



## User Manuals

*for*

# INTERNATIONAL CONFERENCE OF DRUG REGULATORY AUTHORITIES

*By*

***Central Drugs Standard Control Organization***

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# INTRODUCTION



## 1.1 Introduction

- The ICDRA (International Conference of Drug Regulatory Authorities) has brought together regulatory authorities from WHO Member States to strengthen collaboration and develop international consensus on regulatory priorities. ICDRA provides a unique forum to support and guide regulatory authorities, WHO and international stakeholders in confronting the challenges and highlighting the opportunities of today's dynamic and an innovative regulatory sector.
- Delegates from regulatory authorities around the world will participate in an event programme designed to evoke ideas and discussion on the current key priorities in the regulatory environment while also ensuring valuable engagement with leading stakeholders across industry, research as well as healthcare professionals in the open pre-ICDRA conference.
- ICDRA will facilitate focused discussions on quality issues, regulatory reforms and strengthening regulatory systems, safety of medical products, detection, prevention and response to substandard and falsified medical products, access to quality medical products, smart regulation of clinical trials, regulatory collaboration, harmonization, rationalization and reliance, access to new and novel technologies, regulation of novel medical products, regulation of herbal medicines, etc.
- Main motive of the conference is delivering quality assured medical products for all.

## 1.2 Homepage

- To access the ICDRA online portal, you can use the following URL:  
<https://icdra2024.in/ICDRA/HomePage>.
- Upon entering this URL, the homepage will be displayed, and you can refer to the figure below for a visual representation.



Figure 1: ICDRA Homepage



# Registration



## 2.1 Registration

- Applicants are required to complete the registration form by providing their details.
- The Registration menu contains two submenus, which are displayed below:



Figure 2: Registration types

- As depicted in the figure above, within the ICDRA registration form, applicants have the options to register as National and Regional Regulatory Authorities, Industry or other stakeholders or Exhibitors.

### 1.1.1. Registration for National and Regional Regulatory Authorities:

This page includes numerous form fields that capture the applicant's information. You can refer to Figure below for a visual representation of this page.



### Registration For National and Regional Regulatory Authorities

**Know your session:**

- All fields marked with asterik (\*) are mandatory.
- Registration Steps:
  - The interested participants may register themselves on this portal and may follow subsequent communications related to confirmation of registrations. On the side-lines of Pre-ICDRA, few industry and research organizations may register themselves as EXHIBITORS to showcase their products/processes to the Drug Regulatory Authority community. The participants/exhibitors may refer the Registration Manual prior to initiating the registration process.
  - Only registered Drugs Regulatory Authorities can participate in both sessions, hence they are required to submit online registration forms by clicking For Drug Regulatory Authority/Government Organization, for approval
  - Other participants can participate in the PRE-ICDRA session ONLY and will not be permitted to participate in ICDRA sessions, they are required to submit online registration forms by clicking Non-Drug Regulatory Authority/Others for approval.
  - After submitting registration forms, approvals are granted by ICDRA secretariat and WHO, hence applicants shall regularly check their registered email box.
  - The international participants, after successful registration, may be issued with specific VISA support letters from ICDRA Secretariat to facilitate the VISA issuance by Indian Embassies in the countries.
- PRE-ICDRA sessions are scheduled on 14th to 15th October, 2024, from 8.30 Hrs to 17.00 Hrs (IST, GMT+5.30 Hrs).
- ICDRA- Sessions are scheduled on 16th, 17th and 18th October, 2024, from 9.00 Hrs to 17.00 Hrs (IST, GMT+5.30 Hrs).
- Tea/Coffee (Morning and Evening) and Lunch will be served on 14th, 15th, 16th, 17th and 18th October, 2024 for the registered attendees.
- Pre-ICDRA reception dinner will be held on the evening of 14th October, 2024, for the registered attendees and invitees, from 19.00 Hrs to 21.00 Hrs (IST, GMT+5.30 Hrs).
- ICDRA reception dinner will be held on the evening of 15th October, 2024, for the registered attendees and invitees, from 19.00 Hrs to 21.00 Hrs (IST, GMT+5.30 Hrs).
- Excursions/Delhi City Tour is organized for the international delegates only by the ICDRA Secretariat, in the evening of 16th October, 2024, from 15.30 Hrs to 17.00 Hrs (IST, GMT+5.30 Hrs). Transport arrangement has been made to pick-up from conference venue and drop to the respective Hotels after the excursions
- ICDRA-GALA Dinner will be held on the evening of 17th October, 2024, which will serve the Dinner to the registered attendees and invitees along with the musical and cultural programs.
- Delegates may have to arrange the dinner for themselves on 16th and 18th evening.
- Conference culminates on 18th evening, at 17.00 Hrs (IST, GMT+5.30 Hrs)
- For any clarifications or further help, you may contact ICDRA Secretariat on [support@icdra2024\(dot\)in](mailto:support@icdra2024(dot)in)

**Conference Type\***

---Select---

**Basic Information**

**Title\***      **First Name\***      **Middle Name**      **Last Name\***

---Select---      First Name      Middle Name      Last Name

Note: The name entered for Registration should be same as in appearing in the Passport, as these details would be picked up for VISA letter.

**Email Address\***      **Mobile Number\***

Email ID      ISD Code      Mobile Number

**Nationality\***      **Country of Work\***      **State Name\***

--- Select ---      --- Select ---      State Name

**District Name\***      **Address\***

District Name      Office Address

Figure 3: Registration for National and Regional Regulatory Authorities

**Profession Details**

**Job Title\***      **Company/ Organization\***      **Organization Type\***

Position/Designation      Organization      ---Select---

**Telephone(If Any)**      **Attendee**

ISD Code      Telephone       Welcome Reception  Gala Dinner  City Tours

**Upload Documents**

S. No.	Document Name	File Format	Upload
1	Latest Photograph*	jpg, jpeg, png, pdf	Choose File      No file chosen

( Note: Document size should not be more than 10MB)

Enter the above text: \_\_\_\_\_

I agree to the terms, conditions and privacy policy laid down by Central Drugs Standard Control Organisation, DGHS, Ministry of Health & Family Welfare for availing the online services provided under this portal. The above information submitted by me is true to best of my Knowledge. \*

I agree to abide by the Code of Conduct to prevent harassment including sexual harassment at WHO events [Code of Conduct at WHO events.](#) \*

Figure 4: Registration for National and Regional Regulatory Authorities (continue)

➤ The application fee for the National and Regional Regulatory Authorities is free.

**Organization Type\***

---Select---

---Select---

Regulatory Authority (Free)

International/Intergovernmental Organization(Free)

Figure 5: Organization type for National and Regional Regulatory Authorities

- To complete the registration process, applicants must provide a valid email address and contact number for future communication purposes.

Note: The name entered for Registration should be same as in appearing in the Passport, as these details would be picked up for VISA letter.

**Email Address\*** **Mobile Number\***

Email ID  ISD Code  Mobile Number

**Nationality\*** **Country of Work\*** **State Name\***

--- Select ---  --- Select ---  State Name

**District Name\*** **Address\***

District Name  Office Address

Figure 6: Valid email and contact number

- To finalize the registration, applicants must upload a recent photo in jpeg, png, or jpg format.

Upload Documents

S. No.	Document Name	File Format	Upload
1	Latest Photograph*	jpg, jpeg, png, pdf	Choose File <input type="text"/> No file chosen

(Note: Document size should not be more than 10MB)

Figure 7: Mandatory details for Regulator registration

- Once all the form fields have been filled, click the "Continue" button.

I agree to the terms, conditions and privacy policy laid down by Central Drugs Standard Control Organisation, DGHS, Ministry of Health & Family Welfare for availing the online services provided under this portal. The above information submitted by me is true to best of my Knowledge. \*

I agree to abide by the Code of Conduct to prevent harassment including sexual harassment at WHO events [Code of Conduct at WHO events](#).\*

Figure 8: form submission

- After clicking "Continue," the applicant will get this confirmation message.



You have registered successfully. Your application will be sent for approval and you will be notified via email.

OK

Figure 9: Registration Confirmation

- e) Once the form is submitted, an automatic link will be sent to the WHO authority for approval.

### 2.1.2 Registration for Industry and Other Stakeholders:

Below are some important steps and form fields described for Industry and other stakeholders' registration.

- a) Industry and other Stakeholders are required to provide their registered company/organization name and specify the nature of their business.

### Registration For Industry and Other Stakeholders

**Know your session:**

- All fields marked with asterisk (\*) are mandatory.
- Registration Steps:
  - The interested participants may register themselves on this portal and may follow subsequent communications related to confirmation of registrations. On the side-lines of Pre-ICDRA, few industry and research organizations may register themselves as EXHIBITORS to showcase their products/processes to the Drug Regulatory Authority community. The participants/exhibitors may refer the Registration Manual prior to initiating the registration process.
  - Only registered Drugs Regulatory Authorities can participate in both PRE-ICDRA and ICDRA sessions, hence they are required to submit online registration forms by clicking For Drug Regulatory Authority/Government Organization, for approval
  - Other participants can participate in the PRE-ICDRA session ONLY and will not be permitted to participate in ICDRA sessions, they are required to submit online registration forms by clicking Non-Drug Regulatory Authority/Others for approval.
  - After submitting registration forms, approvals are granted by ICDRA secretariat and WHO, hence applicants shall regularly check their registered email box.
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- ICDRA - Sessions are scheduled on 16th, 17th and 18th October, 2024, from 9.00 Hrs to 17.00 Hrs (IST, GMT+5.30 Hrs).
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- Delegates may have to arrange the dinner for themselves on 16th and 18th evening.
- Conference culminates on 18th evening, at 17.00 Hrs (IST, GMT+5.30 Hrs)
- For any clarifications or further help, you may contact ICDRA Secretariat on [support@icdra2024\[dot\]in](mailto:support@icdra2024[dot]in)

---

#### Basic Information

**Title\***  **First Name\***  **Middle Name**  **Last Name\***

Note: The name entered for Registration should be same as in appearing in the Passport, as these details would be picked up for VISA letter.

**Email Address\***  **Mobile Number\***

**Nationality\***  **Country of Work\***  **State Name\***

**District Name\***  **Address\***

Figure 10: Registration for Industry and other stakeholders

#### Profession Details

**Job Title\***  **Company/ Organization\***  **Organization Type\***

**GST Number**  **Telephone(If Any)**

---

#### Upload Documents

S. No.	Document Name	File Format	Upload
1	Latest Photograph*	jpg, jpeg, png	<input type="button" value="Choose File"/> <input type="text" value="No file chosen"/>

( Note: Document size should not be more than 10MB)

I agree to the terms, conditions and privacy policy laid down by Central Drugs Standard Control Organisation, DGHS, Ministry of Health & Family Welfare for availing the online services provided under this portal. The above information submitted by me is true to best of my Knowledge. \*

I agree to abide by the Code of Conduct to prevent harassment including sexual harassment at WHO events [Code of Conduct at WHO events.](#) \*

Figure 11: Registration for Industry and other stakeholders (continue)

Figure 12: Non-Regulators Organization Name and Nature of business

- b) The application fee for the Non-Regulators is determined by the type of the applicant's Country of Work.

Figure 13: Organization type for non-Regulators

- c) Uploading a recent photo for the non-Regulators is required.

S. No.	Document Name	File Format	Upload
1	Latest Photograph*	.jpg, .jpeg, .png, .pdf	Choose File No file chosen.

(Note: Document size should not be more than 10MB)

Figure 14: Non-Regulators photo upload and valid id Upload

- d) After reviewing the declaration message, please click the "Continue" button.

Figure 15: Screen of Continue button

- e) Upon Successful registration, you will get the below confirmation

Figure 16: Confirmation window for Non-Regulators registration

- f) If the CDSCO authority approves the form, an email will be sent automatically, to proceed with the payment of the application fee.
- g) Following the submission of the application fee, a confirmation message will be sent to the applicants to confirm the submission of their application.

**Payment Integration**

**Payment Information**

Registration Number	N2024004
Email Address	humacdac@gmail.com
Attendee Name	Ms. Test Test
Organization Type	Non-Government Organisation
Amount	\$100
Country of Work	India
Mobile Number	+91 0133456789

[Pay Now](#)

Figure 17: Payment Integration window

- h) A preview page will be displayed, containing the entire applicant's information and the Conference Programme details. Applicants will have the option to save or print the form using the provided print button.

### 2.1.3 Registration for Exhibitors:

User can register as an Exhibitor by clicking on the registration link for Exhibitors. The following page will appear as shown below

- (a) The registration fee for Exhibitors is 1500 USD for Overseas Participant and INR 1,05,000 + 18%GST for Indian Participant.

### Exhibitor Registration

**Know your session:**

- All fields marked with asterik (\*) are mandatory. Only PDF documents with size not more than 10 MB are permitted
- Registration Steps:
  - The interested participants may register themselves on this portal and may follow subsequent communications related to confirmation of registrations. On the side-lines of Pre-ICDRA, few industry and research organizations may register themselves as EXHIBITORS to showcase their products/processes to the Drug Regulatory Authority community. The participants/exhibitors may refer the Registration Manual prior to initiating the registration process.
  - Only registered Drugs Regulatory Authorities can participate in both PRE-ICDRA and ICDRA sessions, hence they are required to submit online registration forms by clicking For Drug Regulatory Authority/Government Organization, for approval.
  - Other participants can participate in the PRE-ICDRA session ONLY and will not be permitted to participate in ICDRA sessions., they are required to submit online registration forms by clicking Non-Drug Regulatory Authority/Others for approval.
  - After submitting registration forms, approvals are granted by ICDRA secretariat and WHO, hence applicants shall regularly check their registered email box.
  - The international participants, after successful registration, may be issued with specific VISA support letters from ICDRA Secretariat to facilitate the VISA issuance by Indian Embassies in the countries.
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- ICDRA- Sessions are scheduled on 16th, 17th and 18th October, 2024, from 9.00 Hrs to 17.00 Hrs (IST, GMT+5.30 Hrs).
- Tea/Coffee (Morning and Evening) and Lunch will be served on 14th, 15th, 16th, 17th and 18th October for the registered attendees.
- Pre-ICDRA reception dinner will be held on the evening of 14th October, 2024, for the registered attendees and invitees, from 19.00 Hrs to 21.00 Hrs (IST, GMT+5.30 Hrs).
- ICDRA reception dinner will be held on the evening of 15th October, 2024, for the registered attendees and invitees, from 19.00 Hrs to 21.00 Hrs (IST, GMT+5.30 Hrs).
- Excursions/Delhi City Tour is organized for the international delegates only by the ICDRA Secretariat, in the evening of 16th October, 2024, from 15.30 Hrs to 17.00 Hrs (IST, GMT+5.30 Hrs). Transport arrangement has been made to pick-up from conference venue and drop to the respective Hotels after the excursions.
- ICDRA-GALA Dinner will be held on the evening of 17th October, 2024, which will serve the Dinner to the registered attendees and invitees along with the musical and cultural programs.
- Delegates may have to arrange the dinner for themselves on 16th and 18th evening.
- Conference culminates on 18th evening, at 17.00 Hrs (IST, GMT+5.30 Hrs).
- Please note that, only registered participants of the EXHIBITORS will be permitted to participate in the PRE-ICDRA event. Further, EXHIBITORS are required to disassemble and vacate the structure etc. on 18th evening (6.00 PM).
16. For any clarifications or further help, you may contact ICDRA Secretariat on [support@icdtra2024.in](mailto:support@icdtra2024.in).

---

#### Details of Primary Attendee\*

<b>Title*</b> ---Select---	<b>First Name*</b> First Name	<b>Middle Name</b> Middle Name	<b>Last Name*</b> Last Name
<b>Nationality*</b> --- Select ---	<b>Country of Work*</b> --- Select ---		<b>State Name*</b> Select Your State Name
<b>District Name*</b> District Name	<b>Do you wish to accompany by additional participant*</b> ---Select---		

---

#### Organization Information

<b>Name of the Company/ Organization*</b> Company Name	<b>Nature of Business*</b> --- Select ---	<b>Address*</b> Office Address
<b>Country*</b> --- Select ---	<b>State*</b> State Name	<b>District Name*</b> District Name

Figure 18: Exhibitor Registration

<b>Country*</b> --- Select ---	<b>State*</b> State Name	<b>District Name*</b> District Name
<b>Pin/Zip Code*</b> Pin Code	<b>Telephone*</b> ISD Code Telephone No	<b>Mobile Phone*</b> ISD Code Mobile Phone
<b>Email Address*</b> Email ID	<b>Website*</b> Website	<b>GST Number</b> GST Number

---

#### Upload Documents


**Primary Attendee\***

S. No.	Document Name	File Format	Upload
1	<b>Latest Photograph*</b>	.jpg, .jpeg, .png	Choose File No file chosen

Exhibition Booth Package will be as shown in the table below:

Area	Spotlight	Plug point	Company Logo
3m x 3m	2	1	1

**Exhibition booth charges:**  
 For overseas exhibitors USD 1500 for Pre ICDRA for 2 days  
 For Indian exhibitors INR 1,05,000+18%GST for Pre ICDRA for 2 days  
 These registration charges include complimentary registration for 2 personnel (including refreshment and lunch)



Enter the above text

I agree to the terms, conditions and privacy policy laid down by Central Drugs Standard Control Organisation, DGHS, Ministry of Health & Family Welfare for availing the online services provided under this portal. The above information submitted by me is true to best of my Knowledge. \*

I agree to abide by the Code of Conduct to prevent harassment including sexual harassment at WHO events [Code of Conduct at WHO events.](#)\*

Figure 19: Exhibitor Registration



(b) The application fee for the Exhibitors is determined by the type of the Primary Attendee' Country of Work.

- For overseas exhibitors USD 1500 for Pre ICDRA for 2 days
- For Indian exhibitors INR 1,05,000+18%GST for Pre ICDRA for 2 days

(c) Once the details are filled for the registration, Exhibitors are required to upload a recent photo as a mandatory detail.

(d) After reviewing the declaration message, please click the "Continue" button.

(e) Upon Successful registration, user will get the confirmation as shown below:

(f) If the CDSCO authority approves the form, an email will be sent automatically, to proceed with the payment of the application fee.

(g) Following the submission of the application fee, a confirmation message will be sent to the applicants to confirm the submission of their application.

(h) A preview page will be displayed, containing the entire applicant's information and the Conference Programme details. Applicants will have the option to save or print the form using the provided print button.

**Payment Integration**

**Payment Information**

Registration Number	E2024004
Email Address	humacdac@gmail.com
Attendee Name	Ms. Test Test
Organization Type	Tests
Amount	\$1500
Country of Work	India
Mobile Phone	+91 0123456789

[Pay Now](#)

Figure 20: Payment Integration window





# Conference Details



### 3.1 Programme

➤ The Program menu consists of three sub-menus, which are as follows:

#### 3.1.1 Conference Agenda:

This Page provides a PDF document containing the comprehensive schedule of the conference, organized by time. Please refer to the figure below for a visual representation.

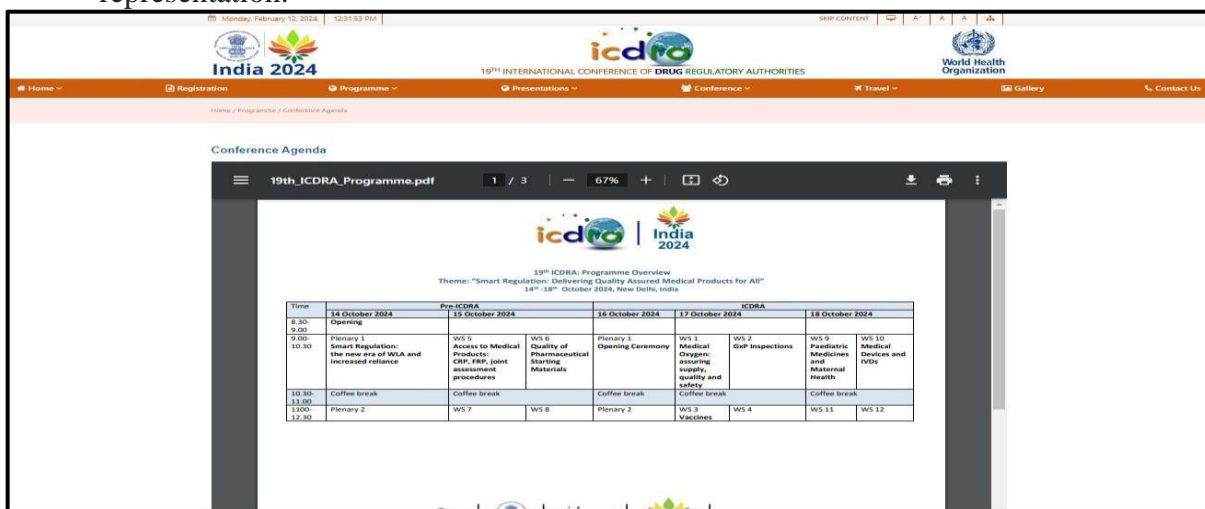


Figure 21: Conference Agenda

#### 3.1.2 Pre-ICDRA:

On this page, you will find five tabs corresponding to the five days of the conference. The first two tabs are currently active and contain the complete schedule for the Pre-ICDRA conference. Please refer to the page view shown below for more details.

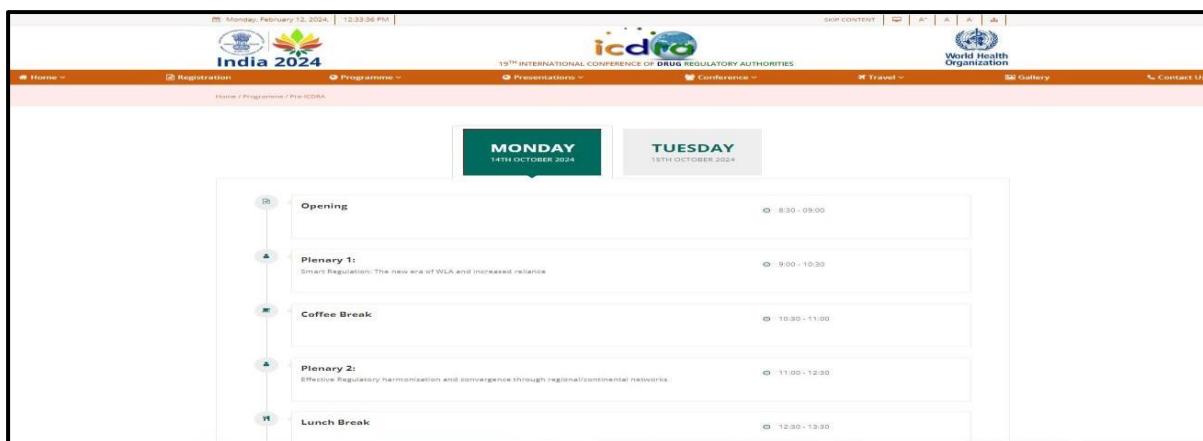


Figure 22: Pre-ICDRA

### 3.1.1 ICDRA:

This page resembles the Pre-ICDRA page, but with a slight difference. The first two tabs are deactivated, and the last three tabs provide the complete schedule for the ICDRA conference. Please refer to the page view shown below for a visual representation.

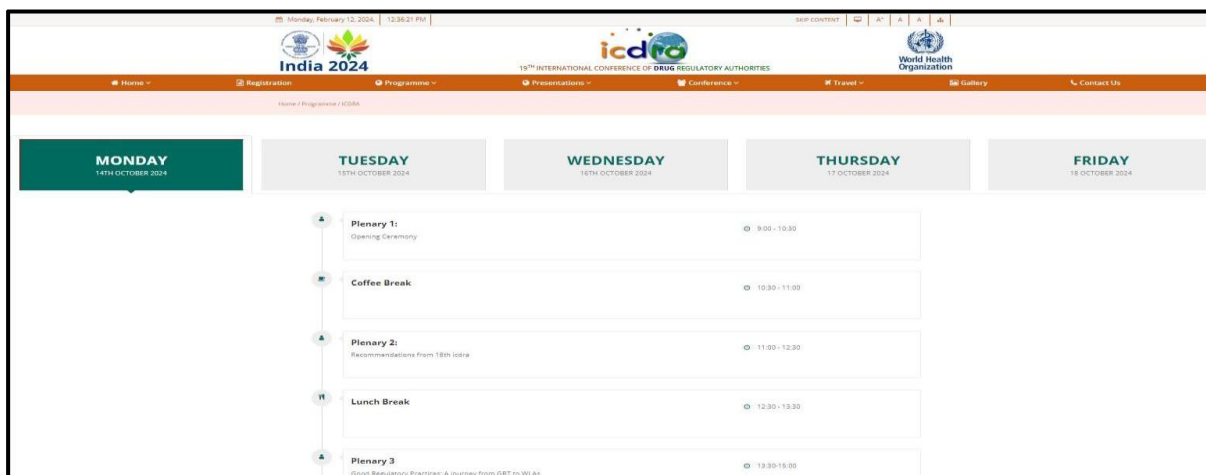


Figure 23: ICDRA

### 3.1.2 Side Meetings:

This page provides information about the facilities available to support side meetings if participants wish to utilize this option during both the Pre-ICDRA and ICDRA meetings. Please refer to the page view shown below for more details.

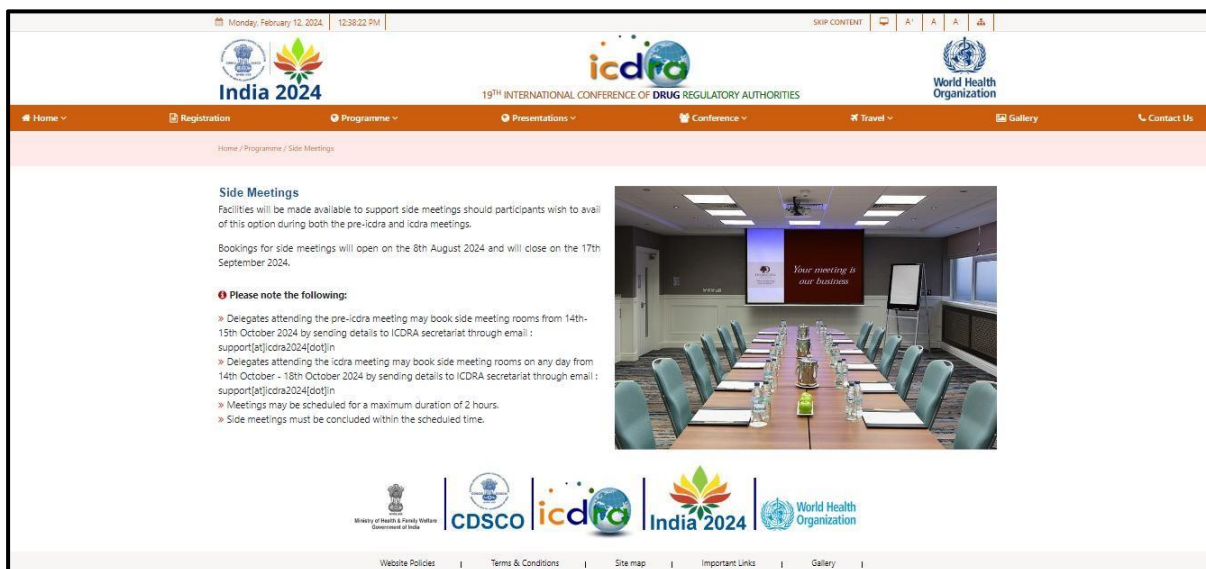


Figure 24: Side Meetings

### 3.2 Presentations

#### 3.2.1. Pre-ICDRA Presentation:

On this page, participants can download PowerPoint (PPT) files containing brief summaries of Pre-ICDRA conference presentations. Each presentation includes the Presenter's Name and their Organization Name for reference.



Figure 25: Screen of Pre-ICDRA Presentation

#### 3.2.2. ICDRA Presentation:

This page allows participants to download PowerPoint (PPT) files containing brief summaries of the ICDRA conference presentations. Each presentation includes the Presenter's Name and their Organization Name for reference.



Figure 26: Screen of ICDRA Presentation

### 3.3 Conference

#### 3.3.1. Conference Venue:

This page displays a Google Maps location indicating where the conference will be held. It provides attendees with a visual reference to the venue's location.

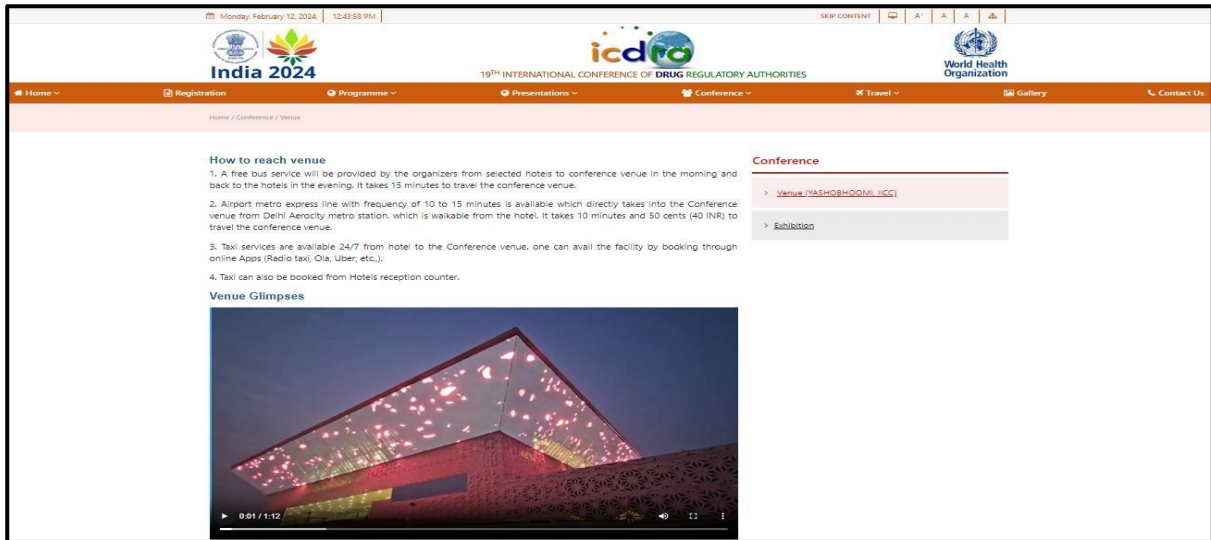


Figure 27: Screen of conference Venue

#### 3.3.2. Conference Exhibition:

On this page, you will find a table containing the names of exhibitors participating in the conference exhibition. This table serves as a directory of exhibitors for attendees.



Figure 28: Screen of Conference Exhibition



### 3.4 Travel

- The Travel menu includes seven sub-menus, which are as follows:

#### 3.4.1. Visa Information:

This page provides participants with information about visa requirements. It also includes links that allow participants to visit the relevant websites for detailed visa information and application processes.

Visa Information	Travel
<p><b>Applying for an Indian Visa</b></p> <p>The responsibility of getting a visa lies with the applicant. To download the Visa Letter you need to be registered.</p> <p>Delegates can check their visa requirements and apply for the Visa appropriate for their nationality.</p> <p>Official Link for eVisa website : <a href="http://indianvisaonline.gov.in/evisa/tvoa.html">indianvisaonline.gov.in/evisa/tvoa.html</a></p> <p>Delegates will find the specific requirements for their country on the site by applying for the Visa appropriate for their nationality.</p> <p>Official link on information to obtain visa to India : <a href="http://www.mea.gov.in">www.mea.gov.in</a></p> <p><b>How to apply for a Conference Visa</b></p> <p>Delegates to the conference should:</p> <ul style="list-style-type: none"> <li>Registered for the conference through this website</li> <li>Download the Visa letter and conference permission documents.</li> <li>Apply for a Conference Visa at the nearest Embassy of India or High Commission with the Invitation Letter, Conference Permission documents, and other documents described below:</li> </ul> <p><b>Participants holding regular passports (Not Diplomatic or Official)</b></p> <p>These participants should apply for a <b>Conference Visa</b>.</p> <p><b>Visa General Information</b></p> <p>Foreign visitors entering India must possess a passport valid for at least 6 months after their date of entry into India, except in the case of nationals of Bhutan and Nepal, who need only carry suitable means of identification. There should be at least two blank pages in the passport.</p> <p>The list of Indian diplomatic missions overseas can be consulted at:</p> <ul style="list-style-type: none"> <li><a href="http://oidirectory.gov.in/country_wise_view.php?ct=1001">http://oidirectory.gov.in/country_wise_view.php?ct=1001</a></li> <li><a href="http://passportindia.gov.in/AgpOnlineProject/mission/mission">http://passportindia.gov.in/AgpOnlineProject/mission/mission</a></li> </ul> <p><b>Entry (Visa) Requirements</b></p> <p>Visitors to India must obtain a visa from an Indian diplomatic mission unless they come from one of the visa-exempt countries or a country whose citizens may obtain a visa on arrival, or an e-Visa online.</p> <p><b>Visa on arrival</b></p> <p>The visa is issued for business, tourist, medical and conference categories, and has a validity of 60 days. The cost is ₹ 2,000. The VOA facility can be used for no more than two times in a calendar year. Alternatively, foreign citizens eligible for a VOA can apply for an e-Visa instead if they intend to enter the country through an airport or seaport not covered by the VOA scheme.</p> <p><b>Online Visa</b></p> <p>Foreign Citizens can apply for online visa (e-Visa) by visiting: <a href="http://www.indianvisaonline.gov.in/visa">www.indianvisaonline.gov.in/visa</a></p>	<ul style="list-style-type: none"> <li>&gt; <a href="#">Visa Information</a></li> <li>&gt; <a href="#">Accommodation</a></li> <li>&gt; <a href="#">Delhi Airport Transfer</a></li> <li>&gt; <a href="#">Local Transportation</a></li> <li>&gt; <a href="#">How to Reach</a></li> <li>&gt; <a href="#">Host City Delhi</a></li> <li>&gt; <a href="#">Incredible India</a></li> <li>&gt; <a href="#">Explore India</a></li> </ul>

Figure 29: Screen of Visa Information



### Visa on arrival

The visa is issued for business, tourist, medical and conference categories, and has a validity of 60 days. The cost is ₹ 2,000. The VOA facility can be used for no more than two times in a calendar year. Alternatively, foreign citizens eligible for a VOA can apply for an e-Visa instead if they intend to enter the country through an airport or seaport not covered by the VOA scheme.

### Online Visa

Foreign Citizens can apply for online visa (e-Visa) by visiting: [www.indianvisaonline.gov.in/visa](http://www.indianvisaonline.gov.in/visa)

### Diplomatic and Official Passport Holders

Holders of Diplomatic Passports should apply for a Diplomat Visa. Holders of Official Passports should apply for an Official Visa. Holders of Diplomatic and Official passports may contact the nearest Indian Embassy or High Commission for further information. Some useful links:

- <http://passportindia.gov.in/AppOnlineProject/online/visaServices>
- <http://mea.gov.in/bvwa.htm>
- <http://www.boi.gov.in/content/diplomaticofficial-visa-do>

Figure 30: Visa Information (continue)



### 3.4.2. Accommodation:

On this page, participants can view hotels in the city sorted by their ratings. This information helps participants make informed decisions about their accommodation during the event.

#### Accommodation in New Delhi

Vivanta New Delhi, Dwarka  
Service Rd, Sector 21,  
Dwarka  
New Delhi-110075

For more information, please visit the hotel website -  
<https://www.vivantahotels.com/en-in/vivanta-new-delhi-dwarka/>

#### Travel

- > [Visa Information](#)
- > [Accommodation](#)
- > [Delhi Airport Transfer](#)
- > [Local Transportation](#)
- > [How to Reach](#)
- > [Host City Delhi](#)
- > [Incredible India](#)
- > [Explore India](#)

#### Alternate Accomodation

Hotel	Grade	Link
Hotel Welcome by ITC, Dwarka	★★★★★	<a href="#">BOOK</a>
Hotel Radisson Blu, Dwarka	★★★★★	<a href="#">BOOK</a>
Hotel IBIS, Aerocity, Delhi	★★★★	<a href="#">BOOK</a>
Hotel Pride Plaza, Aerocity, Delhi	★★★★★	<a href="#">BOOK</a>
Hotel Red Fox, Aerocity, Delhi	★★★★★	<a href="#">BOOK</a>
Hotel Lemon Tree Premier, Aerocity, Delhi	★★★★★	<a href="#">BOOK</a>
Hotel Holiday Inn, Aerocity, Delhi	★★★★★	<a href="#">BOOK</a>
Hotel Roseate House, Aerocity, Delhi	★★★★★	<a href="#">BOOK</a>
Hotel Novotel, Aerocity, Delhi	★★★★★	<a href="#">BOOK</a>
Hotel Aloft, Aerocity, Delhi	★★★★★	<a href="#">BOOK</a>

Figure 31: Accommodation

Hotel Lemon Tree Premier, Aerocity, Delhi	★★★★	BOOK
Hotel Holiday Inn, Aerocity, Delhi	★★★★★	BOOK
Hotel Roseate House, Aerocity, Delhi	★★★★★	BOOK
Hotel Novotel, Aerocity, Delhi	★★★★★	BOOK
Hotel Aloft, Aerocity, Delhi	★★★★★	BOOK
Hotel Pullman, Aerocity, Delhi	★★★★★	BOOK
Hotel J W Marriot, Aerocity, Delhi	★★★★★	BOOK
Hotel Andaz, Aerocity, Delhi	★★★★★	BOOK
Hotel Centaur, Aerocity, Delhi	★★★★★	BOOK
Hotel Radisson Blu, Mahipalpur	★★★★★	BOOK

Figure 32: Accommodation (continue)

### 3.4.3. Delhi Airport Transfer:

This page provides information about transportation options available at Delhi Airport, allowing participants to plan their transfers to and from the airport conveniently.

### Delhi Airport Transfer

**New Delhi Airport**

- ✘ New Delhi Airport is located 12.4 km from Vivanta New Delhi, Dwarka .
- 🚗 Taxis are readily available for hire outside both airport terminals.
- 🚗 Most international car rental companies also have representation in airport terminals.

**Taxi**

- » There are taxis pick up points outside Terminal 1, Terminal 2 and Terminal 3 arrival areas of New Delhi Airport.
- » Taxi from the airport to the meeting venue will cost in the range of Apx 150 would be fare and 150 airport charge.

**Delhi Metro**

- » Take Orange Line Metro from Delhi Aerocity towards Yashobhoomi Dwarka Sector 25. Dwarka Sector 21 metro station is the nearest metro station from Vivanta New Delhi, Dwarka.

**Car Rental**

Most international car rental companies have representation in the airport terminals. For details on companies and their locations in the airport see: Airport Car Rental

### Travel

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- > [Incredible India](#)
- > [Explore India](#)

Figure 33: Delhi Airport Transfer

### 3.4.4. Local Transportation:

This section offers information about local transportation options within Delhi, helping participants navigate the city during their stay.

### Local Transportation

**Welcome To New Delhi City**

- 📍 New Delhi is compact and easy to walk around.
- 🚗 Taxis: A number of private cab operators or cab sharing service providers, including Uber, Ola and Easy Cabs, have also started operating in Delhi.
- 🚌 Delhi Transport Corporation (DTC) buses: With a humongous fleet of AC and non-AC buses, DTC is the biggest public transport operator in Delhi. You can hop on to one of its buses to get around Delhi for surprisingly minimal fares. These buses connect almost all the parts of Delhi, ideal for short distances. While metro rails are a more comfortable option, DTC buses connect even the relatively far-flung areas of Delhi. You can buy tickets from the conductor after boarding it.
- 🚇 Delhi Metro: Delhi Metro is, clearly, the quickest, affordable and one of the best ways to get around Delhi. The network boasts of AC coaches, one coach in each metro being reserved for women, and an average frequency of one metro every five minutes.

**Getting Around New Delhi**

Delhi, the capital of India, is a kaleidoscope of sorts. Spread over 1484 sq km, the National Capital Territory of Delhi, also holds the distinction of being the largest state (in terms of land area) in the country. One of the rare few cities to tread the line between contemporary and vintage with such aplomb, Delhi is home to centuries old buildings as well as a skyline that is increasingly bursting with skyscrapers.

### Travel

- > [Visa Information](#)
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- > [Incredible India](#)
- > [Explore India](#)

Figure 34: Local Transportation

### 3.4.5. How to Reach:

This page offers information on long-distance travel options and distances from the main city in India, providing participants with guidance on reaching the event location.

<p><b>How to Reach</b></p> <p>Located in Northern India, Delhi is said to be one of the oldest cities in the world. With 22 million inhabitants, it is India's capital and a hub of the country's politics, culture and commercial activity.</p> <p>Delhi is easily reachable from all major countries of the World and to domestic travellers from anywhere in India.</p> <p>There are many options that one can avail from to reach Delhi.</p> <p><b>Air</b></p> <p>Indira Gandhi International Airport is the eight largest airport in the world. The airport is the major domestic air hub of the region and is also connected to all the major cities of the world. More information from <a href="http://www.newdelhiairport.in">http://www.newdelhiairport.in</a></p> <p><b>Rail</b></p> <p>Delhi is the headquarters of the Northern Railway and is a very well connected railhead with all major cities and towns in India. The main railway stations are New Delhi, Delhi Junction (Old Delhi), Hazrat Nizamuddin and Sarai Rohilla.</p> <p><b>Road</b></p> <p>Delhi is connected by good motorable roads to all major places in India.</p> <p>Delhi is:</p> <ul style="list-style-type: none"> <li>• 203 km from Agra</li> <li>• 447 km from Amritsar</li> <li>• 238 km from Chandigarh</li> <li>• 217 km from Haridwar</li> <li>• 258 km from Jaipur</li> <li>• 343 km from Shimla</li> <li>• 502 km from Kullu.</li> </ul>	<p><b>Travel</b></p> <ul style="list-style-type: none"> <li>&gt; <a href="#">Visa Information</a></li> <li>&gt; <a href="#">Accommodation</a></li> <li>&gt; <a href="#">Delhi Airport Transfer</a></li> <li>&gt; <a href="#">Local Transportation</a></li> <li>&gt; <a href="#">How to Reach</a></li> <li>&gt; <a href="#">Host City Delhi</a></li> <li>&gt; <a href="#">Incredible India</a></li> <li>&gt; <a href="#">Explore India</a></li> </ul>
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Figure 35: How to Reach

### 3.4.6. Host City New Delhi:

This section provides a brief description of the city of Delhi, offering participants insights into the host city.


<p><b>Host City New Delhi</b></p> <p>Located in Northern India, Delhi is said to be one of the oldest cities in the world. With 22 million inhabitants, it is India's capital and a hub of the country's politics, culture and commercial activity. It is one of the world's leading cities, with eminence in the arts, commerce, education, entertainment, fashion, healthcare, professional services, research and development and tourism all contributing to its prominence. Delhi, located on the bank of the Yamuna River, is a microcosm of India.</p> <p>The city is known for its historical monuments. It became the capital of a Muslim empire in India under Qutubuddin Aibak, builder of the Qutub Minar, in 1193. Sir Edwin Landseer Lutyens planned New Delhi and designed the majestic Rashtrapati Bhawan (President House, formerly the palace of the Viceroy) as well as the parliament and other important government buildings. The architecture of these buildings is mainly European, with details of indigenous Indian styles. The weather in Delhi in September-October is expected to be between a max 32.9°C and minimum of 19.4°C. Delhi is easily reachable from all major countries of the World and to domestic travellers from anywhere in India. Being one of the most historic Capitals in the world, Delhi has a plethora of tourist sites.</p> <p>Experience the culture and heritage that Delhi has to offer by visiting the landmarks of Delhi.</p> 	<p><b>Travel</b></p> <ul style="list-style-type: none"> <li>&gt; <a href="#">Visa Information</a></li> <li>&gt; <a href="#">Accommodation</a></li> <li>&gt; <a href="#">Delhi Airport Transfer</a></li> <li>&gt; <a href="#">Local Transportation</a></li> <li>&gt; <a href="#">How to Reach</a></li> <li>&gt; <a href="#">Host City Delhi</a></li> <li>&gt; <a href="#">Incredible India</a></li> <li>&gt; <a href="#">Explore India</a></li> </ul>
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Figure 36: Host City New Delhi

### 3.4.7. Incredible India:

On this page, you will find a video showcasing the incredible diversity and richness of India, allowing participants to experience the country's unique cultural and geographical features.



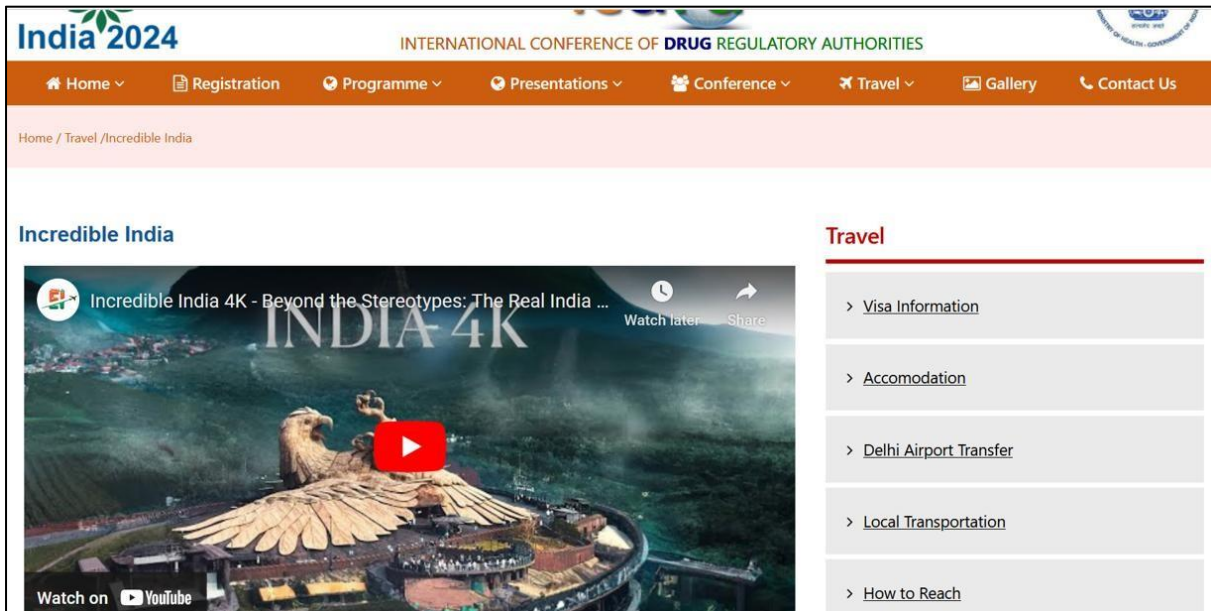


Figure 37: Incredible India

### 3.4.8. Explore India:

This page allows the users to travel & experience the beauty of incredible India, know the culture & heritage of India and many more.

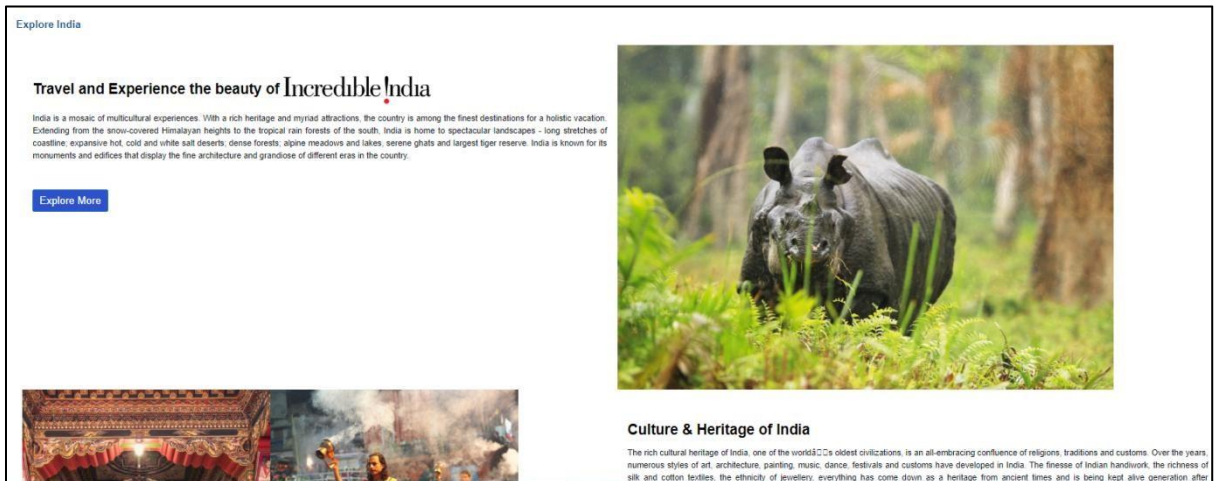


Figure 38: Explore India



# Contact Us





## 4.1 Contact Us

- Participants who have any doubts or queries can fill out a Contact Us form and submit it. The ICDRA team is committed to providing quick responses to inquiries.
- Participants also have the option to contact ICDRA directly through email or by using the provided contact number for immediate assistance.

**Contact Us**  
Send an Enquiry (\* Mandatory Fields)

**International Conference of Drug Regulatory Authorities (ICDRA)**

Central Drugs Standard Control Organization(HQ),  
Ministry of Health and Family Welfare,  
Directorate General of Health Services,  
Internation Cell, FDA Bhawan, Kotla Road, New Delhi -110002.

✉ Email : [icdra\[dot\]india\[at\]icdra2024\[dot\]in](mailto:icdra[dot]india[at]icdra2024[dot]in)

**Name \***  
Name

**Email \***  
Email

**Subject \***  
Subject

**Phone**  
Phone

**Remarks**  
Remarks

8 aay3q

Enter the above text

**Submit**

Figure 39: Screen of Contact Us

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