

V.IV/578/01/2020
Government of India
Ministry of External Affairs
(PSP Division)

Patiala House Annexe,
Tilak Marg, New Delhi
Dated: 10th February, 2020

Memorandum

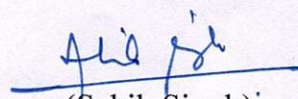
With reference to the result of SSC Combined Higher Secondary Level Examination-2017, the candidates selected to the post of Junior Passport Assistant (JPA) in Central Passport Organization (CPO), Ministry of External Affairs are hereby directed to indicate/exercise their preferences, in order of priority for allotment of 16 Passport Offices across the country, in the **format enclosed (Annexure-I)**. The preference form duly filled/ completed in all respects alongwith the self-attested copy of **Govt. issued ID proof**, may be sent **URGENTLY through SPEED POST/ REGISTERED POST** or **email** at **aopsp4@mea.gov.in** so as to reach **latest by 24.02.2020** at the following address:-

Shri Dipak Das,
Administrative Officer (PSP-IV),
PSP Division, MEA,
Room No. 30 ABC, Patiala House Annexe,
Tilak Marg, New Delhi- 110001

2. Each candidate will be allocated Passport Offices based on their preferences on merit-cum-preferences only, to the extent of vacancies available. You are therefore, requested to indicate your preferences for all the Passport Offices as per Annexure-I, in the prescribed Proforma. **You are also advised not to leave any option blank.**

3. Candidates are cautioned that, if for any reasons, he/she **fails** to indicate his/her preferences in the said format, by 24.02.2020, or any candidate left any column blank or not indicated all the Passport Offices in the preference form, will be allocated Passport Office automatically, without any further communication to him/ her and **NO REQUEST** for change of allotted Passport Office will be entertained at any stage later. The options once exercised shall be **final**.

Enc:- As Above


(Sahib Singh)

Dy. Passport Officer (PSP-A & Cadre)

Phone No. 011-23389646

Email:- aopsp4@mea.gov.in

Copy to:-

1. OSD (PSP) with the request to upload it on www.passportindia.gov.in

(Annexure-I)

**TO BE FURNISHED BY THE CANDIDATE SELECTED TO THE POST OF
JUNIOR PASSPORT ASSISTANT IN CENTRAL PASSPORT
ORGANIZATION (LAST DATE OF SUBMISSION 24.02.2020)**

Paste self-attested
recent passport size
color photograph

Name of the Candidate	
Roll No.	
Rank.	

Sl. No	Name of Passport Office	Preference
1.	Ahmedabad	
2.	Amritsar	
3.	Bengaluru	
4.	Bhubneshwar	
5.	Chennai	
6.	Cochin	
7.	Coimbatore	
8.	Hyderabad	
9.	Jammu	
10.	Kozhikode	
11.	Madurai	
12.	Mumbai	
13.	Pune	
14.	Surat	
15.	Thiruvananthapuram	
16.	Vijayawada	

Note:

1. Please indicate order of preference by putting number 1 to 16 against the passport office (with 1 being the most preferred choice). Distinct preference number (1to16) shall be mandatorily provided for every passport office.
2. No row should be left blank.

Date:	Address for communication:
Signature:	Mobile No.