



Notice of Step Increment Due to Length of Service

April 22, 2021

Mr. Rudy V. Belmonte
VSU, Visca, Baybay, Leyte


Dear Mr. Belmonte:

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 **Security Guard II** is hereby adjusted effective April 17, 2021 as follows:

1. Actual monthly basic salary as of April 16, 2021
(SG 5, Step 5) **₱ 15,750.00**
(189,000.00 p.a)
2. Add: one (1) Step Increment
Due to Length of Service
3. Adjusted monthly basic salary effective April 17, 2021
(SG 5, Step 6) **₱ 15,871.00**
(190,452.00 p.a)

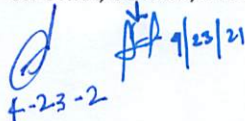
The salary adjustment is subject to review and post-audit, and to appropriate re-adjustment and refund if found not in order.

Very truly yours,


EDGARDO E. TULIN
President

Position Title: Security Guard II
Salary Grade: 5
Item No. FY 2020 Plantilla of Personnel: SECG2- 1-1998

cc: OHRA, ODHRM, OHRSPPR, OHPLB


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