



Notice of Step Increment Due to Length of Service

September 4, 2023

Ms. Mildred A. Berrame

~~Department of Philosophy and Social Science~~ *USHER*
VSU, Visca, Baybay, Leyte

Dear Ms. Berrame:

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 ~~Dental Aide~~ is hereby adjusted effective August 1, 2023 as follows:

- | | |
|---|--|
| 1. Actual monthly basic salary as of July 31, 2023
(SG 4, Step 2) | P 15,706.00
(188,472.00 p.a) |
| 2. Add: one (1) Step Increment
Due to Length of Service | |
| 3. Adjusted monthly basic salary effective August 1, 2023
(SG 4, Step 3) | P 15,827.00
(189,924.00 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

Position Title: Dental Aide

Salary Grade: 4

Item No. FY 2022 Plantilla of Personnel: DTA-1-1998

cc: RAO, HRMO, RSPPRO, PLBO