Most Urgent

OFFICE OF DISTRICT & SESSIONS JUDGE
SHAHDARA DISTRICT, KARKARDOOMA COURTS:DELHI

CIRCULAR

All the officers/officials (except Judicial Officer) on the strength of this office of The District & Sessions Judge, Shahdara District, Karkardooma Courts and presently posted/drawing their salary from Shahdara District are hereby asked to exercise their Option form and Undertaking for refund of excess payment if any, as a result of fixation of pay in the 7th CPC as per CCS(RP) Rules 2016 in the prescribed proforma (copy enclosed) and to submit the same in Accounts Branch, Shahdara District through R & I Branch on or before 31.08.2016 positively.

The option once exercised will be final. In case of non receipt of Option form and Undertaking pay shall be fixed according to the rules.

(Sidharth Sharma)
Additional District & Sessions Judge-I
Drawing & Disbursing Officer
Shahdara Distt., KKD Courts, Delhi

No. 4814-4838 /SB/Acctts/SHD/KKD/2016 Dated:- 27/09/2016

Copy forwarded to :-

1. Office of the Ld. Registrar General, Delhi High Court, with the request that these instruction may kindly be brought to the notice of the staff posted in Delhi High Court on diverted capacity.
2. Office of the Ld. District & Sessions Judge (HQs), Room NO. 302-A, Tis Hazari Courts, Delhi.
3. Office of the Ld. Principal Judge, Family Courts Dwarka, with the request that these instruction may kindly be brought to the notice of the staff posted at Family Courts on diverted capacity.
4. Office of the Ld. Director, Delhi Judicial Academy, Dwarka with the request to circulate the same to the staff posted in Judicial Academy on diverted capacity.
5. Office of the Delhi Legal Service Authority, Patiala House Court, New Delhi with the request that these instruction may kindly be brought into the notice of the staff posted on diverted capacity.
6. All Ld. Drawing & Disbursing Officers, Central (THC), West (THC), New Delhi (PHC), East, North-East (KKD), South and South East, Saket, North & North-West & Outer (Rohini) and Dwarka Districts with the request that these instruction may please be brought to the notice of the staff posted in your District but drawing salary from Shahdara District.
7. All the Judicial Officers, Shahdara District, Karkardooma Courts, with the request to circulate it among the staff working under their control.
8. The Judicial Officers posted at Juvenile Justice Board, Kingsway Camp and Delhi Gate with the request that these instructions must also be brought to the notice of the staff posted in their courts.
9. Metropolitan Magistrates, Delhi Jal Board, Jal Sadan, Kanhaiya Nagar, Lajpat Nagar & Yojna Vihar with the request that these instructions must also be brought to the notice of the staff posted in their courts.
10. Sr. Administrative Officer (J)/Administrative Officer (J)/ Sr. AO/AAO/PRO/APRO/Branch Incharge at Shahdara District Courts, with the direction to circulate the same among the staff working under their control.
11. Railway Magistrate, Old Delhi Railway Station, Delhi.
12. Website Committee with request to put the same on website of the District Courts, Tis Hazari Courts, Delhi.

(Sidharth Sharma)
Additional District & Sessions Judge-I
Drawing & Disbursing Officer
Shahdara Distt., KKD Courts, Delhi

OFFICE OF THE DISTRICT & SESSIONS JUDGE

SHAHDARA DISTRICT, KARKARDOOMA COURTS, DELHI

FORM OF OPTION

[See rule 6(2)]

*1. I,_____ _____ _____ s/o, w/o, d/o _____ hereby elect the revised pay structure with effect from 1st January, 2016.

*2. I,_____ _____ _____ s/o, w/o, d/o _____ hereby elect to continue on Pay Band and Grade 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 pay structure/ the date of my promotion/upgradation to the post of _____.

Existing Pay Band and Grade Pay _____

Dated _____

Signature_____

Name (**In block letters**)_____

S/o,W/o,D/o _____

Designation _____

E. Code _____

Mob.No. _____

Office/Court/Branch_____

*To be scored out, if not applicable

UNDERTAKING

I hereby undertake that in the event of my pay having been fixed in a manner contrary to the provisions contained in these Rules, as detected subsequently, any excess payment so made shall be refunded by me to the Government either by adjustment against future payments due to me or otherwise.

Signature_____

Name (**In block letters**)_____

S/o,W/o,D/o _____

Designation _____

E. Code _____

Date .....

Mob.No. _____

Place .....

Office/Court/Branch_____