

  
**MANIPUR GAZETTE**

**EXTRAORDINARY  
PUBLISHED BY AUTHORITY**

No. 381

Imphal, Friday, November 18, 2022

(Kartika 27, 1944)

**GOVERNMENT OF MANIPUR  
SECRETARIAT : HOME DEPARTMENT**

**NOTIFICATION**

Imphal, the 15<sup>th</sup> November, 2022

No. H-1701/104/2020-HD-HD: In exercise of the powers conferred by section 2 and section 4 of the Bengal Eastern Frontier Regulation, 1873 (Regulation 5 of 1873) as extended to the State of Manipur vide Order of President of India No. S.O. 4433(E) dated 11.12.2019, the State Government hereby prescribes the following guidelines further to amend the existing Manipur Inner Line Permit Guidelines, 2019, namely:

**MANIPUR INNER LINE PERMIT (1<sup>ST</sup> AMENDMENT) GUIDELINES, 2022**

**1. Short title and Commencement. -**

(1) These Guidelines may be called the Manipur Inner Line Permit (1<sup>st</sup> Amendment) Guidelines, 2022.

(2) They shall come into effect from the date of their publication in the Official Gazette of Manipur.

**2. Amendment of para 4-** In para 4 of the Manipur Inner Line Permit Guidelines, 2019 (hereinafter referred to as the said guidelines), for sub-paras ii, iii and iv, the following sub-paras shall be substituted, namely,-

“ii. Regular Permit: This Permit is normally issued to individuals who visit the State frequently subject to sponsor by any permanent resident of the state and is issued for a period of 90(ninety) days.

iii. Temporary Permit: This Permit is normally issued to tourists, business representatives or those who visit for a short period subject to production of valid identity card and is issued for a period of 30(thirty) days.

iv. Labour Permit: This permit is issued for a specific period to a group of labourers or individual labourer brought by any contractor or firm or company or individual engaging them for construction works.”.

**3. Amendment of para 5-** In para 5 of the said guidelines, for sub-para iv, the following sub-para shall be substituted, namely,-

“iv. Deputy Commissioners / Deputy Labour Commissioner and any other agency authorised by the State Government.”.

**4. Amendment of para 6-** In para 6 of the said guidelines, for sub-para (a) & (b), the following sub-para shall be substituted, namely,-

“a) The authorities authorized to issue permit may renew the permit on receipt of an application from concerned person or agency, subject to maximum of two such terms within the ceiling of total tenure as prescribed, except Temporary and Regular Permit.

b) Any further renewal beyond two times shall be referred to Home Department for further renewal, who may consider renewal subject to satisfaction except Temporary and Regular Permit.”.

**5. Amendment of para 7-** In para 7 of the said guidelines, for sub-para a), the following sub-para shall be substituted, namely,-

“a) All persons or agencies seeking Inner Line Permit shall apply either directly in prescribed format or through online to the concerned agencies. All Permits issued by the concerned issuing authorities shall be generated in online mode.”.

**6. Amendment of para 8-** In para 8 of the said guidelines, after sub-para viii, the following proviso shall be inserted, namely,-

“ Provided that the expression ‘family’ shall have the same meaning as assigned to it under FR & SR or the CCS Pension Rules.”.

**7. Amendment of para 10-** In para 10 of the said guidelines, for sub-para e), the following sub-para shall be substituted, namely,-

“e) This permit is normally issued for a period of 90(ninety) days. Thereafter, the permit shall be converted to Labour or Special Inner Line Permit as the case may be.”.

**8. Amendment of para 11-** In para 11 of the said guidelines, -

(i) for sub-para c), the following sub-para shall be substituted, namely, -

“c) It shall be issued normally for a period not exceeding 30(thirty) days by authorities notified under para 5 (iii), which may be converted to Labour or Special Inner Line Permit as the case may be.”

(ii) after sub-para d), the following sub-para e) shall be inserted, namely,-

“e) The applicant shall submit the Aadhar/ Pan Card/ Passport/ Driving License Number copies while applying the temporary permit and this will be authenticated in the online system. Applicant shall have a local contact person’s name, address, phone number or details/ of hotels. All hotels will designate a Nodal Officer.”.

**9. Amendment of para 12-** In para 12 of the said guidelines,-

(i) for sub-para a), c), d) and e), the following sub-para shall be substituted respectively, namely,-

“a) Labour Inner Line permit shall be given to group of labour force or individual labourer engaged by any contractor or agency or individual for execution of any Government project or any private construction.

c) In case of Government contract work, the Contractor concerned shall recommend and sign as sponsor under intimation to Chief Engineer/HoD in authorised e-mail IDs. For Govt. projects, work orders shall be enclosed while applying for permit to issuing authorities.

d) The authorities authorised at para 5 (iv) shall issue the permit subject to satisfaction and genuineness of the applicant and shall be for a maximum period of 1(one) year in the first instance subject to further extension not exceeding another 1(one) year. Renewal thereafter shall be done with approval from Home Department subject to a maximum period of another 1(one) year. After the total maximum 3(three) years, there shall be a mandatory cooling off period of minimum 6(six) months.

e) For the initial 15 days, pending grant of individual permit, the Chief Engineer of the concerned department or Head of Organisation or Deputy Commissioners in respect of Government contracts and by Deputy Labour Commissioner in private cases may issue provisional bulk permit under intimation to concerned issuing authorities through authorised email ids, provided that except with the prior approval of the Government, the number of such labourers shall not exceed 50 (fifty), subject to verification. However, separate permit shall be issued to each labourer within fifteen days of bulk permit by the authorised authority mentioned at para 5 (iv) above.”.

(ii) after sub-para i), the following sub-paras shall be inserted, namely,-

“j) It shall be the responsibility of the concerned contractor/individual to ensure that no labourer stays without valid ILP. They shall also ensure that the permit holders do not overstay beyond the completion of task or validity of the permit, as the case may be and shall submit compliance report to the Government.

k) District Administration / Superintendent of Police/ Deputy Labour Commissioner or their authorised representatives are authorised to conduct inspection, wherever necessary, to identify labourers without valid ILP.

l) For any criminal or anti-social activity done by such labourers, the recruiting department or contractor or sponsoring individual shall be responsible for early apprehension of the labourer and furnish all relevant information to the concerned Police Station.

m) Temporary and Regular permit issued to individuals who are otherwise to be employed as labourers should be converted to labour permits through proper sponsorship.

n) If a labourer is found staying without valid permit, the sponsoring Entity e.g., contractor/firm/agency/ company etc. shall be liable to pay Rs. 5000 of penalty per person. He/she can apply for fresh Labour ILP/renewal of the permit only after payment of the penalty fee and due sponsoring by the contractor/firm/agency/ company.”.

**10. Amendment of para 13-** In para 13 of the said guidelines, for sub-para a) iv, the following sub-para shall be substituted, namely,-

“a) iv. Bulk Permit: Fee shall be Rs. One hundred for each individual in the first instance and Rs. Three hundred for renewal.”.

**11. Amendment of para 17-** In para 17 of the said guidelines, after sub-para f), the following sub-para shall be inserted, namely,-

“g) All Inner Line Permits shall be deposited at exit points (Tulihal Airport PS, Mao PS, Jiribam PS, etc) while leaving the State, and anybody found not holding a valid ILP shall be penalized as per guidelines. For those who have permits with validity and need to return to the State, they may collect the valid permits from the exit points where the permits were deposited. All Inner Line Permits which validity is expired and surrendered on exit shall be collected and entered in the register and submitted to the concerned Deputy Commissioner for record/disposal. All persons whose timely exit as per Permit are not recorded will be entered in a Black List.”.

**12. Substitution of para 18-** For para 18 of the said guidelines, the following sub-paras shall be substituted, namely,-

“a) At the State Level, there shall be an Inner Line Permit Monitoring Cell headed by a DIG level officer with representatives from Home Department and Dept. of Information & Technology as members. The cell shall ensure proper recording of persons entering and exiting Manipur with ILPs and monitor those who have overstayed and pass on information to concerned authorities to take necessary action.

b) There shall be a District Level Task Force headed by Deputy Commissioner of the District with District Superintendent of Police and two other members to be nominated by the Deputy Commissioner which shall be responsible for overall monitoring and supervision.

c) To check the number of defaulters and to streamline the Inner Line regulation, surprise checking of Inner Line Permit holders in the districts shall be conducted at least once a month.”.

**13. Amendment of para 20-** In para 20 of the said guidelines, the existing para shall be numbered as a) and after the sub-para a) so numbered, the following sub-para shall be inserted, namely,-

“b) Any person who is not a resident of the State and is found staying without valid permit, shall be liable on conviction before a Magistrate (to imprisonment of either description which may extend to one year, to a fine not exceeding one thousand rupees, or to both). Such person shall be deported out of the State immediately. Name of person will be entered in Black List”.

**14. Amendment of para 21-** In para 21 of the said guidelines, after the word “final”, the words “including power for operational change in the guidelines” shall be inserted.

**15. Insertion of para 23 and 24-** In the said guidelines, after para 22, the following paras 23 and 24 shall be inserted, namely,-

“23. Maintenance of blacklist: Any Permit holder who overstays in the State without valid permit will be included in the blacklist. Such person shall not be issued any permit without review. Review of Black List cases will be done at level of Home Department only. Issuing Authorities shall maintain list of all blacklisted permit holders”.

“24. All authorities that grant license/permit to shop, business establishments eg. Imphal Municipal Council, Municipal Councils, Town Committees, etc shall ensure that persons who are not domicile of State or not permitted as per ILP Guidelines do not establish/work in such establishments.”.

**16. Amendment of Forms A, B, C, D, E, F, G and H.-** In the said guidelines, Forms A, B, C, D, E, F, G and H shall be substituted with the Forms A, B, C, D, E, F, G and H appended to these guidelines respectively.

RAJESH AGRAWAL,  
Principal Secretary (Home),  
Government of Manipur.

APPLICATION/RENEWAL FOR ISSUE OF SPECIAL CATEGORY INNER LINE PERMIT

(For Investors / Business Establishment / Government Contractors)

(Three passport size photographs of applicant and sponsor to be enclosed. One to be pasted in the space provided)

Paste Passport size photograph of applicant	Paste Passport size photograph of sponsor
--	--

1. Name of the Applicant:.....
2. Father/Mother's Name: .....
3. Address: Village ..... H. No. ....  
Tehsil..... District .....
- Police Station ..... State .....
- Email id (optional) : .....
4. **Aadhar/Pan Card/Passport/Driving License Number:** .....
5. Date of birth /Age: .....
6. Purpose of Visit : .....
7. Category : Investor / Government Contractor /Business establishment (Tick mark)
8. Place of Work / Establishment in Manipur: .....
9. Period of Stay: .....
10. Place of Stay in Manipur:
  - a. Full Address: .....
  - b. PO & PS: .....
  - c. District: .....
  - d. Area Pin code: .....
11. Mobile contact Number: .....

I agree to the following terms and conditions:

- a) I shall be responsible for the good conduct during my stay in the state of Manipur.
- b) I shall leave the State anytime, if the authorities direct.
- c) I shall furnish my whereabouts if called upon.
- d) In the event of any default on my part, I shall be liable for prosecution by competent court.

Signature of Applicant

**Recommendation of the Sponsor :**

(Sponsor shall be Planning Department for investment or Concerned Government department for Government contractor or Urban Local Body concerned for business establishment)

- a. Name of the Sponsor : .....
- b. email id: .....

I recommend issue of Permit and the department will ensure that the Permit holder will abide by rules and conditions.

Place:  
Date:

Signature of Sponsor

**Note: Filling up in all fields is mandatory. No Column shall be left blank.**

**GOVERNMENT OF MANIPUR  
APPLICATION FOR ISSUE OF REGULAR INNER LINE PERMIT  
(For visitors intending long term stay)**

(Three passport size photographs of applicant and sponsor to be enclosed. One to be pasted in the space

Paste Passport size photograph of applicant	Paste Passport size photograph of sponsor
---	---

1. Name of the Applicant: .....
2. Father /Mother's Name: .....
3. Address:                      Village ..... H. No. ....  
   Tehsil..... District .....
- Police Station ..... State .....
- Email id (optional) : .....
4. **Aadhar/Pan Card/Passport/Driving License Number:** .....
5. Date of birth / Age: .....
6. Purpose of Visit : .....
7. Period of Stay: .....
8. Place of Stay in Manipur:
  - a. Full Address: .....
  - b. PO & PS: .....
  - c. District: .....
  - d. Area Pin code: .....
9. Mobile contact Number: .....

Signature of Applicant

**Sponsor :**

1. Name of the Sponsor : .....
2. Address:                      Village ..... H. No. ....  
   Tehsil..... District .....
- Police Station ..... State .....
3. Aadhar Number : .....
4. Mobile contact number: .....
5. Email id.....

I agree to the following terms and conditions:

- a) I shall be responsible for the good conduct of the permit holder during his stay in the state of Manipur.
- b) I shall be responsible for deportation of the permit holder if the authorities direct.
- c) I shall produce the permit holder or furnish his whereabouts if called upon.
- d) In the event of any default on my part, I shall be liable for prosecution by competent court.

Place:

Date:

Signature of Sponsor

**Note: Filling up in all fields is mandatory. No Column shall be left blank.**

GOVERNMENT OF MANIPUR

APPLICATION FOR ISSUE OF TEMPORARY INNER LINE PERMIT  
(For visitors intending short term stay)

1. Name of the Applicant : .....
2. Father's Name: .....
3. Address: Village ..... H. No. ....  
Tehsil..... District .....  
Police Station ..... State .....
- Email id (optional) : .....
4. Aadhar/Pan Card/Passport/Driving License Number : .....
5. Date of birth /Age: .....
6. Purpose of Visit : .....
7. Period of Stay: .....
8. Place of Stay in Manipur: .....
  - a. Full Address: .....
  - a. PO & PS: .....
  - b. District: .....
  - c. Area Pin code: .....
9. Mobile contact No. of Applicant: .....

I agree to the following terms and conditions:

- a) I shall be responsible for the good conduct during my stay in the State of Manipur.
- b) I shall leave the State anytime, if the authorities direct.
- c) I shall furnish my whereabouts if called upon.
- d) In the event of any default on my part, I shall be liable for prosecution by competent court.

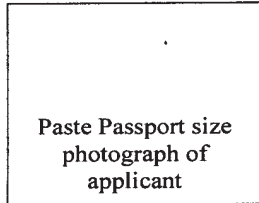
Place:  
Date:

Signature of Applicant

Note: Filling up in all fields is mandatory. No Column shall be left blank.

GOVERNMENT OF MANIPUR

APPLICATION / RENEWAL FOR ISSUE OF LABOUR INNER LINE PERMIT  
(For Firms or agencies or individual bringing labour force)



1. Name of the Firm/Agency/Individual: .....
  2. Father's Name: .....
  3. Registration No.: .....
  4. Address: Village ..... H. No. ....  
Tehsil..... District .....
  - Police Station ..... State .....
  - Email id (optional) : .....
  5. Aadhar/Pan Card/Passport/Driving License or ID Number : .....
  6. Date of birth /Age: .....
  7. Purpose of engagement : .....
  8. Name of the Department sponsoring : .....
  9. Name of the work for which engaged:.....
  10. Period of Stay: .....
  11. Place of Stay in Manipur: .....
  - a. Full Address: .....
  - b. PO & PS: .....
  - c. District: .....
  - d. Area Pin code: .....
  12. Whether list of the labourers is enclosed or not : .....
  13. Mobile contact Number: .....
- (Details of the labourers with their address, identity proof-Aadhar/Pan Card/Passport/Driving License/ ID No. along with mobile No. and photographs shall be uploaded on the ILP portal by the Firm./Agency/Individual/Labourer).

I agree to the following terms and conditions:

- a) I shall be responsible for the good conduct of the permit holder during his stay in the State of Manipur.
- b) I shall be responsible for deportation of the permit holder if the authorities direct.
- c) I shall produce the permit holder or furnish his whereabouts if called upon.
- d) In the event of any default on my part, I shall be liable for prosecution by competent court.

Name, Designation and Signature of Applicant with seal

**Recommendation of the Department/Agency/Contractor/Individual sponsoring :**

1. Name of the Sponsoring Department/ Agency/ Contractor / Individual .....
2. Email id: .....

I certify that the above labourers are required for execution of the work mentioned above and I recommend issue of Permit and the department will ensure that the labourers will abide by rules and conditions.

Place:

Signature of Sponsor

Date:

**Note: Filling up in all fields is mandatory. No Column shall be left blank.**



GOVERNMENT OF MANIPUR  
SPECIAL CATEGORY INNER LINE PERMIT

Permit No. ....

Paste Passport size photograph of applicant	Name of Permit holder : Father /Mother's Name:..... Aadhar No :..... Date of issue ..... Valid till ..... Contact Number ..... Place of Stay : <i>a. <u>Address with care of</u>.....</i> <i>b. <u>PO &amp; PS</u> .....</i> <i>c. <u>District</u>.....</i> <i>d. <u>Area Pin code</u>.....</i> Place of Work ..... Purpose..... Sponsor Name and Address ..... Sponsor Mobile Number :..... Sponsor email id: ..... <b>Place of Issue:</b> ..... <b>No. of renewals:</b> .....
--	---

Date:

Signature of Issuing Authority

**Instructions:**

- 1 ILP permits shall be carried in person at all times either physical or electronic copy and produced whenever demanded by authorities concerned.
- 2 Whenever there is change in Place of stay/ contact No., permit holders shall immediately report to the concerned district authorities through the ILP portal (<http://manipurilponline.mn.gov.in>).
- 3 In case of loss of Permit, the person shall contact/approach the issuing authority with a valid Aadhar Card/Pan card /Driving license/Passport along with the Permit No./Contact No. written in the last permit issued or access the ILP portal for issue of duplicate permit.
- 4 No applicant shall misuse the details/signature of sponsors at any point of time.
- 5 Any Permit holder found to be using fake document for getting ILP shall be penalized under the relevant law.
- 6 Validity of Permits should be extended at least 5 days before the date of expiry, wherever required.
- 7 For any query, Permit seekers may approach concerned district authorities.
- 8 ***Permits shall be mandatorily returned to the authorized functionary at the exit points before exiting the State. Holders of ILP who do not submit/surrender the permit will be taken as defaulter. In case of electronic permits, the holder should get the QR Code scanned at the exit point.***

GOVERNMENT OF MANIPUR  
REGULAR INNER LINE PERMIT

Permit No. ....

Paste Passport size photograph of applicant	Name of Permit holder : ..... Father /Mother's Name:..... Aadhar No or ID No : ..... Date of issue ..... Valid till ..... Contact Number ..... Place of Stay a. <u>Address with care of.....</u> b. <u>PO &amp; PS .....</u> c. <u>District:.....</u> d. <u>Pin code.....</u> e. <u>email id of Sponsor: .....</u> Purpose..... Sponsor Name and Address ..... ..... Sponsor Mobile Number : <b>Place of Issue:</b> .....
--	--

Date

Signature of Issuing Authority

**Instructions:**

1. ILP permits shall be carried in person at all times either physical or electronic copy and produced whenever demanded by authorities concerned.
2. Whenever there is change in Place of stay/ contact No., permit holders shall immediately report to the concerned District authorities through the ILP portal (<http://manipurilponline.mn.gov.in>).
3. There will be no renewal for Temporary and Regular Permit.
4. In case of loss of Permit, the person shall contact/approach the issuing authority with a valid Aadhar Card/Pan card /Driving license/Passport along with the Permit No./Contact No. written in the last permit issued or access the ILP portal for issue of duplicate permit.
5. No applicant shall misuse the details/signature of sponsors at any point of time.
6. Any Permit holder found to be using fake document for getting ILP shall be penalized under the relevant law.
7. For any query, Permit seekers may approach concerned District authorities.
8. ***Permits shall be mandatorily returned to the authorized functionary at the exit points before exiting the State. Holders of ILP who do not submit/surrender the permit will be taken as defaulter. In case of electronic permits, the holder should get the QR Code scanned at the exit point.***

GOVERNMENT OF MANIPUR  
TEMPORARY INNER LINE PERMIT

Permit No. ....

Paste Passport size photograph of applicant	Name of Permit holder:.....
	Father /Mother Name:.....
	Aadhar No or ID No.....
	Date of Issue ..... Valid till .....
	Contact Number .....
	Place of Stay
	a. <u>Address with care of.....</u>
	b. <u>PO &amp; PS .....</u>
	c. <u>District:.....</u>
	d. <u>Area Pin code.....</u>
Purpose.....	
Place of Issue: .....	

Date:

Signature of Issuing Authority

**Instructions:**

1. ILP permits shall be carried in person at all times either physical or electronic copy and produced whenever demanded by authorities concerned.
2. Whenever there is change in Place of stay/ contact No., permit holders shall immediately report to the concerned District authorities through the ILP portal (<http://manipurilponline.mn.gov.in>).
3. There will be no renewal for Temporary and Regular Permit.
4. In case of loss of Permit, the person shall contact/approach the issuing authority with a valid Aadhar Card/Pan card /Driving license/Passport along with the Permit No./Contact No. written in the last permit issued or access the ILP portal for issue of duplicate permit.
5. No applicant shall misuse the details/signature of sponsors at any point of time.
6. Any Permit holder found to be using fake document for getting ILP shall be penalized under the relevant law.
7. For any query, Permit seekers may approach concerned District authorities.
8. ***Permits shall be mandatorily returned to the authorized functionary at the exit points before exiting the State. Holders of ILP who do not submit/surrender the permit will be taken as defaulter. In case of electronic permits, the holder should get the QR Code scanned at the exit point.***

GOVERNMENT OF MANIPUR  
LABOUR INNER LINE PERMIT

Permit No. ....

Paste Passport size photograph of applicant	Name of Permit holder:.....
	Father /Mother's Name .....
	Aadhar No or ID No. : .....
	Date of Issue ..... Valid till .....
	Mobile Contact Number .....
	Place of Stay
	a. <u>Address with care of</u> .....
	b. <u>PO &amp; PS</u> .....
	c. <u>District</u> .....
	d. <u>Area Pin code</u> .....
	e. <u>Email id</u> .....
	Place of Work .....
	Purpose.....

Date:

Signature of Issuing Authority

**Instructions:**

1. ILP permits shall be carried in person at all times either physical or electronic copy and produced whenever demanded by authorities concerned.
2. Whenever there is change in Place of stay/ contact No., permit holders shall immediately report to the concerned District authorities through the ILP portal (<http://manipurilponline.mn.gov.in>).
3. In case of loss of Permit, the person shall contact/approach the issuing authority with a valid Aadhar Card/Pan card /Driving license/Passport along with the Permit No./Contact No. written in the last permit issued or access the ILP portal for issue of duplicate permit.
4. No applicant shall misuse the details/signature of sponsors at any point of time.
5. Any Permit holder found to be using fake document for getting ILP shall be penalized under the relevant law.
6. Validity of Permits should be extended at least 5 days before the date of expiry, wherever required.
7. For any query, Permit seekers may approach concerned District authorities.
8. *Permits shall be mandatorily returned to the authorized functionary at the exit points before exiting the State. Holders of ILP who do not submit/surrender the permit will be taken as defaulter. In case of electronic permits, the holder should get the QR Code scanned at the exit point.*