



EMBASSY OF PAKISTAN

ROME

INFORMATION* ON

CONSULAR SERVICES

**Information given in this write-up is subject to change without notice, in accordance with the rules, regulations and requirements of the Government of Pakistan.*

CONTENTS

GENERAL	1
MACHINE READABLE PASSPORT (MRP)	2
First-time Issuance or Renewal of the Machine Readable Passport	2
Applying for a Fresh a Passport on the Basis of Lost Passport	4
Modification in a Machine-Readable Passport.....	6
Issuance of a Manual Passport to a Newly-Born Baby	6
NATIONAL IDENTITY CARD FOR OVERSEAS PAKISTANIS (NICOP).....	8
MARRIAGE NULLA OSTA CERTIFICATE	9
ATTESTATION, LEGALIZATIONS AND TRANSLATIONS.....	10
Attestation of Power of Attorney	11
Attestation and Translation of Pakistani Documents	12
Attestation of Local/Italian Authorities' Documents.....	12
TRANSPORTATION OF HUMAN REMAINS (DEAD BODIES) TO PAKISTAN.....	13
PAKISTANI VISA.....	15
Tourist visa	16
Business visa	17
Visa for Persons of Pakistani origin/Foreigner Wives of Pakistani Citizens.....	18
Visit Visa for Afghan Nationals.....	19
Visa for NGO Work/Personnel	20
Journalist visa.....	20
Work visa.....	21
Missionary visas	21
Assignment Visa for Diplomats/International Organization's personnel accredited to Pakistan	22
USEFUL CONTACTS IN PAKISTAN	24

GENERAL

- Consular Information (issuance of National Identity Card, Pakistan Origin Card, Passport, Visa etc.) is accessible online at the concerned Ministries/Departments of the Government of Pakistan (www.dgip.gov.pk, www.interior.gov.pk, www.mofa.gov.pk/italy)

- The Embassy of Pakistan, Rome is located at Via della Camilluccia 682, 00135 Rome. Its contact details are as follows:

Phone : 0039 - 06 32 94 836 & 0039 06 36 30 1775

Fax : 0039 - 06 36 30 1936

e-mail: consularsectionrome@yahoo.com

- Embassy's Consular Section is situated at Via Riccardo Zandonai 84 B which is walking distance from Piazza Giuochi Delfici. One can reach Piazza Giuochi Delfici by bus routes 911, 301, 446, 225.

- Consular Section is open on

Monday to Thursday from 9 am to 1 pm

Friday from 9 am to 12.30 pm

(except Embassy holidays)

- No prior appointment is necessary for visiting the Embassy for consular services. Nonetheless, to avoid possible inconvenience to them, applicants may like to check if the Embassy/Consular Section is open before actually travelling to the Embassy.

- Applicants are entertained at the Consular Section's counters in the order of their respective Token Numbers.

- Consular-related telephonic queries are entertained on

Monday to Thursday from 2 pm to 4 pm

Friday from 3 pm to 4 pm

(except Embassy holidays)

- The Consulate General of Pakistan is located in Milan. Its contact details are as follows:

Consulate General of Pakistan,
Via Rosa Massara De' Capitani 11, 20158 Milan, Italy

Phone: 0039 02 6670 3271 & 0039 02 9147 0760

Fax: 0039 02 6747 9076

e-mail: consolato_delpakistan@gmail.com

MACHINE READABLE PASSPORT (MRP)

- This Embassy processes Machine Readable Passport (MRP) applications of Pakistani citizens resident in Italy, Slovenia, Albania and San Marino.
- All Machine Readable Passports are issued at Islamabad by the Directorate General of Immigration and Passports, Government of Pakistan.

First-time Issuance or Renewal of the Machine Readable Passport

- Following are the requirements for applying for the Machine Readable Passport or MRP for the first time:
 1. Personal appearance of the passport applicant at the Embassy is mandatory for on-the-spot recording of biometric data (finger prints scanning), photographing etc.
 2. Original Computerized National Identity Card (CNIC) or National Identity Card for Overseas Pakistanis (NICOP).
 - Applicant below 18 years of age may produce original Computerized Registration Certificate (CRC), issued by NADRA, in place of NICOP
 - In case the applicant does not have a CNIC/NICOP, he will be required to first apply for NICOP. MRP is processed after NICOP preparation.
 3. Previous Pakistani Passport in original
 4. Original Foreign Passport (for dual nationality holders)
 5. For applicants resident in Italy/Slovenia/Albania/San Marino (the countries this Mission deals with) Proof of Residence
 6. One copy each of all these documents
- To facilitate/expedite processing/decision, the Embassy may ask for fulfilment of additional requirements.

- o The requirements for the renewal of a Machine Readable Passport are the same as those for its first time issuance.

Processing Time of MRP

- o Passport applied on Normal fee is, usually, delivered within 30 working days. That applied on Urgent fee is delivered within 15 working days.
- o The Processing Time is subject to the receipt of the prepared Passport from Directorate General of Immigration and passports Islamabad.

Passport Issuance Regular Fee*

- o The current fee structure for Passport issuance is as follows:

		Normal	Urgent
1	Five (05) year validity	35 Euro	60 Euro
2	Ten (10) year validity**	60 Euro	100 Euro

*The Fee can vary according to the Government instructions, without notice.

**Ten-year Passport can be issued only to an applicant above 15-years of age.

- o Fee once deposited is not refundable.
- o Fee in case of issuance of a new Passport on lost-passport basis is double the corresponding Regular Fee and doubles with every subsequent loss.

Collection of New Passport from the Embassy

- o The prepared Passport can be collected from the Embassy during normal working hours by
 1. The Applicant in person,
 2. A person carrying a written/signed Authority Letter from the Applicant
 3. Mail/Courier Service

- Following should be presented at the Passport Counter by the person collecting the Passport
 1. Original MRP Fee receipt/token,
 2. Original Previous passport (for cross-entry/cancellation)
 3. His CNIC/NICOP or Passport for identification

- Passport can also be mailed to the applicant in the pre-paid self-addressed envelope provided to the Embassy by the applicant along with his previous passport, which would be cancelled and mailed back to him along with the new passport.

Special Cases

- A minor applicant for issuance of a Passport should be accompanied by the parents/legal guardian.
- For a married female applicant, name of her husband shall appear on the CNIC/NICOP. Otherwise the MRP will be prepared in her father's name.
- Government servants, employees of semi-government bodies, municipalities and other local bodies are required to submit a no objection certificates from their departments along with their applications for passports.
- In case of non-production of any previous passport by the applicant, processing of the MRP application will be undertaken after verification of identity/national status of the applicant by the concerned authorities in Pakistan.

Applying for a Fresh a Passport on the Basis of Lost Passport

- According to the instructions of the Government of Pakistan, the loss of Pakistani Passport should immediately be reported to nearest Pakistani Embassy/Consulate.
- Following are the requirements for applying for a Machine Readable Passport on the basis of a Lost Passport:

1. Personal presence of the applicant at the Embassy is mandatory.
 2. Original Computerized National Identity Card (CNIC) or National Identity Card for Overseas Pakistanis (NICOP).
 - o For an applicant below 18 years of age the original Computerized Registration Certificate (CRC), issued by NADRA, is also acceptable in place of CNIC/NICOP.
 3. Original foreign passport (for dual nationality holders)
 4. Original police report on the Loss of the Passport
 5. Copy or particulars of the Lost Passport
 6. Any other supporting document, for example, old Pakistani passports
 7. English translation of any document not in English or Urdu (in case translation is not provided, the same can be done at the Embassy against payment of prescribed fee by the applicant)
 8. One copy each of all these documents
- o To facilitate/expedite processing/decision, the Embassy may ask for fulfilment of additional requirements.
 - o The applicant should retain copies of his application and submitted documents for future reference, in case of need.
 - o Issuance of a new passport on lost passport basis is subject to verification from the original issuing authority of the applicant's antecedents and lost passport's particulars.
 - o Upon receipt of such a confirmation (which could take some time), the fresh MRP application will be processed in accordance with the information furnished by the original issuing authority.
 - o The verification of a lost MRP can be done by the Embassy itself immediately.
 - o Fee in case of issuance of a new Passport on lost-passport basis is double the corresponding Regular Fee and doubles with every subsequent loss.
 - o After the receipt of the confirmation of the Passport reported lost, the fresh MRP is usually delivered within 30 working days (Normal fee) or 15 working days (Urgent fee).

- Collection procedure for the Passport is the same as in case of regular issuance of an MRP. Please check details in the relevant section.
- 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 cases of third time loss, an Emergency Passport can be issued to the applicant only for repatriation to Pakistan.

Modification in a Machine-Readable Passport

- The Machine Readable Passport is issued on the basis of the applicant's CNIC/NICOP data.
- 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 CNIC/NICOP.
- Processing of modification in the MRP is done after the receipt of the applicant's modified NICOP.
- No endorsement is permitted in the MRP. Therefore, for any change/modification, a new MRP is issued. Please check requirements for the MRP issuance in the relevant section.

Issuance of a Manual Passport to a Newly-Born Baby

- Manual Passport facility is not extended to adults by the Embassy. An adult applicant can apply for getting a Machine Readable Passport (Please see requirements for the MRP issuance).
- Manual passport of limited validity is issued by the Embassy only to a newly-born baby in order to facilitate/expedite processing of baby's (i) local documentation, (ii) NICOP application by the NADRA. In all such cases, a Machine-Readable Passport should be applied as soon as the NICOP has been received.
- Following are the requirements for applying for a Manual Passport for a newly-born baby:

1. Physical presence of the baby and his parents at the Embassy is mandatory.
 2. Duly filled-in Passport Application Form, downloadable from the website of the Embassy www.mofa.gov.pk/italy
 3. Four (4) coloured passport size photographs (2X2 inch") with light blue background
 4. Original Pakistani Passport and CNIC or NICOP of the Father
 5. Mother's Original passport and CNIC or NICOP showing husband's name. In case husband name is not mentioned on the passport or NICOP, original Nikah Nama or Marriage Certificate should be provided.
 6. Original Birth Certificate of the baby clearly stating baby's name, gender, date of birth, place of birth and parents names,
 7. English translation of any document not in English or Urdu (in case translation is not provided, the same can be done at the Embassy against payment of prescribed fee by the applicant)
 8. One copy each of all these documents
- o To facilitate/expedite processing/decision, the Embassy may ask for fulfilment of additional requirements.
 - o The applicant should retain copies of his application and submitted documents for future reference, in case of need.
 - o Passport applied on normal fee is, usually, delivered within 10 working days and on urgent fee on the same day.
 - o Fee for the issuance of a Manual Passport as well as its Collection procedure is the same as for an MRP. Please check details in the appropriate section.

NATIONAL IDENTITY CARD FOR OVERSEAS PAKISTANIS (NICOP)

- o NADRA Cards can be applied online at the NADRA website
<http://id.nadra.gov.pk/> OR

at the NRC (NADRA Registration Centre) at the Consulate General of
Pakistan, Milan (Via Rosa Massara De' Capitani 11, 20158 Milan)

MARRIAGE NULLA OSTA CERTIFICATE

- o The requirements for issuance of the nulla osta to a Pakistani citizen are as follows:
 1. Physical presence of the applicant at the Embassy
 2. Application
 3. Three (3) recent coloured passport size (2"x2") studio photographs with light blue background
 4. Original passport and CNIC/NICOP along with copies
 5. Birth Certificate and its copy
 6. Proof of residence in Italy e.g.Applicant's Italian Identity Card/Residence Permit (Permesso di Soggiorno) showing his address in Italy and its copy (this Embassy provides consular services to Pakistanis resident in Italy, Slovenia, Albania and San Marino)
 7. Affidavit, on the judicial paper, by the parents of the applicant confirming applicant's Marital Status (unmarried/married/divorced/single etc.)
 8. Marital Status (unmarried/married/divorced/single etc.) Certificate issued by the Union Council/NADRA
 9. In case the applicant is divorced, Divorce Deed or Court decision
 10. Police Character Certificate issued by the concerned Police authorities in Pakistan
 11. All the documents issued in Pakistan should have been attested by the Ministry of Foreign Affairs, Government of Pakistan
- o The applicant should retain copies of his application and submitted documents for future reference, in case of need.
- o At present the fee for issuance Marriage Nulla Osta Certificate is € 10 Euro. Fee once deposited is not refundable.
- o To facilitate/expedite processing/decision, the Embassy may ask for fulfilment of additional requirements.
- o The Certificate is issued after completion of required procedures/verification.

ATTESTATION, LEGALIZATIONS AND TRANSLATIONS

- This Embassy countersigns documents previously attested by the Ministry of Foreign Affairs of the countries (Pakistan, Italy, Slovenia, Albania and San Marino) where the documents originate.
- The Embassy also attests documents presented by the Pakistani executants and deponents residing in the countries of its accreditation i.e., Italy, Slovenia, Albania and San Marino.
- Attestation of a document does not imply authentication of the contents of the document or its genuineness. The Embassy only verifies and countersigns the signatures of concerned attesting authorities or the executant/deponent of the original document.
- The Embassy attests only Urdu and English language documents. A document or its translation in any language other than English is not attested.
- Photocopy of a document can be attested only when attested original is presented or the photocopy itself has previously been attested.
- Ministry of Foreign Affairs, Islamabad's/this Embassy's attestation is not time bound. Therefore, a document already attested by the Embassy will not be re-attested.
- Attestation made by the Consulate General of Pakistan, Milan carries the same weightage and authenticity as the Embassy of Pakistan, Rome.
- The following documents, whether originals or copies, are not attested by the Ministry of Foreign Affairs Islamabad/this Embassy as these do not fall under its purview:
 1. Passports
 2. Domicile
 3. ID card
 4. Documents related to immovable property (i.e Registries of the plots and agriculture land)
- The Embassy does not have an officially-appointed/qualified Translator. It can, therefore, provide only the Un-Official Urdu-English-Italian Translation of ordinary and non-technical official documents presented to it by the applicants.

- For details of the Documents acceptable for attestation, please visit the Consular Affairs Section at the Ministry of Foreign Affairs' website www.mofa.gov.pk
- To facilitate/expedite processing/decision, the Embassy may ask for fulfilment of additional requirements
- The applicant should retain copies of his application and submitted documents for future reference, in case of need
- Attestation/Countersignature/Translation fee varies with type of the document.
- Usual fee for countersignature/translation of ordinary/non-commercial documents, attested by the Ministry of Foreign Affairs, Government of Pakistan, is 10 Euro per signature and per document.
- Usual fee for countersigning the documents, attested by foreign authorities, is 35 Euro per signature per document.
- Fee once deposited is not refundable.
- Unless indicated otherwise, the attested/translated document is returned the same day (usual documents delivery time: one hour before closure of the Consular Section).

Attestation of Power of Attorney

- The requirements for execution/attestation of a Power of Attorney executed by a Pakistani citizen are as follows:
 1. Physical presence of the Executant/s at the Embassy
 2. Application
 3. The original Power of Attorney, which is to be signed in the presence of an authorized official of the Embassy.
 4. Original Valid Pakistani Passport of the Executant/s
 5. Original CNIC or NICOP of the Executant/s
 6. Executant/s' Residence Permit i.e., Permesso di Soggiornio (this Embassy provides consular services to Pakistanis resident in Italy, Slovenia, Albania and San Marino)
 7. Copies of these documents

- o Fee for each execution of a Power of Attorney is Euro35/- per Executant (upto a maximum of four persons).

Attestation and Translation of Pakistani Documents

- o The Embassy provides services for the attestation/countersign and, in some cases (unofficial) translation, of the documents issued by Pakistani authorities such as Educational Documents, Marriage Certificates, Birth Certificates, Death Certificates, Police Character Certificates, International Driving Permits etc.
- o The requirements for this service are as follows:
 1. Personal presence of the applicant/document holder at the Embassy or duly-authorized attorney/authority letter in lieu thereof
 2. Application
 3. Original document, which should have previously been attested by the Ministry of Foreign Affairs, Government of Pakistan
 4. Original passport and CNIC or NICOP of the applicant (and the authorized person, where applicable)
 5. Copies of these documents

Attestation of Local/Italian Authorities' Documents

- o The Embassy provides services for the countersigning, and in some cases (unofficial) translation, of the documents issued/signed by Italian (as well as Slovenian/Albanian/San Marino) authorities.
- o The requirements for this service are as follows:
 1. Personal presence of the applicant/document holder at the Embassy or duly-authorized attorney/authority letter in lieu thereof
 2. Application

3. Original document, which should have previously been attested by the concerned authorities of the country where such documents were executed
 4. Original passport (and Identity Card) of the applicant
 5. Copies of these documents
- o Processing time depends upon the exact requirements. The applicant may contact the Embassy to ascertain the status of his application.
 - o Countersigning fee is different for different type of documents. The usual fee for countersigning the signatures of the foreign authorities is 35 Euro per signature per document.

TRANSPORTATION OF HUMAN REMAINS (DEAD BODIES) TO PAKISTAN

- o The Embassy issues No Object Certificate; NoC (Nulla Osta) for transportation of dead bodies to Pakistan on the basis of the following documents:
 1. Original or Copy of the deceased's Passport and NICOP or CNIC
 2. Death Certificate issued by the Hospital mentioning the Cause of Death
 3. Legal Heir(s)' Application for the transportation of the Dead Body to Pakistan
 4. Copy of the CNIC/NICOP and Passport of the Legal Heir(s) signing the Application
 5. The Application should mention
 - o Full contact details of the Legal Heir
 - o Details of person who will receive the dead body from PIA in Pakistan
- o To facilitate/expedite processing/decision, the Embassy may ask for fulfilment of additional requirements.
- o The applicant should retain copies of his application and submitted documents for future reference, in case of need.

- o Pakistan International Airlines (PIA) transports dead bodies of deceased Pakistanis free of charge. There are two PIA flights per week from Milan to Islamabad and Lahore.

PAKISTANI VISA

- Visa applications are received at the Embassy on Tuesdays and Thursdays (except Embassy Holidays) between 09.00 am and 1.00 pm
- List of the countries with whom Government of Pakistan have concluded agreement for abolition of visa on reciprocal basis is accessible on the Ministry of Interior, Government of Pakistan's website.
- This Embassy offers visa services to citizens of Italy, Slovenia, Albania and San Marino.
- Other Foreign (Third Country) nationals holding valid residence permits of Italy, Slovenia, Albania or San Marino can also obtain Pakistani visas from this Embassy.
- Details on Pakistan Visa can be accessed at the "Visa Policy General" page on the Ministry of Interior, Government of Pakistan's website www.interior.gov.pk
- Following are the basic requirements when applying for Pakistan Visa:
 1. Completely/properly filled-in Visa Application Form IN ENGLISH LANGUAGE. The form can be downloaded from the website of the Embassy www.mofa.gov.pk/italy
 2. Original Passport (valid for at least another six months) and its copy
 3. Two recent coloured passport sized photographs of 2X2 inch size
 4. In case of Nationals of countries other than Italy, Albania, San Marino and Slovenia, copy of the valid Residence Permit for any of these countries
 5. Copies of previous Pakistani Visas (if any)
 6. English Translation of the non-English documents (in case translation is not provided, the same can be done at the Embassy against payment of prescribed fee by the applicant)
- Specific requirements for various visa types are mentioned in relevant Visa Type, which follow this description.
- To facilitate/expedite processing/decision, the Embassy may ask for fulfilment of additional requirements.

- The applicant should retain copies of his application and submitted documents for future reference, in case of need.
- Except when indicated otherwise, visa processing time is 8-10 working days.
- The date of the return of the Passport is indicated at the time of submission of the visa application.
- Visa fee varies with purpose/duration of visa and is also different for different countries. The fee applicable is indicated at the time of submission of the visa application.
- Fee once deposited is not refundable.
- Change in the purpose of the visit, as indicated on the visa sticker, is not permitted after entry in Pakistan.
- The period of stay shall count from the date of entry into Pakistan.
- During visit to Pakistan, the visa holder is requested
 - Not to engage in any activity not compatible with the purpose of the visit mentioned on his Visa sticker.
 - Not to enter any prohibited/restricted area without prior permission of the Ministry of Interior/concerned Home Department.

Tourist visa

- The specific requirements for obtaining a Tourist Visa for Pakistan are as follows:
 1. Personal presence of the applicant at the Embassy for interview
 2. Proof of employment and/or sources of income
 3. Applicant's bank statement for previous three months
 4. In case of an invitation from a Pakistani organization, invitation letter from the organization on its letter head stating the purpose and duration of the visit as well as cities and places to be visited. In case the sponsor is a family or a friend, the invitation letter should mention the inviting family or individual's name and address

(In case of an invitation from Pakistan, the requirements of Proof of employment and/or sources of income and Applicant's bank statement for previous three months may be waived)

5. Copy of the CNIC or NICOP and Pakistani passport of the Pakistani sponsor
 6. Confirmed Hotel Booking/Accommodation arrangement
 7. Return Ticket
 8. English translation of any document not in English or Urdu
- o For Italian nationals, three-month single entry tourist visa fee is € 32 and for double entry it is € 50.
 - o Three-month single entry tourist visa fee for nationals of Albania, San Marino and Slovenia is € 10.

Business visa

- o The specific requirements for getting a Business Visa are as follows:
 1. Personal presence for interview at the Embassy of the applicant applying for business visa for the first time
 2. Applicant/company's bank statement for previous three months
 3. Invitation letter from the host/partner company or business in Pakistan on the official letterhead, explaining about the company, its nature of business, and the purpose of the visit.
 4. Introductory letter from the employer/company of the applicant on its letterhead, indicating the nature of its business, purpose of visit and details of the individual applicant.
 5. English translation of any document not in English or Urdu
- o At present, for Italian nationals, three-month single entry business visa fee is € 50.
- o Subject to the completion of the following requirements/approval of the application as well as the validity of the passport and payment of fee, Business Visa can be issued to the regular Business visitors to Pakistan within the same day (documents

delivery time 1600 hrs) and upto five-year validity with three-month stay and multiple entries:

1. Recommendation letter from CC&I of the respective country of the foreigner.
2. Invitation letter from Business organization duly recommended by the concerned Trade Organization / Association in Pakistan.
3. Commendatory letter by Honorary Investment Consular of BOI / Commercial Attaché posted at Missions abroad.

Visa for Persons of Pakistani origin/Foreigner Wives of Pakistani Citizens

- o The specific requirements for a person of Pakistan origin to get a family visa are as follows:
 1. Proof of Pakistan origin e.g., copy of old Pakistani passport, National Identity Card etc.
 2. **Foreigner wives** of Pakistani citizens should also provide copies of
 - The Marriage Certificate,
 - Passport and the CNIC/NICOP of the Pakistani spouse
 3. For **minor children**
 - Both the parents/legal guardian should sign the minor's Visa Application as indication of their consent to the grant of visa to the minor.
 - Physical presence of the minor, accompanied preferably by both the parents/legal guardian.
 - Minor's Birth Certificate,
 - Parents' National Identity Cards and Passports,
 - Parents' Marriage Certificate.
 4. English translation of any document not in English or Urdu
- o At present, three-month single entry family visa fee for Italians of Pakistan-origin is € 32 and for multiple entry it is € 50.
- o Foreigners of Pakistan origin can be granted five years validity visa with multiple entries, with each stay for one year (subject to the validity of the passport and payment of fee).

- o In emergency travel, landing permit for 72 hours can be granted by the Immigration staff at the point of entry to the foreigners of Pakistan-origin and their families, on production of documentary proof of Pakistan origin.

Visit Visa for Afghan Nationals

- o The specific requirements for getting Pakistan visa for Afghan nationals are as follows:
 1. Personal presence of the applicant at the Embassy for interview
 2. Photocopy of the Italian Identity Card (carta di identita)
 3. Proof of Family residing in Pakistan (e.g., Afghan registration cards of Family members etc.) and full address where the applicant will stay during his visit
 4. Proof of employment and/or sources of income
 5. Applicant's Bank Statement for previous three months
 6. Rent Agreement for Applicant's place of residence
 7. Two References i.e. signed Invitation Letters (in original), on judicial paper, from Pakistani sponsors resident in Pakistan confirming his antecedents and bearing full responsibility for the applicant's stay and return from Pakistan
 8. Copies of the Pakistani passport and CNIC/NICOPs of the Pakistani sponsors
 9. Original Bank Statements of the sponsors for previous three months
 10. In case the applicant is married to a Pakistani national, then instead of sponsorships, the applicant may provide the attested copies of
 - o Nikah Nama
 - o National Identity Card of the Pakistani spouse
 11. English translation of any document not in English or Urdu

- o Forty-five days double re-entry visa fee for Afghan nationals applying visa on an Italian travel document is € 32 for single entry visa.
- o Grant of Visa on Afghan National Passport is free.

Visa for NGO Work/Personnel

- o The specific requirements for the NGO visa are as follows:
 1. A copy of the NGO's Registration with the Government of Pakistan
 2. Appointment letter from the NGO employing the applicant (Invitation letter in case of temporary assignment)
 3. NGO's introduction letter mentioning the purpose of visit/details of its projects in Pakistan
 4. Completely/properly filled-in Computer proforma, downloadable from the website of the Embassy www.mofa.gov.pk/italy
 5. English translation of any document not in English or Urdu
- o For Italian nationals, (single-entry, one month stay) NGO visa fee is € 32.
- o Processing of the application may take 10-12 weeks. Probable date of the return of the Passport is indicated at the time of submission of the visa application.

Journalist visa

- o The specific requirements for obtaining a journalist visa for Pakistan are as follows:
 1. Introductory Letter from the employing media organization confirming applicant's antecedents and giving purpose/details of visit to Pakistan
 2. Curriculum Vitae of the Journalist
 3. List of Equipment (to be carried during the visit to Pakistan)
 4. Details of media work/coverage in Pakistan/other countries particularly during the recent years

5. Completely/properly filled-in Computer proforma, downloadable from the website of the Embassy www.mofa.gov.pk/italy
 6. English translation of any document not in English or Urdu
- o For Italian journalists the fee for three-month multiple entry journalist visa (valid for Islamabad, Lahore and Karachi) is € 50.
 - o Processing of the application may take 10-12 weeks. Probable date of the return of the Passport is indicated at the time of submission of the visa application.

Work visa

- o The specific requirements for obtaining a journalist visa for Pakistan are as follows:
 1. Letter from the Board of Investment, Government of Pakistan approving the employment of the applicant in Pakistan (it may be stated that Companies intending to employ foreign nationals in Pakistan must submit the request on the prescribed application form directly to the Board of Investment (FTP Wing) Islamabad.)
 2. Appointment letter from the company or institution employing the applicant
 3. English translation of any document not in English or Urdu
- o Subject to fulfilment of requirements, Work Visa for up to five-year duration can be issued
- o The visa fee is calculated according to the duration of the visa.

Missionary visas

- o The specific requirements for applying for a Missionary Visa are as follows:
 1. Letter from the missionary organization in the home country certifying that the applicant is a bona fide member of that organization and the organization takes full responsibility for his or her maintenance, boarding, lodging and return journey in case repatriation from Pakistan becomes necessary.

2. Declaration by the applicant to abide by and respect the laws of Pakistan and that he or she will refrain from indulging in internal politics or religious acrimony.
 3. Bio-data of the applicant for the last 10 years
 4. Copies of the applicant's educational degrees, diplomas, certificates
 5. Completely/properly filled-in Computer proforma, downloadable from the website of the Embassy www.mofa.gov.pk/italy
 6. Letter from the concerned institution in Pakistan inviting the missionary worker
 7. Complete details of the person being re-placed showing the exact date of final exit, and visa position at that time along with copies of passport pages indicating final exit, final visa as well as the cancellation of remaining visa.
 8. English translation of any document not in English or Urdu
- o The visa fee for Italian nationals for single entry missionary visa is € 32 and multiple entry is € 50.
 - o Processing of the application may take 10-12 weeks. Probable date of the return of the Passport is indicated at the time of submission of the visa application.

Assignment Visa for Diplomats/International Organization's personnel accredited to Pakistan

- o The specific requirements for obtaining an Assignment visa for Pakistan are as follows:
 1. Letter/note from the Ministry of Foreign Affairs/International Organization, inter alia, clearly stating
 - a. whether the appointment of the applicant is a replacement of the existing position or it is an additional post
 - b. duration of the stay
 2. Completely/properly filled-in Computer proforma downloadable from the website of the Embassy www.mofa.gov.pk/italy
 3. English translation of any document not in English or Urdu

- o The visa for applicant's immediate family members (spouse/children) can be processed simultaneously with him or later
- o If posted to Pakistan, Third Countries Diplomats/Officials based in Italy/ Slovenia/ Albania/ San Marino can apply for Assignment visa to this Embassy
- o Processing of the application may take 10-12 weeks. Probable date of the return of the Passport is indicated at the time of submission of the visa application.
- o Assignment visa is granted on gratis basis

USEFUL CONTACTS IN PAKISTAN

Federal Minister (OP&HRD)

Ministry of Overseas Pakistanis & Human Resource Development,
5th & 6th floor, Block-B, Pak. Secretariat, Islamabad

Tel. No. +92 51 921 00 77

Fax No. +92 51 920 10 88, 920 18 23, 910 38 82

e-mail: m.overseas.pakistanis@gmail.com

Mr. Zubair Gul, Commissioner (OP&HRD)

Tel. No. +92 51 910 83 85

Managing Director

Overseas Pakistanis Foundation (OPF) Head Office

Shahrah-e-Jamhuriat, Sector G-5/2, Islamabad, Pakistan

UAN: 111-040-040

Tel. No. +92 51 920 51 22, 920 32 67, 904 83 20

Fax No. +92 51 922 43 35, 921 16 13

e-mail: md@opf.org.pk

Hafiz Ahsaan Ahmad Khokhar,

Advocate Supreme Court of Pakistan, Senior Advisor
(Law/Registrar)

Grievance Commissioner for Overseas Pakistanis

Federal Ombudsman (Wafaqi Mohtasib) Secretariat,
Head Office, 36-Constitution Avenue,
Opp. Supreme Court, G-5/2, Islamabad, Pakistan

Tel. No. +92-051-9217243

Mobile No. +92-300-8487161

Fax No. +92-051-9217256

hafizahsaan1973@gmail.com

advisor.hakhokhar@ombudsman.gov.pk

www.ombudsman.gov.pk

Punjab Overseas Pakistanis Commission

Chief Minister's Office, 1-Club Road, GOR-1, Lahore

24-Hr Helpline: +92 42 111 672 672
Tel. No. +92 42 99 20 22 99
Fax No. +92 42 99 20 22 55
e-mail: info@opc.punjab.gov.pk

Vice Chairperson
Tel. No. +92 42 99 20 57 54
e-mail: vicechair@opc.punjab.gov.pk

Director General
Tel. No. +92 42 99 20 57 35
e-mail: dg@opc.punjab.gov.pk

Commissioner
Tel. No. +92 42 99 20 57 55
e-mail: commissioner@opc.punjab.gov.pk

Director Police Matters
Tel. No. +92 42 99 20 57 28
e-mail: dp@opc.punjab.gov.pk
