



Government of Jammu and Kashmir
Higher Education Department
Civil Secretariat, J&K, Jammu

Subject: Visit of Faculty Members/Principals outside the country-instructions thereof.

CIRCULAR

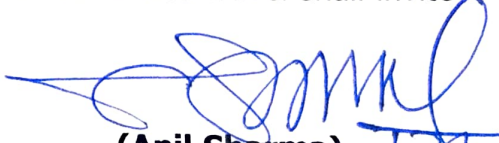
The procedure for granting permission in favour of all government servants including faculty members/Principals of Higher Educational Institutions for private visits to foreign countries has been prescribed clearly by the Government.

It has been observed that some faculty members of Government Degree Colleges of UT of J&K are proceeding on foreign visits without obtaining prior approval from the Competent Authority, thereby defeating the purpose of instructions/guidelines notified in this regard from time to time. This violation of standing instructions has been viewed seriously by the authorities.

It is accordingly impressed upon all the Faculty Members of Government Degree Colleges of UT of J&K to strictly adhere to the instructions issued on the subject and not to undertake any foreign visit on private affairs without prior approval of the Administrative Department. It may be noted that mere submission of a request or an application cannot be construed as permission.

Any officer of the Higher Education Department including faculty members/Principal/officials desirous of undertaking a foreign visit on private affairs may submit a written request at least 30 days in advance. The period of 30 days will be relaxed only in case of medical or other emergency requiring urgent travel and under no other circumstances.

Any violation of the above instructions or any unauthorized travel shall invite disciplinary action under the relevant conduct rules.


(Anil Sharma) 13/4/22
Under Secretary to Government
Higher Education Department
13/04/22
Dated:- 13-04-2022

No. HED-GAZ/32/2022-04

Copy to the Principal _____ for information.