



VISAYAS
STATE UNIVERSITY

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

December 10, 2022

Dr. Felix J. Amestoso *[Signature]* 1/3/23
Department of Food Science and Technology
VSU, Visca, Baybay, Leyte

Dear Dr. Amestoso:

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 IV** is hereby adjusted effective December 31, 2022 as follows:

1. Actual monthly basic salary as of December 30, 2022
(SG 27, Step 1) **₱ 128,696.00**
(1,544,352.00 p.a.)
2. Add: one (1) Step Increment
Due to Length of Service
3. Adjusted monthly basic salary effective December 31, 2022
(SG 27, Step 2) **₱ 130,797.00**
(1,569,564.00 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,

[Signature]
EDGARDO E. TULIN
President

Position Title: Professor IV
Salary Grade: 27
Item No. FY 2020 Plantilla of Personnel: PROF4-14-2019

cc: OHRA, ODHRM, OHRSPPR, OHPLB