

Sub: Acceptance of Promotion to the post of _____

In pursuance of the Regional Office Order No. **331 (A) of 2025 dated 16.12.2025**, I submit that I unconditionally accept & join the regular promotion to the post of **Assistant** at ordered place of posting at _____.

(Signature of the Official)

Name- _____

Date- _____

Place of Posting- _____

Sub: Non-acceptance of Promotion to the post of _____

In pursuance of the Regional Office Order No. **331 (A) of 2025 dated 16.12.2025**, I submit that I am not able to accept the regular promotion to the post of **Assistant** as ordered.

(Signature of the Official)

Name- _____

Date- _____

Place of Posting- _____