



Notice of Step Increment Due to Length of Service

July 27, 2022

Dr. Ma. Rachel Kim L. Aure
Office of the Director for Instruction and Evaluation
VSU, Visca, Baybay, Leyte

Dear Dr. Aure:

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 July 1, 2022 as follows:

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| 1. Actual monthly basic salary as of June 30, 2022
(SG <u>19</u> , Step <u>3</u>) | ₱ 51,325.00
(615,900.00 p.a) |
| 2. Add: one (1) Step Increment
Due to Length of Service | |
| 3. Adjusted monthly basic salary effective July 1, 2022
(SG <u>19</u> , Step <u>4</u>) | ₱ 52,088.00
(625,056.00 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: Associate Professor I
Salary Grade: 19
Item No. FY 2020 Plantilla of Personnel: APRO1-21-2019

cc: OHRA, ODHRM, OHRSPPR, OHPLB