



**Government of Jammu and Kashmir  
Civil Secretariat, Finance Department**

**CIRCULAR**

**Subject: Grant of permission to visit outside the Country on Private Affairs.**

Finance Department vide U.O.No.A/9(77)-851 dated 14.06.2012 has earlier conveyed/ clarified to the General Administration Department as under:

"That the station permission for proceeding outside country on private affairs, may be granted by the Administrative Department in the same manner as leave outside the country is taken with station permission granted by the concerned Administrative Department on private affairs e.g. while performing Hajj or Kailash Yatra or even for foreign tour."

2. However, need has been felt to circulate the advisory for general information/guidance of all the Departments. Accordingly, it is advised that the applications for grant of Station Leave Permission to visit outside the Country on Private Affairs shall be decided by the concerned Administrative Departments as under:

When a State Government employee intends to visit a foreign country on private affairs during the period of leave, prior permission of the competent authority to leave the Station is required. While deciding such applications, the concerned authority shall keep various factors in view. Permission may be denied in the interest of security. Individuals facing investigation/ inquiry on serious charges, who may try to evade apprehension by police authorities, or facing the inquiry, may also not be permitted to leave the country. However, the requests of employees shall be dealt with expeditiously and permission shall not be denied/ delayed in genuine & justified cases.

3. The Departments shall bring these instructions to the notice of their subordinate offices as well.

Sd/-

(Navin K. Choudhary), IAS,  
Principal Secretary to Government,  
Finance Department.

Dated 21-02-2019

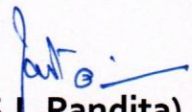
No.A/46(2017)-I-862

**Copy to :**

1. Advocate General J&K High Court Srinagar/Jammu.
2. All Financial Commissioners.

*(Handwritten signature)*

3. Principal Accountant General J&K Srinagar/Jammu
4. All Principal Secretaries to Government.
5. Principal Secretary to the Hon'ble Governor.
6. Principal Resident Commissioner, 5-Pritivraj Road, New Delhi
7. Chief Electoral Officer, J&K Jammu.
8. All Commissioner/Secretaries to Government.
9. Divisional Commissioner, Kashmir/ Jammu.
10. Chief Vigilance Commissioner, J&K Jammu
11. Principal Secretary to Chief Justice J&K High Courts Srinagar /Jammu.
12. Registrar General, J&K High Court Srinagar/ Jammu.
13. Director General, J&K Funds Organization
14. Director General, Accounts and Treasuries, J&K
15. Director General, Local Fund Audit & Pension, J&K
16. Director General, Budget Division J&K
17. Director General, Audit and Inspections.
18. Director, Information J&K
19. All Head of Departments / Managing Directors/ Chief Executives of State PSUs / Autonomous Bodies
20. Secretary, J&K Public Service Commission
21. All District Development Commissioners
22. Secretary, J&K Legislative Assembly/Legislative Council
23. Director / Principal, Northern Zonal Accountancy Training Institute Jammu
24. Director Accounts & Treasuries Kashmir/Jammu
25. All Directors of Finance/Financial Advisors & CAOs
26. Principal Accountancy Training School Srinagar
27. Joint Director, J&K Funds organization Srinagar/Jammu
28. General Manager, Government Press for publication in Government Gazette.
29. Private Secretaries to Hon'ble Advisor (K)/(G)/(S)/( SK)for information of the Hon'ble Advisor.
30. Private Secretary to Chief Secretary.
31. All Treasury Officers.
32. I/C website, FD ([www.jkfinance.nic.in](http://www.jkfinance.nic.in))
33. I/C website, GAD website ([www.jkgad.nic.in](http://www.jkgad.nic.in)).
34. Government Order File(W2scs)

  
**(S.L.Pandita),**  
**Director (Codes),**  
**Finance Department.**