

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE:  
EAST DISTRICT, KARKARDOOMA COURTS, DELHI.**

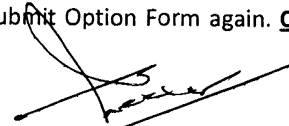
No. \_\_\_\_\_/SB/Acctts/East/KKD/2023

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

**CIRCULAR**

Copy of circular bearing no. 15964-16214/SB/Accounts/114/2021 dated 15.05.2021 issued by the Head of Office (HQs), Delhi, in view of O.M.s bearing even nos. 4-21/2017-IC/E.IIIA dated 28.11.2019 & 15.04.2021 of Government of India, Ministry of Finance, Department of Expenditure, New Delhi which was circulated by this office vide endorsement bearing no. 4506-12/SB/Acctts./East/KKD/2021 dated 17.06.2021, now, again the copy of O.Ms. dated 28.11.2019 and subsequent latest OM dated 04.07.2023 alongwith copy of Option Form are enclosed herewith and it is informed that all the such employees who have promoted or granted MACP on or after 01.01.2016 onward (except Ld. Judicial Officers) may exercise/re-exercise the option for refixation of pay by submitting their Option Form within a period of three months from the date of issue of O.M. dated 04.07.2023, positively, if so desired. The option once exercise will be final.

Those officials who have already submitted their Option Form in view of earlier endorsement dated 17.06.2021 in view of OM dated 28.11.2019 & 15.04.2021 is not required to submit Option Form again. Option Form received after due date will not be entertained by this office.



(CHANDRA SHEKHAR)

District Judge (Commercial Court),  
Head of office,  
O/o Principal District & Sessions Judge,  
East District, Karkardooma Courts, Delhi.

No. 7545-48/SB/Acctts/East/KKD/2023

Dated : 17/08/2023

Copy forwarded for information and necessary action to:

1. All the Ld. Judicial Officers posted at East District, Karkardooma Courts with the request to kindly bring the above said circular to the notice of staff under their control.
2. The P.S. to the Ld. Principal District & Sessions Judge, East District, Karkardooma Courts, Delhi.
3. All the Sr. AO (J)/ AO (J)/AO/PRO/APRO/ Branch Incharges, East District, Karkardooma Courts, Delhi with direction to circulate the said circular among the staff posted under their control.
4. The Incharge, Computer Branch, East District with direction to upload the said circular on the official website of East District, Karkardooma Courts, Delhi.



(CHANDRA SHEKHAR)

District Judge (Commercial Court),  
Head of office,  
O/o Principal District & Sessions Judge,  
East District, Karkardooma Courts, Delhi.

**OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE,  
EAST DISTRICT, KARKARDOOMA COURTS, DELHI.**

**FORM OF OPTION**

1. I, \_\_\_\_\_ S/oW/oD/o \_\_\_\_\_  
hereby elect the MACP/Promoted/NFS scale in \_\_\_\_\_ wef  
\_\_\_\_\_.

2. I, \_\_\_\_\_ S/oW/oD/o \_\_\_\_\_  
hereby elect to continue on the existing scale of pay of my substantively/officiating post  
mentioned below until the date of my next increment i.e. the date of my subsequent increment  
raising my pay to Rs. \_\_\_\_\_.

I vacate or cease to draw pay in the existing scale of Rs. \_\_\_\_\_ up to  
\_\_\_\_\_.

**UNDERTAKING**

I, \_\_\_\_\_ S/oW/oD/o \_\_\_\_\_  
hereby undertake that any excess payment that may be found to have been made to me as a  
result of fixation of pay on account of the implementation of promotion. It will be refunded to  
Government either by adjustment against future payments due to me or otherwise.

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

Signature \_\_\_\_\_

Name of Block letters \_\_\_\_\_

S/o W/o D/o \_\_\_\_\_

Designation \_\_\_\_\_

Office/Court \_\_\_\_\_

Emp. Code \_\_\_\_\_

Court No. \_\_\_\_\_

Contact No. \_\_\_\_\_