

FORM OF OPTION

[For fixation of pay on Promotion/Placements on or after 01.01.2016 as provided under FR 22 (I)(a)(1)]

I..... (Name) hereby elect for fixation of initial pay w.e.f.....in the higher post of.....

*(a) Straight away without any further review on account of increment in the pay band of the lower post.

OR

*(b) With a review on ie, the date of accrual of next increment in the pay band of the lower post.

Signature :
Name :
Designation :
Department :

Date :

Station:

** Strike off whichever is not applicable*

UNDERTAKING

I hereby undertake that any excess payment made that may be found to have been made as a result of incorrect fixation of pay or any excess payment detected in the light of discrepancies noticed subsequently will be refunded by me to the University either by adjustment against future payments due to me or otherwise.

Signature :
Name :
Designation :
Department :

Date :

Station: