



# Visayas State University

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Office of the President

## NOTICE OF STEP INCREMENT

October 3, 2014

Mr. Amiel R. Armada  
GSD, 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 Aide VI SG - 6** is hereby adjusted effective **October 16, 2014** as shown below.

**Basic Monthly Salary**

As of October 15, 2014 ..... Php 13,050.00 (156,600.00 ) S2

**Salary Adjustment**

a) Merit ( ) step/s

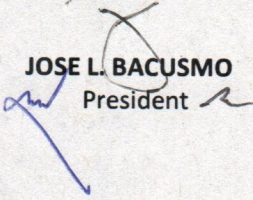
b) Length of Service (1) step

**Adjusted Basic Monthly Salary**

Effective October 16, 2014 ... ..... Php 13, 180.00 ( 158,160.00 ) 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