Visca Baybay City, Leyte 6521-A, Philippines Phone/Fax: 565-0600 local 563-7323 Email Address: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

## Notice of Step Increment Due to Length of Service

August 15, 2022

Mr. Mark Anthony M. Barbadillo Department of Soil Science VSU, Visca, Baybay, Leyte

Dear Mr. Barbadillo:

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 Instructor I is hereby adjusted effective August 1, 2022 as follows:

1. Actual monthly basic salary as of July 31, 2022 (SG 12, Step 1)

**27,608.00** (331,296.00 p.a)

- 2. Add: one (I) Step Increment Due to Length of Service
- 3. Adjusted monthly basic salary effective August 1, 2022 (SG 12, Step 2)

₱ 27,892.00 (334,704.00 p.a)

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

Very truly yours,

RDO E. TULIN

Position Title: Instructor I

Salary Grade: 12

Item No. FY 2020 Plantilla of Personnel: INST1-71-2016

cc: OHRA, ODHRM, OHRSPPR, OHPLB



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