



VISAYAS
STATE UNIVERSITY

OFFICE OF THE PRESIDENT

Visca Baybay City, Leyte 6521-A, Philippines
Phone/Fax: 565-0600 local 563-7323
Email Address: prceo@vsu.edu.ph
Website: www.vsu.edu.ph

Notice of Step Increment Due to Length of Service

July 12, 2023

Mr. Jovel M. Aberilla
Institute of Human Kinetics
VSU, Visca, Baybay, Leyte

29,737.00
7/27/23

Dear Mr. Aberilla:

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 Instructor I is hereby adjusted effective June 10, 2023 as follows:

1. Actual monthly basic salary as of June 9, 2023
(SG 12, Step 3) **P 29,737.00**
(356,844.00 p.a.)
2. Add: one (I) Step Increment
Due to Length of Service
3. Adjusted monthly basic salary effective June 10, 2023
(SG 12, Step 4) **P 30,028.00**
(360,336.00 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,


EDGARDO E. TULIN
President

Position Title: Instructor I
Salary Grade: 12
Item No. FY 2022 Plantilla of Personnel: INST1- 3-2009

cc: RAO, HRMO, RSPPRO, PLBO