

CoB MESSAGE

TO : ALL DPCs

INFO : DGP NZ / ADGP SZ/ ADGP Int
Range IsGP / IGP Int

FROM : DGP & STATE POLICE CHIEF, KERALA

No. D3-17086/2018/ PHQ

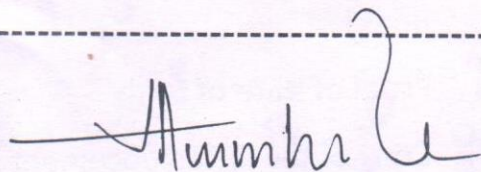
DATED: 14/02/2018

Sub:- Issue of PCCs for UAE Visa - Clarification

Instructions were issued regarding the giving of Police Clearance Certificates for UAE Visas through Executive Directive No. 02/2018 dated 31-01-2018. After reviewing the procedure and taking into account the need to simplify and expedite the process of application for, and issue of PCCs the following instructions are issued in modification of the Executive Directive No. 02/2018.

1. The application has to be submitted in the proforma by individual applicants to the police station within the jurisdiction of which the applicant is residing at present.
2. The application should be accompanied by the following details.
 - i) Address Proof to verify the address (Copy of Ration Card, Voters ID, SSLC Book)
 - ii) Proof of Date of Birth
 - iii) Copy of the letter/document showing the requirement of PCC
 - iv) Passport size photograph (2 Nos.)
 - v) Copy of the Passport (If available)
3. The Fee for the PCC has been reduced and fixed as Rs.500/- henceforth.
4. The SHO/ Station Writer shall receive the payment , issue a receipt under TR5 and the money collected should be remitted to the appropriate government account as is being done in case of other similar payments now.

5. The SHO will conduct verification and issue PCC under his signature and seal regarding his jurisdiction for the relevant period within 3 days of receipt of the application. The proforma of the certificate is enclosed for reference.
6. The PHQ will be supplying necessary certificate forms to all districts. Till that time the PCC shall be issued in A4 size Bond paper.
7. The PCC shall be signed only by officer holding substantive rank of Sub Inspector (not by Grade SIs or other junior officers) or Inspector SHO as the case may be.
8. Every week the list of PCCs so issued with related details should be submitted to the District/ City Special Branch DySP/ACP for further verification. The DySP/ACP Special Branch shall bring to the notice of DCP any adverse factors which may be revealed in such verification and the same will be reported to the ADGP Intelligence for communication to the UAE Embassy if required.
9. This procedure is applicable for issue of PCCs to those persons applying for job visas of the UAE. For the other countries the procedure which was being followed earlier shall continue. However the fee of Rs.500/- will be collected for all PCCs to be issued for all types assignments in foreign countries.



S.AANANTHAKRISHNAN IPS

Addl. Director General of Police (HQ)
For DGP & State Police Chief, Kerala

KERALA POLICE

POLICE CLEARANCE CERTIFICATE

This is to certify that Mr/Mrs/Ms.....
S/o or D/o..... residing at
.....(*present address*) in Police Station
Limits, District, Kerala State (Holder of Indian
Passport No..... issued aton (*date*)
..... and valid up to (*passport validity date*) is
not involved in any criminal case in this Police Station jurisdiction
during the period from to

This certificate is issued in response to application dated
..... and is to be used only for Visa purposes.

Date:
Place:

Station House Officer
(Name of Police Station)
(Name, Signature & Seal)

NB: Police to attach the photocopy of the application filed by the applicant to obtain PCC.