

UNIVERSITY OF JAMMU

CIRCULAR

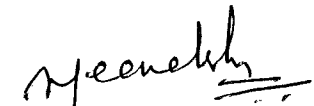
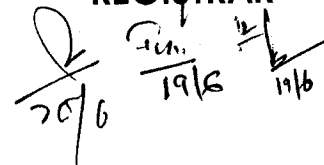
It is circulated for the information of all the teachers/officers/officials of the University of Jammu that they shall submit an option form as per enclosed performa to the office of the Assistant Registrar (Adm TW/Estab) within 07 days positively from the date of issuance of this circular, to enable the concerned offices to fix the pay of the incumbent, as per new pattern of the 7th Central Pay Commission.

If the intimation regarding option is not received within the time specified above, it shall be deemed to have elected to be governed by the revised pay structure with effect from the 1st day of January, 2016,

The option once exercised shall be final.

Encl: option form

No: Estab/18/ 6007-7006
Dated: 20-06-18


REGISTRAR


Copy to :-

1. Special Secretary to the Vice-Chancellor, JU for the kind information of the Worthy Vice-Chancellor please
2. Sr. P.A. to the Dean Academic Affairs/Dean Research Studies
3. Sr. P.A. to the Registrar/Controller of Examinations
4. Director, DDE/CDC/DLL/DIQA//Physical Education/HRDC/ Centre for Studies in Museology & Sheikh Noor-ud-Din-Noorani Museum of Heritage/ DSRS/ Centre for History of Culture of Jammu & Ladakh Region/SHTM/ ICCCR&HRM/School of Visual and Performing Arts, Design and Architecture/Centre for Women's Studies/ Centre for IT Enabled services & Management
5. Dean Student Welfare/Provost (Boy's/Girl's Hostel)/Dean Student Placement
6. All Rectors/Directors, Offsite Campuses
7. All Heads of the Teaching Departments of the University
8. Convener, Website Monitoring & Updation Committee for uploading on the University website
9. I/C Librarian, Dhanvantri Library
10. I/c General Zorawar Singh Auditorium
11. I/c Director, Computer Centre
12. Programme Coordinator, NSS
13. Medical Officer, UHC
14. All Wardens of University Hostels
15. All Joint/Deputy /Assistant Registrars
16. Executive Engineer, UWD
17. Manager Guest House
18. Security Officer
19. All Sections
20. Guard File

FORM OF OPTION

[See rule 6(2)]

* 1. I, _____ hereby elect the revised pay structure with effect from 1st January, 2016.

* 2. I, _____ hereby elect to continue on Pay Band and Grade Pay of my substantive /officiating post mentioned below until:

*the date of my next increment/date of my subsequent increment raising my pay to Rs. _____ / I vacate or cease to draw pay in the existing pay structure/ the date of my promotion/upgradation to the post of _____.

Existing Pay Band and Grade Pay: _____

Signature: _____

Name: _____

Employee No. _____

Designation: _____

Office where working at present: _____

* To be scored out, if not applicable.

Dated:

Station:

Forwarded in original to the _____