



क्रमांक:—एफ.2()स्था/विविध/आकाशि/2024—6861/पार्ट—A/

दिनांक: हस्ताक्षर दिनांक

प्राचार्य,
समस्त राजकीय महाविद्यालय,
राजस्थान।

विषय:— समस्त अधिकारियों/कर्मचारियों के विदेश यात्रा के संबंध में दिशा—निर्देश बाबत।
संदर्भ:— वित्त विभाग के परिपत्र क्रमांक एफ1(7)एफडी/रूल्स/2022 दिनांक 09.10.24 के संदर्भ में।

उपर्युक्त विषयान्तर्गत के क्रम में लेख है कि राजस्थान सरकार, वित्त विभाग के उक्त परिपत्र द्वारा सरकारी अधिकारियों/कर्मचारियों के विदेश यात्रा पर जाने के संबंध में नवीन दिशा—निर्देश “ The authority competent to sanction privilege leave shall be competent to sanction leave along with permission for private foreign visits “ एवं अन्य जारी किये गये हैं।

अतः निर्देशित किया जाता है कि सरकारी अधिकारियों/कर्मचारियों के विदेश यात्रा से संबंधित कार्यवाही उक्त परिपत्र में वर्णित दिशा—निर्देश अनुसार ही किया जाना सुनिश्चित करावें।

विदेश यात्रा हेतु आवेदन पत्र का नवीन प्रारूप (Annexure-A) एवं उक्त परिपत्र की प्रति संलग्न है।

(सुनील भाटी)
अतिरिक्त आयुक्त

प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है :-

- वरिष्ठ निजी सचिव, आयुक्त, कॉलेज शिक्षा, राज. जयपुर।
- वित्तीय सलाहकार, कॉलेज शिक्षा राजस्थान, जयपुर।
- समस्त संयुक्त निदेशक/शाखा प्रभारी, कार्यालय हाजा।
- आहरण एवं वितरण अधिकारी, कार्यालय हाजा।
- वेबसाईट प्रभारी को विभागीय वेबसाईट पर अपलोड करने हेतु।

अतिरिक्त आयुक्त

RajKaj Ref
11291550



Signature valid

Digitally signed by Sunil Bhati
Designation: Additional
Commissioner
Date: 2024.10.22 20:33:35 IST
Reason: Approved

Government of Rajasthan
Finance Department
(Rules Division)

No. F.1(7)FD/Rules/2022

Jaipur, dated : 09 OCT 2024

CIRCULAR


Sub: Regarding private foreign visits (on leave) by the Government employees.

Regarding the issuance of permission for private foreign visits (on leave) by Government employees, in supersession of all previous instructions/orders, following procedure would be adopted –

1. The authority competent to sanction privilege leave shall be competent to sanction leave along with permission for private foreign visits.
2. No separate permission for foreign travel would be required.
3. Leaves for this purpose, may be sanctioned as per provisions of the Rajasthan Service Rules 1951 (as amended) or Rules prescribed for concerned employee.
4. Along with leave application, the applicant will have to give an undertaking as under –
 - a. He/she will not join any service or business during this stay abroad and confidentiality of Government record/information will be maintained.
 - b. For visit abroad or during visit abroad, no expenditure / foreign exchange shall be entertained by / through State Government.
 - c. He/she will seek prior permission of the Cadre Controlling authority If he/she intends to accept any foreign hospitality/ sponsorship.
 - d. He/she will inform the leave sanctioning authority after returning from abroad.
 - e. There is no court order/any quasi-judicial order restraining the applicant from leaving the country.

5. The officers holding sensitive assignments from the perspective of public dealing, disaster management or law & order such as District Collectors, SPs/Police Commissioners and Secretary in-charge level officers in the secretariat would require prior permission of Chief Secretary and Hon'ble Chief Minister.
6. Along with officers/employees from All India Services, State Services, Subordinate Services and personnel on deputation, these instructions would also be applicable on employees of parastatals (i.e. State Boards/Corporations/Societies/Trusts etc.),

For this purpose, an online application form as enclosed at Annexure-'A' would be made available on Rajkaj portal through sso.rajasthan.gov.in. This form would be aligned with the various service rules so that the requisite columns and information is furnished. Till the online application system is operationalized, the government employees can apply offline also.


(Debasish Prusty)
Secretary to the Government
Finance (Budget)

Copy forwarded to the –

1. Secretary to Hon'ble Governor
2. Additional Chief Secretary to Hon'ble Chief Minister
3. All Special Assistants / Private Secretaries to Ministers / State Ministers
4. Senior DS to Chief Secretary
5. All Additional Chief Secretaries / Principal Secretaries / Secretaries / Special Secretaries to the Government
6. Accountant General, Rajasthan, Jaipur
7. All Heads of the Departments
8. Director, Treasuries & Accounts, Rajasthan, Jaipur
9. Deputy Director (Statistics), Chief Ministers' Office
10. All Treasury Officers
11. All Sections of the Secretariat
12. Administrative Reforms (Gr-7)
13. Vidhi Rachana Sanghathan for Hindi translation
14. Technical Director, Finance Department (Computer Cell)
15. Guard File

Copy also to the -

1. Principal Secretary, Rajasthan Legislative Assembly, Jaipur
2. Registrar General, Rajasthan High Court, Jodhpur / Jaipur.
3. Secretary, Rajasthan Public Service Commission, Ajmer.
4. Secretary, Lokayukta Sachivalaya, Rajasthan, Jaipur.

④
9/X/24

(Suresh Kumar Verma)
Joint Secretary to the Government

(RSR 25/2024)

PROFORMA FOR TAKING PRIOR PERMISSION BY
GOVERNMENT SERVANTS FOR PRIVATE FOREIGN VISITS

1. Name and designation
2. Pay
3. Name of the Department
4. email ID
5. Mobile no
6. Passport No.
7. Details of private foreign travel to be undertaken:

Period of Travel	Name of countries to be visited	Purpose	Estimated expenditure	Source of funds

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

Period of travel	Name of foreign countries visited	Purpose

Signature

Date

Name and Designation