

Name of the Ministry/Division/Department Office

No. _____

Dated _____

MEMORANDUM

Subject: GRANT OF INTERNATIONAL/SPECIAL PASSPORT FACILITIES

For _____ Names of Country (s) to

Mr./Mrs./Miss _____

S/o, D/o, W/o _____

An/The application/application or Mr. Mrs. Miss _____

Who is working in this Ministry/Department/Division/Office as _____

Against as a temporary post/posts is (are) forward herewith for necessary action. His/Her antecedent and character have already / not been verified through Police Department and there is nothing against him/her.

1. There is no likelihood of his/her services being dispensed within the near future.
2. The official/Officer intends to go abroad in the near future on official duty/ private business and will be granted leave. His/her absence-abroad will be tracked as on duty. There is. Therefore, no objection to the grant of gratis passport facilities applied for.
3. The accompanying application (s) of the lady /ladies and /child /children/relatives name the one is /are his/ her legal wife/son/daughter/bona fide dependants.
4. He/She /is national of Pakistan by option domicile parentage.
5. He/She is drawing Rs. _____ as pay per month.

Name:-

Designation of Head of the
Ministry /Div./Deptt/ Office

Seal of the Ministry / Div/Deptt.