



केन्द्रीय विद्यालय संगठन (मुख्यालय)  
18, संस्थागत क्षेत्र, शहीद जीत सिंह मार्ग,  
नई दिल्ली - 110016

**KENDRIYA VIDYALAYA SANGATHAN (HQ)**  
18, Institutional Area, S.J.S Marg, New Delhi-110016.  
दूरभाष/Tel.:011-26521898 फैक्स/Fax 26514179  
Email. [kvs.estt.1@gmail.com](mailto:kvs.estt.1@gmail.com)

F.11056/4/2013-KVS(Estt-I)

Dated :19.6.2013

MEMORANDUM

On the recommendation of the Departmental Promotion Committee, the Competent Authority has approved promotion of **Shri Alope Kumar Bhattacharyya, Section Officer, Kendriya Vidyalaya Sangathan (HQ)** to the post of **Administrative Officer** in the revised Pay Band/scale of ₹ 15600-39100 (PB: 03) with Grade Pay ₹ 5400/- in the Kendriya Vidyalaya Sangathan. He is posted to Kendriya Vidyalaya Sangathan, Regional Office, Guwahati.

2. He may convey his acceptance within 05 days from the receipt of this Memorandum. If the offer is acceptable to him and join at the place of posting mentioned in Para 1 above latest by 03.07.2013 positively.

3 His pay in the above scale of pay i.e. Administrative Officer will be fixed as per provision of FR 22(I)(a)(1) and as per instructions set-forth in Govt. of India, Ministry of Finance OM No.F.1/1/2008-IC dated 13.9.2008 as applicable to the employees of KVS. He will have an option to get his (i) pay fixed from the date of promotion OR (ii) pay fixed from the date of accrual of next increment in the scale of pay of lower grade held by him. The option shall be exercised by him within one month from the date of joining on promotion and option once exercised will be final.

4 If he does not submit the acceptance by the stipulated date, it would be presumed that he has declined the offer of promotion. Refusal of promotion should entail no fresh offer of promotion being made to him for a period of ONE YEAR from the date of refusal. He, on eventual promotion to the above post, will lose seniority vis-a vis erstwhile junior promoted to the above post earlier, irrespective of the fact whether the post in question is filled by selection or seniority. In case the reasons adduced by him for his refusal are not acceptable to the appointing authority, the promotion may be enforced.

*Neelam*  
19/06/2013

(Ms. Neelam)

**Asstt. Commissioner (Admn.)(Estt)**

Shri Alope Kumar Bhattacharyya,  
Section Officer  
Kendriya Vidyalaya Sangathan (HQ)  
New Delhi

**DISTRIBUTION:**

1. PS to Commissioner, KVS(HQ), New Delhi
2. Jt. Commissioner (Pers.), KVS(HQ), New Delhi.
3. The Dy. Commissioner, KVS, RO, Guwahati. He is requested to intimate the date of joining of Shri Alope Kumar Bhattacharyya to this office for further necessary action.
4. DC(Admn.)(RPS), KVS(HQ), New Delhi.
5. PS to Addl. Commissioner(Acad.), KVS(HQ), New Delhi.
6. Personal File.
7. Office Order