



VISAYAS
STATE UNIVERSITY

OFFICE OF THE PRESIDENT

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Notice of Step Increment Due to Length of Service

October 30, 2025

MR. MICHAEL ANTHONY JAY B. REGIS
Department of Computer Science and Technology
VSU, Visca, Baybay, Leyte

Dear Mr. Regis:

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 **Associate Professor II** is hereby adjusted effective October 28, 2025 as follows:

- | | |
|--|--------------------|
| 1. Actual monthly basic salary as of October 27, 2025
(SG <u>20</u> , Step <u>1</u>) | <u>₱ 62,967.00</u> |
| 2. Add: one (1) Step Increment
Due to Length of Service | |
| 3. Adjusted monthly basic salary effective October 28, 2025
(SG <u>20</u> , Step <u>2</u>) | <u>₱ 63,842.00</u> |

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,


PROSE IVY G. YEPES
President

Position Title: Associate Professor II
Salary Grade: 20
Item No. FY 2024 Plantilla of Personnel: APRO2-22-2022

cc: RAO, RSPPRO, PLBO, Michael Anthony Jay B. Regis