

DIRECTORATE OF PLANT PROTECTION QUARANTINE & STORAGE

PROFORMA FOR PERMISSION TO APPLY FOR EX-INDIA LEAVE

1	Name, Designation and office in which working	
2	Date of Birth	
3	Date of appointment to the Present post	
4	Whether post held on ad-hoc basis or in a regular capacity	
5	If regular, whether Temporary, Quasi-permanent or permanent and from which date	
6	Name of countries proposed to be visited	
7	Purpose to visit	
8	Probable duration of the visit	
9	How the expenditure on visit abroad is to be met	
10	Details of previous visits abroad, If any	
11	Whether it is intended to apply for Leave or voluntary retirement or reassign for going abroad	

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 C.C.S. (Conduct Rules), 1964.

Signature of applicant

Date:

Place: