



**TOURISM
INFRASTRUCTURE AND
ENTERPRISE
ZONE
AUTHORITY**

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NOTICE OF STEP INCREMENT

December 22, 2020

MS. BELINDA D. LARANAS
Corporate Planning Department

Madam,

Pursuant to Joint Civil Service Commission (CSC) and Department of Budget and Management (DBM) Circular No. 1, s. 1990 implementing Section 13 (c) of R.A. 6758, your salary as Sr. Corporate Planning Specialist is hereby adjusted effective November 17, 2020 as shown below:

Basic Monthly Salary

As of November 16, 2020	SG-19	Step 2	₱	46,008.00
Step Increment Adjustment		1 Step		751.00
Adjusted Monthly Salary	SG-19	Step 3	₱	46,759.00

The step increment is subject to review and post-audit by the Department of Budget and Management and subject to readjustment and refund if found not in order.

Very truly yours,

By the Authority of the Chief Operating Officer,

ATTY. JOY M. BHLAUTAN
Assistant Chief Operating Officer
Administration and Finance