

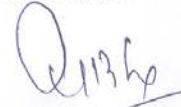
F.No.C-30011/1/2012/HRD-I  
Government of India  
Ministry of Commerce & Industry  
Directorate General of Foreign Trade  
Udyog Bhavan, New Delhi  
(HRD-I Section)

Dated: 6<sup>th</sup> February, 2012

**OFFICE MEMORANDUM**

Subject: Foreign visits by Government officials –regarding

The undersigned is directed to refer to Department of Commerce's OM No.C-30011/08/2008-Vig dated 27.01.2012 on the above captioned subject and to say that all the Central Government official/Employees are required to furnish the details of Foreign Visits during the preceding year i.e. 2011 as per the prescribed format (Annexure-I) immediately directly to the Vigilance Section of DGFT under intimation the HRD-I Section.



(R.S. Bisht)

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Encl. As above

To

All officers and employees of DGFT Headquarters and all Zonal & Regional offices of DGFT.

EDI Section with the request to upload in the DGFT website.P

**ANNEXURE-I**

**Name of the Organisation**

S.No.	Name & Designation of the Officer	Name of the country visited	Duration of stay	Source of funding	Remarks
1	2	3	4	5	6