

Embassy of India

Berne

NOTICE

It is **mandatory for the applicants** to upload ICAO-compliant photograph along with the requisite documents **with effect from 1 December, 2025** for Passport and Visa Applications. Therefore, all applicants are required to mandatorily upload the ICAO-compliant photograph as part of the online application process.

ICAO-compliant photographs can be taken at any professional studios. In the event, an applicant is unable to visit a professional studio for photograph, he can use paintbrush or other similar tools to modify the photograph to make it ICAO-compliant. The applicant should observe the following points, while using the paintbrush or similar tools :

- (i) If the background is not uniform, the applicant needs to make it uniform, preferably white background.
- (ii) The applicant should crop the photo to ensure that approximately 85% of the image is covered by the applicant's face.
- (iii) The pixel size should be 630x810 for better quality.
- (iv) The maximum file size of the photograph must not exceed 250 KB.
- (v) Applicants wearing a turban must ensure that their forehead and face are clearly visible in the photographs, and the turban does not cover them.

Detailed Guidelines for ICAO Compliant Photographs and SOP for document uploading in Applicant Portal for Passport Applications are available at Embassy's website at the following links :

- Guidelines for ICAO Compliant Photographs :
<https://www.indembassybern.gov.in/docs/1764255598Guidelines%20for%20ICAO%20Compliant%20Photographs%20for%20Passport%20Application.pdf>
- SOP for document uploading in Applicant Portal :
<https://www.indembassybern.gov.in/docs/1764255613SOP%20for%20Applicant%20Portal%20GPSP2.0.pdf>

In case of further assistance, applicants are advised to contact M/s VFS Global for submission of their application.
