4. Attached hereto is the template in excel format for ease of accomplishment.
5. For your compliance.

  
**MA. IRELYN P. TAMAYO PhD, CESE**  
Schools Division Superintendent  
Officer-In-Charge  
Asst. Schools Division Superintendent

CN 2020-116



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