

Guideline for NOC Applicants

Indian International Economic Service

1. For Company, Firm, or Institution (Proprietorship / LLP / OPC / Private Limited / Public Limited etc.) The applicant must compulsorily submit the following documents:

- Three years' Audit Report
- Three years' Project Report
- GST Certificate
- Income Tax Return (ITR) – for the last three years
- Details of Future Project
- Complete details of the investment or expenditure of the fund for which the NOC application is being made

Main Documents for Application:

- Company's PAN, TAN Certificate, GST Certificate, MOA (Memorandum of Association)
- Three years' Audit Report, ITR, and Annual Report
- Company's Bank Details
- Aadhaar Card of the Treasurer and two Directors (Board Directors)
- PAN Card of the Treasurer and two Directors
- Three years' Salary Statement of the Treasurer and two Directors
- Affidavit regarding the objective of the fund
- Other documents may be requested if necessary
- Details of the bank and country from which the fund was received

2. For Non-Governmental Organization (NGO)

- NGO's Deed / Bylaws
- PAN Card
- NITI Aayog Registration Certificate
- FCRA Certificate (under the Foreign Contribution (Regulation) Act, 2010)
- 12A and 80G Registration Certificates
- NGO Darpan Registration
- Three years' Audit Report, Annual Report, and Project Report
- Bank details of fund receipt (from which bank and which country)
- Of all NGO Trustees:
 - Passport Size Photo
 - Aadhaar Card, Passport and PAN Card
 - Three years' Bank Statement and ITR
- Affidavit of the fund's objective
- Other documents may be requested if necessary

3. For Individual or Group (1 to 20 persons)

- Passport Size Photo
- Aadhaar Card
- PAN Card
- Voter ID Card
- Address Proof
- Caste Certificate
- Character Certificate
- Minimum one year's ITR
- Details of the bank and country from which the fund was received
- Affidavit regarding the receipt of foreign fund
- Affidavit of non-misuse of the fund
- Other documents may be requested if necessary

4. Verification and Legal Provisions

- All documents presented by the applicant must be true and certified.
- The NOC will be suspended or cancelled if any false information or forged documents are found.
- The applicant must not be involved in any illegal activity until the NOC process is complete.
- If any criminal case is filed against an applicant, or is filed after the application, the IIES must be compulsorily informed of that situation.
- In such cases, the NOC process will be stopped until the matter is disposed of or resolved.

5. Investigation and Statutory Compliance related to Foreign Funds If a fund is received in India through any foreign institution, company, or NGO, the following provisions will apply:

- The concerned foreign institution or individual will be investigated through the Embassy of India in that country.
- The person or institution sending the fund must be legally registered and in a legal standing in that country.
- The information about sending the fund should also be known to the local administration or the financial regulatory authority of that country.
- The acceptance and monitoring of such funds in India will be done under the Foreign Contribution (Regulation) Act, 2010 (FCRA Act, 2010).
- The validity, purpose, and utility of the fund will be checked according to the rules issued by the Ministry of Finance, Ministry of Home Affairs (MHA), and RBI (Reserve Bank of India).

6. Applicable Indian Rules and Laws The following Acts and Rules of the Government of India will be applicable in this process:

- Foreign Contribution (Regulation) Act, 2010 (FCRA, 2010)
- Companies Act, 2013
- Income Tax Act, 1961

- Goods and Services Tax Act, 2017
- Indian Penal Code, 1860 (for presenting false documents)
- Prevention of Money Laundering Act, 2002
- Reserve Bank of India Act, 1934 (for matters related to foreign fund transfer)

7. Important Instructions

- All applicants must ensure that the information presented is complete, accurate, and verified.
- The application may be cancelled if any misleading activity or financial irregularity is found before the NOC is issued.
- The Indian International Economic Service (IIES) reserves the right to independently verify the authenticity of any document or information if necessary.