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Office of the President

NOTICE OF STEP INCREMENT DUE TO LENGTH OF SERVICE

March 8, 2016

Dr. Analita A. Salabao
DBM, VSU
Baybay City

Dear Dr. Salabao :

Pursuant to the 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 **Associate Professor IV SG - 22** is hereby adjusted effective **March 18, 2016**, as follows .:

1. Actual monthly basic salary as of March 17, 2016Php 48,032.00 (576,384.00)
(SG -22, Step 2)
2. Add: one (1) Step Increment
Due to Length of Service
3. Adjusted monthly basic salary effective March 18, 2016Php 48,625.00 (583,500.00)
(SG-22, Step 3)

This salary adjustment is subject to review and post-audit, and to appropriate readjustment and refund if found not in order.

Very truly yours,


EDGARDO E. TULIN
President ^

cc : Records, ODAHRD, PRPEO, Payroll