VISAYAS STATE UNIVERSITY

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Notice of Step Increment Due to Length of Service

July 27, 2022

Dr. Guiraldo C. Fernandez Jr.
BOR & University Secretary
VSU, Visca, Baybay, Leyte

Dear Dr. **Fernandez:**

Pursuant to Joint Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 1 s. 2012 dated September 3, 2012 implementing item (4)(d) of the Senate and House of Representatives Joint Resolution No. 4, s. 2009, approved on June 17, 2009, your salary as **Assistant Professor IV** is hereby adjusted effective July 1, 2022 as follows:

1. Actual monthly basic salary as of June 30, 2022 (SG 18, Step 1) — **₱ 45,203.00** (542,436.00 p.a)
2. Add: one (l) Step Increment Due to Length of Service
3. Adjusted monthly basic salary effective July 1, 2022 (SG 18, Step 2) — **₱ 45,706.00** (548,472.00 p.a)

The salary adjustment is subject to review and post-audit, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,

EDGARDO E. TULIN
President

Position Title: Assistant Professor IV
Salary Grade: 18
Item No. FY 2020 Plantilla of Personnel: AP4-23-2019

cc: OHRA, ODHRM, OHRSPPR, OHPLB