**PROFORMA FOR MEA CLEARANCE PURSUANT TO THE GUIDELINES FOR FOREIGN ENGAGEMENT ON BIO-SAFETY AND BIO-SECURITY MATTERS**

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| 1. | Name and designation of the leader of the delegation (equivalent rank in GOI, e.g. Secretary/Addl. Secretary/Joint Secretary) |  |
| 2. | Details of all other members of delegation (Name, designations, etc.) |  |
| 3. | Country (ies) to be visited |  |
| Dates of the visit |
| Purpose of the visit (briefly mention benefits) |
| Nature of the visit (Bilateral/ Multilateral/Private/transit) |
| 4. | Whether an invitation received from visiting countries? If so, details (please enclose a copy) |  |
| If multilateral event, level of participation from other countries |
| 5. | Details of event/meetings fixed in countries/places being visited |  |
| 6. | Whether concerned Indian Missions/Posts have been consulted on arrangement and meetings required? |  |
| 7. | Whether administrative approval for the visit has been approved from the competent authority (specify)? |  |
| 8. | Sources of funding for the visit |  |
| 9. | If any foreign hospitality is proposed to be accepted, whether approval of MHA from FCRA angle has been obtained? |  |

(Signature with seal)

Contact/E-mail address

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