

NOTICE OF STEP INCREMENT

DIVISION NAME/CODE: _____

STATION NAME: _____
 (School for Sec./District for Elem.)

STATION CODE: (3 digits) _____

EMPLOYEE NUMBER: _____

EMPLOYEE NAME: _____

OLD RATE

POSITION	BASIC	SALARY GRADE	STEP (1-8)

NEW RATE

POSITION	BASIC	SALARY GRADE	STEP (1-8)	DATE OF EFFECTIVITY

PLS. ATTACH HERewith THE FOLLOWING SUPPORTING DOCUMENTS:

1. UPDATED NOTICE OF SALARY ADJUSTMENTS/NOSI (2ND copy w/ initial)
2. UPDATED SERVICE RECORD (tally w/ NOSI/NOSA)
3. WORKING PAPERS (Original)
4. POSITION ALLOCATION LIST (PAL) For Reclassification of Position

SALARY SCHEDULE

SG	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
1	5082	5209	5339	5473	5610	5750	5894	6041
2	5540	5678	5820	5966	6114	6267	6424	6585
3	6039	6189	6343	6503	6664	6832	7001	7177
4	6522	6684	6851	7022	7198	7378	7562	7751
5	7043	7219	7399	7584	7774	7968	9167	8372
6	7606	7796	7992	8191	8396	8606	8821	9042
7	8139	8341	8550	8764	8984	9207	9438	9675
8	8709	8926	9149	9378	9612	9852	10099	10351
9	9318	9551	9790	10035	10286	10542	10807	11075
10	9939	10188	10442	10704	10971	11246	11527	11815
11	10535	10798	11068	11344	11629	11920	12218	12522
12	11167	11446	11733	12026	12326	12635	12950	13274
13	11837	12134	12436	12747	13065	13393	13728	14070
14	12546	12861	13182	13512	13850	14196	14551	14914
15	13300	13632	13973	14322	14680	15048	15423	15810
16	14098	14450	14811	15183	15561	15951	16350	16758
17	14944	15317	15700	16092	16496	16908	17331	17764
18	15841	16237	16643	17059	17486	17922	18371	18830
19	16792	17211	17641	18083	18535	18998	19473	19959
20	17799	18244	18699	19168	19647	20138	20641	21158
21	18510	18974	19448	19934	20432	20942	21467	22003
22	19251	19732	20225	20731	21250	21781	22325	22883
23	20020	20521	21035	21561	22098	22652	23218	23799
24	20823	21343	21877	22423	22985	23559	24148	24752

Personnel Section:

Payroll Services Unit:

Date Received: _____

Date Received: _____

Received by: _____

Received by: _____

Checked, Verified & Approved by: _____