

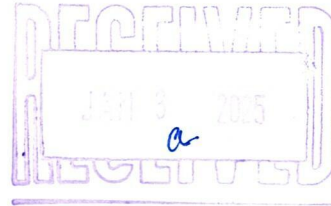


Notice of Step Increment Due to Length of Service

January 13, 2025

DR. FELICIANO G. SINON
National Abaca Research Center
VSU, Visca, Baybay, Leyte

Copy 2/8/25




Dear Dr. **Sinon**:

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 **Professor VI** is hereby adjusted effective December 30, 2024 as follows:

1. Actual monthly basic salary as of December 29, 2024
(SG 29, Step 3) ₱ 179,688.00
2. Add: one (1) Step Increment
Due to Length of Service
3. Adjusted monthly basic salary effective December 30, 2024
(SG 29, Step 4) ₱ 182,621.00

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,


PROSE IVY G. YEPES
President

Position Title: Professor VI

Salary Grade: 29

Item No. FY 2024 Plantilla of Personnel: PROF6- 9-2014

cc: RAO, RSPPRO, PLBO, FELICIANO G. SINON