

FORM FOR EXERCISE OF OPTION

(In the event of fixation of Pay on Promotion to the next higher grade / post)

I _____ , in view of my promotion to the post
_____ with effect from _____

would like to get my pay fixed

(a) From the date of promotion

(b) Next date of increment i.e. on 1st day of July.

Signature :

Name :

Designation :

Office :