

GUIDELINES FOR THE PASSPORT PHOTOGRAPH

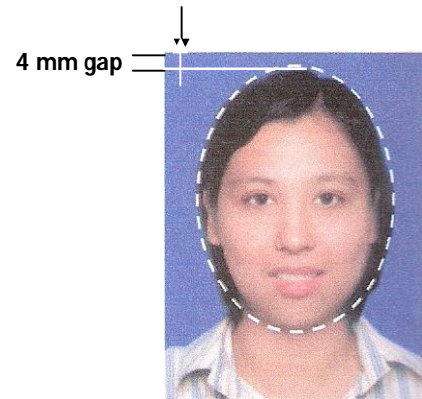
The production procedure for the Machine-Readable Passport is more strict with the quality and requirements of the passport photograph than the previous passport format types.

The International Civil Aviation Organisation (ICAO), the United Nations agency that sets the worldwide standard for machine-readable passports and visas, requires that the passport photographs allow the immediate and outright identification of the passport holder by immigration authorities.

The photographs must be recent, taken within the last six months. The photographs must also be clean and free from ink blots, fingerprint smears, or any kind of stain.

Passport Photograph Specifications:

- Quantity: **three (3) identical photographs**
- Size: **3.5 cm x 4.5 cm**
- Background Color: **Royal Blue** (Pantone Color 286U)
- Paper type: **Matte** (not glossy, so that digital scanning will not produce a glare)
- The image of the subject's **face must occupy 70 to 80 percent of the photograph.**
- There must be a **4 mm space between the top edge of the photograph and the top of the head.**



The face must occupy 70 to 80 percent of the photograph

The concealment or distortion of the subject's face in the passport photograph is a ground for the rejection of the photograph. Please be guided by the following considerations when having your picture taken. The violation of any of the following guidelines may result in the outright rejection of a photograph.

- **Collared shirt is a must.** The subject must wear a collared shirt or collared blouse. If the subject is wearing an uncollared shirt or blouse, then a coat or blazer must be worn over it. Women must not wear attire with a plunging neckline.
- **Both ears must be visible.** If the subject has long hair, then the hair must be pulled back or arranged so that both ears show.
- **Head veil.** A nun may wear a veil or a Muslim woman a hajib and not show her ears, but the face should be wholly visible to allow identification. The head covering must not cover the eyebrows and eyes.
- **Glasses.** If the subject wears glasses, there must be no glare on the lens and the eyes must be visible. The subject may choose to not wear glasses for the photograph.



If for religious reasons hair must be covered, then the features of the face must clearly be seen and recognizable.

Sun glasses and other glasses with tinted lenses must be removed. The only exemption to this rule is given to blind persons, in whose case, the glasses must not cover other features of the face. The glasses must allow identification of the subject.

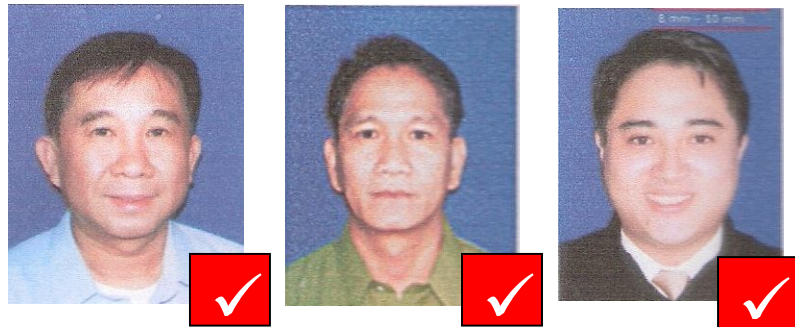
- **Hats, caps, and headgear** must be taken off and are strictly not allowed. *The only exemptions to this rule are nuns wearing a head veil and Muslim women wearing a hajib.*

- **On smiling.** The subject may smile in the photograph, but the smile should be slight so that facial features (eyes, mouth, cheeks) are not distorted. A Mona Lisa smile (mouth closed) is recommended.
- **Earrings.** Women may wear earrings, but the earrings must be small. Men must not wear earrings and must remove them for their passport photograph.
- **Contact lenses.** Tinted contact lenses that change the natural color of the eyes must be removed. The subject's natural eye color must be visible in the photograph.

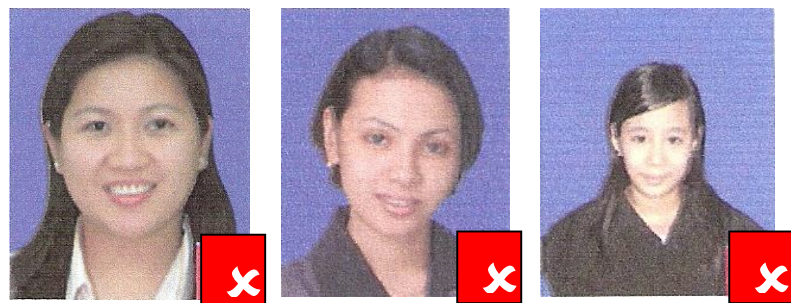
Photographs with the following faults will be rejected outright:

- Red eye effect
- Dirty or smudged surface
- Image of the face is too big
- Image of the face is too small
- Wrong color of the background
- Poor quality (blurry image, washed out or over exposure, unnatural skin tone)
- Subject is not looking directly at the camera. *The only exemptions to this rule are subjects who have a medical or physical condition.*

Your passport photograph should appear like these:



Photographs like these will be rejected:



This photograph will be rejected because there is no space between the top of the head and the top edge of the photo.

This photograph will be rejected because the head is tilted.

This photograph will be rejected because the face is too small.

Applicants may have their photographs taken by any competent photographer, provided that the specifications and requirements of this Section are met. However, there is one photography studio near the Consulate Office which the Consulate has requested to comply with the above-mentioned requirements:

- Digital Foto World, Shop 10.46 World Square Shopping Centre, 644 George Street corner Pitt and Goulburn Streets, Sydney 2000