

# भारतीय मानक ब्यूरो

(स्थापना विभाग)

मानक भवन  
९, बहादुर शाह जफर मार्ग  
नई दिल्ली-1 10002

हमारा संदर्भ: स्था-1/1/06:02/02/01 (Lab)/2021

दिनांक : 01 अक्टूबर 2021

## कार्यालय ज्ञापन

कु. रनिता मुखर्जी, तकनीकी सहायक (प्रयोगशाला), कर्मचारी संख्या 066800, बेंगलुरु शाखा प्रयोगशाला, बेंगलुरु को वेतन मेट्रिक्स में लेवल-7 में प्रयोगशाला अधिकारी पद में पदोन्नति हेतु चयनित किया गया है।

Km. Ranita Mukherjee, Technical Assistant (Laboratory), Employee No. 066800, BNBOL, Bengaluru has been selected for promotion to the post of Laboratory Officer in the Level-7 in the Pay Matrix.

2. उनकी पदोन्नति उनके वर्तमान तैनाती स्थान पर प्रयोगशाला अधिकारी पद पर पदभार ग्रहण करने की तिथि से प्रभावी होगी। अतः वह पदोन्नति पर अपनी पदभार ग्रहण रिपोर्ट अपने विभागीय प्रमुख के माध्यम से अधोहस्ताक्षरी को ईमेल estt@bis.gov.in द्वारा भेजें।

Her promotion will take effect from the date she assumes the duties of the post of Laboratory Officer at her present place of posting. Therefore, she should send her duty assumption report on promotion to the undersigned by email at estt@bis.gov.in, through her Departmental Head.

3. प्रयोगशाला अधिकारी के पद में उनका प्रारम्भिक वेतन संलग्न प्रोफॉर्मा में उनके विकल्प की प्राप्ति पर तय किया जाएगा, जिसे वह अपने विभागीय प्रमुख द्वारा अधोहस्ताक्षरी को भेजें। एक बार इस्तेमाल किया गया विकल्प अंतिम होगा।

Her initial pay in the post of Laboratory Officer will be fixed on receipt of her option in the enclosed Proforma, which may be sent to the undersigned through her Departmental Head. **Option once exercised will be final.**

4. उन्हें भारत में कहीं भी सेवा करनी पड़ सकती है।

She will be required to serve anywhere in India.

5. सेवा की अन्य नियम व शर्तों के संबंध में वह समय-समय पर लागू ब्यूरो के नियमों व विनियमों द्वारा शासित होंगी।

As regards other terms and conditions of service she will be governed by the Rules and Regulations of the Bureau in force from time to time.

संलग्नक : उपरोक्तानुसार

हस्ता/-

[पारुल गुप्ता]

उप निदेशक (स्थापना)

[प्रमुख, (बी.एन.बी.ओ.एल), बेंगलुरु]

कु. रनिता मुखर्जी

कर्मचारी संख्या : 066800

भारतीय मानक ब्यूरो बेंगलुरु शाखा (प्रयोगशाला)

बेंगलुरु

प्रतिलिपि :

- |  |   |                      |
|--|---|----------------------|
| (i) उपमहानिदेशक (प्रयोगशाला) (सतर्कता सचिवालय) | (ii) निदेशक (लेखा)                                  | (iii) निदेशक (वित्त) |
| (iv) कर्मचारी की वैयक्तिक फ़ाइल                | (v) कर्मचारी की छुट्टी फ़ाइल (BNBOL)                |                      |
| (vi) स्था-V (कम्प्यूटर अद्यतन तथा GIS हेतु)    | (vii) मुख्यालय-आईटीएस (BIS इंटरनेट पर परिचालन हेतु) |                      |

पारुल

उप निदेशक (स्थापना)

**ESTABLISHMENT DEPARTMENT**

**PERFORMA OF OPTION FOR FIXATION OF PAY ON PROMOTION**

With reference to Office Memorandum No. \_\_\_\_\_  
dated \_\_\_\_\_ I have assumed the duties of the post of \_\_\_\_\_ w.c.f. \_\_\_\_\_ and  
I hereby opt for fixation of my pay as under :

**A) On the basis of FR 22-I (a) (1) with effect from the date of next increment:**

*In case the Government servant opts to get his pay fixed from his date of next increment, then :*

*On the date of promotion, the Govt. servant shall be placed at the next higher cell in the level of the post to which he/she is promoted, till his/her date of next increment. Subsequently, on the date of next increment in the Level of the post to which Govt. servant is promoted, his/her pay will be re-fixed and two increments (one accrued on account of annual increment and the second accrued on account of promotion) may be granted in the Level from which the Govt. servant is promoted and he/she shall be placed, at a cell equal to the figure so arrived, in the Level of the post to which he/she is promoted; and if no such cell is available in the Level to which he/she is promoted, he/she shall be placed at the next higher cell in that Level.*

**B) On the basis of FR 22-I (a) (1) with effect from the date of Promotion:**

*In case the Government servant opts to get his pay fixed in the higher level from the date of promotion, then ;*

- i) One increment shall be given vertically in the Level from which the employee is promoted and he will be placed at a Cell equal to the figure so arrived at in the next higher Level of the post to which promoted and if no such Cell is available in the Level of the post to which promoted, he shall be placed at the next higher Cell in that higher Level; and*
- ii) He shall get his first increment in the higher level of the post on the next 1<sup>st</sup> July if he is promoted between 2<sup>nd</sup> July and 1<sup>st</sup> January and if he is promoted between 2<sup>nd</sup> January and the 1<sup>st</sup> July of a particular year, he shall get his increment on 1<sup>st</sup> January of the next year.*

**NOTE; OPTION ONCE EXCERCISED SHALL BE FINAL.**

Signature \_\_\_\_\_

Name \_\_\_\_\_

Employee No \_\_\_\_\_

Deptt./Sec \_\_\_\_\_

Date:

(Through \_\_\_\_\_ HOD concerned)

**Back to Establishment Department**