



VISAYAS
STATE UNIVERSITY

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Notice of Step Increment Due to Length of Service

January 31, 2023

Dr. Seregena Ruth L. Martinez
Dept of Lib. Arts & Behavioral Sciences
VSU, Visca, Baybay, Leyte

[Signature] 3-29-23



Dear Dr. Martinez:

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 **Associate Professor V** is hereby adjusted effective January 1, 2023 as follows:

- | | |
|---|--|
| 1. Actual monthly basic salary as of December 31, 2022
(SG <u>23</u> , Step <u>6</u>) | ₱ 86,437.00
(1,037,244.00 p.a) |
| 2. Add: one (1) Step Increment
Due to Length of Service | |
| 3. Adjusted monthly basic salary effective January 1, 2023
(SG <u>23</u> , Step <u>7</u>) | ₱ 87,847.00
(1,054,164.00 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,

[Signature]
EDGARDO E. TULIN
President

Position Title: Associate Professor V
Salary Grade: 23
Item No. FY 2023 Plantilla of Personnel: APRO5-42-2016

PT
ANA

cc: OHRA, ODHRM, OHRSPPR, OHPLB