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3704

Dated: : 29/12/2014

To,

All the Principal/ Principal In-charge,  
Jawahar Navodaya Vidyalaya,  
(Under Shillong region)

Sub: Requests for NOC for obtaining Indian Passport and permission to visit abroad in respect of Vidyalaya staff of NVS -reg.

Sir/Madam,

NVS, HQ letter no. F.7-39/2013-NVS(Pers.)/5060 dated 03.12.2014, modified the procedure for issuing of NOC for obtaining Indian Passport and permission to visit abroad in respect of Vidyalaya staff of NVS. Now, the approving authority for the NOC for obtaining Indian Passport and VISA in respect of all Vidyalaya staff upto the level of Principal is Regional Deputy Commissioner.

The modified procedure is detailed as below:

**1. In cases of NOC for obtaining Passport / Renewal of Passport:**

- i) The applicant has to apply for the NOC in the duly filled application form as given in the Annexure I(A) alongwith duly signed personal undertaking by the applicant in the Annexure I(B). Part II of the Annexure I(B) is to be verified by the concerned Principal/ Principal In-charge and after verification Principal/ Principal In-charge has to sign Part II with office seal.
- ii) The applicant has to submit attested copy of the Identity Card issued by the concerned JNV/ Regional Office. In no case, NOC will be issued on submission of other Identity proofs such as PAN/ AADHAR/ Driving Licence/ Voter I-card etc.

