

Information to be submitted by Employment Visa Applicants

## Part A: Details of the Visa Applicant

Instructions:*To be filled by the Visa Applicant**All Fields are mandatory and to be filled in English.**Please provide the information in clear and detailed manner.**Please mention "N/A", wherever the information sought is not applicable to the applicant.*

1.	Visa Application Number:	
2.	Name of the Applicant:	
3	Name of the Current Employer:	
4.	Applicant's current Designation /role / position with the Current Employer:	
5.	Name of the company you will be working with in India	
6.	Whether your Employment Contract is with the company at Column 5 above?	Yes / No (Strike-off whichever is not applicable)
	If no 6.1 Please provide name, contact details and address of the company / individual with whom the Employment Contract has been signed.	
	6.2 Relationship between the companies as Columns 5 and 6.1	
7	Position / designation / role which you will hold in the company in India.	
8.	Whether your transfer is intra-company transfer (Indian entity is sister concern of the company where you are currently working)	Yes / No (Strike-off whichever is not applicable)
9.	Your Education Qualification	
10	Specific Details of Skills / Experience in the Field of Operation.	
11	Length of Job Experience in the above field	
12	Remuneration (including Salary, Allowances and Perquisites / Perks) offered as per the Contract. (In RMB / USD)	

Applicant Signature: .....

Name: .....

Mobile: .....

Email: .....

Date: .....

**Part B. Details of Applicant's Current Employer**

**Instructions:**

*To be filled by Authorized Person of the Current Employer*

*To be filled in case of E2 (Intra-Company Transfer) and E4 (Project Visa)*

*All Fields are mandatory and to be filled in English.*

*Please provide the information in clear and detailed manner.*

*Please mention "N/A", wherever the information sought is not applicable to the applicant.*

1.	Name of the company (Chinese):	
2.	Name of the Company (English):	
3.	Address of the Company:	
4.	Nature of Ownership:	Private / State Owned Enterprise (Strike-off whichever is not applicable)
5	If SOE, Name of the Government / Ministry it is working under:	
6.	Field of Operation (Please choose from the list below). If not in the list, please write the name of the field:	
<p><b>Field of Operations:</b> Aviation, Agriculture, Automobile and Auto Parts, Media and Entertainment, Leather, Aviation, EPC Contracting, Trading, Engineering, Mining, Thermal Power, Electric Vehicles and Components, Railways, Renewable Energy, Education, Food Processing, Electric Vehicles and Components, Electronics and Telecommunications, Medical Equipment, Banking &amp; Finance, Fintech, IT and ITES, Cloud Computing, Chemicals, Electronics &amp; Telecommunications, API, Pharmaceuticals, Textiles &amp; Garments, Textiles Machinery, Consultancy.</p>		
7	Details about your company and its operation in China and abroad (Minimum 100 Words)	
8	Details of Your Company's Operations in South Asia.	
9	Does the company have office / subsidiary in India? If yes, please provide the name, address and contact details of the company.	

(Signature of the Authorized Person)

Name of the Signatory.....  
 Designation of the Signatory.....  
 Mobile No.....  
 Telephone Number.....  
 Email Address.....

### Part C. Details of the Company/ Organization with whom the Applicant will be working in India

**Instructions:**

*To be filled by Authorized Person of the Prospective Employer*

*All Fields are mandatory and to be filled in English.*

*Please provide the information in clear and detailed manner.*

*Please mention "N/A", wherever the information sought is not applicable to the applicant.*

1.	Name of the Company:	
2.	Address of the Company:	
3.	Nature of Ownership: (Indian-Owned / Joint Venture with Foreign Company / Wholly Owned Foreign Enterprise / Indian Public Sector Enterprise):	
4	Field of Operation (Please choose from the list below). If not in the list, please write the name of the field:	
Field of Operations: Aviation, Agriculture, Automobile and Auto Parts, Media and Entertainment, Leather, Aviation, EPC Contracting, Trading, Engineering, Mining, Thermal Power, Electric Vehicles and Components, Railways, Renewable Energy, Education, Food Processing, Electric Vehicles and Components, Electronics and Telecommunications, Medical Equipment, Banking & Finance, Fintech, IT and ITES, Cloud Computing, Chemicals, Electronics & Telecommunications, API, Pharmaceuticals, Textiles & Garments, Textiles Machinery, Consultancy.		
5	Details about company's operations in India (Minimum 100 Words)	
6	Total Number of Employees as on date	
7	Total Number of Chinese / Foreign Employees as on date	
8	Whether the running list of Chinese / Foreign Employees as on date, as per the format given in Part E is enclosed?	Yes/No (Strike-off whichever is not applicable)
9	Details of tax paid in last Quarter for each foreign employee. Form 26 AS, issued by Income Tax Department of India to be enclosed.	Enclosed/ Not enclosed (Strike-off whichever is not applicable)
10	Whether the job offered to the applicant is routine/ ordinary/ secretarial/ clerical?	Yes/No (Strike-off whichever is not applicable)
11	Level of Skill required for the job	unskilled / semi-skilled / skilled / highly skilled (Strike-off whichever is not applicable)
12	Level of Skill of the Applicant	unskilled / semi-skilled / skilled / highly skilled (Strike-off whichever is not applicable)
13	Whether the job / position / role offered to the applicant is such for which qualified Indian are available?	Yes/No (Strike-off whichever is not applicable)
14	Has the company advertised the post (for which the applicant has applied for the job) in Indian media for hiring for this position? If so, details thereof.	
15	If people with similar qualification available in India, please provide justification below why the applicant's appointment is inevitable.	

(Not more than 100 words)

(Signature of the Authorized Person)

Name of the Signatory.....

Designation of the Signatory.....

Mobile No.....

Telephone Number.....

Email Address.....

## Part D. Details of the Project

**Instructions:**

*To be filled by Authorized Person of the Prospective Employer*

*To be filled in case of E4 (Project Visa)*

*All Fields are mandatory and to be filled in English.*

*Please provide the information in clear and detailed manner.*

*Please mention "N/A", wherever the information sought is not applicable to the applicant.*

1	Name of the Project			
2	Tender Number & Date			
3	Tender Issuing Authority:			
4	Name and Address of the Company whom the Project is Awarded.			
5	Location of the Project:			
6	Nature of the Project:			
7	Size of the Project (In Rs / USD / RMB):			
8	Duration of the Project:			
9	Project Starting Date:			
10	Name of the Contracting Company			
11	Address of the Contracting Company			
12	Contract Number & Date			
13	Is copy of original contract enclosed?	Yes/No (Strike-off whichever is not applicable)		
14	Duration of the Contract			
15	Total Number of Foreign workers likely to be required by Contracting Company (Category wise).	Total.....	9.1 Highly Skilled	
			9.2 Skilled Technicians with Diploma/Polytechnic degree	
			9.3 Skilled workers with school level education	
16	Is the company a third party supplier / service provider in the project?	Yes / No (Strike-off whichever is not applicable)		
17	If Yes, please provide below the detail of component / service being provided by your company in the project:			

18. Contracting company guarantees the Conduct of the foreign personnel involved in the execution of the project.

- 19. It will be responsibility of contracting company to ensure that the applicant is abide by Indian Rules and Regulations
- 20. Contracting company will be liable to ensure departure of the applicant from India upon expiry of visa.
- 21. I hereby undertake that the information provided above is true to the best of my knowledge.

(Signature of the Authorized Person)

Name of the Signatory.....

Designation of the Signatory.....

Mobile No.....

Telephone Number.....

Email Address.....

**Part E: Running list of current Chinese / Foreign Employees employed by the company / on Project**

**Instructions:**

*The last column is not valid in respect of Employment.*

*The list should be duly signed and sealed by the Authorized Person of the company.*

<b>Sl No.</b>	<b>Names of Chinese national</b>	<b>Passport No.</b>	<b>Visa no.</b>	<b>Date of Joining the Project / Job</b>	<b>Date of Termination of employment contract for the Project</b>