



रक्षा लेखा नियंत्रक का कार्यालय, गुवाहाटी उदयन विहार, नारंगी, गुवाहाटी-781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOUNTS

UDAYAN VIHAR, NARANGI, GUWAHATI: 781171.

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IMPORTANT CIRCULAR NO. 118 DATED 10.12.2019

(THROUGH OFFICIAL WEBSITE)

Subject : Date of Increment under Rule 10 of Central Civil Services (Revised Pay) Rules 2016

In the light of MOF, DOE OM No. 4-21/2017-IC/E.IIIA Dated 28<sup>th</sup> November,2019 circulated vide HQr Office Memo No AN/XIV/19015/Govt.Orders/2019 Dated 03.12.2019 on the above subject, this office is undertaking an overall review of Pay Fixation cases with special focus on Date of Increment. To enable this office to revise date of Increment of the affected individuals, their pay has to be re-fixed as per above OM. Hence Officers and staff whose pay has been fixed on getting MACP or Promotion between 2<sup>nd</sup> January and 1st July (both date inclusive) from 01.01.2016 onwards may exercise/re exercise option for pay fixation under FR 22(I)(a)(I) within one month from the date of issue of the above mentioned OM.

You are therefore requested to submit duly filled in Option Form ( Copy enclosed) so as to reach this office on or before 27<sup>th</sup> December 2019.

MHN SINGH  
Sr Accounts Officer

File No. No. AN/III/PFC/108/PROMOTION/7<sup>TH</sup> CPC  
Dated 10.12.2019

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OIC EDP Section (Local) : For uploading in CDA Guwahati website please.

MHN SINGH  
Sr Accounts Officer



**FORM OF OPTION TO BE SUBMITTED FOR PAY FIXATION ON  
PROMOTION/ MACP/ NFSG**

I, ..... (name) hereby opt that my pay on promotion as ..... (promoted post) / grant of MACP or NFSG to the Pay Level of L-....., with effect from ..... (the date of assumption of charge in the promoted post or date of grant of MACP/ NFSG), may be fixed as under:

(a) My initial pay may be fixed straightway in the higher pay level on the date of promotion/ grant of MACP or NFSG on the basis of FR 22(I)(a)(1) without any further review on account of increment in the pay level of the lower post.

**OR**

(b) My pay on the date of promotion/ MACP/ NFSG, may initially be fixed at the next higher cell in the pay level of promoted post or pay level granted under MACP/ NFSG, above my pay in the lower post/ pay level, which may be re-fixed on the date of accrual of next increment in the pay level of the lower grade on the basis of the provisions of FR 22(I)(a)(1) read with DoP&T OM No. 13/02/2017-Estt.(Pay-I) dated 27 July 2017.

The date of next increment in the scale of pay of the lower post is .....

**(Please strike-off completely whichever is not applicable)**

I also understand that the option exercised by me is final.

Place .....  
Date .....

Signature .....  
Name .....  
Designation.....  
Office .....  
Employee ID No. ....

**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.

Place .....  
Date .....

Signature .....  
Name .....  
Designation.....  
Office .....  
Employee ID No. ....

**Accepted & countersigned by DDO / SAO/A-...**