

**"OFVIS FORM"**

**INFORMATION ON OFFICER'S FOREIGN VISIT**

Ref. No. and Date	Earlier Ref. No. and Date		
Name-Last	First	Middle	Date of Birth
Cadre/Dept/Org.	ID. No. (if any)	Passport No.	Date & Place of Issue
Present Post, Name of Organization/Ministry			
1A. PAST FOREIGN VISIT(S):	(for the Past One year: _____)		
No. of Visit: _____, Total Duration: _____ Years _____ Month _____ Days	Country: _____, Purpose Code: _____, Period: _____ (Example: U.S.A-5, 20.02.89-02.03.89)		
1. _____	5. _____		
2. _____	6. _____		
3. _____	7. _____		
4. _____	8. _____		
(use extra sheet if required)			
1B. CURRENT VISIT(S):			
Period	Source of Funding *	Total Cost (in Taka)	
Country & Purpose Code* : (For example U.S.A. 1)			
Remarks (if any): _____			
2A. PAST FOREIGN EMPLOYMENT: _____ Years _____ Month _____ Days _____.			
Duration	Employer(S)		
2B. CURRENT FOREIGN EMPLOYMENT: _____ To _____ (Including GOB Posting)	Period	Designation/Post	
Employer	Country of Posting Salary Earned (Taka)		
Fund Remitted (Taka)	Remittance A/C's No. with Bank Branch		
Date & Place	Signature		

\* Purpose Code:

(1) State Discussion. (2) Signing of Agreement etc. (3) Office Inspection.  
(4) Commercial Programme. (5) Seminar. (6) Workshop. (7) Study Tour. (8) Training.  
(9) Course. (10) Cultural. (11) Sports. (12) Private Visit. (13) Medical Treatment. (14) Others.

Donor Agency/Country, GOB/Org or Loan/Grant

\*\*\* Fill in English & write for not applicable.