



**Notice of Step Increment Due to Length of Service**

September 10, 2021

**Dr. Ruth O. Escasinas**

Department of Agronomy

VSU, Visca, Baybay, Leyte

*8/27/21*

Dear Dr. **Escasinas**:

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 **Professor III** is hereby adjusted effective September 15, 2021 as follows:

- |  |   |
|--|---|
| 1. Actual monthly basic salary as of September 14, 2021<br>(SG <u>26</u> , Step <u>1</u> )       | <b>₱ 111,742.00</b><br>(1,340,904.00 p.a) |
| 2. Add: one (1) Step Increment<br>Due to Length of Service                                       |   |
| 3. Adjusted monthly basic salary effective September 15, 2021<br>(SG <u>26</u> , Step <u>2</u> ) | <b>₱ 113,565.00</b><br>(1,362,780.00 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: Professor III

Salary Grade: 26

Item No. FY 2020 Plantilla of Personnel: PROF3-2-2017

cc: OHRA, ODHRM, OHRSPPR, CHPLB