



विश्वेश्वरय्या राष्ट्रीय प्रौद्योगिकी संस्थान, नागपुर – 440 010 (भारत)  
VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY,  
NAGPUR-440 010 (INDIA)

**PROFORMA FOR TAKING PRIOR PERMISSION BY VNIT NAGPUR STAFF  
FOR PRIVATE VISITS ABROAD**

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

1	Name	
2	Designation	
3	Department	
4	Pay	
5	Passport no.	
6	Details of private 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

**Details of private foreign travel undertaken during the last four years**

Period of travel	Name of foreign countries visited	Purpose

HoD/Section Head

Signature

Name :

Designation :

**Part B – To be filled by the Administration**

1.	Whether the Government servant is handling large amounts of Government cash	
2.	Whether the Government servant is dealing with secret / top secret matters	
3.	Whether any case involving serious charges against the Government servant is under investigation (Details)	
4.	Whether any disciplinary proceeding is pending against the Government servant (Details)	

D .R. (Accounts)

Vigilance Officer

Registrar / Dean (FW)

Director

To  
Establishment Section