

Travelers' Guide

Passport is the primary document for international travel and the following points are highlighted for your good attention:-

- 1) To obtain a new passport from a passport office in Pakistan or the Pakistan Mission/Consulate, **you have to appear in person. Avoid to entrust this** job to any agent claiming to have the rights or means to do so. At the time of collecting your passport kindly check to ensure that all particulars stated therein are correct and indeed yours.
- 2) In the event that your passport is lost, or in any way damaged so as to be cause for concerned, please report such loss or damage to the nearest Passport Office in Pakistan or the nearest Pakistan Mission/Consulate if you are overseas.
- 3) If a passport that has been reported as lost is then found, please contact the nearest passport office or mission and inform them of this to ensure the earlier report is cancelled. You are advised not to use such passport for travel without doing so to avoid difficulties at the point of departure or arrival.
- 4) If you have had a new passport issued following report of a lost or damaged passport, and in the event the reported passport is re-found, it is obligatory under the laws of Pakistan that you immediately contact the nearest office or mission and **must cancel the old one as under Pakistan law your fresh passport is valid.**

5) Before departure on a Visit Visa for any destination overseas, please make sure your passport is valid for **at least six (06) months from the date of your travel** as it is an essential requirement for many countries.

6) Before departure from Pakistan, please have two photocopies made, one to be left at home as a record and one to be carried with you, so that you do not have to face serious problems in seeking issuance of alternative travel documents or a new passport in the event that the original is lost or damaged during your travel.

7) A cancelled or expired passport should be kept along with the new passport for at least two years this might help at the time of departure from Pakistan and arrival at a foreign destination. As a precaution, please also keep your CNIC (computerized ID card) since it may, as and when required, assist in verifying the particulars stated in the passport.

8) Manually Extended Pakistani Passports are no more acceptable for travelling abroad and can only be used for entry into homeland.

9) Only government authorized officials are permitted to make any additions or changes to the particulars stated in a passport and it is a punishable offence for an unauthorized person(s) to do so. **When Government officials departed from Pakistan must have Ex-Pakistan Leave/Departmental NOC from concerned authorities for traveling abroad. All government officials must declare their government official status on their passport.**

10) It is also a punishable offence to have in one's possession any passport not lawfully issued to the person, or the explanation for possession of which is unsatisfactory to the authorities.

(11) To dispatch a passport to a foreign country, by mail or any other means, is not permitted under prevalent laws; the only exception however is to obtain a visa for a country which does not have its diplomatic mission/consular offices in Pakistan. In such cases, a passport may be dispatched to the relevant countries' consular office by mail or courier services subject to having obtained an NOC from the Ministry of Interior, Government of Pakistan, prior to such dispatch.

12) Concealment of facts or using a false name and particulars to obtain a passport and to travel on such a passport is a serious offence punishable by up to three years imprisonment or fine or both.

13) If Children are less than 12 years old traveling without their parents then they are required a power of attorney for carrying the children's from their legal guardian. Otherwise they will travel as UNACCOMPANIED MINOR by airline.

Registration

Pakistani nationals staying in a foreign country for over three months are required, under the Rules of Citizenship 1952, to register themselves with the Pakistan Diplomatic Mission/Consulate in that country every year. Any change in address or plans to travel out of that country, are to be conveyed to the Pakistan Mission. In the event of the birth of a child in the foreign country please register this with the mission/consulate as required under the aforementioned rules. This

will enable such persons and their families to receive assistance or advice from the Pakistan missions should the need arise.

Visa

1) To obtain any kind of visa for a foreign country, please be sure to follow the rules, regulations, and procedural requirements as specified by that country for the issuance of a visa. Being careful to behave in this manner will ensure your protection from fraud and any associated legal consequence.

2) If you have obtained the visa through an agent or tour operator or consultant, or if it has been received by your own fax from overseas, it is essential that you have the authenticity of such visa verified by presenting it to the diplomatic mission of the destination country in Pakistan well before you plan travel.

3) Before undertaking your journey, be sure to check the entry/expiry dates and the number of entries allowed as stated in the visa.

4) Where a visa states a specific date from when it is valid, do not plan to travel before such date. Similarly, plan to complete your visit before the specified expiry date in the visa. Remember, any overstay in the foreign country without prior permission of the relevant authorities there will not only lead to deportation but may also result in facing charges for violation of that country's laws.

5) If you are using any transit destination then you have to get the transit visa if required specially if your stay is more than 24 Hours at your transit country. It is your responsibility to make sure well before your departure, whether the relevant country requires a transit visa or any other limitation.

6) It is important to bear in mind that having visa for a foreign country does not guarantee that you will be permitted to entry. It is possible that despite the visa, the immigration authorities will refuse to allow you entry depending on their assessment. It is therefore in your own interest to travel on a valid return ticket.

Visit Visa

1) At the time of entry to a foreign country, when you present yourself to the immigration authorities at the point of disembarkation, please answer their questions in a manner consistent with the particulars you submitted in Pakistan when seeking the visa. It is advisable to carry a photocopy of the complete set of documents submitted when the visa was obtained, as this could be very helpful in satisfying the immigration authorities there and assist them to allow you to enter.

2) Similarly, at the time of entry there is every likelihood of your being asked about your places of visit and how the expenses of your visit would be borne. Please make certain therefore, that you are carrying sufficient foreign exchange in cash and/or Debit/Credit cards or evidence of some other means whereby expenses would be met. Failing to satisfy the immigration officials on this point may result in entry being refused.

Student Visa

Please ensure that you carry with you the ~~original~~ documents as issued by the education institution that has granted you admission. These could be asked for at the time of your entry to the country of your destination.

It is also advisable that you carry with you a set of properly attested documents/certificate/degree relating to your educational achievements when travelling on a student visa. These may also be asked for at the time of your entry.

Employment Visa

Persons travelling on this category of visa should note that:-

- 1) This type of visa should be obtained only from government approved recruiting agents. If this has been received from abroad via mail or fax or any other means, it is your responsibility to have its authenticity verified from the diplomatic mission of the relevant country in Pakistan well before your planned departure.

- 2) In accordance with the laws of Pakistan, persons travelling in this category are advised to make sure that the employment visa is 'protected' by the protector of emigrants Government of Pakistan.

- 3) Once in the destination country, please follow the terms and conditions of your employ as stated in your visa and letter of employment/contract. If and when planning to take your vacations in Pakistan or any other country, please study the visa conditions in this respect before undertaking the trip, so that you do not face difficulties at the time of re-entry to the country of your employment.

Overseas Journey: Before Departure

- 1) Please make sure that you are not carrying any arm, ammunition, banned substances or drugs .

2) Do not accept or carry any baggage whatsoever for any stranger. In the event you are carrying the baggage/luggage of any unknown person it remains your responsibility to thoroughly check such baggage prior to departure and be certain there is no banned or disallowed item in it.

3) At the time of departure from (or arrival in) Pakistan as part of international travel, always make sure the immigration officials at the counter stamp your passport with the relevant 'exit' or 'entry' status. This will help prevent any associated difficulties in this respect in the future. In the event that the passport is not stamped and this is not attended to at the time, you may apply to the Immigration Offices and get the appropriate stamp affixed with proof of supporting documents.

At Time of Departure

The following describes the role of Immigration Department personnel at the time of your departure. Any deviation from the prescribed role is to be seen as non-conforming, and in such an event the matter should be brought to the immediate notice of the Supervisory Staff on duty.

At the Immigration Counter

Your passport or any other travel documents are checked to ascertain that these are authentic and valid for the intended travel;

Appropriate questions are asked to confirm the identity of the passenger and authenticity of the passport/travel documents/visa;

Particulars of the passport and passenger are entered into the computer;

The staff checks whether the passengers name is on the 'Stop List'; and if so they verify this with the authorities to perform the action according to given conditions. but in the case of OTP verify the documents from the in charge and properly feed them in IBMS.

- 5) The passport and the reverse side of the Boarding Pass are affixed with the 'Exit' stamp.

At Departure Time: **General Re-Check**

- 1) The appointed Immigration Official re-checks the travel documents to ensure, based on his/her expertise, experience, knowledge, and understanding that the passport/travel documents and visa are indeed authentic and valid, and that the Staff at the preceding Immigration Counter has performed assigned tasks as per procedure. If satisfied, the passenger is given clearance to proceed to the departure lounge.
- 2) In the event of a passenger being off-loaded, the Shift In-Charge will personally inform the passenger of the reason(s) for the same.
- 3) If the traveling documents (passport and visa) of a passenger are genuine, valid, and prima facie no miss declaration of the facts is found, the Immigration personnel are not authorized to off-load or stop such passenger from further travelling. In this respect, any official found guilty of misuse of authority without any valid justification will have to face strict departmental proceedings.

Upon Arrival in Pakistan

If you are a Pakistani national you will be required to offer evidence of your being so at the time of your arrival in Pakistan. Following this, the Immigration Department official on duty is obliged by law to allow you entry. The following important points may please be noted:-

- 1) As evidence, a Pakistani passport, whether valid or expired, is to be provided;

- 2) In the event that your Pakistani Passport was lost in a foreign country you should provide Travel Documents/Emergency Passport issued and authenticated by the Pakistani Diplomatic Mission in that country, along with a copy of the passport reported as lost OR your Pakistani National Identity Card in original or a copy thereof OR some other document that may be used by the Immigration Department staff to verify that the particulars stated in your travel documents are indeed correct;

- 3) Passengers entering with a proper Pakistani Passport or Emergency Passport/Travel Documents who have been 'refused entry' or who have been deported on account of their 'overstay' or who have returned of their own accord due to loss of their original passport, upon satisfying the Immigration Department staff on duty of the authenticity of their identity, will be cleared for entry as per rules and no legal action will be taken against them under the prevalent laws of Pakistan;

- 4) Pakistanis holding dual nationality may enter Pakistan by offering their Pakistani passport OR their foreign passport with a visa to enter Pakistan OR an Overseas Pakistanis' Identity Card (NICOP);

5) If a Pakistani origin passenger desires to enter the country without a valid visa on a foreign country passport, then such a passenger will only be issued with a 72 hours validity emergency landing permit after satisfactory verification of identity. For any extension in stay such a passenger is required to contact the nearest passport office for a visa.

6) In the event that any foreign country for any reason(s) deports a passenger, it is the legal and moral responsibility of such a passenger to pay the relevant airline for the return journey.

Note: In the event that any returning passenger offers any of the aforementioned documents as evidence, and an official of the Immigration Department still refuses to allow entry to such a person, or creates difficulties without any bona fide reasons, the matter should be brought to the immediate notice of Supervisory Staff at the point of entry for strict action to be taken against the official.

Passport Exemptions While Arrival in Pakistan

In following cases passport may be exempted

Passengers with a Laissez-Passer issued by the United Nations travelling on duty.

Passengers with a Seaman Book travelling on duty.

Passengers with a Laissez-Passer issued by the International Court of Justice in the Hague.

Passengers with a travel document issued to stateless persons.

Passengers with a Hong Kong (SAR China) "Document of Identity for Visa Purposes".

Passengers with an Interpol passport travelling on duty.

Nationals of Pakistan with an emergency passport and a letter of approval issued by the Ministry of Interior in Pakistan. (Reference ;**Travel Information Manual revised Edition 2019 by IATA**)

Complaints and Suggestions

For any complaint, query, or suggestions please adopt the following procedure:-

- 1) For immediate redressal of any issue contact the officer in charge of the international airports of the country, and do remember that each airport's Immigration Wing is headed by a Deputy Director FIA.