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Office of the President

NOTICE OF STEP INCREMENT

September 18, 2012

Mr. Arsenio D. Ramos
DOH, VSU
Visca, Baybay, Leyte

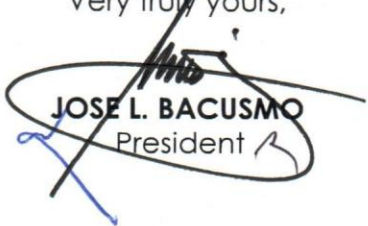
Sir :

Pursuant to Joint Civil Service Commission (CSC) and Department of Budget and Management (DBM) Circular No. 1, s. 1990 implementing (Section 13 (c) of R.A. No. 6758, your salary as **Associate Professor II SG-20** is hereby adjusted effective **October 1, 2012** as shown below.

Basic Monthly Salary		
As of September 30, 2012	Php 36,567.00 (438,804.00)	S1
Salary Adjustment		
a) Merit () step/s		
b) Length of Service(1) step		
Adjusted Basic Monthly Salary		
Effective October 1, 2012.....	Php 36,970.00 (443,640.00)	S2

The step increment/s is/are subject to review and post-audit by the Department of Budget and Management and subject to readjustment and refund if found not in order.

Very truly yours,


JOSE L. BACUSMO
President

cc : Records, ODAHRD, PRPEO, Payroll