

## **EVISA Guidelines for Conference VISA**

### **List of Documents Required for Ministry of External Affairs**

1. Covering Letter on the Event / Conference letterhead. (Format Below)
2. Brochure indicating the theme and other details of the conference, including date, time, venue etc.
3. List of International Participants with details as per the format below.

*These documents along with the undertaking (format below) should be made available to the MEA on email or on the email addresses mentioned for further action.*

### **Ministry of External Affairs**

#### **Contact Details**

**Joint Secretary. Coordination** – [jscoord@mea.gov.in](mailto:jscoord@mea.gov.in)

**Director, Coordination** – [dircoord@mea.gov.in](mailto:dircoord@mea.gov.in)/ [Socoord2@mea.gov.in](mailto:Socoord2@mea.gov.in)

### **Undertaking Format**

#### **UNDERTAKING**

The undersigned, organizer of “40th Asia Pacific Academy of Ophthalmology Congress” scheduled from \_\_, do hereby confirm that the purpose of the meeting/conference/workshop is only educational. I also undertake that the event is not going to discuss in any form, issues which are sensitive and internal matters of India.

Name:

Date:

Place:

To,

Section Officer (Coordination Section)

Parliament and Coordination Division,  
Ministry of External Affairs.  
Email ID: socoord@mea.gov.in

EVISA form Format for International Participants

**FORMAT FOR DETAILS OF FOREIGN PARTICIPANTS VISITING INDIA**

**Name of the Event:**

**Date:**

S.NO.	Name	Nationality	Country of Birth	Passport Details	Issue and Expiry date of the Passport	Credentials/ Professional details and parent organization details

The details should be submitted in the format to the Ministry of External Affairs 30 days.

For Delegates from the Passport restricted countries, we need to register the Event on the Ministry of Home affairs portal for Event Management.

<https://conference.mha.gov.in/events/>

To,

**The Section Officer**

Ministry of External Affairs

South Block, New Delhi – 110 001

Ref: Request for Clearance for organizing “**40th Asia-Pacific Academy of Ophthalmology (APAO) Congress, being held in New Delhi in conjunction with the 83rd Annual Conference of the All India Ophthalmological Society (AIOS)**” to be held from 03-06 April 2025 at the Yashobhoomi (India International Convention & Expo Centre, New Delhi, India.

**Letter Format for Ministry of External Affairs**

We wish to inform you that **"40th Asia Pacific Academy of Ophthalmology Congress"** to be held from 03-06 April 2025 at the Yashobhoomi (India International Convention & Expo Centre, New Delhi, India.

The APAO congress is the pinnacle meeting of ophthalmologists and visual scientists of the Asia-Pacific region. Year after year, it brings together top-notch speakers, practicing professionals, and academic researchers from all over the region and beyond to discuss the latest developments in the prevention, diagnosis, and treatment of eye diseases.

This year's congress promises to be an inspiring and transformative experience. With over 1,000 internationally renowned speakers, we anticipate groundbreaking presentations across a diverse spectrum of topics within major ophthalmic subspecialties. With more than 10,000 ophthalmologists expected to participate, our collective knowledge and passion will drive innovations in eye care, benefiting patients worldwide.

We do not require any financial assistance from the ministry towards this Congress.

We are writing this letter to request you to kindly give the clearance from the Ministry of External Affairs to hold this Prestigious Congress.

With warm regards,

Yours Sincerely,

Dr. Lalit Verma

Organizing Chairman

APAO 2025

1. Countries Not Eligible for EVISA
  - China
  - Hong Kong
  - Taiwan
  - Afghanistan
  - Pakistan
  - Iraq

- Iran
- Egypt
- Sudan
- Nigeria
- Turkey

## 2. Passport Restricted Countries

- Pakistan
- Afghanistan
- Turkey (Under Special Advisory)
- Canada (Special Advisory)

## 3. Countries Exempted for VISA

- Nepal
- Bhutan