



# **STANDARD OPERATING PROCEDURES**

**For issuance of  
Emergency Travel Document  
(ETD)**

**Directorate General Immigration & Passports  
Govt. of Pakistan**

Version – 1.0  
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## **Procedure for issuance of Emergency Travel Document (ETD)**

Emergency Travel Documents (ETDs) are issued in the light of instructions/guidelines contained in Para 33 of Passport & Visa Manual 2006. However, as per Deportation Policy/SOPs issued by Ministry of Interior after detailed consultation with Ministry of Foreign Affairs, FIA, IMPASS & NADRA, the following procedures have been devised to be followed by IMPASS officials for issuance of Emergency Travel Document (ETD) to the persons intended to be deported to Pakistan:-

### **I. VERIFICATION OF IDENTITY DOCUMENT, TRAVEL DOCUMENT & NATIONAL STATUS:**

#### **A. Holders of Machine Readable Passports (MRPs):**

- i. After verification of NIC/CNIC and national status of the intending deportee by NADRA office located in a Pakistan Mission abroad, the IMPASS office in the said Pakistan Mission will verify the genuineness of the given MRP.
- ii. The IMPASS officer Incharge shall track the record of MRP through Passport Tracking & Reporting System. He shall obtain the print of the record and will attach the same, duly attested and confirm/verify issuance of subject MRP.
- iii. In case the IMPASS officer Incharge receives such request from some other Mission where MRP system is not installed or there is no IMPASS Office, he shall follow the same process and will inform the requesting Mission about the status of the said MRP alongwith attached print of tracking record.

