



VISAYAS
STATE UNIVERSITY

OFFICE OF THE PRESIDENT

Visca Baybay City, Leyte 6521-A, Philippines
Phone/Fax: 565-0600 local 563-7323
Email Address: prpeo@vsu.edu.ph
Website: www.vsu.edu.ph

Notice of Step Increment/s Due to Meritorious Performance

January 3, 2020

Ms. Marievic S. Flores

DTE

VSU, Visca, Baybay City, Leyte

01/28/21

Dear Ms. Flores:

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 January 1, 2020 as follows:

1. Actual monthly basic salary as of January 1, 2020 **P 24,779.00** (297,348.00)
(SG12, Step 2)
2. Add: Two (2) Step Increment/s
Due to Meritorious Performance
3. Adjusted monthly basic salary effective January 1, 2020 **P 25,358.00** (304,296.00)
(SG 12, Step 4)

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
EDGARDO E. TULIN
President

Item No. INST1-30-2015

FY 2019 Personal Services Itemization and/or
Plantilla of Personnel

cc: OHRA, ODHRM, OHRSPPR, OHPLB

Vision:
Mission:

A globally competitive university for science, technology, and environmental conservation.
Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.