

PR-19



**VISAYAS**  
STATE UNIVERSITY

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**Notice of Step Increment Due to Length of Service**

January 18, 2021

Dr. Rotacio S. Gravoso  
DDC  
VSU, Visca, Baybay, Leyte

Dear Dr. Gravoso

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 **Professor VI** is hereby adjusted effective January 1, 2020 as follows:

- |   |  |
|---|--|
| 1. Actual monthly basic salary as of January 1, 2020<br>(SG 30, Step 5)       | <b>P 190,642.00</b><br>(2,287,704.00 p.a.) |
| 2. Add: one (1) Step Increment<br>Due to Length of Service                    |  |
| 3. Adjusted monthly basic salary effective January 1, 2020<br>(SG 30, Step 6) | <b>P 193,754.00</b><br>(2,325,048.00 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

cc: Records, ODAHRD, PRPEO, Payroll

**Vision:** A globally competitive university for science, technology, and environmental conservation.  
**Mission:** Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.