

DO II FORMAT- GREF SYSTEM

SL NO (1)	GRF No.Rank and Name (2)	Description (3)	Date of Effect (4)	Rate (5)	Period (6)	Other Allowance (7)			Ref DOII (8)	Remarks (9)
						7 (a)	7 (b)	7 (c)		
1		UPDTC	Date	NIL	NIL	TRD QLD				*

Notes:

1. In column 4, for date it will be 01/01/2006 for existing employees and date of appointment for new recruit
 2. Column 5 & 6 will remain blank
 3. In column 7(a) write TRD if the person is retrained and QLD if he/she already posses required qualification
- * In remarks column details of education qualification, DGBR Letter no.& date of retraining may be noted.