

Central Water Commission  
Establishment-I Section

305 (S), Sewa Bhawan,  
R.K. Puram, New Delhi

CWES Group 'A' Officers who intends to visit abroad are required to obtain cadre clearance from the cadre controlling authority which is MoWR, RD & GR by filling up prescribed Proforma.

In this regard, SM Dte. CWC is requested to upload the required **"Proforma for cadre clearance of CWES (Gr. A) Officers visiting abroad"** (copy enclosed) in the **Download Section** of CWC's portal, so that the same is readily available to the concerned officers.

Enclosure : As above.

*Smt*  
*4.4.2018*  
(S. K. Nanda)  
Under Secretary  
Tel: 29583310

*6/4/18*  
Deputy Director (SMD), CWC (HQ), New Delhi  
CWC's ID No. 18/9/2017/-E.I/ *562* dated: 04<sup>th</sup> April, 2018

3 मप अनु./Sec./निदे./Dte.  
डा. सं./Dy. No. *562*  
दिनांक/Date *6-4-18*

PROFORMA FOR CADRE CLEARANCE OF CWES(Gr.A) OFFICERS  
VISITING ABROAD

1. Name and designation of the officer

1. Date of birth

1. 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

1. Expenditure

- i) Details of expenditure on the visit abroad  
(including travel, hospitality etc.)
- ii) Source of funding

1. Agency that bears the cost of the training/ workshop/ seminar

- i) Details of such cost
- ii) Details of the Agency

1. Present place of posting

1. Year of allotment to the cadre

1. Job description of the officer

1. Relevance of the training/workshop/seminar to the job of the officer

461802/2017/E-I

File No.A-35012/5/2017-E-I Section

1. Whether the officer is clear from vigilance angle

1. Clearance by Ministry of

External Affairs from political angle, MHA in  
FCRA and Ministry of Finance

PROFORMA FOR TAKING PRIOR PERMISSION BY  
GOVERNMENT SERVANTS FOR VISITS ABROAD

**Part A — To be filled by the Government servant applying for visit abroad**

1. Name and Designation

2. Pay

3. Ministry/ Department

4. Passport No.

5. Details of foreign travels to be undertaken:

Period of travel	Name of foreign countries to be visited	Purpose	Estimated expenditure (travel, board, lodging, visa, misc., etc.)	Source of funds

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

Period of travel	Name of foreign countries visited	Purpose

Signature

Date:

Name and Designation

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