



**दीनदयाल पत्तन प्राधिकरण**  
(आईएसओ 9001:2008 एवं आईएसओ 14001:2004 प्रमाणित पोर्ट)  
**DEENDAYAL PORT AUTHORITY**  
(AN ISO 9001:2008 & ISO 14001:2004 CERTIFIED PORT)



यातायात प्रबंधक का कार्यालय, दीनदयाल पत्तन प्राधिकरण, श्रमदीप बिल्डिंग, नया कंडला)कच्छ (370210



No. Traffic/Railway-WH/2517/PORTENTRYGATEPASS/2024/SS2

Date: 05.08.2025

**:-:CIRCULAR:-:**

**Sub: Issuance of One-Year Gate Passes to Permanent Port Users**

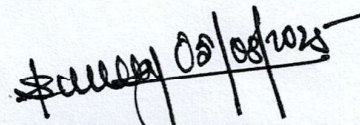
In order to enhance ease of doing business and to streamline the procedure for issuance of gate passes for port entry, it is hereby informed that the Competent Authority has approved issuance of gate passes with one-year validity to eligible port users.

The facility of One-Year Gate Pass shall be extended only to permanent port users. This facility shall be available only to those applicants who are permanent employees of the concerned company who are borne on the official roster of the organisation, and will be issued upon submission of the following mandatory documents in complete and valid form:

1. Residence Certificate issued by the Competent Authority.
2. Police Verification Certificate (PVC) or Police NOC, in case PVC is not issued.
3. Service Certificate or Declaration from the concerned company, on official letterhead, duly signed and stamped.
4. Self-attested copy of Aadhaar Card as identity proof.
5. Requisition Letter from the Management or concerned Department.

All port users and trade associations are hereby advised to ensure compliance with the above requirements to enable timely processing and issuance of gate passes.

This may be treated as most urgent.

  
**TRAFFIC MANAGER (I/c)**  
**DEENDAYAL PORT AUTHORITY**

**To,**  
**All Port Users/Trade Associations**

Copy to-

1. Sr.PS to Chairperson....for kind information of Chairperson please.
2. PS to Dy. Chairperson....for kind information of Dy. Chairperson please.
3. Deputy Conservator, Secretary, FA&CAO, CE, CME.....for kind information please.
4. Sr. Commandant, CISF Kandla Unit....for kind information and necessary please.
5. Sr.DTM/Sr.ATM/All ATMs/ADR/Safety Officer....for information please.
6. EDP Section.....kindly circulate on website.