

No. O&M1 - 6932/2010.

Office of the Chief Engineer,
PWD, Administration,
Thiruvananthapuram.
Dated: 1.7.2010.

CIRCULAR

Sub: Estt.PWD- Time Bound Higher Grade- Option and
Declaration form.

Ref:

It has come to notice that in many cases the option and declaration form submitted for nomination to Time Bound Higher Grade is not in the prescribed form as noted in the Circular No: 46 /08/fin, dated: 8/8/2008. Hence all the Head of Offices are requested to verify the option and declaration submitting when the same for obtaining sanction for nomination of Higher Grade.

A specimen form is attached here with. In future the direction should be adhered strictly. Otherwise the proposals will not be considered.


**CHIEF ENGINEER
(Administration)**

To
All Head of Offices
Copy to Web site: www.keralapwd.gov.in.

Copy to IT Cell.

Fc3


1/7/10.

OPTION /DECLARATION FORM

I(Name & Designation) hereby
elect to come over to the 8/16/23/28 years time bound higher
grade in the scale of pay of Rs.
w.e.f.....

- (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
Date =

Signature
Name
Designation
Office/Dept.