



Notice of Step Increment Due to Length of Service

June 14, 2021

Prof. Rosa Ophelia D. Velarde *RF 6/17/21*
OVPREI
VSU, Visca, Baybay, Leyte

Dear Prof. **Velarde**:

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 **Associate Professor I** is hereby adjusted effective April 15, 2021 as follows:

- | | |
|--|--|
| 1. Actual monthly basic salary as of April 14, 2021
(SG <u>19</u> , Step <u>4</u>) | ₱ 50,566.00
(606,792.00 p.a) |
| 2. Add: one (1) Step Increment
Due to Length of Service | |
| 3. Adjusted monthly basic salary effective April 15, 2021
(SG <u>19</u> , Step <u>5</u>) | ₱ 51,342.00
(616,104.00 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
EDGARDO E. TULIN
President *ET*

Position Title: Associate Professor I
Salary Grade: 19
Item No. FY 2020 Plantilla of Personnel: APRO1- 8-1998

cc: OHRA, ODHRM, OHRSPPR, OHPLB