OPTION/ DECLARATION FORM

(To be submitted by employees during time bound higher grade promotion.
See Circular No.46/2008/Fin dated 08/08/2008)

i) I……. ……(Name & Designation) here by elect to come over to the 8/16/23/28 years time bound higher grade in the scale of pay of Rs. …….. …… …….. with effect from ……..

ii) I will not relinquish the regular promotion due after the grant of time bound higher grade promotion.

iii) I hereby agree to refund excess pay and allowances if any drawn by me in case it is found later that I have been paid such excess due to mistake in the grant of grade promotion or irregular fixation of pay.

Station:
Date:

Signature :
Name :
Designation :
Office/Dept :