



GOVERNMENT OF KERALA

213/A.R.13(2)/2020/P&ARD

Personnel & Administrative
Reforms(AR-13)Department

Thiruvananthapuram

Date:: 29/06/2021

Circular

Sub:- Personnel & Administrative Reforms Department-Vigilance clearance for issuance of Noc to apply for passport- instructions-reg

Ref:- 1. Office Memorandum O.M. No. VI/401/01/05/2014 dated 26.05.2015 of Ministry of External Affairs, Government of India

2. Office Memorandum F No 11012/7/2017-Estt-AIII dated 18.02.2020 of Ministry of Personnel, Public Grievance and Pension, Government of India.

Government of India have issued guidelines for the issuance of ordinary passport for Government Servants vide OM referred as first above. It is mandatory for the administrative Department/controlling Authority to check as to whether any provision of the Section 6(2) of the Passport Act, 1967 is attracted in the case of employees working under them. However, it is specified that a no-objection certificate from the controlling authority is not a mandatory requirement in a passport application. In addition, as per the OM referred as second above, it has been clarified that vigilance clearance can be withheld only under the following circumstances:

- (i) The officer is under suspension;
- (ii) Charge sheet has been filed in a Court by the Investigating Agency in a criminal case or after grant of sanction by the Competent Authority under PC Act or any other criminal matter and taken cognizance of by the Court of Law.

Therefore, all HoDs and Administrative Departments are directed to take action on the issuance of NOC to apply for passport to Government

Employees the basis of following instructions

- i. If the applicant employee requests for an NOC for obtaining a passport, before the issuance of such NOC, the controlling authority of the Government employee shall ensure that no provision of Section 6 (2) of the Passport Act, 1967 is attracted in the case of employee/applicant.
- ii. SPARK which is developed as HR application can be used for the verification of service record and the appointing authority can issue NOC based on the data regarding disciplinary proceedings of the employee available on the same. To enable this, disciplinary authorities should make necessary entries in SPARK regarding the penalties imposed on every employee. Vigilance Department shall also avail admin access to SPARK for entering data regarding the vigilance cases or other report against an employee
- iii. If any negative remarks are seen in SPARK, as specified in OM referred 2nd above, only those employees may be restricted from obtaining NOC for a passport.

Dr Asha Thomas I A S
Additional Chief Secretary

All Additional Chief Secretaries/Principal Secretaries/Secretaries/Special Secretaries.


All Private Secretaries to the Chief Minister and other Ministers

All HODs/District Collectors

Director, Public Relations Department (for publicity through print and visual media).

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Section Officer