



Republic of the Philippines  
**Department of Education**  
REGION IV-A CALABARZON  
CITY SCHOOLS DIVISION OF THE CITY OF TAYABAS

30 JAN 2020

DIVISION MEMORANDUM  
No. 033 s. 2020

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

To: Heads, Public Elementary and Secondary Schools  
Heads, Unit/Section  
All Others Concerned

1. In consonance to DBM 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", all school heads are requested to prepare and submit the duly endorsed/signed Notice of Salary Adjustment (NOSA) and transmittal in alphabetical order of position title.
2. Deadline of submission is on February 18, 2020 at the Records Office.
3. Kindly submit the report in **two (2) copies** using the attached template (A4, Times New Roman).
5. Immediate dissemination of this memorandum is desired.

For:

**ANIANO M. OGAYON, CESO V**  
Schools Division Superintendent

By:

**MAYLANI L. GALICIA**  
OIC- Schools Division Superintendent

Reference:

DBM Circular No. 579 dated January 24, 2020



Brgy. Potol, Tayabas City  
(042) 710-0329 or 797-0773

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tayabas.depedr4a.net



Department/Agency: NAME OF SCHOOL, DIVISION OF TAYABAS CITY

[illegible]

Approved:

**ANIANO M. OGAYON, CESO V**  
Schools Division Superintendent

