

F. No. 24/Uttarakhand/EM/2014
Government of India
Ministry of Finance
Department of Economic Affairs
(Capital Markets Division)

Dy. No. 730/G-01
Dated 13/8/14

Adviser to the Administrator
No. 2524/PS/AA
Dated 12-08-14

North Block, New Delhi - 110 001
Dated, the July 31st, 2014

To

The Chief Secretaries to the
State Governments/ Administrators of Union Territories,
(by Name-as per list attached)

Subject: Foreign travel by the functionaries of State Government / Union Territory on
official account regarding

Sir/Madam,

As you are aware, the procedure for processing foreign visits on official account by the functionaries of State/UT Governments is laid down in Cabinet Secretariat's letter No. 21/1/1/81-Cab. dated the 16th August, 1982 as amended from time to time. In accordance with the procedure, Department of Economic Affairs, Ministry of Finance processes such proposals in consultation with the concerned Union Ministry / Department from essentiality angle. Prior clearance of the Ministry of External Affairs from political angle and the Ministry of Home Affairs from FCRA angle, wherever foreign hospitality is involved are mandatory before processing such proposals by Department of Economic Affairs.

2. However, in a number of cases, it is observed that such proposals are received in Department of Economic Affairs after the commencement of the visit or a day or two before the scheduled date of journey, because of which it becomes difficult to process the case in a timely manner for prior approval of Hon'ble Finance Minister through the Screening Committee of Secretaries. On some occasions, the functionaries concerned have undertaken the journey without approval.

3. Further, it is requested to strictly follow the guidelines of Cabinet Sectt. as mentioned above and send the complete proposal along with clearances from all concerned with regard to the foreign visits of Chief Ministers / Ministers / Speakers / State Government officials to this Department at least two weeks before the scheduled date of departure so that these may be processed and submitted to the Hon'ble Finance Minister through the Screening Committee of Secretaries for consideration, well in time.

Yours faithfully,
Sanjeev Kaushik
(Sanjeev Kaushik)
Director (EM)
Tel : 23092254

(25)

No. 28/13/94-IH(7)-2014/18751
Chandigarh Administration
Department of Personnel

Chandigarh, dated the 7-10-2014

(A) 14/10
DP/GMCH-32

All the Administrative Secretaries/
Head of Departments/Boards/Corporation,
Chandigarh Administration.

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13 OCT 2014

**Subject:- Foreign travel by the functionaries of State Government/
Union Territory on official account regarding.**

Sir/Madam,

I am directed to address you on the subject noted above and to enclose herewith a copy of letter No. 24/Uttarkhand/EM/2014 dated 31.07.2014 from the Director (EM), Government of India, Ministry of Finance, Department of Economic Affairs (Capital Markets Division), New Delhi which is self-explanatory, for necessary action and strict compliance.

Yours faithfully,

Anita Bawa
Superintendent Personnel,
Chandigarh Administration.

Endst. No. 28/13/94-IH(7)-2014/18752

Dated: 7-10-2014

A copy alongwith a copy of its enclosures is forwarded to all the Administrative Branches, Chandigarh Administration Secretariat for similar action.

Anita Bawa
Superintendent Personnel,
Chandigarh Administration.

22/10

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH

(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph.0172-2665253-59, Fax: 0172-2608488)

(ESTABLISHMENT BRANCH-IV)

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24 OCT 2014

Endst. No. GMCH-E-IV-EA-1(24/2)-2014/

Dated, Chandigarh the

A copy alongwith its enclosure is forwarded to the Computer Programmer, GMCH, Chandigarh to **e-circulate/e-mail** the same to all the HODs/Br. Incharges of GMCH, Chandigarh for information & necessary action pl.


Superintendent (Est.-IV)