

**CERTIFICATE**

(i) (a) I hereby certify that Shri/Smt./Kumari \_\_\_\_\_

\_\_\_\_\_ is proceeding abroad on official duty as indicated in item 9 above.

(b) I hereby certify that, Shri/Smt./Kumari \_\_\_\_\_

\_\_\_\_\_ is Spouse/ Son/ Daughter/ Parent/ Domestic Help of

\_\_\_\_\_ who is going abroad on official duty as indicated in item 9 above.

(ii) Pay scale & grade pay of the officer is Rs. \_\_\_\_\_

(iii) Designation \_\_\_\_\_

Please paste your  
unsigned recent colour  
photograph with white  
background of size  
4.5cm X 3.5cm.  
Duly attested by the  
Head of Office

[Signature and Official Seal of  
Head of Office]