

PROFORMA FOR CADRE CLEARANCE OF IFS 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.