

**INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, ALLAHABAD  
(VIGILANCE CLEARANCE PROFORMA)**

**PART-I**

**(TO BE FILLED IN BY THE APPLICANT)**

<b>1. Name:</b>		<b>2. Designation:</b>	
<b>3. Date of Birth:</b>		<b>4. Nature of Leave applied for sanctioned:</b>	
<b>5. Whether completed probation:</b>	YES/NO:	<b>6. Passport Number:</b>	
<b>7. Passport validity and place of issue</b>		<b>8. Status of Visa:</b>	<b>Applied for/ Already Had</b>
<b>9. Date since working on present post held:</b>		<b>10. Whether Regular/Ad-hoc/ Superannuation/ Deputation/ others:</b>	

**11. If on deputation, fill up the following information of Parent/lending Organization:**

<b>a) Name of Organization with address for correspondence</b>		<b>b) Post held in parent/lending organization (officiating/adhoc)</b>	
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<b>12. Whether any disciplinary case is pending or contemplated against the applicant</b>	YES/NO:	<b>13. Information regarding officers/staff to whom charge is handed over during the period of visit (attach approval):</b>	
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**14. Details of purpose of visit for which Nominated/Applied:**

Period From	Period To	Purpose	Organization & Country to be visited	Organizing Institution (with complete address, contact no. & e-mail)	Details of funding agency with amount sanctioned

\* Attach Funding/ Sponsorship document(s), if applicable.

**15. Details of Foreign visit which is already undertaken during last three years:**  
(attach separate sheet if necessary):

Period From	Period To	Purpose	Organization & visited Country	Name of Organizing Institution

**Name of the Applicant:** -----

**Signature of the Applicant:** -----

**NOTE- This should be signed by Officer in-charge of Administration where the applicant is working.**

(i) The particulars furnished above by the applicant are as per the service records.

(ii) Whether any complaint/ vigilance/ disciplinary case is pending against the employee and whether he/ she is undergoing any punishment -----  
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Case is forwarded for according vigilance clearance for the purpose of -----  
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**(Dealing Official of Administration)**

**IIIT-A**

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**PART-II**

**(FOR USE BY VIGILANCE OFFICE)**

(i) Vigilance Clearance is granted-----

**OR**

(ii) (a) There is no adverse vigilance record in respect of the above with the Institute

**OR**

(b) Vigilance Clearance may be withheld due to -----  
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**(Chief Vigilance officer)**

**IIIT-A**