

बिहार सरकार
सामान्य प्रशासन विभाग

प्रेषक,

दयानिधान पाण्डेय, भा0प्र0से0
सरकार के अपर सचिव।

सेवा में,

सभी विभागीय प्रधान सचिव/सचिव।
सभी प्रमण्डीय आयुक्त।
सभी जिला पदाधिकारी।

विषय:- विदेश यात्राओं के लिए आवश्यक प्रक्रिया के संबंध में।

पटना-15, दिनांक 10 फरवरी, 2016

प्रसंग:- विभागीय पत्रांक-17114 दिनांक 11.12.2015 एवं कार्मिक एवं प्रशिक्षण विभाग, भारत सरकार, नई दिल्ली का पत्रांक-12/5/2016-एफ ए (यू एन) दिनांक 27.01.2016 तथा पत्रांक-11019/6/2001-ए आई एस-111 दिनांक 07.03.2003.

महाशय,

उपर्युक्त विषय के संबंध में निदेशानुसार कहना है कि विभागीय पत्रांक-17114 दिनांक 11.12.2015 द्वारा विषयगत संदर्भ में अपेक्षित प्रक्रिया पूर्व में संसूचित है। उक्त पत्र सामान्य प्रशासन विभाग के अधिकारिक वेबसाईट के परिपत्र (circular) संबंधी पटल पर उपलब्ध भी है।

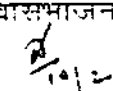
2. उल्लेखनीय है कि प्ररतगत विषय पर कार्मिक एवं प्रशिक्षण विभाग, भारत सरकार, नई दिल्ली से प्राप्त पत्रांक-12/5/2016-एफ ए (यू एन) दिनांक 27.01.2016 में संदर्भगत विदेश यात्राओं की अनिवार्य प्रक्रियाओं को उक्त विभागीय पत्रांक-11019/6/2001-ए आई एस-111 दिनांक 07.03.2003 के आलोक में स्पष्ट किया गया है। प्रसंगवश उनकी प्रतियों संलग्न हैं।

3. अतः अनुरोध है कि प्रासंगिक विदेश यात्राओं के लिए प्रस्थान किये जाने के पूर्व अनुबद्ध पत्रों के अनुसार आवश्यक प्रक्रिया का अनुपालन कृपया सुनिश्चित करने की कृपा की जाय।

अनुलग्नक-छायाप्रतियों में।

- कार्मिक एवं प्रशिक्षण विभाग, भारत सरकार का पत्रांक-12/5/2016-एफ ए (यू एन) दिनांक 27.01.2016 अनुलग्नक सहित।
- कार्मिक एवं प्रशिक्षण विभाग, भारत सरकार का पत्रांक-11019/6/2001-एआईएस-111 दिनांक 07.03.2003

विश्वासभाजन,


सरकार के अपर सचिव।

IMMEDIATE

No. 12/5/2016-FA (UN)

Government of India

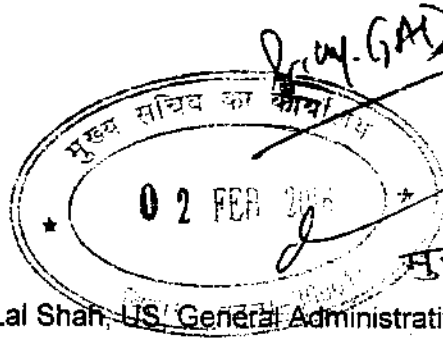
Ministry of Personnel, Public Grievances & Pensions

Department of Personnel & Training

North Block, New Delhi,
Dated the 27th January, 2016

To

The Chief Secretary,
Government of Bihar
Patna, Bihar.



मुख्य सचिव
बिहार

[Kind Attn: Shri Kanhaiya Lal Shah, IAS, General Administration Section, Govt. of Bihar]

Sub: Foreign visit of Shri Jitendra Srivastava, IAS(BH: 2000), Executive Director, State Health Committee, Bihar to participate in International Conference on Family Planning at Indonesia from 25/01/2016 to 28/01/2016.

Sir,

I am directed to refer to Government of Bihar's Letter No. 1/वि.प्र-05/2015- सां प्र-527/पटना-15 dated 13/01/2016 on the subject cited above and to say that NOC of this Department is required for the visit of Shri Shrivastava to Indonesia from 25/01/2016 to 28/01/2016 in terms of the provisions contained in DoP&T's letter No. 11019/6/2001 AIS-III dated 07/03/2003. In view of this, it is requested to submit the proposal in the prescribed checklist (format enclosed) alongwith FCRA clearance from Ministry of Home Affairs and Political clearance from Ministry of External Affairs so that the matter could be processed further.

2. It has been noted that a similar visit was undertaken by Shri Shrivastava to Indonesia from 07/11/2015 to 12/11/2015 and State Government was requested to submit a proposal in the prescribed check-list along with necessary clearances. However, the same is still awaited.

3. In view of the above, the State government is requested to furnish the FCRA and MHA clearance for the visit undertaken by Shri Srivastava from 25/01/2016 to 28/01/2016 and a proposal for the visit from 07/11/2015 to 12/11/2015 in the prescribed checklist alongwith necessary clearances.

4. It may be noted that as per Para 9 of Letter No. 11019/6/2001-AIS-III dated 07/03/2003, where an officer proceeds for a training programme/ workshop/ seminar/ study tour abroad without obtaining the cadre clearance of this Department, there is likelihood that the period of his/her absence would be treated as dies-non.

Encl: A/a

Yours faithfully,

(Chhatra Mani)

Under Secretary to the Government of India

16

AS (IAS)

14/1/16

12/10-1
2016
5/2/16

मुख्य सचिव का कार्यालय
पटना-15
दिनांक 03-2-16

Handwritten signatures and dates: 147/1701, 05.02.16

Checklist for clearance in respect of IAS officers visiting abroad

1. Name and designation of the officer
2. Date of birth
3. Details of the training programme/ workshop/seminar etc. with a copy of the invitation/admission
 - (i) Name of the course/workshop/seminar etc.
 - (ii) Name of the institution/country
 - (iii) Duration
 - (iv) Details of the cost of the training/workshop/Seminar
4. Expenditure
 - (i) Details of expenditure on the visit abroad(including travel, hospitality etc.)
 - (ii) Source of funding
5. Agency that bears the cost of the training/ workshop/seminar
 - (i) Details of such cost
 - (ii) Details of the Agency
6. Service/cadre to which the officer belongs
7. Year of allotment to the cadre
8. Job description of the officer
9. Relevance of the training/workshop/seminar to the job of the officer
10. Whether the officer is clear from vigilance angle
11. Recommendation of the Cadre Controlling State Government/Ministry
12. No objection/approval of Deptt. of Personnel & Trg. will be subject to clearance by Ministry of External Affairs from political angle, MHA in FCRA and Ministry of Finance if need be from Screening Committee etc.

(2)

No.11019/6/2001-AIS-III
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

New Delhi, Dated the 7th March, 2003

To

The Chief Secretaries of all State Governments
and Union Territories Administration.

Delegation of powers to the State Governments/Central Ministries
Subject :- in cases of the members of All India Services proceeding abroad
on deputation or ex-India leave (excluding study leave).

Sir,

I am directed to say on the subject mentioned above that an Executive Instruction 'B' was issued by this Department (Letter No. 9/26/71-AIS-III) on 23.09.1972 under Regulation 12 of the AIS (Study Leave) Regulations, 1960 wherein it is provided that all cases, in which the State Government proposes to send a member of an All India Service abroad on deputation or on leave due and admissible to him (including study leave) should be referred to the respective Cadre Controlling Authority in the Government of India.

2. There has been demand for doing away with the aforementioned provision for Central Government's prior approval for grant of ex-India leave excluding study leave so as to avoid delay both at the level of the State Government and Central Government. After careful consideration, it has now been decided to modify the existing provision and stipulate that the approval of the Central Government for travel abroad of members of the All India

Service is no longer required in the following cases to the extent provided therein:-

- (a) In case of private visits abroad on leave due and admissible, the delegation is restricted to Casual leave, Earned leave and Leave on Medical Certificate.



(b) AIS officers may be accorded permission to travel abroad in conjunction with an official visit/tour abroad subject to the condition that the total period abroad (including travel time) should not exceed three (3) weeks.

(c) Official visits/Training/Tours/ Study tours/ Seminars/ Workshops etc. abroad up to three (3) weeks duration where the entire expenses are borne by the Government of India, the State Government, an International Agency such as the United Nations Agency, World Bank, IM, ADB etc. or an International Agency in which India is a member.

(d) Project related visits as defined in the M No. 37/1/97 -E() dated 0.03.1999, issued by the Office of the Establishment Officer, Department of Personnel and Training, Government of India.

3. While considering the requests of the member of an All India Service for grant of leave to proceed abroad, all the State Governments/Ministries to the Government of India are requested to satisfy themselves regarding the funding of such visits made by the officer concerned in each case and to see that no cadre officer accepts hospitality from a foreign government/private body other than a close relative.

It is further noted that the above delegation will not apply to any travel abroad in conjunction with leave granted under the

provisions of the All India Service (Study Leave) Regulations, 1960, where the specific clearance of the Central Government is invariably required.

The following category of official visits/tours/study tours/seminars/workshops etc. abroad will continue to be referred to DT for grant of cadre clearance:

- (i) all cases of more than three (3) weeks duration.
- (ii) all cases where the invitation is direct to the officer and the State Govt. is not bearing the expenditure, irrespective of the duration of the visit.
- (iii) all cases where foreign hospitality from a private agency is involved.
- (iv) all cases where an officer is getting any remuneration/fees for the work.

performed by him

(19)

6. The proposal should be sent in a self-contained format furnishing all the relevant details in the prescribed format (copy enclosed). In case, proposal is not in the prescribed format or information in respect of any item in the format is missing, no bac reference will be made by this Department and cadre clearance will not be granted.

7. The proposal should be forwarded to DT well in time i.e at least before a fortnight from the date of commencement of the training/workshop etc.

To the extent possible, nomination of officers may be made for those seminars/workshops etc. which are related to the job/assignment of the officer.

9.. In case where an officer proceeds for a training programme/workshop/seminar/study tour abroad without obtaining

the cadre clearance of this Department there is likelihood that the period of his absence would be treated as dies-non.

10. It is requested that the provisions of this circular may be brought to the notice of all the members of All India Services serving with the State / Central Governments at an early date.

ours faithfully,

Sd/-

(AEEL AMAD)

DEUT SECRETAR T TE GERNMENT INDIA

TELE.N. 30922

Copy for information and necessary action to:-

(1) The Secretary, Ministry of Home Affairs, North Bloc, New Delhi. attention - Shri
A..ain, oint Secretary (olice)



(2) The Secretary, Ministry of Environment forests, aryavaran Bhavan, CG Complex, New Delhi. attention - Shri R.Chandramohan, oint Secretary (orests)

(3) All Ministries / Departments of the Government of India, New Delhi.

Spare Copies: 100

RRMA R CADRE CLEARANCE IAS ICERS ISITING ABRAD

1. Name and designation of the officer
2. Date of birth
3. Details of the training programme/ workshop/seminar etc. with a copy of the invitation/admission
 - (i) Name of the course/workshop/seminar etc.
 - (ii) Name of the institution/country
 - (iii) Duration
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10. Whether the officer is clear from vigilance angle

11. Recommendation of the Cadre Controlling State Government/Ministry

12. No objection/approval of Deptt. of ersonnel Trg. will be subject to clearance by
Ministry of External Affairs from political angle, MA in CRA and Ministry of inance if
need be from Screening Committee etc.