Application For leave out of India (Ex India) to be filled by the employee (Rly Boards L. No. E(P&A) I -2005 / CPC/LE -1 dated 15.4.2005)

	· ,	•	•	•			•	
1	Name of the	Name of the employee						
2	Designation	Designation & Grade						
3	Date of Appo	ointment						
4	Passport No	and						
	validity							
5	Details of	Details of private foreign travel to be undertaken						
Period of stay		Number	Purpose	Estimated	Sou	rce of	Remarks	
abroad		of		Expenditur	Fι	ınds		
		foreign		e (Travel:				
		countrie		boarding/				
		s to be		lodging				
		visited		visa, misc				
				etc.				
From	n To							
	Deteile of		:a.t.a					
6		Details of previous private						
foreign travel, if any		- l+ f						
	undertaken during th							
years (as under it		inder item i	NO.6)					
7	Address during stay abroad							
		,						
8	Whether [Declaration	as per					
	Annexure executed							
9	Balance le	Balance leave duty upd		LAP		LAHP		
	ı	=		1		1		

()
Signature of the Employ	ee
Name & Design:	

DECLARATION

(A) (i) I am aware that as per the provisions of IRMM relating to reimbursement of medical expenses incurred abroad. I am not for re-imbursement of medical expenses for treatment in emergency or otherwise while on Ex-India leave. I have / will purchase adequate insurance coverage for the (ii) medical emergency while I will be on Ex-India Leave. (Board's Lr No. E(o)III-2007/ PL/ 03 dated 19.06.07 and 31.10.07) (B) (i) I will / shall not leave the country for visit abroad without prior permission from the Central Railway Headquarters. (Board's Lr No. E(P&A) I-2005 / CPC /LE-I dated 15.04.05) (C) (i) I will / shall not take up any service or accept any employment without obtaining the previous sanction of (a) The President if the proposed service or accept any employment is outside India and (b) The authority empowered to appoint him if in India. (Para 509 of IREC) (D) (i) I will / shall not claim leave as a Right and any leave may be refused or revoked by the authority competent to grant it. (Para 503 of IREC) (E) (i) I will not extend the leave beyond the sanctioned Period. I will submit a copy of visa before proceeding on Ex-India leave. (F) (i) Signature of the Employee Name Designation Date