

Group : 1A	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II NO	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
STRENGTH INCREASE POSTING IN WITHIN CORP (as modified vide Amendment No.15 dated 19.2.2001)											
01	02445200N SEP RAJKUMAR	POSIN	01051998								TOS from _____ Bn/Regt.TORS WefAuth._____

NOTE : 1) Compensatory allowances due and proposed to be granted must be notified separately, using the relevant Description and its specimen format Posin should be published only on physical reporting of the PBOR in the unit from another unit of the same corps.

2) Transfer Grant admissible on permanent transfer to be published using the specimen format at Sl.No.130 or 131 as the case may be.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
STRENGTH INCREASE: TRANSFER IN FROM OTHER CORPS (as modified vide Amendment No.48 dated 28.9.2007)											
002	02456789M SEP MANUMAN SINGH	TFRIN	14031998				CL-1	GP-Y	DVRMT		TOS on tfr from 3 PUNJAB as DvrMT TORS 18/3/1998. GTD SRA from 14/3/1998 to 17/3/1998.

Note:

- 1). TFRIN should be used for taking on strength of those PBORs transferred from other CORPS/Reverted from Deputation with Embassy/Assam Rifles etc.
- 2). Compensatory allowances due and proposed to be granted must be notified separately using the relevant allce description and its specimen format.
- 3). Transfer grant admissible on permanent transfer to be published on specimen format at Sl. No.130 or 131 as the case may be.
- 4). Class, Group and Trade of the individual will be indicated in Col. 7 (a), 7 (b) and 7 (c) respectively.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
JOUREY PERIOD ON PERMANENT MOVE (Incorporated vide Amendment No.4 dated 28.4.2000)											
03	0287372L NK N SINGH	JRNYPD	27031999							0/001/002/1999	
			30031999								

-
- NOTE :
- 1) Reference DO II under which POSIN occurrence has been notified to be indicated in Col.8.
 - 2) The period of journey on permanent move will be indicated in Col.4.
 - 3) This should be notified alongwith POSIN occurrence.
 - 4) The occurrence if any for preparatory leave is to be notified using the format prescribed for “PRPLVE” at serial No.4 of Appendix – J.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PREPARATORY LEAVE ON PERMANENT DUTY MOVE (Incorporated vide Amendment No.4 dated 28.4.2000)											
04	02595924L HAV VENKAT	PRPLVE	15011998 21011998							0/001/002/1998	Granted preparatory leave for 6 days excluding Sundays and including holidays for the period

Certificate :- 1) The conditions laid down in Para 1034 of Regulations for the Army 1987 (Revised Edition)

For grant of preparatory leave consequent on permanent duty move have been fulfilled.

Note :- 1) Reference Part II Order under which POSIN occurrence has been notified should be indicated In Col.8.

2) This personal occurrence should be notified alongwith POSIN occurrences.

3) The journey period if any granted/availed is to be notified with description "JRNYPD" in the format prescribed at Serial No.003 of Appendix 'J'.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
DESERTION											
005	66100875H LNK K S RAM	DESN	13121997							0/007/008/1997	Declared illegally absent by C of I held at Fd on 13 Jan 98.SOS to Corps/ Regt Supernstr as deserted, w.e.f. 13/12/97, IAFD-918 att for records

NOTE : 1) The occurrence in which AWL/OSL was notified should be given in column 8

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REJOINING(FROM DESERTION											
6a	64459370W Nk Raja Ram	REDESN	01061998							1/001/0014/1998	Apprehended at KANPUR at 0800 hrs and TOS. TORS w.e.f. 8/6/1998
6b	64459370W Nk Raja Ram	REDESN	02061998							1/001/0015/1998	Surrendered in Unit lines at 2000 Hrs on 01 Jun 1998. TOS/TORS 2 Jun . 1998

NOTE : 1) Reference Part II Order Number notifying the occurrence for Desertion to be furnished in Col.No.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PRISONER OF WAR											

7	12345676H SEP.A..BALDE V	POW	21101998									Taken POW by CHINA at SELA and SOS to X-5 List SORS 21.10.1998
---	--------------------------------	-----	----------	--	--	--	--	--	--	--	--	---

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RECOVERED											
8	12483930K SEP KRISHNA	RECOVR	15111998							2/003/0183/1998	Recovered PW and TOS X-6 List

NOTE : 1) Reference Part II Order No. notifying the POW occurrence should be furnished in Col.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
MISSING											
9	13802591L NK K.RAM	MISING	01071998								Missing at Uri Sector SOS and placed on X-4 List,SORS2/7/1998
REJOINING (FROM MISSING)											
10	34367890N NK K DAYA SINGH	REMIS	20071998							1/004/0183/1998	20 Jul.98 Rej. And TOS from X-4 List TORS 21/7/1998. Auth . _____
11	BLANK										
12	BLANK										

NOTE : Reference Part II Order No. notifying the MISSING occurrence to be furnished in Col..8

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
STRENGTH DECREASE POSTING OUT											
13	12346671L HAV RAM LAL	POSOUT	28061998								SOS to _____ Bn/Regt on permanent posting. SORS w.e.f. 28 Jun 1998.Auth. _____

- NOTE : (1) Unit name to which posted to be furnished in Col.9 by the Units.
 (2) Unit Code of the Unit to which posted will be furnished in col. 7(C) by the PAO
 (3) If posted to ERE Unit mention "ERE" in Col.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TRANSFER OUT											
14	68934758N SEP SAT PAL	TFROUT	14071998								Transferred to EME as cfn Veh. Mech 507 Army Base Wksp and SOS w.e.f. 14.07.1998 to EME paid in Pay Group.....Auth

- NOTE : (1) Cessation of compensatory allowances on transfer out should be published separately as per specimen given at Serial No.109.
 (2) Unit Code of the unit to which transferred will be furnished in col. 7(C) by the PAO.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
DEATH											
15	64432711X SEP D.SINGH	DEATH	15031998				ENCAS H	60			Died on 15/03/1998 due to natural Death at Village Dhanchera Dist Bhind (MP). SOS & SORS w.e.f 16/03/1998. Death certificate issued by Civil Surgeon Bhind

- NOTE : (1) Date of death is to be given in col.4.
 (2) In case leave encashment is due on death the word "Encash" to be given in col.7(a) and the number of days leave encashment authorised in col. 7(b).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	6(a)	6(b)	7(a)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CASUALTIES- BATTLE											
16	66123451Y SEP GURPAL RAM	BATTLE	23021998								SOS and SORS 24/02/1998. KIA in SIALKOT Sector-24/02/1998

NOTE : This is meant for notification of occurrence of "killed in War/Action"

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	6(a)	6(b)	7(a)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
COMMISSIONS											
17	JC004378X Sub N.Raju	COMMN	18081998								SOS on commissioning as Lt. in SL (Records)

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	6(a)	6(b)	7(a)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PRE-COMMISSION TRAININGS											
18	66123451Y LNK R SINGH	PCTRNG	16061998					LNK			16/06/1998 SOS to Army Cadet College and TOS X-7 List 17/6/1998 SORS Auth.16/06/1998 relinquished L/Appt having posted to Army Cadet College 16/06/1998 ctd SCA etc.

NOTE : 1) The appointment relinquished consequent to being posted to Army Cadet College are given in Col.7(b)
2) Cessation of Compensatory allces on going for pre-commission training to be published separately as per the specimen given at Serial No.109

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
DISCHARGE											
19	JC004478N NB. SUB G.SINGH	DISCH	15021998				ENCASH	40			Discharge under Army Rule 13(3) I(c) on completion of service tenure with liability to serve in reserve for 5 years or until age of 50 years whichever is earlier. SOS wef 16/02/1998. Character : V.Good Home Address Village: Post:P.S. The.Rly.Stn.

NOTE : 1) In case of leave encashment on discharge the word ENCASH will be given in Col.7(a) and the number of days encashed in Col.7(b)

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
DISMISSAL (Amended vide Amendment No.47 dated 20 Sep 2000)											
20	0440321K SEP M.SINGH	DISMIS	06071998						EXEMPLAR Y / VERY GOOD/ FAIR/ INDIFFERE NT/ BAD/ VERY BAD		Dismissed under Army Rule Reasons etc. Auth: _____ SOS WEF 07/07/1998. Not Eligible for further employment in Govt Service. Character: V. Good Home Address Vill. P.O., P.S. The. Rly Stn

Note: 1. The man's military character while serving with the colours will be entered in Col.7 (c).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
INVALIDMENT											

21	06398394X NK M.SINGH	INVALID	02041998							0/123/4567/1998 (Notifying the Hospital Adm)	Invalid out of service on 1.4.1998 under Army Rule 13(3)III (iii).SOS and SORS 2/4/1998, 1/4/1998 sent home from MH Ambala Cant. AFMSF-16 approved by ADMS P&HP Area on 14/3/1998. Character : Good, Disease Bronchial Asthma. Medical Board Proceedings approved by ADMS P&HP Area 20/3/1998. attached for Records. Home address:
----	-------------------------	---------	----------	--	--	--	--	--	--	--	--

- Note : 1) If encashment of leave is allowed, enter Encash in Col 7(a) and the number of days in Col 7(b) , SRA/NRA will be specified in Col.6.
2) If permitted to avail leave, enter LPR in Col 7 (a) and give no of days in 7 (b). SRA/NRA may be specified in Col 6.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ENCASHMENT OF ANNUAL LEAVE ON LTC (Incorporated vide Amendment No.10 dated 14 Aug 2000)											
22	02345678N HAV RAJ KUMAR	ENCASH	01022000		10	20	LTC			0/001/002/2000	Granted Encashment of accumulated AL for 10 days in conjunction with AL from 01.02.2000 to 15.02.2000. Total encashment availed so far inclusive of the current grant is 20 days. Balance of encashment of leave excluding the current leave availed ----- days. Place of visi

CERTIFICATE

Certified that the encashment verified and the conditions specified in GOI , Min of Defence letter No.12647/Q/Mov/C 2610/D(Mov)/98 dated 11.09.1998 as modified vide corrigendum No.B/33931/AG/PS-2(b)/3343/D(Mov)/99 dated 10 Dec 1999 have been fulfilled

- NOTE : (1) Number of days for which Encashment claimed now to be indicated in column SRA-6(a).Cumulative total number of days for which encashment claimed so far including the current one to be included in column NRA-6(b).
- (2) Word "LTC" to be indicated in clumn 7(a) for encashment during LTC.
- (3) Date in column 4 will be date from which leave granted during which LTC availed.
- (4) Reference DO II of Annual leave during which LTC availed to be indicated in column 8.

23 BLANK
24 BLANK

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PROMOTIONS: SUBSTANTIVE RANK OF NAIK (as modified vide Amendment No.48 dated 28.9.2007)											
025a	01219135M SEP P.K.SINGH	PROMOT	01091998				SBNK				GTD substantive promotion in the rank of Naik wef 01/09/1998. Seniority wef.....

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PROMOTIONS: SUBSTANTIVE RANK OF HAVILDAR (as modified vide Amendment No.48 dated 28.9.2007)											
025b	01219135M NK P.K.SINGH	PROMOT	01091998				SBHAV				GTD substantive promotion in the rank of Havildar wef 01/09/1998. Seniority wef.....

Note: In the case of promotion as Graduate Havildar specimen format at serial 25 (i) will be used.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PROMOTIONS: NSUB RANK											
25c	01219135M SEP P.K.SINGH	PROMOT	01091998				NBSUB	GP-Y	ARMR		GTD Promotion in the rank of NSUB wef 01.09.1998. Seniority wef.....

NOTE : (1) In the case of promotion to NSUB Rank the relevant Group and category should be indicated in Col.7(b) and 7(c) respectively.

(2) JC No. allotment to the JCOs should be notified immediately on promotion to NB Sub Rank.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PROMOTIONS: SUBSTANTIVE RANK OF SUBEDAR AND SUBEDAR MAJOR (as modified vide Amendment No.48 dated 28.9.2007)											
025d	JC-289260X NSUB SARDAR	PROMOT	01091998				SBSUB				GTD substantive promotion in the rank of Subedar wef 01/09/1998. Seniority wef.....
025e	JC-289260X SUB OM KUTTAN	PROMOT	01091998				SBSUB MAJ				GTD substantive promotion in the rank of Subedar Major wef 01/09/1998. Seniority wef.....

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PROMOTIONS: SUBSTANTIVE RANKS OF SUBEDAR AND SUBEDAR MAJOR											
25f	JC004478N PASUB SARDAR	PROMOT	01091998				SBSUB				GTD substantive promotion in the rank of Subedar wef 01.09.1998.
25g	JC064568X PASUBMAJ RP SINGH	PROMOT	01091998				PASUB MAJ				GTD substantive promotion in the rank of Subedar Major wef 01/09/1998.

NOTE : In the case of promotion to the ranks of Subedar and Subedar major the paid acting and the Substantive ranks notifications will be made through separate DO II notifications as shown in the format at Serial Nos.25(d) to 25(g).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PROMOTIONS: TSNAIK											
25h	01219135M SEP P.K.SINGH	PROMOT	01091998				TSNK				Promoted as Time Scale NAIK

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PROMOTIONS: GRADUATE HAVILDAR											
25i	01436879N SEP K SINGH	PROMOT	21111998				GRHAV	SEP			Promoted as Graduate Havildar Wef 21/11/1998. Auth.....

Note : The Previous rank held at the time of promotion to Graduate Havildar rank to be given in Column 7(b).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SPORTSMEN HAVILDAR PROMOTION (incorporated vide Amendment No.19 dated 24 Apr 2001)											
25j	01436879N GRCLK S.K.SARAF	PROMOT	21112000				SPHAV	SEP			Promoted as Havildar Wef 21/11/2000. Auth.....

Note : 1. The Previous rank held at the time of promotion to Havildar rank to be given in Column 7(b).

2. This format is for promotion of Direct enrolment of meritorious sportsmen to the rank of Hav on completion of training/mustering/Attestation.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ALLOTMENT OF JC NUMBER											
26	06559289L HAV G.SINGH	JCNO	0711199 8				JC428001P			1/23/0456/1998 (Notifying Promot)	Auth.....

NOTE : 1. JC NO allotment should be made very promptly and correctly, indicating the ref DO II in which promotion to N/SUB rank notified in column No. 8.

2. JC No given in column 7(a) should be clear and legible. Error in JC No will be disastrous and hence should be avoided

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ACTING ALLOWANCE – GRANT											
027	JC 013480P SUB/MAJ N.NARAIN	ACTGA	01091998	400/ 300 (Rate Pn as the case may be)			GRANTED CEASED	MAJ CAPT			Appt. to officiate in place of a (MAJ/CAPT) until further orders. GTD acting allowance @ Rs.---

NOTE : 1) Mention "Granted or ceased" depending upon the allowance is granted or stopped on Col.7(a).
2) Mention the "Rank" (MAJ/CAPT) in whose vacancy appointment is made in Col 7(b).

Certified that :

- 1) The conditions of AI 199/62 as amended for the grant of Acting allowances have been fulfilled.
- 2) The JCO was not on leave during the period for which the allowance has been claimed.
- 3) Prior sanction accorded by _____ Attached in original for PAO(OR).
- 4) Particular Unit in which the JCO was appointed to officiate as CAPT/MAJOR has been indicated in the DO Part II Order.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
GRANT OF HONORARY COMMISSION											
28	JC 042334X SUB MAJ V.S.GAUTHAM	HCOMMN	15081998					HONYLT/ HONYCAPT			ASC AT Auth.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
APPOINTMENT											
029	02553891A SEP S RAM	APPT	2611199 8	50			LNK				Appointed as LNK wef 6/11/1998

NOTE : All Appointments such as LHAV/CHM/BHM/RHM etc can also be published using this format

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TIMESCALE APPOINTMENT											
030	02880528K SEP SURESH	APPT	01061998				TSLNK				Appointed as the Time Scale LNK.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REVERSIONS											
031	12478910N PAHAV RAM LAL	REVERT	10011998				NK			0/012/0034/1996	Reverted to the Rank of Naik Wef. 10/01/1998. Auth.-----

Note : Promotion DO II to NK should be given in column 8 under reference DO II

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RELINQUISHMENT OF APPOINTMENTS											
032	034567891 LHAV S.SINGH	REAPPT	02101998				LHAV			0/125/0456/1997 (Notifying the grant of Appt)	Auth.-----

Note : The Appointment which is relinquished to be furnished in Col.7(a).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
INITIAL MUSTERING											
033	138470N SEP S.SINGH	MUSTER	06011998				GP-Y	CL-3	DVRMT		Mustered in Group Y Class-3 wef 06.01.1998

Note : 1) Group and Class to be given in Col 7(a) & (b) respectively.

2) Prescribed category abbreviation to be given in column 7(c)

Certified that the OR possess requisite qualifications as per the Qualification Regulation for the Soldiers – 1958 as amended from time to time

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
REMUSTERING												
034	13049478P SEP K SINGH	REMUST	06011998				GP-Y	CL-3	DVRMT		Remustered in Group Y Class-3 wef 06.01.1998	

Note : 1) Group and Class to be given in Col 7(a) & (b) respectively.
5) Prescribed category abbreviation to be given in column 7(c).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
REMUSTERING AT OWN REQUES												
035	13649478X SEP P SINGH	OWNMST	06011998				GP-Y	CL-3	DVRMT		Remustered in Group Y Class-3 w.e.f.06/01/1998 at his own request	

Note : 1) Group and Class to be given in Col.7(a) and 7(b) respectively.
6) Prescribed category abbreviation to be given in column 7(c).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
REMUSTERING AT OWN REQUEST : INVOLVING CHANGE OF RANK												
036	1055867M SEP N.SINGH	MSTHA V	01101998				GP-X	CL-3	PA			

Certified that : 1) The condition laid down in chapter IV of Qualification Regulations for the Soldiers have been fulfilled.

Note : 1) Group, Class and category is to be furnished in Col 7(a), 7(b) and 7(c) respectively.
2) This format will be used for remustering at own request in the Rank of Hav of PA in ASC
3) This format will also be used for all other categories such as HMT in EME, Cipher and Forman of Signals in Signals, B/R, E/M and Dtmn in Engrs. Etc. by suitably incorporating the same in Col 3 "Description" and Col 7(c) "Category" when the remustering is in the rank of Havildar

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ATTESTATION(BEFORE MUSTERING)											
037	13820438N RECT K.SEN	ATTSBM	14071998				GP-Y	GNRGD			

Note : 1) Pay Group and category abbreviation to be given in column 7(a) and 7(b) respectively.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ATTESTATION(AFTER MUSTERING)											
038	01447120M GNR (GD) AMAUSI	ATTSAM	19071998				GP-Y	GNRGD			

Note : 1) Pay Gp & Category abbreviation to be given in column Col 7(a), 7(b) and 7(c) respectively

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CLASSIFICATION											
039	08467675P SEP V.R.RAM	UPCLAS	29101998				GP-X	CL-1		0/124/0445/1997 (Previous class)	Awarded CL-1,GP-X

Certified that the PBOR possess requisite qualifications as per the Qualifications Regulations for the soldiers 1958 as amended from time to time.

Note : In case the UPCLAS granted is consequent to Remustering from one pay group to another pay group as per AI 76/78 the word "REMUST" will be shown in Col.7(c) of the DO II. (Auth: Amendment No.29 dated 03 Jun 2002)

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
040	03486247K SEP TUKA RAM	DNCLAS	16051998				GP-Y	CL-3			

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
FORMER SERVICE											
041	01284974L SEP M.SINGH	FORSER	03121986 11031989				PAY PEN GRTY	INCR			To count former service 2 years and 99 days in ASC towards Pension and completion of engagement NQS Nil. Auth. -----

Note : 1) Indication of the element viz. PAY/PENSION/GRTY OR INCR (increment) or GSP (GS Pay) affected by the former service should be given in Col.7(a), 7(b) , 7(c) respectively .

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CONTINUANCE IN SERVICE											
042	06559921L HAV BIM SEN	CONSER	12031997 11031999								Permitted to continue in service beyond terms of engagement. His service is liable to be terminated earlier, if no longer required during the extended service. Auth.-----

Note : 1) Continuance in service will be always be in complete years

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
COMPULSORY RETENTION IN SERVICE											
043	07463947 HAV T.SINGH	RETN	04031997 03031998								Auth..... Circumstances in which retained etc.

Note : 1) To date may or may not be present.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TERMS OF SERVICE – RETENTION IN SERVICE ON ENHANCEMENT IN TENURE/AGE (Amendment No.3 dated 18 Apr 2000)											
043a	01698752X NK N SINGH	RETN	27031999 26032001								Retained in service for the period mentioned at Col4 above on enhancement in tenure/age by the screening board held on At Under the provision of AHQ letter No.B/33098/AG/PS2(c) dt.21.9.98 as amended

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TA PERSONNEL EMBODIED SERVICE											
044	01298375X SEP B.RAMAN	EMBODI	16061998		03						Embodied for service w.e.f. 16/06/1998

Note : Number of months embodied to be indicated in column 6 (SRA).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
045	01264598K SEP N.SINGH	DISEMB	01051998								Disembodied from service Wef 01/01/1998

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
LEAVE											
046	JC-014830P SUB S.SINGH	AL	01021996 03041996		06	56					GTD AL for 62 days. Departure (Field) at 1800hrs on 31.1.1996. Arrived at Kochi (Leave station) at 1830 hours on 03/02/1996

- Note : 1) Field allces (CFAA and CMFAA) during leave period will not be ceased wef 01/01/1996 on rationalization of these allowances .
 2) Cessation of SCCIA/HAUCL/HACH/SIACHN etc while proceesing on leave where ever applicable to be notified using the format specified for these allowances at Serial Nos. 116,113,114 and 117 respectively.
 3) Column No.6 to be for recording the number of days involved in journey under SRA heading and to stay at Home under NRA heading, although no ration allowance grant is involved.
 4) In the case of Sick leave, reference part II order Number notifying Hospital admission must be given in Col.8.
 5) PAL,BAL,ADVAL,CL,Sick Leave and ACCMAL also to be published as per the above using this format.
 6) Reference Part II order Number of the PAL should be indicated in col.8 for BAL notification.
 7) CAL (Combined AL) can also be published using this format. A certificate as “Certified that the individual is serving in Benihal Pass/Sugar sector (as the case may be) and is entitled to CAL as per GOI, Min of Def. Letter No.43258/AG/PS 2(b)/1297-S/D(AG) dated 29 Jul 64 as amended vide.....” should be appended in the DO II in support of this CAL.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
FORFEITURE OF LEAVE											
047	03591364L SEP C LAL	FORLVE	10061998								

Note : 1) the quantum of leave to be forfeited is to be given in days in Col. 7(a).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RECRUIT LEAVE											
048	1443039N RECT BASU	RL	10061998 09071998		6	24					

Note : 1) Number of days involved in journey and that of stay at home should be indicated in Col.6 under SRA and NRA headings respectively.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PERMISSION TO AVAIL AL											
049	0699413P SEP JOHN	PTAL	01011998							0/045/0123/1997	Having qualified the annual range classification Retention efficiency Test on 1.1.1998 is allowed to avail AL for (year).

Note : 1) Part II Order under which the forfeiture of AL was published earlier should be shown in Col 8.
2) From date in column 4 will be date of test mentioned in Remark column

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ABSENCE WITHOUT LEAVE											
050	6401839Y SEP MUKIT RAM	AWL	13021998								AWL with arms 13/02/98 (1700 hrs) SORS 14/02/1998

Note : 1) From date in column 4 will denote the date from which Pay & Allowances are to be stopped.
2) Date and actual time at AWL will be indicated in the Remark column.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RECRUIT LEAVE											
051	64018501Y SEP RAM SINGH	OSL	14021998							0/008/0014/1998	Overstaying leave wef.14.2.1998 SORS 14/02/1998

- Note : 1) From date in col4 will denote the date from which Pay & Allowance are to be stopped.
2) The reference Part II Order notifying the grant of leave from overstaying should be furnished in Column number 8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
LEAVE REJOINING											
052	JC 014830N SUB S.SINGH	REJAL	08041998							0/008/0012/1998	Rejoined from AL on 08/04/1998. TORS on 08/04/1998

- Note : 1) Grant of Special Allowances such as HAUCH,HAUCL,SCCIA etc and Road Mileage Allowance. Admissible on rejoining from leave should be notified separately using the specimen formats at serial Nos. 113,114,116, 117 and 101.
2) Reference Part II Order No. under which leave granted originally to be given in column No.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REJOINED FROM CL											
053	14478122X SEP NARESH	REJCL	16051998							1/007/0012/1998	

- Note : 1) Regrant of Field allowances due to rejoining from leave should be notified separately using the Specimen format prescribed for the grant of these allowances.
2) Reference Pt.II order under which leave grant notified to be indicated in col.8.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REJOINING FROM OSL/AWL											
054	06408150K SEP NARESH	REJOSL REJAWL	14031998							0/008/0014/1998	OSL/AWL From.... To..... Rejoined from OSL/AWL voluntarily on 14.03.1998 at 1000 hrs.TORS w.e.f. 14/03/1998

- Note :
- 1) REJOSL for those rejoining from OSL or REJAWL for those rejoining from AWL as the case may be should be given in col.3.
 - 2) Pt. II Order under which the relevant OSL/AWL was published to be furnished as Reference Pt.II Order in column No.8.
 - 3) The details of OSL/AWL as the case may be should be given in col.9.
 - 4) Date and actual time of Rejoining from OSL/AWL will be indicated in Remark column.
 - 5) Date in column 4 will be date from which pay and allowance to be restored

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
EXTENSION OF LEAVE											
055	0315083K SEP N SINGH	EXTNAL	15041998 14051998			30				1/007/0012/1998	GTD Extension of AL from 15.04.1998 to 14.05.1998 on compassionate grounds against AL for 1999.

- Note :
- 1) Extension of CL(EXTNCL) or Extension of SL(EXTNSL) as the case may be also to be published using this format.
 - 2) No of days for which leave extended will be indicated in col 6 under heading NRA. Reference Pt II order under which original leave grant notified to be indicated in col.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SPECIAL LEAVE											
056	JC151036M SUB MAJ R.KRISHNA	SPLLVE	30011998 02021998			04				0/009/0025/1998	Granted 4 days special leave under leave Rules 6(d)(11). Rejoined duty on 03.02.1998 and TORS w.e.f

- Note :
- 1) No of days for which special leave granted to be indicated in col 6 under heading NRA.
 - 2) Part II order under which "Rejoined from OSL" was published to be shown in Col.8
 - 3) If the regularization of the OSL period involves grant of special leave and adjustment against AL of the current year and next year etc, separate occurrences are to be published indicating the period involved in each case

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RECALL FROM LEAVE											
057	06387300V LNK R LAL	RECALL	01011998 30011998		02	28		DA-2/00	30	1/010/0123/1998	Recall from AL. Left home for duty on 01.01.1998(0700 hrs). Arrived on 02/01/1998(1800 hrs) TORS 03/01/1998. Balance of leave from 1/1/1998 to 30/1/1998 cancelled. GTD DA for the period 1.01.98 to 02/01/1998. @Rs.....

NOTE:

- 1) Reference Part II Order under which leave has been granted should be indicated in Col.8.
- 2) No of days leave cancelled to be indicated in col 6 in such a manner that the return journey period should be under SRA heading and the balance period under NRA heading.
- 3) Time of departure from leave station and the time of arrival at duty station to be indicated in col 9.
- 4) In case DA is granted while RECALL from leave, the rate of Basic Pay and Class Pay drawn by the individual is to be given in Col.9 and the period should be equal to the journey period shown in the SRA heading.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REGULARISATION OF ABSENCE											
058	60401575P SEP M.RAM	REGAL	14071998 25071998			12				0/023/0868/1998	Regularised as leave debitible against AL for the year 1998

Note : 1) Reference Pt. II Order under which the absence is notified should be indicated in Col.8.

2) Number of days of absence regularized to be indicated in Col.6 under the heading SRA

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
059	0449783K HAV R LAL	REGOSL	22021998 03031998			10				1/004/002/1998	Regularised as EOL without pay and allowances

Note : 1) Reference Pt II Order under which OSL has been notified should be indicated in Col.8.

2) No of days of OSL regularized as EOL to be indicated in column 6 under the heading NRA .

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
DAILY ALLOWANCE FOR LOCAL JOURNEY TO TEMPORARY PLACE OF DUTY 8 KMS AWAY FROM HEADQUARTERS (Incorporated vide Amendment No.8 dated 22 Jun 2000)												
060	1055867M SEP HARI SINGH	LDAILY	02072000 02072000	45.00			0600	2200				Auth : Rule 114 of Travel Regulations 1991.

Certificates :

- Certified that :
1. The conditions laid down in GOI MOD letter No.12002/Q Mov-3128/Q(Mov) dated 30 Jul 84 and No.12621/Q Mov C/2993 D(Mov) dated 16 Jul 87 for the grant of Daily Allowance has been fulfilled.
 2. The individual not provided with free boarding/lodging at temp duty place.
 3. The individual was actually present at ----- (Name of the city) and the days on which DA claimed and did not avail CL or AL etc.

- Note :
- 1) The date of onward journey and return journey to be given in col 4.
 - 2) The rate of DA claimed to be given in col.5.
 - 3) The time of departure from HQr to be given in Col.7(a).
 - 4) The time of arrival at Hqrs on completion of journey to be given in Col 7(b).
 - 5) Claim of Daily Allce for duty to a different station away from HQrs is to be claimed through specimen format given at Serial No.72 for onward journey portion (TYOJ) and Serial No.73 for the return Journey period portion (TYRJ) and that of Serial No.71 for the halt portion of the duty (DAILY).
 - 6) (LDAILY) is meant for claiming the DA in respect of Local journey on duty on any day beyond 8 Kms from the duty point at HQrs and within the limits of suburban Corporation or city in which the duty point is located.

61	BLANK											
----	-------	--	--	--	--	--	--	--	--	--	--	--

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
CHILDREN EDUCATION ALLOWANCE												
062	02438924H NK M.SINGH	CEA	01071997 28021998	300 (Rate pm)			PRY-2	SEC-1	INITIAL			

- Note :
- 1) Number of children in secondary and primary classes for which CEA is claimed should be furnished in Col 7(a) ,7(b) separately.
 - 2) If not initial case, furnish Ref. DO II granting CEA previously in Col.8.
 - 3) For claim for the first time word "INITIAL" should be indicated in column 7(c).
 - 4) Rate per month in column 5 will be total monthly rate admissible for all children for whom CEA claimed.

Certificate 1) The conditions of eligibility laid down in GOI Min. of Def letter No.A/53283/AS/PS3(b)12666/D(AG) Dated 10.5.96 and AO 15/90 as amended from time to time have been fulfilled.
2) During the last six months the child attended the school regularly and did not absent himself/herself without proper Leave for a period exceeding one month.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REIMBURSEMENT OF TUITION FEES											
063	02530350V HAV M.SINGH	RTF	01071997 26021998	60 (Rate pm)			Class3-1	Class4-1			Rate per child per month

- Note :
- 1) Number of children & Class which studying (in Arabic numerals) for whom Tuition Fee claimed should be indicated in Col. & 7(a), 7(b), 7(c).
 - 2) The rate per child per month should be indicated in Col.9 (Remarks) and necessary receipts attached.

Certificate : Certified that the conditions of eligibility laid down in Min. of Def.OM No.4/16/64/6917/D/Civ-1 dated 20.7.64 as amended vide AI 1/9/65 and AO 15/90 have been fulfilled

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REFRESHER COURSE											
064	03659841K HAV N.SINGH	PARARC	13041998	100							Attended refresher Para course for the year from toat PTS, IAF Agra and completed two jumps, Continue to draw Para/ Para Reserve pay wef 13.04.1998.

Note : 1) The date from which Para/Para Reserve pay is continued is to be given in Col.4 and the Rate in Col.5.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
JUMPS DURING TACTICAL EXERCISES											
065	0844732X HAV S.RAM	PAJUMP	13051998	100							Jumped during tactical Exercise. AB EX on _____ Continue to draw Para Pay wef.13.05.1998.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
EXEMPTIONS											
066	08234632X HAV R.SINGH	PAEXMT	11061998	100			SICK (Optional)				Exempted from attending para refresher course in the year ____ due to _____. Continues to draw para pay wef.... Auth....

Note : 1) If the exemption is due to sickness the word "SICK" is to be given in Col.7(a).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PARA/PARA RESERVE PAY											
067	JC 004479N SUB DUTTA RAM	PARA PARAR	15041998	200 100			Granted Ceased				Jumped during tactical Exercise. AB EX on Continue to draw Para Pay wef 13.05.1998.

Certificate : 1) Certified that the conditions laid down in (quote relevant Rules, GOI letter/AI) in respect of grant of para pay have been fulfilled.

- Note :
- Where para reserve pay is granted in continuation of para Pay reference of the Part II order under which Para Pay was originally granted should be indicated in Col.8 Granted/Ceased should indicated for for grant/cessation of Para/ para reserve Pay in column 7(a).
 - Grant and Cessation should be published separately.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PERSONAL MAINTENANCE HYGIENE ALLOWANCE :HIGHER RATE : GRANT/CESSATION.											
068	07232568X HAV RAM SINGH	PMHAH	21041998				GRANTED CEASED				

Certificate : Certified that the personal maintenance hygiene allowance – higher has been claimed in terms of GOI Min. of Defence letter No.90099/AG/PS3(b)/52/D(pay/services) dated 26.03.96, has not been provided services in this respect.

Note :

- The description “PMHAH” stands for Personal Maintenance Hygiene Allowance – Higher rate.
- No DO II publication is necessary for the payment of personal maintenance hygiene Allowance-lower rate(PMHAL).
- The grant/Cessation of the allowance is to be indicated in Col 7(a) as GTD/ctd as the case may be.
- No pt II order notifying cessation of PMHAH is necessary when the individual proceeds on leave or posting etc.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RATION ALLOWANCE											
069	01256345N HAV RAM CHAND	NRA	01071998 31071998			31					

Note :

1. The description NRA,SRA may be furnished in Col.3 for “Normal Rate” and “Special Rate” allowance - respectively.
2. The descriptions ISNRA, ISSRA may be used for notifying normal rate and special rate allowances applicable to Inter Service organizations .
3. Where the grant involves broken period in a quarter the same should be notified as a separate Serial number under Column number 1.
4. The certificate prescribed for the grant of all types of rates to be furnished.
5. Number of days for which NRA,SRA, ISNRA or ISSRA granted as the case may be indicate in column 6(NRA).

Certificate for Higher Rate

1. It is not possible or economical for Govt. to supply free ration.
2. It is possible to supply free ration but the distance between the individuals place of residence and Unit ration stand or retail shop or ASC is more than 3.2 Kms by road.

Certificate for Normal Rate

1. It is possible to supply free ration but the individual for his own convenience prefers to draw an allowance in lieu of.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RATION ALLOWANCE : NEPAL DOMICILED GORKHA PERSONNEL											
070	02898027M HAV Ramesh G	GSRA	03051998 05051998			03				0/008/0012/1993	

- Certified that:
1. The individual is domicile of Nepal
 2. Number of days for which Ration allowance is granted to be indicated in col .6 (NRA)
 3. The number of days for which SRA for the journey period from duty station to Nepal & back has been granted is actually required .
 4. The condition laid down in exception to rule 4 and 33(d) of leave Rules for the services Vol-I, Army-1980 have been fulfilled.

- Note :
1. Reference Part II order under which Annual/Accumulated Annual leave has been granted should be indicated in Col.8.
 2. SRA for the journey period from duty station to Nepal border & back (ie. onward and return journey) should be notified separately, alongwith the AL occurrence

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
DAILY ALLOWANCE FOR HALT AT TEMPORARY DUTY STATION											
071	02888219Y HAV RANJIT .S.	DAILY	02071998 08071998	43		07	0700	1400	CCA1/ CCA/ CCB1/ CCC/ CCOTH		Arrival 02.07.1998 (0700 hrs) Departure 08.07.1998 (1400 hrs) Monthly Rate of pay Rs..... (B.Pay Cl. Allce).

Certified that

1. The conditions laid down in GOI Min. of Def. Letter No.12002/Q Mov-3128/Q(Mov) dt.30.07.84 and No.12621/Q Mov-C/2993 D(Mov) dated 16.7.87 for the grant of Daily allowance have been fulfilled.
2. The individual is provided/not provided with free boarding and lodging.The individual was actually present at the outstation ie....(Name of the city) which is....Class City and days on which Daily allowance has been claimed and did not avail any CL or AL during the period for which DA is claimed.
3. The individual did not attend previously similar course/examination (where applicable).
4. The individual stayed under his own arrangement.
5. The conditions for the grant of special ration allowance have been fulfilled.
6. The Unit in which the indl proceeded on temporary duty is not locate in Field Area and the personnel of thatUnit are not in receipt of Field Service concession.

- NOTE :
1. Rate of Daily allowance per day, No. of days for which DA is granted and the class of city be shown in Col.5, Col.6(NRA) and & 7(c) respectively.
 2. The time of arrival at temporary duty station should be given in column 7(a).
 3. The time of departure from temporary duty station should be given in column 7(b).
 4. Date and Time of arrival and departure to the temporary duty station and monthly rate of pay of the individual should be shown in Col.9 (Remarks).
 - 5.Name and the Class of city where the individual stayed during the temp. duty should be shown in the Certificate No.3.
 6. The abbreviation for the class of City to be indicated in Col. 7(c)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TEMPORARY DUTY MOVE : JOURNEY PERIOD											
072	04455379P SEP NK.RAJA	TYOJ	27051998 31051998	45		05	1000	2200			Proceeded on temp.duty to No.1 FOD C/O 56 APO.GTD 5 days DA. Dep.27.05.1998 (1000 hrs) Arr.31.05.1998 (2200 hrs)
073	04455379P SEP NK.RAJA	TYRJ	01071998 05071998	45		05	0700	1600			GTD 5 days DA on return journey from No.1 FOD C/O 56 APO Dep. 01.07.1998 (0700 hrs) Arr. 05.07.1998 (1600 hrs)

- Note
1. Occurrence for onward and return journey should be published separately.
 2. The time of commencement to the journey should be indicated in column 7(a).
 3. The time of end of the journey should be indicated in column 7(b).
 4. Number of full days for which DA admissible to be indicated in column 6 (NRA).
 5. The cessation /grant of any Comp. Allowance, while proceeding on Temporary Duty and on rejoining from Ty. Duty is to be published separately using the concerned descriptions of the allowances and its formats.
 6. In case the journey on temporary duty is between Main Land and Andaman & Nicobar Islands and Diet charges is re-imbursable for the journey period no DA will be claimed through Col.7(b) and 7(c). However the admissibility of Diet charges will be indicated in Remarks Col. as "Diet Charges admissible during the journey will be claimed through CB".

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CILQ											
074	072332568K HAV CLK HS NIBBER	CILQ	01011998	2100 (Rate pm)			GRANTED	INITIAL	CCA1	1/023/0860/1996	Initial Claim: original certificate from the station commander enclosed for PAO(OR)
							CEASED				

- Note :
- 1) For the First/Initial claim, Original sanction of Station Commander is to be enclosed, and the word "INITIAL" to be given in column 7(b).
 - 2) Certificate fulfilling the conditions prescribed in pay and Allowances Regulations and Govt. of India letter issued from time to time to be furnished in the FO II. For specimen see Annexure-II.
 - 3) The Class of City viz. CCA1, CCA, CCB1, CCB2, CCC and CCOTH(OTHER TOWNS) for which CILQ granted should be indicated in Col.7(c) as shown in that column with correct city abbreviation.
 - 4) The cessation of the claim to be notified by indicating "CEASED" in col 7(a).
 - 5) If CILQ granted earlier is continued to be paid, a continuation claim is to be notified half yearly as on first July and first January of the year in the above format, with the same description, failing which the grant made earlier will be ceased automatically from first July and first January of the year in QE August and QE February, respectively.
 - 6) In the case of notification of continuation part II orders, the part II order in which the earlier grant/continuation has been published should be mentioned in col.8.

Certificate : 1) Certified that the conditions for the grant of CILQ in Rule 296 Pay & Allce Regulations (ORs) and GOI Min. of Def letter No. F4(i)74 /D (pay/services) dated have been fulfilled.

2) The individual is married and over 25 years of age.

Certificate for Units at Peace Station :

- 1) The individual is within the authorized married establishment in terms of the percentage authorized for the station.
- 2) It is not possible to allot married accommodation at the station to the individual.
- 3) The individual is entitled to CILQ at A1/A/B1/B2/C/other town rates.

Certificate for Units and Field area :

- 1) The individual is not retaining accommodation or drawing CILQ at other station.
- 2) The individual falls within prescribed percentage after having taken the aspect of retention of Accommodation/CILQ at other station into account.
- 3) The individual is entitled to CILQ "Other town" rates.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SNLQ											
075	JC190288M SUB CJ RAM	SNLQ	01061998 31061998	400			INITIAL		CCOTH		

- Note :
- Two third rate PM applicable to Class of town (i.e. A1,A,B1,B2,C or OTHER TOWNS) with refernce to the Rank be given in col "Rank/Amount".
 - Class of City viz.CCA1,CCA,CCB1,CCB2,CCC or CCOTH for which CILQ at two third rate have been granted to be indicated in Col.7(c).
 - For the First/Initial claim,Original sanction of the Station Commander, certificate etc must be enclosed and the word "INITIAL" to be indicated in column 7(a).

Auth : Govt. of India, Min. of Def letter number 1(6)/86/D(pay/Services) Dated 17 Nov 86.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
HONOUR AND AWARDS (incorporated vide Amendment No.18 dated 20 Apr 2001)											
076	02599291P HAV K.SINGH	AWARD	26012001				SM		GALLANTRY		Awarded Sena Medal (Lahore Sector) Gazette Notification Number... Dated

Note : 1) Gallantry Awards which can be notified through this DO II and their corresponding description to be shown in col.7(a) are given below :-

Param Vir Chakra - PVC
Ashok Chakra - AC
Mahavir Chakra - MVC
Kirti Chakra - KC
Vir Chakra - VC
Shaurya Chakra - SC
Sena Medal - SM

- 2) If Bar to PVC/AC/MVC/KC/VC/SC is awarded subsequently, the abbreviation BAR would be given in Col 7(b) in addition to the initial awards description stated in col. 7(a). In that case reference part II order notifying the original award would be given in Col.8.
- 3) In the case of Sena medal (SM) the word "Gallantry" is to be given in Col. 7(c) if the same is awarded on gallantry.
- 4) The rate admissible to be given in Column No.5.
- 5) Certificate to the extent that the individual fulfills the conditions for grant of relevant Medal to be furnished.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
HONOUR AND AWARDS											
077	0655192N PA/HAV M.PRASAD	AWARD	26011998	200 (Amount)			LSGCM	GRTY (Optional)			Awarded long service and Good conduct medal (with gratuity) Auth.....

Note :

- 1) The Honours and Awards granted should be shown in col.7(a) or 7(b).
- 2) Certificate to the effect that the individual fulfills the conditions for the Award of LSGCM to be furnished.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ISSUE OF AB-64 (PAY BOOK)											
078	083164891 SEP RAMULU	PAYBK	01061998				125	01051998			IAB-64 serial No.2 issued. Reason for issue(in second and subsequent cases)

Note : The last Pay Book serial number and Date will be given in Col.7(a) and (b) respectively.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TB/LEPROSY											
079	0290997M NK N.SINGH	TB/LEP	14091998								Declared by medical Board held at MH AUNDH as a case of TB or Leprosy
080	08399456K SEP RAMULU	LEP	01091998				SHELTR			0/015/0365/98	

Note : 1) "SHELTR" indicates the individual has been given sheltered appointment from the Date given in Col.4 Ref Pt II Order of occurrence notifying leprosy in respect of individual to be given in Col.8.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
HOSPITAL ADM/TFR/DISCH											
081	08586412Y SEP R C NAIR	HOSPTL	14061998				ADM				Admitted to MH Aurangabad SORS 14.06.98 (0800 hrs) Tfr to MH Deolali. Disease Jaundice.

Note : 1) When admission from hospital part II Order published separately mention "ADM" and "DISCH" respectively in Col 7(a). In Discharge occurrence link the part II Order in Col.8 in case the individual is admitted to Hospital whilst on leave/temporary duty, the part II Order granting leave/temporary duty should be furnished in Col.8 . If the individual is admitted in Hospital due to his own falt, mention "OWN" in Col.7(b).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
082	03564890V PA NK PRAKASH	HOSPTL	16051998 15061998							1/008/0226/1998	Admitted to Civil hospital DOABA while on CL Tfr. To MH Julender 16/05/1998 (1100hrs). Discharged MH Julender 15/06/1998 (1000 hrs) Disease Diarrhea.

Note : 1) When admission and discharge from Hospital is published together, "From Date" and "To Date" will represent admission and discharge to Hosp. Respectively.
2) Regularisation of leave will be notified separately.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
STEPIING UP OF PAY											
083	01545046Y SEP B.MOHAN	STEP UP	01011998	4105							Date of next increment 01.01.1999

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REIMBURSEMENT OF RESERVATION CHARGES											
084	06978254K SEP K.NATH	RORC	10101998	15						0/023/0564/1998	Rly Warrant No..... Date

Note : 1) Amount on account of Reservation Charges should be given in Col.5 and Reference Pt. II Order No. under which the journey was permitted should be given
2.) Warrant number and date must be given in Column 9.

Certificate : Certified that the verifications of each Railway receipt based on which the reimbursement claimed have been carried out by me and the conditions laid down AO 23/80 and TR Rule 184 for grant of RORC have been fulfilled

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TRAINING CENTRE ALLOWANCE											
085	02346598N NK A.SINGH	TCA	10101998				GRANTED CEASED				

Note : 1) Mention "Granted/Ceased" according to the allowance to be granted or stopped in Col.7(a).
2) Amount may be mentioned in col.5

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
NSG ALLOWANCE											
086	JC-151085 P SUB RS Chambiyal	NSGA	11102002				GRANTED CEASED				Granted/Ceased NSG Allowance

086. Deleted.

087. Deleted.

088. Deleted.

Certified that:-

The individual has been taken on deputation to NSG. He is entitled to draw NSG allowance @25% of total emoluments (excluding HRA&CCA) as per Govt. of India, Ministry of Home Affairs letter No.27012/28/98/PF.1/PF.IV dated 11 Oct 2002.

Note : Deputation allowances and SAG allowance/SRG Allowance stand withdrawn consequent on sanction of NSG Allowance wef 11 Oct 2002. Hence the existing ser No. 86. 87 and 88 are deleted. (Amendment No. 30 dated 12 Dec 2002)

Unit_____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
DEPUTATION TO SPECIAL FORCE OF SFF												
089	JC 151036M SUB MAJ KRISHNA	DEPSPF	01021998				GRANTED					Granted Deputation Allce @ 10% of basic pay.
							CEASED					

Certificates :

- 1) The individual(s) is/are taken on deputation to SFF.
- 2) The individual (s) is/are entitled to draw Hazard Pay and Deputation allce as per GOI Cabinet Sectt letter No.14(9)/89-EA dated 23 May 89.

Note : 1) This format is to be used for the publication of occurrence Deputation to Special Force SFF.

2) Separate part II Order in the usual format has to be published for grant/cessation of special allowances admissible on deputation/reversion to/from SFF.

090. Deleted.

(Format for grant of Hazard Pay at serial No.090, under Group 1A deleted vide Amendment No.31 dated 08 Apr 2003.)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		6(a)	6(b)					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SPECIAL COMMANDO ALLOWANCE											
091	JC 125749K SUB P.GEORGE	COMNDO	15101998				GRANTED CEASED				Granted/ceased Special Commando allowance @ Rs..... pm Wef 15/10/1998.

Certified that :

- 1) The condition laid down in GOI Min of Def. Memo No.1(3)/86/D(P/S) Vol.II dated 17/11/86 and letter No.8/36389/AG/PS3(b)/82/S/D(P/S) dt.29.1.80 and corrigendum No. 8/36389/AG/PS3(b)/129/S/D(P) dated 2.3.81 has been fulfilled for the grant of Special Commando Allowance.
- 2) No parachute Pay has been/will be claimed in respect of individual for whom the Commando Allowance has been claimed.

Note : 1) Granted/Ceased should be indicated in Col 7(a) as the case may be for grant/Cessation of Commando Allowance

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SNOW AND AVALANCHE PAY											
092	JC15103M SUB MAJ KRISHNA	AVLPAY	01111998 31011999	130							Granted Avalanche pay with effect from 01/11/1998 to 31/01/1998

Certified that :

- 1) Avalanche Pay granted to JCOs/ORs who are actually serving under Snow and Avalanche Study Establishment and are within the sanctioned strength .
- 2) The conditions stipulated in Govt. of India, Ministry of Defence letter No.99883/RD/5091/D(R&D) Dated 19.10.82 have been fulfilled.
- 3) Part of the Pay have been utilized for insuring the lives of the individuals covered by this scheme.

Note : 1. The Snow and Avalanche pay is required to be granted by notifying the same in Part II Order in QE Feb and QE May as under :-

- a) For the period falling from 01 Nov to 31 Jan : in QE Feb.
- b) For the period falling from 01 Feb to 30 Apr : in QE May.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
FAMILY PLANNING ALLOWANCE (Heading amended vide Amendment No.2 dated 03 Mar 2000) (Format amended vide Amendment No.46 dated 20 Sep 2007)											
093	02638943L NK S.RAM	STRINC	10011998				GRANTED CEASED	SELF WIFE			Underwent Operation on AtHospital by Self/Wife

- Note: i) The individual who adopts small family norms on or after 1.1.1996 is entitled to FPA at the lowest rate of increment in the revised scale of pay applicable at the time of undergoing sterilisation.
- ii) The individual who adopted small family norms prior to 1.1.1996 and was drawing the special increment in the form of personal pay in the pre-revised pay scale, is entitled to the lowest rate of increment in the corresponding revised pay scale of the Rank in which he had initially earned the personal pay in the applicable pre-revised scale of pay.
- iii) Sterilisation certificate issued by Hospital is to be furnished by the individual.
- iv) Mention "Granted/Ceased" according to the allowance to be granted or stopped in Col.7(a).
- v) Mention the details of person undergone operation i.e., self or wife in col 7 (b).
- vi) Reason i.e. "Recanalisation" is to be indicated in Col.9 in case of cessation.
- vii) In case of male Central Govt Employee undergoing sterilisation operation, he should not be over 50 years and his wife should be between 20 to 45 years. In case of female Govt employees she should not be above 45 years and her husband must not be above 50 years of age.

- Certified:
- i. That the individual/spouse has undergone operation & fulfils the conditions for grant of FPA laid down in Min of Finance, Deptt. Of Expenditure OM dated 04 Dec 1979 and OM dated 06 Jul 1999 and Min of Defence letter No.B/37263/AG/PS-3(b)/2109/ D (Pay/Services) dated 14 Oct 1999.
- ii. That the individual is having at least one and not more than two surviving children.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
---	---	---	---	---	------	------	------	------	------	---	---

SPECIAL INCREMENT FOR EXCELLENCE IN SPORTING EVENTS											
094	02689423L NK K.DUGGAL	SPINC	10011998	170	2						Sanction of the competent authority awarding increment is enclosed in original to the PAO(ORs).

Certified that :

- 1) The condition laid down in Min. of Personal and Administrative Reform and Public Grievances & Pension, Department of Personal and training OM No. 6/1/85-ESYY.(Pay-1) Dt. 04.01.91 have been fulfilled.
- 2) The Increments now granted within the entitled limit of 5 Increment.

Note :

- 1) Amount involved in awarding the Increment(s) should be furnished in Col 5 and the number of Increments granted is to be furnished in Col.6, below the description SRA.
- 2) Increment(s) is to be granted from the first of the month following the month in which the sporting events are completed .
- 3) The rate of increment(s) should be decided with reference to the date of completion of overall competition

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
MUFTI CLOTHING ALLOWANCE											
095	10214856Y SEP KS PANT	MCA	10051998	100							Sanction of the competent authority awarding increment is enclosed in original to the PAO(ORs).

Note : 1) Amount may be mentioned in Col.5.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SPECIAL CLOTHING ALLOWANCE											
096	01365894M SEP S.RAJA	SPCLA	04061998 31081998	0							Sanction of the competent authority awarding increment is enclosed in original to the PAO(ORs).

Note : 1) The allice to be claimed quarterly in arrears.

Certified that :

- 1) The condition laid down on GOI Min of Def letter No.20451/6/MI/20(B)/25/11/D(GS-III) dt.1.2.85 as amended vide corrigendum No.20451/6/MI-20(B)/2872/II(GS-III) dt.31.7.86 for the grant of special clothing allowance has been fulfilled.
- 2) The individuals sanctioned special clothing allowance continued to be employed on intelligence duty during the period for which allowance has been granted.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
FOREIGN LANGUAGE ALLOWANCE											
097	01235864P HAV M.SINGH	FORLAG	10051998								Sanction of the competent authority awarding increment is enclosed in original to the PAO(ORs).

Note : 1) Amount may be mentioned in Col.5.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
BHUTAN ALLOWANCE ETC											
098	0256976K NK KAVAL RAM	BHUTAN	12061998	0							Sanction of the competent authority awarding increment is enclosed in original to the PAO(ORs).

Note : 1) Amount may be mentioned in Col.5

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TA PERSONNEL TRAINING											
099	01987325N SEP RAMU	TATRNG	16011998 15021998		03						Undergone Recruit/Arrival /Voluntary training during the financial year On the basis of 4 hrs a day.

Note : 1) Amount may be mentioned in Col.5.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CANCELLATION OF PART II ORDER NOTIFIED IN GP IA (incorporated vide Amendment No.15 dated 19 Feb 2001)											
100	01398752P SEP S.SINGH	CANCEL	15051998				CEA			1/020/0650/1998	Rejected by PAO vide number LG/II.....Dated 8/04/1998

- Note : 1) From Date of the Cancel occurrence to be shown in Col.4 will be the From Date of the original occurrence being cancelled.
 2) Description and reference part II order of the original occurrence which is being cancelled should be given in Col.7(a) and Col.8 respectively.
 3) The Part II Order cancelled by units with reference to the observation of PAO should be supported by the memo reference number and date of the PAO in remark column.
 4) Cancellation of Personal occurrences already notified in Part II Orders should be carried out invariably through the medium of Part II Orders under the group and heading to which the original occurrence pertains.
 5) Re-publication, consequent on the cancellation, if found necessary then both are to be published under the same group and heading appropriate to the personnel occurrences concerned, in the order of cancellation first and republication, against the next item no in the same Part II order.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CANCELLATION OF PART II ORDER NOTIFIED IN GP IC (incorporated vide Amendment No.15 dated 19 Feb 2001)											
100 (a)	14489387P RECT CLK GD BS JOSHI	CANCEL	05122000				ENROL L			1/001/0003/2000	

- Note : 1) Date of the Cancel occurrence to be shown in Col.4 will be the Date shown in Col.5 of the original occurrence the Enrolment date being cancelled.
 2) Reference part II order of the original occurrence which is being cancelled should be given in Col.8.
 3) Description in "ENROLL" should be given in Col. 7 (a) in case the cancellation is Enrolment notification made in Gp IC.
 4) Republication of occurrence if required should be made immediately in Gp IC after the cancellation entry made in Gp IA.
 5) For the casualties viz. "change of name" and "change of Religion" and "Date of Birth modification" of Gp IC at serial No.2 to 4 of Gp IC the existing practice of modification should be continued to be made through Gp IC only.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ROAD MILEAGE ALLOWANCE ON TOUR (Incorporated vide Amendment No.3 dated 18 Apr 2000 and modified vide Amendment No.7 dated 22 Jun 2000)											
101	01698752X Sep RAMCHAND ER	RMA	04032000	60.00			FOOT/ CYCLE/ AUTO/ TAXI	<u>100KM</u> 10 KM		0/012/0012/2000	Gtd Road Mileage Allowance for journey from KOTDWARA to LANSDOWNE (distance 100 Km) by foot/cycle/auto/taxi (indicate mode of travel in connection with the move on Ty. Duty/AL.

Certified that :-

- 1) The conditions laid down in Travel Regulations (Quote relevant Rules, GOI letter AI etc) for grant of RMA has been fulfilled.
- 2) No Govt Transport availed for the journey for which RMA is claimed and the mode of conveyance is as per the entitlement prescribed.

Note: 1. This format is for claiming Road Mileage allowance incurred by the PBOR in connection with move on Ty. Duty/AL.

2. The mode of conveyance used for journey to be indicated in Col.7 (a) as under:-

- | | |
|--------------------|---------|
| For by Foot | - Foot |
| For By Cycle | - Cycle |
| For by Autorikshaw | - Auto |
| For by Taxi | - Taxi |

3. The distance covered to be indicated in Col.7 (b) in Kilometers.

4. The actual bus fare claim for the road journey portion involved in the move on Ty. Duty/AL to be claimed in the format prescribed at Serial No.102 with description 'ABF'.

5. The total RMA amount claimed to be indicated in Col.5.

6. Separate claim for onward and return journey to be proposed.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ACTUAL BUS FARE											

102	02485208N HAV SANDHU	ABF	04021998 04041998	50						2/007/0038/1998	
-----	----------------------------	-----	----------------------	----	--	--	--	--	--	-----------------	--

Certified that the original tickets have been verified by the OC Unit.

- Note : 1) Date of Onward/Return journey should be specified under Col.4.
2) Reference of AL/temp Duty Pt.II Orders will be specified under Col.8.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ROAD MILEAGE ALLOWANCE : GORKHA PERSONNEL											
103	02896027M HAV .GURU	GRMA	03051998 06051998							0/012/0088/1993	

Certified that :

- 1) The individual is domicile of Nepal.
- 2) The No. of days for which road journey has been claimed is actually required.
- 3) The certificate from the appropriate authority of the area regarding the absence of transportation facilities obtained.
- 4) The condition laid down in Rule 184(x) Travel Regulations in respect of road mileage allowance Have been fulfilled.

Note :

- 1) This format is to be used for publication of road mileage allowance in respect of Gorkha personnel for road journey on foot in hilly terrain from Indo-Nepal border to their home town in Nepal and back for leave journey.
- 2) The DO II number under which the leave casualty was published be given in Col.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REIMBURSEMENT OF EXCESS TRAIN FARE											
104	06978254K SEP K.NATH	ROETF	10101998	60						0/023/0564/1998	

Certified that : 1) PBOR for whom train fare claimed proceeded on leave / Ty duty from TALABHAT to a south bound destination through JHANSI/BABINA.

OR PBOR for whom fare claimed returned from leave/temporary duty from a south bound destination to TALABHAT through JHANSI/BABINA.

- 2) The train fare claimed is actually paid by the PBOR and the additional railway ticket from TALABHAT to JHANSI/BABINA & back enclosed with reference to para 2(b) of GOI Min of Defence letter No.32429/Q MOVE/3612/D(mov)/96 dt.28 Jan 97.

- Note :
- 1) Amount on account of Reimbursement of excess fare claimed should be given in column 5.
 - 2) Reference Pt II Order No under which the journey was permitted that is the leave/temporary duty Notification during which period claim arised should be given in column 8.
 - 3) Date of Journey from Talabhat to Jhansi/Babina & back should be indicated in column
 - 4) Claim for onward and return journey should be made separately.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TA PERSONNEL INCREMENT											
105	01055867M SEP D.SELVA	TAINCR	01051998					1 st			Gtd First rate of Annual Increment wef 01.05.1998. (Actual date of increment 26/05/1993) Auth.Army Aqrs letter No.A/006591/14/Rtg 8 (I of R)(a) dt.29.10.1969/06.11.1969.

Note : 1) For subsequent Increment quote reference Pt. II Order in Col.8 will be the Part II order of the last increment.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ADHOC INCREMENT (PERSONAL PAY)											
106	JC 50626M N/SUB MADAN	ADINC	01011998	125			FIRST/ SECOND/ THIRD			0/012/0014/1998	Awarded Adhoc Increment @ Rs.125.00 PM wef 01/01/1998

Certified that : 1) The condition prescribed in GOI Min. of Def letter No.1(14) 87/D (Pay/Services) Dt.11/09/87 for the grant of Adhoc Increment has been fulfilled.
2) No disciplinary case is pending against the above individual.

Note :

- 1) The words First/Second/Third is to be furnished in Col 79a) so as to indicate the number of Adhoc Increment being granted.
- 2) DO II reference in which the earlier grant was notified is to be given in Col.8.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
SUBSISTENCE ALLOWANCE												
107	14211182M SEP K.PREM	SUBST	01121998 28121998	200								Married & Gtd.Subsistence allowance @Rs. P.M for the period from..... to ...

Note : 1) Punishment Part II Order No to be shown in Ref Pt II Order in Col.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
CONDONATION OF DEFICIENCY INSERVICE												
108	0245132N SEP R.SINGH	CONDON					37 days					Sanctionof the GOC, ATNK & K Area has been accorded under the provisions of para 125 Pension Regs. For the Army Pt. 1-1961 & Rule 32, item 38 of Table VI of pension Regs. for the Army Pt. II 1961 read with Min. of Def. Letter No. A/20455/AG/PS4(b) 6556/D (Pension/Services) dt.11.8.71 for condonation of 37 days deficiency in length of service qualifying length of service qualifying for pension in respect of the individual

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CITY COMPENSATORY ALLOWANCE											
109	13840380Y SEP A.SINGH	CCA	01081998				GRANTED CEASED			0/023/0456/1998	Gtd.CCA (Hyderabad) Wef..

Note :

- 1) The Description CCA1, CCA, CCB1, CCB2 should be used for the grant of A1-Class, A-Class, B1-Class and B2-Class respectively as the case may be.
- 2) Granted or Ceased should be mentioned in Col 7(a) for the Grant and Cessation of the allice respectively as the case may be.
- 3) All types of compensatory allowances excluding the Field Compensatory allowance may be published in the above format using the appropriate description.
- 4) Grant of city compensatory allowance for recruits will be notified with retrospective date only after they are Attested/Mustered.

Certificate for initial grant :

Certified that the eligibility for Compensatory (City allowance) has been verified with reference to para 3(b) (i) or 3(b)(ii) or 3(b)(iii) (strike out which ever is not applicable) of the Min. of Def.OM No.4(1) 66.D(Civ-1) Dated 4.3.66.

In the first issue of Part II Order after First January and First July of each year

Certified that The cessation of the allowance from the due date has been notified

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SPECIAL COMPENSATORY ALLOWANCE GANDHINAGAR (GUJARAT)											
110	01560341N SEP N.SINGH	SCAGN	20011998				GRANTED CEASED				Granted Special Compensatory Allowance Gandhinagar (Gujarat with effect from 20/01/1998)

Certified that the condition laid down in Govt. of India, Min. of Defence letter number 99934/VIII/Gandhi Nagar/AG/PS3(b)/1908/D(Pay/Services) dated 22 Aug 94 have been fulfilled

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ENTER/EXIT FIELD CONCESSION AREA : COMPENSATORY FIELD AREA ALLOWANCE-GRANT/CESSATION											
111	71055867M SEP HARI SINGH	CFAA	01021998				GRANTED				Granted CFAA on entering qualifying field area wef/ ceased to draw CFAA on exit from modified field area w.e.f.
							CEASED				

Certified that

- 1) The Conditions laid down in GOI Min of Def letter number 37269/AG/PS/3(a)/90/D(pay/Services) Dated 13.1.94 read in conjunction with GOI Min. of Def letter No. A/02584/AG/PS3(a)/97-S/D(Pay/Services) dated 25.1.64 as amended have been fulfilled for the grant of Compensatory FieldArea Allowance and the individual (s) for whom CFAA granted is(are) serving in Detachments/units/formations located in an area mentioned in APPENDIX-A to the Govt letter ibid.
- 2) The attached personnel have been attached for operational purposes to the unit/formation located located within the qualifying area and the attachment exceeds 14 days.
- 3) The individuals forming part of detachment are attached for operational purposes to the Unit/formation within the qualifying area .
- 4) The DSC personnel for whom allowance is claimed are employed with the unit/formation located within the qualifying area.
- 5) The Allowance is not claimed for personnel of static Unit/Formations e.g. military farms,MES, Recruiting Offices, training centers, NCC Directorates and units, unembodied TA units and Record offices and similar establishments.

NOTE :

- 1) The description "CFAA" stands for Compensatory Field Area Allowance.
- 2) The grant/cessation of the Allowance is to be indicated in Column 7(a) as Granted or Ceased respectively as the case may be and should be published separately.
- 3) The certificates as above should be furnished in support of the grant in the DO Part II Order.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ENTER/EXIT FIELD CONCESSION AREA : COMPENSATORY MODIFIED FIELD AREA ALLOWANCE GRANT/CESSATION											
112	1055867M SEP HARI SINGH	CMFAA	01021998				GRANTED				Granted CMFAA on entering Modified Field Area w.e.f..... Ceased to draw CMFAA on exit from Modified Field area w.e.f
							CEASED				

Certified that :

- 1) The Conditions laid down in GOI Min of Def letter number 37269/AG/PS/3(a)/90/D(pay/Services) Dated 13.1.94 read in conjunction with GOI Min. of Def letter No. A/02584/AG/PS3(a)/97-S/D (Pay/Services) dated 25.1.64 as amended have been fulfilled for the grant of Compensatory Field Area Allowance and the individual (s) for whom CFAA granted is(are) serving in Detachments/units/formations located in an area mentioned in APPENDIX-A to the Govt letter ibid.
- 2) The attached personnel have been attached for operational purposes to the unit/formation located within the qualifying area and the attachment exceeds 14 days.
- 3) The individuals forming part of detachment are attached for operational purposes to the Unit/formation within the qualifying area .
- 4) The DSC personnel for whom allowance is claimed are employed with the unit/formation located within the qualifying area. T
- 5) he Allowance is not claimed for personnel of static Unit/Formations e.g. military farms, MES, Recruiting Offices, training centers, NCC Directorates and units, unembodied TA units and Record offices and similar establishments.

NOTE :

- 1) The description "CMFAA" stands for Compensatory Field Area Allowance.
- 2) The grant/cessation of the Allowance is to be indicated in Column 7(a) as Granted or Ceased respectively as the case may be and should be published separately.
- 3) The certificates as above should be furnished in support of the grant in the DO Part II Order.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ENTER/EXIT HAUC AREA : HIGH ALTITUDE/UNCONGENIAL CLIMATE ALLOWANCE – LOWER RATE – GRANT/CESSATION											
113	1055867M SEP HARI SINGH	HAUCL	01021998				GRANTED CEASED				Granted HAUCA Lower Rate allce on entering qualifying field area w.e.f. -----/Ceased to draw HAUCA Lower Rate Allce on exit from qualifying field area w.e.f. -----

Certified that ::

- 1) The Conditions laid down in GOI Min of Def letter number 37269/AG/PS/3(a)/90/D(pay/Services) Dated 13.1.94 read in conjunction with GOI Min. of Def letter No.F 69/3/75/D(Pay/Services) dated 28.2.76 as amended have been fulfilled for the grant of High Altitude/Uncongenial Climate Allowance (CAT I) Lower Rate for the above individual(s) and he (they) is (are) serving in detachment/units/formation in an mentioned in APPENDIX-C to the Govt letter ibid and is located at heights from 9000 ft. to 150000 ft. including Uncongenial Climate areas below 9000 ft.
- 2) The individual(s) for whom allowance is notified is(are) not absent from the specified area on AL/Sick leave or any leave other than CL. He/they is/are not absent from specified area for a period exceeding 14 days CL or Temporary Duty.

NOTE :

- 1) The description “HAUCL” stands for High Altitude/Uncongenial Climate Allowance (Cat I) Lower rate.
- 2) The grant/cessation of the allowance is to be indicated in column 7(a) as GRANTED or CEASED respectively as the case may be and should be published separately.
- 3) The above certificates should be furnished in support of the grant in the Part II Order.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ENTER/EXIT HAUC AREA : HIGH ALTITUDE/UNCONGENIAL CLIMATE ALLOWANCE – HIGHER RATE – GRANT/CESSATION											
114	1055867M SEP HARI SINGH	HAUCH	01021998				GRANTED				Granted HAUCA Higher Rate allce on entering qualifying field area w.e.f. -----/Ceased to draw HAUCA Higher Rate Allce on leaving the qualifying field area w.e.f. -----
							CEASED				

Certified that :

- 1) The Conditions laid down in GOI Min of Def letter number 37269/AG/PS/3(a)/90/D(pay/Services) dated 13.1.94 read in conjunction with GOI Min. of Def letter No.F 69/3/75/D(Pay/Services) dated 28.2.76 as amended have been fulfilled for the grant of High Altitude/Uncongenial Climate Allowance (CAT II) Higher Rate for the above individual(s) and he (they) is (are) serving in detachment/units/formation in an area mentioned in APPENDIX-C to the Govt letter ibid and is located at heights above 150000 ft.
- 2) The individual(s) for whom allowance is notified is(are) not absent from the specified area on AL/Sick leave or any leave other than CL. He/they is/are not absent from specified area for a period exceeding 14 days CL or Temporary Duty.

NOTE :

- 1) The description “HAUCH” stands for High Altitude/Uncongenial Climate Allowance (Cat II) Higher rate.
- 2) The grant/cessation of the allowance is to be indicated in column 7(a) as GRANTED or CEASED respectively as the case may be and should be published separately.
- 3) The above certificates should be furnished in support of the grant in the Part II Order.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
HIGH ALTITUDE (UNCONGENIAL CLIMATE ALLOWANCE) RETURN TRIP											
115	1055867M SEP HARI SINGH	HATRIP	01081998 09081998	28							

Certified that :

- 1) The Conditions laid down in GOI Min. of Def. Letter No.37269/AG/PS(a)/380/D) (pay/services) dated 23 Feb 95 have been fulfilled for the grant of return Trip.
- 2) The allowance is granted to the personnel of GT Coys or Transport Coys of ASC Battalions operating on revised system of operation on Srinagar-Leh route)
- 3) The trip for which the allowance is claimed is completed within a period of 10 days.
- 4) The individual is not on temporary duty during the period in which HATRIP is claimed.

NOTE :

- 1) Date of onward and return trip should be specified in column 4.
- 2) Rate as stipulated in the Govt. letter dated 23 Feb 95 should be given in column 5.
- 3) The above certificates should be furnished in support of the grant in the Part II order.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
COUNTER INSURGENCY AREA: SPECIAL COMPENSATORY COUNTER INSURGENCY ALLCE – GRANT/CESSATION (incorporated vide Amendment No.13 dated 23 Oct 2000)											
116	1055867M SEP HARI SINGH	SCCIA	01051999				GRANTED CEASED	CFAA CMFAA PEACE			Granted SCCIA wef On deployment for operation (Name to be indicated/ceased to draw SCCIA w.e.f.....on leaving operation (Name to be indicated)

Certified that :

- 1) The Conditions laid down in GOI Min. of Def. Letter No.37269/AG/PS 3(a)/121/D) (pay/services) Dt.14.1.94 as amended vide GOI MOD letters No.1(26)/97/XX/D(Pay/Ser) dt.14.6.99, Min of Def letters No.1(26)/97/D(Pay/Ser) dt.14.6.99, No.1(26)/97/D(pay/Ser) dt.2.2.2000 and No.1(26)/97/D(Pay/Ser) dt.2.2.2000 and No.1(26)/97/XX/D(Pay/Services) dated 29.2.2000 have been fulfilled for the grant of Special Compensatory Counter Insurgency Allce.
- 2) Certified that deployment of personnel from whom SCCIA has been claimed in this DO II has been approved by (Mention name of Fmn HQ) vide their letter No..... dt..... These personnel were actually deployed in CI Ops.

NOTE :

- 1) The nature of area of operation “CFAA/CMFAA/PEACE for “Field/Modified Field/Peace Area” as the case may be, to be indicated in column 7(b), so as to claim the correct rate of SCCIA applicable to the area concerned.
- 2) The grant/cessation of the allowance is to be indicated in Col.7(a), as GRANTED or CEASED respectively, as the case may be and should be published separately.
- 3) The above mentioned certificate should be furnished in support of the grant in the DO Part II Order.
- 4) In respect of claim pertaining prior to 1.5.99 certificate will be recorded to the effect that Unit/formation is operating away from their permanent location for a period of over 30 days.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SIACHEN ALLOWANCE											
117	1055867M SEP HARI SINGH	SIACHN	01021998				GRANTED				Granted Siachen allce on arrival in Siachen area from/Ceased to draw Siachen allowance on leaving Siachen area from
							CEASED				

Certified that :

- 1) The Conditions laid down in GOI Min. of Def. Letter No.1(2) /91/D(Pay/Services) Dt.1.5.91 and No.37269/AS/PS//3(a)/90/D(Pay)/Services) dt.13.1.94 read in conjunction with GOI Min. of Def. Letter No.F 69/3/75/D(Pay/Services) dated 28.2.76 as amended have been fulfilled.
- 2) The JCOs/ORs for whom Siachen Allowance granted are serving in the qualifying area.
- 3) The individual(s) is/are not in receipt of any other compensatory allowance including High Altitude/Uncongenial Climate Allowance exception being the Compensatory Field Area Allowance (CFAA).

NOTE :

- 1) The Description "SIACHN" stands for 'siachen' Allowance.
- 2) The grant/cessation of the allowance is to be indicated in column 7(a) as GRANTED or CEASED respectively as the Case may be and should be published separately.
- 3) The above certificates should be furnished in support of the grant in the Part II Order.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
AIR DESPATCH PAY											
118a	JC 151036M SUB MAJ RANJIT SINGH	ADPAY	01101997 30081998	120	24						Has completed 24 sorties during the period in the AD accounting year while engaged on ADPAY duties with(Unit) as per Rule 60(a)(i) of Pay and Allce Regulations (ORs) Revised 1979, (Initial claim in the year)
118b	02899408M HAV RAM SINGH	ADPAY	01011998 30091998	120	18						Has completed 18 sorties at the rate of 2 sorties per month during the period in the ADPAY accounting year while engaged on AD duties with (Unit) as per the Rule 60(a)(ii) of P & A Reg. (ORs) Revised 1979(Initial Claim)
118c	JC 151036M SUB MAJ R KRISHNA	ADPAY	01061998 30090998	120						2/008/0001/1998	Subsequent claim in the ADPAY accounting year

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
AIR DESPATCH PAY (Contd)											
118d	02899408M HAV RAM SINGH	ADPAY	01011998 30091998	120	12		POSOUT/ TFROUT/ DESN/ DEATH				
118e	02899457A NK YADAV	ADPAY	01101997 31031998	120	4		UNFIT				Certificate from the COAS with ref to Rule 60(c) is enclosed in original

Certified that 1) The condition for the grant of ADPAY as per Rule 59 & 60 of P&A Regs (ORs) Revised 1979 Edn. have been fulfilled.

Note :

- 1) DO II format at serial No.1&2 should be used for the initial grant of ADPAY with reference to Rule 60(a) & (vi) of P & A Regs. (ORs) revised 1979 in the ADPAY accounting year, DO II format at Sl.No.3 may be used for the grant of ADPAY for subsequent periods in the ADPAY year i.e. upto 30th September of the year.
- 2) Reference Pt.II Order notifying the grant of earlier ADPAY in the ADPAY accounting year should be furnished in Col.8 in the case of Sl.No.3.7(a) in the case of DO II format at Sl.No.4 i.e. cases of POSOUT, TFROUT,DESN,DEATH etc.
- 3) The grant of ADPAY to JCOs/ORs in the second subsequent years should be notified in Part II Orders in arrears on completion of 24 sorties/ proportionate number of sorties in the ADPAY accounting year as initial Claim in the year.
- 4) Number of sorties may be furnished in Col 6 under the description "SRA".

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
SPECIAL PAY – AVIATION PAY											
119	0129135M HAV P.K.NAIK	AVPAY	01041998				GRANTED CEASED				Granted AVIATION PAY wef.1.4.1998

Certificate : Certified that the condition laid down in GOI MOD letter number FF00325/MISC/C/AAZ/01-B/D (DG-IV93) dt 19.193 have been fulfilled

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
PERSONAL PAY FOR PASSING HINDI TYPEWRITING EXAMINATION											
120	02559586M NK RS REDDY	HSINC	01031998 31051998	85			GRANTED	FIRST/ SECOND/ THIRD/ FOURTH		0/002/0125/1997	Awarded one increment as personal pay wef 1.3.98 for 3 months on passing Hindi Stenography Exam.Auth
121	02559586M NK RS REDDY	HSINC	01031998 31051998	85			GRANTED	FIRST/ SECOND/ THIRD/ FOURTH		0/002/0125/1997	Awarded one increment as personal pay wef 1/3/1998 for 3 months on passing Hindi Praboth/Praveen/Praghya Exam. Auth.....
122	02559586M NK RS REDDY	HTINC	01031998 31051998	85			GRANTED	FIRST/ SECOND/ THIRD/ FOURTH		0/002/0125/1997	Awarded one increment as personal pay wef 1.3.1998 for 3 months on passing Hindi Typewriting Exam.Auth.....

Certificate : Certified that the conditions laid down in AI 96/81 for the grant of personal pay equal in amount of one increment for a period of 12 months for passing the Hindi Stenography, Hindi Praboth/Praveen/Praghya, Hindi Typewriting Examinations have been fulfilled.

NOTE :

- 1) The advance increment on passing various Hindi examination are to be claimed in arrears quarterly. The subsequent claim for 3 quarters has to be claimed by giving reference of the earlier Part II order number Part II order number under col.8.
- 2) The number of the claim First/Second/Third/Fourth as the case may be is to be mentioned in col.7(b).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TRANSPORT ALLOWANCE : GRANT/CESSATION											
123	02345678N SEP P K NAIR	TPTL	01081997	100			GRANTED CEASED		CCA1		

Certified that :

- 1) The conditions laid down in GOI Min of Def letter No.12630/TPTA/Q Mov C/208 D(Mov)98 Dated 20.2.98 had been fulfilled.
- 2) The PBOR is not residing within 1 Km from the place of work and a certificate to this effect has been furnished by the PBOR and recorded.
- 3) The PBOR has not been provided with the facility of Govt transport.
- 4) The PBOR was not absent of duty or on training for more than 30 days during the period for which allowance is claimed.
- 5) * The PBOR is blind/orthopaedically handicapped and his residence is within one Km from the place of work and he is not provided with Govt transport.

NOTE :

- 1) Rate as stipulated in Govt letter dated 20.2.98 should be given in column 5.
- 2) Column 7(a) should contain GRANTED or CEASED for the grant or cessation as the case may be.
- 3) Column 7(c) should indicate the city abbreviation, viz, CCA1/CCA/CCB1/CCB2/CCC/CCOTH for A1, A, B1, B2, C and other towns respectively.
- 4) Grant of transport allowance and its cessation should be published separately.
- 5) * Certificate mentioned at serial No.5 is applicable for the blind/orthopaedically handicapped PBOR and hence this should be given in place of certificate at serial No.2.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TRANSPORT ALLOWANCE : GRANT/CESSATION											
124	02345678N SEP P K NAIR	TPTH	01081997	200			GRANTED CEASED		CCA1		

Certified that :

- 1) The conditions laid down in GOI Min of Def letter No.12630/TPTA/Q Mov C/208 D(Mov)98 Dated 20.2.98 had been fulfilled.
- 2) The PBOR is not residing within 1 Km from the place of work and a certificate to this effect has been furnished by the PBOR and recorded.
- 3) The PBOR was not absent of duty or on training for more than 30 days during the period for which allowance is claimed.
- 4) * The PBOR is blind/orthopaedically handicapped and his residence is within one Km from the place of work and he is not provided with Govt transport.

NOTE :

- 1) Rate as stipulated in Govt letter dated 20.2.98 should be given in column 5.
- 2) Column 7(a) should contain GRANTED or CEASED for the grant or cessation as the case may be.
- 3) Column 7(c) should indicate the city abbreviation, viz, CCA1/CCA/CCB1/CCB2/CCC/CCOTH for A1, A, B1, B2, C and other towns respectively.
- 4) Grant of transport allowance and its cessation should be published separately.
- 5) * Certificate mentioned at serial No.4 is applicable for the blind/orthopaedically handicapped PBOR and hence this should be given in place of certificate at serial No.2.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
GAZETTE OF INDIA NOTIFICATION FOR PROMOTION TO NBSUB RANK											
125	JC121930M NBSUB P K NAIR	GAZTTE	01041998							1/003/0201/1998	(Auth: Promotion to N Sub rank (notified in Govt. of India Gazette notification No..... dated..... Seniority wef.....)

- NOTE :
- 1) The part II order Number wherein the promotion to NbSub rank was notified should be furnished in col.8.
 - 3) Date of issue of the gazette notification to be furnished in col.4

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REFIXATION OF PAY RE-EMPLOYED ARMY PERSONNEL IN DSC											
126	02345678N SEP P K NAIR	REFIXP	01011996	3720							Pay refixed with reference to former service rendered with from..... to..... and draft Part II Order was approved by PAO DSC vide their No... dated..... Date of next increment 01/01/1995

Certificate : Certified that the conditions governing the refixation as stipulated in GOI Min of Def No.PC-III to MF No.A00592/DSC-2/(GS-IV) dated 01/03/83 has been fulfilled.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
DIRECT PROMOTION LATERAL ENTRY OF JCOS/ORS IN DSC											
127	03150813K SEP N.SINGH	LATENR	01111997	3250			PAHAV	GP-Z	DSCGD		Promoted to the rank of PAHAV wef 01/11/1995 with seniority from..... Authority.....

Certified that :

- 1) Eligibility conditions pertaining to the promote Rank as stipulated in Annexure-1 to Appendix-A to AHQ letter No.A/01170/DSC-1 dated 16/01/86 have been fulfilled.
- 2) The individual was actually recruited as direct Havildar (promoted rank) by the BRO as per the enrolment form.
- 3) The individual was holding the promoted Rank of Havildar during his former service as per the former service sheet roll.
- 4) The individual has been attested on the date of promotion and his former service documents has been verified by the Record Office.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
128	BLANK										
129	BLANK										

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TRANSFER GRANT ON TRANSFER/POSOUT (WITHIN 20 KMS) (Modified vide Amendment No.5 dated 20.6.2000)											
130	02345678N SEP RAJKUMAR	TFRGTL	01121997				MARRIED SINGLE	INDMOVE UNITMOVE		0/123/0045/1997	

Certified that :

- 1) The conditions laid down in GOI Min of Def letter No.12630/Q Mov C/3198/D(Mov)/98 Dated 28.10.98 have been fulfilled for the grant of composite transfer grant.
- 2) The PBOR has been permanently transferred from a unit which is within 20 Km from this unit.
- 3) The PBOR has changed his residence also.
- 4) The PBOR is transferred from..... To..... w.e.f.....
- 5) The PBOR has not claimed transfer incidentals or RMA for him or for the members of his family on account of this transfer.
- 6) Both the units are in the same Municipal limits/Urban agglomeration.

NOTE :

- 1) DO II No and Item No of POSIN/TFRIN DO II to be mentioned under reference column 8, in case the move is individual posting/transfer from one unit to another Unit. In this case the word "INDMOVE" is also to be indicated in column 7(b).
- 2) Composite Transfer Grant admissible for the move on discharge etc should be notified by the last unit from which the PBOR is proceeding on discharge. The move of PBOR from parent unit to the CENTRE for completion of release formalities will not be treated as permanent duty move and as such no transfer grant claim to be initiated for that move.
- 3) In case the grant of Transfer grant is consequent on the permanent move of the PBOR alongwith the body of the troops in Special Trains etc from one station to another station the word "UNITMOVE" to be indicated in Col 7(b). The authority for move in this case to be noted in Col 9. A certificate to the extent that the move of the unit is/was for a period of more than 180 days is also to be furnished for the Composite transfer grant claimed for the move of the PBOR as part of the body of the troops in the DO II.
- 4) The date in column 4 will be date of posting in.
- 5) The word "Married" and "Single" will be indicated in column 7(a) so as to indicate the admissible rate of Composite Lumpsum Grant.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
TRANSFER GRANT ON TRANSFER/POSOUT (MORE THAN 20 KMS ((Incorporated vide Amendment No.5 dated 20.6.2000 and Modified vide Amendment No.18 dated 20.4.2001)											
131	02345678N SEP RAJKUMAR	TFRGTH	01111998				MARRIED SINGLE	INDMOVE UNITMOVE		0/123/0045/1997	

Certified that :

- 1) The conditions laid down in GOI Min of Def letter No.12630/Q Mov C/3198/D(Mov)/98 dated 28.10.98 have been fulfilled for the grant of composite transfer grant.
- 2) The PBOR has been permanently transferred from a unit which is more than 20 Km from this unit.
- 3) The PBOR has not claimed transfer incidentals or RMA for him or for the members of his family on account of this transfer.
- 4) The PBOR is transferred from..... To.....
- 5) Both the Units are not within the same Municipal limits/Urban agglomeration.

NOTE :

- 1) DO II No and Item No of POSIN/TFRIN DO II to be mentioned under reference column 8, in case the move is individual posting/transfer from one unit to another Unit. In this case the word "INDMOVE" is also to be indicated in column 7(b).
- 2) Composite Transfer Grant admissible for the move on discharge etc should be notified by the last unit from which the PBOR is proceeding on discharge. The move of PBOR from parent unit to the CENTRE for completion of release formalities will not be treated as permanent personnel duty move and as such no transfer grant claim to be initiated for that move.
- 3) In case the grant of Transfer grant is consequent on the permanent move of the PBOR alongwith the body of the troops in Special Trains etc from one station to another station the word "UNITMOVE" to be indicated in Col 7(b). The authority for move in this case to be noted in Col 9. A certificate to the extent that the move of the unit is/was for a period of more than 180 days is also to be furnished for the Composite transfer grant claimed for the move of the PBOR as part of the body of the troops in the DO II.
- 4) The date in column 4 will be date of posting in.
- 5) The word "Married" and "Single" will be indicated in column 7(a) so as to indicate the admissible rate of Composite Lumpsum Grant.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
FLYING ALLOWANCE TO INFANTRY MMG GUNNERS OF ARMY AVIATION (Incorporated vide Amendment No.9 dated 24 Jul 2000)											
132	02345678N SEP RAJKUMAR	FLYPAY	01032000	900			GRANTED CEASED				Granted FLYPAY Wef 01.03.2000

Certificate.

- 1) Certified that the conditions specified in MOD letter No. A/26243/AG/PS3(a)/468/D(Pay/Services) dt. 15.3.96 have been fulfilled for the grant of Flying Allowance to Infantry MMG Gunners for whom claim made in this DO II.
- 2) Certified that the PBOR are serving in Army aviation units and employed as MMG Gunners as part of air crew and are entitled to Flying pay MMG Gunners from..... and their names exist in the list published by the Addl. Directorate General Army Aviation.
- 3) Certified that the amount payable to the group Insurance Scheme, against Flying risk has been recovered and remitted to AGIF Authorities alongwith nominal roll vide TR No.

NOTE :

- 1) DO II No for grant of FLYPAY will be published by units concerned only on issuance of list of personnel by Addl Directorate General Army aviation.
- 2) Grant of the Allowance and its Cessation will be published separately with indication "GRANTED/CEASED" respectively in Col.7(a).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
GOOD SERVICE PAY (Incorporated vide Amendment No.11 dated 21 Sep 2000)											
133	02345678N HAV SIVKUMAR	GSPAY	09091999				FIRST SECOND THIRD				Granted FLYPAY Wef 01.03.2000

Certificate.

Certified that the condition laid down in Rule 69 of Pay and Allowances Regulations (ORs) 1979 Edn, in respect of this grant have been fulfilled.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
FORFEITURE OF GSPAY (Incorporated vide Amendment No.11 dated 21 Sep 2000)											
134	02345678N HAV RAMKUMAR	FORGSP	02022000				ALL FIRST SECOND THIRD	SICK			

Note :

- 1) If forfeiture of GSPAY is by way of punishment, it will be published under Group IB.
- 2) If forfeiture of GSPAY is due to hospital unfitness because of VD, alcoholism etc the word "SICK" shall be given under Column 7(b).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RESTORATION OF GOOD SERVICE PAY (Incorporated vide Amendment No.11 dated 21 Sep 2000)											
135	02345678N NK SHYAM	RESGSP	06062000				ALL FIRST SECOND THIRD				0/123/0456/2000

NOTE :

- 1) The rate of GSPAY affected should be given in Column 7(a).
- 2) Reference DO II No notifying the forfeiture of GSPAY will be given in Column 8.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
INSTRUCTIONAL ALLOWANCE ON DEPUTATION AS INSTRUCTORS TO TRAINING INSTITUTE AND ESTABLISHMENTS (incorporated vide Amendment No.12 dated 12 Oct 2000 and modified vide Amendment No.38 dated 23 Dec 2005))											
136	02345678N HAV Madan Lal	INSTAL	01032000 31052000	300						0/0321/001/2000 (Ref No. of ser No concerned Posting In casualty)	Granted Instructional Allce on appointment of instructors to Training Establishment CMM Jabalpur (mention name of the authorized institute) wef 29022000. Auth GOI MOD letter No 1(26)/9/VI /P (pay services) dated 29-2-2000

Certificates

- 1) Certified that the conditions specified in GOI MOD letter No 1(26)/9/VI/D (pay services) dated 29-2-2000 have been fulfilled for the grant of Instructional Allce to the PBORs for whom the claim made in this DO Part II.
- 2) Certified that no claim is made in respect of PBORs employed as regular faculty in the training establishments.
- 3) Certified that no Deputation allce is claimed in respect of PBORs for the same period for which Instructional allce claimed.
- 4) Certified that Training Institute /Establishment to which PBORs are deputed, authorised Establishments for payment of this allce.

Note

- 1) The name of the Training Institute/Establishment to which deputed as instructor is to be furnished in Col. 9.
- 2) The claim is to be notified in DO II in arrears for a specified period on a quarterly basis.
- 3) Reference Pt II Order No. of posting to be indicated in col.8.
- 4) In case of personnel of AEC the allowance restricted only to those appointed as instructors in specialized service subjects in CAT 'A' Trg/Estt.
- 5) Those posted for administrative duties are not entitled for the above.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
<p align="center">COMPENSATORY ALLOWANCE (REMOTE LOCALITY) ON POSTING TO REMOTE LOCALITY AREA WHERE NO FIELD CONCESSIONS ARE AVAILABLE (incorporated vide Amendment No.17 dated 29 Mar 2001)</p>											
137	02345678N HAV RAJ KUMAR	RLCA1	29022000				GRANTED CEASED	ANAL1 ARUNA1 HIMA1 JK1 LAKDWP MIZO1 SIKKIM UP			Granted RLCA1 on posting to the Remote Locality Area.....(mention the specified area to which posted)

Certificates :

- 1) Certified that the PBORs to whom RLCA1 claimed in this DO II vide GOI MOD letter NO 1(26)/9/IV/D (Pay/Services) dated 29-02-2000 are serving at..... (indicate the specified Remote area and the name of the state to which posted) mentioned in Part-A of the Annexure to the GOI Min Finance OM No 3/1/98.II(B) dated 20-07-1998 and the terms and conditions for the grant of Allce specified therein in have been fulfilled.
- 2) Certified that the individual(s) for whom the RLCA1 claimed is/are neither in receipt of full field service concessions nor improved modified field concessions.

Note

- 1) This format with description “RLCA1” is for claiming the Allce on posting in Remote Locality Area mentioned in Part –A of the Annexure of GOI Min of Finance OM No 3/1/98-E.II (B) dated 20-07-1998.
- 2) Appropriate abbreviation of the Area to which posted is to be selected and indicated in Column 7(b).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
COMPENSATORY ALLOWANCE (REMOTE LOCALITY) ON POSTING TO REMOTE LOCALITY AREA WHERE NO FIELD CONCESSIONS ARE AVAILABLE (incorporated vide Amendment No.17 dated 29 Mar 2001)											
138	02345678N HAV RAJ KUMAR	RLCA2	29022000				GRANTED CEASED	ANAL2 ARUNA2 HIMA2 JK2 MIZO2 NAGLND TRIPU1			Granted RLCA2 on posting to the Remote Locality Area.....(mention the specified area to which posted)

Certificates :

- 1) Certified that the PBORs to whom RLCA2 claimed in this DO II are serving at..... (indicate the specified Remote area and the name of the state to which posted) mentined in Part-B of the Annexure to the GOI Min Finance OM No 3/1/98.II(B) dated 20-07-1998 and the terms and conditions for the grant of Allce specified therein in have been fulfilled.
- 2) Certified that the individual(s) for whom the RLCA2 claimed is/are neither in receipt of full field service concessions nor improved modified field concessions .

Note

- 1) This format with description "RLCA2" is for claiming the Allce on posting in Remote Locality Area mentioned in Part -B of the Annexure of GOI Min of Finance OM No 3/1/98-E.II (B) dated 20-07-1998.
- 2) Appropriate abbreviation of the Area to which posted is to be selected and indicated in Column 7(b).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
COMPENSATORY ALLOWANCE (REMOTE LOCALITY) ON POSTING TO REMOTE LOCALITY AREA WHERE NO FIELD CONCESSIONS ARE AVAILABLE (incorporated vide Amendment No.17 dated 29 Mar 2001)											
139	02345678N Hav Raj Kumar	RLCA3	29022000				GRANTED CEASED	HIMA3 JK3 MANI MIZO3 TRIPU2			Granted RLCA3 on posting to the Remote Locality Area.....(mention the specified area to which posted)

Certificates :

- 1) Certified that the PBORs to whom RLCA3 claimed in this DO II are serving at..... (indicate the specified Remote area and the name of the state to which posted) mentined in Part-C of the Annexure to the GOI Min Finance OM No 3/1/98.II(B) dated 20-07-1998 and the terms and conditions for the grant of Allce specified therein in have been fulfilled.
- 2) Certified that the individual(s) for whom the RLCA3 claimed is/are neither in receipt of full field service concessions nor improved modified field concessions .

Note :

- 1) This format with description "RLCA3" is for claiming the Allce on posting in Remote Locality Area mentioned in Part -C of the Annexure of GOI Min of Finance OM No 3/1/98-E.II (B) dated 20-07-1998.
- 2) Appropriate abbreviation of the Area to which posted is to be selected and indicated in Column 7(b).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
COMPENSATORY ALLOWANCE (REMOTE LOCALITY) ON POSTING TO REMOTE LOCALITY AREA WHERE NO FIELD CONCESSIONS ARE AVAILABLE (incorporated vide Amendment No.17 dated 29 Mar 2001)											
140	02345678N Hav Raj Kumar	RLCA4	29022000				GRANTED CEASED	ASMEGH HIMA4			Granted RLCA4 on posting to the Remote Locality Area.....(mention the specified area to which posted)

Certificates :

- 1) Certified that the PBORs to whom RLCA4 claimed in this DO II are serving at..... (indicate the specified Remote area and the name of the state to which posted) mentined in Part-D of the Annexure to the GOI Min Finance OM No 3/1/98.II(B) dated 20-07-1998 and the terms and conditions for the grant of Allce specified therein in have been fulfilled.
- 2) Certified that the individual(s) for whom the RLCA4 claimed is/are neither in receipt of full field service concessions nor improved modified field concessions .

Note :

- 1) This format with description "RLCA4" is for claiming the Allce on posting in Remote Locality Area mentioned in Part -D of the Annexure of GOI Min of Finance OM No 3/1/98-E.II (B) dated 20-07-1998.
- 2) Appropriate abbreviation of the Area to which posted is to be selected and indicated in Column 7(b).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
MUSTERING CUM PROMOTION (incorporated vide Amendment No.20 dated 26 Apr 2001)											
141	1055876M NK HC JENA	MSTJCO	01122000				NBSUB	GP-Y	NTECH		Granted promotion in the rank of NBSUB and remustered into NTECH category wef 01122000 with national seniority without effect on pay and allces wef 01042000.

Certified that : 1). The conditions of AI 84/68 have been complied with and the individuals passed requisite qualification as laid down in AI 39/66 and assumed appt of Nb Sub (N Tech) of Gp-Y.

2). The remustering is within the auth est.

NOTE :

- 1) The abbreviation prescribed for rank (NBSUB) to which promoted should be given in Column 7(a).
- 2) The category (NTECH) to which re-mustered to be given in Col.7 (c).
- 3) The Group of remustered category to be indicated in Col. 7 (b).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
COMPENSATORY HIGHLY ACTIVE FIELD AREA ALLOWANCE – GRANT/CESSATION (incorporated vide amendment No.21 dated 07.8.2001)											
142	02345678N Hav Raj Kumar	CHAFAA	01051999				GRANTED				Granted CHAFAA on entering Highly active field area wef 01-05-1999.
							CEASED				

Certificates :

- 1 Certified that the conditions specified in GOI MOD letter No 37269/AG/PS3(a)/90/D(Pay/services) dated 13-01-94 read in conjunction with GOI MOD letter No A/02584.AG/PS3(a)/97-S/D(Pay/Services) dated 25-01-64 and MOD letter No 1(26)/97.XX/D(Pay/Services) dated 29-02-2000 have been fulfilled for the grant of Compensatory Highly Active Field Area Allce to the PBORs for whom CHAFAA granted in this DOII.
2. Certified that this Unit with which the above PBORs are/were serving located in an area mentioned in Appendix to GOI MOD letter 8(3)/2000/D(Pay//Services) dt.24.5.2001 and the notification of entitlement of CHAFAA has been made with due regard to the period of entitlement notified byCorps Commander vide letter No..... dated(copy enclosed to PAO).
3. Certified that the cessation of CHAFAA either on expiry of period of entitlement or on leaving of the unit/PBOR from the entitlement area. wherever necessary has been notified in DOII.
4. The attached personnel have been attached for operational purposes to the unit/formations with in the qualifying area.
5. The individuals forming part of detachment are attached for operational purposes to the unit/formation loacted with in the qualifying area.
6. The DSC personnel for whom the allce claimed are employed with the unit/formations located with in the qualifying area.
7. The allce is not claimed for personnel of static Units/Formations eg. Military Farms, MES, Recruiting Offices, Training Centers Establishment, NCC Directorates and Units , unembodied TA Units and Recod Offcies.and similar establishments.

Note :

- 1) The word “CHAFAA” shown in col 3 stands for Compensatory Highly Active Field AREa Allce.
- 2) The words “Granted/Ceased “ to be indicated in Col 7(a) when the allce is granted or ceased respectively

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date To Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
					SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
AERONAUTICAL ALLCE – GRANT/CESSATION											
143	02345678N Sep Raj Kumar	AETECH	01032000	100.00			GRANTED				Granted AETECH wef 01-03-2000. Auth GOI MOD letter No. 1(26)/97 /XV/D (pay services dt 29-2-2000)
							CEASED				

Certificates :

- 1) Certified that the conditions specified in GOI MOD letter No 1(26)/97/XV/D(Pay/services) dated 29-02-2000 have been fulfilled for the grant of Aeronautical allce to the Aircraft Technicians to whom the same claimed in this DOII.
- 2) Certified that the Aircraft Technician(s) to whom the Aeronautical Allowance has/have been granted has/have successfully qualified in TETTRA/TTCU/MCF or equivalent courses in the Aviation wings of the Army.
- 3) Certified that the above named Aircraft Technicians are authorized to maintain or service aircraft and the related system.

Note

- 1) The word “AETECH” shown in col 3 stands for Aeronautical Allce.
- 2) The words “Granted/Ceased “ to be indicated in Col 7(a) when the allce is granted or ceased respectively.

(Incorporated vide Amendment No.23 dated 23 Oct 2001).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
AIR WORTHINESS CERTIFICATE ALLCE – GRANT/CESSATION											
144	02345678N Hav Raj Kumar	AIRWCA	01032000	150.00 75.00			GRANTED CEASED				Granted Air Worthiness Certificate allce wef 01-03-2000.

Certificates :

- (i). Certified that the conditions laid down in GOI MOD letter No 1(26)/97/XIV/D(Pay/services) dated 29-02-2000 have been fulfilled for the grant of Air Worthiness certificate allce to the specified categories of Aircraft technician.
- (ii). Certified that the above named aircraft technician(s) is/are authorized to sign Form 700 after having qualified in the Aircraft Type examination by the competent authority.
- (iii). Certified that above named aircraft technician(s) is/are in possession of necessary authorization for assuming independent charge of applicable Operating machinery.
- (iv). Certified that the Aircraft Technician have completed the requisite length of service for grant of Airworthiness Certificate Allowance.

Note :

- (i). The word "AIRWCA" shown in col 3 stands for Air Worthiness certificate allce.
- (ii). The words "Granted/Ceased" to be indicated in Col 7(a) when the allce is granted or ceased respectively.
- (iii). Airworthiness Certificate allowance is admissible at the following rates:-

Aviation trade	Aircraft technician(s) with service of 2 to 10 years	= Rs.75 p.m
Aviation trade	Aircraft technician(s) with service of more than 10 years	= Rs.150 p.m

(Incorporated vide Amendment No.23 dated 23 Oct 2001).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
FLIGHT CHARGE CERTIFICATE ALLCE – GRANT/CESSATION											
145	02345678N Hav Raj Kumar	FLCHCA	01032000	125.00			GRANTED CEASED				Granted Fight Charge Certificate allce wef 01-03-2000.

Certificate :-

- (i). Certified that the conditions specified in GOI MOD letter No 1(26)/97/XVI/D(Pay/services) dated 29-02-2000 have been fulfilled for the grant of Fight charge certificate allce to the PBORs.
- (ii). Certified that the above named personnel have successfully qualified in the prescribed technical examinations conducted by the competent technical Boards and they are in possession of current authorization for assuming independent overall charge of relevant operating Machinery.

Note :

- (i). The word “FLCHCA” shown in col 3 stands for Flight charge certificate allce.
- (ii). The words “Granted/Ceased “ to be indicated in Col 7(a) when the allce is granted or ceased respectively.
- (iii). Rates of Flight Charge Allowance

Nb Subedar - Higher rate of Rs.200/- p.m.
Havildar - Lower rate of Rs. 125/- p.m.

(Incorporated vide Amendment No.23 dated 23 Oct 2001).

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ISLAND SPECIAL (DUTY) ALLCE ON POSTING/REVERSION TO/FROM ANDAMAN AND NICOBAR AND LAKSHDWEEP – GRANT/CESSATION (AMENDMENT NO.26 DATED 21/27 NOV 2001)											
146	02345678N Hav Raj Kumar	ISLNDA	29022000				GRANTED CEASED	AREA-A AREA-B AREA-C			Granted Island allce on posting to(Mention the name of the Island and the specified area to which posted) wef 29-02-2000.

Certificates :

1. Certified that the PBORs to whom ISLNDA claimed in this DO II are serving at..... (indicate the specified area and the name of the Island to which posted) and the conditions for the grant have been fulfilled in terms of GOI MOD letter No. 1(26)/97/V/D (pay services) dated 29-2-2000, read with Min of Fin Dept of Expr OM No 12(I) 98-E .II (B) dated 17-07-1998 and O.M No 20022/2/88-E. II(B) dated 24-05-1989
2. Certified that during the period for which ISLNDA claimed, PBORs are not on leave /training beyond 15 days at a time and necessary cessation DO II will be published in that contingency...
3. Certified that during the period for which ISLNDA claimed, PBORs are not under detention/joining time.

Note :

1. If the area to which the PBORs posted is the capital town of Port Blair in Andaman & Nicobar Islands, Kavrathy and Agatti in Lakshdweep indicate “AREA-A” in Col 7(b).
2. If the Area of posting is classified “Difficult areas of Island” in Govt letters(classification shown in the Annexure enclosed), then indicate “Area-B” in col 7(b)
3. If the Area of posting is classified as “More difficult area of Island” in Govt letters, (classification shown in the Annexure), then indicate “AREA-C” in col 7(b).
4. The word “Granted/Ceased” will be indicated in Col 7(a), when the allce is granted/ceased respectively.
5. The classification of of Areas, where ISLNDA admissible and its rates are given in the annexure enclosed

Annexure

Classification areas in terms of Min of Fin of Dept Expr OM No 12(I) 98-II dated ,17-07-1998, where Island Special (Duty) Allowance, which is hereafter called ISLNDA is admissible and the corresponding rates and conditions are given below.

Name of Island	Capital towns classified as “AREA-A”, where 12.50% of Basic Pay admissible	Difficult areas, classified as “AREA-B”, where 20% of BP admissible	More difficult areas, classified as “AREA-C, where 25% of Basic Pay admissible
Andaman & Nicobar	Port Blair	North and Middle Andaman, South Andaman excluding Port Blair	Little Andaman, Nicobar group of Islands Narcondum Islands East Islands.
Lashadweep	Kavaratti and Agatti	All islands in Lakshadweep except Kavaratti, Agatti and Minicoy	Minicoy island.

Conditions for drawal

- 1 Not admissible during leave/training beyond 15 days at a time.
- 2 Not admissible during Detention/Joining time.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
HONOURS AND AWARDS FOR DSC PERSONNEL											
147	285799W HAV RATI RAM	AWARD	25022002	Rs.25/-			URSCM	<u>FIRST</u> SECOND			Awarded Unnat Raksha Suraksha Medal (with gratuity) Authy ----- ----- First/Second instalment of Gratuity

Certified that :

1. Havildar/Naik/Lance naik/Sepoy as the case may be, is/are eligible for 'URSCM' with a gratuity of Rs.50/- payable in two annual instalments of Rs.25/- each. He/they has/have fulfilled the conditions laid down in Rule 432 of Pay and Allowances (ORs) and AI 97/65 as amended.
2. He has rendered a minimum of seven years in DSC and fifteen years combined service in DSC and Armed Forces which counts for pension or gratuity.
3. He is free from conviction by a court martial.
4. He has not more than five red ink entries in his conduct sheet during his total service and no red ink entry within three years preceding the date of recommendation.

(Amendment No.33 dated 27 Oct 2003)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
HONOURS AND AWARDS FOR DSC PERSONNEL											
148	285799W HAV RATI RAM	AWARD	25022002				RSCM				Awarded Raksha Suraksha Corps medal

Certified that :

1. Havildar/Naik/Lance naik/Sepoy as the case may be , is/are eligible for 'RSCM' , He/they has/have fulfilled the conditions laid down in Rule 432 of Pay and Allowances (ORs) and AI 97/65 as amended.
2. He has rendered a minimum of seven years in DSC and fifteen years combined service in DSC and Armed Forces which counts for pension or gratuity.
3. He is free from conviction by a court martial.
4. He has not more than five red ink entries in his conduct sheet during his total service and no red ink entry within three years preceding the date of recommendation.
5. He has not received the URSCM and under transfer to the pension establishment .

(Amendment No.33 dated 27 Oct 2003)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ASSURED CAREER PROGRESSION SCHEME											
149	02445200N SEP RAJ KUMAR	ACP					NKSCALE				Granted First Financial upgradation to the pay scale of NK wef-----

Certified :

1. That the conditions and qualification criteria laid down in MOD letter No.14(1)/99-D(AG) dated 7th August 2003 have been fulfilled and the PBOR was found fit by the Screening Board for grant of first financial up-gradation under ACP Scheme .
2. That the financial up-gradation to the pay scale of Nk has been granted after completion of 10 years qualifying service.
3. That no regular promotion has been availed by the individual during the prescribed period of 10 years service .

Note :-

i) The ACP scheme is operational wef 07 Aug 2003

ii) The “From date” given in col.4 should be the date of grant of ACP. If the PBOR exercise option within one month of grant of ACP for fixation of his pay in the Pay scale of NK from the date of his next increment in the existing scale that date should be indicated as “to date” in col.4.

(Amendment No.34 dated 29 Dec 2003)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date	Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date		SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ASSURED CAREER PROGRESSION SCHEME											
150	02892128W NK/CLK AM GAZI	ACP					HAVSCALE				Granted Second Financial upgradation to the pay scale of Hav wef-----

Certified that :

- (i) That the conditions and qualification criteria laid down in MOD letter No.14(1)/99-D(AG) dated 7th August 2003 have been fulfilled and the PBOR was found fit by the Screening Board for grant of second financial up-gradation under ACP Scheme .
- (ii) That the individual has already completed 20 years of qualifying service, with/without promotion, the second financial upgradation to the pay scale of HAV, has been granted directly (as the case may be) .
- (iii) That the second financial up-gradation to the Pay Scale of HAV has been granted after completion of 20 years Qualifying service.

Or

After 10 years from the date of first financial up-gradation where it got postponed due to the personnel not found fit as per laid down criteria.

Note :-

- (i) The ACP scheme is operational wef 07 Aug 2003
- (ii) The “From date” given in col.4 should be the date of grant of ACP. If the PBOR exercise option within one month of grant of ACP for fixation of his pay in the Pay scale of HAV from the date of his next increment in the existing scale that date should be indicated as “to date” in col.4.

(Amendment No.34 dated 29 Dec 2003)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
TRANSFER ON DEPUTATION												
151	68934758N SEP SATPAL	TFRDEP	01042004 31032006				IMTRAT CGUARD ASSAM EMBASSY UNMISN BDDS*					Transferred to On Deputation as part of (Nature of Duty) SOS wef 1.4.04 SORS wef 1.4.04

- NOTE:
- (1) Deputation date as from and to date in Col 4.
 - (2) The word IMTRAT, CGUARD, ASSAM, EMBASY, UNMISN, BDDS is to be furnished in Col 7 (a) so as to indicate the agency to which the PBOR deputed on transfer such as Imtrat Bhutan, Coast Guard, Assam Rifles, Military Attachments to various Embassy High commission, UN Mission, Bomb Detection and Disposal Squadron respectively.
 - (3) The Authority for Transfer on deputation and "Nature of Duty" to be indicated in column 9 indicating the full Name of the organization to which Deputed.

(Amendment No.36 dated 14 Jan 2005)

*(Addendum dated 22 Jun 2006 to Amendment No.36 dated 14 Jan 2005)

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
REVERSION FROM DEPUTATION												

152	02156789M SEP MANUMAN	REVDEP	01052004				IMTRAT CGUARD ASSAM EMBASSY UNMISN BDDS*				Reverted from deputation with..... And TOS/TORS wef 1.5.04 Auth:
-----	-----------------------------	--------	----------	--	--	--	---	--	--	--	--

- NOTE:
- (1) Date of rejoining from Deputation will be given as from date in Col 4.
 - (2) The abbreviation IMTRAT, CGUARD, ASSAM, EMBASSY, UNMISN, BDDS representing the organization Imtrat Bhutan, Coast Guard, Assam Rifles, Military Attachments to various Embassy High commission, UN Mission, Bomb Detection and Disposal Squadron respectively from which PBORs reverted and joined back in Army will be indicted in Col 7 (a)..
 - (3) The compensatory Allowances admissible on reporting in Army Unit etc will be published separately as per the existing orders.

(Amendment No.36 dated 14 Jan 2005)

*(Addendum dated 22 Jun 2006 to Amendment No.36 dated 14 Jan 2005)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
HARD AREA ALLOWANCE												
153	02345678N HAV RAJ KUMAR	HAA	09092006				<u>GRANTED</u> CEASED					Granted HAA on posting to Nicobar Group of Islands wef _____ on posting to Hard Area and ceased to draw HAA wef _____ on leaving Hard Area.

Certificates:

- 1) Certified that the PBORs to whom HAA claimed in this DO II vide GOI MOD letter No.1(3)/2004/D(Pay/Services) dated 06.06.05 and serving at Nicobar group of Islands and the conditions for the grant have been fulfilled.

- NOTE:**
- 1) The grant/cessation of the allowance is to be indicated in col 7 (a) as GRANTED or CEASED respectively as the case may be and should be published separately.
 - 2) The above mentioned certificate should be furnished in support of the grant in the DO Part II Order.
 - 3) The personnel are entitled to draw only one Special Compensatory allowance, in places where more than one Special Compensatory Allowance is admissible such personnel have the option to claim one Special Compensatory Allowance which benefits them most..
 - 4) Island Duty Allowance may be drawn additionally with HAA subject to the fulfillment of conditions prescribed in the orders issued by MOF from time to time.

(Amendment No.39 dated 27 Jun 2006)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	From Date		Amt/ Rate	Period		Other Allowances details			Reference DO II No	Remarks
			To Date			SRA	NRA	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
SFF ALLOWANCE (incorporated vide Amendment no 41 dated 10 Jan 2007).												
154	JC-151085P Nb Sub R S Chambiyal	SSA	11052006				<u>GRANTED</u> CEASED					

NOTE

Mention "Granted/Ceased" according to the allowance to be granted or stopped in col. 7 (a).

Certified that:

The individual has been taken on deputation to SFF. He is entitled to draw Special Security Allowance @ 15% of the Basic Pay and Dearness Pay as per Cabinet Secretariat Order No.23/14/2006-EA-III-2467 dated 14.06.06 and corrigendum dated 20.06.06.

SPECIMEN PART II ORDERS

Group : 1B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

SL No.	Army Number RANK & Name	Description	OC/CM	From Date To Date	Period		Other Allowances details			Reference DO II NO	Remarks
					Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ARREST BY CIVIL POLICE											
001a	06592345X NK RAMU	ARREST					25%	29052001	31032003	05/001/2001	Arrested by Civil Police at Pune and placed under custody for investigation and trial for an offence under IPC 381-Theft SORS 10/5/93 Release of 75% pay and allowance and withholding 25% pending result of trial as directed by _____ (Designation of the Officer) under AA Sec 93.
001b	07935684K SEP KHAN	ARREST		25041993							Handed over to Civil Police at Nagar for investigation and trial for an offence under IPC Sec.420. Cheating and dishonesty including delivery of property SORS 25/04/1993

Note:

- 2) The period of custody for which pay and allowances are to be given in Col.7(b) and 7 (c)
- 3) Percentage of pay and allowances withheld to be indicated in Col.7(a)

(Amendment No.37 dated 13.06.2005)

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/ CM	From Date		Period		Other Allowances details			Reference DO II NO	Remarks
				To Date		Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
RELEASE ON BAIL												
002	06892343M NK SINDU RAM			14041993			100%	01031993	14041993	1/009/0018/1993	Released on Bail from Civil custody (Central Jail, Hyderabad) 16.0493 TORS 01/03/93 To 14/04/93 Pay and allowances (wholly or partly as applicable) with held pending result of trial as directed by (Designation of officer) Under AA Sec(93) Handed over to Civil Police at Nagar for investigation and trial for an offence under IPC Sec.420. Cheating and dishonesty including delivery of property. SORS 25/04/1993	

NOTE :

- 1) Reference Part II Order notifying arrest by Civil Police must be given in Col.8.
- 2) The period of custody for which Pay and Allowance are withheld must be given in Col 7(b) and 7(c).
- 3) Percentage of pay with held to be indicated in Col 7(a)

SL No.	Army Number RANK & Name	Description	OC/ CM	From Date To Date	Period		Other Allowances details			Reference DO II NO	Remarks
					Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CLOSE ARREST/CONFINEMENT(AWAITING TRIAL) (Amendment No.42 dated 10 Jan 2007)											
003a	01229326K NK (ORA) BANGUL RAM	CLOSAR/ CONFIN		10032006						0/008/001/2006	Taken from Civil Police Pune and placed under close arrest/confinemnt for investigation and trial for an offence under Section of IPC and dated underwhich the offence is committee. (Period under Civil custodyPlaced under close arrest from 10/2/06 to 09./03/2006 (28 Days)

NOTE:

- 1) From date of close arrest and condinement is to be given in Col.5.
- 2) If the confinement is followed by arrest by Civil Police, the notification be made using the format at Sl.No.001b above, indicating from date and to date therein.
- 3) For persons below NCO rank 'Close Arrest' is the same thing as "Confinement" and will forfeit Pay & Allces for every day of close arrest vide Note given below Rule 51 (f) Pay & Allce Regulations.
- 4) JCOs and NCOs under close arrenst but not in confinement will incur no forfeiture of Pay & Allowances vide Note given below Rule 51 (f) Pay and Allowances regulations.
- 5) Reference Part II Order notifying the arrest must be given in Col.8.

6) Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/ CM	From Date	Period		Other Allowances details			Reference DO II NO	Remarks
				To Date	Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
003b	03325234L SEP PREM	CONFIN		15041993						1/023/0088/1993	Taken over from Civil Police Pune and placed under close arrest pending trial for an offence under IPC Sec 378- Theft. 15.04.93 TORS.Period under Civil Custody -01/04/93 to 14.04.93 (14 days)

Note :

- 1) If the confinement is followed by the Arrest of the PBOR by Civil Police the notification of Arrest and Custody should be made using the format at Serial No.1 above indicating the from date and to date therein.
- 2) Reference Part II Order notifying the arrest and civil custody must be given in Col.8

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
004	03325234L SEP PREM	CONFIN		15041993						1/023/0088/1993	Taken over from Civil Police Pune and placed under close arrest pending trial for an offence under IPC Sec 378- Theft. 15.04.93 TORS.Period under Civil Custody -01/04/93 to 14.04.93 (14 days)

Note :

- 1) If the confinement is followed by the Arrest of the PBOR by Civil Police the notification of Arrest and Custody should be made using the format at Serial No.1 above indicating the from date and to date therein.
- 2) Reference Part II Order notifying the arrest and civil custody must be given in Col.8

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/ CM	From Date To Date	Period		Other Allowances details			Reference DO II NO	Remarks
					Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
ACQUITTAL BY CIVIL COURT											
005	01243867 PA NK SWARUP SINGH	ACQUIT		01071993						0/005/0176/1993	Tried by Sessions Court Jalandhar for Civil offence committed on 14/05/1993 at Jalandhar under IPC 307 (Attempt to Murder). Finding – Not Guilty. Acquitted by –Session Judge, Jalandhar. (Pay & Allowance for the period of custody restored). (Copy of judgement attached for records).

Note :

- 1) The date in Col.5 indicates date of acquittal.
- 2) The reference Part II Order in Col.8 relates to the notification of arrest and custody by civil notice for the offence from which acquitted

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CONFINEMENT TO LINES											
006	01156987H SNR SREERAM	LINES	OC	01031998 07031998		07				1/123/4524/1993	(Black ink) Awarded 7 days confinement to lines by Maj A.K. Singh OC 22/9 Fd. Regt for an offence under AA Sec 39(b)- over staying leave. Absence 01/03/93 Field. Period in custody awaiting trial- Nil. AB – 64 Entry No.36. Date of Award:.....

- Note :
- 1) The period of confinement to lines ordered is to be given under Col 6.
 - 2) Reference DO II in which the offence notified should be given in Col.8.
 - 3) From date and to date of the confinement to be indicated in col.5.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/CM	From Date	Period		Other Allowances details			Reference DO II NO	Remarks
				To Date	Mths	Days					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
DETENTION IN MILITARY CUSTODY											
007	01435700K SEP RAJ KUMAR	DETMIL	OC	01091993 10101993	01	10				1/123/0120/1993	Tried by:..... Place of offence:..... Date of offence:..... AA Section:..... Brief particulars of Offence :..... Awarded by :..... Date of Award:.....

Note : Reference DO II in which offence notified to be given in column 8

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
IMPRISONMENT IN MILITARY CUSTODY											
08	07288412H SEP RAJ KANNA	MILRI	OC/CM	01061998 28061998		28				1/002/0023/1993	Tried by :..... Place of Trial:..... Place of offence..... Date of offence..... AA Section:..... Brief particulars of offence Awarded by :..... Sentence:..... Period of Mil. Custody AB 64 Ser.No.7 & Date : (..... att. For Records

- Note :
- 1) Reference DO II in which the offence notified for which the RI is awarded to be given in column 8.
 - 2) Duration of RI to be indicated in column 6 as months/days as the case may be.
 - 3) From date and To date of RI period to be indicated in col.5.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/ CM	From Date		Period		Other Allowances details			Reference DO II NO	Remarks
				To Date		Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
IMPRISONMENT IN CIVIL CUSTODY												
009	06792589H SEP RAJ KUMAR	CVLRI	OC/ CM	01061993	03					1/002/0026/93	Tried by : Place of Trial : Place of offence AA Section Brief particulars of offence Awarded by Sentence Dismissal from Service on 01/6/1993 Period of close arrest/confinement 25/05/1993 to 31/05/1993.AB-64 entry No.46, Dt.01.06.1993 promulgated	

- Note : 1) Reference DO II in which the Arrest/Confinement/offence notified to be given in column 8.
 2) Duration of RI in months/days to be indicated in column 6
 3) The dismissal from service in consequence to the RI to be notified using the description "DISMIS" as per the specimen format given at serial No.020 of Gp IA.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
DEPRIVED OF APPOINTMENT												
010	06792589H SEP RAJ KUMAR	DEPAPT	OC	04011993			LHAV			1/002/0026/1993	Tried by : Place of offence AA Section Brief particulars of offence Awarded by:	

- Note : 1) The appointment which is deprived must be shown in Col 7(a).
 2) Reference DO II in which the offence notified to be given in Column 8

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/ CM	From Date		Period		Other Allowances details			Reference DO II NO	Remarks
				To Date		Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9	
FINES												
011	01228264A SEP DHANI RAM	FINE	OC	01071990		07				1/023/840/1993	Fined 7 days pay by Lt.Col.T.S.Prakash OC 27 AD REGT for an offence under Sec-63- an act of prejudicial to good orders and Military discipline. Date & place of offence - 25/06/93, Jamnagar. Period of custody awaiting trail Nil AB-64 entry No.33	

Note :

- 1) Number of days for which Fine awarded as a punishment to be given in column 6.
- 2) From date and To date of the Fine period awarded to be indicated in column 5.
- 3) Reference DO II in which offence notified to be given in Col.8

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
012	01242426K NK DHANI RAM	PEDEDN	OC	01121997			500			1/004/0023/97	Awarded Rs.500 as penal deduction to be recovered from IRLA to make good Loss/Damage/Destruction of public/Regimental property. Place of offence Date of offence : AA Section Brief particulars of offence Period under custody Awarded by

- Note :
- 1) The amount to be deducted as penal deduction must be shown in Col 7(a).
 - 2) Reference DO II , in which the offence notified, based on which Penal Deduction awarded should be given in column No.8.
 - 3) Date of award of penal deduction will be given in column No.5 as from date.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/CM	From Date	Period		Other Allowances details			Reference DO II NO	Remarks
				To Date	Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REDUCTION OF PUNISHMENT											
013	07000232 NK BEANT SINGH	REDUCE	OC	01121997			MILRI	28 days	14 days	1/023/084/97	28 days RI in Mil custody reduced to 14 days by OC 404 INF Tps Wing

Note : 1) The original sentence description and the reduced sentence days are to be given under Col.7(a) and 7(b) and 7(c) respectively.
2) From date in column will be the from date of the original punishment.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REDUCED TO RANKS											
014	01553468L PAHAV N.S.RAMULU	RANKS	OC	07081993						1/023/0040/93	(Red ink) Reduced to Sepoy Rank bt Lt. Col RP Singh OC 63 Engr.Regt. for an offence under AA Sec 64(b) – Accepting Gratification. Date of place of offence 06/08/93, Bangalore.

Note : 1) Reference DO II notifying the offence to be given in Col.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REDUCTION TO LOWER RANK											
015	014356334W N.P.ASHOK	LORANK	OC/CM	04091993			SEP	FORGSP	ALL	1/004/0253/93	Tried by Place of offence Date of offence AA Section Brief particulars of offence Awarded by

Note : 1) The Rank to which reduced must be given in Col.7(a).
2) Reference DO II notifying the offence to be given in Column No.8.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/ CM	From Date	Period		Other Allowances details			Reference DO II NO	Remarks
				To Date	Mths	Days					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REDUCTION TO LOWER CLASS											
016	01435707P SEP DINESH	LOCLAS	OC	01091998			GP-Y	CL-3		1/001/0014/93	Tried by Place of offence Date of offence AA Section Brief particulars of offence Awarded by

- Note : 1) The Pay group and class to which reduced must be given in Col 7(a) and 7(b).
2) Reference DO II notifying the offence to be given in column No.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
STOPPAGE OF INCREMENT											
017	01435707P SEP N.SINGH	STOPIN	OC/ CM	01091993 31081994		12	CUM NONCUM			1/001/0014/1993	Tried by Place of offence Date of offence AA Section Brief particulars of offence Awarded by

- Note :
1) The period for which increment is withheld must be indicated either in Col 5 (From Date & To Date) or from date in Col 5 and period in Col 6.
2) If increment is withheld with cumulative effect, the words "CUM" must be given in Col 7(a), Otherwise "NONCUM" must be given in Col 7(a).
3) Reference DO II notifying the offence to be given in col.8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
FORFEITURE OF SERVICE											
018	06892438K NK SINDHU RAM	SERFIT	CM	01111995 31101997	24		PEN	15101995	01111995		Tried by Place of offence Date of offence Place of offence Tried by SCM/CM, Finding – Guilty Sentence – To forfeit Two yrs service for pension. Period of close arrest -From 15.10.95 to 01.11.95

Note : 1) The period of service forfeited is indicated in Col.5. The words “PEN” in col 7(a) indicates forfeiture of Service for Pension, Number of months, days for which service forfeited to be given in column 6.

2) Reference DO II notifying the offence to be given in column No.8

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/CM	From Date	Period		Other Allowances details			Reference DO II NO	Remarks
				To Date	Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
RESTORATION OF FORFEITEDSERVICE											
019	01436545L SEP R.SINGH	RESTOR		01091993 10101993	01	10	PEN	GRTY		1/027/3331993 (Notifying desertion)	Certified that the individual completed a period of three years service with exemplary conduct without any red ink entry. Auth : PAO(OR) Letter No

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REMISSION OF PUNISHMENT & REINSTATEMENT											
020	01445687L SEP P.D.DAL	REINST		01091993			100% 50%			1/001/0014/1993	Sentence of dismissal awarded by CM cancelled. Reinstated in service w.e.f.1/9/93. Awarded 100%/50% of pay and allowances for the period between date of dismissal and date of reinstatement to be credited in the IRLA

Note :

- 1) The rate of Pay and Allowance allowed for the interim period between dismissal and reinstatement is to be Given in Col.7(a).
- 2) Reference Part II Order in Col.8 refers to dismissal occurrence

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/ CM	From Date	Period		Other Allowances details			Reference DO II NO	Remarks
				To Date	Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REMISSION AND COMMUTATION											
021	01381418 NK SARDAR SINGH	REMT		26071993 31081993		37				1/001/0014/1993	Remitted 37 days of unexpired portion of sentence by Comdr.Andhra Sub Area. Promulgated on 26/07/1993. Copy of Minute of remission Attached for Records.

Note :

- 1) Period of punishment remitted to be indicated in Col.5.
- 2) Reference part II Order notifying the original sentence must be given in Col.8.
- 3) Description of the original punishment to be given in col.7(a).

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
021b	JC 003008 N/SUB DHIR CHAND	REMIT		16011993	24		SEVREP	SERFIT	PEN	1/001/0014/1993	Sentence of Dismissal awarded by SCM on 17.12.1993 commuted by M&G Area to Severe Reprimand and forfeiture of 2 years of service for pension. Copy of minutes of communication attached for Records.

- Note : 1) Col 7(a) refers to the commuted punishment viz. Severe reprimand (SEVREP) Col.7(a) forfeiture of Service (SERFIT) Col.7(b) for Pension (PEN) Col.7(c).
The period of service forfeited is indicated In Col.6.
- 2) Part II Order notifying the original award is given under Col.8.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/CM	From Date	Period		Other Allowances details			Reference DO II NO	Remarks
				To Date	Mths	Days					
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REPRIMAND/SEVERE REPRIMAND											
022	01435687Y NK SREE RAM	REP/ SEVREP	OC	01091993						1/001/0014/1993	Tried by : Place of offence: Date of offence : AA Section: Brief particulars of offence, period under custody. Awarded by etc.

Note : 1) Reference DO II notifying the offence to be indicated in column 8.

1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
CANCELLATION OF PART II ORDER NOTIFIED IN GP IB (incorporated vide Amendment No.15 dated 19 Feb 2001)											
023	02345678N SEP RAJKUMAR	CANCEL		01122000			FINE			1/001/005/2000	

Note :

- 1) From Date of the Cancel occurrence to be shown in Col.5 will be from Date of the original Occurrence being cancelled .
- 2) Description and reference Part II Order of the original occurrence which is being cancelled should be given in Col.7(a) and Col.8 respectively.
- 3) The part II order cancelled by units with reference to the observation of the PAO should be supported by the memo reference number and date of the PAO in remark Column.
- 4) Cancellation of Personal Occurrences already notified in Part II orders should be carried out invariably through medium of Part II orders under the group and heading to which the original occurrence pertains.
- 5) Re-publication, consequent on the cancellation, if found necessary, then both are to be published under the same group and heading appropriate to the personnel occurrences concerned, in the order of cancellation first and republication against the next item no in the same Part II Order.

Unit _____ Part II Order No. _____ Dated _____ Continuation Sheet No. _____

SL No.	Army Number RANK & Name	Description	OC/CM	From Date	Period		Other Allowances details			Reference DO II NO	Remarks
				To Date	Mths	Days	7(a)	7(b)	7(c)		
1	2	3	4	5	6(a)	6(b)	7(a)	7(b)	7(c)	8	9
REVIEW OF SUMMARY PUNISHMENT AWARDED UNDER ARMY ACT SECTION 80 (Amendment No.27 dated 28 Mar 2002)											
024	6486837 A SEP/ASH PURAN SINGH	SETASD		20042000		28	MILRI			0/161/0028/2000	28 days RI awarded by CO 4 Trg BN (MT) ASC Centre and College set-aside by OIC Records on 20 Apr 2001 being wholly illegal ,unjust or excess under the provisions of Para 442 of Regulations for the Army 1987 and AO 109/80. Ink signed review orders att for Records and PAO(OR).

Note :

- (a) Description of Summary punishment awarded which has been set-aside now will be mentioned in column 7(a)
- (b) Reference Part II Order No of the punishment awarded which has been set aside now will be shown in column 8.
- (c) Original Part II Order under which Punishment has been awarded will not be cancelled if set aside is notified subsequently.
- (d) Description "SETASD" stands for setting aside of a punishment awarded earlier.
- (e) The date of setting aside to be shown in Col.5 will be the date of original punishment.
- (f) Number of days of original punishment which has been set aside will be shown in Col.6.

SPECIMEN PART II ORDERS

Group : 1C	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No	Army No	Rank/ Cat	Name of PBOR Fathers Name	Date of Enrolment	Terms of engagement	Age in years	Date of birth	Date of Arrival (TORS) wef	Advance Paid by BRO	Cat Entry	Class (Caste)	DA No. of Days Hrs	Civ. Edn. qualification	BRO	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
ENROLMENT IN ARMY (Incorporated vide Amendment No.43 dated 16 Jan 2007)															
001	14489387 X	RECT	V.D.GHODE DEO RAO GHODE	25092006	17/42	17 ½ - 21	11081988	30092006	65/-	SOLGD	H/RAJ	1/20	MATRIC	JABALPUR	Dep: ARR:
001a	14489388 K	RECT	PRITAM DAS BALI DAS	25092006	20/48	17 ½ - 23	11081988	30092006	90/-	SOLTE C	H/ JAT	1/18	10+2	MEERUT	Dep: Arr:
001b	14489389 N	RECT	RAMSINGH SREE SINGH	25092006	20/48	17 ½ - 23	11081988	30092006	45/-	SOLNA SS	H/RAJ	1/16	10+2	JAIPUR	Dep: Arr:
001c	14489390 N	RECT	NARESH SINGH SREE SANTH	25092006	20/48	17 ½ - 23	11081988	30092006	65/-	SOLCL K/ SKT	H/JAT	1/20	10+2	AMBALA	Dep: Arr:
001d	14489390 M	RECT	SARDAR SINGH DHIR CHAND	25092006	20/48	17 ½ - 23	11081988	30092006	90/-	SOLTD N	SIKH/J AT	1/18	IX	LUCKNOW	Dep: Arr:
001e	144893911	RECT	TAJANE PRASANT G TAJANE GV	25092006	20/48	20-25	11081988	30092006	65/-	HAVC LK	H/MAH	1/16	BA	PUNE	Dep: Arr:
001f	14489392 A	RECT	TAJANE KIRAN G TAJANE GV	25092006	20/48	20-25	11081988	30092006	90/-	HAVE DN	H/MAH	1/20	PG/TG with B.Ed.	PUNE	Dep: Arr:

001 g	14489393 K	RECT CLK (GD)	RS SINGH GOPAL SINGH	15052004	17/40	20	17041986	17052004	65/-	SPHV- Y/ SPHV- Z	H/RAJ	1/18	10 TH	JABALPUR	Dep: Arr:
-------	---------------	---------------------	----------------------------	----------	-------	----	----------	----------	------	---------------------------	-------	------	------------------	----------	--------------

Certificate :

- 1) The above mentioned Recruits reported to this centre on the dates shown against each, having been enrolled by the various BRO under provisions of AI 10/S/71 and Recruiting Regulation for peace 1960 as amended and provisions contained in GOI Min of Def letter No.8 (120)/83/D(AG) dated 20.6.64 and HQrs AG's Branch letter No.B/07847/Org (MP) © dated 12.1.84.
- 2) Certified that the condition laid down in AI 124/63 and 28/90 as amended from time to time for the grant of DA have been fulfilled.

NOTE :

- 1) Directly enrolled Hav Recruits will be enrolled in lowest grade fro the trade concerned and will draw the pay of that trade till they qualify for higher grade.
- 2) Number of days and Hours for which Daily Allowance is granted has to beshown in Col No.13.
- 3) Date and Time departure from BRO and date and time of arrival at Training Centre has to be shown in Col.16.
- 4) City Compensatory Allowance where ever due to be claimed using the specimen format given at serial No. GP-IA on Mustering /Attestation of the individual with retrospective effect.

SPECIMEN PART II ORDERS

Group : 1C	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

SI No	Army No	Rank/Cat	Name of PBOR Fathers Name	Date of Enrolment	Terms of engagement	Age in years	Date of birth	Date of Arrival (TORS) wef	Advance Paid by BRO	Cat Entry	Class (Caste)	DA No. of Days Hrs	Civ. Edn. qualification	BRO	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
CHANGE OF NAME															
002	06606578M	LNK	SAT PAL SINGH RAMESH CHAND	30041997											Name changed to RAMESH CHAND Sanction by OC att. For Records

NOTE : 1) The present name and the changed name are given below one another Col.4. While the effective date is given under Col.5.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
CHANGE OF RELIGION															
003	04494997K	HAV	NM PILLAI	14121997							Christian (RC)				Changed religion voluntarily to Christianity (Roman Catholic) Sanction by OC att for Records

NOTE : 1) The Religion changed into is given under Col.14 and the effective date is given under Col.5.

SPECIMEN PART II ORDERS

Group : 1C	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

SI No	Army No	Rank/ Cat	Name of PBOR Fathers Name	Date of Enrol- ment	Terms of engage- ment	Age in years	Date of birth	Date of Arrival (TORS) wef	Advanc e Paid by BRO	Cat Entry	Class (Caste	DA No. of Days Hrs	Civ. Edn.q ualific ation	BRO	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
DATE OF BIRTH MODIFICATION															
004	06325687Y	LNK	S.KRISHNAN	14121997			15071962				Christian (RC)				Date of Birth modified to 15071962 Auth:-----

NOTE : 1) Revised Date of Birth should be given under Col.5.

SPECIMEN PART II ORDERS

Group : 1C	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

SI No	Army No	Rank/ Cat	Name of PBOR Fathers Name	Date of Enrol-ment	Terms of engagem-ent	Age in years	Date of birth	Date of Arrival (TORS) wef	CCA code	DA No of Days	Cat Entry	Class Caste	Mil/Civ. Edn.qualif ication	Willingness of PBOto Count former Service	Monthl y rate of provisi onal Recove ry of gratuity	BRO	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
STRENGTH INCREASE: RE-ENROLMENT IN DSC (incorporated vide Amendment No.32 dated 29.8.2003/01.9.2003)																	
005a	13876803 P	SEP/ OR CLK GD	AMAR .SINGH ----- GOPAL SINGH	01072002	10/5	44	12061958	03072002	CCB-2	03	DSC-Y	Hind u/Ra jput	10 th	Yes/NO	RS 500/-	ALMO-RA	Dep 01072002 (0300 hrs) Arr 03072002 (2300hrs)

Certificate :

- 1) The above mentioned Recruits reported to this centre on the dates shown against each, having been enrolled by the various BRO under provisions under provisions of AI 10/S/71 and under provisions of AI 10/S/71 and Recruiting Regulations for peace 1960 as amended.
- 2) Certified that the conditions laid down in AI 124/63 and 28/90 as amended from time to time for the grant of DA have been fulfilled.
- 3) Certified that the provisional recovery of gratuity as shown under Col No 16 has been calculated approximately to enforce provisional recovery of gratuity By PAO(ORs) DSC in terms of CDA Chennai letter No AT/4089/ CFS/DSC dated 30 May 2002.

NOTE :

- 1) The rank in which re-enrolment taken place to be indicated in Col -3
- 2) Name of the PBOR and Name of Father to be indicated in Col- 4
- 3) Number of Days and Hours for which Daily Allowance is granted has to be shown in ColNo.11.
- 4) Date and Time of departure from BRO and date and time of arrival at Training Centre has to be shown in Col.18.
- 5) In Col No 12 Entry description will be DSC-Y for Clerical cadre and DSC-Z for General Duty cadreFor re-enrolment in Sepoy Rank
- 6) The entry description for re-enrolment in JCOs rank to be indicated in Col-12
 For NSUB in GP-Y NSUB-Y
 For NSUB in GP-Z NSUB-Z
 For SUBEDAR in GP-Y SUB-Y
 For SUBEDAR in GP-Z SUB-Z
 For SUBMAJ in GP-Y SMAJ-Y
 For SUBMAJ in GP-Z SMAJ-Z
- 7) City Compensatory Allowance where ever due to be claimed using the specimen format given at serial No. 109 GP-IA .
- 8) Provisional recovery of gratuity at Col-16 is required to be indicated only if the individual is willing to count his former service as per at Col-15. Otherwise Col-16 is to be left blank.

SPECIMEN PART II ORDERS

Group : II-A	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
001	28548980Y NK J SINGH	MARRY	13031998		Married to Kamala D/o Shiv Singh at Rewari according to Hindu rites. Date of Birth of wife Address Declaration attached to Records.
002	28548980Y NK J SINGH	CHNOK	13031998		Next of Kin Changed to wife Kamala.Nomination form attached to Records
003	28548980Y NK J SINGH	NOKFP	13031998		NOK For Family Pension Changed to his wife Kamala. Nomination form attached to Records.
004	28548980Y NK J SiNGH	NOKEST	13031998		NOK for Heir to estate changed to his wife Kamala.Nomination form attached to Records.
005	28548980Y NK J SINGH	NOKSFP	13031998		NOK for Special Family Pension Changed to his wife Kamala. Nomination form attached to Records
006	13737437M HAV TIKKU	CLDDIS	01011994		.(Name of the Child) declared physically handicapped /mentally retarded (as the case may be) due to(Diagnosis) by(Name & Place of Hospital) on (Date). The Certificate signed by (Name of Doctor) is attached in original for Records.

NOTE :

- 1) Date on which Doctor declared him/her as handicapped should be shown in Col.4.
- 2) The reference Part II Order under which the birth of son/daughter was published should be given in Col.5.

SPECIMEN PART II ORDERS

Group : II-A	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

SI No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
007	01298764M NK S RAM	DIVORC	14021994		Granted decree of divorce for dissolution of marriage with Smt Kulwant Kaur without maintenance/with maintenance. Auth : SDM Delhi High Court Decree No..... Dated in suit No..... Datedattached in original for Records.

NOTE : 1) In case if father is the NOK then also necessary Part II Order to be published on the Above lines.
2) Similar occurrence to be published for NOK to AGI and AFPPF also.

1	2	3	4	5	6
008	35698723K HAV RAM LAL	ADOPT	10011993		a)Executed a deed to adoption onon adopting (name of child) of..... Under law. b) Date of adoption : c) Place of adoption : d) Date of Birth of Child : e) Name of person who gave the child for adoption and how related to the person adopted f) Copy of adoption deed enclosed or particulars vide para 23 of Appendix B to this SAO

SPECIMEN PART II ORDERS

Group : II-A	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
009	23879236H HAV K.SINGH	WILL	13051993		Will as per AO 4/91 changed to wife Kamla Will attached to Records.

1	2	3	4	5	6
INCLUSION OF NAME OF SON/DAUGHTER/BROTHER/SISTER BIRTH					
010	28548680Y HAV JAGAT SINGH	BIRTH	14101998		Son/Daughter "Name ..." Born to his wife Smt. At Government Hospital Alwar, Rajasthan, Birth certificate/declaration attached to records.

Note : 1) Occurrence for naming the child on subsequent days will be notified under this

1	2	3	4	5	6
010a	28548680Y HAV JAGAT SINGH	BIRTH	14101998		Brother/Sister "Name born to mother Smt. At Vill..... Dist Birth certificate from Registrar birth & Death/Gram Pradhan duly authenticated by Secretary Zila Sainok Board attached for Records.
011	28639785L HAV K.SINGH	DEMISE	23111993		Father Amar Singh died, Declaration attached to Records
012	28647950X HAV MURLI LAL	NOK	25111993		On Death of Wife her Estate and pension changed to Babu Lal, Son.

SPECIMEN PART II ORDERS

Group : II-A	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
ELOPTION OF WIFE NON-EFFECTIVE PERSONNEL					
013	5041173B Ex NK N.B.RANA	ELOP	11041998		Smt "Man Maya"(Wife) eloped in Nepal on 11 Apr 98. Declaration certificate rendered by individual and CDO Palpa letter No. 2054/2055 dt.2054-12-15(BS) are kept with sheet roll of individual
NOMINATIONS (incorporated vide Amendment No.2 dated 03 Mar 2000)					
014	28548980Y NK J.SINGH	AFPPF	10031998		NOK for AFPPF changed to his wife Kamala Nomination form attached for Records
015	28548980Y NK J.SINGH	DCRG	13031998		NOK for DCRG changed to his wife Kamala. Nomination form attached for Records.
016	28548980Y NK J.Singh	AGI	13031998		NOK for AGI changed to his wife Kamala Nomination form attached for Records

SPECIMEN PART II ORDERS

Group : II-A	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
CANCELLATION OF PART II ORDER NOTIFIED IN GP IIA (incorporated vide Amendment No.15 dated 19 Feb 2001)					
017	0256976K NK J SINGH	CANCEL	05122000	NOKFP	1/009/023/2000

NOTE :

- 1) Date of the cancel occurrence to be shown in Col.4 will be date of the original occurrence being cancelled.
- 2) Description and reference Part II Order of the original occurrence which is being cancelled should be given in Col.5 and 6 respectively.
- 3) Cancellation of Personal Occurrences already notified in Part II Orders should be carried out invariably through medium of Part II Orders under the group and heading to which the original occurrence pertains.
- 4) Re-publication, consequent on the cancellation, if found necessary, then both are to be published under the same group and heading appropriate to the personnel occurrences concerned, in the order of cancellation first and republication against the next item no in the same Part II Order.

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
CHANGE OF GENDER (incorporated vide Amendment No.45 dated 18 Jul 2007 & 24 Jul 2007)					
018	25258030K NK RADHEY SHYAM	CHGD	02072007	NOKFP	Son/Daughter named born to Smt on Gender changed from To and renamed as (Medical report and declaration from individual duly countersigned by OC Unit attached to Record Office only).

Certified that :-

- (a) Part II Order regarding date of birth published vide _____ (name of unit) Part II Order No. _____ dated _____.
- (b) No change in date of birth published earlier.

(c) SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
APPOINTMENT NOT INVOLVING FINANCIAL					
001	JC 102128A SUB RAM SINGH	APPT	10011993		Appointment Sub Adjt.
ATTACHMENT					
002	02846923K HAV ROOP SINGH	ATTACH	30121993		Attached to 1 Raj. Bn. NCC for (Purpose and period) SORS wef.....

NOTE : 1) All type of attachments irrespective of the purpose will be notified under this

1	2	3	4	5	6
CESSATION OF ATTACHMENT					
003	14285001A SEP POORAN CHAND	CESATT	30121993		Ref . Part II Order No..... Attachment ceased wef.30.12.93 with 1 Raj Bn.NCC and TORS wef.

Note : 1 . Attachment Part II Order is to be given as a reference Part II Order in column No.6

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
BLOOD DONATION					
004	02880125N RFN.A. SINGH	BLDDON	15011993		Donated Blood at AFTC Cantt-10 and his Blood Gp-'O'
CHANGE OF PERMANENT ADDRESS					
005	02874243N NK DEVI RAM	CHADD	10101993		Home Address Changed to :- Village : P.O. : Teh : Dist : Telegraph Office: State : Distance From Home Nearest Rly Stn : Auth :
COURSE ATTENDED/ PASSED					
006(a)	01567284A RECT VIJAY SINGH	BFC	25011993		Passed Basic Foundation Course held at From To Auth.
006(b)	01561328K SEP PREM SINGH	PFCI	30051993		Passed Promotion Foundation Course (PFC-I) held AtFrom..... To..... Auth(Name of Foundation) Routine Order No.....Dated.....

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
COURSE ATTENDED/ PASSED					
006(c)	01560021N Rect VIJAY SINGH	PFCII	01061994		Passed Basic Foundation Course held at..... From To Auth.
006d	02865456H HAV NARAYAN	COURSE	<u>27121993</u> 25011994		

Note : 1. All type of courses except Para Refresher Course will be notified under this.

1	2	3	4	5	6
007	02698745Y NK RAMESH	CADRE	09011993		Passed promotion cadre for Havildar
008	03694587L Rfn.H.SINGH	EDNQL	10041993		Passed Matric II Div. Rajasthan Secondary Education Board with Mathematics, English etc. Roll No..... Certified true copy of the certificate attached for Records.

Note : 1. All Civil and Military qualifications including Map reading. Technical Trade passing will be notified under this and supporting documents will be attached to records as applicable

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
EMPLOYMENT AS SOLDIER CAR DRIVER					
009	02897461Y RFN.G.SINGH	SOLDVR	20011993		Employed as Soldier Car Driver by Lt.Col.SS Nakai, PH & HP Area.Sanction accorded by GOC PH & HP Area vide HQ PH & HP Area No.07239/A Dt.15.12.92.20.1.93. Indemnity Bond executed. Indemnity Bond attached for Records.
010	26797461Y RFN.G.SINGH	CESDVR	31081995		Ceased for Employment as Soldier Car Driver
BATTLE ACCIDENTS					
011	6612223451Y HAV R.SINGH	WOUND	25021998		Wounded on left side chest due to enemy fire (GUNSHOT) on LC (or in Uri Sector) in "OP RAKSHAK"

Note : In case the PBOR died of wounds after being admitted to Hospital, the same is to be notified using the description "BATTLE" as per the specimen given at Serial No.16 Group IA .

1	2	3	4	5	6
012	66123451Y SEP ANIL KUMAR	INJURY	25021998		Injured on left side of chest in an encounter with..... While on patrol duty/in an ambush OP Duty Border area of Met with road accident while proceeding/returning from OP duty of (mention name of operation) due to road blockage by enemy or Air raid by enemy.

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
MEDALS AND STARS					
013	06859345A HAV GOPAL SINGH	SSM	15111993		Awarded Sainya Seva Medal with Claps NEFA. Certified individual fulfills conditions for this award.
014	06658970P HAV S.RAM	SSMCTD	15121993		Forfeited Sainya Seva Medal with claps NEFA on account of desertion (Part II Order No..... refers). Auth Regulations for the Army 1987, Para 708 and Govt. Of India, Min. of Def. Letter No.....

Note : 1. Commemorative medals will be notified in Part II Order by Record office while remaining Medals will be notified in Unit Series of Part II Orders .

1	2	3	4	5	6
015	01359864M HAV G.GOPAL	SSMRES	01011993		Restored Sainya Seva medal with Clasp having – rendered exemplary service for 3 years, Regulations for the Army 1987 Para 709 and letter No.....

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
MEDICAL CATEGORISATION (incorporated vide Amendment No.16 dated 19 Feb 2001)					
016	JC-207498X NB SUB TUKKARAM	MEDCAT	01012001		Downgraded at MH/BH.....to medical category (SHAPE-) (Temporary/Permanent) for months. Diagnosis :
017	JC-207498X NB SUB TUKKARAM	MEDCAT	01062001		On review at MH/BH Placed in medical category (SHAPE -) (Temporary/Permanent) (for Months) Diagnosis

Note :

- 1) SHAPE factor to be indicated as applicable eg S2(T-24),H1,A1.P1.E1/S1,H1,A3,P1,E1 etc .
- 2) Link with previous Part II Order,if any.
- 3) AFMSF-15/15A forwarded to Records vide (MH/Unit)..... letter No..... dated..... to be mentioned in column 6 as applicable.
- 4) Willingness/Unwillingness certificate of the individual and availability/non availability of sheltered appointment certificate from OC unit forwarded.
- 5) Dates From....To..... be mentioned in column 4 as applicable.

1	2	3	4	5	6
018	BLANK *				

* (Deleted vide Amendment No.16 dated 19 Feb 2001)

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
ACCUMULATION OF LEAVE FOR ENCASHMENT					
019	JC 010519K SUB P SHARMA	ACCLVE			i) 30 days AL of the year 1993 accumulated for encashment. ii) Aggregated of Acc leave....day(Ref. Part II Order....., Part II Order.....

Note : 1. Army Hqrs letter No.A/47767/Org 8 (I of R)(a) dated 30.12.83 refers

1	2	3	4	5	6
PROMINENT OCCURRENCE					
020	01536478M HAV RAMDAS	COMEND	15081993		Commended/Appreciated by..... (Rank, Name and designation of the Officer)for....

Note : 1. Army Hqrs letter No. A/00659/Org 8 (I ofR)(a) dated 31.7.82 refers.

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
SPORTS EVENTS					
021a	01239564K HAV P VERMA	SPORT	15091993		Won.....in.....in..... (Name of medal)(Name of event/game) (World Olympic/Commonwealth/Asian/National/ Service Games) during
021b	02368945K NK ZILFI RAM	SPORT	15101993		Awarded Arjuna Award for outstanding performance in(event/game)
021c	02365891A NK K ANANDAN	SPORT	15081993		Represented in(Commonwealth Team/Asian Team/National Team/Service Team) in..... During.....(event/game & year)
ADVENTURE ACTIVITIES (incorporated vide Amendment No.40 dated 25 Jul 2006)					
021d	14599129M HAV TAJANE GV	ADVENT	20122006		Participated in Adventure Activity..... (Name of event) as (Summiteer/member) at From to And achieved grading on successful completion. The individual has been placed in Criteria for promotions as given in Army HQ letter No.A/66001/Promotion/GS/MT/AAW (Est) dated 14 Aug 2001. Certificate in original att for Records.
Certificate: Certified that the individual(s) mentioned at Ser No.21 d above has fulfilled the terms and conditions as laid down in Army HQ letter No.A/66001/ Promotion/GS/MT/AAW(Est) dated 14 Aug 2001 and as amended from time to time.					
RESERVE LIABILITY					

022	02445200N NK K KARAN	RESLIA	01071993		Carry Reserve Liability for 2 years or until the age of 47 years whichever is earlier.Auth.....
CESSATION OF RESERVE LIABILITY					
022b	02893652 HAV K.NANDA	CESRES	11011993		Ceased to have reserve liability on completion of reserve period of Two or three years/Ceased to have reserve liability to attaining the age of 50 years.

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
POLICE VERIFICATION					
023	02477016L RECT ANAR	VERIFY	04121993		Verified "FIT" by the Civil Authority NRS Mohri IAFK-1152 attached for Records.
RETENTION IN SERVICE					
024	02858650M HAV MOOL SINGH	RETN	01071993		Retained in Service upto 21/22 years of service or 47 years of age whichever is earlier consequent on acceptance of the provisions of SAI 2/S/76.
025	2323267P HAV HS NIBBER	NORETN	05081993		Retention in Service after.....(Date of completion of service/tenure in the Rank held at the time of holding the Screening Board held on(Date at.....(Place)
1	2	3	4	5	6
OPTION FOR WAR INJURY/LUMPSUM COMPENSATION					
026	06895540L HAV KISHORI LAL	OPTION	20021994		Option for War injury pension OR Opted for Lumpsum compensation in lieu of War injury. (Option certificate kept Dossier Cover)

Note : 1. Option for either War injury pension or Lumpsum compensation in lieu of warinjury element as applicable will be given.

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
OPTION FOR LTC TO A STATION OTHER THAN HOME TOWN					
027	02871228F RFN G.SINGH	LTCOPT	02031997		Opted to travel to a leave station other than Home station during Annual leave with/without family and claim LTC for the year.....as per the provisions contained in Rule 184 of Travel regulations 1976.
JUNIOR LEADERS PROFICIENCY TEST (incorporated vide Amendment No.6 dated 21.6.2000 and modified vide Amendment No.24 dated 23 Oct 2001)					
028	JC – 207498X NB SUB TUKARRAM	JLPT	01062001		Passed ‘Junior Leaders Proficiency Test’ Naib Subedar to Subedar. Conducted at “Number of chance availed.....” Auth : Board proceedings dated.....
CANCELLATION OF PART II ORDER NOTIFIED IN GP IIB (incorporated vide Amendment No.15 dated 19 Feb 2001)					
029	02846923K SEP ROOP SINGH	CANCEL	08122000	OPTION	1/008/0020/2000

NOTE :

- 1) Date of the Cancel occurrence to be shown in Col.4 will be the Date of the original occurrence being cancelled.
- 2) Description and reference part II Order of the original occurrence which is being cancelled should be given in Col.5 and 6 respectively.
- 3) Cancellation of Personal Occurrences already notified in Part II Orders should be carried out invariably through medium of Part II Orders under the same group and heading to which the original occurrence pertains.
- 4) Re-publication, consequent to the cancellation, if found necessary, then both are to be published under the same group and heading appropriate to the personnel occurrences concerned in the order of cancellation first and republication against the next item no in the same Part II order

SPECIMEN PART II ORDERS

Group : II-B	Last Part II Order Number :	Date :
SUS No. :	Part II Order Number :	Date :
UNIT :	Total Number of Sheets :	Sheet No. :

Sl No.	Army Number Rank & Name	Description	Date	Blank For use in Records Office	Details of Occurrence in Clear
1	2	3	4	5	6
PASSING OF DIPLOMA COURSE IN GENERAL NURSING (incorporated vide Amendment No.20 dated 26 Apr 2001)					
030	13967277F NK (N ASST) VIJAY SINGH	DCGN	07082000 14082000		Passed 3 Tthree) years Diploma Course in General Nursing examination held at CH(EC) Calcutta from 07 Aug to 14 Aug 2000. Course period fromto..

Certificate : Certified that the above Nur Assts have passed 3 (three) years Diploma Course in General Nursing examination for award of General Nursing Certificate at various trg hosps in Aug 2000 (month & year) vide Raksha Mantralaya (DGAFMS) letter No.....

1	2	3	4	5	6
CHANGE OF TRADE BEFORE INITIAL MUSTERING					
031	12345678X RECT NARESH KUMAR	TDCH	01102001		Trade changed from Gp..... To Group..... wef 01/10/2001 at his own request/by Centre Commandant.

- Note : 1) Reason for change of trade should be given in Col 6 either as 'at his own request' or/by 'Centre Commandant' depending upon the aptitude of the 'Recruit' as the case may be.
2) The original trade and the changed trade to be indicated in Column 6 at appropriate place.

(Auth: Amendment No.28 dated 27 May 2002)

1	2	3	4	5	6
PERMANENT ROSTER					
032	14477551P REM (TIFC) ASHOK CHANDER	ROSTER	01012002		Included in permanent roster wef 01/01/2002 on completion of one year satisfactory probationary period.

(Auth: Amendment No.28 dated 27 May 2002)

PREFACE

A set of columnar formats for the publication of Part II Orders by the Record Offices/Units in respect of JCOs & OR of the Army has been designed. It has been possible to encompass a wide range of casualties /allowances within the limits of a few formats, only marginally different from each other. The formats have been designed primarily as an adjunct to Electronic Data Processing. The needs of manual processing would, however, be equally served by them. At the same time they would contribute to a measure of standardization and uniformity in the publication of Part II Orders.

The plan of the book is given in succeeding paragraphs. Immediately following the table of contents are given detailed Instructions for the use of different formats. It is important that these instructions are adhered to meticulously by the Record Offices/Units while publishing Part II orders in the new formats. The Instructions are followed by the Lists of Abbreviations for the various ranks, awards, allowances, trades etc. Specimen casualties under distinct groups have been furnished thereafter. The illustrations have been drawn mostly from old Appendix 'J' Manual of Documentation JCOs, OR & NcsE (1984). To facilitate cross-reference purpose, a concordance table between Appendix 'J' (1984) and the present edition has been provided at the end. Following the Specimen Casualties, the lay out of the different formats is given for guidance of the Record offices/Units. Measurements of each column under the different formats have also been furnished to facilitate reproduction tasks. To add to the usefulness of the book, a list of the supporting documents to Part II Orders as also the certificates to be furnished for certain casualties/allowance have been given as Annexures.

A note on the use of stationery in adopting the formats. The size of the paper herein used in A4 (210mm x 297mm or 8.3" x 11.7") which is standardized size approved by the ISI and commonly used for forms. The size of the paper available with Record Offices/Units also conforms to this mostly and is recommended for general adoption. The use of Standard size of stationery saves costs, facilitates reproduction tasks and in general contributes to the efficient utilization of paper, carbons, stencils, filing equipment, etc.

INSTRUCTIONS FOR PUBLICATION

INTRODUCTORY

1) The revised formats for publication of Part II Orders by Units/Record offices/Centres are contained in the following pages. The general instructions regarding their publications are given below, while instructions peculiar to certain occurrences/allowances are given beneath the respective occurrences.

2) It is important that the instructions appended below are strictly followed and the formats adhered to in every respect. The information from the Part II Orders would be directly keyed in at the computerized PAOs(OR). Any deviation from the instructions would, therefore, result in rejections of the Part II Orders and/or wrong adjustment of Pay & Allowances.

GROUPING OF CASUALTIES

3) The Part II Orders would be arranged in two Parts namely Part-I and Part-II.

3.1) Part-I would contain all casualties/occurrences affecting the Pay and allowances and required to be acted upon by the PAO(OR).

3.2) Part-II would contain the remaining casualties/occurrences which constitute the data items common to Units and Record Offices but not actionable by PAOs.

4) The grouping of occurrences/casualties under each part would be as given below :-

4.1) All general occurrences/casualties affecting Pay and Allowances would be published under GROUP IA.

4.2) All punishment occurrences/casualties would be grouped under GROUP IB.

4.3) Enrolment occurrences/casualties would constitute GROUP IC.

4.4) Kindered Roll type occurrences/casualties for Records/Units constitute GROUP IIA.

4.5) Occurances/Casualties like Courses, Attachments affecting service records would be given under GROUP IIB.

5) The formats for the publication of occurrences/casualties under each of the above Groups(Group IA, B and C and II A and B) are different. This is further elaborated in para 7.

NUMBERING OF ENTRIES.

6) The occurrences/casualties in each Part II Orders would be serially numbered as before. Though the arrangement of occurrences /casualties would be under distinct groups, the serial number would be continuous and not Part/Group-wise.

LAYOUT OF FORMATS

7) As mentioned in para 5 ante, the formats for different groups of occurrences/casualties are different. The layout of the formats for Group IA (General), Group IB(Punishment) and Group IC (Enrolment) has also been given.

8) The spacing of the columns under each format has also been given alongwith the layout. Units/Record Offices must adhere to the spacing in order that the information in one column does not overflow into another and the presentation of Data is neat and efficient.

9) The arrangement of columns is such that the information not required to be picked up by the PAO(OR) is contained under the Remarks column which would therefore be not scanned by the Data entry operator of the PAO.

ABBREVIATIONS

10) Abbreviations are to be used to denote the various Casualties/Allowances, Ranks, Trades, Appointments, Awards etc in the formats. The list of approved abbreviations for these are given in the following pages. It is very important that the appropriate abbreviations are used correctly and the proper column. If the abbreviation contain a combination of capital and small letters, even this must be ensured.

GENERAL INSTRUCTIONS.

11) The following general instructions are common to all the formats :-

11.1) The columns given in each format are specific and not interchangeable. Entries must be under the designated columns given in the sample casualties.

11.2) Certificates required to be endorsed/attached for specific Casualties/allowances would continue to be given as hither-to-before.

11.3) The boxes provided for in the title portion must be filled without fail. The details to be given are :-

11.3.1) Group of casualties (IA, IB,IC etc.)

11.3.2) SUS number allotted to the Unit.

11.3.3) Unit publishing the Part II Order.

11.3.4) Last Part II Order number with date.

11.3.5) Present Part II Order number with date.

11.3.6) Total number of sheets, contained in the Part II Order.

11.3.7) Sheet number.

11.4) If the Part II Order contains more pages than one, continuation sheets shall be used. The boxes at the top of the continuation sheet must invariably be filled in.

11.5) Instructions regarding signing of Part II Orders, Security Classification, Distribution etc. would continue as before.

11.6) Casualties shall be published as and when they occur. Bunching of several casualties in respect of the same person on several date shall not be restored to.

INSTRUCTIONS FOR FORMAT – IA

12.1. COLUMN No.1 Sl.No.

The Sl.No. of the item under the Part II O.No. is to be furnished under this heading. The Sl.No. should continue irrespective of the Groups, within any Part II Order.

12.2 COLUMN No.2 : ARMY No. RANK, (CATEGORY) NAME

Army number of the individual will be given in the 1st line. Rank Category (In bracket) and name will be given in the second line under Army No. The Army No. shall invariably contain the correct Check digit Alphabet. The Army No field is an eight digit field and therefore Army numbers with less than eight will be prefixed with zeroes to make it eight digit in the DO.

12.3 COLUMN No. 3 : DESCRIPTIONS

Prescribed abbreviated description of the casualties are to be provided in the Column.

12.4 COLUMN 4 : FROM DATE TO DATE

The starting date/effective date would be given as “From Date”. In case date of cessation is also to be given, the “TO Date” would be given underneath the From Date after drawing a line e.g. From 1 Jan 93 to 31 Dec 93 would be given as 01011993/31121993. There is no need to interspace date, month and year with period (.) stroke (/) etc. Also 1 should be entered as 01 since 2 digits are reserved each for day, month and years should be mentioned in 4 digits.

12.5. COLUMN 5 : AMOUNTs/Rate

Total amount granted or rate per month/day wherever applicable is to be given under this Column.

12.6. COLUMN 6 : PERIOD – SRA/NRA

Number of days for which certain allowances are granted depending upon the explanations given in the notes under the various occurrences are to be provided in this Column under the appropriate heading.

12.7. COLUMN 7 : OTHER ALLOWANCES/DETAILS

Three columns have been provided under this heading. The abbreviated form of allowances granted/ceased or other details are to be provided under these columns as explained in the notes under each casualty. It is very important that columns 7(a), (b) and (c) are not interchanged with each other since this would lead to wrong adjustment of claims.

12.8 COLUMN 8 : REFERENCE PART II ORDER NO

Old Part II Order number wherever required to link the casualty is to be provided in this column. The mode of writing Part II Order number will be : Code of the Unit or Record office or Centre which published Part II Order (1 character). Part II Order number (4 characters). Sl.No. of item number (3 characters). Year of Part II Order (4 characters). The Codes for this purpose are Unit-O; Records – 1; 02E Part II – 2; and centre – 3. (Amendment No.35 dated 06 Dec 2004).

12.9 COLUMN : REMARKS

General column for providing information required by Units/Formations/Records/centre/Army authorities etc as detailed in the specimen part II Order or in Rules.

INSTRUCTIONS FOR FORMAT IB.

13 This format is similar to the earlier one excepting for the following differences :-

13.1) Column No.4 is OC/CM where the fact that a particular punishment was awarded by the Officer Commanding (OC) or Courts Martial (CM) would be mentioned.

13.2) Column No.5 is From/To date instead of Amount/Rate as in Format IA.

13.3) The period in months and days would be given in column 6 instead of SRA/NRA as in Format IA.

14) Period of close Arrest/Confinement awaiting trial and period in civil custody , wherever applicable, would be given in Column 7(b) and 7(c).

15) In column No.9 – Remarks, the following details must be given :-

15.1) Black ink/Red ink entry.

15.2) Tried by whom.

15.3) The offence for which tried.

- 15.4) The section of Army Act applicable.
- 15.5) Date and place of offence.
- 15.6) Findings – guilty or not guilty.
- 15.7) Punishment awarded
- 15.8) Period of close arrest/confinement awaiting trial.
- 15.9) AB-64 Entry No. and Date.
- 15.10) Date of promulgation/counter signature.
- 15.11) Character, address etc. where necessary.

INSTRUCTIONS FOR FORMAT – 1C

16.1)1. Special care should be taken to ensure that entries in the enrolment DosII are correct and legible as these are the basic information for opening of service documents and Accounts.

16.2) Father's name will be typed under the individual's name in next line.

16.3) DA will be represented in Days and Hours.

16.4) Change of matter information like Name, Date of Birth, Terms of engagement etc. when required to be notified will be shown in the column provided for the purpose in this format.

16.5) In respect of Skilled Entry (SER) the pay group (X/Y/Z) should also be specified in column 13. eg SER-Y etc.

INSTRUCTION FOR FORMAT IIA

17) All casualties affecting kindred Roll of personnel will be notified under group IIA.

INSTRUCTION FOR FORMAT IIB

18) All casualties affecting attachment, appointments, courses, qualifications, honours and awards, injuries and so on which effect the service record would be given under group IIB. Though efforts have been made to include specimen casualties of all type of occurrences it could on no account be exhaustive. Notes have therefore, been incorporated wherever possible, as to the type of occurrences to be notified under individual headings. Suggestions and therefore, welcome where casualties are to be notified under specific individual headings.

INDEX OF THE SPECIMEN DO II FORMAT

19) An Index cum concordance of the specimen DO II format of all Groups is given in Annexure-III.

20) An Index sorted on the basis of the abbreviated occurrence is given in Annexure-IV.

ABBREVIATIONS : GENERAL TERMS

SL NO.	CATEGORIES/ALLOWANCES	ABBREVIATIONS
GROUP IA		
1	GRANT OF ALLOWANCES	GRANTED
2.	CESSATION OF ALLOWANCES	CEASED
3.	PRIMARY CLASS (REFER CHILDREN EDUCATION ALLOWANCE CASUALTY)	PRY
4.	SECONDARY CLASS (REFER CHILDREN EDUCATION ALLOWANCE CASUALTY)	SEC
5.	CLASS (IN WHICH CHILDREN STUDYING) (REFER REIMBURSEMENT OF TUTION FEE CASUALTY)	CLASS
6.	GROUP (PAY GROUP)	GP-X,GP-Y, GP-Z
7.	CLASS (CLASSIFICATION)	(CI-1, CI-2, CI-3, CL-4)
8.	CATEGORY (TRADE)	CT
9.	PAY	PAY
10.	PENSION	PEN
11	GRATUITY (SERVICE GRATUITY)	GRTY
12	INCREMENT	INCR
14	ADMISSION (INTO HOSPITAL)	ADM
20	PHYSICAL UNFITNESS DUE TO SICKNESS (FORFEITURE OF GSPAY)	SICK
21	OWN FAULT (HOSPITAL ADMISSION DUE TO)	OWN
GROUP IB		
1.	OFFICER COMMANDING (AWARD OF PUNISHMENT)	OC
2.	COURT MARTIAL (AWARD OF PUNISHMENT)	CM
3.	CUMULATIVE (STOPPAGE OF INCREMENT)	CUM
4.	NON-CUMULATIVE (STOPPAGE OF INCREMENT)	NONCUM
GROUP IC		
1.	NORMALENTRYRATE	NORMAL
2.	METRIC ENTRY RATE	MATRIC
3.	ENTRY INTO DSC – GROUP – Y	DSC-Y
4.	ENTRY INTO DSC – GROUP –Z	DSC-Z

ABBREVIATIONS :
RANKS/APPOINTMENTS

SL.NO.	RANKS/APPOINTMENTS	ABBREVIATIONS
1.	RECRUIT	RECT
2.	SEPOY	SEP
3.	LANCE NAIK	LNK
4.	TIME SCALE LANCE NAIK	TSLNK
5.	NAIK	NK
6.	TIME SCALE NAIK	TSNK
7.	PAID ACTING NAIK	PANK
8.	LANCE HAVILDAR	LHAV
9.	HAVILDAR	HAV
10.	PAID ACTING HAVILDAR	PAHAV
11.	COMPANY HAVILDAR MAJOR	CHM
12.	BATTALION HAVILDAR MAJOR	BHM
13.	REGIMENTAL HAVILDAR MAJOR	RHM
14.	COMPANY QUARTER MASTER HAVILDAR	CQMH
15.	REGIMENTAL QUARTER MASTER HAVILDAR	RQMH
16.	BATTALION QUARTER MASTER HAVILDAR	BQMH
17.	NAIB SUBEDAR	NBSUB
18.	SUBEDAR	SUB
19.	PAID ACTING SUBEDAR	PASUB
20.	SUBEDAR MAJOR	SUBMAJ
21.	PAID ACTING SUBEDAR MAJOR	PASUBMAJ
22.	HONORARY LIEUTENANT	HONYLT
23.	HONORARY CAPTAIN	HONYCAPT
24.	CAPTAIN	CAPT
25.	MAJOR	MAJ
26.	QUARTER MASTER NAIK	QMNK*

* Added vide Amendment No.44 dated 24.4.07

ABBREVIATIONS : CASUALTIES

MEDALS & AWARDS

<i>Sl.No</i>	<i>Medals / Awards</i>	<i>Abbreviations</i>
1.	LONG SERVICE AND GOOD CONDUCT MEDAL	LSGCM
2.	MERITORIOUS SERVICE (ANNUITY) MEDAL	MSM
3.	PARAMVIR CHAKRA	PVC
4.	MAHAVIR CHAKRA	MVC
5.	VIR CHAKRA	VRC
6.	ASHOK CHAKRA	AC
7.	KIRTI CHAKRA	KC
8.	SHOURYA CHAKRA	SC
9.	BAR	BAR
10.	GRATUITY	GRTY
11.	BHARAT RATNA	BR
12.	PADMA VIBHUSHAN	PV
13.	PARAM VISHIST SEVA MEDAL	PVSM
14.	PADMA SHRI	PS
15.	SARVOTTAM JEEVAN RAKSHA PADAK	SJRP
16.	ATI VISHISHT SEVA MEDAL	AVSM
17.	SENA MEDAL	SM
18.	VISHISHT SEVA MEDAL	VSM
19.	WOUND MEDAL	WM
20.	SAMANYA SEVA MEDAL 1965	SSM65
21.	CLASP HIMALAYA TO SAINYA SEVA MEDAL	CHSSM
22.	SAMAR SEVA STAR1965	SSS65
23.	POORVI STAR	PRVS
24.	PASCHIMI STAR	PSHS
25.	RAKSHA MEDAL 1965	RM65
26.	SANGRAM MEDAL	SANMED
27.	SAINYA SEVA MEDAL	SSM
28.	VIDESH SEVA MEDAL	VIDESHMED
29.	TERRITORIAL ARMY DECORATION	TAD
30.	TERRITORIAL ARMY MEDAL	TAM
31.	25 TH INDEPENDENCE ANNIVERSARY MEDAL	25 TH MED

<i>Sl.No</i>	<i>Medals / Awards</i>	<i>Abbreviations</i>
32.	30 YEARS LONG SERVICE MEDAL	30 YLSM
33.	20 YEARS LONG SERVICE MEDAL	20 YLSM
34.	9 YEARS LONG SERVICE MEDAL	9 YLSM
35.	CLASP NAGA HILLS TO GS MEDAL 1947	CNGSM
36.	CLASP BENGAL ASSAM TO SAINYA SEVA MEDAL	CBA TO SSM
37.	CLASP MIZO HILLS TO GS MEDAL 1947	CMH TO GSM 47
38.	CLASP LADAK 1962 TO GS MEDAL 1947	CL 62 TO GSM 47
39.	CLASP NEFA 1962 TO GS MEDAL 1947	CN 62 TO GSM 47
40.	CLASP NAGALAND TO SAMANYA SEVA MEDAL 1965	CN TO SSM65
41.	CLASP MIZORAM TO SAMANYA SEVA MEDAL 1965	CM TO SSM 65
42.	PADMA BHUSHAN	PB
43.	GENERAL SERVICE MEDAL 1947 WITH CLASP NAGA HILLS	GS MEDAL 1947 W/CNAGA HILLS
44.	SAINYA SEVA MEDAL WITH CLASP J7K	SS MEDAL W/CJ & K
45.	SAINYA SEVA MEDAL WITH CLASP NEFA	SS MEDAL W/C NEFA
46.	SAINYA SEVA MEDAL WITH CLASP HIMALAYA	SS MEDAL W/C HIMALAYA
47.	GENERAL SERVICE MEDAL 1947 WITH CLASP MIZO HILLS	W/C MIZO HILLS
48.	COAS COMMENTATION CARD	COAS COMM CARD
49.	MENTION IN DESPATCHES	MEN IN DESP
50.	ARJUNA AWARD	AA

ABBREVIATIONS : CASUALTIES

GROUP I-B

<i>Sl.No</i>	<i>Casualties/Allowances</i>	<i>Abbreviations</i>
1.	ACTUAL BUS FARE	ABF
2.	AVALANCHE PAY	AVLPAY
3.	AVIATIONPAY	AVPAY
4.	ATTESTATION OF RECRUITS BEFORE MUSTERING	ATTSBM
5.	ATTESTATION OF RECRUITS AFTER MUSTERING	ATTSAM
6.	APPOINTMENTS	APPT
7.	ACTING ALLOWANCE	ACTGA
8.	ALLOTMENT OF JC NUMBER	JCNO
9.	ABSENT WITHOUT LEAVE	AWL
10.	AIR DESPATCH PAY	ADPAY
11.	BHUTAN ALLOWANCE	BHUTAN
12.	BATTLE CASUALTY	BATTLE
13.	CITY COMPENSATORY ALLOWANCE 'A1'	CCA1
14.	CITY COMPENSATORY ALLOWANCE 'A'	CCA
15.	CITY COMPENSATORY ALLOWANCE 'B1'	CCB1
16.	CITYCOMPENSATORY ALLOWANCE 'B2'	CCB2
17.	CITY COMPENSATORY ALLOWANCE OTHER TOWN	CCOTH
18.	CHILDRENEducation ALLOWANCE	CEA
19.	CLASSIFICATION UPGRADING	UPCLAS
20.	CLASSIFICATION DOWNGRADING	DNCLAS
21.	COMMANDO ALLOWANCE	COMNDO
22.	COMPENSATORY FIELD AREA ALLOWANCE	CFAA
23.	COMPENSATORY MODIFIED FIELD AREA ALLOWANCE	CMFAA
24.	COMPENSATION IN LIEU OF QUARTERS	CILQ
25.	COMPENSATION IN LIEU OF QUARTERS SINGLE RATE	SNLQ
26.	COMPULSORY RETENTION IN SERVICE	RETN
27.	CONDONATION OF DEFICIENCY IN SERVICE	CONDON
28.	CONSERVANCY ALLOWANCE	CONSAL
29.	CANCELLATION OF ORIGINAL PT II ORDER	CANCEL
30.	CONTINUANCE IN SERVICE	CONSER
31.	DEPUTATION ALLOWANCE	DEPA

<i>Sl.No</i>	<i>Casualties/Allowances</i>	<i>Abbreviations</i>
32	DEPUTATION TO SRG	DEPSRG
33	DEPUTATION TO SAG	DEPSAG
34	DAILY ALLOWANCE – HALT AT TEMPORARY DUTY STATION	DAILY
35	DAILY ALLOWANCE – JOURNEY PERIOD ON PERMANENT DUTY MOVE	POSDA
36	DAILY ALLOWANCE – FAMILY MEMBERS	FAMDA
37	DEATH	DEATH
38	DESERTION	DESN
39	DISMISSAL	DISMIS
40	DISCHARGE	DISCH
41	EXPATRIATION ALLOWANCE	EXPAT
42	EXTENSION OF ANNUAL LEAVE	EXTNAL
43	EXTENSION OF CASUAL LEAVE	EXTNCL
44	EXTENSION OF SICK LEAVE	EXTNSL
45	FOREIGN LANGUAGE ALLOWANCE	FORLAG
46	FORMER SERVICE	FORSER
47	FORFEITURE OF LEAVE	FORLVE
48	FORFEITURE OF GOOD SERVICE PY	FORGSP
49	GAZETTE NOTIFICATION FOR PROMOTION – JCO	GAZTTE
50	GRANT OF COMMISSION	COMMN
51	GRANT OF HONORARY COMMISSION	HCOMMN
52	HILL COMPENSATORY ALLOWANCE	HCA
53	HIGH ALTITUDE AND UNCONGENIAL CLIMATE – LOWER	HAUCL
54	HIGH ALTITUDE AND UNCONGENIAL CLIMATE – HIGHER	HAUCH
55	HINDI STENO EXAM – PERSONAL PAY – INCREMENT	HSINC
56	HINDI EXAM – PERSONAL PAY INCREMENT	HPINC
57	HINDI TYPING EXAM- PERSONAL PAY –INCREMENT	HTINC
58	HAZARD PAY	HPAY
59	HONOURS AND AWARDS	HAWARD
60	HOSPITAL ADMISSION/DISCHARGE	HOSPTL
61	INCREMENT FOR PASSING HINDI TYPEWRITING EXAM	HTINC
62	INCREMENT FOR PASSING HINDI STENOGRAPHY EXAM	HSINC
63	INCREMENT FOR PASSING HINDI PRABOTH/PRAVEEN/PRAGYA EXAM	HPINC
64	INCREMENT –TA PERSONNEL	TAINCR

<i>Sl.No</i>	<i>Casualties/Allowances</i>	<i>Abbreviations</i>
65	INITIAL MUSTERING	MUSTER
66	INVALIDMENT	INVALID
67	ISSUE OF IAB-64	PAYBK
68	JUMP DURING TACTICAL EXERCISE	PAJUMP
69	EXEMPTION (PARA PAY)	PAEXMT
70	LEAVE AND ALLOWANCES : ANNUAL LEAVE	AL
71	: PART OF AL	PAL
72	: BALANCE OF AL	BAL
73	: ADVANCE OF AL	ADVAL
74	LEAVE AND ALLOWANCES : ACCUMULATED AL	ACCMAL
75	: RECRUIT LEAVE	RL
76	:SICK LEAVE	SL
77	:CASUAL LEAVE	CL
78	: PREPARATORY LEAVE	PRPLVE
79	: LEAVE PENDING RETIREMENT	LPR
80	LEPROSY CASES	LEP
81	LEAVE REJOINING AND ALLOWANCES : FROMAL	REJAL
82	: FROM CL	REJCL
83	:FROM AWL	REJAWL
84	:FROM OSL	REJOSL
85	LATERAL ENTRY PROMOTION-DSC CORPS	LATENR
86	LUMP SUM TRANSFER GRANT ON PERMANENT TRANSFER(MORE THAN 20 KM)	TFRGTH
87	LUMP SUM TRANSFER GRANT ON TRANSFER (WITHIN 20 KM)	TFRGTL
88	MUFTI CLOTHING ALLOWANCE	MCA
89	MISSING	MISING
90	MEDALS WITH GRATUITY/ANNUITY	AWARD
91	OVERSTAYAL OF LEAVE	OSL
92	PERMISSION TO AVAIL AL	PTAL
93	PROMOTIONS	PROMOT
94	PRISONERS OF WAR	POW
95	POSTING IN	POSIN
96	POSTING OUT	POSOUT
97	PARACHUTE PAY	PARA
98	PARA RESERVE PAY	PARAR

<i>Sl.No</i>	<i>Casualties/Allowances</i>	<i>Abbreviations</i>
99	PERSONAL MAINTENANCE (HYGIENE) ALLCE-LOWER	PMHAL
100	PERSONAL MAINTENANCE (HYGIENE) ALLCE- HIGHER	PMHAH
101	PRE COMMISSION TRAINING	PCTRNG
102	REIMBURSEMENT OF TUTION FEE	RTF
103	REFIXATION OF PAY	REFIXP
104	REMUSTERING	REMUST
105	REMUSTERING ON OWN REQUEST	OWNMUST
106	REMUSTERING AT OWN REQUEST INVOLVING CHANGE OF RANK	MSTHAV
107	RELINQUISHMENT OF APPOINTMENT	REAPPT
108	RELINQUISHMENT OF RANK	REVERT
109	RATION ALLOWANCE IN LIEU OF FULL RATION	NRA
110	RATION ALLOWANCE SPECIAL RATE	SRA
111	RATION ALLCES IN LIEU OF FULL RATION-INTER SERVICE ORGANISATION	ISNRA
112	RATION ALLCES SP. RATE FOR JOURNEY PERIOD FROM DUTY STN. TO NEPAL BORDER FOR NEPAL DOMICILED ON ANNUAL LEAVE	GSRA
113	RATION ALLCES FOR LEAVE	LRA
114	RECALL FROM LEAVE	RECALL
115	ROAD MILEAGE ALLOWANCE	RMA
116	ROAD MILEAGE ALLOWANCE (GORKHA)	GRMA
117	REFRESHER COURSE (PARA PAY)	PARARC
118	REGULARISATION OF ABSENCE AS ANNUAL LEAVE	REGAL
119	REGULARISATION OF ABSENCE AS SICK LEAVE	REGSL
120	REGULARISATION OF OVERSTAYAL OF LEAVE	REGOSL
121	REJOINING FROM DESERTION	REDESN
122	REJOINING FROM MISSING	REJMIS
123	RECOVERED	RECOVR
124	REIMBURSEMENT OF RESERVATION/SLEEPER CHARGE	RORC
125	SIACHEN ALLOWANCE	SIACHN
126	SIKKIM ALLOWANCE	SIKKIM
127	SPECIAL INCREMENT FOR EXCELLENCE IN SPORTS	SPINC
128	SPECIAL COMPENSATORY COUNTER INSURGENCY ALLOWANCE	SCCIA
129	SPECIAL CLOTHING ALLOWANCE	SPCLA
130	SPECIAL LEAVE	SPLLVE
131	STAGNATION INCREMENT	ADINC

<i>Sl.No</i>	<i>Casualties/Allowances</i>	<i>Abbreviations</i>
132	STERILIZATION INCREMENT	STRINC
133	STEPPING UP OF PAY	STEPUP
134	SUBSISTENCE ALLOWANCE	SUBST
135	TRAINING CENTRE ALLOWANCE	TCA
136	TRAINING TA PERSONNEL	TATRNG
137	TRANSPORT ALLOWANCE-LOWER RATE	TPTL
138	TRANSPORT ALLOWANCE-HIGHER RATE	TPTH
139	TB CASES	TB
140	TRANSFER IN	TFRIN
141	TRANSFER OUT	TFROUT
142	TEMPORARY DUTY COURSES & ALLCES. ONWARD JOURNEY	TYOJ
143	TEMPORARY DUTY COURSES & ALLCES – RETURN JOURNEY	TYRJ
144	TA PERSONNEL EMBODIED	EMBODI
145	TA PERSONNEL DISEMBODIMENT	DISEMB

ABBREVIATIONS : CASUALTIES

GROUP I-B

<i>Sl.No</i>	<i>Casualties/Allowances</i>	<i>Abbreviations</i>
1	ACQUITTAL BY CIVIL COURT	ACQUIT
2	ARREST BY CIVIL POLICE	ARREST
3	CIVIL CONVICTION	CONVCT
4	CLOSE ARREST/CONFINEMENT AWAITING TRIAL	CONFIN
5	CONFINEMENT TO LINES	LINES
6	DETENTION IN MIL. CUSTODY	DETMIL
7	DEPRIVED OF APPOINTMENT	DEPAPT
8	FINES	FINE
9	FORFEITURE OF GSPAY	FORGSP
10	FORFEITURE OF SERVICE	SERFIT
11	IMPRISONMENT – CIVIL	CVLRI
12	IMPRISONMENT –MILITARY	MILRI
13	PENAL DEDUCTION	PEDEDN
14	REDUCTION TO LOWER CLASS	LOCLAS
15	REDUCTION TO LOWER RANK	LORANK
16	REDUCTION OF PUNISHMENT	REDUCE
17	REDUCED TO RANKS	RANKS
18	RELEASE ON BAIL	BAIL
19	REMISSION & COMMUTATION	REMIT
20	REMISSION OF PUNISHMENT & REINSTATEMENT	REINST
21	REPRIMAND	REP
22	RESTORATION OF FORFEITED SERVICE	RESTOR
23	SEVERE REPRIMAND	SEVREP
24	STOPPAGE OF INCRMENT	STOPIN

ABBREVIATIONS : CASUALTIES

GROUP II-A

<i>Sl.No</i>	<i>Casualties/Allowances</i>	<i>Abbreviations</i>
1	MARRIAGE	MARRY
2	CHANGE OF NEXT OF KIN	CHNOK
3	CHANGE OF NEXT OF KIN FOR FAMILY PENSION	NOKFP
4	CHANGE OF NEXT OF KIN FOR HEIR TO ESTATE	NOKEST
5	CHANGE OF NEXT OF KIN FOR SPECIAL FAMILY PENSION	NOKSFP
6	DECLARATION OF DISABILITIES IN RESPECT OF CHILDREN (SUCH AS HANDICAPPED, MENTALLY RETARDED ETC.)	CLDDIS
7	DIVORCE	DIVORC
8	ADOPTION OF CHILD	ADOPT
9	WILL	WILL
10	BIRTH OF CHILD	BIRTH
11	DEATH OF DEPENDENTS	DEATH
12	CHANGE OF NEXT OF KIN FOR HEIR TO ESTATE AND PENSION	NOK

ABBREVIATIONS : CASUALTIES

GROUP II-B

<i>Sl.No</i>	<i>Casualties/Allowances</i>	<i>Abbreviations</i>
1	APPOINTMENT	APPT
2	ATTACHMENT	ATTACH
3	BLOOD DONATION	BLDDON
4	CHANGE OF HOME ADDRESS	CHADD
5	COMMENDATION/APPRECIATION	COMEND
6	COURSE PARTICIPATED	COURSE
7	CADRE	CADRE
8	EDUCATIONAL QUALIFICATION ACQUIRED	EDNQL
9	CESSATION OF RESERVE LIABILITY	CESRES
10	EMPLOYMENT OF SOLDIER DRIVER	SOLDVR
11	INJURY/WOUND-SUCCUMBED	INJURY
12	AWARDING OF MEDALS	AWARD
13	FORFEITURE OF MEDAL	FOFIET
14	RESTORATION OF MEDALS	RESTMD
15	SAINYA SEVA MEDAL AWARD	SSM
16	SAINYASEVA MEDAL FORFEITURE	SSMCTD
17	SPORTING EVENTS-AWARD ETC	SPORT
18	MEDICAL CATEGORISATION – IN CEE	CATCEE
19	MEDICAL CATEGORISATION IN BEE	CATBEE
20	MEDICAL CATEGORISATION IN AYE	CATAYE
21	ACCUMULATION OF LEAVE FOR ENCASHMENT	ACCLVE
22	PERFORMANCE IN SPORTS EVENT	SPORT
23	RESERVE LIABILITY	RESLIA
24	RESERVE LIABILITY CESSATION	CESRES
25	RETENTION IN SERVICE	RETN
26	NOT RETAINED IN SERVICE	NORETN
27	NON-RETENTION IN SERVICE	NONRET
28	CESSATION OF ATTACHMENT	CESATT
29	VERIFIED FIT	VERIFY
30	WOUNDS-SUCCUMBED	WOUNDS
31	OPTION FOR WAR INJURY LUMP SUM COMPENSATION	OPTION
32	OPTION FOR LTC TO A STATION OTHER THAN HOMETOWN	LTCOPT

LIST OF CATEGORIES PLACED IN THE NEW PAY GROUP – ‘X’

<i>Sl No</i>	<i>Arms / Services</i>	<i>Category/Trade</i>	<i>Old Gp</i>	<i>Abbreviation</i>
1	2	3	4	5
01	ENGR	AIR SURVEY DRAUGHTSMAN	A-01	ASDTMN
02	AOC	AMMUNITION TECHNICIAN	A-02	AMTECH
03	ARTY/A D	ASST INSTRUCTOR GUNNERY	A-04	AIG
04	EME	AVN FITTER AIR FRAME	A-24	AVFAF
05	EME	AVN FITTER ARMAMENT	A-29	AVFARM
06	EME	AVN FITTER INSTRUMENT & PHOTO	A-27	AVFINP
07	EME	AVN FITTER ELECTRICAL	A-26	AVFELE
08	EME	AVN FITTER AERO ENGINE	A-25	AVFAEN
09	EME	AVN FITTER AVIONICS	A-28	AVFAVN
10	ADC	DENTAL HYGIENIST	A-06	DHYG
11	ENGR	DRAUGHTSMAN E & D	A-07	DED
12	SIGS	FOREMAN OF SIGNALS	A-09	FOS
13	EME	HMT (ALL TRADES)	A	HMT
14	AEC	INSTR AEC SPL	A-23	INSTRSPL
15	AMC	LAB.TECH.(JCO ONLY)	A-10	LABTECH
16	ENGR	LITHO M/C ERECTOR	A-11	LME
17	ENGR	MECHINIST E&M	A-13	MECHEM
18	ENGR	OVERSEER E&M	A-14	OEM
19	ENGR	OVERSEER B&R	A-14	OBR
20	SIGS	OP SPL SIGNAL	A-21	OSS
21	ASC	PERSONNEL ASSISTANT	A-16	PA
22	AMC	RADIOGRAPHER (JCOS ONLY)	A-10	LABTECH
23	ENGR	SERANG	A-18	SRG
24	ENGR	SURVEYOR TRIGNOMETRICAL	A-19	STG
25	ENGR	SURVEYOR AUTOMATED CARTOGRAPHY	A-30	SURVCARTO
26	ARTY/A D	TECH INSTRUCTOR FIRE CONTROL	A-20	TIFC
27	INT	TRANSLATOR FOREIGN LANGUAGE	A-22	TRL
28	SIGS	YUMAN OF SIGS(JCOS ONLY)	A	YOS

LIST OF CATEGORIES PLACED IN THE NEW GOUP – “Y”

<i>Sl No</i>	<i>Arms /Services</i>	<i>Category/Trade</i>	<i>Old Gp</i>	<i>Abbreviation</i>
1	2	3	4	5
001	AMC	AMB ASST	E-01	AMBASST
002	ENGR	ARTIFICIER EXCAV	B-01	ARTEM
003	RVC	ARMY DOG TRAINER	D-71	ADT
004	EME	ARMOURER	C-01	ARMR
005	AMC	BLOOD TRANSFUSION ASST	B-02	BTA
006	RVC	BREEDING OVERSEER – JCOS ONLY	C-03	BOR
007	ENGR	BRICK LAYER	D-02	BKL
008	ENGR	CARPENTER & JOINTER	D-05	CAJ
009	ASC	CATERING –JCOS ONLY	E-52	CATER
010	COM	CLERK(GD)	B-03	CLKGD
011	ASC	CLERK GD (SD)	B-04	CLKGSD
012	APS	CLERK POSTAL	B	CLKPO
013	AOC	CLERK STORE CONTROL	B-57	CLKSTCON
014	AOC	CLERK STORE PROVISION	B-58	CLKSTPRO
015	ENGR	CLERK STORE	B-05	CLKST
016	ENGR	CONCRETER	C-04	CCR
017	ADC	DENTAL TECH	B-08	DENTECH
018	AMC	DENTAL OPERATING ROOM ASST	B-07	DORA
019	ENGR	DRAUGHTSMAN LITHO	B-11	DTMNLITH
020	ENGR	DRAUGHTSMAN FIELD	B-10	DTMNFD
021	ENGR	DRAUGHTSMAN TOPO	B-14	DTMNTOPO
022	SIGS	DRAUGHTSMAN SIG	C-06	DTMNSIG
023	COM	D/MAN MECHANIC	B-12	DTMNMECH
024	ENGR	DVR MARINE IC	C-08	DME
025	ARMD	DRIVER AFV	D-11	DVRAFV
026	ENGR	DPMT (DRIVER PLANT & M.T)	D-12	DVRPMT
027	ENGR	DVR AFV (APC)	D	DVRAFVAPC
028	MECH INF	DVR AFV ICV	D	DVRAFVIC
029	COM	DRIVERMT	E-13	DVRMT
030	COM	DVR SPL VEH	D-19	DVRSPLVEH
031	SIG	DESPATCH RIDER	D-17	DR
032	RVC	DRESSER	E-11	DSR
033	ENGR	ELECTRICIAN ENGR	B-16	ELECT
034	ENGR	ENGINE FITTER	C-15	EFR

1	2	3	4	5
035	ENGR	ENGINE ARTIFICIER	B-17	ENGART
036	EME	ENGR EQPT MECH	B-18	EEMECH
037	EME	ELECTRICIAN AFV	B-15	ELECTAFV
038	SIGS	ELECTRICAL FITTER SIG	C-12	ELECTFTR
039	ENGR	ENGINE DVR STEAM	D-20	EDS
040	EME	ELECTRICIAN MV	C-14	ELECTMV
041	EME	FITTER AFV, AD, ARMT & FD	C	FITTERAF
042	ENGR	FITTER	C-18	FTR
043	ENGR	GUILLOTINE OPERATOR	C-25	GGO
044	ARMD & ENGR	GUNNER AFV & GNR AFV	D-25	GNRAFV
045	COM	GUNNER (GD)	D-24	GNRGD
046	AMC	HEALTH ASST	B	HASST
047	ENGR	HELIO WORKER	B-21	HLW
048	AVN	HELIBORN OPERATOR AFSO	D	HELIOPR
049	EME	INSTRUMENT MECH	B-23	INSTMECH
050	AEC	INSTR AEC	B-22	INSTR
051	INT	INT PERSONNEL	C-26	INT
052	INF	INF SOLDIER	D-29	INFSOL
053	ENGR	LITHO PROVER	B-31	LGP
054	ENGR	LITHO M/C MINDER	B-30	LMM
055	ENGR	LINE MONO OPERATOR	B-29	LMO
056	AMC	LAB ASST	B-25	LABASST
057	RVC	LAB ATTENDENT	D-34	LA
058	EME	LIMB MAKER LEATHER & FABRIC	B-26	LSLF
059	EME	LIMB MAKER METAL & WOOD	B-27	LMW
060	SIGS	LINE TEST RECORDER	C-28	LTR
061	RVC	LINE OVERSEER-JCOS ONLY	C-03	LNOR
062	ENGR	LIGHTERMAN	D-30	LTMN
063	SIGS	LINEMAN FD	D-32	LINEMANFD
064	SIGS	LINEMAN PL	D-33	LINEMANPL
065	COM	MECHINIST	C-29 C-30	MECHINIST
066	ENGR	MASON	D-35	MSN
067	AVN	MET ASST	C	MASST
068	CMP	MIL POLICE	D-38	MP

1	2	3	4	5
069	COM	METAL SMITH	D-37	MSMITH
070	COM	MOULDER	D-39	MDR
071	AMC	NURSING TECHNICIAN	B-33	NTECH
072	AMC	NURSING ASST	C-31	NASST
073	COM	OEM	C	OEMC
074	ENGR	OILMAN	D-41	OMN
075	AMC	OPERATING ROOM ASST	B-35	ORA
076	SIGS	OPERATOR CIPHER	B-36	OPCIPH
077	SIGS	OP RADIO & KEY BOARD	B-37	OPR
078	AOC	OP LAUNDRY PLANT	D-44	OLP
079	ARMD & ENGR	OP RADIO AFV	D-46	OPRAFV
080	COM	OPRRADIO ARTY	D-48	OPRAD
081	MECH INF	OP RADIO AFV ICV	D	OPRADAF
082	MECH INF & COM	OP FIRE CONTROLLER & OFC	D-43	OFC
083	EME	OP TYRE REPAIR PLANT	D-45	OTRP
084	ENGR	OP EXCAV MACHINERY	C-33	OPEM
085	ENGR	OP RADIO & WIRELESS	D-47	OPRW
086	ENGR	OP AM-50	C	OPAM
087	SIGS	OPCOMN CENTRE & OP SW BOARD LINE& OP KEY LINE	C-34 C-36 C-35	OPCOM
088	SIGS	OP RADIO & LINE	C-37	OPRL
089	AMC	PHARMACIST	B	PHARM
090	COM	PAINTER & DECORATOR	D-50	PTRDECTR
091	EME	PATTERN MAKER	C-38	PTM
092	ENGR	PHOTOWRITER	B-38	PWR
093	ENGR	PHOTO GRAPHER CARTO	B-39	PGC
094	ASC	PETROLIUM MECH	C-22	PE
095	AMC	PSYCHIATRICNURSING ASST	B-32	PNA
096	AMC	PHYSIO THERAPY ASST	B-40	PTA
097	APS	POSTMAN	D-54	POSTMAN
098	ENGR	PRINTER AND COMPOSITOR	D-52	PCR
099	MECH INF	PILOT GUNNER	D-70	GNRPT
100	APTC	PTI	D -28	INSTPT
101	EME	RECOVERY MECHANIC	C-51	REMEC

1	2	3	4	5
102	COM	REFRIGERATION MECH	C-39	REFRMECH
103	ARTY	REGTL SVY	C-40	RGS
104	RVC	RIDER	D-56	RDR
105	-	RELIGIOUS TEACHER	E-33	RT
106	AOC	SADLER & HARNESS MAKER	D-59	SHM
107	ENGR	SAPPERSURVEYOR	D-60	SSY
108	ENGR	SAWYER	D-57	SYR
109	ENGR	SECUNNY	C-41	SNY
110	COM	SHT	D-63	SHT
111	ENGR	SHIPWRIGHT	C-42	SWT
112	ARMD	SOWER PBG	C-43	SOW
113	AMC	SPL TREATMENT ASST	B-44	STA
114	COM	STORE KEEPER TECHNICAL	B-45	SKT
115	COM	SURVEYOR ARTY	B-49	SVRARTY
116	ENGR	SURVEYOR FD	B-47	SVFD
117	ENGR	SAW DOCTOR	B-43	SDR
118	ENGR	SURVEYOR TOPO	B-50	STL
119	ENGR	SK GDE II	B	SK
120	ARTY	TECH ASST	D-62	TA
121	ENGR	TIN & COPPERSMITH	D-64	TCS
122	INT	TRANSCRIBER CHINESE LANGUAGE	B-54	TCL
123	ENGR	TRACER	B	TRACER
124	SIGS	TECHELECTRONIC SYSTEMS	B	TELSYS
125	SIGS	TECH ELECTRONIC RADIO	B	TELRAD
126	EME	TELECOM MECH (ALL CATE)	B-51	TCM
127	EME	TOOL MAKER	B-53	TOOLM
128	EME	TURNER	C-45	TNR
129	EME	VEH MECH MV	C-46	VEHMECM
130	EME	VEHMECH AFV	B-55	VEHMECAF
131	COM	WELDER	C-49	WLDR
132	AMC	X-RAY ASST	B-56	XRA

LIST OF CATEGORIES PLACED IN THE NEW PAY GROUP- "Z"

<i>Sl No</i>	<i>Arms/ Services</i>	<i>Category/Trade</i>	<i>Old Gp</i>	<i>Abbreviation</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>
01	ASC	BAKER	E-02	BKR
02	COM	BANDSMAN INCLUDING PIPER BUGLER & DRUMMER RENAMED AS "MUSICIANS"	D-03 D-04 D-13	MUSICIAN
03	COM	BARBER	E-06	BARBER
04	COM	BLACKSMITH (U)	E-04	BSMITHU
05	ASC	BUTCHER	E-03	BHR
06	COM	CARP UNIT	E-08	CARPU
07	AMC	COOKHOSPITAL	D-09	COOKH
08	COM	COOKSPL	D-10	COOKSPL
09	COM	COOKMESS	E-10	COOKM
10	COM	COOKUNIT	E-09	COOKU
11	ARTY	DVRMULEARTY	E-14	DVRMMA
12	ASC	DRIVERAT(ANIMAL&STORE)	E-12	DVRAT
13	COM	ER	E-16	ER
14	RVC	FARRIER	D-23	FARR
15	RVC	KENNELMEN	E-22	KLN
16	COM	MASALACHI	E-24	MASALCHI
17	COM	MESSWAITER	E-46	WTRM
18	APS	PACKER	E-26	PKR
19	COM	PAINTER(U)	E-30	PTRU
20	PNR	PIONEER (GD)	E-50	PNRGD
21	COM	SAFAIWALA	E-39	SWALA
22	COM	SADDLER (UNIT)	E-36	SDU
23	DSC	SECURITYGUARD	E-51	DSCGD
24	ARMD	SOWAR HORSE CAVRIDER	D-61	SHC
25	COM	SOWAR GD	E-34	SWRGD
26	COM	SHGD	E-35	SHGD
27	COM	TAILOR (U)	E-42	TLR
28	AOC	TEXTILE REPAIRER	E-41	TXRE
29	COM	TINSMITH(U)	E-43	TSMITH
30	EME	UPHOLSTERER	D-67	UPHOL
31	COM	WASHERMAN	E-47	WM
32	ASC	ANIMAL AND STOREHANDLER*	E-12 E-35	ASH

*(incorporated vide Amendment No.13 dated 23 Oct 2000)

AMENDMENTS TO APPENDIX 'J'

Sl.No.	Amendment No.	Date	Description	Group	Format Sl.No.
1	1	27.1.2000	Corrections		
2	2	03.3.2000	AFPPF DCRG AGI	IIA	014 015 016
3	3	18.4.2000	Corrections RETN RMA	IA IA	043(a) 101
4	4	28.4.2000	JRNYPD PRPLVE Clarification-CTG Amendment to DOsII	IA IA	003 004 Page/138
5	5	20.6.2000	TFRGTL TFRGTH	IA IA	130 131
6	6	21.6.2000	EXAM	IIB	028
7	7	22.6.2000	RMA	IA	101
8	8	22.6.2000	LDAILY	IA	060
9	9	24.7.2000	FLYPAY	IA	132
10	10	14.8.2000	ENCASH	IA	022
11	11	21.9.2000	GSPAY FORGSP RESGSP	IA IA IA	133 134 135
12	12	12.10.2000	INSTAL	IA	136
13	13	23.10.2000	SCCIA	IA	116
14	14				
15	15	19.2.2001	CANCEL CANCEL CANCEL CANCEL CANCEL	IA IB IA IIA IIB	100 023 100(a) 017 029
16	16	19.2.2001	MEDCAT MEDCAT	IIB IIB	016 017
17	17	29.3.2001	RLCA1 RLCA2 RLCA3 RLCA4	IA IA IA IA	137 138 139 140

18	18	20.4.2001	AWARD TFRGTH	IA IA	076 131
19	19	24.4.2001	PROMOT (SPHAV)	IA	025j
20	20	26.4.2001	DGCN MSTJCO	IIB IA	030 141
21	21	07.8.2001	CHAFAA	IA	142
22	22				
23	23	23.10.2001	AETECH AIRWCA FLCHCA	IA IA IA	143 144 145
24	24	23.10.2001	JLPT	IIB	028
25	25	21/27.11.2001	SETASD	IB	024
26	26	21/27.11.2001	ISLNDA	IA	146
27	27	28.3.2002	SETASD	IB	024
28	28	27.5.2002	TDCH ROSTER	IIB IIB	031 032
29	29	03.6.2002	UPCLAS (REMUST)	IA	039
30	30	12.12.2002	NSGA	IA	86
31	31	08.4.2003	HAZARD PAY (Deleted)	IA	090
32	32	29.8.2003	RE-ENROLEMENT IN DSC	IC	005
33	33	19.9.2003/ 27.10.2003	URSCM RSCM	IA IA	147 148
34	34	29.12.2003	ACP NK ACP HAV	IA IA	149 150
35	35	06.12.2004	Corrections	Page/3	Sl.No.12.8
36	36	14.01.2005	TFRDEP REVDEP	IA IA	151 152
	Addendum	22.06.2006	Addition of BDDS		
37	37	13.06.2005	ARREST ARREST	IB IB	001a 001b
38	38	23.12.2005	INSTAL	IA	136

39	39	27.06.2006	HAA	IA	153
40	40	25.07.2006	ADVENT	IIB	21d
41	41	30.11.2006 (Cancelled) 10.01.2007	SSA SSA	IA IA	154 154
42	42	10.01.2007	CLOSAR/CONFIN	IB	003a
43	43	16.01.2007	Enrolement in Army SOLGD, SOLTECH, SOLNASS, SOLCLK/ SKT, SOLTDN, HAVCLK, HAVEDN, SPHAV	IC	001 001a TO 001g
44	44	24.04.2007	QMNK	Page/6	26
45	45	18.07.07 24.07.07	CHGD	IIA	018
46	46	20.09.07	STRINC	IA	093
47	47	20.09.07	DISMIS	IA	020
48	48	28.09.07	TFRIN PROMOT	IA	002 025a 025b 025d 025e
49	49				
50	50				