

Name of the Ministry/Division/Department Office

No. \_\_\_\_\_

Dated the. \_\_\_\_\_

## MEMORANDUM

Subject:- Grant of International/Special Passport facilities

For \_\_\_\_\_ (Names of country/Countries) to

Mr./Mrs./Miss \_\_\_\_\_

Son/wife/daughter of \_\_\_\_\_

An/The application /applications of 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 antecedents and character have already/not been verified through the Police Department and there is nothing against him/her.

2. There is no likelihood of his/her services being dispensed within the near future.
3. 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 treated as on duty. There is, therefore, no objection to the grant of a gratis passport facilities applied for.
4. The accompanying application (s) of the lady/ladies and child /- relatives named therein is/are his/her legal wife/son /daughter/bona fide dependents.
5. He/she is a national of Pakistan by option domici'e/parentage.
6. He/she is drawing Rs. \_\_\_\_\_ as a pay per month.

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Name

Designation of Head of the  
Ministry/ Diun./Deptt./Office,

Seal of the Ministry /Diun /  
Deptt / Office.

Signature

To

The Assistant Director,  
Immigration and Passports,  
Government of Pakistan.