NOTICE OF SALARY ADJUSTMENT

June 27, 2011

Special Order No. 326
Series of 2011

Pursuant to National Budget Circular No. 530, dated 11 May 2011, implementing Executive Order No. 40, dated 29 April 2011, each of your salaries is hereby adjusted effective 01 June 2011 as follows:

<table>
<thead>
<tr>
<th>Name of Official/Employee</th>
<th>Item No. or Unique Item No.</th>
<th>Position Title, Salary Grade and Step</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seachon, Charisse L.</td>
<td>POEAB - SRLEO- 24- 1998</td>
<td>Senior LEO ( 19 / 8 )</td>
</tr>
<tr>
<td>Severino, Cristeta S.</td>
<td>POEAB - SRLEO- 49- 1998</td>
<td>Senior LEO ( 19 / 8 )</td>
</tr>
<tr>
<td>So, Evelina R.</td>
<td>POEAB - SRLEO- 42- 1998</td>
<td>Senior LEO ( 19 / 8 )</td>
</tr>
</tbody>
</table>

1. Adjusted monthly basic salary effective June 1, 2011 under the New Salary Schedule: SG 19 Step 8 P 33,453.00

2. Monthly basic salary as of May 31, 2011:
   SG 19 Step 8
   P 30,352.00

3. Salary increase per month effective June 1, 2011:
   P 3,101.00

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

Very truly yours,

CARLOS S. CAO, JR.
Administrator

Cc: Acctng Div.
    Budget Div.
    DBM
    201 File
    GSIS

CONTROLLED AND DISSEMINATED
BY CRD ON JUL 13 2011.