NOTICE OF SALARY ADJUSTMENT

July 15, 2010

Special Order No. 340
Series of 2010

Pursuant to National Budget Circular No. 524, dated 23 June 2010, implementing Executive Order No. 900, dated 23 June 2010, each of your salaries is hereby adjusted effective 24 June 2010 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>Balbuena, Rodelyn P.</td>
<td>POEAB - ADA6- 20- 2004</td>
<td>Administrative Aide VI (6 / 6)</td>
</tr>
<tr>
<td>Esteban, Amelita R.</td>
<td>POEAB - ADA6- 40- 2004</td>
<td>Administrative Aide VI (6 / 6)</td>
</tr>
<tr>
<td>Maynes, Marites M.</td>
<td>POEAB - ADA6- 46- 2004</td>
<td>Administrative Aide VI (6 / 6)</td>
</tr>
<tr>
<td>Rivera, Edhlin B.</td>
<td>POEAB - ADA6- 35- 2004</td>
<td>Administrative Aide VI (6 / 6)</td>
</tr>
</tbody>
</table>

1. Adjusted monthly basic salary effective June 24, 2010 under the New Salary Schedule: SG 6 Step 6 P 11,997.00

2. Actual monthly basic salary as of June 23, 2010:
   SG 6 Step 6 11,206.00

3. Monthly salary adjustment effective June 24, 2010 P 791.00

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,

JENNIFER JARDIN - MANALILI
Administrator

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

CONTROLLED AND DISSEMINATED
BY CRD ON AUG 09 2010