

Public Enterprises Circular No. PED 17

My No. PED/GEN
Department of Public Enterprises
General Treasury
Colombo 1.

28.10.2003

Secretaries to Ministries
Chairmen of Corporations, Statutory Boards and
Government Owned Companies.

**Seeking approval for Foreign Travel using Domestic Funds by Public Enterprises
(Commercial Corporations, Statutory Boards & Government Owned Companies)**

I refer to Ministry of Finance Circular Ref. MF6/1/2/03 of 25/08/2003 issued by the Secretary to the Treasury (Circular annexed) on the above subject.

In order to ensure strict compliance with the provisions of this Circular, the Chairmen of Commercial Corporations, Statutory Boards and Government Owned Companies are requested to obtain prior approval from the Director General of Public Enterprises regarding nominations for Foreign Travel using Domestic Funds in their respective institutions.

The request for approval should be forwarded to the Department of Public Enterprises in the attached format at least 2 weeks prior to submission to the selection Committee in order to expedite the processing of applications.



V. Kanagasabapathy
Director General
Dept. of Public Enterprises

Request for Approval for Foreign Travel by using Domestic Funds

Section I

- 1. Name of the Institute :
- 2. Name of Nominee :
- 3. Date of Birth :
- 4. Designation :
- 5. No. of years of service in the Present Post :
- 6. Nature of Duties and Responsibilities in brief in the Present Post:
- 7. Title of the Training Course/Workshop/Seminar and Course Content for which approval is sought :
- 8. Usefulness of the Course to the Institution on return :

Previous foreign travel within the last 3 years

Name of the Course/Workshop/Seminar	Duration		Source of Funding	Country
	From	To		

Section II

- (1) If officers have been trained in the past in the same course, give details
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- (2) Total cost of Training
- (3) Is Budgeted Provision available for this training.....

Board approval has been obtained for this nomination.

Chairman
Head of the Institution

Section III

Recommended/Not Recommended

.....
Secretary Ministry of

Section IV

Approved/Not Approved

Director General
Dept. of Public Enterprises
General Treasury

- Copies to :
1. Secretary, President
 2. Secretary, Ministry of
 3. Chairman,

