**INDENTS IN DUPLICATE ARE NOT REQUIRED**

<table>
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<tr>
<th>Name____________________</th>
<th>Pd Designation</th>
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</tr>
</thead>
</table>

INSTRUCTIONS FOR DESPATCH

(1) Use the address given below, or the address provided on the back of this form, or the address of the requesting officer.

Title of Publication or details of data required

<table>
<thead>
<tr>
<th>INDENT NO.</th>
<th>Dated</th>
<th>For &quot;RESTRICTED&quot; PUBLICATIONS OR DATA</th>
</tr>
</thead>
</table>

NOTES:

1. "Restricted" publications/data will normally only be issued to officers in Government Service and officials in local and administrative bodies when required by them for the execution of their official duties. Indents should be sent to the Director, Geodetic and Research Branch/ Director, Map Archive and Dissemination Centre, Survey of India, Dehra Dun.

2. Height data of Restricted Areas can be made available with “Observed accuracy” to all Govt. Organizations on submission of form O.57 (b) to the Director, Geodetic and Research Branch, Survey of India, Dehra Dun.

3. Open Series Map falling in Restricted zones having contour layer with heights in digital formats can be made available to all indentors irrespective of Govt./Non-Govt./Private indentors on submission of form O.57 (b) along with security clearance from MoD. Indents should be sent to the Director, Map Archive and Dissemination Centre, Survey of India, Dehra Dun along with the prescribed proforma Form ‘A’ i.e. (Digital Products Indent form).

INSTRUCTIONS FOR PAYMENT

Payment may be made by Cash, Money Order or by Crossed Demand Draft.

A list of officials authorized to countersign indents for "Restricted" publications/data is given in para 1 on the back of this form. The Director, Geodetic and Research Branch/ Director, Map Archive & Dissemination Centre, is not Permitted to issue any "Restricted" publications/data unless the indent is properly countersigned.
I, __________________ (Name) agree that the sale to me by

of the under mentioned "Restricted" Publications/Data is subject to following

conditions which I hereby undertake to observe.

i.  

For Publications/Data the issue of which is authorized by officers of the State Central Government.

For Publications/Data the issue of which is authorized by officers of the State Govt./Union Territory.

The Publications/Data will be treated as very confidential and I will take every reasonable precaution to prevent their being lost or being seen by or afforded access to in any manner to unauthorized persons.

ii.  

I understand that the Restricted Publications/Data have been entrusted in confidence to me by a person holding office under Government and in the event of my failure to take reasonable care of, or so conducting myself as to endanger the safety of the Publications/Data, I shall be guilty of an offence under Section 5 (1)(d) of the Official Secret Act, 1923. I have carefully read and understood the other provisions of the Official Secret Act, 1923 and fully understand the duty imposed upon me by the Act, in respect of the custody, use and communication of the information contained in the said Publications/Data entrusted in confidence to me. I have also understood that I would expose myself to criminal liability not only in the case of an intentional or willful act but also on arising out of my recklessness or ordinary negligence.

iii.  

No Publications/Data will be reproduced in part, or in whole, either by photography or by any other means.

iv.  

I will maintain a proper record of all the restricted Publications/Data issued to me and undertake to periodically check these physically, I will furnish an annual certificate to the Survey of India (place of issue)/Chief Secretary to the Government of ________________________ (Name of State/Union Territory) on the 31st December every year to the effect that all restricted Publications/Data issued to me have been physically accounted for and losses if any, reported in accordance with the instructions in item (vi) below.

v.  

I require the Publications/Data for about __________________ months/years/permanently from the date of issue and will return the same when done with to the Chief Secretary to the Government of ________________________ (Name of State/Union Territory)/Survey of India at (Place of issue). I also/undertake to return the *Chief Secretary to the Government of ________________________ (Name of State/Union Territory) Survey of India for destruction, the Publication/Data which become unserviceable due to wear and tear or otherwise. I will claim no refund of the price of the Publications/Data on returning it/them.

vi.  

I hereby undertake to observe.

CERTIFICATE 'A'

2
I will immediately report the loss to the Ministry of Defence, New Delhi and also to the Head of the Department/Ministry ________________________ (Name)/Chief Secretary to the Government of ________________________ (Name of State)/Union Territory/nearby Police Station and the Chief Secretary to the Government of ________________________ (Name of State/Union Territory) and the Survey of India for investigation and report to the Ministry of Defence. I have understood that the loss of the Restricted Publications/Data may amount to an offence under the Official Secret Act and that I am legally bound to give information about the offence immediately upon receiving knowledge about the loss of the said Publications/Data. I have also understood that failure to report about the loss would render me liable for prosecution under Section 202 of the Indian Penal Code.

vii. I also undertake not to export Publications/Data abroad without the prior approval of the Ministry of Defence and in accordance with the instructions in Govt. of India, Ministry of Finance Notifications No.118-CUSS-F No.215-62-CUS-I//VIII dated 4.5.1963.

The Publications/Data shall be treated as confidential and will take every precaution to prevent their being lost.

I, _____________________________ (Name in block letters) also agree to the following conditions [vide Ministry of Defence letter No.F-7(7)/64/D (GS III) 25.8.67] and certify that:—

i. **In the case of State Government Offices and Undertakings.**

   The Publications/Data required for (state purpose) _______________________

   The Publications/Data will be kept by a responsible officer designated by the Head of the institutions of Organisation concerned in safe custody and physically checked from time to time. This officer will also be responsible for the correct handling of the Publications/Data and for handling them back to the Institute/University/College/School Organisation concerned in safe custody and physically checked from time to time. This officer will also

   The Publications/Data will be treated as confidential and will take every precaution to prevent their being lost.

ii. **In the case of Central Government Offices and Undertakings.**

   The Publications/Data to be treated as confidential and will take every precaution to prevent their being lost.

iii. **In the case of private indentors.**

   I also undertake not to export Publications/Data abroad without the prior approval of the Ministry of Defence and in accordance with the instructions in Govt. of India, Ministry of Finance Notifications No.118-CUSS-F No.215-62-CUS-I//VIII dated 4.5.1963.

iv. **In the case of State Government Offices and Undertakings.**

   The Publications/Data required for (state purpose) _______________________

   The Publications/Data to be treated as confidential and will take every precaution to prevent their being lost.

v. **In the case of private indentors.**

   The Publications/Data required for (state purpose) _______________________

   The Publications/Data to be treated as confidential and will take every precaution to prevent their being lost.

The Survey of India restricted publications/data issue offices are responsible for obtaining the annual certificate of safe custody, for recall and destruction of restricted publications/data after use for all issues authorized by the Central Government. In cases where the competent countersigning authority is an officer of the State Government or the Head of State Government Department, the responsibility for obtaining the annual certificate and for recall and destruction of restricted publications/data has been entrusted to the Chief Secretary of State/Union Territory concerned.

* In the case of Central Government Offices and Undertakings.

** In the case of State Government Offices and Undertakings.

*** In the case of private indentors.
**ANNUAL CERTIFICATES OF SAFE CUSTODY OF RESTRICTED PUBLICATIONS/DATA**

(To be submitted by 31st December every year)

<table>
<thead>
<tr>
<th>Issued by</th>
<th>Details of Publications</th>
<th>No. of Copies</th>
<th>Period for which issued</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director Geodetic &amp; Research Branch/Map Archive &amp; Dissemination Centre Survey of India Dehra Dun (Uttarakhand)</td>
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</tbody>
</table>

Certified that the "Restricted" Publications/Data Detailed above have been checked and are in the safe custody. Proper Precautions for their security are being ensured by me.

(Signature of the retaining officer)

To

Director

Geodetic & Research Branch/Map Archive & Dissemination Centre

Survey of India Dehra Dun (Uttarakhand)
LIST OF CIVIL GOVERNMENT OFFICERS AUTHORISED TO COUNTERSIGN INDENT FOR "RESTRICTED" MAPS WHEN REQUIRED BY OFFICES AND OFFICERS UNDER THEIR CONTROL FOR THE EXECUTION OF THEIR OFFICIAL DUTIES.

(I) All officers of the rank of Under Secretaries to the Government of India and above.

(II) Heads and Deputy Heads of attached, subordinate Departments of the Government of India and Public Sector Units under Central & State Govt.

(III) Deputy Directors and above of the Survey of India.

(IV) All officers of the rank of Deputy Secretary to State Governments and above, including Heads of their attached, subordinate Departments and Public Sector Units under them.

(V) Commissioners and Deputy Commissioners and Collectors-in-charge of Civil Divisions and Districts in India and Political officers of the North-East Frontier Agency.

(VI) All diplomatic representatives of the Govt. of India abroad.

(VII) Deputy Commissioners of Police of all State Govt. of Indian Territory.

(VIII) All officers of the rank of Under Secretary to the Union Public Service Commission.

(XI) The Chief/Deputy Hydrographer and the Asst. Chief Civil Hydrographic Officer, Govt. of India, Dehra Dun.

(XII) All Superintending Engineers of State Govt. Department.

(XIII) Director, Indian Aid Mission, Nepal, Katmandu.

(XIV) All Directors/Deputy Directors or Deputy Inspectors Generals of Paramilitary Forces i.e. CRPF, ITBP, CISF, Assam Rifles, BSF and SSB.

(XV) All Superintending Engineers in C.P.W.D.

(XVI) Registrars and Deputy Registrar of Supreme Court of India.

(XVII) Military Secretary/Deputy Military Secretary and Under Secretary to the President.

(XVIII) Principal Private Secretary and Private Secretaries (Admn. Public Personal) to the Prime Minister.

(XIX) Accountant General Central Revenues and the Assistant Comptroller and Auditor General (Personal).

XX) Directors/Supertending Geologist- In-Charge of the Map Production Division, Geological Survey of India.
Deputy Educational Advisors and above, Ministry of Education.

Director of Geology, Oil & Natural Gas Corporation (ONGC).

Divisional Head, Atomic Energy Establishment, Tromby, ISRO and IIRS.

Assistant Librarian and above, National Library, Kolkata.

Director General and Secretaries, Council of Scientific and Industrial Research.

Director General /Director N.C.C. of all states.

The Director General /Director N.C.C. of all states.

The Settlement Officer, Govt. of Tripura Agartala.

The Superintending Engineer, Designs & Marine Works Chepauk, Madras.

The Directors, Central Ground Water Board.

The Superintending Engineers in C.P.W. D.

The powers are delegated to State Governments, concerned Ministries and Departments of the Central Government to authorize the issue of Restricted maps to Educational and Scientific Institutions and to other semi-Government Organisations for bonafide purpose (to be clearly indicated) subject to the conditions laid down in para 3 of the Ministry of Defence letter No.F-7(7)/64/D (GS-III) dated 25.8.1967. The term other semi-Government Organisations would cover those on which the Ministry/Department concerned of the Central Government/State Government has some control. The indents in such cases will be countersigned by an officer of the rank of Joint Secretary to the Government of India or above or the Secretary to the State Government.

Clearance of the Ministry of Defence is essential for the issue of Restricted maps to private individuals, organizations and commercial firms. Indents for these should be countersigned by an officer of the rank of Joint Secretary or above in the State Governments before they are referred to Ministry of Defence for obtaining clearance.

Demands from individuals, commercial firms, etc. for Restricted maps covering area beyond external boundaries of India should be referred through the State Government to the Ministry of External Affairs.

Demands from Foreign Embassies/Consulates in India for "Restricted" maps should be referred to the Ministry of External Affairs, Government of India.

Demands from Foreign Expeditions to India for "Restricted" maps should be sponsored by their Embassies/Consulates in India and referred to the Ministry of External Affairs, Government of India.