



Notice of Step Increment Due to Length of Service

September 4, 2023

Mr. Wenifredo T. Soriano

~~Department of Philosophy and Social Science~~
VSU, Visca, Baybay, Leyte

Physics - A 10/5/23

Dear Mr. Soriano:

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 **Laboratory Aide II** is hereby adjusted effective August 1, 2023 as follows:

- | | |
|---|--|
| 1. Actual monthly basic salary as of July 31, 2023
(SG <u>4</u> , Step <u>7</u>) | ₱ 16,318.00
(195,816.00 p.a) |
| 2. Add: one (1) Step Increment
Due to Length of Service | |
| 3. Adjusted monthly basic salary effective August 1, 2023
(SG <u>4</u> , Step <u>8</u>) | ₱ 16,443.00
(197,316.00 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: Laboratory Aide II
Salary Grade: 4
Item No. FY 2022 Plantilla of Personnel: LABA2-1-2002

cc: RAO, HRMO, RSPPRO, PLBO