

**BUREAU OF CIVIL AVIATION SECURITY
AIRPORT ENTRY PASS (AEP) APPLICATION FORM (AEPAF)**

Fill up the form below in CAPITAL LETTERS. TWO COPIES of coloured passport size photographs - not over 6 months old, are to be pasted (Not to be stapled) in space below. All the columns must be filled up otherwise application is liable to be rejected. All dates are to be given in dd/mm/yyyy format.

PART 'A'

Affix Photo here (pasted on front)	For Office Use 1) Colour: _____ Terminal: _____ 2) AEP No.: _____ 3) Working Airport: _____ 4) Valid Upto: ____/____/_____ 5) Issue Date: ____/____/_____ 6) CA Verification: _____ SHO/SB/PP/Another	Affix Photo here
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1. Fresh Issue/Re-issue (I/R) : _____

2. a) Reasons for the request : (Tick (✓) the Applicable)

Fresh appointment	[]	Transfer	[]
Designation Change	[]	Mutilation	[]
Loss	[]	Expiry	[]

Any other Reason _____

b) Date (as of 2 (a)) : ____/____/_____
 ↑ Specimen Signature in black Ink

3. Name in full : _____
 (surname first) Title _____

4. Father's / Husband's Name _____

5. Mother's Name _____

6. a) Permanent Address : _____

b) Present Address : _____

7. Date of Birth : ____/____/_____
 8. Date of superannuation: ____/____/_____
 9. a) Organisation : _____
 Code : _____

b) Designation : _____
 Code : _____

c) Employee No : _____

d) Place (s) of Duty : _____
 e) Nature of Duty : _____
 f) Office Address : _____

10. Did you apply for AEP earlier? : Yes / No Whether issued or not? : Yes / No

11. Details of AEP in possession a) AEP No. : _____ b) Valid up to : _____ / _____ / _____

12. Information relating to applicants other than Indian Nationals :

a) Nationality : _____ b) Passport No. : _____
 c) Place of issue : _____ d) Date of Issue : _____ / _____ / _____
 e) Expiry of Passport : _____ / _____ / _____ f) Type of Visa : _____
 g) Expiry of Visa : _____ / _____ / _____

I Certify that the particulars given above are correct.

Date : _____ / _____ / _____

Signature of Applicant

PART 'B'

- I Certify that above person is on the payroll of our organisation
- The particulars given are correct and the applicant essentially needs Photo Identity Card in order to perform his/her duties.
- Period for which pass recommended is _____

* His / Her application is recommended for issue of AEP (Light Green / Light Green C / Light Brown / Navy Blue / Purple / Orange C / Orange) for terminal (I / II / Both)

* Tick the applicable colour

(Authorised Signatory with seal)

Place : _____

Name : _____

Date : _____ / _____ / _____ To be signed only by an Authority whose specimen Signature has been forwarded

PART 'C'

This part may be used by agencies/departments in case the applicant is required to visit several/all airports in the country in the course of his official duties.)

I certify that the applicant, Mr. / Ms. _____ whose particulars are given in part 'A' are required to visit the following airports in the course of official duties:

Name of airports : _____ (Authorised Signatory with seal)

Date : _____ / _____ / _____ Name : _____

Office seal of Department.

(b) Designation

(c) Employee No

1. (a) Is any pending against you with the police or court Yes / No
 (b) If Yes, furnish all details.

2. (a) Were you ever arrested? Yes / No
 (b) If yes, furnish all details.

3. (a) Was any punishment inflicted upon you departmentally Yes / No
 (b) If, Yes, furnish all details.

I certify that the particulars furnished above are correct, I also understand that suppression of information or giving false information would make me liable to legal action.

Date : ____ / ____ / ____

(Signature of applicant)

PART D (II)

(To be Certified By the administrative - Officer of the Applicants Department)

1. I Certify that the above person is a PERMANENT / TEMPORARY employee of our organization.
2. The Service Book / Personal Files have been checked and the information furnished by the Applicant is found Correct / Not Correct for the following reasons.
3. Details of Vigilance Enquiries / Cases, if any: (details to be mentioned in a separate sheet)

4. The nature of his/her duties necessitate the requirement of a AEP. [of colour (Green / Brown / Blue / Purple / Orange - C/Orange)] which is recommended / Not Recommended for a period of _____ for Terminal (I / II / Both) and for following Airports: _____
5. I hereby undertake to return the AEP to BCAS within one week after the applicant's need to the AEP officially ends.

Date : ____ / ____ / ____

Signature

Seal of Department

Name :

Designation _____

PART D (III)

(To be endorsed by the Security Department of the organization / Local Police Authorities)

- (a) Certified that nothing adverse against the applicant has come to our notice and the nature of his / her duties requires, issue of AEP for the duration, colour, and the Airports mentioned in Part-B or as modified.

- OR -

- (b) The following adverse facts have come to our notice, based on which AEP is Not Recommended.

Date : ____ / ____ / ____

Signature

Seal of Department

Name :

Designation _____