

**Consulate General of India
Hamburg**

KNOW INDIA PROGRAMME (KIP)

Govt. of India is organizing the following four editions of Know India Programme (KIP) from December 2016 to January 2017:

KIP No.	Dates	Partner State
37	17.12.2016 to 10.01.2017	Uttar Pradesh
38	17.12.2016 to 10.01.2017	Kerala
39	27.12.2016 to 20.01.2017	Gujarat
40	27.12.2016 to 20.01.2017	West Bengal

Updated Application Forms for the KIP and Revised Guidelines are **attached**. Some important aspects w.r.t. these KIPs may kindly be noted.

1. All four KIP groups will participate in the youth Pravasi Bharatiya Divas on 7 January 2017 in Bengaluru and the inauguration of 14th PBD Convention on 8 January 2017 - where PM and select Chief Ministers will participate and address delegates. Therefore, Bengaluru has been included in the 25 day itinerary of the KIP groups.
2. In the Application Form, the applicant should indicate his preference for each KIP, in the order or priority. Ministry will attempt to allot the first preference of each applicant to the extent possible. If there are too many applicants for a specific KIP, the allotment of candidates will be on first-come-first serve basis and subject to fulfillment of all eligibility criteria.
3. Since organizing four KIPs together is an exercise which involved detailed coordination, deadline for accepting applications is **30 October 2016**.
4. All other conditions/criteria for the KIP groups, will be as specified in the guidelines attached.
5. The applications may kindly be sent by **28 October 2016** to Consulate General of India, Hamburg (Email: cg.hamburg@mea.gov.in) for further transmission to Ministry of External Affairs, New Delhi

**GOVERNMENT OF INDIA
MINISTRY OF EXTERNAL AFFAIRS
NEW DELHI
APPLICATION FORM KNOW INDIA PROGRAMME (KIP)**

There will be four Know India Programmes from December, 2016 to January, 2017. Each KIP group will have a different focus State in India. Visit to the focus State would be for 10 days. In addition to the focus state all groups will visit Delhi, Agra and Bengaluru.
Please indicate your preference for which KIPs you would like to attend. Ministry will make an attempt to include you in the KIP which is your first preference; and fulfilment of all eligibility criteria, as written in the guidelines.

Your Recent Passport
size Colour Photo

KIP	Preference (1, 2, 3 & 4) Write in order of Priority	State	Dates	Any specific reason for your first preference. (10 words)
37 th KIP		Uttar Pradesh	17 DEC 2016 to 10 JAN 2017	
38 th KIP		Kerala	17 DEC 2016 to 10 JAN 2017	
39 th KIP		Gujarat	27 DEC 2016 to 20 JAN 2017	
40 th KIP		West Bengal	27 DEC 2016 to 20 JAN 2017	

A. PERSONAL DETAILS

(i) Complete Name (as in Passport in **BLOCK** letters)

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Last Name

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Middle Name

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First Name

(ii) Gender:

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Male Female Transgender

(iii) Date of Birth:

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D D M M Y Y Y Y

(iv) Age: (as on 1st November, 2016) _____

(v) Place of Birth:

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(vi) Nationality:
(Citizenship):

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(vii) City of Residence:

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(viii) Country of Residence:

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(xi) Complete mailing address with ZIP Code:

House/Apartment No:

Name of Street:

Town/City:

State:

Country:

Zip Code:

(xii) Permanent home address with ZIP Code:

House/Apartment No:

Name of Street:

Town/City:

State:

Country:

Zip Code:

(xiii) Your or your parents place of origin in India (City or State) :

C. Details of Family/Relative(s) in India

(i) Name of your nearest relative/ancestor who migrated from India: if known.

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First Name

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Middle Name

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Last Name

(b) Address of your relative (in India):

House/Apartment No:

Name of Street:

Town/City:

State:

Country:

Zip Code:

(c) Your relationship with him/her

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D. EDUCATION

		Graduate		Undergraduate	
(i)	Name/Location College/University from where you graduated or are studying.				
(ii)	Subjects of study				
(iii)	Language of instruction in college/university				
(iv)	Describe your English language skills	Very Good	Good	Average	Poor

E. Occupation/Employment: - In last Five Years: 2011 to 2016.

S. No.	Organization/Company (Complete Name and Location address)	Position	Period	
			From	To

F. Any achievements professional/educational:

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G. Interests/hobbies

H. OTHER DETAILS:

i) Have you participated in a previous Know India Programme? **Yes** **No**

If yes – write details here year/month _____

(ii) Study India programme **Yes** **No**

If yes, write year/month here _____

(iii) Internship Programme for Diaspora Youth **Yes** **No**

If yes, write year/month here _____

(iv) Any other programme/tour organized and sponsored by Govt. of India or a State Government in India. **Yes** **No**

If yes, write year/month here _____

(v) Have you visited India earlier? If yes, Please mention month and year of the visits, Purpose: **(Tourism/Family Visit/Medical/Business/Academic)**

(vi) Please describe, in not more than 100 words, why you want to participate in the Know India Programme?

DECLARATION:

I, HEREBY, DECLARE THAT ALL THE INFORMATION GIVEN IN THIS Application Form is true and correct to the best of my information and belief.

I also declare that I will abide by the regulations of the Know India Programme, would offer my full cooperation in its smooth conduct, and would not leave it mid-way.

I understand that if I am found guilty of any misconduct or indiscipline during the course of the Programme, I could be refused any further participation in the said programme or participation in any future KIP and that I would not be eligible for reimbursement of the 90% of the return international airfare from my country of residence to India. 90% of the international airfare paid by the Government of India will be repaid to the Indian Mission/Consulate, if I do not complete the KIP.

(Signature of the applicant)

Complete Name of the Applicant

Date:

COMMENTS OF THE INDIAN MISSION/POST

Name of Indian Mission/Post:

Recommendations of the Head of Mission/Post/or DCM/DCG/DHC

Signature _____

Complete Name _____

Office Seal

Date: _____

Place: _____

DECLARATION

(For applicants who do not possess any documentary evidence of Indian Origin)

I _____ (complete name) born on _____ (Date of birth),
daughter/ son of _____ (Complete name do hereby state that I am of
Indian origin because of the following reasons

Signature of the Applicant: _____

Complete Name:- _____

Date:-----

Place: -----

Countersigned and stamped by
Head of Indian Mission or DCM/DHC/DCG

Complete Name _____

Office Seal:-

Place: _____

Date: _____

Government of India
Ministry of External Affairs
GUIDELINES FOR KNOW INDIA PROGRAMME (KIP)

1. **About the Programme:**

KIP is an engagement programme for Diaspora youth (between the age of 18-30 years) of Indian origin to introduce them to India and promote awareness about different facets of Indian life, our cultural heritage, art and various aspects of contemporary India. This programme is open to youth of Indian origin (excluding non-resident Indians) with preference to those from Giritiya countries (Mauritius, Fiji, Suriname, Guyana, T&T, Jamaica etc.). The programme has been in existence since 2003.

2. **Main elements of KIP**

- a) Understanding of India's political system, economy, society, and developments in various sectors etc.
- b) Visit to places of historical, cultural, religious importance.
- c) Familiarisation with art, music and culture of India.
- d) Visit to industrial sites.
- e) Visit to a village.
- f) Interaction with non-profit organizations.
- g) Meetings with senior leadership/officials in India.
- h) Visit to a select state in India for 10 days.

3. **Arrangements:**

- (a) The Ministry of External Affairs will take care of participants only for the duration of the program. If participants wish to arrive in India early or stay extra, they will have to make their own arrangements.
- (b) The participants are provided local hospitality e.g. boarding/lodging in budget hotels and Internal transportation in India.
- (c) Missions will arrange for return air tickets before participants leave for India, after getting 10% of total air fare from them.
- (d) Gratis visa shall be granted to selected participants by the Indian Missions/Posts abroad.

4. **Eligibility Criteria:**

Non Resident Indians are not eligible for KIPs.

Age: The programme is open to youth of Indian origin (excluding non-resident Indians) in the age group of 18-30 years, as on the first day of the month in which the programme is expected to begin. It is open to PIO youth from all over the world. Applicant must provide his/her previous PIO card number or that of his parents or grandparents. In the absence of any documentary proof of Indian Origin, the applicant must submit a written undertaking about his Indian Origin which must be attested by DCM/DCG or HOM/HOP of the Mission/Consulate.

Previous participation: The applicant should not have participated in any previous KIP or Internship Programme for Diaspora Youth (IPDY) Study India Programme of MEA or any other programme organized and paid for by the Ministry of External Affairs and any other Ministry/Department in Government of India or a State Government in India.

Those who have not visited India before will be given preference.

Educational Qualification: Minimum qualification required for participating in KIP is graduation from a recognized University /Institute or enrolled for graduation.

Language: The applicants should be able to speak in English, should have studied English as a subject at the High School level or have English as the medium of instruction for undergraduate course.

5. **Duration**

- a) 25 days (excluding international travel) with 10 days in the partner State. The 25 day period includes the date of arrival and departure.

6. **Intake:**

- (i) The total number of participants in a KIP will not exceed 40. If there are less than 20 applicants, KIP will not be conducted and applicants can opt to join for the next KIP, if they wish to.
- (ii) A reserve list of candidates will be maintained to fill the slots if the required number of candidates is not available for that particular KIP.
- (iii) Effort will be made for balanced participation of male and female PIOs in each KIP.

International Medical and Travel Insurance: There have been some previous instances in KIPs where participants have faced health issues during their visit to India. In the absence of a valid travel and medical insurance policy, it is difficult to settle the expenditure incurred on the medical care for the participant while in India. Therefore, all KIP participants are advised to obtain an international travel and medical insurance policy for their visit to India.

ROLE OF MISSIONS/POSTS

- (i) Mission/Post shall recommend to Ministry only the names of candidates who meet all eligibility criteria. Head of Mission/Post or DCM/DHC/DCG will certify that the applicant is a Person of Indian Origin in the absence of any proof of India Origin.
- (ii) Mission/Post may arrange for return air tickets before participants leave for India, after getting 10% of total air fare from the participants. Mission may obtain a signed written undertaking from the participant that he/she will reimburse to the Indian Mission/Post the amount spent on airfare by Govt. of India, if he/she will not complete the KIP.
- (iii) Payment for airfare and Gratis visa by Indian Missions/Posts abroad shall be granted to selected participants after participant submits copy of valid travel and medical insurance for the duration of their visit to India. **This is a mandatory provision before issuing ticket and visa.**

CRITERIA FOR SELECTION OF PARTICIPANTS:

- (a) Preference would be given to Indian origin persons from **Mauritius, Fiji, Suriname, Guyana, Trinidad & Tobago (also known as Giritiya countries)**
- (b) Person selected would be within 18-30 years of age.
- (c) From each country a total of five PIOs will be selected.
- (d) If for any reason, the confirmed KIP candidates drop out 20 days before KIP starts, the slot will be offered to the candidates in the reserve list as per their placing in the list.

ROLE OF MEA:

- (i) Equitable selection of maximum participants shall be made from across the globe. A reserve list of participants will be maintained to fill the vacant slots in case any of the selected participants cancel their visit.
- (ii) If the total number of participants in a KIP is less than 40, Ministry will select the candidates from the reserve list, including from those countries where five PIOs have already been selected.
- (iii) Ministry shall maintain a reserve list of 15 candidates for each KIP.
- (iv) Constitution of a Committee for selection of participants in accordance with the guidelines.
- (v) Drawing up the programme for KIP including the programme in the State, finalization of hotels, logistic arrangements.
- (vi) Selection of Event Manager for successful conduct of the KIP programme.
- (vii) Details of the Programme shall be posted on www.mea.gov.in.

RESPONSIBILITIES OF THE PARTNER STATE:

- (i) The Partner State shall bear the costs of the stay of the KIP participants in their State for 10 days including hotel accommodation (twin sharing basis in a 3 Star or above category of hotel), local transportation (Volvo AC Coach for local transportation), boarding and lodging.
- (ii) The State Government will arrange visit of the participants to places of historic, cultural, industrial and tourist importance in the State.
- (iii) The State Government will facilitate participants meeting with leadership in State Government.
- (iv) Include exposure of village life for one/ two days.
- (v) Arrange interactive sessions in premier universities/ organizations of the State.
- (vi) Arranged cultural programmes showcasing the State's cultural heritage.
- (vii) Ensure security of KIP participants and provide medical care as per requirement.

- (viii) Designate a Nodal Officer for coordinating the programme within the State.
- (ix) Designate a nodal officer of the State Government with whom MEA can coordinate.
- (x) Designate a Liaison Officer for the KIP Group during their tour of the State.
- (xi) Bring any untoward incident during KIP with regard to safety, security and health of KIP participants immediately to the attention of this Ministry.
- (xii) Include the Regional Passport Officer and the Ministry of External Affairs Branch Secretariat Officer in the formal meetings of the KIP participants with State Government Dignitaries.
- (xiii) Arrange for a wrap up session chaired by a Minister of the State/Senior Official and distribute certificates of the programme, if it ends in the State.