



VISAYAS
STATE UNIVERSITY

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

Notice of Step Increment Due to Length of Service

March 4, 2021

Mr. Victorino M. Lamo *93/10*
DAS
VSU, Visca, Baybay, Leyte

Dear Mr. Lamo:

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 **Farm Worker II** is hereby adjusted effective March 1, 2021 as follows:

1. Actual monthly basic salary as of February 28, 2021
(SG 4, Step 6) **₱ 14,961.00**
(179,532.00 p.a)
2. Add: one (1) Step Increment
Due to Length of Service
3. Adjusted monthly basic salary effective March 1, 2021 **₱ 15,077.00**
(SG 4, Step 7) (180,924.00 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
EDGARDO E. TULIN
President

Position Title: Farm Worker II
Salary Grade: 4
Item No. FY 2020 Plantilla of Personnel: FAWK2- 5-1998

cc: OHRA, ODHRM, OHRSPPR, OHPLB