




**Notice of Step Increment Due to Length of Service**

November 2, 2022

*received by:*  
  
**Dr. Merry Christ'I S. Guinocor**  
University Services Health, Emergency & Rescue  
VSU, Visca, Baybay, Leyte


Dear Dr. Guinocor:

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 **Medical Officer III** is hereby adjusted effective October 24, 2022 as follows:

- |  |   |
|--|---|
| 1. Actual monthly basic salary as of October 23, 2022<br>(SG <u>21</u> , Step <u>3</u> )       | <b>₱ 64,351.00</b><br>(772,212.00 p.a.) |
| 2. Add: one (1) Step Increment<br>Due to Length of Service                                     |   |
| 3. Adjusted monthly basic salary effective October 24, 2022<br>(SG <u>21</u> , Step <u>4</u> ) | <b>₱ 65,325.00</b><br>(783,900.00 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: Medical Officer III  
Salary Grade: 21  
Item No. FY 2020 Plantilla of Personnel: MDOF3-1-1998