UTKAL UNIVERSITY

VANI VIHAR, BHUBANESWAR-751004

OFFICE ORDER

No. Estt. III / / 200... Dated .....

Shri / Smt. .....

..... Utkal University is granted the next annual increment in the revised pay structure i.e. 3% of Pay Band + Grade Pay raising his pay band Rs..... to Rs..... in the Grade Pay of Rs. ..... in P.B. ..... in the Scale of Pay of Rs..... w.e.f. ..... and is allowed to draw the incremental pay as per rules.

DEPUTY REGISTRAR

Memo No. Estt. III / / 200.. Dated .....

Copy to :

1. Person concerned ;
2. The Comptroller of Finance, Utkal University, for information and necessary action. He is requested to adjust the advance taken by the person concerned in one instalment.
3. The System Manager, Computer Centre, Utkal University ;
4. Personal File / Service Book in Estt. III, Utkal University.

DEPUTY REGISTRAR

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