



VISAYAS
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NOTICE OF STEP INCREMENT DUE TO LENGTH OF SERVICE

05 April 2019

Mr. Buen Josef C. Andrade

DYDC

Visayas State University

Baybay City, Leyte


Dear Mr. Andrade:

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 **Broadcast Prog Production-AnnouncerII SG-16** is hereby adjusted effective **March 18, 2019** as follows:

1. Actual monthly basic salary as of March 17, 2019..... Php 33,584.00 (403,008.00p.a.)
(SG -16 Step 1)
2. Add: one (1) Step Increment
Due to Length of Service
3. Adjusted monthly basic salary effective March 18, 2019..... Php 34,000.00 (408,000.00 p.a.)
(SG -16 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.