



Notice of Step Increment Due to Length of Service

August 13, 2020

Ms. Wella Marie D. Alacio
DBM
VSU, Visca, Baybay, Leyte

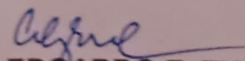
Dear Ms. Alacio

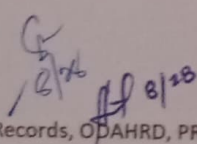
Pursuant to Joint Civil Service Commission (CSC) and Department of Budget and Management (DBM) Joint Circular No. 1 s. 2012 dated September 3, 2012 implementing item (4)(d) of the Senate and House of Representatives Joint Resolution No. 4, s. 2009, approved on June 17, 2009, your salary as Instructor I is hereby adjusted effective August 7, 2020 as follows:

- | | |
|--|---------------------------------|
| 1. Actual monthly basic salary as of August 6, 2020
(SG <u>12</u> , Step <u>1</u>) | P 24,495.00
(293,940.00 p.a) |
| 2. Add: one (1) Step Increment
Due to Length of Service | |
| 3. Adjusted monthly basic salary effective August 7, 2020
(SG <u>12</u> , Step <u>2</u>) | P 24,779.00
(297,348.00 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