

## U N D E R T A K I N G

**I.....state that in the event I am granted  
.....days leave from.....to ..... to visit....., I undertake that I  
shall not extend my leave under any circumstances and I shall report for duty on  
expiry of my leave i.e. on ..... failing which I shall be liable for disciplinary  
action as per Government rules. I also hereby undertake that I shall not take up  
any employment either Full time or part time including private profession, practice  
and consultancy etc, in the Foreign country during my leave period, failing which I  
shall be liable for disciplinary action.**

**Date:..... Signature:.....**

**Place:..... Name:.....**

**Designation: -----**

**Emp. Code No.....**

**E-mail Address:.....**

**Countersigned.....**

**(Signature of Controlling Officer  
with date & rubber stamp).**