

OPTION

I, \_\_\_\_\_ Designation \_\_\_\_\_ opt to  
fix my pay on my promotion as \_\_\_\_\_ on \_\_\_\_\_.

Signature \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Employee Code: \_\_\_\_\_

Dated: \_\_\_\_\_

**OPTION**

I, \_\_\_\_\_, Designation \_\_\_\_\_

opt to fix my pay from the date of my next annual grade increment falling on

\_\_\_\_\_ on promotion as \_\_\_\_\_ on \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Department \_\_\_\_\_

P.P.O. No. & A/C No. (in case of Pensioners)

Dated :