

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF MEDICAL EDUCATION, ASSAM
SIXMILE, KHANAPARA, GUWAHATI-22
Tele-Fax No.0361-2366236, E-mail-dmeassam@gmail.com, dme@assam.gov.in

No. DME/133/2013/ 8718 - 37

Dated : 4 /07/2014

From : Prof.D.J.Borah
Director of Medical Education, Assam

To,

The Principal-cum-Chief Superintendent,
Assam Medical College & Hospital, Dibrugarh
Gauhati Medical College & Hospital, Guwahati
Silchar Medical College & Hospital, Silchar
Jorhat Medical College & Hospital, Jorhat
Fakhruddin Ali Ahmed Medical College & Hospital, Barpeta
Tezpur Medical College & Hospital, Tezpur

The Principal,
Regional Dental College, Guwahati
Regional Nursing College, Guwahati
B.Sc. Nursing College, Silchar
B.Sc. Nursing College, Dibrugarh
Medical Institute, Jorhat,
Institute of Paramedical Sciences, Guwahati
Institute of Paramedical Sciences, Dibrugarh
Institute of Paramedical Sciences, Silchar
Institute of Paramedical Sciences, Jorhat
Institute of Paramedical Sciences, Barpeta

The Vice Principal,
Institute of Pharmacy attached to AMC, Dibrugarh
Head of the Institute of Pharmacy attached to GMC, Guwahati
Head of the Institute of Pharmacy attached to SMC, Silchar

Sub :- **Points to be observed before forwarding Applications for NOC for Passport, Foreign Visit and for Higher Studies/ Training.**

Sir/Madam,

With reference to the subject cited above, I am to inform you that this Directorate receives applications duly forwarded by you from faculties and other staff praying for NOC for issue of Passport or for Foreign Visit or for higher studies/ training. But it has been observed that some applicants do not follow the proper procedures or formalities or do not submit required documents for which Govt. declines to issue NOC. This sort of applications not only make unnecessary burden to official works, but spoil the time of the applicants also.

Therefore, you are requested to scrutinize the applications thoroughly before forwarding the same to the undersigned. The following points are to be noted-

NOC FOR Foreign Visit:-

- 1) The application must indicate the following points -
 - a) Name of the father
 - b) Complete residential address.
 - c) Date of joining into the service.

