

GOVERNMENT OF ODISHA  
INDUSTRIES DEPARTMENT

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**NOTIFICATION**

No.19374000032015 5085 /I., Bhubaneswar, dated the **03. 8. 2015**

State and District Level Investor Facilitation Cells have been constituted vide Industries Department Notification No. 19374000032015-4086/I dated 23.06.2015 to assist Nodal Agencies to facilitate investors in the State. Now Government have been pleased to issue the following **Operational Guidelines for the functioning of the Facilitation Cell.**

**1.0 Introduction**

The Government of Odisha has attached top priority to enhance the manufacturing growth in the state and its contribution to the state GDP. One of the key reforms undertaken to improve the investment climate is to facilitate and guide the investors setting up industrial units in the state. To strengthen the investor facilitation, the Government has constituted dedicated Investor Facilitation Cells at the State and District levels vide Industries Department Notification No. 4086/I., dt.23.06.2015 with requisite mandate. The key objective of the Facilitation Cell is to guide the investors, assess the project proposals and follow up for timely approvals for establishment & operation of the units. The Facilitation Cell aims to provide focused attention in actualizing the investments on the ground through a "one stop" facilitation process.

**3.0 Facilitation Cell at IPICOL and DICs**

**3.1 State Level Facilitation Cell:**

- i) The state level Facilitation Cell at IPICOL shall be chaired by CMD, IPICOL and convened by CGM/GM, IPICOL. The main functions of the cell shall be to:
  - a) guide & mentor investors
  - b) assess the project, land and utility requirements
  - c) assist the investors in filing Combined Application Form
  - d) follow-up on approvals from respective line Departments beyond the powers delegated to the members
  - e) any other function as directed by Government in Industries Department/the State Level Single Window Clearance Authority / Nodal Agency

- ii) The following members shall be deputed on a full-time basis to the Facilitation Cell with appropriate delegation to provide necessary approvals within their delegated power. The officers shall also be responsible to follow-up with their parent Departments to facilitate approvals/clearances within the timelines prescribed in Odisha Industries (Facilitation) Rules 2005(OIFR 2005) / Odisha Right to Public Service Act 2012(ORPSA 2012). Facilitation Cell shall co-opt officers from other Departments and/or experts as and when required.

Designation	Department
General Manager	IDCO
GM/DGM	OPTCL
Environmental Engineer	SPCB
Deputy Director	Factories & Boilers
SE/EE	Water Resources Department
*One or two co-opted member(s) from Industries Association having national presence to be nominated by Principal Secretary Industries	
Other co-opted members from concerned Department/ experts as may be necessary	

*\*Tenure of the member(s) will be decided by Industries Department. The member shall attend the weekly meetings of the Facilitation Cell. The prime responsibility of the member will be to handhold & mentor prospective entrepreneurs, provide feedback on the ground realities and make suggestions for improved functioning of the Facilitation Cell*

- iii) **Project Assessment:** The project proponent shall provide information as prescribed in the application form (**Annexure-I**) for assessment of the project. The Facilitation Cell shall assess the project giving due consideration to the view point of the line Departments represented in the committee.
- iv) **Land and Utility Assessment:** The Facilitation Cell shall assess the land and utility requirements for each of the projects based on the information furnished by the proponent and norms for the particular industry. In respect of applications of Green category of industries/projects to be established in IDCO industrial estate,

the Facilitation Cell will process and dispose the applications which will be ratified in the next meeting of the SLSWCA.

- v) For projects outside the industrial estates of IDCO, the Facilitation Cell shall submit its recommendation to the SLSWCA/High Level Clearance Authority (HLCA). Based on the decision of the SLSWCA/HLCA, IDCO shall initiate the land allotment/acquisition process, as applicable, for the project.
- vi) The Investor Facilitation Cell shall put in place a mechanism to mentor and guide the entrepreneurs by meeting them on a fixed day of every week to provide guidance and advice on setting up industries / expansion / approvals/ grant of incentives etc. If required, the project proponents may be requested to make presentation of their proposal / status to the Investor Facilitation Cell.
- vii) Any other function as directed by SLSWCA/ HLCA/ Government in Industries Department.

## **2.2 District Level Facilitation Cell at DICs**

i) A District Level Facilitation Cell shall be set up at the respective NICs/DICs and chaired by the GM, RIC/DIC. The main functions of the cell shall be to:

- a) guide & mentor investors
- b) assess the project, land and utility requirements
- c) assist the investors in filing Combined Application Form
- d) follow-up on approvals from respective line Departments beyond the powers delegated to the members
- e) any other function as directed by Government in Industries Department/the State Level Single Window Clearance Authority / Nodal Agency.

ii) The following officers shall constitute the Facilitation Cell & they will meet on a fixed day of every month (subsequent day in case the designated day is a holiday) with appropriate delegation to provide necessary approvals within their delegated power. The officers shall also be responsible to follow-up with their head offices to facilitate approvals/clearances within the timelines prescribed in Odisha Industries (Facilitation) Rules 2005(OIFR 2005) / Odisha Right to Public Service Act 2012(ORPSA 2012) beyond their delegated

power. Facilitation Cell shall co-opt officers from other Departments and/or experts as and when required.

Designation	Department
General Manager	DIC/RIC
Divisional Manager	IDCO
Regional Officer	SPCB
Deputy Director	Factories & Boilers
Assistant Manager/Manager -DIC	Convener
*One or two co-opted member(s) from Industries Associations of the district on rotation to be selected by the District Collector with recommendation of GM, RIC/DIC	
Other co-opted members from concerned Department/ experts as may be necessary	

*\*The tenure of the member(s) will normally be for a year & can be extended by another year on recommendation the GM, RIC/DIC. The member will attend the monthly meetings of Facilitation Cell. The prime responsibility of the member will be to handhold & mentor prospective entrepreneurs, provide feedback on the ground realities and make suggestions for improved functioning of the Facilitation Cell*

iii) **Project Assessment:** The project proponent shall provide information as prescribed in the application form (**Annexure-I**) for assessment of the project. The Facilitation Cell shall assess the project taking into the views of the line Departments represented in the committee.

iv) **Land and Utility Assessment:** The Facilitation Cell shall assess the land and utility requirements for each of the projects based on the information furnished by the proponent and names for the particular industry. In respect of applications of Green category of industries/projects to be established in IDCO industrial estate, the Facilitation Cell will process and dispose the applications which will be ratified in the next meeting of the DLSWCA.

v) For projects outside the industrial estates of IDCO, the Facilitation Cell shall submit its recommendation to the DLSWCA. Based on the decision of the DLSWCA, IDCO shall initiate the land allotment/acquisition process, as applicable, for the project.

vi) Any other function as directed by the District Level Single Window Clearance Authority (DLSWCA)/ Government in Industries / MSME Department

### **3.0 Processing of Applications**

#### **3.1 Assessment of Land & Utilities**

- 1) Applicant seeking to set up a unit in the State without having any land or having less than 25% of the requisite land shall apply to the respective Nodal Agency (IPICOL/DIC) through an Application Form as specified in **Annexure-I**. The designated officer of the Nodal Agency will carry out a preliminary examination to ensure that the application is complete before issuing acknowledgement.
- 2) After the initial scrutiny, the designated officer of the Nodal Agency shall forward the fully completed Application Form within one (1) working day to the Convener of the Facilitation Cell.
- 3) The Facilitation Cell shall scrutinize, assess and process the application for approval by the District/ State Level Single Window Clearance Authority and High Level Authority, as specified in **Annexure-II**.
- 4) The convener of the Facilitation Cell, if required, may ask for additional information from the applicant only once not later than five (5) days from the date of receipt of the Application Form for preliminary assessment of the project. The applicant shall furnish the additional information within five (5) to the convener of the Facilitation Cell to ensure completeness of the Application Form and to facilitate project assessment.
- 5) In case, the Facilitation Cell refers any particular application to the concerned Department(s), the Department should convey its views within seven (7) days from the receipt of the application.
- 6) If no response is received from the Department/applicant within the timelines given above, the Facilitation Cell is authorized to process the application on merit and place it before the Single Window Agency for its decision.

- 7) The State/District Level Single Window Clearance Authority shall dispose the application within 30 days of receipt by the Nodal Agency. In case of Green category projects, applications will be disposed within 15 days. The list of industries under Green Category is placed at **Annexure-III**.

### **3.2 Facilitating Project Clearances**

- 1) Every applicant who has at least 25% land in possession/allotted shall be encouraged to apply in the Combined Application Form (CAF).
- 2) Post the project approval by the respective Single Window Clearance Authority, the Facilitation Cell shall guide the project proponent in submission of Combined Application Form to facilitate project clearances from the concerned Departments for establishment and operations of the industry.
- 3) The Nodal Agency through the Facilitation Cell shall endeavor to facilitate and follow up on the project approvals from the concerned Departments within the timelines prescribed in the OIFR 2005 / ORPSA-2012.
- 4) Facilitation Cell shall conduct sensitization programs at regular intervals to build awareness on Single window clearances and applicable incentives.

### **3.3 Assistance for Deemed Approval**

- 1) The Facilitation Cell shall assist the Nodal Agency in according the deemed approvals for the projects for which the clearances are not issued by any authority as per the specified timelines prescribed in the OIFR-2005 or as amended from time to time.
- 2) Further, the Facilitation Cell shall follow up with the concerned Department to accord formal clearance where ever such deemed approval is accorded.

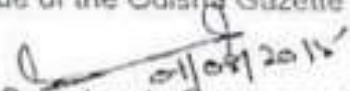
*N.B: 'days' mentioned are 'working days' only.*

By Order of Governor

Sanjeev Chopra  
Principal Secretary to Government

Memo No. 5086 /I., Bhubaneswar, dated the 3.8.2015

Copy forwarded to the Director of Printing, Stationary and Publication, Odisha with the request to kindly publish the Notification in the extra ordinary issue of the Odisha Gazette and supply 100 copies to this Department immediately.

  
Joint Secretary to Government

Memo No. 5087 /I., Bhubaneswar, dated the 3.8.2015

Copy forwarded to the Heads of Portal Group, IT Centre, Odisha Secretariat for information and necessary action.

He/She is requested to launch this Notification in the website of Industries Department for general information.

  
Joint Secretary to Government

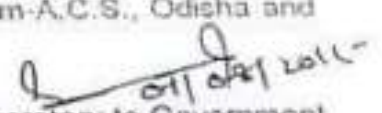
Memo No. 5088 /I., Bhubaneswar, dated the 3.8.2015

Copy forwarded to All Departments/ All Heads of Departments/ All Revenue Divisional Commissioners/ All Collectors/ All District Industries Centres/ All Public Sector Undertakings/ Accountant General, Odisha for information.

  
Joint Secretary to Government

Memo No. 5089 /I., Bhubaneswar, dated the 3.8.2015

Copy forwarded to A.C.S. to Chief Minister/ P.S. to All Ministers/ P.S. to Chief Secretary, Odisha/ P.S. to Development Commissioner-cum-A.C.S., Odisha/ P.S. to Principal Secretary to Government, Industries Department for kind information of Hon'ble Chief Minister, Odisha, Hon'ble Ministers, Chief Secretary, Odisha, D.C. cum-A.C.S., Odisha and Principal Secretary, Industries Department.

  
Joint Secretary to Government

Memo No. 5090 /I., Bhubaneswar, dated the 3.8.2015

Copy to All Sections of Industries Department/ Guard File(10 copies) for information.

  
Joint Secretary to Government

Government of Odisha  
Industries Department

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RESOLUTION

Bhubaneswar, dated the 18.06.2015.

No.XV-HI-85/2015 3937 /N. In order to ensure redressal of issues faced by Industrial Units on priority and in a time bound manner, it is felt necessary to set up an online project monitoring mechanism. After careful consideration, Government have been pleased to constitute a State Project Monitoring Group to redress the issues of the projects entailing an investment above Rs.50 Crores through an online platform. The State Project Monitoring Group (SPMG) shall consist of the following members.

1. Chief Secretary : Chairman
2. D.C.-cum-ACS : Member
3. A.C.S., Forest & Environment Department : Member
4. Principal Secretary to Government, Energy Department : Member
5. Principal Secretary to Government, Steel & Mines Department : Member
6. Principal Secretary to Government, Revenue & D.M. Department : Member
7. Principal Secretary to Government, Water Resources Department : Member
8. Principal Secretary to Government, Industries Department : Member
9. EIC-cum-Secretary, Works Department : Member
11. Special Secretary (PPP & PM), P & C Department : Member
12. Principal Chief Conservator of Forests : Member
13. Member Secretary, OSPCB : Member
14. Chairman-cum-Managing Director, IDCO : Member
15. Chairman-cum-Managing Director, IPICOL : Member-Convenor
16. Any other member to be co-opted as per requirement

The State Project Monitoring Group shall meet every month or at any time as required by the Chairman. The "e-CCI, Projects Management System" adopted in the State since 2014 shall function for the purpose to assist the State Project Monitoring Group.

2. Similarly, the issues of the project proponent under MSME Sector with investment up to Rs.50 crores shall be resolved through a committee under the Chairmanship of Secretary, MSME Department with the following members.

1. Secretary, MSME Department : Chairman
2. Director of Industries, Odisha : Member Convenor
3. G.M., DICs/ RICs, concerned. : Member
4. Representative of Water Resources Department : Member

P.T.O.



5. Representative of Energy Department : Member
6. Representative of Directorate of Factories & Boilers : Member
7. Representative of Odisha State Pollution Control Board : Member
8. Representative of IDCO : Member
9. Representative of IPICOL : Member
10. Managing Director, OSFC : Member
11. Any other member to be co-opted as per requirement

The committee shall meet every month or at any time as required by the Chairman. For faster redressal of the issues of the Projects, an online Projects Management System shall be set up at Director of Industries, Odisha to assist the above committee.

3. The Grievances/ issues of the project proponents shall be addressed within a time limit of 45 days by the above committees.

ORDER: Ordered that the Resolution be published in next issue of the extra ordinary gazette and copy thereof be forwarded to all Departments of Government, all Heads of Department and Accountant General (A&E), Odisha, Bhubaneswar.

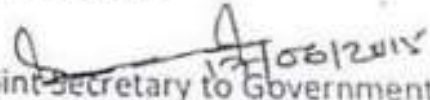
By order of Governor

Sanjeev Chopra

Principal Secretary to Government

Memo No. 3938 /1., BBSR, dated the 18.06.2015.

Copy forwarded to the Director of Printing, Stationary and Publication, Odisha with the request to kindly publish the Resolution in the extra ordinary issue of the Odisha Gazette and supply 100 copies to this Department immediately.

  
17/06/2015  
Joint Secretary to Government

Memo No. 3939 /1., BBSR, dated the 18.06.2015.

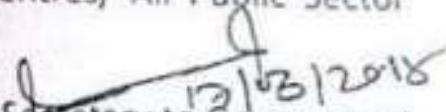
Copy forwarded to the Heads of Portal Group, IT Centre, Odisha Secretariat for information and necessary action.

He/She is requested to launch this Resolution in the website of Industries Department.

  
17/06/2015  
Joint Secretary to Government.

Memo No. 3940 /1., BBSR, dated the 18.06.2015.

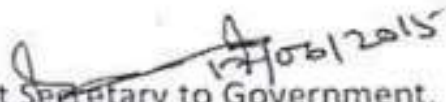
Copy forwarded to All Departments/ All Heads of Departments/ All Revenue Divisional Commissioners/ All Districts/ Regional Industries centres/ All Public Sector Undertakings for information.

  
17/06/2015  
Joint Secretary to Government

Memo No. 3941 /I., BBSR, dated the 18.06.2015.

Copy forwarded to Additional Chief Secretary to Chief Minister/P.S. to All Ministers/P.S. to Chief Secretary, Odisha/P.S. to Development Commissioner-cum-Additional Chief Secretary, Odisha/OSD to Principal Secretary, Industries Department for kind information of Hon'ble Chief Minister, Odisha/Hon'ble Ministers/Chief Secretary, Odisha/D.C.-cum-ACS., Odisha and Principal Secretary to Government, Industries Department.

Memo No. 3942 /I., BBSR, dated the 18.06.2015.

  
18/06/2015  
Joint Secretary to Government.

Copy to all Sections of Industries Department/ Guard File (10 copies) for information.

  
18/06/2015  
Joint Secretary to Government



GOVERNMENT OF ODISHA  
INDUSTRIES DEPARTMENT

GM (SLNA)

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**NOTIFICATION**

Bhubaneswar, Dated. 23<sup>rd</sup> June, 2015

No-19374000032015- 4086 /I, In pursuance to Odisha Industries (Facilitation) Act 2004 sub-section-2(ix) and sub-section-3(vii) of section-8, Government have been pleased to constitute Facilitation Cell at State and District level to assist Nodal Agencies to facilitate investors and grounding of industrial projects. The Cells shall function under the overall supervision of CMD, IPICOL and GM, DIC/ RIC at state & district level respectively.

**State level Facilitation Cell:** The facilitation cell shall function at IPICOL, the State Level Nodal Agency and shall consist of the following members;

- |       |   |                   |
|-------|---|-------------------|
| i)    | CMD, IPICOL, Bhubaneswar  | : Chairman        |
| ii)   | General Manager, OPTCL  | : Member          |
| iii)  | Supdt. Engineer, WR Department  | : Member          |
| iv)   | GM, IDCO, Bhubaneswar   | : Member          |
| v)    | Sr. Environmental Engineer, OSPCB   | : Member          |
| vi)   | Deputy Director, Factories & Boiler   | : Member          |
| vii)  | CGM/ GM, IPICOL   | : Member Convenor |
| viii) | Co-opt. officers from other departments<br>And/ or experts as and when required | : Member          |

The members from other agencies/departments shall be deployed at IPICOL on full time basis by the concerned authorities with appropriate delegation of powers. The officers deputed shall function under the administrative control of CMD, IPICOL. The monthly salary and other emoluments of the officers deployed shall be drawn by the concerned authorities. However, TA/ DA of the officers deployed will be borne by the IPICOL.

The functions of the State level cell shall be as follows;

- i) guide & mentor investors
- ii) assess the project, land and utility requirements
- iii) assist the investors in filing Combined Application Form
- iv) follow-up on approvals from concerned authorities beyond the powers delegated to the members
- v) any other function as directed by the State Level Single Window Clearance Authority.

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1. **District level Facilitation Cell:** The Facilitation Cell shall be set up in RICs / DICs under direct supervision of the GM, RIC /DIC.

Facilitation Cell at District level shall consist of the following members;

- i) General Manager, DIC/ RIC : Chairman
- ii) Regional Officer of SPCB : Member
- iii) Divisional Manager, IDCO : Member
- iv) Dy. Director, Factory & Boilers : Member
- v) Asst Manager/Manager, DIC : Member Convener
- vi) Co-opt. officers from other departments and/or expert(s) as and when required : Member

The Cell shall meet on monthly basis preferably on a fixed day or at such intervals as may be directed by DSWCA.

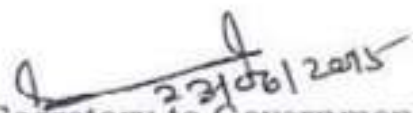
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- iv) follow-up on approvals from concerned authorities beyond the powers delegated to the members
- v) any other function as directed by the District Level Single Window Clearance Authority.

By order of Governor

Sanjeev Chopra  
Principal Secretary to Government

Memo No. 4087 /1, Bhubaneswar, dated, the 23.6.2015  
Copy forwarded to All Departments/ All Heads of Departments/ All Revenue Divisional Commissioners/ All District/ Regional Industries Centres, All Public Sector Undertakings for information.

  
23/06/2015  
Joint Secretary to Government

Memo No. 4088 /1, Bhubaneswar, dated, the 23.6.2015  
Copy to All Sections of Industries Department/ Guard File (5 copies) for information.

  
23/6/2015  
Joint Secretary to Government