PROPOSAL FOR THE SANCTION OF THE TIME BOUND HIGHER GRADE ON COMPLETION OF 23 YEARS OF QUALIFIYING SERVICE 1 SI No 2 Name&Designation 3 Present Station 4 Date of birth (a) General (b) Technical 6 Qualification/Dept Test prescribed for promotion in the normal line 7 Whether acquired the above qualification; Departmental test for promotion 8 Date of commencement of service 9 Category to which appeared in service 10 Date of commencement of continuous service 11 Date of promotion already enjoyed with Designation of the period of joining in each Post and scale of post A-First promotion **B-Second** promotion 12 Details of higher grade already granted with Scale of pay and date of effect 13 Total length of service as on the date of Application 14 Whether an undertaking has been obtained from Incumbent to the effect that he/she will not refuse Regular promotion be and which it becomes due 15 Whether promotion has already been relinquished If so furnish details 16 If relinquished whether the incumbent had tendered Declaration to the effect that he/she will accept the Promotion in future after getting higher grade(if so Enclose declaration duly attested by Head of the Office 17 Details of service if any which will not count for Sanctioning higher grades 18 Next promotion post in the normal course if any and scale of pay 19 Whether the incumbent is eligible to get higher Grade sanctioned in the GO(P) 145/2006 fin 20 Remarks

Certified that the above furnished details are true and correct

Regional Transport Officer

Vatakara

Place: Vatakara

Date: