Public Notice

Subject: Passport Application Forms: Compulsory on-line filling.

1. The Passport Seva Program has brought in a huge transformation towards delivery of Passport Services in India. More than one crore passports are being issued every year through the Passport Seva system. The Ministry of External Affairs, Government of India, took many significant steps to improve the service delivery experience for the citizens. Not only did the work of simplifying Passport rules and procedures has been achieved but passport services have also been taken closer to the doorsteps of the citizens. In recent years, considerable improvement both in terms of procedure and timelines have been implemented, which has enabled faster delivery of passport services to applicants in India and abroad.

2.(i) The Ministry has <u>initiated the integration of Passport Seva Program at all Indian Embassies and Consulates</u> across the globe.
(ii) As part of worldwide implementation of Passport Seva Project, **the Global Passport Seva Program has been rolled out for the Indian Diaspora living in Saudi Arabia.**
(iii) The new system will help in easy and convenient application submission process, will usher in standardisation, digital overhauling, end-to-end status tracking, enhance security and make passport services more accessible and user friendly. It would be a further improvement and streamlining of the passport services rendered to Indian citizens living in Saudi Arabia.

3.Indian citizens living in the jurisdiction of Consulate General of India, Jeddah are advised to use the new portal https://portal5.passportindia.gov.in/Online/index.html **henceforth for availing Passport Services.**

4. **All applications are required to be completed online.** Procedure is as follows:

(i) Applicants are required to do one time registration at https://portal5.passportindia.gov.in/Online/index.html(Passport Seva at Indian Embassies and Consulates) and create a USER ID.
(ii) Login using the newly created USER ID and fill in the user-friendly application form online at the same portal.
(iii) After submitting the form online, **take a print out of the application.**
(iv) Affix photo at the designated place. (Signatures are required to affixed before the Submission Officer of VFS.)
(v) Submit the print out alongwith required documents and prescribed fee at the nearest VFS Centre.

5.   Please   visit   CGI,   Jeddah's   website   at **https://cgijeddah.mkcl.org/Content.aspx?ID=721&PID=684**   and   VFS   website at **http://www.vfsglobal.com/India/Saudiarabia** for detailed information.

6(i) The current system of passport application submission in paper form will be <u>concurrently available</u> with online applications **till 28th February 2019**.
(ii) Thereafter, application would need to be completed **only through online mode** with effect **from 1st March 2019**.

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