



## PAY FIXATION CASES



### (EX-SAILORS COMMISSIONED AS OFFICERS IN OTHER SERVICES)

Procedure for Pay Fixation of ex-sailors commissioned as Officers in other Services is as follows:

- (i) The application with Appendix 'B' (**format enclosed**) is to be forwarded by the concerned unit/office where the ex-sailor is presently employed.
- (ii) Post verification, Appendix 'B' is to be forwarded to NPO/ Sailors De-Mob section along with attested copies of PPO after verification of ex-sailor's record and subsequent Pay Fixation.

<b>The Logistics Officer-in-Charge {for Staff Officer (GB)} Naval Pension Office c/o INS Tanaji Sion -Trombay Road Mankhurd Mumbai – 400 088</b>	<b>Tele: - 022 -25075620 Email:- navpen-navy@nic.in</b>
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**GOVT.OF INDIA MINISTRY OF DEFENCE MEMORANDUM NO.2 (29)/6323/B-(CIV-1) DATED 08 AUG 62 AS AMENDED BY CORR.2 (2)/73/9366/D/(CIV-1) DATED 19 AUG 1976**

1. P.No. \_\_\_\_\_ RANK : EX- \_\_\_\_\_ NAME : \_\_\_\_\_
2. Designation and scale of pay of \_\_\_\_\_ : \_\_\_\_\_  
Post in which re-employment \_\_\_\_\_
3. Date of re-employment \_\_\_\_\_ : \_\_\_\_\_
4. Date of birth \_\_\_\_\_ : \_\_\_\_\_
5. Date of Enrolment \_\_\_\_\_ : \_\_\_\_\_
6. Date of release from Mil. Service \_\_\_\_\_ : \_\_\_\_\_
7. Transferred to Fleet Reserve \_\_\_\_\_ : \_\_\_\_\_
8. Active rank with period if any held at the time of \_\_\_\_\_ : \_\_\_\_\_  
release and details of pay drawn during the period  
**(Duly verified by PAO)**
9. Details of service rendered before release in the post \_\_\_\_\_ : \_\_\_\_\_  
not lower than in which re-employed along with the  
rate/scale of pay. **(Duly verified by PAO)**
10. Substantive rank held at the time of release and the details : \_\_\_\_\_  
of pay drawn in rank **(Duly verified by PAO)**
11. Details of service rendered as combatant \_\_\_\_\_ : \_\_\_\_\_  
including service as recruit.
12. Amount and nature of pension indicating the service \_\_\_\_\_ : Service Pension : Rs \_\_\_\_\_  
elements and disability elements of the pension separately \_\_\_\_\_  
duly verified by the PCDA (P) Allahabad Circular \_\_\_\_\_  
Table 501 dated 17 Jan 13 \_\_\_\_\_ Commuted value : Rs \_\_\_\_\_  
Capitalized Value : Rs \_\_\_\_\_  
Residual Value : Rs \_\_\_\_\_
13. Amount of DCRG duly verified by the PCDA (P) or PAO as \_\_\_\_\_ : DCRG : Rs \_\_\_\_\_  
the case may be, and its pension equivalent. \_\_\_\_\_ PEG : Rs \_\_\_\_\_
14. Amount of Disability pension if any \_\_\_\_\_ : \_\_\_\_\_
15. Whether the person concerned disclosed the fact of his \_\_\_\_\_ : \_\_\_\_\_  
being re-employment.
16. In case the claim was not initiated gets pay fixed within \_\_\_\_\_ : \_\_\_\_\_  
two months from the date of re-employment.
17. Reason for delay \_\_\_\_\_ : \_\_\_\_\_
18. Additional remarks, if any \_\_\_\_\_ : \_\_\_\_\_

**“Certified that serials 1, 4 to 7 and 11 to 14 has been verified”**

Date:

Staff Officer (GB)  
for Logistics Officer-in-Charge

**COUNTERSIGNED BY NPO**  
“Columns 8 to 10 verified”