

## 5.10 Conduct Rules – No Objection Certificate to undertake trip to a foreign country and sanction of leave – Delegation of powers to the Heads of Departments in respect of Group B, C and D Officers

Personnel and Administrative Reforms (A) Department

G.O. (Ms) No. 109

Dated : 31.7.2006

Read :

1. G.O. (Ms) No.288, Personnel and Administrative Reforms (A) Department, dated 04.12.1997
2. G.O. (Ms) No.90, Personnel and Administrative Reforms (A) Department, dated 13.05.1999
3. Govt. letter No.13676/A/98-9, Personnel and Administrative Reforms (A) Department, dated 07.01.2000

### ORDER

As per rule 24A of the Tamilnadu Government Servants Conduct Rules 1973, no Government Servant shall, except after obtaining a "No Objection Certificate" from the Government apply for grant or renewal of passport or undertake trip to a foreign Country. While applying for such "No Objection Certificate", information regarding the purpose of the visit, the duration of stay and the name of the Countries proposed to be visited shall be furnished.

2. In the Government Order first read above instructions have been issued to the effect that the powers to issue "No Objection Certificate" be delegated to the respective Heads of Departments in respect of Government Servants belonging to Group B, C and D who apply for grant or renewal of passport to undertake trips to foreign Countries as tourists or on pilgrimage or to see friends and relatives or to seek employment. However the Government, retained the powers to issue "No Objection Certificate" in respect of 'A' Group Officers who apply for passport.

3. As foreign travel has become very common and economically viable, more and more Government Servants are frequently travelling abroad either as tourists or to see their near and dear ones. Consequently a large number of proposals to issue "No Objection Certificate" to go abroad are received by the Government. The Government have therefore examined the question of delegating more powers to the heads of Departments in this matter. After careful consideration, the government direct that powers be delegated to the Heads of Departments to issue "No Objection certificate" to the Government Servants belonging to Groups B, C and D only who apply to undertake trip to foreign countries as tourists or on pilgrimage or to see friends and relatives or to seek employment and to sanction leave therefore. However the Government retains the powers to issue "No Objection Certificate" in respect of Group 'A' Officers who apply to undertake trip to foreign countries.

4. The Government also direct that the Heads of Departments shall ensure the following before, granting "No Objection Certificate" to the government Servants, as aforesaid.

- i) No disciplinary proceedings are pending or contemplated against the individual under rule 17 (b) of the Tamil Nadu Civil Services (Discipline & Appeal) Rules.
- ii) No Vigilance case is pending or contemplated against the individual.
- iii) There are no grounds to believe that the applicant could figure adversely on the security records of the Government; (report should be obtained from SBCID) and
- iv) The decision for the grant of "No objection Certificate" should be taken by the Heads of Department himse If/herself. The "No Objection certificate" should also be signed by him/her.

## 5. CONDUCT RULES

5. The Government also direct that the heads of Departments shall issue the "No Objection Certificate" incorporating the following conditions namely:-

- i) That the individual should not take up any appointment or undergo any training or study programme during his/her stay abroad without prior approval of the head of Department
- ii) That the Government will not be made liable for any expenditure including traveling expenditure etc. in connection with his/her trip abroad;
- iii) That he/she should not tender resignation of the post held by him/her under this Government while abroad and his/her resignation of appointment will not be accepted on any account.
- iv) That he/she should not canvass or seek any business while abroad.
- v) That before proceeding abroad he/she should apply to the Head of Departments concerned for the sanction of leave to which he/she is eligible and get it sanctioned for the entire period of his/her absence.
- vi) That he/she shall not use the "No Objection Certificate" for any subsequent trip abroad for any purpose without the prior sanction of the competent authority.
- vii) That the "No Objection Certificate" will be valid only for a period of six months from the date of issue of such certificate.

6. The consolidated instructions issued by the Government in the letter third read above shall be followed scrupulously by the Head of Departments while granting "No Objection Certificate" to the Government servants to go abroad.

7. Necessary amendment to rule 24-A of the Tamil Nadu Government Servant's conduct Rules, 1973 will be issued separately with reference to para 3 above.

(By order of the Governor)

**GIRIJA VAIDYANATHAN**  
SECRETARY TO GOVERNMENT