NOC, Ex-India Leave & Political Clearance for Government Employees Travelling Abroad

What an officer checks in this document — and what gets it refused.

What this document must contain

The NOC comes from the competent authority for your service and states that the department has no objection to your travelling abroad for the stated period and purpose. The leave order is separate: it sanctions specific dates as leave, and for foreign travel it is usually recorded as ex-India leave. Political or cadre clearance applies to particular services and grades and is obtained through your own channel — where it applies, the visa file should show it. All three carry dates, and those dates have to sit in the right order and match the travel you are applying for.

Do

- Get the NOC from the competent authority for your service
- Enclose the leave sanction order, not only the NOC
- Check whether political or cadre clearance applies to you
- Use an official email and phone for verification
- Start early — departmental sanction is rarely quick

Do not

- Don't let the NOC be dated before the leave it refers to
- Don't have it signed by someone below the competent authority
- Don't apply for leave dates that differ from your booking
- Don't assume an NOC substitutes for sanctioned leave
- Don't submit a departmental letter with no reference number

Mistakes that get this document refused

- NOC obtained, leave order never enclosed
- Leave sanctioned for dates that do not match the visa application
- Signed by an officer who is not the competent authority for that service
- Political clearance required for the grade but not applied for
- No file or reference number on the departmental letter, so it cannot be traced

The finished document

A sample of this government employee file is on the guide page, free to read: https://www.sureshotvisa.com/documents/government-employee-visa-noc
The version filled in with your own details — and read by a consultant at our licensed firm before you submit it — is a paid service. Start it from the guide page above.