

No. 28/13/94-IH(7)-2013/17999
Chandigarh Administration
Department of Personnel

Chandigarh, dated the 1/10/13

To

All the Administrative Secretaries/
Head of Departments/Boards/Corporation,
Chandigarh Administration.

23394

E 4 OCT 2013

Subject:- Acceptance of foreign hospitality under Foreign Contribution (Regulation) Act (FCRA) 2010-filing of online application in FC-2 form-regarding.

Sir/Madam,

I am directed to address you on the subject noted above and to enclose herewith a copy of D.O. letter No. II/21022/58(97)/2013-FR.I dated 14.08.2013 alongwith its enclosures received from the Home Secretary, Government of India, New Delhi which is self-explanatory, for necessary action and strict compliance.

Yours faithfully,

Smriti Bawa
Superintendent Personnel,
Chandigarh Administration.

Endst. No. 28/13/94-IH(7)-2013/18000

Dated: 1/10/13

A copy alongwith a copy of its enclosures is forwarded to all the Administrative Branches, Chandigarh Administration Secretariat for similar action.

Smriti Bawa
Superintendent Personnel,
Chandigarh Administration.

GOVERNMENT MEDICAL COLLEGE & HOSPITAL, CHANDIGARH
(Hospital Building), Sector 32-B, Chandigarh-160030 (Ph: 0172-2665253-59, Fax: 0172-2609360)
(ESTABLISHMENT BRANCH-IV)

38894

Endst. No. GMCH-E-IV-EA-1(24/3)-2013/

22 OCT 2013

Dated, Chandigarh the,

A copy is forwarded to the Computer Programmer, GMCH, Chandigarh to
Circulate and e-mail the same to the followings for information & necessary action :

1. All HOD's, GMCH-32, Chandigarh.
2. The HOD/MRD & IT Centre, GMCH-32, Chandigarh.
3. Incharge, Dept. of Pharmacy, GMCH-32, Chandigarh.
4. The Deputy Controller (F&A), GMCH-32, Chandigarh.
5. The Assistant Registrar (Academic), GMC, Chandigarh.
6. The Assistant Controller (F&A)-I & II, GMCH-32, Chandigarh.
7. The Section Officer (Accounts) & Section Officer (Audit), GMCH, CHD.
8. The S.O.-II, GMCH-32, Chandigarh.
9. The Nursing Superintendent, GMCH-32, Chandigarh.
10. The Chief Dietician, GMCH, Chandigarh.
11. All Office Superintendents, GMCH-32, Chandigarh.
12. The Law Officer/Legal Cell & RTI Cell, GMCH, Chandigarh.
13. The Acting Librarian, GMCH, Chandigarh.
14. The Computer Programmer, GMCH, Chandigarh.
15. In charge Communications, GMCH, Chandigarh.
16. PA to DP/ADA/MS for kind information of the DP/ADA/MS.

Issue 22.10.13
Superintendent (Est.-IV)

ANIL GOSWAMI



गृह सचिव
HOME SECRETARY
भारत सरकार
GOVERNMENT OF INDIA

Home I Branch
Dy. No. 897 (401)
Dated 19/9/13

HOME II BRANCH
Diary No. 1333 (61)
Dated 16/9/13

North Block,
New Delhi.

D.O. No. II/21022/58(97)/2013-FR.I

14 August, 2013

Dear Adviser,

Subject: to the Administrator,
300/1-4-20/13
Dated 10-9-20/13

PSMS
Dated 12-9-13

As per Section 6 of the Foreign Contribution (Regulation) Act (FCRA), 2010, no member of a Legislature or office bearer of a political party or Judge or Government servant or employee of any Corporation or any other body owned or controlled by the Government shall, while visiting any country or territory outside India, accept, except with the prior permission of the Central Government, any foreign hospitality.

2. Currently, the applications for grant of prior permission for accepting foreign hospitality have to be submitted in the form of hard copies along with the forwarding/recommendation letter of the concerned Ministry/Department, signed copy of the online FC-II form and the invitation letter from the host or the host country.

3. To streamline the procedure, it has been decided that applications in respect of Government servants and employees of Corporations or any other body owned or controlled by the Government shall be accepted on the online system only. The online system is at www.fcraonline.nic.in.

4. Therefore, along with filing the online application form (FC-2 Form), the following documents should be scanned and uploaded:

- Invitation letter from the host organization or country.
- Administrative clearance of the concerned Ministry or Department of the Government (clearly mentioning the date, venue and purpose of the visit along with nature of visit i.e. official or personal).
- The signed application Form (FC-2 form).

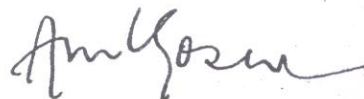
With the submission and uploading of these documents in the online system an acknowledgement would be generated and this will constitute a complete application.

relates to Home I, Branch.

5. The detailed instructions in this regard are enclosed for reference. The same are also available at www.fcraonline.nic.in.
6. Online submission of the applications for grant of prior permission for the grant of foreign hospitality in respect of Government servants and employees of Corporations or any other body owned or controlled by the Government will be optional up to 30.09.2013. **From 01.10.2013, applications in hard copies will not be accepted.**
7. Applications in respect of Members of Legislature or office bearers of political parties or Judges may be submitted online as per procedure outlined in para 3 above or in hard copy. Both forms of submission will continue to be accepted for the time being.
8. Any suggestions and queries may kindly be sent by e-mail to ds-fcra@nic.in and for any problems in filing online application an email may be sent to clsharma@nic.in.

With regards,

Yours sincerely,



(Anil Goswami)

Shri K.K. Sharma,
Adviser to the Administrator
Union Territory of Chandigarh
Chandigarh

MINISTRY OF HOME AFFAIRS
GOVERNMENT OF INDIA

NATIONAL INFORMATICS CENTRE

INSTRUCTION FOR FILING ONLINE FCRA HOSPITALITY

1. Select Online filing of FCRA Hospitality for apply FCRA hospitality. Before Filing online read the instruction manual.



2. After Click on Apply Online you have to file your details information. After that click on Save Details and Next.

Personal Details

Name: [Field]
 Address: [Field]
 Contact Information: [Field]
 Identification: [Field]

[Save Details and Next](#)

3. After click you will get a temporary file number. Note down this file no for later updation of application. Then click [Click Here to Continue](#).

Temporary File Number

Temporary File Number: [Field]

[Click Here to Continue](#)

Temporary File Number

Temporary File Number: [Field]

[Click Here to Continue](#)

5.2 If organization Selected

Organization

Applicant:

Organization:

Organization Address:

Organization City:

Organization State:

Organization Zip:

Organization Phone:

Organization Fax:

Organization Email:

Organization Website:

Organization Type:

Organization Size:

Organization Status:

Organization Notes:

Add New Organization

5.3 If both individual and Organization Selected

Individual

Applicant:

Organization:

Organization Address:

Organization City:

Organization State:

Organization Zip:

Organization Phone:

Organization Fax:

Organization Email:

Organization Website:

Organization Type:

Organization Size:

Organization Status:

Organization Notes:

Add New Organization

[illegible][illegible]

New Application Flood Submits to the Ministry

You may upload the following document

(I) A Copy of Invitation Letter issued by Organizational /Individual providing foreign hospitality

(II) A Copy of Recommendation letter issued by Nodal / Department / Organization / Ministry office

File Number: 8000012012
Please note down the number to make a hard copy of the application and for further communication.

[Upload/View Document](#) [Print Application](#)

PRINTMODE APPLICATION (PRINT LETTERS)

2) Modify Application: (Print Application Letter) Upload/view Document: [\[Link\]](#)

Temporary File No: <input type="text"/>	8 digits 2007
Applicant Date of Birth: <input type="text"/>	dd/mm/yyyy
Enter access Code: <input type="text"/>	
Access Code: <input type="text"/>	
Modify Application <input type="button" value="GO"/>	