



Republic of the Philippines
IFUGAO STATE UNIVERSITY
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MEMORANDUM No. 016 - 2011

TO : **HEAD, Human Resources and Dev't. Office**
HEAD, Accounting Office
HEAD, Budget Office
This University

FROM : **SERAFIN L. NGOHAYON, Ph.D.**
President
This University

SUBJECT : **SALARY ADJUSTMENT FOR SECURITY GUARDS**

DATE : April 13, 2011

1. In line with our efforts to improve the performance of the Security Guards and in consideration of their exemplary performance for a considerable years of service to the University, the wage of the following Security Guards are hereby increased to wit;

<i>Name of Security Guard</i>	<i>Length of Service</i>	<i>Previous Wage</i>	<i>New Wage</i>
1. Noel Ballitoc	More than 1 year	Php 10,500.00	Php 12,000.00
2. Melvin P. Attolba	More than 1 year	Php 7,500.00	Php 8,000.00
3. Kenedy B. Narvarte	1 year	Php 7,500.00	Php 8,000.00
4. Joseph N. Calingayan	1 year	Php 7,500.00	Php 8,000.00
5. Efren G. Eheng	1 year	Php 7,500.00	Php 8,000.00
6. Victory L. Guinoyod	1 year	Php 7,500.00	Php 8,000.00
7. Regie D. Siguay	1 year	Php 7,500.00	Php 8,000.00
8. Jacinto A. Dinay-og	1 year	Php 7,500.00	Php 8,000.00

2. The rate of Php 7,500 per month or Php 254.00 per day shall apply to all other Security Guards in job contract basis.
3. For your information and compliance.

Cc: Head – Security Guard Unit
Campus Director – Main
Security Guards Concern
Records
File