



भारतीय अंतर्राष्ट्रीय आर्थिक सेवा
Indian International Economic Service
Ministry of Finance, Government of India

This progress report has been prepared by the **Indian International Economic Service (IIES)** to reflect the current status of a client's application or task. It provides detailed updates from the initial submission to the final stage of completion. The purpose of this report is to maintain transparency and ensure that every process is completed efficiently within the prescribed timeline.

Brief Introductory Description:

This report has been prepared by the *Indian International Economic Service (IIES)* with the objective of presenting the current status of a client's or applicant's work. It includes detailed progress information from the receipt of the application to the completion of the process, ensuring transparency and timely execution of all tasks.

Brief Introductory Description: This report is prepared by the Indian International Economic Service (IIES) to record and present the current status of an applicant/client's work. The report includes the client's complete information, the nature of the work, details of the fund for which NOC is sought (amount, currency, purpose), the beneficiary bank where funds were received, the origin country of the funds, and a step-by-step progress record of the process.

Client Work Progress Report

1) File Information

Unique Id	
File No.	
Acknowledgement No.	
Prepared By (Officer / Department)	

2) Client Information

Full Name (First +Last)	
Father / Husband Name	
Date of Birth	
Contact Number	
Email Id	
Permanent Address	
PAN Number	
Aadhar Number	
Passport Number	

3) Application & Work Details

Application Type / Service	
Submission Date	
Reference / Application No.	
Nature of Work (Description)	
Verification Level	

4) Fund & NOC Details

Fund Type	
Amount	
Currency	
Purpose of Funds	
NOC Type	
NOC Reference No.	
NOC Deed No.	
Conditions on NOC	

5) Beneficiary Bank & Payment Details

Beneficiary Bank Name	
IFSC Code	
SWIFT Code	
Bank Account Number	
Bank Email Id	
Account Type	

6) Beneficiary Bank & Payment Details

Origin Country	
Sender Name / Institution	
SWIFT Code / BIC	
Transaction Reference / Transfer Trace	

7) Work Information of Client

Type of Work	
HSN Code	
Broker/Agent's Name	
Banking Partner	
Total Amount	

8) File Processing / File Movement

No.	Stage	Status	Reg. No. /
01	Payment Book		
02	NFRA Application Processing		
03	NFRA Approval		
04	Form 28 Application Processing		
05	FORM 28 Approval		
06	NOC Fee		
07	Form 28B Application Processing		
08	Form 28 B Approval		

9) Progress Tracker

No	Stage	Status	Notes / Reason
01	FEMA Application	Received / Pending	
02	Preliminary Check	Completed / In Progress / Pending Documents	

03	KYC / Compliance Review	Completed / In Progress / Hold	
04	Bank Verification	Completed / In Progress / Hold	
05	Departmental Approval	Pending / Approved / Reject	
06	NOC Draft & Conditions	Drafted / Revised	
07	NOC Issuance	Issued / Conditional / Not Issued	
08	NOC Issuance	Issued / Conditional / Not Issued	
09	Information Grant	PMO, MHA, CBI, ED, GST, INCOME TAX, RBI & Beneficiary Bank	
10	Follow-up / Closure	Closed / Follow-up Required	

10) Status Codes & Definitions

- **Received:** Application has been received and registered.
- **Pending Documents:** Required documents are missing from the applicant.
- **In Progress / Under Review:** Processing is ongoing.
- **Hold:** Process is paused due to policy/technical reasons.
- **Approved:** Necessary approvals obtained (before NOC issuance).
- **NOC Issued:** NOC has been successfully issued.
- **Rejected:** Application invalid or rejected.
- **Closed:** Process completed and closed.

11) Document Checklist

Signed Application Form
 ID Proof (Passport / Aadhaar / PAN)
 Bank Statement / Transaction Proof
 Source of Funds Documents
 Company / Organization Registration (if applicable)
 KYC / AML Related Documents
 Any Other Statutory Approvals (if applicable)

12) Risks & Special Conditions

Notes about any regulatory constraints or banking restrictions. If the NOC is conditional upon specific requirements (e.g., escrow arrangement, tax clearance), list those conditions here.

13) Officer Remarks

(Officer to provide concise remarks about the particular stages, missing documents, or any additional conditions required.)

14) Approval & Signature

Technical Team	
Legal Compliance Team	
Final Authoriser	

15) General Notes

Group applications may require additional time (1-2 months) for review when applicable.

Sensitive information should only be shared with authorised personnel.