

No. 4/7/95-2POL
HARYANA GOVERNMENT
GENERAL ADMINISTRATION DEPARTMENT
POLITICAL BRANCH

Dated Chandigarh the 16th August, 2023

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Departments to Government, Haryana.
3. All the CAs /MDs of Boards/Corporations/Public Undertakings in Haryana.
4. All the Divisional Commissioners in Haryana.
5. All the Deputy Commissioners in Haryana

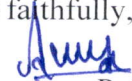
Subject:- Guideline regarding foreign travel of Ministers/ Members of State Legislature /Officials of State /Union Territories Government .

R/Sir, Madam.

I am directed to refer to the subject noted above and to forward herewith a copy of letter No.4/5/2023-ECB, dated 13th July, 2023 received from Government of India, Ministry of Finance, Department of Economic Affairs, New Delhi with the request that these guidelines regarding foreign travel of Ministers/ Members of State Legislature /Officials of State may please be brought to the notice of all concerned for strict compliance. The para No. 3 & 4 of the ibid letter are, hereby, reproduced as following:-

- 3 "Further, it has been noticed that the proposal regarding foreign visits of Ministers/ Members of State Legislatures / Officials of States / Union Territories Govt. often do not contain the complete details (i.e. Political Clearance, FCRA Clearance, Administrative Ministry Clearance etc.) and are also not submitted well in time.
- 4 It is, hence, once again reiterated that proposal for foreign visits should be submitted to the Department of Economic Affairs, complete in all respect, at least three (3) weeks in advance, for all the cases of foreign visits, so that this Department would have sufficient time to clear the proposal."
- 2 These Instructions are also available on the website csharyana.gov.in (under Political & Parliamentary Affairs branch).

Yours faithfully,

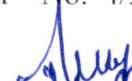
 16-8-2023
Under Secretary Political
for the Chief Secretary to Government, Haryana

Endst.-No. 4/7/95-2POL

Dated Chandigarh the 16th August, 2023

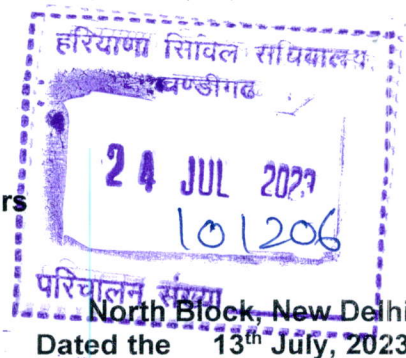
A copy of the above is forwarded to the following:-

- (i) The Secretary to the Governor, Haryana for kind information of Hon'ble Governor.
- (ii) The Chief Staff Officer / Senior Secretaries / Secretaries /Private Secretaries to Chief Minister/Deputy Chief Minister/Ministers/ Ministers of the State for kind information of Chief Minister/Deputy Chief Minister/Ministers/ Ministers of the State.
- (iii) The Secretary, Haryana Vidhan Sabha Secretariat, Chandigarh for kind information of Hon'ble Speaker / Deputy Speaker /Members of Haryana Vidhan Sabha.
- (iv) The OSD (EM & ECB), Government of India, Ministry of Finance, Department of Economic Affairs, New Delhi w.r.to his letter No. 4/5/2023-ECB, dated 13th July, 2023 for information.

 16-8-2023
Under Secretary Political
for the Chief Secretary to Government, Haryana



File No. 4/5/2023-ECB
Government of India
Ministry of Finance
Department of Economic Affairs



North Block, New Delhi
Dated the 13th July, 2023

To,

Chief Secretaries of all States and Union Territories

Subject: Guidelines regarding foreign travel of Ministers/ Members of state Legislatures / Officials of States / Union Territories Govt.

Please refer to this Department's Order No. F.1/67/EC/84 dated 17th December, 1985 amended from time to time, on the captioned subject. Paragraph (4) of the Order states that unless all procedural requirements are met and proposals are submitted to the Department at least three weeks in advance, it would be difficult for this Department to clear such proposals in advance.

2. It is also requested that instructions issued by Cabinet Secretariat in this regard and the Order No. F.1/67/EC/84 dated 17th December, 1985 amended from time to time, issued by this Department should be scrupulously followed in all cases. For ready reference, all instructions issued by Cabinet Secretariat regarding foreign visits can be accessed on the following link:

<https://cabsec.gov.in/cabinetsection/guidelinesonforeigntravel/>

3. Further, it has been noticed that the proposal regarding foreign visits of Ministers/ Members of State Legislatures / Officials of States / Union Territories Govt often do not contain the complete details (i.e., Political Clearance, FCRA Clearance, Administrative Ministry Clearances etc.) and are also not submitted well in time.

4. It is, hence, once again reiterated that proposals for foreign visits should be submitted to the Department of Economic Affairs, complete in all respect, at least three (3) weeks in advance, for all the cases of foreign visits, so that this Department would have sufficient time to clear the proposal.

Pls submit urgently


(Abhay Kumar Mishra)
OSD (EM & ECB)

Tel: 2309 5185

E-mail: abhay.mishra22@gov.in

Copy to,

Resident Commissioners all States and Union Territories