



Notice of Step Increment/s Due to Meritorious Performance

May 18, 2023

Ms. Elmera Y. Bañoc

Visayas Consortium for Agric & Res Prog
VSU, Visca, Baybay City, Leyte


Dear Ms. Bañoc:

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 **Education Research Assistant I** is hereby adjusted effective January 1, 2022 as follows:

1. Actual monthly basic salary as of January 1, 2022 (SG9, Step 1) **₱ 20,402.00** (244,824.00 p. a.)
2. Add: Two (2) Step Increment/s Due to Meritorious Performance
3. Adjusted monthly basic salary effective January 1, 2022 (SG 9, Step 3) **₱ 20,745.00** (248,940.00 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: Education Research Assistant I

Salary Grade: 9

Item No. FY 2022 Plantilla of Personnel: EDRA1-2-1998

cc: RAO, HRMO, RSPPRO, PLBO