

Proforma for the Issue of “NO OBJECTION CERTIFICATE” to obtain “FRESH PASSPORT” & “RENEWAL OF PASSPORT” to visit Foreign countries on Private Account. **(FORM-I)**

1	Name of the employee		Affix Passport Size Photo duly attested by the Controlling Officer.
2	Emp.No. & Tkt. No. (If any)		
3	Shop/Office/Trade		
4	Designation		
5	Date of Birth		
6	Date of Appointment		
7	Cell/Telephone Number		
8	Old Passport number, Date & place of issue (Photo copy in duplicate to be enclosed, in case of renewal)		
9	Have you ever been sponsored by the Ministry of Railways, for any training (within India & Outside India)? If so, the details should be Furnished including date of expiry of the bond period		
10	Have you ever been sanctioned study leave by the Ministry of Railways for prosecuting higher studies? If so, the details of the period of study leave and the date of expiry of the bond period should be furnished		
11	Residential Address		

I certify that the particulars furnished above are correct to the best of my knowledge and also undertake that I will not proceed abroad without obtaining prior sanction of leave from the Administration and that I shall submit the attested copy of the fresh passport/renewed passport to the ICF Administration.

Date:    /    /    .

SIGNATURE OF THE EMPLOYEE

Forwarded to:- GM(P).

SSE/CH.OS  
**(With Office Seal)**

**Integral Coach Factory, Chennai – 38.**

UNDERTAKING UNDER SECTION 6(2) (C) OF THE PASSPORT ACT, 1967 FOR OBTAINING NO  
OBJECTION CERTIFICATE FOR VISITING FOREIGN COUNTRIES

(Annexure to form seeking NOC for visiting foreign countries & ex-India leave)  
**If not submitted earlier while applying for NOC for obtaining Passport**

-----

I, \_\_\_\_\_ Design: \_\_\_\_\_ of Shop/Office \_\_\_\_\_  
hereby declare and undertake the following in connection with seeking NOC to visit/tour foreign countries  
and or grant of ex-India leave.

**State the following YES or NO in the space provided against each:**

01. I am Citizen of India : \_\_\_\_\_
02. I will not engage outside India in activities prejudicial to  
the sovereignty and integrity of India. : \_\_\_\_\_
03. My departure from India will not be detrimental to the security of India : \_\_\_\_\_
04. My presence outside India will not prejudice the friendly relations  
of India with any foreign country. : \_\_\_\_\_
05. During the past five years, I have not been convicted by a Court of India  
for any offence involving moral turpitude. : \_\_\_\_\_
06. No criminal proceedings against me are pending before a Court of India : \_\_\_\_\_
07. No warrant or summons for the appearance, of warrant for the arrest,  
have been issued by a court under any law for the time being in force  
or that no order prohibiting the departure from India has been made  
by any such Court, against me. : \_\_\_\_\_

**I shall abide by Railway Services (Conduct) Rules, 1966.**

Place:

Date:

Signature of the applicant: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Emp. (PF) No.: \_\_\_\_\_

Shop/Tkt.No.: \_\_\_\_\_ ID.No.: \_\_\_\_\_

*(Attach a Spare Passport size Photo in order to be affixed on the NOC & a Xerox copy of the ID Card.)*

**Forwarded to APO/Gaz. for further necessary action please.**

**Signature of the Controlling Officer**  
(Office seal)

**SSE/Ch.OS/Shop-**  
(Office seal)