

कार्यालय रक्षा लेखा महानियंत्रक, उलान बतार रोड, दिल्ली छावनी-10  
**Office of the CGDA, Ulan Batar Road, Palam,  
Delhi Cantt-110010**

No. AN/III/3012/Circular/Vol.VII dated 10.04.2018

To,

To,

All PCsDA/ PCA (Fys.)/ CsDA  
(through CGDA website).

**Subject: Instructions relating to grant of Conference Visa to Foreign nationals coming to attend international conference/ seminar/ workshop.**

A copy of Ministry of Home Affairs (Foreign Division) OM No. 25022/8/2018-FCC dated 28.02.2018 on the subject is forwarded herewith for information please.

  
(Kavita Garg)  
Sr. Dy. CGDA

**Copy to:**

1. IT&S Wing : With a request to upload on CGDA's website.  
(Local)

  
(Kavita Garg)  
Sr. Dy. CGDA

192/Fin/607/18  
13/3/18

No. 25022/8/2018-FCC  
Government of India  
Ministry of Home Affairs  
(Foreigners Division)  
\*\*\*\*\*

Major Dhyan Chand National Stadium  
India Gate, New Delhi, Dated the 28<sup>th</sup> February, 2018

OFFICE MEMORANDUM

Subject: Instructions relating to grant of Conference Visa to foreign nationals coming to attend international conference / seminar / workshop  
\*\*\*\*\*

The undersigned is directed to say that as per para 13.5 of Chapter 13 of the new Visa Manual pertaining to Conference Visa, prior clearance of the Ministry of Home Affairs for holding an event (i.e. international conference/ seminar/ workshop) is required only if the event falls within the following parameters as mentioned in para 13.3 of the Visa Manual:-

- (a) If there are participants from Afghanistan, Pakistan, Iraq, Sudan, foreigners of Pakistani origin and Stateless persons; and
- (b) If the participants of conferences /seminars/workshops are required to visit 'Restricted' or 'Protected' areas in India, or areas affected by terrorism, militancy and extremism etc. viz. Jammu & Kashmir and the North Eastern States (other than the States of Manipur, Mizoram and Nagaland).

2. It has come to the notice of this Ministry that for the purpose of grant of Conference Visa to foreign nationals intending to come to India for attending an international conference/ seminar/ workshop, some Missions/Posts are insisting on submission of documents conveying the prior clearance of the Ministry of Home Affairs (Foreigners Division) for holding the event. This matter was examined in this Ministry and instructions were issued to all Indian Missions/ Posts vide this Ministry's letter of even number dated 6<sup>th</sup> February, 2018 reiterating the provisions in the Visa Manual regarding the procedure for obtaining prior clearance of MHA for holding an international conference/ seminar/ workshop (event clearance) for strict compliance.

3. Since a number of international conferences/ seminars/ workshops are being organized by various Ministries/ Departments of the Government of India, a copy of this Ministry's letter of even number dated 6<sup>th</sup> February, 2018 addressed to the Indian Missions/ Posts referred to in para 2 above is forwarded herewith for information and necessary action.

608/Adde/FACAN)  
9/3/18

Ministry of Home Affairs  
July 15/18  
Info 9/3/18

AN

le Amalab

AFA (43-11)

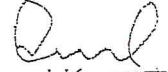
A 9/3

Muel

12/3

Boles U)  
ms upa

4. The Ministry of Home Affairs is shortly launching an online module for submission of applications by the organizers of international conferences/ seminars/ workshops for seeking clearance of the Ministry of Home Affairs for holding the event and for processing of such applications by this Ministry online. The clearance of this Ministry for holding the event will be generated through the online system and sent to the organizers. A copy of the clearance will also be endorsed to all Indian Missions/ Posts.



(Pramod Kumar)  
Director (Foreigners)  
Tel. no. 23077508

Encl: As above

To

All Secretaries, Ministries/ Departments of the Government of India



भारत सरकार  
Government of India  
गृह मंत्रालय/विदेशी प्रभाग  
Ministry of Home Affairs/Foreigners  
Division  
(विदेशी-1 अनुभाग)  
(Foreigners-I Section)

मेजर ध्यान चंद राष्ट्रीय  
स्टेडियम,  
Major Dhyan Chand  
National Stadium,  
इंडिया गेट,  
India Gate,  
नई दिल्ली-110002  
New Delhi-110002

संदर्भ सं./Ref. No.25022/8/2018-F.CC

दिनांक/Dated: 6<sup>th</sup> February, 2018

To

All Indian Missions/Posts

**Subject: Instructions relating to grant of Conference Visa to foreign nationals coming to attend international conference / seminar / workshop**

\*\*\*\*\*

Sir,

It has come to the notice of this Ministry that for the purpose of grant of Conference Visa to foreign nationals intending to come to India for attending an international conference/ seminar/ workshop, some Missions/Posts are insisting on submission of documents conveying prior clearance of the Ministry of Home Affairs (Foreigners Division) for holding the event. In this context, your kind attention is invited to the para 13.5 of Chapter 13 of the new Visa Manual pertaining to Conference Visa. It has been specifically provided therein that prior clearance of the Ministry of Home Affairs for holding an event (i.e. international conference/ seminar/ workshop) will be required only if the event falls within the following parameters as mentioned in para 13.3 of the Visa Manual:-

- (a) If there are participants from Afghanistan, Pakistan, Iraq, Sudan, foreigners of Pakistani origin and Stateless persons; and
- (b) If the participants of conferences /seminars/workshops are required to visit 'Restricted' or 'Protected' areas in India, or areas affected by terrorism, militancy and extremism etc. viz. Jammu & Kashmir and the North Eastern States (other than the States of Manipur, Mizoram and Nagaland).

2. Further, a detailed procedure for obtaining prior clearance of the Ministry of Home Affairs for holding an international conference / seminar / workshop (event clearance) by the organizers has also been laid down in para 13.5 of the new Visa Manual. It has also been specifically provided in a note below para 13.5 of the new Visa Manual that the

Indian Missions/ Posts should not insist on submission of documents conveying event clearance of MHA in case the event does not fall under the parameters mentioned in para 13.3 of the new Visa Manual.

3. The Ministry of Home Affairs is shortly launching an online module for submission of application by the organizers of international conferences/ seminars/ workshops for seeking clearance of the Ministry of Home Affairs for holding the event and for processing of such applications by this Ministry online. The clearance of this Ministry for holding the event will be generated through the online system and sent to the organizers. A copy of the clearance will also be endorsed to all Indian Missions/ Posts.

3. It may also be noted that the Visa Manual provides that the Missions shall carefully examine the subject of the conference/seminar/workshop and Visa shall not be issued for events which involve politically and/ or socially sensitive subjects [para 13.2(iii) of the new Visa Manual refers].

4. It is further provided in para 13.8 of the new Visa Manual that a foreign national intending to attend an International Conference/ seminar/ workshop while already in India on Business/ Employment / Student/ Research visa may seek prior permission of the FRRO/ FRO concerned by making a suitable application along with all relevant details. However, in respect of cases falling within the parameters mentioned in para 13.3 of the Visa Manual, such permission shall be granted by FRRO/ FRO concerned only with the prior approval of the Ministry of Home Affairs.

5. Above instructions as contained in the new Visa Manual are once again brought to the notice of all Indian Missions/ Posts for strict compliance.

Yours faithfully



(Pramod Kumar)

Director (Foreigners)

Tel. no. 23077508

Copy to:-

1. Ministry of External Affairs [Joint Secretary (CPV)], Patiala House Annexe, New Delhi – with the request to convey the above instructions to all Indian Missions/ Posts for compliance.
2. Ministry of External Affairs [Joint Secretary (Coord)], South Block, New Delhi
3. Principal Secretary (Home) of all State Governments/UT Administrations
4. Joint Director, Bureau of Immigration
5. Cabinet Secretariat
6. FRROs- Delhi, Mumbai, Chennai, Kolkata, Amritsar, Bangalore Hyderabad, Kochi, Thiruvananthapuram, Calicut, Goa , Lucknow and Ahmedabad
7. DDG, NIC – with the request to place these instructions on the online notice board of C-Visa and C-FRO.



(Pramod Kumar)

Director (Foreigners)