



**VISAYAS**  
STATE UNIVERSITY

**OFFICE OF THE PRESIDENT**

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**Notice of Step Increment Due to Length of Service**

May 18, 2023

**Dr. John Philip Lou M. Lumain**  
Department of Veterinary Para-Clinical Sciences  
VSU, Visca, Baybay, Leyte

₱ 6/15/23

Dear Dr. Lumain:

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 **Instructor I** is hereby adjusted effective April 6, 2022 as follows:

- |   |  |
|---|--|
| 1. Actual monthly basic salary as of April 5, 2022<br>(SG <u>12</u> , Step <u>3</u> )       | <b>₱ 28,180.00</b><br>(338,160.00 p.a) |
| 2. Add: one (1) Step Increment<br>Due to Length of Service                                  |  |
| 3. Adjusted monthly basic salary effective April 6, 2022<br>(SG <u>12</u> , Step <u>4</u> ) | <b>₱ 28,471.00</b><br>(341,652.00 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: Instructor I  
Salary Grade: 12  
Item No. FY 2022 Plantilla of Personnel: INST1-76-2016

*This cancels and replaces the NOSI issued on April 28, 2022.*

cc: OHRA, ODHRM, OHRSPPR, OHPLB