

EMPLOYEES' STATE INSURANCE CORPORATION
' PANCHDEEP BHAWAN', C.I.G. ROAD, NEW DELHI – 110 002

No.A-27(17)1/Vith/08-E.III

Dated: 11 September, 2008

MEMORANDUM

Subject : Implementation of the recommendations of the Sixth Central Pay Commission as accepted by the Central Government – revision of pay scale of the employees of the Corporation.

The ESI Corporation in its 144th meeting held on 09-09-2008 has given approval to amendment of the First Schedule of the ESIC (Staff and Conditions of Service) Regulations, 1959 giving effect to the implementation of the 6th Central Pay Commission's recommendations in the ESI Corporation, as accepted by the Central Government.

2. In accordance with the said approval of the ESI Corporation, the revised pay bands as well as Grade Pay corresponding to existing scales of pay applicable to various categories of employees of ESI Corporation are given at **Annexure – 1 & 2**.

3. A copy of the Central Civil Services (Revised Pay) Rules, 2008 as notified by the Central Govt. vide Ministry of Finance (Department of Expenditure) Notification No.GSR-622(E) dated 29.08.2008 **(may please be downloaded from Government portal)** may be referred to for the purpose of fixation of pay in the revised pay scales (i.e. Pay Band + Grade Pay). The revised scales of pay alongwith the CCS (Revised Pay) Rules, 2008 may kindly be brought to the notice of all employees immediately. The employees may exercise their options in writing in the prescribed proforma given at **Annexure – 3** within three months of the issue of this Memorandum as per Rule 5 & 6 of the CCS (RP) Rules, 2008. Option once exercised shall be final. It should be ensured that the contents of this Order are noted by all employees including those who are on leave and those who have since retired from the services of the Corporation after 01.01.2006 so that, the need for extending the date for exercising the option does not arise.

4. Following guidelines are given for expediting the fixation of pay in the revised pay structure regulating the payment of arrears of pay as a result of implementation of the recommendations of the 6th Central Pay Commission.

- (i) *Those employees, who give timely option to switch over to the revised pay bands, pay may be fixed in the applicable Pay Bands plus Grade Pay. Pay and allowances for the month of September, 2008 may be drawn and paid on the basis of revised pay structure and the applicable Allowances, **after deduction of enhanced subscription to the Provident Fund**, which will be calculated with reference to the revised **basic pay (Pay drawn in the prescribed pay band plus the applicable Grade Pay)**. In so far as the employees who have joined on or after 01.01.2004 are concerned, the enhanced deduction under the New Pension Scheme will be calculated w.r.t. the revised Basic Pay and DA thereon. Here, the definition of `Basic Pay` will be the same as above.*
- (ii) *In terms of CCS (Revised Pay) Rules, 2008, there shall be a uniform date of increment i.e. 1st July of the year, after implementation of the revised pay structure. For drawing the annual increment, the rule position stated in the respected CCS (RP) Rule, 2008 may be referred to. For fixation of pay, table enclosed with Government of India **O.M. No. 1/1/2008-IC dated 30.08.2008 (may please be downloaded from Government portal)**. In order to ensure correct and systematic fixation of pay in the revised pay structure, a proforma for the purpose (Statement of Fixation of Pay) is enclosed (Annex-II) of the O.M. dated 30.08.2008. The statement should be prepared in triplicate and one copy thereof should be pasted in the Service Book of the Government servant concerned and another copy made available to the concerned accounting authorities for post-check. Attention is also invited in this connection to the Government decision contained at Sl. No. 2(iii) of the Part `A` of the **Resolution No. 1/1/2008-IC dated 29.08.2008 (may please be downloaded from Government portal)** regarding the adjustment of the instalments of Dearness Allowances paid between 01.07.2006 and 30.06.2008.*
- (iii) *Bills may be drawn separately in respect of arrears of pay and allowance for the period from 1st January, 2006 (or the date opted by the employee) to 31st August, 2008. The aggregate arrears, computed after deduction of subscription to GPF and NPS on revised Basic Pay, may be paid in **two installments**, the first one being restricted to 40% of the aggregate arrears, to be paid in the current financial year. The remaining 60% arrears will be paid during the next financial year 2009-2010, for which separate order will follow. DDOs will ensure that action is taken simultaneously in regard to Corporations' contribution towards enhanced subscription of New Pension Scheme. **Income Tax, as may be due, will be deducted before payment of arrears.***
- (iv) *The **revised rates of all the Allowance**, such as House Rent Allowance, Transport Allowance, Children Education Allowance, Special Compensatory Allowance, etc., **will be paid prospectively w.e.f. 01.09.2008**. Accordingly, **no arrears** will be paid in respect of these Allowances. However, Dearness Allowance as applicable and Non-Practising Allowance for Medical Doctors at 25% of the aggregate of the band pay and grade pay (subject to the condition that the Basic Pay + NPA does*

not exceed Rs. 85,000), will be payable w.e.f. 01.01.2006 or the date of option as per Annexure-3.

- (v) With a view to expediting the authorization and disbursement of arrears, it has been decided that the **arrear claims may be paid without pre-check** of the fixation of pay in the revised scales of pay. The facility to disburse arrears without pre-check of fixation of pay, will not, however, be available in respect of those Corporation employees who have relinquished service on account of Dismissal, Resignation, Discharge, Retirement, etc., after the date of implementation of the Pay Commission's recommendations but before the preparation / drawal of the arrear claim as well as in respect of those employees who have expired prior to drawal of pay in the revised scales.
- (vi) **The requirement of pre-check of pay fixation having been dispensed with**, it is not unlikely that the arrears due in some cases be computed incorrectly, leading to overpayments that might have to be recovered subsequently. The Drawing and Disbursing Officers should, therefore, make it clear to the employees under their administrative control, while disbursing the arrears, that the payments are being made subject to adjustment from amounts that may be due to them subsequently should any discrepancies be noticed later. For this purpose, **an Undertaking (Annexure-4)** may also be obtained in writing from every employee at the time of disbursement of the arrears/pay and allowances for September, 2008 **to the effect that any excess payment that may be found to have been made as a result of incorrect fixation of pay in the revised pay scales, will be refunded by him / her to the Corporation either by adjustment against future payments or otherwise.**
- (vii) Government of India **O.M. No.1(3)/2008-E.II(B) dated 29.08.2008** relating to grant of Dearness Allowance to the Central Government employees at revised rates effective from 01.07.2006, 01.01.2007, 01.07.2007, 01.01.2008 and 01.08.2008, Government of India, Ministry of Finance, Department of Expenditure **O.M. No.2(13)/2008-E.II(B) dated 29.08.2008** relating to Grant of House Rent Allowance at the revised at rates and Govt. of India, Min. of Fin., Deptt. of Exp. **O.M. No.21(2)/2008-E.II(B) dated 29.08.2008** relating to Transport Allowance at the revised at rates **(may please be downloaded from Government portal)** may be implemented for drawal of revised salary. These allowances may be paid in the revised rate from September, 2008. However, in the case of DA & NPA to the Doctors those shall be payable from 01.01.2006.
- (viii) Officer In charge of Finance and Accounts Branch of each Field Office is hereby authorized to concur the pay fixation for implementation of 6th Central Pay Commission recommendations as accepted by the Central Government, wherever Joint Director (Finance) is not posted. **Pay as per the above instructions is to be fixed and arrear shall be drawn for employees from place of their present posting.** Thereafter, copy of "Due and Drawn" statement may be sent to the concerned

offices (where the official has been working since 01.01.06), immediately after release of first installment of arrears, for making necessary entry in the relevant registers.

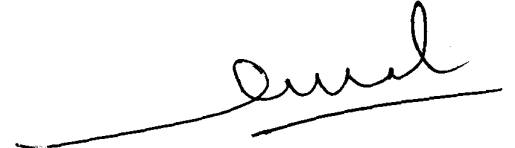
- (ix) (a) *In the case of Sr. Hindi Translators they will continue to draw pay and arrears in the replacement scale of 9300-34800 in PB-2 with grade pay of Rs.4200/, corresponding to their pre-revised scale of Rs.5500-175-9000 . However, once the amended Recruitment Rules revising their pay to Rs.6500-200-10500 in the pre-revised scale are notified they will be given the replacement scale of 9300-34800 in PB-2 with grade pay of Rs.4600/- from 1.7.2007.*
- (b) *In the case of Asst. Director (OL) they will continue to draw the pay and arrears in the replacement scale of 9300-34800 in PB-2 with grade pay of Rs.4200/- corresponding to the pre-revised scale of Rs.6500-200-10500. However, once the amended Recruitment Rules revising their pay to Rs.7500-250-12000 in the pre-revised scale are notified they will be given the replacement scale of Rs.15600-39100 in PB-3 with grade pay of Rs.5400/- from 1.7.2007.*
- (c) *In respect of Jr. Hindi Translators and Personal Assistant are concerned since the replacement scale for their original pay scale of Rs.5000-150-8000 in the pre-revised scale and their revised pay scale of Rs.5500-175-9000 in the pre-revised scale are given the same replacement scale of Rs.9300-34800 in PB-2 with grade pay of Rs.4200/- they will draw the pay and arrears in the replacement scale of Rs.9300-34800 in PB-2 with grade pay of Rs.4200/- w.e.f. 1.1.2006.*

(x) *The Government of India notifications/instructions relating to the 6th Pay Commission recommendations as accepted by the Central Government may be downloaded from the following website:-*

- a) <http://finmin.nic.in>
- b) <http://persmin.nic.in>

Receipt of this Memorandum may please be acknowledged.

Hindi version will follow.



(S.K. SHAH)
JOINT DIRECTOR-III
For DIRECTOR GENERAL

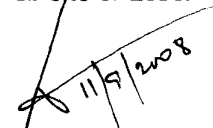
Encl.: As above.

To

All Regional Directors/ Addl. Commissioner (NTA)/ Dir.(M) Delhi/ Medical Superintendents
ESI Hospitals, Basaidarapur/ Jhilmil/ Okhla, New Delhi/ Noida/ K.K. Nagar, Chennai/ Joka
(Kolkata), All ESIC Model Hospital/ Jt. Director-E-V (Hqrs.)/ SSMC/SMC/Directors/Joint
Directors (I/c).

Copy forwarded to :-

1. All Dy. Director (Fin.)/ Jt. Director (Fin.), of all Regions.
2. Director (Fin.), Hqrs.
3. Estt. Branch-VI (A)/ Estt. Br.V/ Accounts-III/ Accounts-VII & Cash Branch, Hqrs.
4. Director (System) with request to put this Memorandum on the web site of ESIC.
5. Raj Bhasha Cell for Hindi Translation.
6. Guard File/ Spare copies.



(RAKESH KUMAR)
SECTION OFFICER

aNNEXURE-i

A.	STATEMENT SHOWING THE VARIOUS CATEGORIES OF POSTS IN GROUP "A", "B", "C" & "D" IN ESI CORPORATION WITH REVISED SCALES AND REVISED PAY STRUCTURE.
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Sl. No	Name of the Post	Pre-revised Scales (Rs.)	Revised Pay Structure (Rs.)		
			Pay Band	Corresponding Pay Bands	Grade pay
Group –“A”					
1.	Insurance Commissioner	18400-500-22400	PB-4	37400-67000	10000
2.	Medical Commissioner	18400-500-22400	PB-4	37400-67000	10000
3.	Chief Engineer	16400-450-20000	PB-4	37400-67000	8900
4.	Actuary	14300-400-18300	PB-4	37400-67000	8700
5.	Addl. Commissioner (P&A), (V), (R), (B), (PR)/ NTA/ AC-RD/DMC	14300-400-18300	PB-4	37400-67000	8700
6.	RD/Dir./ Dir.(HRD)/ Dir.(IT)/ Dir.(MSU)/Dir.(PR)	12000-375-16500	PB-3	15600-39100	7600
7.	Jt. Director/ JD(MSU)/ JD (HRD)/ JD. (IT)/ Asstt. Actuary/Asst. Legal Advisor	10000-325-15200	PB-3	15600-39100	6600
8.	Executive Engineer	10000-325-15200	PB-3	15600-39100	6600
9.	Dy. Director/DD(IT)/ DD(Actl.)/DD(MSU)	8000-275-13500	PB-3	15600-39100	5400
Group –“B”					
10.	Section Officer/Asstt. Director/Manager Gr. I	6500-200-10500	PB-2	9300-34800	4800
11.	Asstt. Engineer	6500-200-10500	PB-2	9300-34800	4600
Group-“C”					
12.	I.I./Mgr. Gr.II/ Off. Supdt.	6500-200-10500	PB-2	9300-34800	4200
13.	Asstt./HC	5000-150-8000	PB-2	9300-34800	4200
14.	Care Taker	5000-150-8000	PB-2	9300-34800	4200
15.	Artist	5000-150-8000	PB-2	9300-34800	4200
16.	Jr. Engineer	4500-125-7000	PB-1	5200-20200	2800
17.	UDC	4000-100-6000	PB-1	5200-20200	2400
18.	LDC/ Telephone Operator/ Telex Operator/Liftman	3050-75-3950-80-4590	PB-1	5200-20200	1900
19.	Sr. Gestetner Operator	3050-75-3950-80-4590	PB-1	5200-20200	1900
20.	Librarian Gr.I	5000-150-8000	PB-2	9300-34800	4200
21.	Librarian	4500-125-7000	PB-1	5200-20200	2800
22.	Assistant Librarian	3050-75-3950-85-4590	PB-1	5200-20200	1900

Group –“D”					
23.	Sr. Library Attendant/ Record Keeper	2750-70-3800-75- 4400	PB-1	5200-20200	1800
24.	Jt. Gestetner Operator/ Jamadar	2610-60-3150-65- 3540	-1S	4440-7440	1400
25.	Peon/Frsh/Sweeper/ Chowkidar/Mali	2550-55-2660-60- 3200	-1S	4440-7440	1300
OFFICIAL LANGUAGE					
26.	Jt. Director (OL) (Group 'A')	10000-325-15200	PB-3	15600-39100	6600
27.	Asst. Director (OL) (Group 'B')	6500-200-10500 7500-250-12000 (W.E.F. 1.7.07)	PB-2 PB-3	9300-34800 15600-39100 (W.E.F. 01.07.07)	4200 5400
28.	Sr. Hindi Translator (Group 'C')	5500-175-9000 6500-200-10500 (W.E.F. 1.7.07)	PB-2 PB-2	9300-34800 9300-34800 (W.E.F. 01.07.07)	4200 4600
29.	Jr. Hindi Translator (Group 'C')	5000-150-8000 5500-175-9000 (W.E.F. 1.7.07)	PB-2 PB-2	9300-34800 9300-34800 (W.E.F. 01.07.07)	4200 4200
PERSONAL STAFF					
30.	PPS (Group 'A')	10000-325-15200	PB-3	15600-39100	6600
31.	Private Secretary (Group 'B')	6500-200-10500	PB-2	9300-34800	4800
32.	Sr. Personal Assistant (Group-C)	5500-175-9000	PB-2	9300-34800	4200
33.	Personal Assistant (Group 'C')	5000-150-8000 5500-175-9000 (W.E.F. 01.02.06)	PB-2 PB-2	9300-34800 9300-34800 (W.E.F. 01.02.06)	4200 4200
34.	Stenographer (Group 'C')	4000-100-6000	PB-1	5200-20200	2400
STAFF CAR DRIVERS					
35.	Staff Car Driver (Special Grade)	5000-150-8000	PB-2	9300-34800	4200
36.	Staff Car Driver (Grade I)	4500-125-7000	PB-1	5200-20200	2800
37.	Staff Car Driver (Grade II)	4000-100-6000	PB-1	5200-20200	2400
38.	Staff Car Driver (Ordinary Grade)/Three Wheeler Driver	3050-75-3950-80- 4590	PB-1	5200-20200	1900

ANNEXURE-II

B.	STATEMENT SHOWING THE VARIOUS CATEGORIES OF POSTS IN GROUP "A", "B" "C" & "D" IN DIRECTORATE (MEDICAL) DELHI/NOIDA, MODEL HOSPITALS AND E.S.I.C. - RUN HOSPITALS WITH PRE-REVISED SCALES AND REVISED PAY STRUCTURE
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S.No	Name of the Post	Pre-revised Scales (Rs.)	Revised Pay Structure (Rs.)		
			Pay Band	Corresponding Pay Bands	Grade pay
Group 'A'					
1.	SAG posts in Specialist and GDMO sub cadre/MS	18400-500-22400	PB-4	37400-67000	10000
2.	Specialist Gr -1, DMC/MS/Dir (Med)/Selection Grade (Non-Functional)/CMO (Ayur) (NFSG)	14300-400-18300	PB-4	37400-67000	8700
3.	Specialist Gr.II(Sr. Scale)/DMC/Dir (Med)/MS/ CMO (Ayur)/Staff Surgeon (Dental)	12000-375-16500	PB-3	15600-39100	7600
4.	Specialist Gr.II(Jr. Scale)/Medical Referee/AMO/IMO Gr.I/SMO(Ayurveda)/Jr. Staff Surgeon (Dental)	10000-325-15200	PB-3	15600-39100	6600
5.	IMO Gr.II/ MO(Ayurveda)/ Dental Surgeon/MO (Homeopathy)	8000-275-13500	PB-3	15600-39100	5400
6.	Jr. Bio-Chemist (Non-Medical)	8000-275-13500 10000-15200 (Jr. Scale for Medical personnel)	PB-3 PB-3	15600-39100 15600-39100	5400 6600
Group 'B', 'C' & 'D'					
7.	Junior Radiographer	3200-85-4900	PB-1	5200-20200	2000
8.	Radiographer	4500-125-7000	PB-1	5200-20200	2800
9.	Sr. Radiographer	5000-150-8000	PB-2	9300-34800	4200

10.	ECG Technician	4000-100-6000	PB-1	5200-20200	2400
11.	Sr. ECG Technician	4500-125-7000	PB-1	5200-20200	2800
12.	Laundry Operator	2650-65-3300-70-4000	-1S	4440-7440	1650
13.	Head Laundry Operator	3050-75-3950-80-4590	PB-1	5200-20200	1900
14.	Laundry Supervisor	4500-125-7000	PB-1	5200-20200	2800
15.	Laundry Manager	6500-200-10500	PB-2	9300-34800	4200
16.	Cook Mate/Bearer/ Masalchi	2550-55-2660-60-3200	-1S	4440-7440	1300
17.	Cook	2650-65-3300-70-4000	-1S	4440-7440	1650
18.	Head Cook	2650-65-3300-70-4000	-1S	4440-7440	1650
19.	Steward	4000-100-6000	PB-1	5200-20200	2400
20.	Medical Record Technician (Junior)	3050-75-3950-85-4590	PB-1	5200-20200	1900
21.	Medical Record Technician (Senior)	4000-100-6000	PB-1	5200-20200	2400
22.	Medical Record Officer	5500-175-9000	PB-2	9300-34800	4200
23.	Lab Assistant	3200-85-4900	PB-1	5200-20200	2000
24.	Lab Technician	4500-125-7000	PB-1	5200-20200	2800
25.	Sr. Lab Technician	4500-125-7000	PB-1	5200-20200	2800
26.	O.T. Assistant	3050-75-3950-85-4590	PB-1	5200-20200	1900
27.	O.T. Technician	4000-100-6000	PB-1	5200-20200	2400
28.	Sr. O.T. Technician	4500-125-7000	PB-1	5200-20200	2800
29.	STA (OT/CSSD/LAB/ ECG/Radiology)	5500-175-9000	PB-2	9300-34800	4200
30.	CSR Assistant	3050-75-3950-80-4590	PB-1	5200-20200	1900
31.	CSR Technician	4000-100-6000	PB-1	5200-20200	2400
32.	Sr. CSR Technician	4500-125-7000	PB-1	5200-20200	2800
33.	Blood Bank Technician	4500-125-7000	PB-1	5200-20200	2800
34.	Sr. Blood Bank Technician	5500-175-9000	PB-2	9300-34800	4200
35.	Nursing Orderly	2550-55-2660-60-3200	-1S	4440-7440	1300
36.	Dresser	2650-65-3300-70-4000	-1S	4440-7440	1650
37.	Plaster Assistant	3200-85-4900	PB-1	5200-20200	2000
38.	Plaster Technician	4000-100-6000	PB-1	5200-20200	2400
39.	Pharmacist (Allopathy/ Ayurvedic/Homoeopathy)	4500-125-7000	PB-1	5200-20200	2800
40.	Senior Pharmacist	5000-150-8000	PB-2	9300-34800	4200
41.	Optometrist/ Refractionist	4500-125-7000	PB-1	5200-20200	2800
42.	Sr. Optometrist/ Refractionist	5500-175-9000	PB-2	9300-34800	4200

43.	Technical Supervisor (Ophthalmology)	6500-200-10500	PB-2	9300-34800	4200
44.	Physiotherapist	5500-175-9000	PB-2	9300-34800	4200
45.	Sr. Physiotherapist	5500-175-9000 6500-200-10500 (w.e.f. 1-1-2007)	PB-2 PB-2	9300-34800 9300-34800	4200 4200
46.	Occupational Therapist	5500-175-9000	PB-2	9300-34800	4200
47.	Jr. Technician (Orthotic)	3050-75-2950-85-4590	PB-1	5200-20200	1900
48.	Respiratory Laboratory Assistant	4000-100-6000	PB-1	5200-20200	2400
49.	Respiratory Laboratory Technician	4500-125-7000	PB-1	5200-20200	2800
50.	Dietician	6500-200-10500	PB-2	9300-34800	4600
51.	Senior Dietician	8000-275-13500	PB-3	15600-39100	5400
52.	Sr. CSSD Tech	4500-125-7000	PB-1	5200-20200	2800
53.	Tailor	2650-65-3300-70-4000	PB-1S	4440-7440	1650
54.	Linen Mistress	3050-75-3950-80-4590	PB-1	5200-20200	1900
55.	House Keeper	4000-100-6000	PB-1	5200-20200	2400
56.	Electrician	3050-75-3950-80-4590	PB-1	5200-20200	1900
57.	Social Guide /Social Worker	4000-100-6000	PB-1	5200-20200	2400
58.	Auxiliary Nurse Midwife	4000-100-6000	PB-1	5200-20200	2400
59.	Occupational Therapist	4500-125-7000	PB-1	5200-20200	2800
60.	Audiometry Technician	4500-125-7000	PB-1	5200-20200	2800
61.	Dental Technician	4000-100-6000	PB-1	5200-20200	2400
62.	Dental Hygienist	4000-100-6000	PB-1	5200-20200	2400
63.	Mazdoor	2550-55-2660-60-3200	PB-1S	4440-7440	1300
64.	Boiler Attendant	4000-100-6000	PB-1	5200-20200	2400
65.	Metal Worker	3050-75-3950-80-4590	PB-1	5200-20200	1900
66.	Chowkidar	2550-55-2660-60-3200	-1S	4440-7440	1300
67.	Sweeper	2550-55-2660-60-3200	-1S	4440-7440	1300
68.	Head Zamadar (Supervisor for Safai wala)	2650-65-4000	-1S	4440-7440	1650
69.	Lady Health Visitor	4500-125-7000	PB-1	5200-20200	2800
70.	Selection Grade LHV	4500-125-7000	PB-1	5200-20200	2800
71.	Dai	2650-65-4000	-1S	4440-7440	1650
72.	Aya	2550-55-2660-60-3200	-1S	4440-7440	1300
73.	Dark Room Assistant	3050-75-3950-85-4590	PB-1	5200-20200	1900
74.	Havaldar (Supervisor for Nursing Orderlies)	3050-75-3950-85-4590	PB-1	5200-20200	1900

75.	Selection Grade Dresser	2750-70-3800-75-4400	PB-1	5200-20200	1800
76.	Store Keeper/ Pharmacist-cum-Clerk	4500-125-7000	PB-1	5200-20200	2800
77.	Mali	2550-55-2660-60-3200	PB-1S	4440-7440	1300
78.	Ambulance Driver/ Delivery Van Driver (Special Grade)	5000-150-8000	PB-2	9300-34800	4200
79.	Ambulance Driver/ Delivery Van Driver (Grade-I)	4500-125-7000	PB-1	5200-20200	2800
80.	Ambulance Driver / Delivery Van Driver (Grade-II)	4000-100-6000	PB-1	5200-20200	2400
81.	Ambulance Driver/ Delivery Van Driver (Ordinary Grade)	3050-75-3950-80-4590	PB-1	5200-20200	1900
82.	Senior Resident	10325 10650 10975	PB-3 PB-3 PB-3	19210 19810 20420	6600 6600 6600
83.	Junior Resident	9000	PB-3	16740	5400
NURSING CADRE					
84.	Chief Nursing Officer	10000-325-15200	PB-3	15600-39100	7600
85.	Nursing Superintendent	8000-275-13500	PB-3	15600-39100	6600
86.	Dy. Nursing Supdt.	7500-250-12000	PB-3	15600-39100	5400
87.	Assistant Nursing Supdt.	6500-200-10500	PB-3	15600-39100	5400
88.	Nursing Sister	5500-175-9000	PB-2	9300-34800	4800
89.	Staff Nurse	5000-150-8000	PB-2	9300-34800	4600

Annexure-III

Form of Option
[See Rule_____]

*(i) I _____ hereby elect the revised pay structure with effect from 1st January, 2006.

*(ii) I _____ hereby elect to continue on the existing scale of pay of my substantive/officiating post mentioned below until:

* The date of my next increment
The date of my subsequent increment raising my pay to Rs.
I vacate or cease to draw pay in the existing scale.
The date of my promotion to _____

Existing Scale _____

Signature _____

Name _____

Designation _____

Office in which employed _____

Date:

Station:

* To be scored out, if not applicable.

Annex-IV

UNDERTAKING

I hereby undertake that any excess payment that may be found to have been made as a result of incorrect fixation of pay or any excess payment detected in the light of discrepancies noticed subsequently will be refunded by me to the Corporation either by adjustment against future payments due to me or otherwise.

Signature: _____

Name: _____

Designation: _____

Date:

Station: