OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (SOUTH)
SAKET COURTS COMPLEX, NEW DELHI

CIRCULAR

In pursuant to. 936/38745-845/MACP/S&P(SJA)/Admn.II(c)/2021 dated 08/07/21 regarding Financial Upgradation under ACP/MACP re-fixed/granted to the Senior Judicial Assistants , all beneficial officials whose name is in the above order are hereby informed that they may exercise their option for fixation of pay (Form Enclosed) within one month from the date of issuance of the order. Option form received after one month will not be entertained.

HEAD OF OFFICE (SOUTH)
O/o Principal District & Sessions Judge,
Saket Courts Complex, New Delhi.

No. 10483-10568 /Accts./South /SB/2021 Dated 15/07/2021

1. P.S. To Ld. Principal District Judge & Sessions Judge , South District, Saket, New Delhi, with the request to bring the same to the notice of Ld. Principal District & Sessions Judge, South and staff posted under their control.
2. All the Judicial Officers, South District, Saket, New Delhi with the request to bring the same to the notice of staff posted under their control.
3. Adminstrative Officer (Judl.)/Branch In Charges, all Branches South District, Saket, New Delhi with the request to bring the same to the notice of the staff posted in the branches.
4. The Dealing Official , Layers Seat for uploading on Layers.
5. The Branch Incharge, Computer Branch (South District) for uploading on the official website of this court.
6. Office record.

HEAD OF OFFICE (SOUTH)
O/o Principal District & Sessions Judge,
Saket Courts Complex, New Delhi.

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (SOUTH)

SAKET COURTS COMPLEX, NEW DELHI

FORM OF OPTION

1. I,.....S/O W/O D/o.....

hereby elect the promoted scale in.....w.e.f.....

2. I,.....S/O W/O D/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 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/O W/O D/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.

Date.....

Signature.....

Name in block letters.....

S/o W/o D/o.....

Designation.....

Office/Court.....

E.Code.....

Cont. No.....