

Performa for the issue of “ No Objection Certificate” and sanction of leave for visiting foreign countries on private account (At the time of leaving the country) (Form-II)

1(a) Name of the Employee						
1 (b) Emp.No.	1 (c) Designation		1 (d) Shop/Office/ T.No.			
2(a) Residential Address						
2 (b) Contact Numbers.		2(c) Email ID:				
3 (a) Passport Number		3(b) Date and Place of Issue		3(c) Date of Expiry (Photocopy to be enclosed)		
4(a) Period of Ex-India leave applied :				4(b) Nature of leave:		
5 Details of private foreign travel to be undertaken						
5 (a) Period of Travel		5(b) Name of foreign Countries to be visited	5(c) Purpose	5(d) Estimated Expenditure (travel, boarding/lodging, visa, misc, etc.)	5(e) Source of funds	5(f) Address in foreign country.
From	To					
				₹.		
6. Details of previous private foreign travel if any, undertaken during the last four years						
6 (a) Period of Travel		6(b) Name of foreign Countries to be visited	6(c) Purpose	6(d) Estimated Expenditure (travel, boarding/lodging, visa, misc, etc.)	6(e) Source of funds	6(f) Remarks
From	To					

Declaration

1. I certify that the particulars furnished above are correct to best of my knowledge.
2. I hereby give an undertaking to vacate the Railway quarters occupied by me in case the period of leave exceeds six months (180 days)
3. I hereby declare that I will not seek any employment during my stay abroad and also return to India within the leave period.
4. I hereby undertake to advise ICF administration any changes in my address given above and also the changed address.

SELF DECLARATION - In terms of Railway Board letter No.E(O) II-2007/PL/03 dated.19.06.2007.

I, the undersigned hereby declare that: (a)I am aware that as per the provisions of Indian Railway Medical Manual relating to reimbursement of medical expenses incurred aboard, I am not entitled for reimbursement of medical expenses for treatment in emergency or otherwise while on ex-India leave. (b). I have/will purchase adequate insurance coverage for the medical emergency while on Ex-India leave.

UNDERTAKING U/S 6 (2) (C) OF THE PASSPORT ACT. 1967 FOR OBTAINING NO OBJECTION CERTIFICATE FOR OBTAINING PASSPORT/VISITING FOREIGN COUNTRIES ON PRIVATE ACCOUNT

I, _____, Designation _____ of Shop/Office _____, hereby declare and undertake the following in connection with seeking NOC for obtaining passport/ visiting foreign countries on private account, U/s 6(2)(C) of the Passport Act. 1967.

State the following YES or NO in the BOX

- 01. I am Citizen of India. :
- 02. I will not engage outside India in activities prejudicial to the sovereignty and integrity of India. :
- 03. My departure from India will not be detrimental to the security of India.:
- 04. My presence outside India will not prejudice the friendly relations of India with any foreign country. :
- 05. During the past five years I have not been convicted by a court of India for any offence involving moral turpitude. :
- 06. No criminal proceedings against me are pending before a court in India :
- 07. No warrant or summons for the appearance, of warrant for the arrest, have been issued by a court under any law for the time being in force or that no order prohibiting the departure from India has been made by any such court, against me. :

I shall abide by Railway Services (Conduct) Rules, 1966.

Place :
Date :

Signature of the applicant: _____

Name & Emp No. :

Forwarded to Personnel Branch for further necessary action please:

Controlling officer
(Office seal)

SSE/Ch.OS/Shop-
(Office seal)

FOR OFFICE USE ONLY

(a) Certified that the balance of Leave at his / her credit as on _____ is LAP _____ days and LHAP _____ days .

(Signature of verifying authority / Acct. Officer).