

## 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 : \_\_\_\_\_

Signature :

Date : \_\_\_\_\_

Name :

Designation :

Office/Dept :