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Visayas State University
Visca, City of Baybay, Leyte 6521 A
Philippines

**Office of the Secretary of the University
And of the Board of Regents**

Republic of the Philippines
VISAYAS STATE UNIVERSITY
Visca, City of Baybay, Leyte

BOR RESOLUTION NO. 118, s. 2016

**A RESOLUTION APPROVING THE PROPOSED POLICIES AND CRITERIA IN
SELECTING THE FIVE PERCENT (5%) ENTITLED TO STEP INCREMENTS PER
CSC AND DBM JOINT CIRCULAR NO. 1, s. 2012**

WHEREAS, Republic Act 9158 converted the then Visayas State College of Agriculture (ViSCA) into a state university, the Leyte State University, on 11 August 2001 and was later renamed Visayas State University (VSU) by virtue of R.A. 9437;

WHEREAS, Section 7 of R.A. 9158 specifically empowers the Board of Regents of the University to *“exercise all the powers granted to the Board of Directors of a corporation under Section 36 of Batas Pambansa Blg. 68, otherwise known as the Corporate Code of the Philippines”*;

WHEREAS, Section 7, Paragraph (a) of R.A. 9158 empowers the Governing Board *“to enact rules and regulations, not contrary to law, as may be necessary to carry out the purposes and functions of the University”*;

WHEREAS, the University currently adopts the CSC/DBM mandate granting Step Increments due to Length of Service;

WHEREAS, the CSC and DBM Joint Circular No. 1, s. 2012 prescribes Rules and Regulations on the Grant of Step Increment/s Due to Meritorious Performance of employees in agencies which already adopts a CSC approved Performance management System/Performance Evaluation System;

WHEREAS, this grant of Step Increment took effect last 01 January 2015 with the additional provision that the grant of the Productivity Incentive benefit (PIB) shall be discontinued starting Fiscal Year 2015;

WHEREAS, the abovementioned Joint Circular limits the number of recipients to only 5% of all the incumbent officials and employees in an agency;

WHEREAS, there is a need to come up with a set of criteria to force rank and determine the 5% of the employees who will be granted “Step Increment” based on the Joint Circular given the number of Outstanding and Very Satisfactory ratings of VSU employees;

WHEREAS, the Office of the Director for Administration and Human Resource Development has been able to piece together a set of policies and criteria in selecting the 5% of VSU faculty and staff entitled to Step Increment per CSC and DBM Joint Circular No. 1, s. 2012;

WHEREAS, the proposal was discussed by the University Administrative Council (UADCO) on the occasion of the 122nd UADCO Meeting held last 01 December 2016 at the 2nd Floor, Center for Continuing Education (CEC) Building, VSU Main Campus, City of Baybay, Leyte and is strongly endorsing the proposal to the VSU Board of Regents for APPROVAL, as presented.

THEREFORE, BE IT RESOLVED AS IT IS HEREBY RESOLVED to approve the proposed Policies and Criteria in Selecting the 5% of VSU Faculty and Staff entitled to Step Increment per CSC and DBM Joint Circular No. 1, s. 2012, as proposed.

IN WITNESS of our approval thereof, we hereby affix our signatures this 14th day of December 2016 at CHED Central Office, C.P. Garcia Avenue, UP Diliman, Diliman, Quezon City.

VSU BOARD OF REGENTS



HON. PROSPERO E. DE VERA III
CHED Commissioner and Chairperson
VSU-Board of Regents



HON. EDGARDO E. TULIN
Vice Chairman and President, VSU

HON. PAOLO BENIGNO A. AQUINO IV
Chair, Committee on Education, Arts & Culture
Senate of the Philippines

HON. ANN K. HOFER
Chair, Committee on Higher & Tech. Educ.
House of Representatives

Represented by:




HON. CARLO P. LORETO

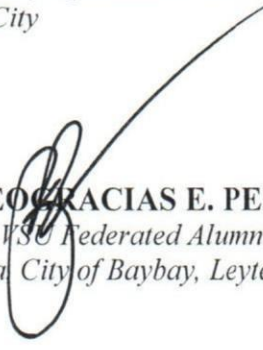


HON. BONIFACIO G. UY
Regional Executive Director
National Economic & Dev. Authority-RO8
Gov't. Center, Palo, Leyte

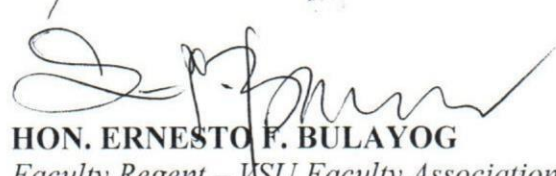
HON. U-NICOLS A. MANALO
Regional Executive Director
Department of Agriculture-RO8
Tacloban City



HON. MARK MICHAEL O. UNLU-CAY
Student Regent – VSU System
VSU, Visca, City of Baybay, Leyte




HON. DEOGACIAS E. PERNITEZ
President, VSU Federated Alumni Assn.
VSU, Visca, City of Baybay, Leyte



HON. ERNESTO F. BULAYOG
Faculty Regent – VSU Faculty Association
VSU, Visca, City of Baybay, Leyte

Private Sector Representatives:



HON. ROY BERNARD C. FIEL
Ormoc City



HON. JOEL R. CAMINADE
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