

No. MANUU/ER-I(B)/F.208/2019-20/1364

20<sup>th</sup> November, 2019

ORDERS

Sub : MANUU - ER - I Section - Upgradation / Placement of Documentation Officer from Academic Level - 10 to Academic Level - 11 under UGC - Career Advancement Scheme (CAS) - Orders - Issued.

Ref : Vice - Chancellor's approval: 20.11.2019.

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On the recommendations of the Screening-cum-Evaluation Committee, the Vice - Chancellor is pleased to approve the upgradation / promotion of Dr.Ayesha Siddiqua, Documentation Officer from **Academic Level - 10** in Pay Matrix ₹57,700 to ₹1,82,400 (7<sup>th</sup> CPC) to **Senior Scale / Academic Level - 11** in Pay Matrix ₹68,900 to ₹2,05,500 (7<sup>th</sup> CPC) under UGC - Career Advancement Scheme (C.A.S.) with effect from **29.12.2018**.

2. The above upgradation shall be subject to the orders issued by the University/UGC/MHRD from time to time. Release of arrears etc. arising out of the pay fixation etc. in this case shall be governed under MANUU Office Memorandum No.MANUU/ER-1/F.39/Vol.II/R/13 dated 14.06.2019 in terms of EC resolution No.74.4.18 dated: 17.05.2019. She is required to furnish an undertaking to the effect that any excess paid amount due to fixation on Upgradation/promotion shall be refundable / recoverable from the beneficiaries before the release of arrears arising out the fixation on Upgradation / promotion.

3. She shall exercise Option under FR 22 (1) (a) (i) to fix their pay in the higher grade within one month from the date of issue of this order. Option once exercised shall be final. If no option is exercised within the due date her pay will be fixed from the date of her promotion.

  
REGISTRAR I/C

Copy to:

1. The concerned
2. Concerned Head of the Department
3. Offices of the VC/PVC/Registrar/FO
4. Personal files
5. Concerned file
6. Guard file

No. MANUU/ER-I(B)/F.208/2019-20/1365

20<sup>th</sup> November, 2019

ORDERS

Sub : MANUU - ER - I Section - Upgradation / Placement of Assistant Librarian from Academic Level - 11 to Academic Level - 12 under UGC Career Advancement Scheme (CAS) - Orders - Issued.

Ref : Vice - Chancellor's approval: 20.11.2019.

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On the recommendations of the Screening-cum-Evaluation Committee, the Vice - Chancellor is pleased to approve the upgradation / promotion of the following Assistant Librarians from **Assistant Librarian (Senior Scale / Academic Level - 11** in Pay Matrix ₹68,900 to ₹2,05,500 (7<sup>th</sup> CPC) to **Assistant Librarian (Selection Grade / Academic Level - 12** in Pay Matrix ₹79,800 to ₹2,11,500 (7<sup>th</sup> CPC) under UGC - Career Advancement Scheme (C.A.S.) as detailed below:

S#	Name & Designation	Effective Date	Place of Posting
1.	<b>Dr.Faisal Mustafa</b> , Assistant Librarian	06.05.2018	Central Library
2.	<b>Dr.Ayesha Sultana</b> , Assistant Librarian	15.12.2018	

2. The above upgradation shall be subject to the orders issued by the University/UGC/MHRD from time to time. Release of arrears etc. arising out of the pay fixation etc. in this case shall be governed under MANUU Office Memorandum No.MANUU/ER-1/F.39/Vol.II/R/13 dated 14.06.2019 in terms of EC resolution No.74.4.18 dated: 17.05.2019. They are required to furnish an undertaking to the effect that any excess paid amount due to fixation on Upgradation/promotion shall be refundable / recoverable from the beneficiaries before the release of arrears arising out the fixation on Upgradation / promotion.

3. They shall exercise Option under FR 22 (1) (a) (i) to fix their pay in the higher grade within one month from the date of issue of this order. Option once exercised shall be final. If no option is exercised within the due date their pay will be fixed from the date of their Upgradation/promotion.

  
REGISTRAR I/C

Copy to:

1. All concerned Assistant Librarians
2. Concerned Head of the Departments
3. Offices of the VC/Registrar/FO
4. Personal files
5. Concerned file
6. Guard file

**FORM OF OPTION**  
(See Clause (a) (1) of F.R.22(1))

I.....  
hereby opt that my pay on promotion as .....with  
effect from ..... may be fixed as under:-

\* (a) My pay may be fixed in the higher post on the basis of clause of (a) (1) of F.R. 22-1 straightway from the date of promotion without any further review on account of accrual of increment in the pay scale of lower post.

\* (b) My pay on promotion, may be initially be fixed at the stage on a time scale of the new post above and pay in the lower grade or post from which I am promoted on regular basis, which may be refixed in accordance with clause (a) (1) of F.R. 22-(1) on the date of accrual of next increment on ..... in the time scale of the pay of lower grade or post.

I also understand the option exercised by me is final as per clause (a) (1) of F.R.22-(1).

Date:.....

Signature : .....

Name : .....

Designation : .....

\*To be scored out as per option

Signature of the Head of Office

## UNDERTAKING

I, Dr./Shri/Smt/Ms. \_\_\_\_\_ do hereby undertake that any excess payment made to me as a result of incorrect / erroneous fixation of pay or excess payment etc arising out of my promotion from \_\_\_\_\_ to \_\_\_\_\_ under UGC Career Advancement Scheme or on account of any other reason which is detected subsequently will be refunded by me to the University by way of adjustment against future payments due to me or otherwise as may be decided by the Authority.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

# Forwarded #