



You must upload one (1) **color** photo for a badge request. The photo requirements follow the **ICAO standard** and are summarized below. When you upload a photo, the system runs an **automatic check** and verifies whether your photo is compliant with the ICAO required standard. If there are any **problems with the photo**, the system will return an **error message** describing any issues found, e.g. “The head is excessively rotated.”, “The overall image quality is insufficient.”, etc. You will be obliged to re-upload (or re-take) a photo.

The Size, resolution, and quality must

- ✓ Measure **2 x 2 inches (51 x 51 mm)**
- ✓ Be between **400 by 400 px** and **2000 by 2000 px**
- ✓ Be **clear**, and in **focus**
- ✓ Be in **color**
- ✗ **Not** be a **cut down/cropped** version of a larger picture
- ✗ **Not** be **older** than **6 months**
- ✗ **Not** be **altered** by computer software

The Content of the photo must

- ✓ Be a **close-up** of your **full head** and **upper shoulders** (see Figure 2)
- ✓ Be taken against a **plain background** (white, grey or neutral colour)
- ✓ Be in **clear contrast** to the background
- ✗ Contain **no other objects** or **people**

In your photo, you must

- ✓ Be **facing forward** and **looking straight** at the camera
- ✓ Have a **neutral expression**
- ✓ Have your **eyes open, visible**, and free from reflection or glare from glasses
- ✗ **Not** have **hair in front** of your **eyes**
- ✗ **Not** have a **head covering** (unless it's for **religious** or **medical** reasons)
- ✗ **Not** have anything **covering your face**
- ✗ **Not** have any **'red eye'**
- ✗ **Not** have any **shadows** on your **face** or behind you
- 🕶 **Not** wear **glasses** that **cover your eyes**. You can wear reading glasses, but your **eyes must show fully** through **clear lenses** without glare or reflection.

The size of your image (face)

Your image - from the **crown of your head** to your **chin** - must be approximately **1 inch (25mm)** high and positioned in the center of the photo. If you use the **Take a picture** option with your device camera, the interface will guide you with a green oval shape.

Figure 1: Photo size chart

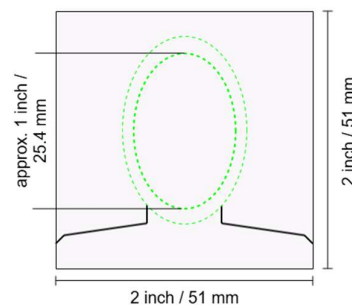


Figure 2: Samples of compliant and non-compliant photos



Approved ✓



Don't look away from camera ✗



No fashion hair covering ✗



Approved ✓



Avoid covering face ✗



Keep hair off face ✗