

Format of Report to DG of Police

SI No	Particulars	Details						
1	Details of the foreign Entity a. Name b. Address c. Date and place of incorporation d. email id or web address							
2	Detail of office in India a. Type of Office – LO/BO/PO or for others indicate type b. Address c. Contact number d. Date of opening of office							
3	Head of office in India a. Name b. Nationality c. Designation d. Address e. Passport particulars (i) Passport Number (ii) Place of Issue (iii) Date of Issue (iv) Date of expiry (v) Any other relevant information f. email address g. Landline number h. Mobile number							
4	Whether all foreign nationals employed at LO/BO/PO are on E Visas							
5	Whether the foreign nationals on E Visas have reported to mandatory authorities ie., police station etc If not, name of such national/ nationality along with relevant details and reasons for not complying with the requirement							
6	List of personnel employed, including foreigners in Indian Office							
	Foreigners							
SI No	Name	Parentage	Nationality	Age	Email and mobile particulars	Passport and visa particulars	Designation/ profession	Date of entry into India and place of stay
	Indians							
SI No	Name	Parentage	Nationality	Age	Email and mobile particulars	Designation/ profession		
7	List of foreigners other than employees who visited Indian office in connection with activities of the company, with details							
SI No	Name	Parentage	Nationality	Age	Purpose of visit	Designation/ profession	Date of entry into India and place of stay	
8	Projects/ contracts/ collaborations worked upon or initiated during the year along with details							

SI No	Name of Project/ contract/ collaboration	Name of Indian party	Nature of business activity	Approximate value of project/ work	Place/ area of project/ work	Period of project/ work	Approximate number of foreign work force required in India
9	List of equipment imported for business activities in India						
SI No	Name/ technical details		Purpose		Date of Import into India/ place of installation in India		
10	Details of suppliers or services rendered to the Government Sector						
SI No	Name of Supplier/ Service		Name of Government Organisation/ Agency		Approximate value of supplies/ services		
11	Details of places/ States visited along with dates/ accommodation used						
12	Details of contact with Government Departments/ PSUs including names of officials						
13	Details of contact with Civil Society Bodies/ Trusts/ Non-Government Organisations						