

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
SERVICES DEPARTMENT: SERVICES-I BRANCH
DELHI SECRETARIAT: 7TH LEVEL: B-WING
I.P. ESTATE: NEW DELHI-110002: PH: 011-23392038(O).

F.No.30/101/2007/S.I./2245

Dated: 21/09/2020

CIRCULAR

Sub: Grant of NOC to Officials/Officers of GNCTD for the purpose of obtaining Indian Passport.

Many requests are received in Services Department for Grant of NOC to the Officers of Govt. of NCT of Delhi for the purpose of obtaining/renewal of Indian Passport.

The matter has been examined in the light of Ministry of External Affairs, Govt. of India vide Office Memorandum No.VI/401/01/05/2014 dated 26.05.2015 . Vide aforesaid O.M. dated 26.05.2015, Ministry of External Affairs, with a view to simplifying the procedure for issuance of passport to Government Servants, PSU/Autonomous body employees, has stated that any of the following documents can be submitted by Government Servants, PSU/Autonomous body employees, et al. for submission of application for passports:

- a. Copy of Prior Intimation to Controlling/Administrative Authority in the format of Annexure 'N' ; or
- b. No Objection Certificate from Controlling/Administrative Authority in the format of Annexure 'M'; or
- c. Identity Certificate from Controlling/Administrative authority in the format of Annexure 'B'.

In view of above, the Controlling/Administrative Authority of the employee working under their control should take necessary action as per aforesaid O.M. Dated 26.05.2015 of Ministry of External Affairs, Govt. of India.

All the Departments/Autonomous bodies/Local bodies of Govt. of NCT of Delhi are hereby informed accordingly and also requested to circulate these instructions to all the employees working under them including those in attached and sub-ordinate offices.


(ANJU MANGLA)

DY. SECRETARY (SERVICES)

All Principal Secretaries/Secretaries,
All Head of Department,
Local and Autonomous Bodies,
Govt. of NCT of Delhi,
Delhi/New Delhi.