

SCHEDULE-2
FORM OF UNDERTAKING

Rule 10 of J&K Civil Services (HIGHER STANDARD PAY SCALE SCHEME)
RULES, 1996.

To

The _____

Sir/Madam,

I-----

working as-

----- in the Office Of -----

-----at -----, have gone through the provisions of Notification SRO-14 dated 15-01-1996, promulgating the of J&K Civil Services (Higher Standard Pay Scale Scheme) Rules, 1996 hereby agree to the terms and conditions as stated therein.

2. I further hereby give an undertaking to the effect that I shall not refuse the regular promotion as and when it becomes due to me. If , for any reasons, I decline the promotion when it becomes due to me, I shall forfeit the benefit admissible under the Higher Standard Pay Scale Scheme and shall revert back in original lower grade scale and shall draw the pay in original lower grade which I would have drawn had I not been given the benefit of the Higher Standard Pay Scale Scheme.

Place-----

Signature of Employee-----

Dated-----

Name of Employee-----

Designation Office-----

SCHEDULE-3
FORM OF OPTION

Rule 9(b) of J&K Civil Services (HIGHER STANDARD PAY SCALE SCHEME)
RULES, 1996.

I-----working as -----
----- in the Office Of -----
-----at -----, having been given the benefit of Senior/Selection Scale
with effect from -----vide order No.-----
----- dated ----- issued by----- hereby
opt to select Higher Standard pay Scale Scheme operated from 01-01-1995 introduced
under Notification SRO-14 dated 15-01-1996 issued under Finance Department's
endorsement No.A/89(93)-88 dated 15-01-1996 instead of said Senior/Selection Scale.

2. I hereby agree that excess amount of difference of pay and allowances, if any,
paid to me, on account of grant of Senior/Selection Scale to me earlier, be adjusted
against the benefit to be accrued under the Higher Standard Pay Scale Scheme.

3. Option hereby exercised is final and shall not be modified at any subsequent date.

Place-----

Signature of Employee-----

Dated-----

Name of Employee-----

Designation Office-----

Signed before me-----

Signature and Official Seal
of Head of Department/Office.