This Branch performs some specific functions as delegated by the MINISTRY OF EXTERNAL AFFAIRS, MINISTRY OF HOME AFFAIRS and MINISTRY OF OVERSEAS INDIAN AFFAIRS, GOVERNMENT OF INDIA, such as

- Verification of antecedents of Foreigners/ Indian nationals who apply for VISA for India or any other countries, at different Embassy, Consulate General, High Commission and Deputy High Commission of India in different parts of the world.
- Correspondence between Indian Embassy/Consulate/High Commission/Deputy High Commission, and concerned District Magistrate/Superintendent of Police, for disposal of dead body if any Indian national dies at any foreign country, if his/her local address falls under the jurisdiction of the state of West Bengal
- Correspondence with the Foreign Embassy/Consulate in India, if a foreigner visiting India, dies, during his/her stay in the state of West Bengal, so that the body of the concerned foreigner may be disposed, or be sent to his/her homeland, after observing all formalities.