



Notice of Step Increment/s Due to Meritorious Performance

May 18, 2023

Dr. Santiago T. Peña Jr.
Dept of Vet. Basic Sciences
VSU, Visca, Baybay City, Leyte

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Dear Dr. Peña:

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 **Assistant Professor II** is hereby adjusted effective January 1, 2022 as follows:

1. Actual monthly basic salary as of January 1, 2022 **₱ 38,150.00** (457,800.00 p. a.)
(SG16, Step 1)
2. Add: Two (2) Step Increment/s
Due to Meritorious Performance
3. Adjusted monthly basic salary effective January 1, 2022 **₱ 38,987.00** (467,844.00 p. a.)
(SG 16, Step 3)

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: Assistant Professor II
Salary Grade: 16
Item No. FY 2022 Plantilla of Personnel: AP2-15-2019

cc: RAO, HRMO, RSPPRO, PLBO