

**OPERATIONAL GUIDELINES
FOR GRANT OF PRIORITY SECTOR STATUS UNDER IPR 2015**
(See Para- 18 of Definitions and Interpretations- Annexure-I of IPR, 2015)

- 1. Short Title:-** Operational guidelines for grant of Priority Sector status under the provision of 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 IPR-2015 i.e. 24.8.2015
- 4. Terms & Expressions:** - Terms & expressions used in this operational guideline shall have the same meaning as in IPR-2015.
- 5. Eligibility:-** Industrial unit fall within the following categories
 - a) Agro and Food Processing
 - b) Ancillary and Downstream
 - c) Automobiles and Auto-components
 - d) Manufacturing in Aviation and Maintenance Repair &Overhaul (MRO) facilities
 - e) Bio-technology
 - f) Fly ash & Blast furnace slag based industries utilizing a minimum of 25% by weight as base raw material
 - g) Gem stone cutting and polishing
 - h) Handicraft, Handloom, Coir and Leather products
 - i) Information technology, IT enabled service and ESDM units
 - j) Petroleum, Chemicals & Petro-chemicals
 - k) Pharmaceuticals
 - l) Plastics and Polymers
 - m) Sea food Processing
 - n) Shipbuilding and construction of other floating vessels/ Ship repair
 - o) Textile including Technical Textile & Apparel
 - p) Tourism and Hospitality (All the units/activities specified in Para 6.11 of Odisha Tourism Policy -2013 are eligible units)
 - q) Any industry other than mineral extraction and mineral based industries, which exports more than 50% of its total turnover, duly certified by the Director, Export Promotion and Marketing.
 - r) Migrated industrial units treated as new industrial units under Priority sector

- s) Rehabilitated sick industrial unit treated at par with new industrial unit under Priority sector
- t) Industrial unit seized under the State Financial Corporation Act 1951/ Securitization and Reconstruction of Financial Assets and Enforcement of Security Interest (SARFAESI) Act, 2002 and thereafter sold to a new entrepreneur on a sale of asset basis and treated as new industrial unit for the purpose of this IPR.
- u) Non-mineral based new industrial units located in industrially Backward districts with minimum investment of five crore rupees in plant & machinery.

Government may modify the above list from time to time.

Illustrative list of industrial activities / products of each category is annexed at Annexure- 1

6. Time frame for filing application:-

- 6.1** Eligible Industrial unit shall file its claim complete in all respect during implementation and latest within six months from the date of starting production / within six months from the date of notification of the operational guidelines whichever is later.
- 6.2** For grant of Provisional Priority Sector status so as to avail the pre-production incentives such as Stamp duty exemption, Entry tax exemption on acquisition of Plant & Machinery etc., eligible Industrial unit shall file its claim complete in all respect during the period of implementation of the project.
- 6.3** Application in the prescribed form received after the due date / incomplete in any respect shall be liable to be summarily rejected.

7. Procedure:-

- 7.1** Industrial unit satisfying the eligibility criteria shall file application in two stages i.e grant of (i) Provisional Priority Sector and (ii) Priority Sector status in the prescribed form appended to this operational guideline at Annexure -'A' along with copies of all relevant documents as mentioned in the Checklist at Annexure -'B' to the concerned General Manager, RIC / DIC in duplicate, within the prescribed time limit.

Copies of the documents as indicated in the checklist shall be self - attested by Proprietor / Managing Partner / Managing Director / Authorized Signatory.

- 7.2** On receipt of application, the acknowledgement as prescribed at Annexure- 'C' shall be dispatched to the applicant duly signed by the authorized officer /

General Manager, RIC / DIC on the day of receipt. General Manager, RIC / DIC may authorize any of his officers for the purpose.

7.3 After receipt of the application from the industrial unit, the concerned RIC / DIC will check the eligibility and veracity of facts concerning the claim, determine the IPR applicability, may visit the industrial unit to ascertain the project implementation status / working status and shall forward one set of application with required supporting documents to the Director of Industries, Odisha along with report and certificate of verification in the prescribed format as at Annexure- 'D' & 'E' respectively within next **15 days** of receipt under intimation to the applicant unit and also to the IPICOL (in case of large Industries) .

7.4 On receipt of proposal from the RIC / DIC, Director of Industries, Odisha shall examine the proposals and issue certificate of Provisional Priority Sector / Priority Sector, as the case may be, in the prescribed format at Annexure- 'F', if found eligible.

7.5 Industrial unit issued with Provisional Priority Sector Certificate, after going into production and satisfying the eligibility criteria as enunciated above shall surrender the same and file application in the above manner for grant of Priority Sector status within the prescribed time limit. The procedure as prescribed above shall be followed and certificate on Priority Sector status shall be issued in the format prescribed at Annexure- 'F', if found eligible.

7.6 The Provisional Priority Sector / Priority Sector Certificate shall be issued by the Directorate of Industries, Odisha within **10 days** of receipt of the proposal from the RIC / DIC.

8. Rejection:-

8.1 In case of rejection of application at RID / DIC / DI Odisha level, the same will be communicated by RIC / DIC / DI, Odisha assigning the reasons to the concerned enterprises as prescribed in format at Annexure- 'G' **within 25 days** of receipt of application from the applicant unit.

8.2 Where an industrial unit has issued with Provisional Priority Sector Certificate or Priority Sector Certificate by misrepresentation, fraud or by furnishing false & misleading information or by suppressing facts / materials, or violates the criteria of eligibility or fails to commence production within the prescribed period, the said Certificate shall be cancelled by the Director of Industries, Odisha.

9. Miscellaneous:-

- 9.1 RIC / DIC / Director of Industries, Odisha** may inspect the industrial unit as & when required by the authority and review it's the performance periodically.
- 9.2** Any change in facts or circumstances affecting the eligibility of the unit shall be intimated immediately to the RIC / DIC / Directorate of Industries, Odisha by the unit.
- 9.3** Where any doubt arises regarding implementation of these rules, the same shall be referred to Government of Odisha in the Industries Department whose decision shall be final and binding on all the parties as envisaged under Para 14 (h) of IPR-2015.
- 9.4** The industrial unit may furnish information, reports, periodical statements etc to the RIC / DIC / Directorate of Industries, Odisha / as and when required.
- 9.5 Time limit prescribed in this guideline is of working days only**
- 10.** The views of Finance Department in this regard have been obtained vide their UOR No. 127-ES-II/F, dated 27.08.2015.

GOVERNMENT OF ODISHA
INDUSTRIES DEPARTMENT

Memo No 5933 /I., Bhubaneswar, dated 2/9/2015
XIV-HI-40/2015

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

**APPLICATION FOR GRANT OF PRIORITY SECTOR STATUS UNDER INDUSTRIAL
POLICY RESOLUTION –2015.**

(Strike out whichever is not applicable)

From

M/s. _____
At/PO _____
Dist. _____
(Location / proposed location of the Industrial Unit)

To

The General Manager,
Regional Industries Centre / District Industries Centre _____

Sub:- Application for grant of Priority Sector status under Industrial Policy Resolution 2015.

Sir,

In accordance with the provisions laid down in Industrial Policy Resolution 2015 and its operational guidelines, I do hereby submit the application for grant of Provisional Priority Sector / Priority Sector status as follows -

1	Category of the Unit (Micro / Small / Medium Enterprises / Large Industries)	:	
2	Address of Registered office	:	
3	Address of Correspondence		
4	Type of Organization (Proprietorship / Partnership / Co-operative / Private Limited / Public Limited)	:	
5	Name of Proprietor / Managing Partner / Managing Director / Authorized Signatory	:	
6	E M- I / I E M / I L Number & Date	:	
7	Proposed items / items of manufacture / activities with proposed capacity / installed capacity	:	
	Items of Production / Activity	:	
	Sl.	Items	Quantity (MT) Value (Rs)
	(i)		
	(ii)		
	(iii)		
8	Proposed Date / Date of first fixed capital investment. (i.e. investment in land / building / plant & machinery and balancing equipment)	:	
9	Proposed Date / Date of Commencement of Production / Activity	:	
10	Production certificate / EM-II (No. and date)		
11	Employment to be created / Created		
12	Capital Investment (Rs)	As per DPR	Actual expenditure incurred (till date)
	a)	Land & land development	
	b)	Building & Civil construction	
	c)	Electrification & electrical installations	
	d)	Plant & Machinery	
	e)	Other fixed assets of permanent nature	
	f)	Loading, unloading, transportation, tax & duties paid, erection expenses etc	
	g)	Margin money for Working Capital	
	Total		

13	Means of Finance				
	Internal sources (Rs)				:
	Name of Financial Institution (OSFC / Banks / F I , Specify the Branch)				
	In Rs.	Name of F. I	Loan applied for	Loan availed	Date of sanction (mention dates for all sanction)
	i	Term loan			
	ii	Working capital			
14	Whether the project needs clearance from Pollution Control Board (If yes, mention present status of clearance)				Yes / No
15	Whether granted with Provisional Priority Sector Status				Yes / No
16	IPR Incentives availed (If yes, furnish the details in a separate sheet)				Yes / No
17	Whether applied for statutory clearances / Clearances / Approvals under Single Window Mechanism.				Furnish the details
18	<p>The project fall under the category (mention the category)</p> <p>(Agro and Food Processing / Ancillary and downstream / Automobiles & Auto – components / Manufacturing in Aviation and Maintenance Repair & Overhaul (MRO) facilities / Bio- technology / Fly Ash & Blast furnaces slag based industries utilizing a minimum of 25% by weight as base raw material / Gem stone cutting and polishing / Handicraft, Handloom, Coir and Leather Products / Information technology and IT enable service and ESDM units / Petroleum, Chemicals & Petro-chemicals / Pharmaceuticals / Sea food Processing / Ship building and construction of other floating vessels / ship repair / Textile including Technical Textile & Apparel / Tourism and Hospitality (All the units / activities specified in Para 6.11 of Odisha Tourism Policy-2013 are eligible units) / Any industry other than mineral extraction and mineral based industries, which export more than 50% of its total turnover, duly certified by the Director, Export Promotion and Marketing / Migrated industrial unit treated as new industrial unit under Priority Sector / Rehabilitated sick industrial unit treated at par with new industrial unit under Priority sector / Industrial unit seized under Section 29 of the State Financial Corporation Act, 1951/ SARFAESI 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 Priority Sector</p>				

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 surrender the Provisional Certificate of Priority Status / Certificate of Priority Sector and refund the incentives availed under Priority Sector with penalty as decided by the authority -

- (1) If the information stated above is found to be false / fraud / incorrect / misleading / misrepresented / or there has been suppression of facts / materials, or violates the criteria of eligibility,
- (2) If the industrial unit fails to commence production within the prescribed period.

I hereby undertake to furnish information, reports, periodical statements etc to the DIC / Directorate of Industries, Odisha as and when required.

I hereby undertake to abide by the terms and conditions prescribed under the provisions of Industrial Policy Resolution –2015 and its operational guidelines.

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

Enclosure.

- 1.
- 2.
- 3.

Signature of the Proprietor / Managing Partner/
Managing Director / Authorized Signatory in full and behalf of

Date-
Place-

M/s _____

CHECK LIST

(Strike out whichever is not applicable)

(Copies of documents to be attached with the application shall be attested by Proprietor / Managing Partner / Managing Director / Authorized Signatory)

Provisional Priority Sector	
1	Power of Attorney / Board Resolution / Society Resolution, as applicable, while signing as Partner / Managing Director / Authorized person.
2	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.
3	Approved DPR (Detail Project Report)
4	Assessment report (Industrial units set up without financial assistance from Public Financial Institutions and or Banks will be required to be assessed by the appropriate agency as envisaged under Para- h - of IPR-20105).
5	E M- I / I E M / I L.
6	Loan sanction order of FI / Assurance for loan from FI
7	Amount of Capital Investment made / to be made
8	Investment in Plant & machinery made / to be made
9	A brief note on proposed production / manufacturing process or service to be provided
10	Statutory clearances obtained or likely to be obtained, if any
11	Document in support of date of first investment in fixed capital i.e. first investment in land / building / plant & machinery and balancing equipment
12	A brief note on the present stage of implementation
13	Migrated industrial unit treated as new industrial unit under Priority Sector / Rehabilitated sick industrial unit treated at par with new industrial unit under Priority sector / Industrial unit seized under Section 29 of the State Financial Corporation Act, 1951 / SARFAESI 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 Priority Sector
14	Undertaking in context of that Industrial units shall have to go in to production within <u>three years</u> from the date of starting first fixed capital investment / from the effective date in case of Migrated industrial units
15	Document / certificate in support of Category fall under Priority Sector

Priority Sector	
1	Power of Attorney / Board Resolution / Society Resolution, as applicable, while signing as Partner / Managing Director / Authorized person.
2	Provisional Priority Sector Certificate in original
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	Approved DPR (Detail Project Report)
5	E M-I I /Production Certificate / I E M / I L.
6	Loan sanction order of Banks / FI
7	Amount of Capital Investment made
8	Investment in Plant & machinery made
9	Document in support of date of first investment in fixed capital i.e. first investment in land / building / plant & machinery and balancing equipment
10	Detail note on production / manufacturing process or service provided
11	Document / certificate in support of Category fall under Priority Sector
12	Clearance from Pollution Control Board and or required statutory clearances
13	Migrated industrial unit treated as new industrial unit under Priority Sector / Rehabilitated sick industrial unit treated at par with new industrial unit under Priority sector / Industrial unit seized under Section 29 of the State Financial Corporation Act, 1951/ SARFAESI 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 Priority Sector
14	Undertaking in context of that Industrial units shall have to go in to production <u>within three years</u> from the date of starting first fixed capital investment / from the effective date in case of Migrated industrial units
15	Document in support of delay in implementation condoned by Empowered Committee

Annexure –C
(FOR OFFICE USE)

OFFICE OF THE GENERAL MANAGER, RIC / DIC----- /

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

Acknowledgement

(To be issued by authorized officer / General Manager, RIC / DIC on the day of receipt)

(Strike out whichever is not applicable)

To

Sri _____

M/s. _____

Received the application for grant of Provisional Priority Sector / Priority Sector Certificate under INDUSTRIAL POLICY RESOLUTION –2015 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
with seal & date-----

Annexure –C

(TO BE DISPATCHED TO THE APPLICANT)

OFFICE OF THE GENERAL MANAGER, RIC / DIC----- /

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

Acknowledgement

(To be issued by authorized officer / General Manager, RIC / DIC on the day of receipt)

(Strike out whichever is not applicable)

To

Sri _____

M/s. _____

Received the application for grant of Provisional Priority Sector, / Priority Sector Certificate under INDUSTRIAL POLICY RESOLUTION–2015 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-----

INSPECTION REPORT

(Strike out whichever is not applicable)

1	Name & address (Location) Of the Industrial Unit			
2	Name & designation of Inspecting Officer(s) of RIC / DIC			
3	Date of Inspection			
4	Name of Proprietor / Managing Partner / Managing Director / Authorized Representative present during inspection			
5	E M-I/EM-II/I E M/ I L Registration Number & Date			
6	First date of fixed capital investment	Fixed capital investment has been made for the first time for establishment of the project on dt ----- ie during operative period of IPR -2015 by way of -----		
7	Proposed activities / Items of production / Activities / Items of production	Installed Capacity		
		Items	Quantity	Value
8	Proposed date of commencement of production / Date of Production			
9	Name of Financial Institution (Specify the Branch)			
10	Amount of loan applied for / availed			
11	Employment likely to be generated / Created			
12	Capital Investment (Rs)	As per DPR	Actual expenditure incurred (till date)	
	a)	Land & land development		
	b)	Building & Civil construction		
	c)	Electrification & electrical installations		
	d)	Plant & Machinery		
	e)	Other fixed assets of permanent nature		
	f)	Loading, unloading, transportation, tax & duties paid, erection expenses etc		
	Total			
I / We have physically verified the implementation status of the project and found that the unit has acquired fixed assets of cost of value as indicated above				
13	Production certificate / EM- II No. & Date			
14	Brief note on production process			
15	Present stage of Project implementation / Whether the Project has completed within 3 / 5years			
16	Document in support of delay in implementation condoned by Empowered Committee			
17	Whether applied for statutory clearances / Clearances / Approvals under Single Window Mechanism.		If yes, mention the details of statutory clearances obtained or likely to be obtained, if any	
18	Detail note on proposed production / manufacturing process or service to be provided or production / manufacturing process or service provided			
19	Verified the records & registers of the applicant unit and ascertained that following incentives have been availed (specify the quantum, value, period & IPR applicability)		1. 2. 3.	
20	Present working status			
21	Remark (s) -1. 2. 3.		Signature & designation of Inspecting Officer of DIC with Date	