

**CONFIDENTIAL**  
**Personnel Change Notice (PCN)**

**GENERAL DETAILS**

Employee Number: 3358 Control Number: 3358 (2)  
Full Name: Rapunzel Eve Tayo Pasilaban Supersedes Control Number: 3358 (1)  
Hire Date: September 5, 2022 Department: Patient Pay

**NATURE OF NOTICE**

- Regularization  Merit Increase  
 Promotion  Salary Adjustment  
 Internal Transfer  Others (please specify)  
 Salary Increase

**EFFECTIVE DATE OF THIS PCN**

**October 30, 2023**

**DEFINITION OF SCOPE**


| FACTORS   | FROM                            | TO               |
|---|---------------------------------|------------------|
| JOB TITLE   | Customer Service Representative | Same             |
| JOB LEVEL   | Rank & File                     | Same             |
| EMPLOYMENT STATUS   | Regular                         | Same             |
| MONTHLY BASIC SALARY  | 16,000.00                       | <b>17,500.00</b> |
| ALLOWANCE   | 2,400.00                        | Same             |
| HMO   | YES                             | Same             |
| IMMEDIATE SUPERIOR  | Darius Yamed                    | Same             |
| DEPARTMENT  | Patient Pay                     | Same             |
| <b>REMINDERS:</b><br><i>For HMO, be reminded that in the event of separation, you can no longer use your insurance effective on the separation date. The Company reserves the right to deduct from your last pay the remaining quarterly premium that was covered. The quarters are as follows:</i><br><br>1st Quarter – December, January, and February<br>2nd Quarter – March, April, and May<br>3rd Quarter – June, July, and August<br>4th Quarter – September, October, and November |                                 |                  |

*\*This PCN supersedes all stipulations pertaining to the compensation & benefits package stated in the job offer &/or employment Contract signed by the employee.*


Prepared by:

  
Shafia Ilah Jeong  
ER Specialist

Reviewed by:

  
Ramelyn Castanares  
HR Manager

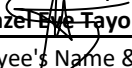
Noted by:

  
Niño Angelo Quinal Manal  
Operations Manager

Approved by:

  
Alfredo "Doc" Camarillo Jr.  
Director of Operations

Conforme:

  
Rapunzel Eve Tayo Pasilaban  
Employee's Name & Signature