



བོད་ཀྱི་དོན་གཙོ་བོ་ལྷན་ཁང་།

THE TIBET BUREAU

OFFICE OF THE REPRESENTATIVE OF H. H. THE DALAI LAMA  
PLACE DE LA NAVIGATION 10, 1201 GENEVA, SWITZERLAND

## **Dhanglang Chatrel (Green book) at a glance**

On 30<sup>th</sup> July 1972, General Assembly of the Tibetan Freedom Movement resolved that all Tibetans living in exile shall make a monthly voluntary contribution to the Central Tibetan Administration as a symbol of allegiance and recognition.

### **1. Dhanglang Chatrel book and its symbolism?**

In accordance with the article 13 under section 4 of the Charter of Central Tibetan Administration, every Tibetan over the age of six shall make a yearly contribution to the Central Tibetan Administration (CTA). This contribution shall be recorded in the Dhanglang Chatrel book issued by the Department of Finance, CTA.

### **2. Who is entitled to receive the Dhanglang Chatrel book?**

All Tibetan nationals over the age of six are entitled to apply and receive Dhanglang Chatrel book.

#### **a) Procedures for application of Dhanglang Chatrel Book.**

Form for new application can be downloaded from ([http://tibetoffice.ch/web/green\\_book/GB\\_Form\\_new.pdf](http://tibetoffice.ch/web/green_book/GB_Form_new.pdf)). Filled application must be submitted to Tibet Bureau through the concerned Tibetan association/community leader. However, it is prohibited to apply Dhanglang Chatrel Book twice.

It takes about 2 to 3 months to process a new Dhanglang Chatrel book. It is free of cost and issued by the Department of Finance, CTA.

#### **b) Documents required for new Dhanglang Chatrel Book application**

- 3 recent photo of size (4cmX4cm) along with completed application form (both new application and bodme ngoden form)
- Copies of passport or travel document/permanent residence permit. In case of Swiss, the accepted residence cards are F, B and C category.
- Copies of Tibetan Reception Centre letter, Nepal/ European/Swiss visa or passport (Chinese) for new Tibetan arrivals from Tibet whichever is applicable for those over the age of six.



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### c) **New short-profile Chatrel book for holders of 7-digit Chatrel book**

The following documents must be provided to Tibet Bureau through Tibetan community leader:

- Completed application in the prescribed form
- Original 7-digit Dhanglang Chatrel book and updated payment
- 3 recent photo of 4X4 cm size
- payment receipt of \$30 to Tibet Bureau as processing fee

### 3. **How to apply the new 7-digit chatrel book for the holder of Old (3-digit or no number) Dhanglang chatrel book?**

Holder of old book issued before 2005 are required to apply for new 7-digit number book following the same procedures specified in serial number 2 (b) (new book procedure) plus the copy of the old book.

### 4. **How to apply for Dhanglang Chatrel Book correction?**

You can apply to Tibet Bureau through Community leader with the following documents:

- Green book correction application form  
([http://tibetoffice.ch/web/green\\_book/GB\\_Form\\_correction.pdf](http://tibetoffice.ch/web/green_book/GB_Form_correction.pdf))
- The payment receipt of \$30 to Tibet Bureau as processing fee
- Original Chatrel book
- One passport sized colour photo
- All the supporting documents

### 5. **How to apply for duplicate Dhanglang Chatrel Book in case of loss?**

You can apply by submitting to Tibet Bureau through Community leader the following documents:

- Completed Loss/Duplicate issue form  
([http://tibetoffice.ch/web/green\\_book/GB\\_Form\\_lost.pdf](http://tibetoffice.ch/web/green_book/GB_Form_lost.pdf))
- The payment receipt of \$30 as processing fee



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- A copy of Police report (First information report) or your report containing detailed narrative of how and where you lost the book
- One passport size photo.

## 6. New Chatrel Book for name change application

Completed form with following documents has to be submitted to Tibet Bureau through Community leader.

- a) A copy of the passport /Travel document/resident permit.
- b) 3 recent photo size **4X4 cm**
- c) Original Chatrel book or if it was lost, completed loss/ duplicate form
- d) **Correction form duly completed for date of birth change and address**
- e) Payment receipt of \$40 to Tibet Bureau as processing fee
- f) Copies of updated payment of Chatrel contribution receipts.

## 7. How to get Dhanglang Chatrel Book extension?

Dhanglang Chatrel book is valid for 5 years from the date of issue. The holder of the book is required to get it extended before the expiry date.

The Dhanglang Chatrel book can be submitted to concerned community leader or Tibet Bureau. Tibet Bureau is vested with the authority to extend the Dhanglang Chatrel book.

## 8. What are Dhanglang Chatrel Yearly Contribution Rates?

- a) Swiss & Liechtenstein:

Tenth local assembly of Tibetan deputies in the year 1998 after consulting with CTA Finance department, Dharamsala laid down the Chatrel rates in the following categories

6 year to 17 year	18 year to 84 year	Employed adult	Semi-employed adult
CHF 18	CHF 69	CHF 144	CHF 107



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Europe:

6 year to 17 year	18 year and above	Employed adult
€11	€36	€76

- b) The Chatrel rate for 6 year to 17 year has been amended with effect from the year 2015 in view of recent amendment in law passed by Tibetan parliament in exile.
- c) 85 years old and above are exempted from Chatrel contribution
- d) The due for children below age 18 before the year 2014 is €27 per year.

#### 9. Chatrel contribution waiver guideline

- a) Those who have arrived directly from Tibet or via Nepal are entitled to get one-year Chatrel reprieve from the date of arrival. The waiver will be considered on the production of passport and visa copies or the letter from Tibetan Reception Centre, Nepal
- b) Any other Chatrel contribution amnesty shall be considered after receiving the application and recommendation from Tibetan Community/Representative office through Paljor Office by Tibetan Parliament in-exile Standing Committee members.

#### 10. Contribution (Chatrel) collection timeframe

The yearly Dhanglang Chatrel contribution shall be collected latest by March of the next calendar year. For example the last month for the collection of year 2014 Dhanglang Chatrel contribution is March 2015.

#### 11. Chatrel Dues and Penalty.

- a) Chatrel dues can be paid in one-time lump sum and, arrears from the year 2003 can be paid in 10 yearly instalments.
- b) Chatrel arrears up to the year 2007 are partially exempted; hence one dollar per year is collected until the year 2007.



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- c) Chatrel due from the year 2004 are liable to pay 10% of the total due as penalty in addition to the principal due amount.
- d) 10% penalty for the Chatrel arrear amount will be collected after the year 2004.

**12. What are Chatrel contribution rates for those who have migrated permanently to Europe from India, Bhutan and Nepal?**

The rates of Europe and Swiss and Liechtenstein shall apply from the year of migration

**13. Last date and Template for submission of Chatrel Payer report.**

The list of Dhanglang Chatrel Payer for the particular year should be send to Tibet Bureau latest by April of next year. For Instance, the latest month for reporting the Dhanglang Chatrel payer list of the year 2014 to Tibet Bureau is April 2015.

The format set by Paljor office which I have attached in the last page

[http://www.tibetoffice.ch/web/green\\_book/Chatrel\\_template\\_PaljorCTA.xlsx](http://www.tibetoffice.ch/web/green_book/Chatrel_template_PaljorCTA.xlsx)

Or

Serial No.	Chatrel Book Number	Name/Vorname	Employed (CHF 144)	Half-employed (CHF 107)	Unemployed (CHF 69)	Children 6-17 year (CHF 54)	Chatrel arrears	Chatrel arrear period/year	Total
	<b>TOTAL</b>								<b>0</b>

Notes:

1. Chatrel arrear means chatrel contribution meant for the back log years, other than the running year. Please do not forget to mention the year in the arrear period column.
2. Chatrel receipt number is the serial number of the Chatrel receipt when you issue to contributor after collecting money.
3. You can add donation column if any.



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#### **14. What should we do with Dhanglang Chatrel book of the deceased people?**

The family and the Community leader should return Dhanglang Chatrel book of the deceased people to Tibet Bureau after noting the date of the death on the particular book.

#### **Conclusion:**

Dhanglang chatrel contribution is one of the main sources of revenue to CTA budget. About 8% to 10% of the CTA Budget comes from Chatrel contribution. Therefore, we ask all Tibetan Community for renewed energy and cooperation in the collection of Chatrel contribution.

*Note: In case of any conflict and misunderstanding, the Tibetan text shall be final and authoritative.*

References:

<http://tibet.net/support-tibet/pay-green-book/>

[http://tibetoffice.ch/web/green\\_book/index.htm](http://tibetoffice.ch/web/green_book/index.htm)