

## Steps to follow while doing Emigration Clearance for Direct/Individual Recruitment

**Step 1: Foreign Employer (FE) should registered on eMigrate System and should have his/her Login Id and Password (Follow Screen 1-8 to register for Foreign Employer).**

To get Register for Foreign Employer go to the link “emigrate.gov.in” and path is Employer → Apply for Registration.

### Screen-1

For Individual Employer

The screenshot displays the eMigrate website interface. At the top, there is a header with the eMigrate logo, the Government of India emblem, and the Ministry of External Affairs logo. Below the header is a navigation bar with tabs: Emigrant, Employer, Project Exporter, Recruiting Agent, Search, Resources, Payment, Office Orders, and PBBY Policy. The 'Employer' tab is selected, and within it, the 'Registration' sub-tab is highlighted. A red box is drawn around the 'Registration' tab, and a red arrow points to it from the left. Another red arrow points to the 'Individual' sub-tab, which is also highlighted. Below the navigation bar, there is a section for 'Find' with links to 'Track Application Status', 'Submit claim for PBBY policy', 'Employer Training Videos', and 'Instructions for Employers -Applying for Registration'. To the right of this section, there is a 'Quick Links' section with links to 'Registered User Login Here', 'Track Application Status', 'Submit Grievance', 'Umang App', and 'PDOT Registration'. Below the 'Find' section, there is a 'Latest Updates' section with links to 'Instructions for FE for using eMigrate System' and 'PAC List'. To the right of this section, there is a 'Recruiting Agent' section with links to 'Apply for Registration', 'Resubmit Registration Application', 'Verify RA Status', 'ICWF Guidelines', 'List of Active RA', 'List of Non-Active RA', 'List of RA (Consolidated Report)', and 'RA Registration Scheme'. Below the 'Recruiting Agent' section, there is a 'What's New' section with links to 'ECNR Registration' and 'Download eMigrate Mobile App'. At the bottom of the page, there is a 'CountryWise Top 5 Employer Registered(Year:2017)' section with a table showing the top 5 employers for each country. The table has columns for Country, Top 5 Employer, and Registered (Year:2017). The first row shows India with 20000 registered employers.

Country	Top 5 Employer	Registered (Year:2017)
India		20000
USA		15000
UK		10000
Canada		8000
Australia		7000

For Employer of Company/Proprietorship/Partnership/Government

## Screen-2

The screenshot displays the eMigrate website interface. At the top, there is a header with the eMigrate logo, the Government of India emblem, and the Ministry of External Affairs logo. Below the header is a navigation bar with tabs: Emigrant, Employer, Project Exporter, Recruiting Agent, Search, Resources, Payment, Office Orders, and PBBY Policy. The 'Employer' tab is selected, and a red arrow points to the 'Registration' sub-tab. A dropdown menu is open under 'Registration', showing options: Individual, Company/ Government/ Partnership/ Proprietorship (highlighted with a red box and a red arrow), and Request Letter to Indian Mission for FE Registration\_Individual Employer. Other options in the dropdown include Request Letter to Indian Mission for FE Registration\_Organization, Instructions for Employers -Applying for Registration, List of Job Designation as on visa, and Instructions for FE for using eMigrate System. The 'Latest Update' section shows a 'PAC List' update. The 'Follow us on twitter' section shows '@eMigrateproject'. The 'FAQs' section has a dropdown for 'I am' and a dropdown for 'I want to know about...'. The 'Top 5 Labour Sending State(Year-2017)' section shows a bar chart with the first bar at 80,000. The 'Quick Links' section includes: Registered User Login Here, Track Application Status, Submit Grievance, Umang App, and PDOT Registration. The 'Reach us at' section includes: eMigrate Help Desk, helpdesk@emigrate.gov.in, 011 26887772, and OWRC Helpline, +91-11-2688-5021.

**Navigation Bar:** Emigrant, Employer, Project Exporter, Recruiting Agent, Search, Resources, Payment, Office Orders, PBBY Policy

**Employer Tab Sub-Menu:** Registration, Individual, Company/ Government/ Partnership/ Proprietorship, Request Letter to Indian Mission for FE Registration\_Individual Employer, Request Letter to Indian Mission for FE Registration\_Organization, Instructions for Employers -Applying for Registration, List of Job Designation as on visa, Instructions for FE for using eMigrate System

**Latest Update:** PAC List

**Follow us on twitter:** @eMigrateproject

**FAQs:** I am [Select], I want to know about... [Select]

**Top 5 Labour Sending State(Year-2017):**

State	Labour Sending (Year-2017)
State 1	80000
State 2	~40000
State 3	~20000
State 4	~10000
State 5	~5000

**Quick Links:** Registered User Login Here, Track Application Status, Submit Grievance, Umang App, PDOT Registration

**Reach us at:** eMigrate Help Desk, helpdesk@emigrate.gov.in, 011 26887772, OWRC Helpline, +91-11-2688-5021

Fill the form and click on “Validate” button.

### Screen-3

For Individual Employer

#### Employer Registration

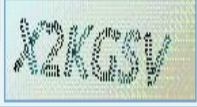
##### Instructions:

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please enter website address in the following format <http://yourDomain.com>
- Please do not press F5 or Back button

##### Employer's Details

1. Name*	<input type="text"/>	2. National of*	Country ▼
3. Number of persons already employed*	<input type="text"/>	4. Sponsor Id	<input type="text"/>
5. Govt. Issued Photo ID Proof No./Passport No. of the Employer*	<input type="text"/>	6. Mobile No.*	<input type="text"/>
7. Website URL	<input type="text"/>		

##### Contact Details

8. Email*	<input type="text"/>	9. P.O. Box Number	<input type="text"/>
10. Address*	<input type="text"/>	11. City/Town/Village*	<input type="text"/>
12. State/ Province*	<input type="text"/>	13. Country*	Select Country ▼
14. Pin Code	<input type="text"/>	15. Landline Phone no./ Alternate Phone number	<input type="text"/>
16. Jurisdiction (Mission/Consulate)*	Select ▼		
17. Enter the captcha value(case sensitive)*	<input type="text"/>		

**Note:** All communication from eMigrate system will be made over your operational office mail id (which you have provided above). An OTP will be sent to you on the mail id provided above, please use this OTP for proceeding further with your registration form.

Reset

Validate

## Screen-4

For Employer of Company/Proprietorship/Partnership/Government

### Employer Registration


**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please enter website address in the following format <http://yourDomain.com>
- Please do not press F5 or Back button

#### Employer's Details

1. Nature of Business*	Select an option	2. Name of Organization*	
3. Nature of Organization*	<input type="radio"/> Company <input type="radio"/> Partnership <input type="radio"/> Proprietorship <input type="radio"/> Government		
4. Sponsor Id		5. Trade License / Registration No.*	
6. Date upto which Registration is valid*		7. Number of persons already employed*	
8. Website URL			
9. Name of Authorized Signatory*	Given Name	Surname	
10. National of*	Country	11. Designation of Authorized Signatory*	Select an option
12. Govt. Issued Photo ID Proof No./Passport No. of Authorized Signatory*		13. Mobile No. for contact in emergency*	

#### Contact Details


14. Email Id*		15. P.O. Box Number	
16. Address*		17. City/Town/Village*	
18. State/ Province*		19. Country*	Select Country
20. Pin Code		21. Landline Phone no./ Alternate Phone number	- -
22. Jurisdiction (Mission/Consulate)*	Select		
23. Enter the captcha value(case sensitive)*			

**Note:** All communication from eMigrate system will be made over your operational office mail id (which you have provided above). An OTP will be sent to you on the mail id provided above, please use this OTP for proceeding further with your registration form.

ResetValidate

Provide OTP in Screen-4 which has been send to the e-mail id filled in the previous screen.

## Screen-5



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[Home](#) [Emigrant](#) [Employer](#) [Project Exporter](#) [Recruiting Agent](#) [Search](#) [Resources](#) [Mortal Remains](#) [Office Orders](#) [PBBY Policy](#) [Payment](#)

### Email verification

**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please do not press F5 or Back button

#### OTP

We have sent a mail to your email Id **neeraj@demo.com**. It contains an OTP. Please check your mail and enter the same below. Also check your Spam/Junk folder before making more attempt.

Enter OTP\*


Read all the Terms and Conditions properly and then upload the documents.

For Individual Employer

## Screen-6

### Employer Registration

Documents

 **Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- The combined size of all the uploaded documents should be less than 4MB.
- Documents exceeding 4 MB size will truncate non mandatory documents.
- Please do not press F5 or Back button

List of Documents

19. Request Letter for FE registration duly signed by Individual Employer (As per the format available on eMigrate website)\* 

Browse

20. Copy of Photo ID Proof issued by the Govt. / Passport\* 

Browse

21. Address Proof 

Browse

22. ☒ I undertake that the information furnished above is correct to best of my knowledge.

23. ☒ I understand that I may be prosecuted under the extant law if any of the information submitted above is found to be incorrect.


Save & Next

## For Employer of Company/Proprietorship/Partnership/Government

### Screen-7

#### Employer Registration

Documents

 Instructions:

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- The combined size of all the uploaded documents should be less than 4MB.
- Documents exceeding 4 MB size will truncate non mandatory documents.
- Uploading Company Registration Certificate or Trade license Copy is mandatory for non- Government entities, otherwise their FE Registration application shall be rejected. For Govt. entities, only Address proof in the form of undertaking on the letter head of Authorized Signatory shall be sufficient in place of Company Registration Letter>>>>>> .r43645
- Please do not press F5 or Back button

List of Documents

23. Copy of Registration Certificate/ Trade License for non-government organizations Or Address Proof in the form of undertaking on letterhead of Authorized signatory for Govt. organization\*

Browse

24. Letter of Request duly signed by Authorized Signatory (As per the format available on eMigrate website)\*

Browse

25. Copy of Photo ID Proof No./ Passport No. issued by the local Govt.\*

Browse

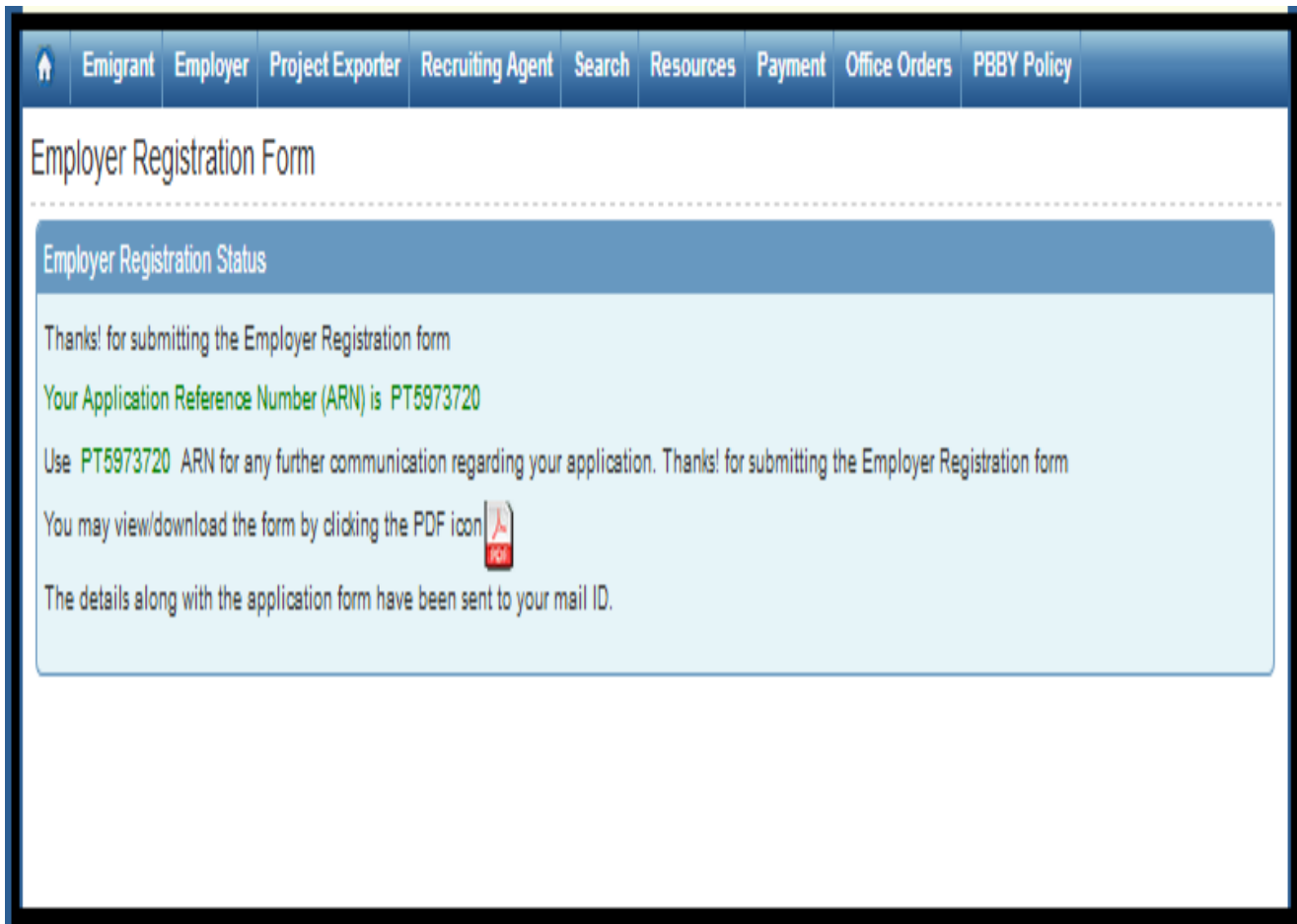
26. ☒ I undertake that the information furnished above is correct to best of my knowledge.

27. ☒ I understand that I may be prosecuted under the extant law if any of the information submitted above is found to be incorrect.

Save & Next

Employer Registered Successfully.

Screen 8



The screenshot shows a web application interface for employer registration. At the top is a navigation bar with links: Home, Emigrant, Employer, Project Exporter, Recruiting Agent, Search, Resources, Payment, Office Orders, and PBBY Policy. Below the navigation bar is the title "Employer Registration Form". The main content area has a blue header "Employer Registration Status". The status message reads: "Thanks! for submitting the Employer Registration form". It then states: "Your Application Reference Number (ARN) is PT5973720" in green text. Below this, it says: "Use PT5973720 ARN for any further communication regarding your application. Thanks! for submitting the Employer Registration form". There is a link to view/download the form by clicking a PDF icon, which is a red square with a white document icon. The final line of the status message says: "The details along with the application form have been sent to your mail ID."

- As a part of the application processing, a Indian Mission/Consulate Official may seek clarification, if needed:
- If the application is approved by the Indian Mission, a system generated mail containing the following will be sent to your email id:
  1. A unique employer id assigned
  2. Printable confirmation letter with bar code
  3. Password for accessing eMigrate system.
- If your application is rejected by the Indian Mission, a system generated email will be sent to your email id informing of the rejection.



**Step 2:** Now the ARN will be approved by respective “Indian Embassy/Consulate”.

**Step 3:** On approval, employer will receive login credentials over the employer's email id with which he/she has been registered.

**Step 4:** Employer will change the default password.

**Step 5:** Employer login in the eMigrate System with new password.


To login with FE go to the link “emigrate.gov.in” and click on “Registered User Login Here”.

Screen-9

The screenshot displays the eMigrate website interface. At the top, there is a navigation bar with links for 'Skip to Main Content', 'Select Theme', and 'About Us | Help | Contact Us | Sitemap'. The main header includes the eMigrate logo, the Government of India emblem, and the Ministry of Overseas Indian Affairs logo. Below the header is a navigation menu with tabs for 'Emigrant', 'Employer', 'Project Exporter', 'Recruiting Agent', 'Search', 'Resources', 'Payment', and 'Office Orders'. The main content area is divided into several sections: 'Find' (with links to Find Recruiting Agent, Find Employer, Find Project Exporter), 'Latest Updates' (with a link to Overseas Employment of Indian nurses in 18 ECR countries), 'FAQs' (with a dropdown menu for 'I am' and 'I want to know about...'), and 'Quick Links' (with a red box around 'Registered User Login Here', 'Track Application Status', and 'Submit Grievance'). The 'Reach us at' section provides contact information for the eMigrate Help Desk and OWRC. The footer includes the India.gov.in logo and the text 'The national portal of India'.

Select “Employer” from drop down and click on “Submit” button.

Screen-10



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### Identify Yourself

Employer ▼

Submit




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# Enter FE Id and Password

## Screen-11



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### Login

Login Id

Password

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**Step 6: FE login into eMigrate System and raises demand(For this FE needs to click on “Direct Recruitment under Indian Mission Attestation”).**


Screen-12



On clicking “Direct Recruitment under Indian Mission Attestation” following screen will appear.

Screen-13

[Skip to Main Content](#) | [A](#) | [A](#) | [A](#) | [Select Theme](#) | [Welcome Anjali Garg](#) | [Role:Employer](#) | [Switch Role](#) | [Logout](#) | [About Us](#) | [Help](#) | [Contact Us](#) | [Sitemap](#)



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## Raise Demand

Job Details

List Of Documents

 **Instructions:**

- Fields marked with\*are mandatory.
- Please do not press F5 or Back button

Job Details

Category*	Skilled	Experience Level*	Middle
Job Role*	Hair Dresser	Period of Contract Deputation(Months)*	20
Mobile	91 - 8550533426		Description
Work-Timings*	From 09:00 AM To 05:00 PM	Hair dresser needs job	
Total working hours*	8.00		
Details of Mode Settlement of Disputes*	As per Employment contract generated from eMigrate system and signed with Emigrant and as per the terms and conditions specified in this application		
Whether applying for Domestic Service Worker*	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Monthly Salary Offered			
Currency	AED	Amount*	1400

**Important Note:** Please ensure that entered details should be correct as Emigrant's passport details will be validated further by Passport Interface.

### Facilities provided by employer in addition to monthly salary

Whether Transportation facility is provided? *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	
Whether leave benefits are provided as per local labour law? *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	
Whether free food is provided? If No, Allowance value *	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	SAR Per Hour
Whether free Accomodation is provided? If No, Allowance value *	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	SAR Per Hour
Whether Overtime allowance is payable as per local labour laws? If Yes, Allowance value *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	SAR Per Hour
Whether Visa fee is provided? *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	
Whether weekly off is provided? *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	
Whether To and fro airfare is Provided? *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	
Whether Insurance facility is provided? If Yes, Insurance details *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	
Whether free Medical facility is provided? If Yes, Medical facility details *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	
Any Other facility provided? If Yes, give details *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	
Whether Paid leave is provided? If Yes, Leave details *	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text"/>	

### Emigrant Details

Passport Number \*

### Emigrant Details

Given Name(As on Passport) *	<input type="text" value="Dheeraj"/>	Surname(As on Passport)	<input type="text" value="Dutta"/>
Father's Name(Full Name as on Passport) *	<input type="text" value="Vinay Dutta"/>		
Passport Type *	<input type="text" value="ECR"/>	Date of Issue *	<input type="text" value="14/03/2016"/>
Place of Issue *	<input type="text" value="Delhi"/>	Date of Expiry *	<input type="text" value="14/03/2016"/>
Date of Birth *	<input type="text" value="03/05/1985"/>	Gender *	<input checked="" type="radio"/> Male <input type="radio"/> Female

### Valid Address of Emigrant in India

Address Line 1 *	<input type="text" value="Kaushambi, Near Mahagun Mall"/>	Address Line 2	<input type="text" value="Indrapuram"/>
City/Town/ Village *	<input type="text" value="Delhi"/>	Country	<input type="text" value="INDIA"/>
State/UT *	<input type="text" value="DELHI"/>	District *	<input type="text" value="CENTRAL DELHI"/>
Postal/Pin Code *	<input type="text" value="201301"/>		

### Visa Details

Visa Number *	V9840542	Re Enter Visa Number *	V9840542
Date of Issue *	19/04/2016	Date of Expiry *	19/04/2020
Place of Issue *	DELHI	Visa Type *	Employment/Work

Copy of Visa (Attested by Indian Mission) \*

Upload

images.jpg

Remove

☒ I (Employer) have made adequate provisions or arrangement for meeting the expenses which may be incurred in case it becomes neccessary to arrange for the repatriation to India of the emigrant/ or for the transportation of mortal remains of emigrants to India?\*

Clear

Add To List

### List of Demands

S No.	Emigrant Details	Category	Experience Level	Designation	Description	Salary Offered	Action
1	Dheeraj	Skilled	Middle	Hair Dresser	Hair dresser needs job	1400.0 AED	 

### Date of Expiry

Demand Expiry Date

26/04/2017

Cancel

Save & Next

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Note: Employer can add maximum of 10 emigrant passport details.

Upload Documents and click on “Generate Job Id and Job Id Code”

## Screen-14

[Skip to Main Content](#) | [A](#) | [A](#) | [A](#) | [Select Theme](#)  [WelcomeAnjali Garg](#) | [Role:Employer](#) | [Switch Role](#) | [Logout](#) [About Us](#) | [Help](#) | [Contact Us](#) | [Sitemap](#)

    
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### List of Document

[Job Details](#) [List Of Documents](#)

**Instructions:**

- Fields marked with\* are mandatory.
- Please do not press F5 or Back button

#### List of Documents

1. Employment Agreement Registered with Ministry of Labour	<a href="#">Upload</a>
More Optional Attachments?	<input type="radio"/> Yes <input type="radio"/> No

[Previous](#) [Generate Job Id and Job Id Code](#)



Demand request has been submitted, ARN and PDF generated

## Screen-15

Skip to Main Content | [A](#) | [A](#) | [A](#) | Select Theme  Welcome Anjali Garg | Role: Employer | [Switch Role](#) | [Logout](#) [About Us](#) | [Help](#) | [Contact Us](#) | [Sitemap](#)

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### Demand submitted successfully

**Demand submitted successfully**

Your Application Reference Number (ARN) is **PT5001348**

You may view/download the demand approval certificate by clicking the PDF icon 

Your application is auto approved, check your email for Job ID and Job ID Code.

You can now generate employment contract under menu Services >> Generate Employment Contract before applying for Emigration Clearance

(Note : Emigration Clearance would be done at <https://emigrate.gov.in/ext/> under menu Emigrant >> Apply for Emigration Clearance for ECR Countries)

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Note: PDF Contents are as follows:




1. Emigrant Name
2. Passport Number
3. Job Role
4. Job Id
5. Job Id Code

This Job Id and Job Id Code will be required further while doing Emigration Clearance.

## **Step 7: FE Generates Individual Employment Contract**


### Screen-16

Skip to Main Content | A | A | A Select Theme  WelcomeAnjali Garg | Role:Employer | [Switch Role](#) | [Logout](#) [About Us](#) | [Help](#) | [Contact Us](#) | [Sitemap](#)



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**DashBoard** 




- Intimation of Advertisement published by RA
- Apply for Emigration Clearance
- Apply for Capacity Enhancement
- Associate new RA for a Demand
- Cancel Emigrant Registration
- Generate Individual Employment Contract
- Make Bulk Payment
- Raise Demand
- Raise Permit
- Resubmit Application
- Submit Response (Query From POE/PGOE Office)
- Track Application Status

stgIntApp/preContractAction.action

**Step 8 : Employer enters Job Id and Passport Number and then click on Submit button.**

Screen-17

[Skip to Main Content](#) | [A](#) | [A](#) | [A](#) | [Select Theme](#)  [Welcome Anjali Garg](#) | [Role:Employer](#) | [Switch Role](#) | [Logout](#) [About Us](#) | [Help](#) | [Contact Us](#) | [Sitemap](#)



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### Generate Individual Employment Contract

**Instructions:**  
In case of permit both passport number and job id are mandatory  
Fields marked with \* are mandatory.  
■ Please do not press F5 or Back button




#### Generate Individual Employment Contract

Recruitment Mode \* ☐ Permit ☐ Through Indian Recruiting Agent ☒ Direct Recruitment under Indian Mission Attestation

Passport Number	<input type="text" value="A9840542"/>	Job ID	<input type="text" value="JB5019876"/>
-----------------	---------------------------------------	--------	--

## Screen-18

[Skip to Main Content](#) | [A](#) | [A](#) | [A](#) | [Select Theme](#) | [Welcome Anjali Garg | Role: Employer | Switch Role | Logout](#) | [About Us](#) | [Help](#) | [Contact Us](#) | [Sitemap](#)



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### Generate Individual Employment Contract

**Instructions:**  
Fields marked with\* are mandatory.  
Please do not press F5 or Back button

#### Generate Individual Employment Contract

Passport Number	A9840542	Job ID	JB5019876
-----------------	----------	--------	-----------

#### Passport Details

Name(as on passport)	
Given Name(As on Passport)	Dheeraj
Surname(As on Passport)	Dutta
Passport Type	ECR
Date of Expiry	14/03/2026
Place of Issue	Delhi
Date of Issue	14/03/2016
Date of Birth	03/05/1985
Gender	Male
Fathers Name	
Given Name (Full Name as on Passport)	Vinay Dutta

#### Address as per passport

Address Line1	Kaushambi, Near Mahagun Mall	Address Line2	Indrapuram
City/Town/Village	Delhi	State/UT	DELHI
Country	INDIA	District	EAST DELHI
Postal/Pin Code	201301		

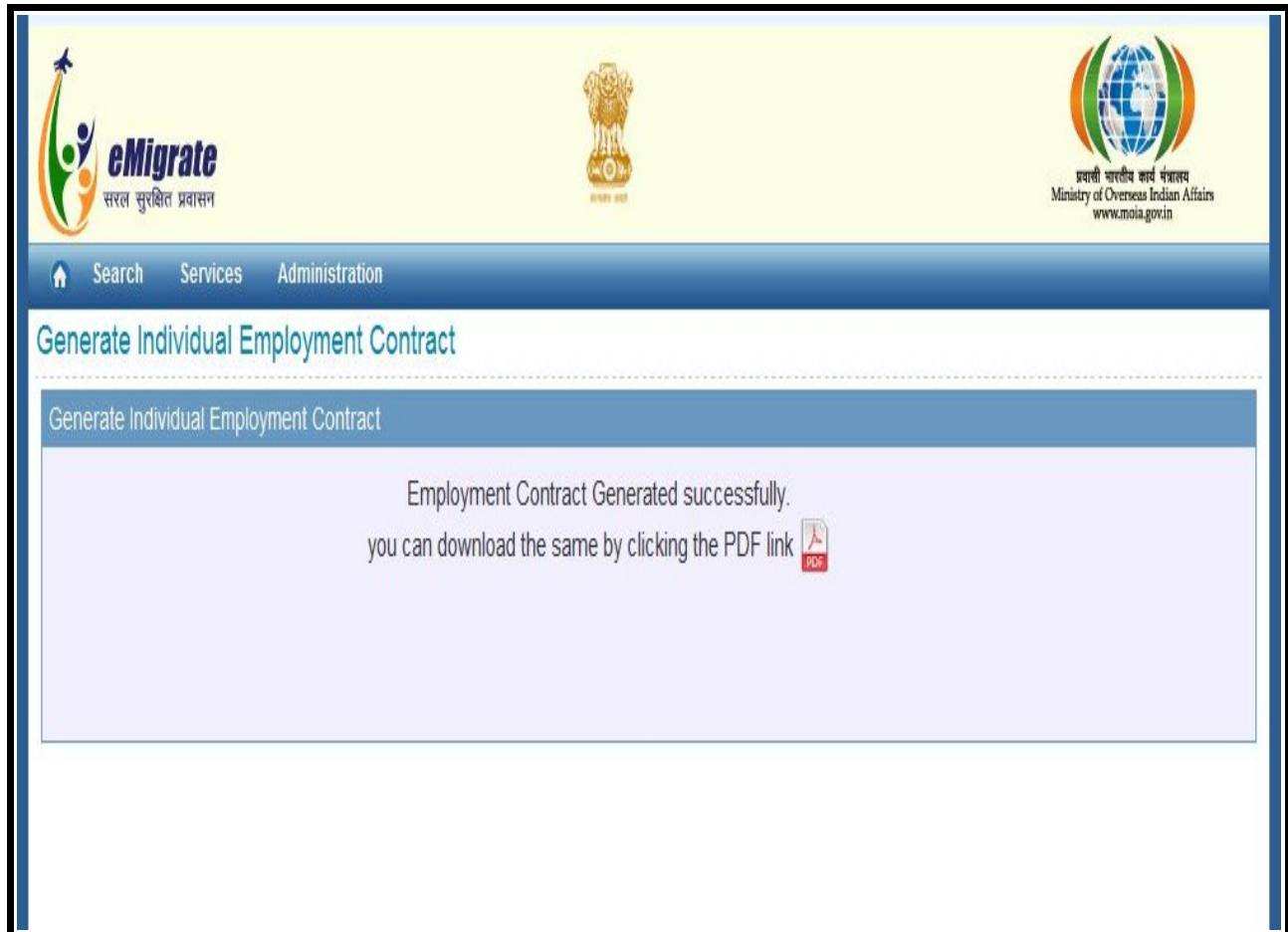
#### Visa Details

Visa Number *	V9840542	Re Enter Visa Number *	V9840542
Date of Issue *	19/04/2016	Date of Expiry *	19/04/2020
Place of Issue *	Delhi	Visa Type *	Employment/Work
Designation as on Demand *	Drilling Worker (Roustabout)	Designation as on Visa *	Drilling Worker (Roustabout)

[Cancel](#) [Save](#)

After clicking on Save button, Contract generated successfully

Screen-19






**Step 9: Go to the link “emigrate.gov.in” to Apply for Emigration Clearance for ECR Countries → Employer Registered on Emigrate System**

Screen-20

The screenshot displays the emigrate.gov.in website interface. At the top, there is a navigation bar with links for "Skip to Main Content", "Select Theme", "About Us", "Help", "Contact Us", and "Sitemap". The main header features the emigrate logo, the Government of India emblem, and the Ministry of Overseas Indian Affairs logo. Below the header is a horizontal menu with tabs: "Emigrant", "Employer", "Project Exporter", "Recruiting Agent", "Search", "Resources", "Payment", and "Office Orders". The "Employer" tab is selected, and a dropdown menu is open, showing options like "Apply for Emigration Clearance for ECR Countries", "Verify EC Status", "Download eSticker", "View Employment Contract", "Apply for Re-Registration", "Submit Eventuality Details", "Submit Grievance", "Track Application Status", "Generate Electronic ID Card", "eLocker for Emigrant", "Expenses to be borne by Migrants during EC", and "Kit for Emigrants". A yellow banner across the top of the main content area reads "No permission is required by re". Below this, there are three main sections: "Employer", "Project Exporter", and "Recruiting Agent", each with links for "Apply for Registration" and "Resubmit Registration Application". On the right side, there are two boxes: "Quick Links" with links for "Registered User Login Here", "Track Application Status", and "Submit Grievance"; and "Reach us at" with contact information for the eMigrate Help Desk, including email, phone numbers, and OWRC contact numbers. At the bottom right is the "india.gov.in" logo. On the left side, there is a search bar with the text "I want to know about..." and a "Get Results" button.

## Screen-21

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### Emigrant Registration Form

[Passport Details](#)
[Visa and Insurance Details](#)
[Personal Details](#)
[Travel Details](#)
[Contact Details](#)
[Employment Details](#)

**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Fill this form only if Job ID, Job Code and Employment contract(signed by Employer) are shared by the Employer with you.
- Please do not press F5 or Back button


#### Authorised Signatory Details

1. Job Id	<input type="text" value="JB5019876"/>	2. Job ID Code	<input type="text" value="C2I5Yq"/>
3. Passport Number	<input type="text" value="A1234567"/>	<input type="button" value="Validate"/>	

#### Passport Details

4. Given Name (As on Passport)	<input type="text" value="Dheeraj"/>	5. Surname (As on Passport)	<input type="text" value="Dutta"/>
6. Passport Type (ECR/ECNR)	<input type="text" value="ECR"/>	7. Date of Expiry	<input type="text" value="14/03/2026"/>
8. Place of Issue	<input type="text" value="Delhi"/>	9. Date of Issue	<input type="text" value="14/03/2016"/>
10. Date of Birth	<input type="text" value="03/05/1985"/>	11. Gender	<input checked="" type="radio"/> Male <input type="radio"/> Female
12. Father's Name(Full Name as on Passport)	<input type="text" value="Vinay Dutta"/>		

#### Address

13. Address Line 1	<input type="text" value="Kashambri, Near Mahagun Mall"/>	14. Address Line 2	<input type="text" value="Indrapuram"/>
15. City/Town/Village	<input type="text" value="Delhi"/>	16. State/UT	<input type="text" value="DELHI"/>
17. District	<input type="text" value="EAST DELHI"/>	18. Country	<input type="text" value="INDIA"/>
19. Postal/Pin Code	<input type="text" value="324253"/>		
20. Enter the text below	<input type="text" value="6J2YIT"/> 		

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### Important Note:

- PBBY Policy is pre-requisite for Emigrant with ECR passport travelling to ECR countries for Employment/Work Visa.
- The Insurance Policy is validated with respective insurance Agency online at the time of Emigration Clearance Registration.

## Screen-22

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Select Theme ■ ■ ■ ■ ■

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### Emigrant Registration Form

Passport Details

Visa and Insurance Details

Personal Details

Travel Details

Contact Details

Employment Details

**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please do not press F5 or Back button

#### Visa Details

19. Block Visa Number		20. Visa Number	V1234567
21. Date of Issue	13/04/2016	22. Date of Expiry	13/04/2020
23. Place of Issue	DELHI	24. Visa Type	Employment/Work
25. Designation As on Visa*	Drilling Worker (Roustabout)		

#### Insurance Details

26. Policy Number*	456543553454	27. Insurance Agency*	THE RELIANCE GENERAL IN
28. Effective from*	19/04/2016	29. Sum Assured(in Lakhs)*	1000000

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## Fill all the Personal Details

### Screen-23

	Emigrant	Employer	Project Exporter	Recruiting Agent	Search	Resources	Mortal Remains	Office Orders	PBBY Insurance Policy	Payment
--	----------	----------	------------------	------------------	--------	-----------	----------------	---------------	-----------------------	---------

### Emigrant Registration Form

Passport Details

Visa and Insurance Details

Personal Details

Travel Details

Contact Details

Employment Details

**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please do not press F5 or Back button

#### Personal Details

28. Marital Status*	Single	29. Educational Qualification*	Below 10th Standard
30. Place of Birth*	Delhi		

#### Number of Dependents

31. Spouse		32. Parents	
33. Children		34. Siblings	
35. Total Number of Dependents			

#### Address

NRI/PIO/OCI Status	None	UID	
Whether Present Address is same as in Passport?	<input checked="" type="radio"/> Yes <input type="radio"/> No		
Address Line 1	Kaushambi, Near Mahagun Mall	Address Line 2	Indrapuram
City/Town/Village	Delhi	State/UT	DELHI
District	EAST DELHI	Country	India
Postal/Pin Code	324253		

#### Phone Number




46. Landline Number	0135 - 2874 - 28654069	47. Mobile Number*	+91 - 9786756565
48. Email	dheeraj.dutta@gmail.com		

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## Screen-24



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### Emigrant Registration Form

[Passport Details](#) [Visa and Insurance Details](#) [Personal Details](#) [Travel Details](#) [Contact Details](#) [Employment Details](#)

**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please do not press F5 or Back button

#### Travel Details

49. Purpose of Travel	Employment	50. Destination Country	KUWAIT
51. Date Of Boarding	27/04/2016	52. Port Of Departure	Delhi
53. Flight Number	CR43YU7	54. Port Of Final Destination	Kuwait City

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## Fill the contact Details

### Screen-25

	Emigrant	Employer	Project Exporter	Recruiting Agent	Search	Resources	Mortal Remains	Office Orders	PBBY Insurance Policy	Payment
--	----------	----------	------------------	------------------	--------	-----------	----------------	---------------	-----------------------	---------

### Emigrant Registration Form

Passport Details

Visa and Insurance Details

Personal Details

Travel Details

Contact Details

Employment Details

**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please do not press F5 or Back button

#### Details of Contact Person in Emergency(in India)

55. Name*	Suresh	Dutta
56. Relationship*	Brother	57. Others
58. Address*	Sector 88, Block- E, Great Park, Delhi	
Character(s) remaining:163		

#### Phone Number

59. Landline Number	0487 - 5666 - 50598459	60. Mobile Number	91 - 7895410336
61. Email	suresh.dutta1@gmail.com		

#### Details of Contact Person in Destination Country

62. Name*	Gaurav	Mishra
63. Relationship*	Guardian	64. Others
65. Address*	New Church Road, Kuwait City	
Character(s) remaining:172		

#### Phone Number

66. Landline Number	8940 - 8746 - 85569884	67. Mobile Number	91 - 8562012554
68. Email	gaurav.mishra2@gmail.com x		

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Save & Next

## Upload the mandatory Documents

### Screen-26

List Of Documents			
Individual Employment Contract*	Upload	<a href="#">Sample.jpg</a>	Remove
Copy of first and last page of Passport*	Upload	<a href="#">Sample.jpg</a>	Remove
Emigrant Photograph*	Upload	<a href="#">Sample.jpg</a>	Remove
VISA letter/Copy*	Upload	<a href="#">Sample.jpg</a>	Remove
Copy of PBBY Policy*	Upload	<a href="#">Sample.jpg</a>	Remove
Proof of Educational Certificate	Upload		
Contract Signed with Ministry of Labour	Upload		
Copy of Aadhar Card	Upload		
Copy of Rs 20 lakhs life insurance policy	Upload		
Optional Attachments	Upload		
More Optional Attachments?	<input type="radio"/> Yes <input checked="" type="radio"/> No		
<input checked="" type="checkbox"/> I undertake that in the event of the information/document furnished above being found to be false/fabricated suppressed/incorrect furnished by me/furnished to me by someone else in any respect, I shall be held responsible and registration certificate/permit is liable to be canceled.			
<div>PreviousSubmitCancel</div>			

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**Step 10: Select one POE office from where you would like to process your EC Application**

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Select Theme 

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## Emigrant Registration Form

**Instructions:**

- This workitem will be processed at the selected POE Office only.
- Please do not press F5 or Back button


Select POE Office

POE Office\*  

[Previous](#) [Submit](#)

# Successfully done Emigration Clearance Registration

## Screen-28

	Emigrant	Employer	Project Exporter	Recruiting Agent	Search	Resources	Mortal Remains	Office Orders	PBBY Insurance Policy	Payment
---	----------	----------	------------------	------------------	--------	-----------	----------------	---------------	-----------------------	---------


### Emigrant Registration Success

#### Emigrant Registration Success

Your Application Reference Number is EN10000661

You can make payment for this ARN from path :**Payment > Emigration Clearance Fee**

Use ARN for any further communication regarding your application

Please click here to download Application form 

## Step 11: Payment for Emigration Clearance

### Screen-29

The screenshot displays the eMigrate website interface. At the top, there is a navigation bar with links for 'Skip to Main Content', 'Select Theme', and 'About Us | Help | Contact Us | Sitemap'. The main header features the eMigrate logo, the Government of India emblem, and the Ministry of Overseas Indian Affairs logo. Below the header, a horizontal menu includes 'Emigrant', 'Employer', 'Project Exporter', 'Recruiting Agent', 'Search', 'Resources', 'Payment', and 'Office Orders'. A yellow banner across the middle reads 's (RA'S) to publish advertisements in the newspaper' and 'ing interviews either in th'. The 'Payment' menu is open, showing options: 'Appeal Filing Fee', 'Emigration Clearance Fee', and 'RA Registration Fee'. The 'Emigrant' section is highlighted, listing services like 'Apply for Emigration Clearance for ECR Countries', 'Download electronic ID Card', 'Submit Eventuality Details', 'PAC List of Foreign Employers', 'Un-Registered RAs Detailed', 'eLocker for Emigrant', 'Download eSticker', 'Verify EC Status', and 'PBBY Policy:IFFCO TOKIO'. The 'Project Exporter' and 'Recruiting Agent' sections also list their respective services. On the left, there are sections for 'Find' (with links to Find Recruiting Agent, Find Employer, Find Project Exporter), 'Latest Updates' (Office Order related to Nurses), and 'FAQs' (I am, I want to know about...). On the right, there are 'Quick Links' (Registered User Login Here, Track Application Status, Submit Grievance) and 'Reach us at' (eMigrate Help Desk, OWRC Contact Numbers). The footer contains copyright information, links to Home, MOIA, MEA, OWRC, Terms and Conditions, Hyperlinking Policy, FAQs, Feedback, and Help, and mentions 'Developed & Managed By TATA CONSULTANCY SERVICES'.

https://emigrate.gov.in/ext/makePayment.action




Note: Charges for payment of Emigration Clearance is Rs. 200

## Screen-30

[Skip to Main Content](#) | [A](#) | [A](#) | [A](#)

Select Theme ■ ■ ■ ■ ■

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### Pay Fee

**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please do not press F5 or Back button

**ARN Details**

ARN	EN10000661	Passport No	A1234567
Emigrant Name	fgdfgh	Destination Country	KUWAIT
ARN Status	Payment can be made		

[Cancel](#) | [Online Payment](#) | [Challan](#)

Note : Payment can be done via online or Challan.



**Step 12: Passport Validation with passport system. On successful validation with passport system the EC Application will be available to respective POE office for further processing.**

**Step 13: On approval/Rejection of EC application, a mail will be send to emigrant's e-mail id.**

**Step 14: Emigrant/Employer may also check status of the application through “Track Application Status” available in the system.**

Screen-31

The screenshot displays the eMigrate website interface. At the top, there is a navigation bar with links for "Skip to Main Content", "Select Theme", and "About Us | Help | Contact Us | Sitemap". The main header features the eMigrate logo, the Government of India emblem, and the Ministry of Overseas Indian Affairs logo. Below the header is a blue navigation bar with tabs for "Emigrant", "Employer", "Project Exporter", "Recruiting Agent", "Search", "Resources", "Payment", and "Office Orders". A yellow banner below the navigation bar reads "Recruiting ECNR categories workers for employment to any country." The main content area is divided into four columns. The first column, "Find", lists "Find Recruiting Agent", "Find Employer", and "Find Project Exporter". The second column, "Emigrant", lists "Apply for Emigration Clearance for ECR Countries", "Download electronic ID Card", "Submit Eventuality Details", "PAC List of Foreign Employers", "Un-Registered RAs Detailed", "eLocker for Emigrant", "Download eSticker", "Verify EC Status", and "PBBY Policy-IFFCO TOKIO". The third column, "Employer", lists "Apply for Registration" and "Resubmit Registration Application". The fourth column, "Project Exporter", lists "Apply for Registration" and "Resubmit Registration Application". The fifth column, "Recruiting Agent", lists "Apply for Registration" and "Resubmit Registration Application". On the right side, there is a "Quick Links" section with "Registered User Login Here" and "Track Application Status" (highlighted with a red box). Below this is a "Reach us at" section with contact information for the eMigrate Help Desk and OWRC. At the bottom right, there is a logo for "india.gov.in" with the text "The national portal of India".

Skip to Main Content | A | A | A | Select Theme | About Us | Help | Contact Us | Sitemap

**eMigrate**  
सरल सुरक्षित प्रवासन

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Emigrant Employer Project Exporter Recruiting Agent Search Resources Payment Office Orders

Recruiting ECNR categories workers for employment to any country.

**Find**

- Find Recruiting Agent
- Find Employer
- Find Project Exporter

**Latest Updates**

Overseas Employment of Indian nurses in 18 ECR countries **New**

**FAQs**

I am  
Select

I want to know about..  
Select

**Get Results**

**Emigrant**

- Apply for Emigration Clearance for ECR Countries
  - Employer Registered on eMigrate system
- Download electronic ID Card
- Submit Eventuality Details
- PAC List of Foreign Employers
- Un-Registered RAs Detailed
- eLocker for Emigrant
- Download eSticker
- Verify EC Status
- PBBY Policy-IFFCO TOKIO

**Employer**

- Apply for Registration
- Resubmit Registration Application

**Project Exporter**

- Apply for Registration
- Resubmit Registration Application

**Recruiting Agent**

- Apply for Registration
- Resubmit Registration Application

**Quick Links**

- Registered User Login Here
- Track Application Status**
- Submit Grievance

**Reach us at**

**eMigrate Help Desk**  
helpdesk@emigrate.gov.in  
011 26887772




**OWRC Contact Numbers**  
+91-124-234 1002 (Landline)  
1800 11 3090 (Toll Free)

**india.gov.in**  
The national portal of India

Enter the ARN and then submit it.

Screen-32

Skip to Main Content | A | A | A | Select Theme [Color Selection] | About Us | Help | Contact Us | Sitemap

    
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### Track Status

**Instructions:**

- Fields marked with \* (asterisk) are mandatory. To avoid mistake(s), please refer guidelines and instructions.
- Please do not press F5 or Back button




**Track Status**

Application Reference Number (ARN)\*

Enter the captcha value(case sensitive)\*  

Screen-33

Skip to Main Content | A | A | A | Select Theme [Color Selection] | About Us | Help | Contact Us | Sitemap

    
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### ARN Status

Status of ARN is : The application status is Approved

## Step 15: Download e-Sticker.

You may also download e-Sticker by using the feature “Download e-Sticker” available in the system.

Screen-34

The screenshot displays the eMigrate system interface. At the top, a navigation bar includes links for Home, Emigrant, Employer, Project Exporter, Recruiting Agent, Search, Resources, Mortal Remains, Office Orders, PBBY Policy, and Payment. The 'Emigrant' menu is open, showing options such as 'Apply for Emigration Clearance for ECR Countries', 'View Employment Contract', 'Download eSticker' (highlighted with a red box), 'Apply for Re-Registration', 'Submit Grievance', 'Submit Eventuality Details', 'Track Application Status', 'Apply for Emigrant Registration to Non- Notified Country', 'Generate ID Card', and 'Verify EC Stauts'. Below the menu, there are two dropdown menus: 'I am' with a 'Select' option and 'I want to know about...' with a 'Select' option, followed by a 'Get Results' button. On the right side, there are sections for 'Employer', 'Project Exporter', and 'Recruiting Agent', each with 'Apply for Registration' and 'Resubmit Registration Application' links. Further right, there are 'Quick Links' (Registered User Login Here, Track Application Status, Submit Grievance) and 'Reach us at' (eMigrate Help Desk, helpdesk@emigrate.gov.in, 011 26887772, OWRC Contact Numbers, +91-124-234 1002 (Landline), 1800 11 3090 (Toll Free)). At the bottom right is the 'india.gov.in' logo with the tagline 'The national portal of India'.