



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

Mr. Ulderico B. Alviola *W/sg 1/28/21*
Information Office
VSU, Visca, Baybay City, Leyte

Dear Mr. Alviola:

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 Administrative Officer IV is hereby adjusted effective January 1, 2020 as follows:

1. Actual monthly basic salary as of January 1, 2020 **P 33,202.00** ^(398,424.00)
(SG15, Step 4)
2. Add: Two (2) Step Increment/s
Due to Meritorious Performance
3. Adjusted monthly basic salary effective January 1, 2020 **P 33,991.00** ^(407,892.00)
(SG 15, Step 6)

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. ADOF4-18-2004
FY 2019 Personal Services Itemization and/or
Plantilla of Personnel

cc: OHRA, ODHRM, OHRSPPR, OHPLB