

By speed post

File No. MoES/29/123/2014-RTI
Government of India
Ministry of Earth Sciences

Prithvi Bhawan, IMD Campus,
Lodhi Road, New Delhi.
Dated: 18th December, 2014

To

Shri Ponnambalam Indus,
Teqsite Pvt Ltd, Plot No. H 9,
4th Main Road, Sipcot IT Park,
Siruseriu, Chennai-603103

Subject: Information sought by Shri Ponnambalam Indus, Teqsite Pvt Ltd, Plot No. H 9, 4th Main Road, Sipcot IT Park, Siruseriu, Chennai-603103 under RTI Act.

Sir,

Kindly refer to your RTI online receipt dated 29/11/2014 on the above mentioned subject.

2. The reply provided by the concerned ID Note No. MoES/29/35/2014-Estt dated 17/12/2014 of Ministry of Earth Sciences, New Delhi is enclosed for your information.
3. An appeal, if any, against this reply may be made to the Appellate Authority of the Ministry, at the following address within 30 days of the receipt of the letter i.e. Shri A. K. Madan, Director (RTI), Ministry of Earth Sciences, Prithvi Bhawan, IMD Campus, Lodhi Road, New Delhi-110003.

Encl. As above.

Yours faithfully,



(E. Haque)

Central Public Information Officer & Scientist 'C'

☎:24669521.

Copy for information to:-

1. Director, (RTI/Vig.), MoES, New Delhi.
2. Dr. M. Sudhakar, Transparency Officer, MoES, New Delhi.
3. PPS to JS, MoES, New Delhi.
4. In Charge IT Section (Sh. Krishnan is requested to upload this reply on website www.moes.gov.in)

Ministry of Earth Sciences

Estt. Section

...

Subject:- Request for information sought by Ponnambalam Indus Teqsite Pvt. Ltd., Chennai (on line Registration No. MOOCD/R/2014/60066 dated 29/11/2014) under RTI Act, 2005.

CPIO may please refer to OM No. MoES/29/123/2014-RTI dated 2/12/2014 on the subject mentioned above.

2. The applicant has sought the information, which is as under:-

1) Kindly provide the guidelines to the project mode employees working under Ministry of Earth Sciences Organizations to obtain No objection certificate Annexure M from employer to apply for passport.	This Ministry issues Identity Certificate (IC) or No Objection Certificate (NOC) to the Government employees appointed on regular basis as per Ministry of External Affairs (CPV Division) guidelines/ instructions issued vide OM No. VI/1401/01/05/2008 dated 5/10/2009 (copy enclosed). No guidelines are there for Project mode employees(on contract).
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

3. This issues with the approval of Deputy Secretary (Estt.).


17/12/14
(Kailash Chand)

Under Secretary to the Govt. of India

Shri E. Haque, CPIO & Scientist-C, MoES

MoES ID Note No. MoES/ 29/35/2014-Estt dated 17/12/2014.

②

No. VI/401/01/05/2008
Government of India
Ministry of External Affairs
(CPV Division)

Patiala House Annexe
New Delhi 110 001

5th October 2009

Office Memorandum

Sub: Issue of ordinary passport to Central and State Government Servants, PSU employees, employees of constitutional bodies, Municipal Corporations, et al - Requirement of Identity Certificate (IC) or No Objection Certificate (NOC).

With a view to expediting the issue of passport, the Ministry had in October 2006 revised the procedures in respect of Government servants/PSU employees, et al, by introducing Identity Certificate (IC) in lieu of No Objection Certificate (NOC), thereby exempting them from police verification. The Office of an employee was required to certify that the provisions of Section 6(2) of the Passports Act (enclosed) are not attracted, and the Government Servant/dependent also needed to provide a notarized affidavit (Annexure I). The spouses of such employees, and dependent children up to the age of 21 years, had an option to submit IC for expeditious issue of passport. However, many subordinate offices of both Central and State Governments and PSUs have been found to be reluctant or declining to issue the prescribed IC to their staff, thereby defeating the very purpose of introduction of IC.

2. Government servants, et al, were required to submit fresh IC (earlier NOC) at the time of re-issue of passport (on expiry of existing passport, on exhaustion of visa pages, etc) if they were employed in a sensitive office. Military personnel too were required to submit IC for reissue of passport. Passport Offices were facing difficulty at the time of reissue of passport to Govt servants, et al, in arriving at a conclusion whether they were working in sensitive departments and, therefore, fresh IC was required or not. It is not possible to define sensitive departments or seats in an exhaustive manner.

3. In view of the foregoing, with a view to achieving transparency and facilitating issue of passports to the Government servants, et al, it has been decided that :

- (a) The Government employees/PSU employees/employees of Municipal Corporations/constitutional bodies, et al, would have an option to submit either existing IC (format modified to include nationality, and is enclosed) or NOC [without certification of Section 6 (2) of Passports Act; format is enclosed]. If IC is submitted, passport will be issued without police verification; and if NOC is submitted, passport will be issued on post-police verification basis.
- (b) Annexure I in respect of employees themselves and children (upto 18 years) is dispensed with. However, spouse will require Annexure I, if IC is submitted.

- (c) Dependents viz. spouse, and children upto 18 years of age (against 21 yrs at present, to align with minor passport regulations) only have the option of submitting IC. Otherwise, they can apply under the normal process (as any other public).
- (d) NOC (not IC) is required for reissue of passport to Government employees, et al, on expiry of passport/exhaustion of visa pages etc. However, no police verification is required at reissue stage. For reissue, dependents should provide fresh IC (and Annexure I also by spouse) or apply under normal process [No pre-police verification is normally required for reissue under normal process].
- (e) While IC should be issued on official stationery (letterhead); NOC on plain paper with signature/stamp can be accepted, on the assumption that such offices are using plain paper for day to day correspondence. However, telephone/fax and e-mail (to the extent available) be indicated in NOC for the purpose of confirmation, if called for, at the discretion of the Passport Office, which should be replied to immediately.
- (f) Military personnel with c/o APO address (e.g 56 APO/99 APO) may submit applications at their station of posting or at their permanent address, and write their permanent address in passport [against present address otherwise], provided IC [NOC at reissue] is submitted and permanent address is certified by their office. Spouse of such personnel [and adult children, when spouse has expired/divorced] may receive the passport, with authority letter, either by hand or by post. This would apply to similarly placed Air Force/Navy personnel as well.
- (g) If Govt/PSU employees, et al, are transferred after submission of the passport application or passport is returned undelivered due to such transfer, the same be re-dispatched, on request (along with copy of transfer order), at the new address, after correction/endorsement of address. Such persons need not submit miscellaneous form & fees for address correction. However, if police verification was required and was not completed, it will be done at the new place.
- (h) The validity of IC/NOC will be six months from date of issue. Expired IC/NOC will not be accepted.

4. Ministries of the Central Government, and the State Governments/ Union Territories are requested to circulate these instructions to all the employees working under them, including those in attached and subordinate offices, and statutory bodies.

5. This supersedes all previous instructions on the subject of issue of IC/ NOC for the purpose of issue of ordinary passport.


 (K.R.Rajan Pillai)
 Deputy Secretary to the Government of India
 Telefax: 011 23387013

To

All Ministries/Departments of the
 Government of India (Attn: Joint Secretary/Adm)

The Chief Secretary
 All State Governments/UTs

Copy to RPOs/POs.