



TRAVEL DECLARATION FORM FOR STAFF

Name of Staff: _____

IC/FIN No. : _____

If you have travelled or are intending to travel overseas between 14 Jan 2020 and 31 Mar 2020, please fill in the table below with the details of your actual travel / intended travel plans:

Country and City of Travel	Period of Stay	
	From	To

Important Notes:

1. Where possible, please also provide details of country and date of transit if you will be stopping over at any other country while travelling.

Declaration by:

Name of Staff: _____

Signature: _____

Date: _____