

Annexure - I (To be submitted by the incumbent)
DECLARATION IN CONNECTION WITH FOREIGN VISIT

1.	Name of the officer	:	
2.	Service of the officer / Department	:	
3.	Designation	:	
4.	Name of the country / countries to be visited	:	
5.	Period of the proposed visit with specific dates	:	
6.	Purpose of the visit	:	
7.	Nature of visit (official / private)	:	
8.	Who will bear the cost of airfare i) if self, mention source like salary savings etc. or ii) if organization, details thereof, or iii) if individual, state the name, nationality and relation with the officer	:	
9.	Who will bear the cost of board and lodging and travel during visit i) if self, mention source like salary savings etc. or ii) if organization, details thereof, or ii) if individual, state the name, nationality and relation with the officer	:	
10.	Whether the officer will accept foreign hospitality during his / her stay abroad, if so, details thereof,	:	
11.	Whether the officer will accept any foreign employment / profession during his / her stay abroad, if so, details thereof,	:	
12.	Whether the officer will undergo any foreign training / workshop / seminar etc. programme while stay abroad, if so, details thereof	:	
13.	Whether the officer will accept any scholarship / award etc. in connection with his / her visit abroad	:	

I undertake that :-

- 1). I shall not visit abroad unless I get permission from the Government; and
- 2). I shall return and resume my official duty immediately after expiry of leave to be granted for the purpose.

The above statements are true to the best of my knowledge and, if found incorrect, I shall be personally liable for the same.

Date :

Signature :

File : Declaration for any visit abroad