

Ministry of External Affairs  
AMS Division  
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**Subject: Canada's new Temporary Resident Visa (TRV) instructions – reg.**

This is with reference to the Temporary Resident Visa instructions issued by the Canadian High Commission (CHC), New Delhi.

2. Ministries/Departments may kindly refer to these instructions when applying for visa for travel to Canada:

**I. Instructions for individuals travelling to Canada on official travel**

- a) The applicants must notify IRCC and the CHC at [DELHIIM-VISITR@international.gc.ca](mailto:DELHIIM-VISITR@international.gc.ca) after applying for visa
- b) For all applications, a Note Verbale from Ministry of External Affairs is required to be submitted with their online application number and the following information:
  - Traveller's purpose, position/title, passport number, travel dates, and duration of travel
  - Purpose of travel and anticipated activities while in Canada
- c) IRCC would **take atleast three weeks** from the time that a notification email (*with the application number*) is sent to the IRCC/GAC provided that applications are complete and all supporting documents have been submitted.

**II. Instructions for groups/delegations travelling to Canada on official travel:**

- a) Groups travelling to Canada on official travel to attend conferences and multilateral meetings would have to follow the same steps as for individuals travelling on official travel. All individual members of the delegation are required to submit their own applications.
- b) All applications for the delegation should be compiled in one list that is to be provided to the CHC for tracking. **This list should indicate the name, passport number, application number and application date for all delegation members.**
- c) IRCC would take **atleast three weeks** to process applications for delegations. Applications received less than three weeks prior to travel date may risk not being processed on time.

CHC has also informed that inquiries on visa status and requests for expedited visa processing will be considered for official travels only.

3. This is for kind information.

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*Handwritten:* Upasana Mohapatra  
**Upasana Mohapatra**

**Under Secretary (AMS)**

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DS(TC)

MEA ID Note No. WH/103/09/2024

06 July 2024

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**Annexure-I**

<b>S. No.</b>	<b>Ministry/Department</b>	<b>Secretary/HOD</b>
1.	Ministry of Culture	Shri Govind Mohan
2.	Ministry of Education	Sh. K Sanjay Murthy
3.	Ministry of Earth Science	Dr M Ravichandran
4.	Ministry of Information and Technology	Shri S. Krishnan
5.	Ministry of Environment, Forest and Climate Change	Mrs. LEENA NANDAN
6.	Ministry of Labour and Employment	Ms. Sumita Dawra
7.	Ministry of Ports Shipping and Waterways	Sh. T K Ramachandran
8.	Ministry of Women and Child Development	Shri Anil Malik
9.	Ministry of Home Affairs	Shri Ajay Kumar Bhalla
10.	Ministry of Defence	Shri Giridhar Aramane
11.	Ministry of Civil Aviation	Shri Vumlunmang Vualnam
12.	Ministry of Finance	Dr. Sajjan Singh Yadav
13.	Ministry of Health and Family Welfare	Shri. Apurva Chandra
14.	Ministry of Housing and Urban Affairs	Shri Manoj Joshi
15.	Ministry of Information and Broadcasting	Shri Sanjay Jaju
16.	Ministry of Jal Shakti	Ms. Debashree Mukherjee
17.	CBDT	Shri R L RINWAMA
18.	CBIC	Shri Sanjay Kumar Agarwal
19.	DGFT	Shri Santosh Kumar Sarangi
20.	DEA	Shri Ajay Seth
21.	Department of Commerce	Shri Sunil Barthwal
22.	Ministry of Mines	Shri V. L. Kantha Rao
23.	Department of Revenue	Shri Sanjay Malhotra
24.	DPIIT	Shri Rajesh Kumar Singh