

APPLICATION FOR ISSUE OF NO OBJECTION CERTIFICATE FOR OBTAINING INDIAN PASSPORT

1. Name of applicant :
2. Designation with name of Office :
3. Permanent address :
4. Pay and scale of pay :
(a) Date of Birth :
5. Date of commencement of continuous service under Government :
6. Place proposed to be visit :
7. Purpose of visit :
8. If it is for seeking employment, whether a declaration 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 is 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 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 security records of the Govt. :

Certified that the information given above and that given 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:

**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 determental to the 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 by the rules and conditions as per G. O. (P) No. 274/70/Fin. dated, 24-9-1970 & G. O. (P) No. 65/76 /Fin. dated, 25-2-1976.

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.

Signature

Counter signature of the Head of Office

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 Sri./Smt./Kum.....

Son / Wife of Shri

of is a temporary/permanent employee of this (office address)

from (date) and is at present holding the post of

..... Shri / Smt./Miss/Mst.....

is / are a dependent family member(s) of Shri / Smt.

and his / her identity is certified. This Ministry/Department / Organisation has no objection to his/her acquiring Indian Passport. The undersigned is duly authorised to sign this Identity Certificate. I have read the provisions of Section 6(2) of the Passports 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 certified that this organization is a central / State Government / Public Sector / undertaking / Statutory body. The Identity Card Number of Shri / 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 Official Stationary)

Certified that I Sri./Smt./Kum.....

am a temporary/permanent employee of this (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)