



Notice of Step Increment Due to Length of Service

February 16, 2021

Prof. Maria Juliet C. Ceniza
DPM
VSU, Visca, Baybay, Leyte

Dear Prof. Ceniza:

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, 2021 as follows:

- | | |
|---|---|
| 1. Actual monthly basic salary as of January 1, 2021
(SG <u>29</u> , Step <u>1</u>) | P 161,231.00
(1,934,772.00 p.a) |
| 2. Add: one (1) Step Increment
Due to Length of Service | |
| 3. Adjusted monthly basic salary effective January 1, 2021
(SG <u>29</u> , Step <u>2</u>) | P 163,863.00
(1,966,356.00 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: OHRA, ODHRM, OHRSPPR, OHPLB