



**Notice of Step Increment/s Due to Meritorious Performance**

May 18, 2023

**Dr. Arturo E. Pasa**  
Dept of Forest Science  
VSU, Visca, Baybay City, Leyte

*Edgardo E. Tulin* 6/9/23

Dear Dr. Pasa:

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 January 1, 2022 as follows:

1. Actual monthly basic salary as of January 1, 2022 (SG30, Step 2) ₱ 183,726.00 (2,204,712.00 p. a.)
- 2 Add: Two (2) Step Increment/s Due to Meritorious Performance
3. Adjusted monthly basic salary effective January 1, 2022 ₱ 194,937.00 (2,339,244.00 p. a.)  
(SG 30, Step 4)

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,

*Edgardo E. Tulin*  
**EDGARDO E. TULIN**  
President

Position Title: Professor VI  
Salary Grade: 30  
Item No. FY 2022 Plantilla of Personnel: PROF6-10-1998

cc: RAO, HRMO, RSPPRO, PLBO