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NOTICE OF STEP INCREMENT DUE TO LENGTH OF SERVICE

22-January-2018

Dr. Feliciano G. Sinon 

NARC

Visayas State University

Baybay City, Leyte



Dear Dr. Sinon:

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 **Professor VI SG- 29** is hereby adjusted effective **January 1, 2018** as follows :

1. Actual monthly basic salary as of December 31, 2017..... Php 128,467.00 (1,541,604.00p.a.)
(SG -29 Step 1)
2. Add: one (1) Step Increment
Due to Length of Service
3. Adjusted monthly basic salary effective January 1, 2018...Php 130,392.00(1,564,704.00p.a.)
(SG -29 Step 2)

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

Vision: A globally competitive university for science, technology and environmental conservation.

Mission: Development of a highly competitive human resource, cutting-edge scientific knowledge and innovative technologies for sustainable communities and environment.