



# WADIA INSTITUTE OF HIMALAYAN GEOLOGY

(an autonomous Institution of Department of Science and Technology, Govt. of India)

**DEHRADUN-248 001**

## **JOINING REPORT AFTER COMPLETION OF VISIT ABROAD**

I hereby report myself for duty this day \_\_\_\_\_ Forenoon/Afternoon after completion of my visit to \_\_\_\_\_ (Name of the Country) for \_\_\_\_\_

\_\_\_\_\_ (purpose of visit) under \_\_\_\_\_ (indicate programme of visit ex. Deputation/Assignment/Exchange Programme etc.) from \_\_\_\_\_ to \_\_\_\_\_ sanctioned vide WIHG Office Memorandum No. \_\_\_\_\_ dated \_\_\_\_\_

### **Details of Travel/Visit.**

1. Date and Time of Departure from Dehradun \_\_\_\_\_
2. Mode of Travel (Bus/Train/Taxi/Air) \_\_\_\_\_
3. Date and Time of Arrival at Delhi/Mumbai/Chennai \_\_\_\_\_
4. Date and Time of Departure from Delhi/Mumbai/Chennai \_\_\_\_\_
5. Date and Time of Arrival at Host Country(s) \_\_\_\_\_
6. Stay at host Country(s) from \_\_\_\_\_ to \_\_\_\_\_
7. Date and Time of Departure from host Country(s) \_\_\_\_\_
8. Date and Time of Arrival at Delhi/Mumbai/Chennai \_\_\_\_\_
9. Date and Time of Arrival at Dehradun \_\_\_\_\_
10. Leave/Addl. Period of stay (if any)/Name of the country \_\_\_\_\_

Date:

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_