



केन्द्रीय माध्यमिक शिक्षा बोर्ड  
CENTRAL BOARD OF SECONDARY EDUCATION

No. CBSE/Personnel-A/7<sup>th</sup> CCS(RP)/2017/

Date: 01.02.2017

**Circular**

All the employees of the Board are required to submit their Option Form (copy enclosed) to the 'Implementation Committee' of their respective office within three days of issue of this circular for fixation of pay as per the Pay Matrix as contained in Part-A of the Schedule of the Central Civil Service (Revised Pay) Rules 2016.

  
(Ajay Mishra)  
Joint Secretary (A&L)

**Distribution:-**

1. E.O. to Chairman, CBSE.
2. S.P.S. to all Head of Departments, CBSE.
3. All the employees posted in Delhi/NCR offices.
4. Notice Board.
5. Scrap File

**FORM OF OPTION**

[See rule 6 (2)] of Central Civil Service (Revised Pay) Rules 2016.

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\*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 / 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 \_\_\_\_\_

Signature: .....

Name:.....

Designation:.....

Office in which employed:.....

\* 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:.....

Designation:.....

Date:

Place: