

**:: कार्यालय निदेशक, माध्यमिक शिक्षा, राजस्थान, बीकानेर ::**

क्रमांक: शिविरा/माध्य/संस्था/एफ-3/13320/विदेश यात्रा/2024/20853

दिनांक: यथा हस्ताक्षर

समस्त संयुक्त निदेशक  
(स्कूल शिक्षा) संभाग।

समस्त जिला शिक्षा अधिकारी  
(मुख्यालय) माध्यमिक।

विषय: सरकारी कर्मचारियों द्वारा निजी विदेश यात्रा (छुट्टी पर) के संबंध में।  
प्रसंग: राज्य सरकार का परिपत्र क्रमांक एफ.1(7)एफडी/रूल्स/2022 जयपुर  
दिनांक 09.10.2024 के क्रम में।

उपरोक्त विषयान्तर्गत लेख है कि राजकीय सेवा में कार्यरत कार्मिकों के द्वारा निजी विदेश यात्रा (छुट्टी पर) हेतु अनुमति जारी करने के संबंध में सभी पूर्व अनुदेशों/आदेशों के स्थान पर राजस्थान सरकार के वित्त विभाग के सन्दर्भित परिपत्र दिनांक 09.10.2024 द्वारा नवीन दिशा-निर्देश जारी किये गये हैं।

अतः उक्त परिपत्र की प्रति संलग्न कर निर्देशित किया जाता है कि माध्यमिक शिक्षा विभाग के समस्त संवर्ग के अधिकारी/कार्मिक से निजी विदेश यात्रा स्वीकृति प्रकरणों में प्राप्त प्रस्ताव पर वित्त विभाग के उक्त परिपत्र दिनांक 09.10.2024 के अनुसार कार्यवाही किया जाना सुनिश्चित करें।

संलग्न:-उपरोक्तानुसार।

(आशीष मोदी)

आई.ए.एस.

निदेशक

माध्यमिक शिक्षा, राजस्थान,  
बीकानेर

प्रतिलिपि निम्नांकित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है।

1. संयुक्त निदेशक (कार्मिक/प्रशासन/प्रशिक्षण) कार्यालय हाजा।
2. सिस्टम एनालिस्ट कम प्रोग्रामर, कम्प्यूटर अनुभाग, कार्यालय हाजा को विभागीय वेबसाईट पर अपलोड करने बाबत।
3. सहायक निदेशक संस्थापन एबी/सी-1, 2, 3, 4 एवं सामान्य प्रशासन अनुभाग।
4. सहायक निदेशक, शाला दर्पण कार्यालय हाजा।
5. रक्षित पत्रावली।

निदेशक

Document certified by ASHISH MODI  
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Digitally Signed by Ashish  
Modi

Designation: Director

Date :26-11-2024 05:54:31

Government of Rajasthan  
Finance Department  
(Rules Division)

No. F.1(7)FD/Rules/2022

Jaipur, dated : 30.03.2024

CIRCULAR

Sub: Regarding private foreign visits (on leave) by the Government employees.


Regarding the issuance of permission for private foreign visits (on leave) by Government employees, in supersession of all previous instructions/orders, following procedure would be adopted –

1. The authority competent to sanction privilege leave shall be competent to sanction leave along with permission for private foreign visits.
2. No separate permission for foreign travel would be required.
3. Leaves for this purpose, may be sanctioned as per provisions of the Rajasthan Service Rules 1951 (as amended) or Rules prescribed for concerned employee.
4. Along with leave application, the applicant will have to give an undertaking as under –
  - a. He/she will not join any service or business during this stay abroad and confidentiality of Government record/information will be maintained.
  - b. For visit abroad or during visit abroad, no expenditure / foreign exchange shall be entertained by / through State Government.
  - c. He/she will seek prior permission of the Cadre Controlling authority if he/she intends to accept any foreign hospitality/ sponsorship.
  - d. He/she will inform the leave sanctioning authority after returning from abroad.
  - e. There is no court order/any quasi-judicial order restraining the applicant from leaving the country.

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5. The officers holding sensitive assignments from the perspective of public dealing, disaster management or law & order such as District Collectors, SPs/Police Commissioners and Secretary in-charge level officers in the secretariat would require prior permission of Chief Secretary and Hon'ble Chief Minister.
6. Along with officers/employees from All India Services, State Services, Subordinate Services and personnel on deputation, these instructions would also be applicable on employees of parastatals (i.e. State Boards/Corporations/Societies/Trusts etc.),

For this purpose, an online application form as enclosed at Annexure-'A' would be made available on Rajkaj portal through [sso.rajasthan.gov.in](http://sso.rajasthan.gov.in). This form would be aligned with the various service rules so that the requisite columns and information is furnished. Till the online application system is operationalized, the government employees can apply offline also.

  
9.10.2024  
(Debasish Prusty)  
Secretary to the Government  
Finance (Budget)

**Copy forwarded to the –**

1. Secretary to Hon'ble Governor
2. Additional Chief Secretary to Hon'ble Chief Minister
3. All Special Assistants / Private Secretaries to Ministers / State Ministers
4. Senior DS to Chief Secretary
5. All Additional Chief Secretaries / Principal Secretaries / Secretaries / Special Secretaries to the Government
6. Accountant General, Rajasthan, Jaipur
7. All Heads of the Departments
8. Director, Treasuries & Accounts, Rajasthan, Jaipur
9. Deputy Director (Statistics), Chief Ministers' Office
10. All Treasury Officers
11. All Sections of the Secretariat
12. Administrative Reforms (Gr-7)
13. Vidhi Rachana Sanghathan for Hindi translation
14. Technical Director, Finance Department (Computer Cell)
15. Guard File

**Copy also to the -**

1. Principal Secretary, Rajasthan Legislative Assembly, Jaipur
2. Registrar General, Rajasthan High Court, Jodhpur / Jaipur.
3. Secretary, Rajasthan Public Service Commission, Ajmer.
4. Secretary, Lokayukta Sachivalaya, Rajasthan, Jaipur.

(S) 9/11/24

**(Suresh Kumar Verma)**  
**Joint Secretary to the Government**

(RSR-25/2024)

PROFORMA FOR TAKING PRIOR PERMISSION BY  
GOVERNMENT SERVANTS FOR PRIVATE FOREIGN VISITS

1. Name and designation
2. Pay
3. Name of the Department
4. email ID
5. Mobile no
6. Passport No.
7. Details of private foreign travel to be undertaken:

Period of Travel	Name of countries to be visited	Purpose	Estimated expenditure	Source of funds

6. Details of private foreign travel undertaken during the last four years:

Period of travel	Name of foreign countries visited	Purpose

Signature

Date

Name and Designation