

From :

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To,

Director of Air Veterans (Audit & Accts)
Subroto Park
New Delhi – 110010

SUB : REQUEST FOR STEPPING UP OF PAY

Sir,

1. Iretired from Indian Air Force
w.e.f.....

2. It is brought out that my junior ser no*..... is drawing higher pay than me on account of change in next increment due to pay fixation on his promotion. Whereas, I have been promoted in the same rank earlier in the time frame for six months to my above mentioned junior.

3. Therefore, I request that my pay may be stepped up and necessary action may be initiated for early settlement of financial effects.

Your sincerely,

Ser No.....

Rank

Name.....

Mob No.....

DOD.....

Date.....

* To be left blank (R) to be left blank