

**AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT FOR SEEKING PERMISSION  
FOR FOREIGN TRAVEL (OTHER THAN OFFICIAL VISIT / TRAINING)**

1. That the deponent is presently posted as ----- (designation) at ----- and the date of joining in services is-----.
2. That no departmental enquiry is pending against him.
3. That no deponent is going to visit ----- (Name of place) for the period from ----- to ----- (tentative date) to attend ----- (Name of event / purpose).
4. That the deponent has neither been convicted nor any case pending in any civil / criminal court.
5. That the deponent will resume duty on completion of sanctioned leave period.
6. That the deponent will not join any service / assignment or business during visit abroad.
7. That there will no financial burden upon this department or Government for the deponent's above mentioned journey.
8. That the deponent has sufficient funds available with him out of the savings to meet expenses of traveling by air and other expenses.
9. That the deponent will not disclose any secrecy of the department /Government.
10. That the deponent will abide by the rules and directions of the Government /department during the leave period.
11. The valid passport No. of the deponent is ----- (Copy of passport attached).
12. The address of stay of the deponent during foreign visit would be -----  
----- (at place with duration).

Date

Deponent's signature

From

The Director-General,  
Technical Education Haryana,  
Bays No. 7-12, Sector-4,  
Panchkula.

To

The Principal,  
Govt. Polytechnic, Nilokheri / Sirsa / Narnaul / Adampur / Ambala / Sonepat /  
Jhajjar / Hisar.  
Govt. Polytechnic for Women, Faridabad / Ambala / Sirsa.

Memo No. 4004-14  
Dated: 15/6/15

/Admn.I

**Subject: Affidavit to be submitted by the applicant for seeking permission for Foreign Travel (other than official visit / training)**

Kindly refer on the subject noted above.

Please find enclosed herewith a copy of proforma of affidavit to be submitted by the applicant for seeking permission for foreign travel (other than official visit / training).

It is therefore, requested that in future all the proposals for seeking permission for foreign travel (other than official visit / training) may be sent to this office in the above said revised affidavit proforma.

*Daggarwal*  
Deputy Director (Admn.I)

for Director-General Technical Education,  
Haryana, Panchkula

**DA/As above**

Endst. No.

*E8(60)/4015-16*

/Admn.I

Dated:

A copy of above is forwarded to the following for information and further necessary action.

1. Joint Director (Admn.II).
2. Joint Director (Admn.III).

*Daggarwal*  
Deputy Director (Admn.I)

for Director-General Technical Education,  
Haryana, Panchkula

/Admn.I

Dated:

**DA/As above**

Endst. No.

*E8(60)4017*

A copy of above is forwarded to the Deputy Director (IT) with the request to upload the proforma of affidavit on the departmental website.

*Daggarwal*  
Deputy Director (Admn.I)

for Director-General Technical Education,  
Haryana, Panchkula

**DA/As above**

*Received on  
17/6/15  
Re  
17/6/15*