

APPLICATION FOR ISSUE OF NO OBJECTION CERTIFICATE FOR OBTAINING INDIAN PASSPORT

1. Name of Applicant :
2. Designation with Office Name :
3. Permenant Address :
4. Pay and Scale of Pay :
(a) Date of Birth :
5. Date of Commencement of continuous service under Government :
6. Place proposed to visit :
7. Purpose of visit :
8. If it is for seeking employment, whether a decleration to to the effect that he will either resign this job or will take prior permission abroad has been attached :
9. Expected period of absence from duty :
10. Address of the place of visit, if available :
11. How the expenditure for journey and stay abroad :
12. Mode of disbursement of leave salary :
13. Whether any disciplinary case is pending against the applicant :
14. Whether any liability outstanding against the applicant :
15. Whether applicant is under any contractual obligation bonded or non bonded with Government is so detailed:

I Solemnly affirm that the information given are correct

Signature of the Applicant

I, hereby declare that I will obtain prior permission from the Government before leaving India to abroad.

Signature of the applicant

PROFORMA REPORT

(To be filled in by the Head of Office)

1. Whether any disciplinary proceedings are pending or contemplated against in Individual :

2. Whether any Vigilance case is pending or contemplated against him :

3. Whether there are grounds to believe that the applicant could figure adversely on the scrutiny records of the Govt :

Certified that the information given above by the applicant Sl.No 1 to 15 are verified and found correct. His application is recommended

Signature

Name

Designation of
the Officer

Station :

Date :

ANNEXURE-B

All Central Government employees, State Government employees, Employees of Statutory Bodies and Public Sector Undertakings and their dependent family members are required to produce an Identity Certificate
(Strike out portion not applicable)

(To be given in Duplicate on Original Stationary)

Certified that Shri/Smt/Kum _____
Son /Wife of Shri _____
is a temporary / permanent employee of (office address) _____
_____ from _____(date) and is at present holding the post of _____
_____. Sri/Smt/Kum _____
is/are a dependent family member(s) of Sri/Smt. _____
and his/her identity is certified. This Ministry / Department / Organisation has no objection to him / her acquiring an Indian Passport. The undersigned is duly authorized to sign this Identity Certificate. I have read the provision of Section 6 (2) of the Passport act, 1967 and certify that these are not attracted in case of this applicant. I recommend issue of an Indian Passport to him/her. It is certify that this organization is a Central / State Government Public Sector undertaking / Statutory body. The identity Card Number of Sri./Smt.(employee) _____ is _____

Ref. No & Date :

Applicant's
photo to be
attested
by Certifying
authority

Name and Designation, Address &
Telephone No.

ANNEXURE-C

**INTIMATION BY AN EMPLOYEE TO HIS EMPLOYER OF HIS
INTENTION TO APPLY FOR A PASSPORT**

(For all Central Government employees, State Government employees, Employees of Statutory Bodies and
Public Sector Undertakings who are not producing a No Objection Certificate)

(on Original Stationary)

Certified that Shri/Smt/Kum _____
am a temporary / permanent employee of (office address) _____
_____ from _____ (date) and am at present holding the post of
_____. I have intimated my employer of my
intention to apply for a passport.

Name and Designation, Address &

Telephone No.

Date :

Signature & Seal
The Head of Office
(In acknowledgement of
the receipt of the said intimation)

DECLARATION TO ACCOMPANY THE APPLICATION FOR OBTAINING NO OBJECTION CERTIFICATE TO TRAVEL ABROAD

1. I do hereby declare that I will not enjoy the stay abroad beyond the period of leave shown in my application

2. I do hereby declare that I will not indulge in my any work of propoganda which will be detrimental to interest of nationality.

3. I do hereby declare that only such job which will not effect my status as a _____ (post) of Kerala Government will be taken under the foreign employment.

4. I do hereby declare that I will abide the rules and conditions as per G.O (P) N0.274/70/Fin. dated, 24/09/1970 & G.O (P) No. 65/76/Fin. dated 25/02/1976.

5. I do hereby declare that I have no bonded obligation to serve the Department.

6. I do hereby declare that no vigilence or disciplinary action against me.

7. I do hereby declare that I have not taken any leave for the same purpose previously.

Place :

Signature

Date :

Name & Designation

Counter Signature of the Head of Office