

**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	: