



Republic of the Philippines
Department of Education
REGION III – CENTRAL LUZON
SCHOOLS DIVISION OFFICE - SCIENCE CITY OF MUÑOZ

January 26, 2026

SCHOOLS DIVISION MEMORANDUM

No. 032, s. 2026

To: Assistant Schools Division Superintendent
Chief Education Supervisors
Public Elementary and Secondary School Heads
All Others Concerned

**SUBMISSION OF 2026 NOTICE OF SALARY ADJUSTMENT
(NOSA)**

1. Please submit the 2026 Notice of Salary Adjustment (NOSA) of your respective schools using the attached 3rd Tranche Salary Schedule and the revised format uploaded in the official Facebook page of the Division on or before January 31, 2025.
2. Inquiries pertaining to this issuance please refer directly with Ms. Jessica L. Sapitan, Administrative Assistant III of the Administrative Services Section thru her mobile number 0917-1191638 or messenger account @ Jessi LS.
3. For information and compliance.

JOHANNA N. GERVACIO, PhD., CESO V
Schools Division Superintendent

SCIENCE CITY OF MUÑOZ
RELEASED
by: amap

Encl: None

Reference: None

To be indicated in the Perpetual Index
Under the following subjects:

SCHOOLS DIVISION MEMORANDUM

ADMIN/HR/Personnel/2026- submission of 2026
02/January 26, 2026



Address: Brgy. Rizal, Science City of Muñoz, 3119

Telephone No.: (044) 806 -2192;

Email Address: munozscience.city@deped.gov.ph