

8.1

	<i>Service</i>	<i>Post, Class and Grade</i>	<i>Duration From - to</i>
Indicate in this cage particulars of any service in the Minor Employees' Service			
If first appointment was to the Clerical or an allied service start from this cage		Date of first appointment	Date
		Date of confirmation	
		Promotion to II A	
		Date of passing/exemption from the Efficiency Bar	
		Date of promotion to Class I	
		Date of Promotion to Supra Class	
		Permanent Service as at	Yrs..... Months Days

(This form should be prepared to suit your service, based on the given format, and only the relevant columns should be filled in)

8.2 does the letter of appointment indicate that the appointment is on a super-numerary basis ?
.....

8.3 Do you hold a degree?

The year of the degree/effective date

Are you entitled to the salary in terms of Public Administration Circular 20/94 ?

.....

Present salary scale:

I, (name in full)
presently serving in the Ministry / Department / Divisional Office/
District Secretariat/Divisional Secretariat have read and understood Public Administration Circular No.
.....

I, agree to be absorbed into the Public Management Assistants' Service, and hereby declare my option to be absorbed into the Public Management Assistants' Service subject to the conditions and terms of that Service Minute.

Since I, do not opt to be absorbed into the Public Management Assistants' Service, I agree to be retired in terms of Sub Section 14 : 4 of the Service Minute.

.....
Signature of the Officer.
Name

Date :

I, certify that Mr./Mrs./Miss serving in the post of .
..... in the office of this Ministry/Department signed
the above declaration in my presence at on this day
of The particulars mentioned by the officer in his/her application are true and correct according to
his/her personal file.

Signature :
Name :
Designation :
(Official Stamp)

Date :

12-869