

**Guidelines for submission of proposal to Ministry of Defence seeking assistance of Army in connection with making of film/ TV serial/ documentary etc.**

- All the proposals for making of films/ TV serials/ documentary etc., whose theme is based on Army or require assistance of Army in the form of manpower, location and equipments should be submitted to the following authority:

Joint Secretary (Army),  
Room No. 108-A,  
South Block,  
New Delhi-110011.

OR Deputy Secretary (GS-III)  
Room No. 283-B,  
South Block,  
New Delhi-110011.

- The proposal shall accompany a forwarding letter clearly indicating its date and shall contain the details as in **Appendix -A**. The proposal shall accompany with an Undertaking on the letter head of the company, as per the format at **Appendix - B**. It may be noted that incomplete proposals shall not be entertained.
- The assistance of Army will be provided for making of films etc. subject to availability of assistance sought and the circumstances.
- It may be noted that shooting of routine training of Army will not be allowed due to security reasons.
- The proposals shall be examined by the Army HQ from Army image and security point of view or availability of the assistance required by the producer.
- Once Army HQ gives clearance, the producer shall deposit the amount in lieu of the Army assistance through Military Receivable Order (MRO) issued by the Ministry in favour of the concerned Command in which the Army assistance is required.
- Before the Army assistance is actually provided, the producer is required to enter into an agreement with the Ministry of Defence on the Stamp Paper of appropriate denomination (format at **Appendix-C**) and to submit the following:
  - Insurance cover,
  - Indemnity Bond on the Stamp Paper of appropriate denomination (**format at Appendix-D**), and
  - Bank Guarantee of the amount equivalent to the amount of assistance sought, as security amount, which is refundable after completion of film.
- After completion of these formalities, Ministry of Defence will issue Government letter to the Authority/ Army HQ for permitting the producer for shooting and to provide Army assistance to him by the Authority as per sequence mentioned in the Government letter.

- A Liaison Officer shall be detailed by the Army HQ for monitoring of crew in the Army premises, who shall submit a report to Ministry of Defence through Army HQ after completion of the shooting, regarding the actual assistance provided to the producer on ground.
- Further, a preview of the commercial/ biopic/ fictional film/ TV serial/ documentary etc. will be conducted by a Preview Committee in the Ministry of Defence.
- Based on Liaison Officer's report and Preview Committee's report, final settlement of account will be done in consultation with MoD (Fin/GS).
- Finally, the producer will be permitted to release the film/ TV serial/ documentary etc. in public domain.
- Status of any proposal seeking Army assistance for making of films etc. can be checked from D(GS-III/A) [Tel: 011-2301 6131], not before a period of three months from the date of submission of the proposal, complete in all respect, to Ministry of Defence.

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