

MANIPUR GAZETTE



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GOVERNMENT OF MANIPUR SECRETARIAT: HOME DEPARTMENT

NOTIFICATION

Imphal, the 31st December, 2019

MANIPUR INNER LINE PERMIT GUIDELINES, 2019

No.1/9(3)/2019-H(ILP): 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 prescribed the following guidelines as follows:

1. **Short Title and Commencement:**

- (1) These Guidelines may be called the Manipur Inner Line Permit guidelines, 2019.
- (2) They shall come in force on the date of publication in the Manipur State Gazette.

2. These guidelines apply to the whole state of Manipur.

3. Any person who is not indigenous person of state of Manipur or permanent resident of the State of Manipur and entering the State shall obtain a permit to enter the state called '**Inner Line Permit**'.

4. **Types of Inner Line Permit:** There shall be four types of Inner Line Permits as below:

- i. **Special Category Permit:** This permit is issued for special category people like government contractors, investors, traders with business establishments in the state or intending to do business in the state, issued initially for a period of three years subject to renewal.
- 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 initially issued for a period of six months.
- 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 initially for a period of fifteen days subject to renewal.
- iv. **Labour Permit:** This permit is issued for a specific period to a group of labourers brought by any contractor or firm or company or individual engaging them for construction works.

5. **Authorities to issue Inner Line Permit:** The following authorities are authorised to issue Inner Line Permit.

- i. For Special Category Permit: Home department.
- ii. For Regular Permit: All the Deputy Commissioners in their respective districts or any other agency authorised by State Government.
- iii. For Temporary Permit: All Deputy Commissioners in their respective districts, Deputy Resident Commissioners or OSD of Manipur Bhawans New Delhi, Kolkata and Gauhati, Sub-divisional Officers (Jiribam, Songsong, Jessami, Singhat and Moreh), Officer in charge of Police Station at Mao, Jiribam, Jessami, Moreh, Behiang, Sinjowl, Imphal Airport and any other agency authorised by State Government.
- iv. For Labour Permit: Deputy Labour Commissioner and any other agency authorised by the State Government.

6. **Renewal of Inner Line Permit:**

- a) The authorities authorised to issue permit may renew the permit on receipt of an application from concerned person or agency, subject to maximum of two such terms.
- b) Any further renewal beyond two times shall be referred to the Home Department for further renewal, who may consider renewal subject to satisfaction.
- c) All such renewals are subject to good conduct and non involvement in any criminal activity.

7. **How to apply for Permit:**

- a) All persons or agencies seeking Inner Line Permit shall apply either directly in prescribed format or through online to the concerned agencies as and when 'online system is introduced.
- b) Only Temporary Permit shall be issued at entry points into the state at Mao or Jiribam or Jessami or Moreh or Behiang or Sinjowl, Imphal airport and by Manipur Bhawans New Delhi, Kolkata, Gauhati.
- c) Applications shall be submitting in the following forms:
 - i. Special Category Permit shall be applied in Form 'A'
 - ii. Regular Permit shall be applied in Form 'B'
 - iii. Temporary Permit shall be applied in Form 'C'
 - iv. Labour Permit shall be in Form 'D'

8. **Category of Persons exempted from Inner Line Permit:**

- i. All Indigenous persons of State of Manipur and all Permanent residents of the State of Manipur and their family members.
- ii. All India Service Officers belonging to Manipur cadre including their family members.

- iii. All Central Government Officers and State Government Officers including their family members.
- iv. All employees of the Central Corporations and Government undertakings including their family members.
- v. All employees of the Central Para Military forces and their family members.
- vi. All employees of Armed forces and their family members.
- vii. All Executive members of the recognised National and State Political parties.
- viii. Students admitted to various educational institutions in Manipur and holding valid Identity card.

9. Special Category Inner Line Permit:

- a) The following persons are eligible for special category permit:
 - i. Any investor who is investing funds for development projects in the state of Manipur
 - ii. Any contractor who is engaged by central and state government for execution of projects.
 - iii. Any trader who is not a permanent resident of the state and having business establishment or intending to establish business in the state and having trade license issued by competent authority.
 - iv. Any other person as decided by the State Government.
- b) Application shall be submitted in Form 'A'
- c) Applicant shall submit supporting documents for proof of his eligibility, unless government permits otherwise.
- d) The permit shall be issued by the State Home Department after due verification and satisfaction.
- e) The permit is valid initially for a period of three years which could be renewed subject to satisfaction of the authorities.

10. Regular Inner Line Permit:

- a) Regular Inner Line Permit will be given to person who has to stay longer period of time in the state or have to visit the state on frequent occasions.
- b) The applicant shall be sponsored by any permanent resident of the State of Manipur.
- c) Application shall be submitted in Form 'B'
- d) Only authorities notified under para 4 (ii) are authorised to issue the Permit subject to verification of the authenticity of the sponsor.
- e) This permit is normally issued initially for a period of six months, subject to renewal for a maximum of two occasions.

11. **Temporary Inner Line Permit:**

- a) Temporary Inner Line Permit will be given to persons who visit the state for a short term stay like tourist and visitors.
- b) Application shall be submitted in Form 'C' along with proof of identity.
- c) It shall be issued normally for a period not exceeding fifteen days by authorities notified under para 4 (iii), which may be renewed for another period of fifteen days.
- d) This permit shall be issued on submission of application with proof of identity without any further verification unless the authorities suspect the identity and purpose.

12. **Labour Inner Line Permit:**

- a) Labour Inner Line permit shall be given to group of labour force engaged by any contractor or agency or individual for execution of any government project or any private construction.
- b) Such contractor or agency or person shall submit the details of the persons engaged from outside the state in Form 'D'.
- c) In case of government contract works, the contractor shall get the application recommended by the Chief Engineer of the department or Head of the organisation concerned.
- d) The authorities authorised at para 4 (iv) shall issue the permit subject to satisfaction and genuineness of the applicant and shall be for a maximum period of six months in the first instance subject to further extension for another period of six months.
- e) For the initial fifteen days, pending grant of individual permit, the Chief Engineer of concerned department or Head of the organisation in respect of government contracts and by Deputy Labour Commissioner in private cases may issue Provisional bulk permit subject to physical verification. However, separate permit shall be issued to each labourer within fifteen days of bulk permit by the authorised authority mentioned at para 4 (iv) above.
- f) Any further application for additional labour permit by same contractor or individual shall be subject to verification of labour brought on earlier occasion by Labour department.
- g) It shall be the responsibility of the concerned Chief Engineer or Head of organisation and Contractor concerned that the labourers shall not over stay without a valid permit.
- h) The contractor shall ensure return of the labourers immediately after the completion of the task or work for which they are brought or on expiry of permit period, whichever is earlier through the same route.
- i) The entry and exit of labour shall be verified and monitored at the entry points by the authorities concerned.

13. **Payment of Fees:**
- a) All persons seeking Permits shall pay fee as below:
 - i. Special Permit: Fee shall be Rupees five thousand in the first instance and rupees ten thousand in the subsequent instance.
 - ii. Regular Permit: Fee shall be Rupees five hundred rupees in the first instance and rupees one thousand for each renewal.
 - iii. Temporary Permit: Fee shall be Rupees one hundred in the first instance and rupees two hundred for renewal.
 - iv. Bulk Permit: Fee shall be Rupees one hundred for each individual in the first instance and rupees one hundred for renewal.
 - b) The authorities collecting fee shall issue a receipt to the applicant on receipt of the fee.
 - c) All fee collected shall be accounted for and shall be deposited to government treasury once in fortnight.
 - d) The authorities shall maintain records of all receipts for verification.
14. **Format of Permit:** The permit shall be issued in the following formats:
- a) Special category permit: Form 'E'
 - b) Regular permit : Form 'F'
 - c) Temporary permit : Form 'G'
 - d) Labour permit : Form 'H'
15. **Refusal to grant permit:** All permits shall be issued subject submission of valid identity and to the satisfaction of the issuing authority. The issuing authority reserves the right to refuse permit. The temporary permit should not be normally rejected unless there is any doubt on validity of document or any violation of the conditions in the past.
16. **Entry of Foreigners into the State of Manipur:** These Regulations and guidelines shall not apply to foreigners who shall be regulated and governed by Foreigners (Protected Areas) Order, 1958 made under the provision of Foreigners Act, 1946 and the Passport (Entry into India) Rules, 1950 and subsequent amendmemnts.
17. **Check Gates:**
- a) There shall be check gates at the entry and exit points into the State of Manipur at Mao, Jiribam, Jessami, Moreh, Behiang and Sinjowl.
 - b) These check gates shall be manned by concerned police officials who shall be responsible for issue of temporary permit for entry.

- c) The personnel posted at gates shall monitor entry and exit of people who are not permanent residents of Manipur.
- d) The checking of luggage or other belongings of visitors is outside the purview of Inner Line Permit.
- e) There shall not be harassment to the visitors and the undue delay should be avoided which causes uncomfortable situation.
- f) The checking shall be done inside the vehicle as far as possible.

18. **Verification and monitoring:**

The work of monitoring and verification shall be done by District Police authorities under the supervision of the Deputy Commissioner concerned. While doing so, they should avoid unnecessary harassment to the visitors.

19. **Maintenance of Records:**

- a) All authorities authorised to issue Permits shall maintain record of permits issued in a register in Form 'I'
- b) All authorities shall maintain record of Renewal of permits in Form 'J'
- c) All authorities authorised shall furnish monthly returns in the Form 'K' and submit to Home department within 15th of the succeeding month.

20. **Penalty:** Any person who is not a permanent resident of the State of Manipur and stays in the state without any valid permit shall be liable for prosecution as provided under the Bengal Eastern Frontier Regulation, 1873.

21. **Residual powers:** The residual powers to address any doubts or issues not addressed in the above guidelines shall be vested with Home department, whose decision shall be final.

22. **Powers to Relax:** The State Government has inherent power to relax any of the above guidelines at its discretion.

These guidelines are notified with the approval of Cabinet vide its decision dated 29-12-2019.

DR. J. SURESH BABU
Chief Secretary,
Government of Manipur.

GOVERNMENT OF MANIPUR

**APPLICATION 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
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1. Name of the Applicant:
2. Father/Mother's Name:
3. Address::Village:.....H.No.....Tehsil.....
District.....Police Station.....State.....
4. Aadhar 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.....
7. Period of Stay
8. Place of Stay in Manipur.....
9. Mobile contact Number.....

I agree to the following terms and conditions:

- a) I shall be responsible for 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)

Name of the Sponsor:

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

Signature of Sponsor

Place:
Date:

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 provided)

Paste Passport size photograph of applicant	Paste Passport size photograph of Sponsor
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1. Name of the Applicant:
2. Father/Mother's Name:
3. Address: Village:.....H.No.
 Tehsil.....District.....
 Police Station.....State.....
4. Aadhar Number:
5. Date of birth / Age
6. Purpose of Visit:
7. Period of Stay
8. Place of Stay in Manipur.....
9. Mobile contact number.....

Signature of Applicant

Sponsor:

1. Name of the Sponsor:
- 3.Address:Village:.....Tehsil.....District.....
 Police Station.....State.....
4. Aadhar Number:5. Mobile contact number.....

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.

Signature of Sponsor

Place:

Date:

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.....
4. Aadhar Number:
5. Date of birth / Age
6. Purpose of Visit:
7. Period of Stay
8. Place of Stay in Manipur.....
9. Proof of Identity:.....Number of ID.....

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

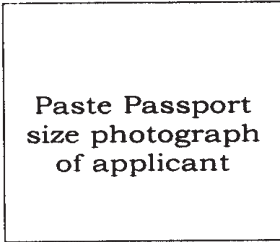
Place:

Date:

GOVERNMENT OF MANIPUR

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

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



1. Name of the Firm / Agency / Applicant:
 2. Father's Name:
 3. Name of the Firm engaging labour force:.....
 4. Registration No:.....
 5. Address: Village:.....H.No.
Tehsil.....District.....
Police Station.....State.....
 6. Aadhar Number or ID No
 7. Date of birth / Age
 8. Purpose of engagement:
 9. Name of the Department sponsoring:.....
 10. Name of the work for which engaged:.....
 11. Period of Stay
 12. Place of Stay in Manipur.....
 13. Whether list of the labourers is enclosed or not:.....
 14. Mobile contact number.....
- (Details of the labourers with their address, identity proof, Aadhar card and photographs shall be attached as Annexure to the application)

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 sponsoring:

1. Name of the Sponsoring Department:

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.

Signature of Sponsor

Place:
Date:

FORM 'E'

GOVERNMENT OF MANIPUR

SPECIAL CATEGORY INNER LINE PERMIT

Permit No. MN/.....

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..... Place of Work..... Purpose..... SponsorName and address..... Sponsor Mobile number:
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Date:

Signature and seal of Issuing Authority

FORM 'F'

GOVERNMENT OF MANIPUR

REGULAR INNER LINE PERMIT

Permit No. IW/.....

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..... Purpose..... Sponsor Name and address..... Sponsor Mobile number:
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Date

Signature and seal of Issuing Authority

GOVERNMENT OF MANIPUR
TEMPORARY INNER LINE PERMIT

Permit No. IW/.....

Name of Permit Holder:.....
Father / Mother Name:.....
Aadhar No or ID No:.....
Date of Issue.....Valid till.....
Contact Number.....
Place of Stay.....
Purpose.....

Date:

Signature and seal of Issuing Authority

GOVERNMENT OF MANIPUR
LABOUR INNER LINE PERMIT

Permit No. DLC/.....

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.....
	Place of Work.....
	Purpose.....
	Name of agency.....
	Contact No of agency or individual.....
Sponsor.....	

Date:

Signature and seal of Issuing Authority

FORM 'I'

(Format of Register to be maintained by Permit Issuing authorities for Original issue)

Sl.No	Date of Issue	Permit No	Name of Visitor	Date till which Valid	Fee collected	Type of Permit	Signature of Issuing authority

FORM 'J'

(Format of Register to be maintained for Renewal of Permits)

Sl.No	Date of Renewal	Valid till	Date of Original Issue	Permit No	Name of Visitor	Fee collected	Type of Permit	Signature of Issuing authority

FORM 'K'

(Format of monthly returns of Permits to be filed)

Return for the month of :.....

Name of Authority :.....

Category	No of Permits issued	Permit Serial Numbers	No of Permits renewed	Amount of fee collected
Special				
Regular				
Temporary				
Bulk				
Total				

Signature of the Issuing Authority