

## Requirements and Procedure for MRP

1. Personal appearance of the passport applicant at the Embassy is mandatory for on-the-spot for capturing of biometric data (finger prints scanning), photographing etc.
2. Original CNIC or NIC for overseas Pakistanis along with its copy (both sides). In case the applicant does not have a valid original CNIC/NICOP, he will be required to first apply for NICOP. MRP is then processed after applicant receives NICOP.
3. In case of minor children up to the age of 18 years, their original children registration certificate (CRC) issued from NADRA (birth in case of Pakistan) and NICOP (in case of birth outside from the Pakistan) are required along with the parent's original passports, NICOP and a copy of each. Parents shall also be present.
4. In case of New born baby CNIC/NICOP should be applied first then after receiving the CNIC/NICOP they can apply for the passport.
5. New passports in place of lost passports are issued after the verification of applicant's previous passport and Lost Passport report from the local Police.
6. According to the instructions of the Government, Pakistan Missions abroad cannot extend passport facility to an applicant losing his passport for the third time. In case of third time loss, an ETD can be issued to the applicant only for repatriation to Pakistan.
7. The MRP is issued on the basis of the applicant's CNIC/NICOP data; in case of modification the applicant should modify his CNIC/NICOP first.
8. Thus, any modification e.g. change in name, date of birth, place of birth desired in the MRP would necessitate first applying for the desired change in the CNI/NICOP.
9. No endorsement is permitted in the MRP. Therefore, for any change/modification, a new MRP is issued.
10. Delivery period for normal passport is about 4 weeks, while urgent is 2weeks approximately which includes shipments time from Islamabad to Doha, Qatar. Applicants are required to receive their new passports from the Embassy in person. The

applicants should bring their previous original passport for cancellation stamp and their receipt (Token) at the time of delivery.

11. Passports can be received from the embassy from 1:00 PM to 3:00 PM from Sunday to Thursday. In case the applicants are unable to come the Embassy in person, they can collect their new passports through designated person who carries a signed authority letter from the applicant, his own identity and the applicant's previous passport.
12. For applicants serving in the Government of Pakistan service, no objection certificate (NOC) from their parent department and authorization from DGIP are mandatory.
13. In case of dual nationals, original passports of adopted country and its copy along with the Pakistani passport are required.
14. In case of Govt officer/employee (federal or provincial department of Pakistan/autonomous/semi-autonomous departments/defence forces), must bring original NOC and authorization from DG IMPASS and addressed to this Embassy for Issuance of Passport.
15. Government servants must also bring original Resignation/Acceptance /service termination certificate.
16. If CNIC/NICOP is valid but picture does not match applicant's current facial features, picture on NICOP must be revised prior to coming for processing of Passport.