

PROFORMA FOR POLITICAL CLEARANCE

1	Name & Designation of the Senior Most Visitor	
	Equivalent rank in GOI (e.g. Secretary/ Additional Secretary/ JS)	
	Pay Scale	
2	Delegation members alongwith names, designations, roles etc.	
	Confirmation the above contains complete list of all the visitors from your Ministry/ Department/ Agency	
	If not, then details of those in whose respect political clearance is likely to be sought separately	
	Justification why, instead of the visit, Indian Mission abroad cannot be asked to represent our interests	
3	Country (s) Dates Purpose of visit	
4	Name: Bilateral/ Multilateral/ Private/ Transit	
	Outcome anticipated from the visit	
	Lost outcome if the visit is not undertaken/ postponed	
5	Whether an invitation received from visiting countries, if so, details (Please enclose a copy)	
6	Details of meetings fixed in countries/ places being visited	
7	Whether concerned Indian Missions/ Posts have been consulted on arrangement and meetings required	
	Level at which administrative approval for the visit taken in the nodal organisation	
8	Sources of funding for the visit	
9	If any foreign hospitality is proposed to be accepted, whether approval of MHA from FCRA angle has been obtained	

(Signature with Seal)
Contact Number:
E-mail Address: