

51373/2017/RV



GOVERNMENT OF KERALA

No.1921645/Spl.C1/2017/GAD

General Administration  
(Special C) Department,  
Thiruvananthapuram,  
Dated: 08.11.2017.

CIRCULAR

Sub:- AIS - Official Journey without prior permission from the Government instructions – issued – reg.

- Ref: - 1) Circular No. 52703/Spl.C2/2006/GAD dated 02.09.2006.  
2) Circular No. 21195/Spl.C2/2008/GAD dated 02.05.2008.  
3) Circular No. 47242/Spl.C2/2010/GAD dated 14.12.2010.  
4) Circular No. 45351/Spl.C2/2011/GAD dated 28.07.2011.

Instances have come to the notice of Government wherein the journeys outside the State are being performed by the AIS officers without obtaining prior approval from Government and later proposals are brought before the Government for issuing ex-post facto sanction. In this connection, it is reiterated that for performing journeys for participating in various training programmes/seminars/workshops etc., outside the State, AIS officers have to obtain prior permission from Government about which specific instructions have repeatedly been issued in the Circulars referred above. It is seen that the above instructions are violated by some officers in the pretext of urgency or late receipt of communication, etc. and that such practice is growing recently. Only in extremely urgent/exceptional circumstances, officers can travel without waiting for permission and in such cases oral approval has to be taken which is to be converted into written approval upon return.

In the circumstances it is reiterated that the proposal for undertaking official journeys outside the State by the AIS officers should be submitted well in advance to the Government with the recommendation of the Head of Department concerned and ensure that prior permission is obtained to perform the journeys.

The State Police Chief and Head of Forest Force are requested to bring the above instruction to the notice of all officers under their control for strict compliance.

DR.K.M.ABRAHAM  
Chief Secretary to Government.

To

✓ The Principal Chief Conservator of Forests & Head of Forest Force, Kerala,  
Forest Headquarters, Thiruvananthapuram. (for circulating among IFS officers).

The Director General of Police & State Police Chief, Kerala, Police  
Headquarters, Thiruvananthapuram. (for circulating among IPS officers).

IFS.I  
of  
16/11

HoFF

All IAS Officers.

The Web & New Media Division, Information & Public Relations Department

(For uploading in the website 'www.gadsplais.kerala.gov.in')

Stock File/Office Copy.

Copy to

The Chief Principal Secretary to Chief Minister.

The Private Secretary to Chief Minister.

The Private Secretary to Minister (Forests, Animal Husbandry & Zoo).

The Additional Secretary to Chief Secretary.

The PA to Additional Chief Secretary (Forests & Wild life).

The PA to Additional Chief Secretary (Home & Vigilance).

The PA to Additional Secretary, General Administration Special (A & C)  
Department.

Forwarded/By Order



Section Officer

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