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Office of the President

NOTICE OF STEP INCREMENT

November 26, 2014

Mr. Jesus Freddy M. Baldos
Information Office, VSU
Baybay City

Sir :

Pursuant to Joint Civil Service Commission (CSC) and Department of Budget and Management (DBM) Circular No. 1, s. 1990 implementing (Section 13 (c) of R.A. No. 6758, your salary as **Administrative Officer V SG - 18** is hereby adjusted effective **December 9, 2014** as shown below.

Basic Monthly Salary

As of December 8, 2014 Php 31,696.00 (380,352.00) S2

Salary Adjustment

a) Merit () step/s

b) Length of Service (1) step

Adjusted Basic Monthly Salary

Effective December 9, 2014 Php 32,044.00 (384,528.00) S3

The step increment/s is/are subject to review and post-audit by the Department of Budget and Management and subject to readjustment and refund if found not in order.

Very truly yours,

JOSE L. BACUSMO
President

cc : Records, ODAHRD, PRPEO, Payroll