

**SPEED POST**

No.II/21022/23(70)/2013-FCRA-III.  
Ministry of Home Affairs  
Foreigners Division  
(FCRA – III)

1<sup>st</sup> Floor, NDCC Building, Jai Singh Road,  
New Delhi, dated Aug, 2013

To

As per list attached

Subject: Online Reporting of receipt of foreign contribution by banks

Sir,

I am directed to say that Rule-16 of the Foreign Contribution (Regulation) Rule, 2011 stipulates that:–

- (i) Every bank shall send a report to the Central Government within thirty days of any transaction in respect of receipt of foreign contribution by any person who is required to obtain a certificate of registration or prior permission under the Act, but who was not granted such certificate or prior permission as on the date of receipt of such remittance.
  - (ii) The bank shall send a report to the Central Government within thirty days from the date of such last transaction in respect of receipt of any foreign contribution in excess of one crore rupees or equivalent thereto in a single transaction or in transactions within a duration of thirty days, by any person, whether registered or not under the Act.
2. This Ministry has developed a software for submission of online reports of receipt of foreign contribution by Banks. The detailed instruction is enclosed at Annexure-I. The online report should contain data in Excel, CSV or txt as per format at Annexure-II.
  3. Hence it has been decided that banks should report such transactions through the newly developed online system. The reports submitted online will be deemed as final. The report submitted in the software shall be optional till 31.10.2013. From 1st Nov'2013 onward online submission of report would be compulsory.

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4. Therefore all the Banks are requested to create their I.D. and password immediately. They may send e-mail to ds-fcra @ nic.in for any suggestion and queries. For any problem in filing online application please send an email to Shri C.L. Sharma, Technical Director (NIC), New Delhi at clsharma@nic.in.

Yours faithfully,

(N.I. Chowdhury)  
Deputy Secretary (FC)  
Tele: 011- 23438038

Copy to:

1. The Chief General Manager,  
(Foreign Contribution)  
Reserve Bank of India,  
New Delhi.
2. Shri C.L. Sharma,  
Technical Director, NDCC-II,  
NIC, New Delhi

SO(IT), MHA, North Block, with the request to upload it on the website of this Ministry. This may be placed at What's new in FCRA as well as just before Introduction in FCRA.

SO (IT), MHA