



UNIVERSITY OF KERALA

No.Fin.III.I.9900/2011

Thiruvananthapuram, Dated 05.03.2011.

CIRCULAR

Sub:- Pay Revision 2009-Revision of Pay and allowances of University employees – Pay Fixation - exercise of option – reg.

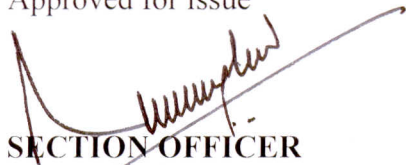
Ref:- G.O.(P) No.86/2011 Fin. dt 26.02.2011.

As per Government Order cited, the Government of Kerala have issued orders revising pay and allowances of University employees w.e.f. 01.07.2009. To facilitate fixation of pay, all the employees coming under the purview of the Pay Revision orders are required to submit duly filled option. The self drawing officers shall forward their option to the Finance Officer and others to the Head of Office / Department / Drawing and Disbursing Officer. The Drawing and Disbursing Officer / Head of Department shall forward the Service Books and countersigned option form, obtained from the subordinate staff to the Finance Officer along with a statement of fixation for verification. The pay in respect of self drawing officers shall be fixed by the Finance Officer on receipt of option.

Form of option is attached herewith.

sd/-
FINANCE OFFICER

Approved for issue


SECTION OFFICER

Copy to:

1. The Govt. Auditor
2. P.S to Vice-Chancellor/ Pro-Vice Chancellor
3. PA to Registrar /C.E/ Finance Officer
4. All Joint Registrars / Deputy Registrars / Assistant Registrars / Sections
5. All Heads of Departments and Branch Officers
6. File Copy
7. Stock File