

Embassy of India,  
Sao Tome

**Working Hours: 09:00 hrs to 1630 hrs on all working days, (Mondays to Fridays) except Holidays.**

**Telephone No: +239 222 1184**

**Emergency Service:**

**24×7 Emergency Consular Services”** is available in the Embassy.

**Emergency Contact Number:**

Attache (Consular), +239 – 9888893 (Mobile/Whatsapp)

**Urgent Consular matters** – +239 – 9888893 (Mobile/Whatsapp)

**E-Mail:** admn[dot]saotome[at]mea[dot]gov[dot]in

**For General Consular/Passport/Visa matters (during working hours):**

**Consular Section : +239 -222 1184**

Timeline for delivery of Consular Services:

Sl No.	Nature of Service	Timeline for delivery of Service
1	Visa Service	01 (one) working day (in case of other than host country passport 3 working days)
2	Passport Service	4-6 weeks (depending upon the application is granted on PV/Post PV mode & dispatch/receipt of the Passport in Mission, via DHL from India). Mission process and submit the application on GPSP System for granting on PV/Pre PV mode)
3	PCC Service	3-4 weeks (depending upon the clearance received from the Police station). Mission processes the application on the same day and sent to the nearest police station as mentioned by the applicant in the PCC Form via GPSP System.
4	Consular Service (Attestation)	01 working day
5	Birth Registration	01 working day
6	Death Registration	01 working day
7	Any other consular Service	01 working day