

Department Of Passport
Narayanhiti, Kathmandu

Exchange : 4416011-15 Fax: 4412297, 4423951 , 4424366, 4411028
www.nepalpassport.gov.np, communication@nepalpassport.gov.np,

Office of Director General (Email: dg@dopmofa.gov.np)					
Updated on) 04 July 2017					
Designation	Name	Tel. No.	Ext.	Fax. No.	R.No
Director General	Mr.Ram kaji khadka	4416010	106	4412297	1
Nayab subba	Ms. Karishma Adhikari	4416010	105		
Office Assistant	Ms. Tara Adhikari		105		1
(Administration and Management Section, Email: administration@dopmofa.gov.np)					
Director	Mr.Prakash Mani Poudel	4416023	251	4423951	51
Director	Mr.Paras Pandit	4416023	251	4423951	51
(MRP- Production, Distribution and Co-Ordinagion Section)					
Director					
(MRP- Form Collection, Verification and Grievance Handling Section, Email: directorverification@dopmofa.gov.np)					
Director	Mr.Sagar prasad phuyal	4424366	217	4424366	17
(Administration Section, Email: administration@dopmofa.gov.np)					
Section Officer	Ms. Richa Bhattarai	4416003	250		55
Nayab Subba	Mr. Tanka Bahadur Rai	4416003	250		50
Nayab Subba	Mr. Pradeep Sagar Giri		250		1
Computer Operator	Ms. Kalpana Tiwari		250		50
Office Assistant	Ms.Radha Basnet		250		50
Office Assistant	Mr.Deependra Kami		250		50
(Store, Email: store@dopmofa.gov.np)					
Nayab Subba	Mr. Laxman Bahadur Tamang	4212726	240		40
Office Assistant	Mr. Ram Nepali		240		40
Office Assistant	Mr. Raj Kumar Chaudhari		240		40

(Account Section , Email: account@dopmofa.gov.np)					
Account Officer	Ms. Anu Khanal	4416020	241		41
Accountant	Mr. Narendra Kami		247		47
(Legal Section)					
Section Officer	Mr. Gopi Krishna Regmi	4416014	266		66
(Forms Collection Section, Emails: collectiona/b/c@dopmofa.gov.np)					
Nayab subba	Ms. Gita Ghimire	Counter A	206		
Section Officer	Mr. Dhananjay Mehata	Counter B	207		
Section Officer	Ms. Janaki Ojha	Counter C	208		
Nayab Subba	Ms. Pujan Pandey	Counter D	206		
Nayab subba	Mr. Sunita Lakandri	Counter E	207		
Live Enrollment Counters H					
Nayab subba	Mr. Dipendra Psd Sah	live Enrollment	210		
Computer Operator	Ms. Hira Aryal	live Enrollment			
Computer Operator	Ms. Bandu Paudel	live Enrollment			
Computer Operator	Ms. Rina Aryal	live Enrollment			
Computer Operator	Mr. Suman Kharel	live Enrollment			
Computer Operator	Ms. Rama Thapa	live Enrollment			
Live Enrollment Counters F					
Nayab Subba	Mr. Bimalesh Kumar Mishra	live Enrollment	211		
Computer Operator	Ms. Samikshya Thapa	live Enrollment	212		
Computer Operator	Mr. Durgesh Maharjan	live Enrollment			
Computer Operator	Ms. Raj Pokhrel	live Enrollment			
Computer Operator	Mr. Manish Parajuli	live Enrollment			
Computer Operator	Ms. Nimmi Rehman	live Enrollment			
(Emergency Counter A, Email: emra@dopmofa.gov.np)					
Section Officer	Ms. Aruna Ghising	Counter A	221		
Naya Subba	Ms. Usha Adhikari		222		20
Computer Operator	Ms. Padma Pathak		220		
Computer Operator	Ms. Namuna Koirala		220		20
Office Assistant	Ms. Mina Thapa		220		20

(Emergency Counter B, Email: emrb@dopmofa.gov.np)					
Section Officer	Mr. Amar Rai	Counter B	223		
Nayab Subba	Mr. Kishori Sharan Yadav		245		26
Computer Operator	Mr. Abhisek Paudel		223		23
Computer Operator	Ms. Binuta Mahat		223		23
Office Assistant	Ms. Kamala Pandey		261		65

(Emergency Counter C, Email: emrc@dopmofa.gov.np)

Section Officer	Mr. Bhuwan Ojha		227		27
Nayab Subba	Mr. Arjun Adhikari		226		26
Computer Operator	Ms. Sita subedi		226		26
Computer Operator	Ms. Buddha Kumari Gurung		226		26
Office Assistant	Mr. Dhan Raj Shrestha		226		26

(Counter B+H (Eastern Development Region) + Mid and Far Western Region) Email: countera/b/c@dopmofa.gov.np)

Section Officer	Mr. Ganesh Prasad Adhika	4220485	268		68
Nayab Subba	Ms. Manisha Sharma Aryal		223		23
Computer Operator	Mr. Tanka bikram Lamsal		267		67
Computer Operator	Ms. Anupa Adhikari		258		
Computer Operator	Ms. Renuka Gautam		267		67
Office Assistant	Ms. Babita Neupane		258		58
Computer Operator	Ms. Nilam Kumari Mahato		258		58
Office Assistant	Ms. Kalpana Bastakoti		267		67

(Counter D +G(Western Development Region), Email: counterd@dopmofa.gov.np)

Section Officer	Mr. Ganesh Prasad Adhika	4220485	268		68
Nayab Subba	Mr. Ram Binaya Ray		254		54
Computer Operator	Mr. Sachin Shah	live Enrollment			
Computer Operator	Ms. Rojina Gautam		254		54
Computer Operator	Ms. Sandhya Poudyal		257		57
Office Assistant	Ms. Bimala Giri		257		547
Computer Operator	Ms. Anita Ghimire		254		

Computer Operator	Official/Diplomatic Passport Section				
Nayab Subba	Mr. Yadav Koirala		260		60
Computer Operator	Mr. Sagar Adhikari		260		60
	Mission Section				
Section Officer	Mr. Jimson Rumdali Rai	4220485	268		68
Nayab subba	Mr. Jhuplal Pun		245		26
Nayab Subba	Mr. Ganesh Prasad Tiwari		245		
Computer Operator	Ms. Saroja Basnet		245		45
Computer Operator	Ms. Apsara K C		244		44
Office Assistant					

(Verification , Amendment and Authentication, Email: verification@dopmofa.gov.np)

Section Officer	Mr. Kunjan sah	4424418	216	4411028	19
Nayab Subba	Mr. Subhash Magar		216	4411028	19
Nayab Subba	Mr. Anil Rana		219	4411028	19
Computer Operator	Ms. Karuna Aran Bharati		219		19
Computer Operator	Mr. Kamal Timalsina		216		16
Office Assistant	Ms. Sabita Chaudhary		216		16

(Scanning+Data Entry Unit, Email: data entry@dopmofa.gov.np)					
Section Officer					
Nayab Subba	Mr. Sangam Khatree		203		
Computer Operator	Mr. Dipendra Thapa		203		

(Validation, Email: validation@dopmofa.gov.np)

Computer Operator	Ms. Samriddhi Malla		203		
Computer Operator	Mr. Sagar K C		203		
Computer Operator	Mr. Keshav Thapa	Live Enrollment			
Computer Operator	Mr. Hari Krishna Shrestha		203		
Computer Operator	Ms. Shrijana Dahal		203		
Computer Operator	Mr. Pramesh Khanal		203		

Computer Operator	Mr.		203		
Computer Operator	Mr.		203		
Quality Checking and Packaging					
Nayab Subba	Ms. Sarswati Joshi		277		
Computer Operator	Mr. Dikesh Singh Lama		277		
Computer Operator	Ms. Susmita Pokharel		277		
Computer Operator	Ms.Nirmala sharma		277		
Computer Operator	Ms.Nirmala Panday		277		
Token Distribution					
Computer Operator	Mr. Narayan Ghimire		209		
Computer Operator	Mr. Nabindra prajapati		209		
Technical Desk					
Electrician	Mr. Suresh Tiwari		111		69
(Public Relation, Email: pr@dopmofa.gov.np)					
Nayab Subba	Mr. Khagendra Bardewa		201		201
Computer Operator	Ms. Kalpana Lamsa.l		201		201
(Archive Management Unit)					
Nayab subba	Mr. Dipendra Psd Sah		261		65
Computer Operator	Ms. Shamjana Poudel Khanal		261		65
Computer Operator	Ms. Januki Kumari Lamichhane		261		65
Computer Operator	Ms. Hira Aryal		261		65
Computer Operator	Ms. Mina Gyawali				
Office Assistant	Ms. Sita Aryal Regmi		261		65
Lost PP Registration					
Computer Operator	Ms. Karuna Aran Bharati		202		2
Kitchen					
Office Assistant	Mr. Ram Prasad Pokharel		104		42
IT Unit					
Computer Engineer	Mr. Suresh Karki		248		48
Computer	Mr. Sujan Pandey		248		48
Police	Ms.Punima kumari chand		gate		

Police Gurung sir	Mr.Rajan Shrestha				
Security Main Gate	ASI Duty Officer		gate		
Miscellaneous					
Police	Mr. Nagendra Sing Thapa		263		63
Police	Mr. Bhim Prasad Poudel		263		63
Canteen	Mr.Balaram dai	Canteen	204		
BAIDESHIK ROJGAR					
Information officer	Mr.Maya Tuladhan		200		
Information officer	Mr.Santosh Pantha		200		
Oberthur Technologies					
Mr.Sujan Gongol					
Mr.Bhuwan Bhuj					
Mr.Madhaba					
Drivers					
	Mr. Bir Krishna Maharjan				
	Mr. Netra Bahadur Magar				
	Mr. Shiva Prasad Bhusal				
	Mr. Umesh Bogati				
	Mr. Rupak Shrestha				