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DELHI PHARMACEUTICAL SCIENCE AND RESEARCH UNIVERSITY

(Established under Act 07 of 2008, Govt. of NCT of Delhi)

Pushp Vihar, Sect-III, M.B. Road, New Delhi-110017

PERFORMA FOR TAKING PRIOR PERMISSION BY GOVERNMENT SERVANTS FOR PRIVATE VISIT ABROAD

PART A – To be filled by the Government servant applying for visit abroad

1. Name and Designation:
2. Pay:
3. Department:
4. Passport No.(Attach Photocopy):
5. Details of private foreign travels to be undertaken:

Period of travel	Name of foreign countries to be visited	Purpose	Estimated expenditure(travel, Board, lodging, visa, misc., etc.)	Source of funds

6. Details of private foreign travel undertaken during the last four years

Period of travel		Name of foreign countries visited	Purpose
From	To		

UNDERTAKING

I, State that in the event I am granteddays leave fromtoto visit..... I undertake that I shall not extend my leave under any circumstances and I shall report for duty on expiry of my leave i.e. on failing which I shall be liable for disciplinary action as per Government rules. I also hereby undertaker that I shall not take up any employment either full time or part time including private Professor, practice and consultancy etc. n the Foreign Country during my leave period, failing which I shall be liable for disciplinary action.

Date:
Place:

Signature:.....
Name:.....
Designation:.....
Employee Code No:.....