

## OPERATIONAL GUIDELINES ON REIMBURSEMENT OF EMPLOYMENT RATING BASED INCENTIVES UNDER INDUSTRIAL POLICY RESOLUTION 2015

(See Para 5.4.18-A, B & C of IPR-2015)

(To be reviewed after one year)

1. **Short Title:-** Operational guidelines for providing Employment Rating Based Incentives under Industrial Policy Resolution, 2015.
2. **Extent:** - It shall extend to the whole of the State of Odisha.
3. **Commencement:** - It shall come into force from the "Effective Date" of Industrial Policy Resolution, 2015 i. e. 24.08.2015.
4. **Terms and Expressions:** -
  - a) Investment means cost of Land, Building, Plant & Machinery, Other fixed assets and Electrical installations as per book value (Working capital is not considered).
  - b) Employment means both direct employment and contractual employment on the payroll of the company and contractual employment through service provider covered under EPF & ESIC and considered only for those domiciled in the State.
  - c) *Newly recruited means persons appointed within six months before the commencement of training and shall include school drop-outs, high school passed, diploma holders, ITI certificate holders, graduates of engineering and non-engineering streams, etc.* The potential trainees shall be provided "employable skills" with a focused job-oriented course preferably as per National Occupational Standards (NOS) developed by the Sector Skills Council (SSC) for each sector under the "Skill India" programme.
  - d) Existing Employees means the employees on the job roles of the Industrial units for more than one year who may need up-gradation of skills as per National Occupational Standards developed by the Sector Skills Council for each sector under the "Skill India" programme.
  - e) Terms and expressions used in this operational guideline, but not specifically defined / explained here, shall have the same meaning as in Industrial Policy Resolution, 2015.

### 5. Policy Provisions:-

To encourage employment intensive industries in Odisha in the **Priority Sector**, government shall offer special package of incentives to the industrial projects as outlined below.

#### Classification of Districts:

For the purpose of administering the incentives, the classification of districts is as follows:

Category	Districts
A	All other districts other than Category B
B	Industrially Backward Districts- Kalahandi, Nuapada, Bolangir, Subarnapur, Koraput, Malkangiri, Rayagada, Nawrangpur, Kandhamal, Gajapati and Mayurbhanj.



**Classification of Industry:**

S. No.	Category	Investment (Rs. Cr)	Minimum Employment (No.)
<b>Category A</b>			
1	A 1	>100	100
2	A 2	>200	200
3	A 3	>500	400
<b>Category B</b>			
1	B 1	>50	75
2	B 2	>100	100
3	B 3	>250	200

**A. REIMBURSEMENT IN POWER TARIFF:**

Reimbursement per unit for a period of **5 years from the date of commercial production** shall be provided.

The incentive will be subject to the guidelines of OERC (if applicable), as laid down from time to time.

**B. REIMBURSEMENT OF TRAINING SUBSIDY:**

For every person trained and newly recruited in the unit, the State government shall reimburse the training cost as mentioned below for a period of **three years from the date of commercial production**. The training subsidy shall be reimbursed **only once for each trainee** either for training of newly recruited trainee or for skill up-gradation.

This support shall not be available to those trainees who are availing State government support for similar training programs.

The incentives on power tariff and training subsidy are listed below;

S. No.	Rating	Investment (Rs. Cr)	Employment (No.)	Reimbursement of Power Tariff (Rs./ Unit)	Training Subsidy (Rs./ Person)	
Category A					New	Skill Up- gradation
1	A 1 - a	>100	100-150	0.25	2500	1750
	A 1 - b		151-300	0.35	2750	1900
	A 1 - c		301-500	0.45	3000	2100
	A 1 - d		>500	0.50	3300	2400
2	A 2 - a	>200	200-250	0.40	3000	2000
	A 2 - b		251-500	0.50	3250	2250
	A 2 - c		501-1000	0.60	3500	2500
	A 2 - d		>1000	0.75	3750	2750
3	A 3 - a	>500	400-500	0.55	3300	2300
	A 3 - b		501-1000	0.65	3600	2600
	A 3 - c		1001-1500	0.80	3800	2800
	A 3 - d		>1500	1.00	4000	3000
Category B						
1	B 1 - a	>50	75-100	0.30	2600	1750
	B 1 - b		101-200	0.40	2750	2000
	B 1 - c		201-300	0.50	3000	2250



	B 1 - d		>300	0.60	3300	2500
2	B 2 - a	>100	100-150	0.45	3000	2000
	B 2 - b		151-300	0.60	3250	2250
	B 2 - c		301-500	0.75	3500	2500
	B 2 - d		>500	1.00	3750	2750
3	B 3 - a	>250	200-250	0.65	3500	2300
	B 3 - b		201-500	0.80	3600	2650
	B 3 - c		501-750	1.10	3800	2800
	B 3 - d		>750	1.25	4000	3000

### C. LAND FOR WORKERS HOSTELS:

In order to encourage retention and ensure security and safety of the workforce, the government shall incentivize the units by providing **land at 50% of the prevailing market rates of IDCO**. The land shall ***only be utilized for setting up a workers hostel or dormitory and shall not be utilized for any other purpose.***

Sl. No.	Classification	No. of Acres
Category A		
1	A 1	1
2	A 2	2
3	A 3	3
Category B		
1	B 1	1
2	B 2	2
3	B 3	3

**6. Eligibility:-**Industrial units satisfying both investment and employment criteria prescribed in policy provisions (Para-5) in Priority Sector for Employment rating based incentives and fall under following category;

**6.1** New Medium Enterprises & Large Industrial Units.

**6.2** Migrated industrial unit treated as new industrial unit under Medium/ Large Sector.

**6.3** Rehabilitated sick industrial unit treated at par with new industrial unit under Medium/ Large Sector.

**6.4** Existing Medium Enterprises/ Large Industrial Units taking up expansion / modernization / diversification as defined in IPR.

**6.5** The applicable incentive shall not be sanctioned & disbursed if the industrial unit is found closed / has gone out of production, in such a case, it shall be deferred and extended only upon satisfactory resumption of production.



## **7. Time frame for filing application: -**

### **7.1 Reimbursement of Power Tariff:**

Eligible Industrial unit after commencement of commercial production shall file application in the prescribed form for its claim within six months from the end of each financial year.

### **7.2 Reimbursement of Training Subsidy:**

Eligible Industrial unit after commencement of Commercial production shall file application in the prescribed form for its claim within six months from the end of each financial year.

### **7.3 Land For Workers' Hostel(s):**

- a) Eligible new industrial units shall file application for allocation of land for Workers Hostel(s) along with the layout plan of the hostels to be built through single window clearance authority.
- b) Existing unit undergoing expansion/ modernization/ diversification if required land for the purpose of Workers Hostel(s) shall file application for allocation of land along with the layout plan of the hostel to be built through single window clearance authority.

**7.4** Application in the prescribed form received after the due date / incomplete in any respect shall be liable to be summarily rejected.

**8. Assessment of Investment:** Investment means investment in land, building, plant, machinery and balancing equipment. Further, balancing equipment generally means equipment required for de-bottlenecking the production process.

**8.1.1 Land & Building:** The land / land & building / building / shed shall be in the name of industrial unit / Company **represented through** its proprietor / partner(s) / Director (s) / share-holder (s) / Member (s). If ROR of the land is in joint possession and no clear-cut title deed is established in the name of the proponent, the said land may be leased out in favour of the industrial unit. If the land / land & building / building/ shed is ancestral or its title is represented by sale deed or other title deeds which are old, the market value (for the year of starting fixed capital investment) as assessed by Tahasildar under the appropriate rules of the Revenue & Disaster Management Department will be taken in to account. In other cases, the value of the land / land & building / building / shed as embodied in the sale deed (or) proportionately to the extent of need will be the cost for the purpose of assessment. The value of land / land & building / building / shed shall not be considered for the purpose of assessment on the following contingencies, if,

- It is held on registered lease from authorities **other than** government or IDCO and the lease period is less than 30 years,



- Rented or licensed and / or hired land / land & building / building / shed.

In no case the cost / premium paid towards conversion of land for industrial use shall be taken into account for the purpose of assessment.

**8.1.2 Building constructed** - For valuation of building constructed over the acquired land, the year of construction, the type of construction and the specification of the building, and the valuation certified by Chartered Civil Engineer for different type of construction will be taken into consideration.

**8.1.3** The valuation of civil construction like factory building, godown, stores, office, R&D lab, testing lab, overhead tank, compound wall, gate, barbed wire fencing, well and civil works for the purpose of pollution control, energy conservation, installation of non-conventional energy equipment, power generation, transformer, gas plant, water treatment plant, rain water harvesting & charging etc shall be made as per the proforma prescribed at **Annexure-1**. If the land is leasehold through a registered deed for a period of more than 30 years, the value of building constructed over the said land to the extent of industrial use will be considered for assessment for the purpose of CIS. In case of IDCO shed, value of shed will be taken into account.

**8.2 Plant & Machinery-** The value of plant & machinery as erected at factory site shall be taken into account including the cost of productive equipment such as tools, jigs, dies, mould etc. Amount spent towards insurance premium and tax for procurement of such assets will also be taken into account. In case of imported machinery, import duty, shipping charges, custom clearance charges, VAT paid thereon will also be taken into consideration.

**8.3 Balancing equipment-** The investment made on the following items will be taken into account for assessment, namely;

- a) Generator set not less than 10 K.W., transformer and Captive power plant (certified by DISTCOMs / Electrical Inspector (T&D))
- b) Gas producing plant
- c) Water and waste Water treatment plant
- d) Pollution Control equipment (certified by State Pollution Control Board, Odisha)
- e) R & D equipment, Quality control & Lab equipment
- f) Energy conservation equipment (certified by GRIDCO / DISTCOMs / Electrical Inspector (T&D / approved consultant))
- g) Non-conventional Energy equipment
- h) Fire Fighting equipment / sensors for safety measures
- i) Storage tanks / Bins for storing of raw material / finished goods
- j) Empty Gas cylinders for re-use

#### **8.4 Electrification & Installation-**

**8.4.1-** The cost involved in electrification, wiring, installation of cables, bus bar, electrical panels (not mounted on individual machines), circuit breakers etc. which are necessarily to be used for providing electrical power for industrial use will be taken into account.

**8.4.2-** The cost involved in installation & erection of plant & machinery and balancing equipment etc. will be taken into account for assessment.

**8.5-** The detailed valuation of investment shall be made in the proforma prescribed at **Annexure-2**.



**8.6-** The valuation of fixed assets shall be supported with a certificate that the assets acquired by the industrial unit are **new**, the cost has been duly paid for, the assets are required in process of operation and are found to be in use / working in the premises of industrial unit.

**9. Procedure: -**

**9.1 Reimbursement of Power Tariff:**

**9.1.1 Industrial units** satisfying the eligibility shall file application in the prescribed form appended to this operational guideline at **Annexure -'A' (I & II)** along with copies of all relevant documents as mentioned in the Checklist at **Annexure -'B'** as per the following category;

- a) Medium Enterprises **in triplicate** with General Manager, RIC / DIC.
- b) Large Industries shall file application **in triplicate** with **Managing Director, IPICOL**.

**9.1.2** Copies of the documents as indicated in the checklist shall be self – certified by Proprietor / Managing Partner / Managing Director / Authorized Signatory

**9.1.3** On receipt of application, the acknowledgement as prescribed at **Annexure- 'C'** shall be dispatched to the applicant / applicant unit duly signed by the authorized officer / General Manager, RIC / DIC / IPICOL on the day of receipt. General Manager, RIC /DIC / Managing Director, IPICOL may authorize any of his officers for the purpose.

**9.1.4** Application received for Power Tariff reimbursement and complete in all respect shall be examined by RIC /DIC / IPICOL and processed as below;

(a) In case of medium Enterprises, General Manager, RIC / DIC shall transmit one set of application **to Director of Industries, Odisha** within **7 days** of receipt of proposal along with his / her views as per **Annexure A-2** under intimation to the concerned unit.

(b) In case of Medium Enterprises, DI, Odisha shall assess the investment made **till the date of commencement of production** as per Format prescribed at Annexure-D within **10 days** of receipt of proposal from RIC / DIC. In case of Large Industries, IPICOL & DI shall jointly assess the investment made **till the date of commencement of production** & furnish report to DI, Odisha as per Format prescribed at Annexure-D within **10 days** of receipt of proposal under intimation to the concerned unit.



## 9.2. Reimbursement of Training Subsidy:

### 9.2.1 Basic course & training requirement

The proponent shall carry out the training program based on the Qualification Packs (QP) for each level of the job and the associated NOS developed by the SSC for each sector under the "Skill India" program. The list of the applicable SSCs for the sectors covered under the IPR-2105 is appended for reference. For skill up-gradation program for the existing employees, the proponent shall also follow the same framework under NOS for up-skilling activities. The proponent shall carry out the training process as outlined below:

- **Trainers:** The proponent shall engage a trainer who shall be provided with appropriate tools to successfully deliver the curriculum focusing on teaching pedagogy, soft skills as well as teaching techniques specifically related to the course content.
- **Content & Curriculum Development:** Content for each skills development course shall be sourced from the market through the SSCs to ensure quality and that the training is relevant to the specific job level and comprehensive. Special emphasis shall be laid on developing soft skills, which shall inter-alia cover, essential life skills such as hygiene, savings, workplace etiquette, group behaviour, communication. *In case, the content for a specific job role is not available with the SSCs, the proponent may develop his own curriculum which shall require the approval of the monitoring committee.*
- **Training Delivery:** Content shall be preferably delivered through a multimedia platform to ensure quality and consistency of delivery, interactivity and customization, if needed.
- **Training Infrastructure:** Appropriate training infrastructure for a minimum batch size as provided in National Occupational Standards (NOS) framework shall be created for training purposes comprising of
  - class rooms fitted with audio-visual infrastructure
  - practical training rooms with equipment/tools or demarcating a portion of the production line exclusively for training
- **Training Duration:** The training program shall be of a short duration as prescribed under the National Occupational Standards
- **Assessment & Certification:** The assessment framework including the process shall be in tune with the NOS Framework and shall comprise of on-going assessments and a final testing of skills. The proponent shall deploy accredited assessment bodies/certified auditors affiliated with each of the sector skills councils for assessment of the trainees. Successful trainees shall be provided a certification from SSCs after the assessment is carried out.



- 9.2.2 Industrial units** satisfying the eligibility shall intimate their training calendar preferably at the beginning of the year or at least 15 days before of starting of the training programme in case of the training programme matches the QP of NOS framework. In case the training programme does not match the QP and course content of NOS Framework, the industrial unit should design their own training programme with minimum qualification of the trainees, course content and course duration including class room and hands on training and will apply before 2 months of starting of the training programme to take prior approval of the monitoring committee before implementing the training programme.
- 9.2.3** After completion of the course, the industrial unit shall file application in the prescribed form appended to this operational guideline at **Annexure -'A' (I & III)** along with copies of all relevant documents as mentioned in the Checklist at **Annexure -'B'** as per the following category;
- Medium Enterprises in **triplicate** with General Manager, RIC / DIC.
  - Large Industries shall file application in **triplicate** with **Managing Director, IPICOL**.
- 9.2.4** Copies of the documents as indicated in the checklist shall be self – certified by Proprietor / Managing Partner / Managing Director / Authorized Signatory
- 9.2.5** On receipt of application, the acknowledgement as prescribed at **Annexure- 'C'** shall be dispatched to the applicant / applicant unit duly signed by the authorized officer / General Manager, RIC / DIC / IPICOL on the day of receipt. General Manager, RIC /DIC / Managing Director, IPICOL may authorize any of his officers for the purpose.
- 9.2.6** Application complete in all respect received for reimbursement of Training Subsidy shall be examined by RIC /DIC / IPICOL and processed as below;
- General Manager, RIC / DIC in case of medium Enterprises and CMD, IPICOL for Large Industries shall transmit one set of application to **Director of Industries, Odisha** within **7 days** of receipt of proposal.
  - On receipt of the proposal, the amount of subsidy shall be approved by the Monitoring Committee constituted with following members & mandate:

i)	Director of Industries	Chairman
ii)	Joint Director, DTET (I/c Skill Up-gradation)	Member
iii)	CGM/GM,IPICOL	Member
iv)	Joint Director, Industries	Member-Convener

- The Committee shall consider matchmaking the QP with that of NCO-2004 as per alignment criteria of NSDC. In case of matching of QP and course module, the Committee shall approve sanction of subsidy in favour of the industrial unit as per the provision.



- b) The cases of partial mismatch of QP, the Committee may advise the industrial unit to carry out suitable modification to align the course content with the QP.
- c) Committee may also refer the training requirement to NSDC for evolving QPs for the purpose.
- d) In case of mismatching or the QP, the committee may approve the course content, duration of the training and minimum qualification before implementation of the training programme by the industrial unit.

### 9.3 Land for Workers Hostels:

- a) The Facilitation Cell in RIC / DIC in case of / Medium Enterprise and in IPICOL in case of Large Industries shall process the application and advise IDCO for allotment of land if the project is approved by the respective Single Window authorities.
- b) IDCO shall make allotment of land in respect of building hostel for the workers.
- c) GM, IPICOL / GM, DIC/RIC shall also issue an eligibility certificate for submission to IDCO for availing incentive of 50% on the cost of land as in *Annexure-E*.

### 10. Sanction:-

- 10.1 Sanction for reimbursement of eligible amount of **Power Tariff Subsidy** may be accorded in favour of eligible Units in the format prescribed at Annexure –“F” by D.I. Odisha *within next 7 days*.
- 10.2 Sanction for reimbursement of eligible amount of **Training Subsidy** may be accorded in favour of eligible Units in the format prescribed at Annexure –“F” by D.I. Odisha *within 7 days* from the date of decision taken by the Committee.
- 10.3 DI, Odisha to ensure that the sanction for reimbursement of the subsidy should not take more than 30 days from the date of application by the industrial unit.

**11. Provision of Funds:-** Industries Department will make provision of funds in its annual budget to provide funds for **Power Tariff and Training Subsidy**. Subsidy on cost of land for Workers Hostel shall also be provided to IDCO against its claim out of annual budget of Industries Department.

**12. Disbursement:** -Disbursement of sanctioned amount for reimbursement of **Power Tariff and Training Subsidy** or part thereof shall be made by Director of Industries, Odisha in respect of Medium Enterprise & Large Industry within **5 days** of sanction **subject to availability of funds under the scheme**.

**13. Rejection:-** In case of rejection of application, the reasons of rejection shall be communicated to the applicant unit **within 25 days** of receipt of application from the claimant unit by the respective agencies in the format prescribed at Annexure – 'G'.



**14. Recovery:-**The amount disbursed towards reimbursement of **Power Tariff and Training Subsidy** and or any part thereof shall be recoverable with penal interest as decided by the authority on following events as per terms and conditions undertaken by the unit in the body of application form.

- (A) If the information furnished is found to be false/ incorrect / misleading or misrepresented and there has been suppression of facts / materials or disbursed in excess of the amount actually admissible for whatsoever reason.
- (B) If the industrial unit goes out of production for a period exceeding six months at a time for any reasons other than labour troubles, want of electric power or for the reason which is beyond the control of entrepreneur / management during the period of incentives.
- (C) If any part of Plant & machinery is disposed of and not reported which affects the maximum limit reimbursement during the period of incentives.

**15. Miscellaneous:-**

**15.1** Application for Condonation of implementation delay shall be dealt separately. The General Manager, RIC / DIC in case of Medium Enterprises and Managing Director, IPICOL shall forward the request made by the entrepreneur for condonation of delay with justification to the Director of Industries, Odisha who shall examine and recommend to Industries Department as applicable for placement of the same in the Empowered Committee for consideration

**15.2** Industrial Unit shall furnish its audited financial statements and other periodical statements of each financial year to the RIC / DIC / IPICOL / D. I., Odisha during the period of incentives.

**15.3** Any change in facts or circumstances affecting the eligibility of the unit shall be intimated immediately to the RIC/ DIC/ IPICOL / Directorate of Industries, Odisha by the unit.

**15.4 Time limit prescribed in this guideline is of working days only.**

**16.** This has been concurred in by Finance Department vide their UOR No. 127-ES-II/F, dated 27.08.2015.

GOVERNMENT OF ODISHA  
INDUSTRIES DEPARTMENT

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Memo No 5935 /I., Bhubaneswar, dated 2/9/2015  
XIV-HI-42/2015

Copy forwarded to All Departments/ All Heads of Departments/ All PSUs/ All Revenue Divisional Commissioners/ All Collectors/ All DICs/ All RICs/ Head, State Portal Group, IT Centre, Secretariat, Bhubaneswar/ All Sections of Industries Department/ Guard File (5 copies) for information and necessary action.

  
Joint Secretary to Government



## Annexure- 1

## PROFORMA FOR VALUATION OF CIVIL CONSTRUCTIONS

(See Clause- 8.1.3)

1	Name & address of the Unit	:				
2	Name of the Proprietor / Managing Partner / Managing Director / Director	:				
3	Location of the Unit	:				
4	Land particulars over which civil construction made	:	Mouza			
			Khata No			
			Plot No			
			Total area			
			Area used			
5	Period of Construction	:	Year of Starting	Year of Completion		
6	Date of Valuation	:				
7	Name & designation of Inspecting Officer(s)		1. – 2. – 3. –			
8	Name of the Proprietor / Mg Partner / Mg Director / Director / Authorized person / Representative of the unit present during valuation with his signature		Name-  Signature & date.			
9	Type of Construction					
Sl	Items		Floor	Wall	Roof	Truss
			Concrete / AS / chequered tile / others	(Brick or stone in cement, lime or tile mud mortar)	(RCC / CI / AC)	(Steel / Wooden)
a	Factory					
b	Godown					
c	Office					
d	R & D Lab / Testing Lab					
e	Civil constructions for pollution control, energy conservation, installation of non-conventional energy equipment, power generation, transformer, gas plant, water/waste water treatment plant, rain water harvesting & charging etc					
f	Store					
g	Well ( Bore well / Open well)					
h	Overhead Tank (RCC / Brick)					
i	Compound Wall / Gate / Barbed					
j	Wire Fencing					



10	Description of Building Constructed			
<b>A</b>	Items	Plinth ( L x B )	Plinth area rate of complete building in Rs./sq. ft as per approved norms of OSFC	Valuation (Rs.)
a	Factory			
b	Godown			
c	Office			
d	R & D Lab / Testing Lab			
e	Civil constructions for pollution control, energy conservation, installation of non- conventional energy equipment, power generation, transformer, gas plant, water treatment plant, rain water harvesting & charging etc			
f	Store			
g	Well ( Bore well / Open well)			
h	Overhead Tank (RCC / Brick)			
i	Compound Wall / Gate / Barbed			
j	Wire Fencing			
			Total	
<b>B</b>	Type of Pillars (If this is a framed structure or open type building – indicate whether pillars are with RCC / Brick / Wood / Steel)			

Certified that the assets as valued above were verified during my / our inspection on date \_\_\_\_\_ and are actually needed for the industry.

Signature of Officers of IPICOL & DI / DI	
Date-	Date-

- N.B:
1. For items not applicable, give 'X'.
  2. In all cases insist for a Plan (approved plan if located in Urban area)
  3. While making valuation of the civil construction, the period of construction should be indicated.



**ASSESSMENT OF VALUE OF INVESTMENT**  
(See Clause- 8.5)

1. The cost of the Project of M/s. \_\_\_\_\_ as given by the unit has been approved by this institution while sanctioning the term loan.
2. While submitting application for Entrepreneurs Memorandum- I / Entrepreneurs Memorandum – II/ IEM / Industrial License & Production Certificate, the unit has furnished scheme in support of the cost of the project as given below. (This relates to cases approved by concerned authority).
3. We have verified the investment made by the unit & the valuation of the assets acquired vis-à-vis the schematic provision is given below;

Item of Fixed Assets		As per Scheme	Actual Expenditure incurred.
a)	Land		
b)	Building		
c)	Plant & Machinery		
d)	Balancing equipment		
e)	Electrification & Installation		
f)	Loading, unloading, transportation, duties, tax, Inc etc.		
Total			

4. 1st Fixed Capital Investment has been made on \_\_\_\_\_ by way of acquisition of----- (mode of investment)
5. The unit is eligible to get government support as per provision 5.4.18 – A, B & C of IPR 2015 and falls under category \_\_\_\_\_.
6. It is a working unit.

Signature & Designation of Officer  
forwarding the application with seal



**APPLICATION FOR REIMBURSEMENT OF POWER TARIFF AND TRAINING SUBSIDY UNDER  
INDUSTRIAL POLICY RESOLUTION –2015.**

Application received after the due date / incomplete in any respect shall be liable for rejection  
(Strike out whichever is not applicable)

M/s. \_\_\_\_\_

At/PO \_\_\_\_\_

Dist. \_\_\_\_\_

(Location of the Industrial Unit)

To

The General Manager,

**Regional Industries Centre / District Industries Centre -----**

Managing Director,

Industrial Promotion and Investment Corporation of Odisha limited

IPICOL House, Janpath, Bhubaneswar-751022

Sub: Application for reimbursement of **Power Tariff and Training Subsidy** under IPR-2015.

Sir,

In accordance with the provisions laid down in Industrial Policy Resolution –2015 and its operational guidelines, the claim is submitted with following particulars.

**PART-I**

1	Category of the Unit	:	
	A New Medium Enterprises/ Large Industrial Units		
	B Migrated industrial unit treated as new industrial unit under Medium Enterprise/ Large Industrial Units.		
	C Rehabilitated sick industrial unit treated at par with new industrial unit under Medium Enterprise/ Large Industrial Units.		
	D Industrial unit seized under Securitisation and Reconstruction of Financial Assets and Enforcement of Security Interest Act, 2002 and thereafter sold to a new entrepreneur on sale of assets basis and treated as new industrial unit for the purpose of this IPR under Medium Enterprise/ Large Industrial Units.		
	E Existing Medium Enterprises/ Large Industrial Units taking up expansion / modernization / diversification as defined in IPR		
2	Address of Registered office	:	
3	Type of organization (Proprietorship / Partnership / Co-operative / Private Limited / Public Limited)	:	
4	Name of Proprietor / Managing Partner / Managing Director / Authorized Signatory	:	



5	EM-II / IEM / IL No. and date	:			
6	Items of manufacture / activity	:	Original		
			Item (s)	Quantity	Value
			After expansion / modernization / diversification		
			Item	Quantity	Value
7	Date of commencement of production	:	Original-		
			E / M/ D-		
8	Date of first fixed capital investment i.e. land / building / plant & machinery and balancing equipment.	:	Original-		
			E / M/ D-		
9	Total investment in Rs.	:	Original	E /M /D	
	Land				
	Building				
	Plant & machinery				
	Other fixed assets				
	Electrical installations				
10	Name of the Financial Institution (s) / Bank(s)	:			
11	Employment Generated	:			
12	Registration Number & Date (Issued by Commercial Tax Authority) TIN ( Tax Payer's Identification number)	:			
13	Import license no. (If any)	:			
14.	A/c No. of the Industrial unit				
15.	Name of Bank Branch with IFSC code & MICR No.				

## PART-II

### (Application for reimbursement of Power Tariff)

(Strike out whichever is not applicable)

Investment for setting up of industrial unit /Additional investment for expansion / modernization / diversification

Sl	Total investment in	Schematic provisions (Rs)	Till Date of Commencement of Production (Rs)	If different, reasons there-of
1	New investment			
a	Land			
b	Building			
c	Plant & machinery			
d	Other fixed assets			
e	Electrical installations			
2	Additional investment for expansion / modernization / diversification			



a	Land			
b	Building			
c	Plant & machinery			
d	Other fixed assets			
e	Electrical installations			

2. Justification for excess investment, if any.--

(Excess investment without proper justification shall not be considered for calculation for the purpose of sanction of Power Tariff reimbursement)

3. Total unit consumed for the production during the year

Sl. No.	Total unit consumed for the production	Amount paid in Rs.
	during the year (1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup> / 4 <sup>th</sup> / 5 <sup>th</sup> )	

### PART-III

#### (Application for reimbursement of Training Subsidy)

(Strike out whichever is not applicable)

Sl. No	Type of trainee	No. of trainees undergone training	No. of days training	In house/ Out side	If outside, name of the organisation/ institution
1	Newly recruited				
2	Skill up-gradation				

S. No	Name in full of the trainees	M/F	Last Educational qualification	Starting of training date	End of training date	Training organization/ institution
1						
2						

Sl. No.	Total claim towards training subsidy for the year	Amount in Rs.
1	during the year (1 <sup>st</sup> / 2 <sup>nd</sup> / 3 <sup>rd</sup> )	

I, Sri \_\_\_\_\_ S/o \_\_\_\_\_ at present \_\_\_\_\_  
(designation) of M/S \_\_\_\_\_ (name of the industrial unit) certify that the information furnished as above is true and correct to the best of my knowledge and belief.



I hereby undertake to abide by the terms and conditions prescribed under the provisions of IPR-2015 and its operational guidelines.

I hereby certify that the training fees claimed in respect of Trainees new/ skill up-gradation training has not been claimed twice for any trainee.

I hereby undertake to repay / surrender the incentives or any part thereof availed with penal interest as decided by the authority-

- (i) If the information stated above is found to be false/ incorrect / misleading or misrepresented and there has been suppression of facts / materials or if found to have been disbursed in excess of the amount actually admissible for whatsoever reason.
- (ii) If the industrial unit goes out of production for a period exceeding six months at a time for any reasons other than labour troubles, want of electric power or for the reason which is beyond the control of entrepreneur / management during the period of incentives.
- (iii) If any part of Plant & machinery is disposed of and not reported which affects the maximum limit of incentives reimbursement during the period of incentives.

I hereby certify that this industrial unit has not applied / availed the incentives claimed here under any other scheme of the State Govt. or the Central Govt. or any Financial Institution(s).

Copies of relevant documents in support of information / facts furnished above are enclosed herewith.

Signature of the Proprietor / Managing Partner /  
Managing Director / Authorized Signatory of  
M/s -----

Place-

Date-



## Annexure B

### CHECK LIST

Copies of documents to be attached with the application shall be self- Certified by Proprietor / Managing Partner/Managing Director / Authorized Signatory  
(Strike out whichever is not applicable)

1	Entrepreneurs Memorandum- I / Entrepreneurs Memorandum- II, IEM / Industrial License & Production Certificate for Original & E/M/D
2	Power of Attorney / Board Resolution / Society Resolution, as applicable, while signing as Partner / Managing Director / Authorized person.
3	Certificate of registration under Indian Partnership Act 1932 / Societies Registration Act- 1860 / Certificate of incorporation (Memorandum of association & Article of Association ) under Company Act-1956
4	Certificate of Priority Sector / Migrated industrial unit treated as new industrial unit issued by Director of Industries, Odisha
5	Document(s) in support of rehabilitated sick industrial unit treated at par with new industrial unit and duly recommended by State Level Inter Institutional Committee (SLIIC) for this incentive.
6	Document(s) in support of Industrial unit seized under <b>Securitisation and Reconstruction Of Financial Assets and Enforcement of Security Interest Act, 2002</b> thereafter sold to a new entrepreneur on sale of assets basis and treated as new industrial unit for the purpose of this IPR
7	Document in support of date of first investment in fixed capital i.e. land / building / plant & machinery and balancing equipment in respect of Original / Expansion / Modernisation / Diversification
8	Term loan sanction order of OSFC / Banks / FI in case of Original / E/ M/ D
9	Approved DPR / Project Profile / Scheme –as the case may be for Original / E / M / D
10	Certificate in respect of direct employment and contractual employment on the payroll of the company and contractual employment through service provider covered under EPF & ESIC by District Labour Officer of concerned district.
12	<i>Valid statutory clearances including consent to operate issued by OSPCB except Green Category Industries.</i>
13	Request <b>for condonation of implementation delay with justification</b> / Document in support of delay in implementation if condoned by Empowered Committee.
14.	Bills & Money receipt towards payment of Electricity Bill for production purpose only



Annexure –C  
(FOR OFFICE USE)

OFFICE OF THE GENERAL MANAGER, RIC / DIC----- /  
INDUSTRIAL PROMOTION AND INVESTMENT CORPORATION OF ODISHA LIMITED, IPICOL HOUSE, JANPATH,  
BHUBANESWAR.

Letter No.----- / Date-----

Acknowledgement

(To be issued by authorized officer / General Manager, RIC / DIC / IPICOL on the day of receipt)  
(Strike out whichever is not applicable)

To

Sri \_\_\_\_\_

M/s. \_\_\_\_\_

Received the application for ----- under the provisions of INDUSTRIAL  
POLICY RESOLUTION –2015 and its operational guidelines along with documents mentioned below from M/s--  
----- At/PO-----Dist. \_\_\_\_ on dt. ----through post / person.

List of documents

- 1.
- 2.
- 3.

Signature of authorized officer / General Manager, RIC/ DIC / IPICOL  
with seal & date-----

Annexure –C

(TO BE DISPATCHED TO THE APPLICANT)

OFFICE OF THE GENERAL MANAGER, RIC / DIC----- /  
INDUSTRIAL PROMOTION AND INVESTMENT CORPORATION OF ODISHA LIMITED, IPICOL HOUSE, JANPATH,  
BHUBANESWAR.

Letter No.----- / Date-----

Acknowledgement

(To be issued by authorized officer / General Manager, RIC / DIC / IPICOL on the day of receipt)  
(Strike out whichever is not applicable)

To

Sri \_\_\_\_\_

M/s. \_\_\_\_\_

Received the application for ----- under the provisions of INDUSTRIAL POLICY RESOLUTION –2015  
and its operational guidelines along with documents mentioned below from M/s----- At/PO--  
-----Dist. \_\_\_\_ on dt. ----through post / person.

List of documents

- 1.
- 2.
- 3.

Signature of authorized officer / General Manager, RIC/ DIC / IPICOL  
with seal & date-----



## VALUATION OF INVESTMENT MADE BY INDUSTRIAL UNIT

(Strike out whichever is not applicable)

1. We have verified the investment made by M/s ----- located at ----- bearing EM-II / IEM / I.L No----- Dt.----- and the comparative status of actual investment made vis-à-vis schematic provisions till commencement of production is given here under.

Sl	Items of Fixed assets	Original		E / M / D	
		As per Scheme	Actual expenditure incurred	As per Scheme	Actual expenditure incurred
1	Land & Land Development				
2	Construction of Building				
3	Plant & Machinery				
4	Balancing Equipments				
5	Other Fixed Assets				
6	Electrical Installations				
	Total				

2. Justification for excess investment, if any.--

(Excess investment without proper justification shall not be considered for calculation for the purpose of reimbursement of Employment Rating Subsidy)

Signature & designation of authorized officer of  
DI, Odisha & IPICOL / D I, Odisha

Date-----



OFFICE OF THE GENERAL MANAGER, RIC / DIC----- /  
INDUSTRIAL PROMOTION AND INVESTMENT CORPORATION OF ODISHA LIMITED, IPICOL HOUSE,  
JANPATH, BHUBANESWAR. /

Letter No.----- / Date-----

(Strike out whichever is not applicable)

**CERTIFICATE**

Sub: Certificate of eligibility for 50% of land cost for Workers Hostel(s) in favour of M/s -----  
-----

This is to certify that:

1. M/s. .... has been approved by DLSWCA/SLSWCA/HLCA for manufacturing -----  
----- of capacity ----- for establishment of a new industrial unit/ EMD in  
Vill.....Tahasil .....Distt.-----

2. That, the unit is eligible for availing Land Subsidy @ 50% of the land cost for Worker(s) hostel  
for ----- acres of land as per rate

General Manager, DIC/RIC/  
General Manager, IPICOL



## DIRECTOR OF INDUSTRIES, ODISHA

(Strike out whichever is not applicable)

## Sanction Order

Order No. \_\_\_\_\_ / Date: \_\_\_\_\_

1. Sanction is hereby accorded for reimbursement of Power Tariff for Rs. \_\_\_\_\_ in words (Rupees \_\_\_\_\_) only for the year 20... - .... i.e. (From the date of commencement of production to the end of financial year / 2<sup>nd</sup> Financial Year / 3<sup>rd</sup> Financial Year / 4<sup>th</sup> Financial Year / 5<sup>th</sup> Financial Year / 1<sup>st</sup> April of 6<sup>th</sup> Financial Year to the date of completion of five years of commencement of Production) and Training Subsidy for Rs \_\_\_\_\_ in words (Rupees \_\_\_\_\_) only for the year 20...-.... i.e. (From the date of commencement of production to the end of financial year / 2<sup>nd</sup> Financial Year / 3<sup>rd</sup> Financial Year / 1<sup>st</sup> April of 4<sup>th</sup> Financial Year to the date of completion of three years of commencement of Production) in favour of M/s. \_\_\_\_\_ At: \_\_\_\_\_ PO: \_\_\_\_\_ Dist.: \_\_\_\_\_ under provisions of Para 5.4.18.A of IPR, 2015

2. The unit falls under the category of -

New Medium Enterprises / Large Industrial Units, Migrated industrial units treated at par with new industrial unit under Medium Enterprise / Large Industrial Units, sick Medium Enterprises/ Large Industrial Units rehabilitated under Securitisation and Reconstruction Of Financial assets and Enforcement of Security Interest Act, 2002 and thereafter sold to a new entrepreneur on sale of assets basis and treated as new industrial unit for the purpose of this IPR, Existing & Medium Enterprises taking up expansion / modernization / diversification as defined in IPR.

Director of Industries, Odisha

Memo No. \_\_\_\_\_ Dt. \_\_\_\_\_

Copy forwarded to Sri \_\_\_\_\_ Proprietor / Mg Partner / Mg Director / Authorized Signatory of M/s----- At: \_\_\_\_\_ PO \_\_\_\_\_ Dist.: \_\_\_\_\_ for information.

Director of Industries, Odisha

Memo No. \_\_\_\_\_ Dt. \_\_\_\_\_

Copy forwarded to Concern Divisional Head of DISTCOMs \_\_\_\_\_ for information & necessary action.

Director of Industries, Odisha

Memo No. \_\_\_\_\_ Dt. \_\_\_\_\_

Copy forwarded to General Manager, RIC / DIC \_\_\_\_\_ / IPICOL for information and necessary action.

Director of Industries, Odisha

Memo No. \_\_\_\_\_ Dt. \_\_\_\_\_

Copy forwarded to Secretary to Government, Industries Department / MSME Department for information.

Director of Industries, Odisha

Memo No. \_\_\_\_\_ Dt. \_\_\_\_\_

Copy forwarded to Record Keeper / Guard File for information.

Director of Industries, Odisha



• OFFICE OF THE GENERAL MANAGER, RIC / DIC, \_\_\_\_\_ /  
INDUSTRIAL PROMOTION AND INVESTMENT CORPORATION OF ODISHA LIMITED, IPICOL HOUSE,  
JANPATH, BHUBANESWAR. /  
OFFICE OF THE DIRECTOR OF INDUSTRIES: ODISHA

Letter No.----- / Date-----  
(Strike out whichever is not applicable)

To

Sri \_\_\_\_\_  
M/s. \_\_\_\_\_  
At \_\_\_\_\_  
PO \_\_\_\_\_  
Sub-Division \_\_\_\_\_  
Dist. \_\_\_\_\_  
(Location of the Industrial Unit)

Sir,

This is to inform that your application for sanction -----  
filed on dt. \_\_\_\_\_ under IPR-2015 is rejected due to following reasons.  
(Specify the reasons)

- 1.
- 2.
- 3.
- 4.

Signature of  
General Manager, DIC/RIC / General Manager, IPICOL /  
Joint / Additional Director of Industries, Odisha  
with seal & date-----.