

Baba Farid University of Health Sciences, Faridkot

APPLICATION FOR PERMISSION TO APPLY FOR EX-INDIA LEAVE

1.	Name, Designation and Office/ ward / department in which working:	
2.	Date of Birth	
3.	Date of appointment to the Present post:	
4.	Whether post held on contract/ ad-hoc basis or in a regular capacity:	
5.	If regular, whether temporary or permanent:	
6.	Names of countries proposed to be visited:	
7.	Purpose of visit:	
8.	Name of the training/course and duration of training/course abroad:	
9.	The period of earned leave applied for as Ex-India leave:	
10.	Probable duration of the visit:	
11.	How the extra expenditure (besides the expenditure borne by the sponsoring Department) on the visit abroad will be met:	
12.	Details of previous private visits abroad, if any:	

UNDERTAKING

I undertake that I will return to India on the expiry of my leave and will not accept any job or join any course during the period of my stay abroad, failing which I will be liable to disciplinary action' as required under the Punjab Civil Service (Punishment and Appeal) Rules 1970 for violation of the Government Employees (Conduct) Rules, 1966.

Place:
Date:

Signature of applicant
Email _____
and Mobile/ Contact No _____

Endst No.

Date:

1. Certified that the information furnished above is correct and Passport has been scrutinized.
2. Certified that there is no disciplinary or vigilance case/s is pending/ contemplated against the officer/official.
3. Leave recommended.

Signature & Designation of Controlling Officer

Endst No.
Recommended and Forwarded

Date:

Principal/ Director/ Medical Supdt/Branch Head