

To
The Divl. Railway Manager,
Eastern Railway, Malda.

One Passport size
photograph to be
tagged duly attested
by the Departmental
Officer

One Passport size
photograph to be
pasted & signed
across by the
Applicant attested by
the Departmental
Officer.

(Through Proper Channel)

Sub. : No Objection Certificate

Kindly arrange to issue No Objection Certificate in my favour to obtain an International Passport/Renewal of Passport as it is required by the Passport Issuing Authority i.e, Government of India, Ministry of External Affairs. In this connection, this is to inform you that I may have visit as a Tourist or

DECLARATION (As per Sl. No. : 66/85)

1. I am a citizen of India.
 2. I shall not or likely to engage myself outside India in activities prejudicial to the sovereignty and integrity of India.
 3. My departure from India will not or likely to be detrimental to the security of India.
 4. My presence in outside India will not or likely to prejudice friendly relation of India with my foreign country.
 5. I have not been any time during the period of 5 years immediately residing from the date of application convicted by a court of India for any offence involving moral turpitude and sentenced in respect thereof to imprisonment for more than two years.
 6. No warrant or summons for the appearance or a warrant for any arrest has been issued by a court under any law for the time being in force or an order prohibiting my departure from India has been made by any such court.
 7. No proceeding in respect of an offence alleged to have been committed by me or pending before a criminal court of India.
 8. I have not been debarred.
 9. I am not under order of suspension or discharge or any departmental proceedings is pending against me.
 10. I am not likely to put the Railway Administration in an embarrassing position in any way if I am allowed to travel (Name of Country).
 11. During my visit to (Name of Country). I will expense my money in "Dollar"/..... and the said amount to be from my Savings Account. No.
 12. I will stay during my visit at (Name of Country), Address :
 13. Two passport size photographs duly attested by departmental Officer are enclosed herewith.
 14. Proforma as per CPO/KKK's Sl. No. 68/05 duly filled in is enclosed herewith also.
- DA : As stated.
Thanking you.

Yours faithfully,

Dated, Malda, the
day of, 201.
Signature of Deptt. Officer with Seal

Name & Designation
Signature of Sr. Supervisor with Seal

PROFORMA
Issue of No Objection Certificate

1. Name, PF/NPS No. ::
2. Father's Name ::
3. Designation ::
4. Scale & Rate of Pay, GP ::
5. Branch ::
6. Station of Posting ::
7. Date of Appointment ::
8. Date of Birth ::
9. Place of residence during last two years ::
10. Permanent residential Address ::
11. Country to which Passport required ::
12. Place of visit ::
13. Purpose of which the Passport required ::
14. Duration of stay in that country ::
15. Postal Address where the Applicant intends to stay in that Country ::
16. Estimated expenditure ::
17. Source of availability of funds to meet with the expenditure ::

Passport size
Photograph duly
signed across

Signature of Sr. Supervisor / Officer with Office Seal

Signature of the Applicant
Mob. no.

ANNEXURE 'I'**AFFIDAVIT**

(To be executed on appropriate non-judicial stamp paper of minimum value and attested by a Notary Public)

(One original and one self-attested photocopy to be submitted)

I, (name), son/ daughter/ wife of Shri residing at Date of Birth being an applicant for issue of passport, do hereby solemnly affirm and state the following:

1. That the names of my parents and spouse are as follows:

- (i) Father :
- (ii) Mother :
- (iii) Wife/Husband :

2. That I am a continuous resident at the above mentioned address from.....

3. That I am a citizen of India by birth/descent/registration/naturalization and that I have neither acquired the citizenship of another country nor have surrendered nor been terminated/ deprived of my citizenship of India.

4. That I have not, at any time during the period of five years immediately preceding the date of this affidavit, been convicted by any court in India for any offence involving moral turpitude, nor sentenced in respect thereof to imprisonment for not less than two years.

5. That no proceedings in respect of any criminal offence alleged to have been committed by me are pending before any criminal court in India.

6. That no warrant or summons for my appearance, and no warrant for my arrest, has been issued by a court under any law for the time being in force, and that my departure from India has not been prohibited by order of any such court.

7. That I have never been repatriated from abroad back to India at the expense of Government of India/I was repatriated from abroad back to India at the expense of Government of India, but reimbursed expenditure incurred in connection with such repatriation.

8. That I will not engage in activities prejudicial to the sovereignty and integrity of India.

9. That my departure from India will not be detrimental to the security of India.

10. That my presence outside India will not prejudice the friendly relations of India with any foreign country.

Place:.....

Date:

DEPONENT

VERIFICATION

Verified on (date) at (place) that the contents of the above mentioned affidavit are true and correct and nothing material has been concealed.

DEPONENT

DECLARATION

1. I will not put the Railway Administration in an embarrassing position in any way if I am allowed to travel to a foreign country.
2. I will not cause the Administration to bear any expenditure on account of permit visa. Passage and boarding charges for travel abroad. There will be no commitment on the part of Railways to arrange foreign exchange required by me for the trip.
3. No objection certificate to be issued in my favour will not be considering by me as an authority of the Administration for leaving India.
4. On receipt of "No Objection Certificate", I will submit an application for leave indicating therein the particulars of the permit and obtain sanction from the leave sanctioning authority before leaving.
5. I will make suitable arrangements to draw the leave salary to be paid to me in India in Indian Rupee. No expenditure on account of medical assistance in foreign country shall be claimed to be reimbursed and borne by the Railway Administration.
6. I will be prepared to report for duty immediately as and when required by the Administration.
7. I am not under order of suspension or discharge or involved in any departmental proceeding under DA Rules or in Vigilance cases/SPE Cases.
8. No criminal proceedings have been launched against me or a Civil suit in which I am involved is pending.
9. I have not at any time during the period of five years immediately preceding the date of my application, been convicted by a court of India for any offence involving moral turpitude in respect thereof to imprisonment for not less than 2 years.
10. I am otherwise not deemed undesirable to undertake the proposed journey abroad.
11. I am aware of the provisions of Rule 18(3) of the Railway Service Conduct Rules as per which any transactions for movable property for value over Rs.10,000/- entered by me has to be informed to Government.
12. I am aware that as per the provision of Indian Railway Medical Manual relating to re-imbursement of medical expenses incurred abroad. I am not entitled for re-imbursement of medical expenses for treatment in emergency or otherwise while on ex-India leave(CPO/KKK's SI.No.67/07)
3. I have/will purchase adequate insurance coverage for the medical emergency while I will be on ex-India leave(CPO/KKK's SI.No.67/07).
4. Any contravention of the above conditions will make me liable to be taken up under DAR 1968.

Signature :-

Name :

Designation:

Signature of Officer/Supervisor with
Office seal

Supervisor to also certify Item No. 07)

TERN RAILWAY

पुनर् प्रवेश

PROFORMA

(No. : 11013/7/2004-Extt.(A) dated, 5th October, 2004)

1. Name ::
2. Designation ::
3. Pay ::
4. Ministry/Department ::
(Specify Centre/State)
5. Passport No. ::
6. Details of private foreign
travel to be undertaken ::

Period of abroad		Name of the foreign Country to be visited	Purpose	Estimated Expenditure (Travel, Board, Lodging, Visa etc.)	Source of Funds	Remarks
From	To					

7. Details of previous private foreign travel,
If any undertaken during the last four years (as under item No. 6)

Name ::

Designation :

Date ::

Signature of Sr. Supervisor / Officer with Office Seal

FAMILY DECLARATION

I do hereby declare that the following members of my family are fully dependant on me.

Sl. No.	Name of dependant Family member	Relationship	Date of Birth	Photograph
1.				
2.				
3.				

N.B. - 1) Passport size photograph (in triplicate) of the applicant duly signed on the back to be submitted.
2) Xerox copy of I/ Card (Self attested).

Signature of the Applicant -

Name of the applicant-

Designation:

Station/ Unit:

Signature of Sr Supervisor/Officer
with seal