

**INDUSTRIAL POLICY OF ASSAM
2003**

**GOVERNMENT OF ASSAM
INDUSTRIES & COMMERCE DEPARTMENT**

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INDUSTRIAL POLICY OF ASSAM, 2003

PREAMBLE

The Industrial Policy of Assam, 2003 has been formulated in the light of the experience of implementation of the Industrial Policies of 1982, 1986, 1991 and 1997.

While formulating the present policy, views and suggestions of a cross section of people including industrialists, and Trade Associations, were invited and meaningful interactions were made with them.

In the Industrial Policy of Assam, 2003, emphasis has been given in making the operational guidelines effective and simplifying the procedures so that the prospective entrepreneurs and Investors find the investment climate in the state attractive and preferable.

CHAPTER - I

1.1 THE AIMS AND OBJECTIVES

The Industrial Policy of Assam, 2003 is formulated to achieve the following aims and objectives -

1. To increase the share of the industrial sector to the State Domestic Product (SDP) from the present level of 13.29% to a level of at least 18% at the end of the terminal year of the Policy.
2. To generate more employment opportunities in the State.
3. To ensure development of adequate and appropriate infrastructures for industrial growth.
4. To make Assam one of the preferred destinations for investment for outside investors.
5. To encourage private Investment in industrials infrastructure projects.
6. To ensure industrial development in hitherto industrially backward regions of the state.
7. To create avenues fro sustained growth and development of the Small Scale and tiny sectors.
8. To catalyse administrative and legal reforms with a view to simplify the procedure and to ensure time bound disposal of matters.
9. To take steps to promote rural handicrafts so as to conserve and enrich cultural heritage, traditions and customs of the state.
10. To promote establishment of medium and large-scale mother industries to create an industrial base, offering large-scale employment opportunities through backward and forward linkages.

11. To promote Information Technology, high-tech, knowledge based and biotech industries.
12. To promote export oriented industrial units.
13. To take steps to revive the potentially viable sick Public Sector Undertakings and to make the Public Sector Undertakings economically viable.
14. To provide Single Window Clearance system for fast track clearance of industrial proposals.

1.2 PERIOD OF OPERATION OF THE POLICY

The policy will be effective from 1st October, 2003 and will be valid for a period of five years i.e. up to 30th September, 2008 unless modified/terminated earlier.

1.3 THRUST AREAS

The following sectors of industrial activities have been identified as thrust Areas :

1. Petroleum and Natural gas based industries
2. Industries based on locally available minerals.
3. Processing of plantation crops.
4. Food processing industries.
5. Agri-horticulture products.
6. Herbal products.
7. Biotech products.
8. Pharmaceuticals.
9. Chemical and plastic based industries.
10. Export oriented industries.
11. Electronic and IT based industries including services sector.
12. Textiles and sericulture.
13. Engineering industries
14. Cane and Bamboo based industries.

15. Other Handicrafts industries.

The thrust areas/sectors will be periodically reviewed to keep it in tune with the need of the changing times.

CHAPTER - 2

DEFINITION AND ELIGIBILITY CRITERIA

The Government of Assam has formulated a package of incentive for promotion and setting up industrial units and revitalization of sick industrial units and to promote investment in the State. The details of the package of incentives are given in Chapter - 3. Definitions and eligibility criteria are given below :

2.1 PERIOD OF VALIDITY :

The new package of incentive hereinafter referred to as 2003 incentive scheme shall become effective from 1.10.2003 and remain in operation for a period of 5 years or till such time, as the Government may consider fit and proper. The Government also reserves the right to make any amendment to the scheme depending on the exigencies.

2.2 EFFECTIVE DATE :

- i. Effective date for 2003 Incentive Scheme shall be 1.10.2003 and from that date the 1997 Incentive Scheme under the Industrial Policy, 1997 will cease to be operative unless otherwise provided for.
- ii. The Industrial Units which are already availing incentives under 1997 Policy against Eligibility Certificate under the said scheme shall continue to be governed by the Industrial Policy of Assam 1997 (Except sales tax matter when VAT system may be introduced). Such units shall be defined as 1997 continuing industries. However, no application for issue of Eligibility Certificate under 1997 Policy shall be accepted after 31st March 2004

and no further Eligibility Certificate shall be issued to any act under 1997 Policy after 30th September 2004.

2.3 DEFINITIONS :

ELIGIBLE UNIT means only New Units set up on or after 1.10.2003 and units undergoing expansion/ diversification at the same place in the State of Assam on or after 1.10.2003 shall be eligible for incentive under 2003 Industrial Policy incentives provided that :

A unit shall have employment of 80% people of Assam in the managerial cadre and 90% people of Assam in the non-managerial cadre and that over a period of 5 years from the commencement of commercial production such unit would take all effective steps to ensure 100% employment of people of Assam in non-managerial cadre and at least 90% in managerial post. They would further give an undertaking that if these conditions are violated; the State Government subsidies/incentives so availed by them would be fully refunded.

- ii) **EXISTING UNIT** : means an industrial unit, which is or was in commercial production in the State of Assam at any time prior to 1.10.2003.
- iii) **NEW UNIT** means an industrial unit, which has commenced commercial production in the State of Assam on or after 1.10.2003.
- iv) **EXPANSION** of an industrial unit means additional fixed capital investment exceeding at least 25% of the capital investment of the existing unit or a new unit. For the purpose of calculation, gross value of all the capital investment made on land, building and plant and machinery of the existing/new unit will be taken into consideration. Expansion shall also imply an increase of atleast 25% in the existing installed capacity as well as increase of additional employment of at least by 10%. Prior to going for expansion, they

unit should be operating at least at a minimum of 80% capacity during the three previous years and prior intimation to the concerned implementing agency for 2003 policy.

v) **DIVERSIFICATION** means separately identifiable investment made by an existing industrial unit or a new unit in the fixed capital assets to set up a project for manufacturing of new product(s) provided that the additional investment in the fixed assets is not less than 25% of the gross fixed capital and increase of additional employment is at least by 10%.

vi) **MODERNISATION** means separately identifiable investment made by an industrial unit involving new/improved technology having a definite advantages in reduction of cost of production provided the additional investment in fixed assets is not less than 25% of the gross fixed capital.

The incentives available to the unit undergoing expansion diversification/modernization shall be for the additional investment made and /or the increase in production over the average of three previous years prior to the year when the unit goes for expansion/ diversification as applicable. The year this purpose shall mean a financial year.

vii) **ANCILLARY INDUSTRY** means an industrial unit which is engaged or is proposed to be engaged in the manufacture or production of parts, components, sub-assemblies, tooling or intermediates or rendering of services, undertaking supplies or renders or proposes to supply or renders not less than 50% of its production or services as the case may be, to one or more other industrial undertaking and whose investment in fixed assets in plant and machinery whether held on ownership terms or on lease or on hire purchase, does not exceed the limit as prescribed by the Government of India.

- viii) **EXPORT ORIENTED UNIT** means an industrial unit which export or undertakes to export at least 25% of its entire production of goods in a financial year.
- ix) **SMALL SCALE INDUSTRIES** means an industrial unit having investment in plant & machinery upto a limit Rs. 1 Crore or as prescribed or modified by the Government of India from time to time.
- x) **LARGE / MEDIUM SCALE INDUSTRIES** means an industrial unit having investment as per scale as prescribed by the Government of India from time to time.
- xi) **MAJOR AND HEAVY INDUSTRY** means an industrial unit having investment more than Rs.100 crore with a minimum employment of four hundred (400) employees.
- xii) **INVESTMENT IN PLANT & MACHINERY** : Computation of investment plant and machinery will be as per laid down norms of the office of the Development Commissioner (Small Scale Industries), Government of India.
- xiii) **FINISHED PRODUCT** means and includes the item manufactured by the eligible unit as considered under the project/scheme approved by the concerned term lending agency and / or by the implementing agency, together with by-product/ scrap, which may get generated as incidental to and during the main production activity.
- xiv) **RAW MATERIALS** means and include all industrial components, intermediate goods, substances, consumable stores including furnace oil and light diesel oil used for captive generating sets required in the process of manufacture and packing materials utilised for packing of finished products by an eligible unit.

- xv) **WHITE GOODS** means items like Refrigerators and other freezing equipment's, Dish washing machines, household washing machines of programmable type, microwave oven, Air Conditioners.
- xvi) **ENTERTAINMENT ELECTRONICS** means items like Compact Disc Player, Tape recorders, Two-in-One, Transistor Radios, Electronic musical equipments like Keyboards and Audio-Video recording and synthesizing equipments.
- xvii) **FIXED CAPITAL** means and include cost of Land, Building including Factory sheet, Go down, Laboratory, Plant and Machinery, Installation charges and Pre-operative expenses capitalized, Electrical and such other equipment which are directly related to production activities.
- xviii) **GOVERNMENT** : Government, if not specifically mentioned, shall mean Government of Assam.
- xix) **STATE** : State means the State of Assam
- xx) **NOT-ELEGIBLE UNIT** : Non-eligible unit means all industries, which are to be declared as Non-eligible under this policy as mentioned in Schedule - I.
- xxi) **HANDICRAFT INDUSTRIES** : Handicraft industries as defined by the Development Commissioner (Handicraft) and Khadi & Village Industries Commission.
- xxii) **TINY UNIT** means an industrial unit having investment as per scale as prescribed by the Government of Indian from time to time.

- xxiii) **PHYSICALLY HANDICAPPED PERSON** : Physically Handicapped Person means blind, deaf & dumb and orthopaedically handicapped with fifty percent mobility.
- xxiv) **RELIEF UNDERTAKING** means an industrial unit declared as a relief undertaking by the Government of Assam Industrial Relief Undertaking (Special Provision) Act 1984 or any other Scheme/ Act of the Government.
- xxv) **COMMITTEE** means district level/ state level / AIDC level / Single Window Clearance committee constituted under the policy.

2.4 ELIGIBILITY CRITERIA.

- (a) New Units commencing commercial production on or after 1st October 2003 or units undergoing expansion/ modification / diversification at the same place in the State of Assam on or after 1st October 2003 shall be eligible for the fiscal incentives (only against the additional investment made for expansion/modernisation /diversification) or on sales of products produced in the expansion/modernisation diversification part, as the case may be under this Policy.
- (b) The unit having IEM/PMT Registration.
- (c) The unit shall have employment of 90% people of Assam in, non-managerial cadres and in managerial cadre 80% which will subsequently be enhanced to 100% and 90% respectively within a period of 5 years.
- (d) Incentives under this Policy shall be available to eligible units in Private Sector, Assisted Sector, Joint Sector, State Public Sector and the Cooperative Sector.
- (e) A unit availing grants/incentives from a department / an agency under the State /Central Government/ Foreign Agencies shall not be eligible for similar type of incentives under this Policy.

- (f) Relief undertaking shall be eligible for the incentives under this Policy for a maximum period of 3(three) years. If any unit has already availed benefit of incentives for certain period under any previous Industrial Policies of the State Government as a Relief Undertaking, the total period of 3 years for such unit shall stand reduced by the period for which benefit as relief undertaking has already been availed under previous policies.

2.5 ELIGIBILITY CERTIFICATE :

- 1) Eligibility Certificate to the eligible units shall be issued by :
 - (i) The General Manger of the District Industries & Commerce Centre on approval of the District Level Committee where investment in plant & machinery is up to Rs. 10 Lakhs.
 - (ii) The Director of Industries & Commerce on approval of the State Level Committee to Industries where investment in plant & machinery is above Rs. 10 Lakhs and un to Rs. 100 lakhs
 - (iii) The managing Director AIDC on approval of AIDC Committee for medium and large-scale industries, having investment in plant and machinery above Rs. 100 lakhs.
- 2) The incentive under the Policy cannot be claimed unless the Eligibility Certificate has been issued under the Policy by the concerned authority.

2.6 IMPLEMENTING AGENCY :

The implementing agency for 2003 Industrial Policy Incentives in respect of SSI Sector will be the Director of Industries & Commerce, District Industries & Commerce Centre and for Large / Medium/Heavy and FDI Sector, it will be AIDC Ltd.

2.7 DISBURSEMENT OF INCENTIVES :

- (i) The eligible unit will be entitled to get the disbursement of incentives only after issuance of sanctioning letter by the appropriate authorities, not merely after approval of SLC or DLC.
- (ii) Disbursement of incentives will be dependent on sanction to be issued by the appropriate authority and availability of necessary budget & fund made available to the department for the purpose.

2.8 INTERPRETATION :

The decision of Industries & Commerce Department, Government of Assam, as regard interpretations in these Policy resolutions/incentives shall be final.

2.9 RIGHT OF THE STATE GOVERNMENT

- (i) The State Government reserve the right to amend any provision(s) including amendment of any of the incentives/subsidies as and when necessary for development of industries and in the general public interest of the State from time to time under the provision of the Policy.
- (ii) The State Government reserves the right to review the matter regarding sanction/disbursement of subsidies /incentives to the eligible industrial unit(s) and in this connection the State Government's decision shall be final.
- (iii) State Government reserves the right to modify the not-eligible list of the industries as and when required in the interest of general industrial growth of the State.

2.10 PROCEDURE, GUIDELINES & APPLICATION FORMS :

A set of guidelines including application forms and procedures for getting various incentives will be issued separately.

CHAPTER - 3

FISCAL INCENTIVES UNDER INDUSTRIAL POLICY

3.1 STATE CAPITAL INVESTMENT SUBSIDY (SCIS)

The State Capital Investment Subsidy @ 30% on Investment in Plant and Machinery subject to a ceiling of Rs. 20.0 lakhs will be provided to eligible industrial units. For Export Oriented Units the ceiling is Rs. 25.0 Lakhs.

3.2 INTEREST SUBSIDY ON WORKING CAPITAL LOAN (ISWC)

Interest Subsidy shall be provided @ 30% of the amount of interest charged by / paid to the banks on working capital loan/ Cash credit to the eligible industrial units for a period of 5(five) years from the date of commercial production subject to a ceiling of Rs. 5.0 lakhs per unit or 20% of the turn over which ever is less during the entire period of claim.

3.3 POWER SUBSIDY (PS):

Power subsidy will be provided to the eligible industrial units on the power tariff paid against the actual units consumed for a period of 5(five) years subject to a ceiling shown below :

Connected load	rate of subsidy	Ceiling of subsidy	per annum
Upto	1.0 MW	50%	Rs. 10.0 lakhs
Above	1.0 MW	30%	Rs. 20.0 lakhs

3.4 SUBSIDY ON CAPTIVE POWER GENERATION (SPG) :

Subsidy @ 50% of the cost of Generating Set to the eligible industrial units will be provided subject to the ceiling of Rs. 10.0 lakhs per unit. The installed generating set capacity should be at par or above of the ASEB sanction load.

3.5 SUBSIDY ON FEASIBILITY STUDY COST (SFC) :

The cost of preparation of the feasibility report/ project report prepared by agencies approved by the Udyog Sahayak of AIDC/ Director of Industries & Commerce will be subsidized to the extent of 100% subject to a ceiling of Rs. 1.0 Lakhs per scheme of the unit. The cost of preparation of feasibility report/ project report should not exceed 1% of the Project Cost. The claim will be entertained only after the unit goes into commercial production.

3.6 SUBSIDY ON QUALITY CERTIFICATION /TECHNICAL KNOW-HOW.

The fees payable for obtaining BIS/ISO/FPO/AGMARK and fees payable for getting the technical know-how from approved and recognized organization like Research Laboratories / CFTRI etc. by the eligible industrial units will be subsidized to the extent of 75% subject to a ceiling of Rs. 1.0 Lakhs per unit.

3.7 SUBSIDY ON MARKETING ASSISTANCE : (SMA).

Eligible industrial units specially approved for this purpose will be provided with the following support under marketing assistance scheme.

(a) 50% of the rent/fee payable by the unit in participating in trade fair/exhibitions sponsored or recognised by the Government against rent/fees rates approved by the Government will be subsidized subject to a ceiling of Rs. 50,000/- per unit per annum within India and Rs. 1.0 Lakhs per unit per annum in case of participating abroad and with prior approval of Government.

(b) 50% of the cost of advertisement through Cinema Hall/ Any Electronic media will be subsidized up to a ceiling of Rs. 20,000/- per unit per annum subject to prior approval of the Government.

(c) 50% of the transportation cost on exhibits for participation in Government sponsored recognised Trade fair/. Exhibition etc. will be

subsidized up to a ceiling of Rs. 20,000/- per unit per annum subject approval of the Government.

3.8 SUBSIDY ON DRAWAL OF POWER LINE : (SDP).

20% of the cost payable to ASEB for drawal of power line from HT/LT power line up to the factory premise including the cost of transformer will be subsidized subject to a ceiling of Rs. 1.0 Lakhs.

3.9 SPECIAL INCENTIVES FOR FOOD PROCESSING/ ELECTRONIC / AGROBASED/ BIOTECH INDUSTRIES.

Special incentives will be provided to the above category of eligible industrial units as additional SCIS @ 10% subject to a ceiling of Rs. 5.0 Lakhs.

3.10 SPECIAL INCENTIVES TO WOMEN/ PHYSICALLY HANDICAPPED ENTREPRENEURS.

Special incentives will be provided as additional SCIS to industrial units set by women or physically handicapped entrepreneurs @ 10% of subject to a ceiling of Rs. 5.0 Lakhs.

3.11 SPECIAL INCENTIVES TO SICK PSUs:

The management of Sick Public Undertakings if taken over on joint holding / lease by any party from State Financial. Corporation / any Central or State Govt. agencies will be treated as a new unit for the purpose of Incentives under this sector. However the value of plant & machinery in the sale deed will be considered for the purpose of computation of the incentives.

3.12 SPECIAL INCENTIVES FOR MAJOR/HEAVY INDUSTRIES AND INDUSTRIES SET UP THROUGH FOREIGN DIRECT INVESTMENT :

Priority clearance of various permissions, allotment of lands, power sanction etc. will be made through high power single window clearance committee at Government level. The major/heavy industries and

industries set up through Foreign direct investment who have own power generation facilities will be provided special incentives as follows :

Further the ceiling limit of some of the incentives for such type of industries will be increased to :

- (i) SCIS30% Rs. 25 Lakhs.
- (ii) Gen. Set Subsidy50% Rs. 20 Lakhs.
- (iii) Power Subsidy : Up to 1 MW 50%Rs. 10 Lakhs. For 5 years.
Between 1 MW to 5 MW 30%Rs. 20 Lakhs. For 5 years.
Above 5 MW 20%Rs. 30 Lakhs. For 5 years.
- (iv) Development Subsidy (for drawal of H.T. / L.T. line up to premises of the unit/ Installation of population control equipment) 10% Rs. 20 Lakhs.

3.13 SALES TAX EXEMPTION

(As notified Vide No. CI. 310/2001/pt.III/90 dtd. 29.10.03)

All new units and existing units going in for expansion/ diversification/ modernisation will be granted sales tax exemption for sale of finished products and purchases of raw materials as per following scale.

Category	SSI/Tiny/SSSBes	Medium and Large
New unit	7 years subject to maximum 150% of fixed capital investment	7 years subject to maximum of 100% of fixed capital investment.
Units undergoing expansion/ diversification/ modernisation	7 years subject to maximum of 100% of additional fixed capital investment.	7 years subject to maximum of 90% of additional fixed capital investment
Sick / Relief Undertaking Units	3 years subject to maximum of 100% of additional investment made for Rehabilitation	3 years subject to maximum of 100% of additional investment made for Rehabilitation.

In the case of Electronic industries the tax benefit is up to 250% of fixed capital investment spared over a maximum period of 7 years in view of low fixed capital investment.

CHAPTER - 4

IMPLEMENTATION AND MONITORING :

4.1 COMMITTEES FOR IMPLEMENTATION OF INCENTIVES UNDER THE POLICY

The State Government will notify the following Committees for effective implementation of the Industrial Policy :

4.1(A) STATE LEVEL COMMITTEE :-

- | | |
|---|----------|
| 1. The Commissioner & Secretary/ Secretary to the Government of Assam, Industries & Commerce Department | Chairman |
| 2. The Secretary to the Government of Assam, Revenue Department | Member |
| 3. Secretary to the Government of Assam, Finance Department | Member |
| 4. Director of Industries & Commerce, Assam | Member |
| 5. Commissioner of Taxes, Government of Assam | Member |
| 6. Member / Chief Engineer (Commercial), ASEB | Member |
| 7. Director of Employment & Craftsmen Training, Assam | Member |
| 8. Chief Inspector of Factories | Member |
| 9. Secretary, Pollution Control Board | Member |
| 10. M.D., Assam Industrial Development Corporation Ltd. | Member |
| 11. M.D., Assam Industrial Infrastructure Development Corporation. | Member |
| 12. M.D., Assam Electronics Development Corporation | Member |

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|---|--------------|
| 13. M.D., Assam Small Industries Development Corporation | Member |
| 14. All Additional Director of Industries & Commerce | Member |
| 15. Addl. Director of Industries & Commerce (Udyog Sahayak) | Member-secy. |

The Chairman may invite expert(s) to specific meeting(s) of the committee. Committee's decision shall be binding to all such departments.

The Committee shall:

- i. Scrutinise the applications and approve the deserving cases for the issuance of Eligibility Certificate for the incentives to an industrial unit having an investment on plant & machinery above Rs. 10 Lakhs and upto Rs. 100 Lakhs.
- ii. Scrutinize and approve Sanction of incentives as per Eligibility Certificate under the Policy.
- iii. The Committee shall meet as and when necessary and at least once in every quarter with the approval of the Chairman.

At least five members including the Commissioner & Secretary / Secretary to the Government of Assam, Industries & Commerce Department/ Secretary, Finance. Commissioner of Taxes / Director of Employment and Craftsman Training and Member Secretary shall be necessary for any sitting of the committee.

4.1 B) DISTRICT LEVEL COMMITTEE

- | | |
|---|----------------|
| 1. Deputy Commission | Chairman |
| 2. Additional Director of Industries & Commerce (Zonal) | Vice -Chairman |
| 3. Chief Executive Officer, Zila Parishad | Member |
| 4. Additional Deputy Commissioner (Dev) | Member |
| 5. Deputy Commissioner of Taxed | Member |

(Incharge of Dist.)

6. Senior most officer of the ASEB at the Member
Dist.
7. District Employment Officer Member
8. General Manager, District Industries & Member Secretary
Commerce Centre

The Chairman may invite expert(s) to specific meeting(s) of the Committee. Committee's decision shall be binding on such departments.

The Committee shall :

- i. Scrutinise the applications and recommend/approve the deserving cases for the issuance of Eligibility Certificate for the incentives to an industrial unit having an investment on plant & machinery above upto Rs. 10 Lakhs.
- ii. Scrutinize and approve Sanction of incentives as per Eligibility Certificate under the Policy.
- iii. The Committee shall meet as and when necessary and at least once in every quarter with the approval of the Chairman.

At least three members including the Chairman / Deputy Commissioner of Taxes and Member Secretary shall be necessary for sitting of the committee.

4.1 (C) AIDC Committee.

Udyog Sanhayak Committee for AIDC for medium / large and FDI Industries.

1. Commissioner & Secretary / Secretary to the Chairman
Government of Assam, Industrial
Department.
2. Secretary to the Government of Assam, Member
Finance Department
3. Secretary to the Government of Assam, Member

	Revenue Department	
4.	Commissioner of Taxes, Government of Assam	Member
5.	Director of Industries, Government of Assam	Member
6.	General Manger, Industrial Development Bank of India/NEDFi	Member
7.	Director of Employment and Craftsmen Training, Govt. of Assam	Member
8.	Nominee of Chairman, ASEB	Member
9.	Chief General Manager, SBI or his nominee	Member
10.	Additional Director of Industries (Udyog Sahayak)	Member
11.	Managing Director, AIDC Ltd.	Member
12.	General Manager, AIDC Ltd. (Udyog Sahayak)	Secretary

The Chairman may co-opt expert(s) to specific meeting(s) of the committee.

Functions of the Committee shall be

- i) To scrutinize Applications and to recommend the deserving cases for the issuance of Eligibility Certificate for the incentives in case of an Industrial units where the total investment in plant and machinery exceeds Rs. 100 Lakhs.
- ii) To scrutinize and approve for sanction of claims for all incentives falling within the purview of the Committee.
- iii) The Committee shall meet as and when necessary and at least once in every quarter with the approval of the Chairman.
- iv) At least seven members including the Commissioner & Secretary / Secretary to the Government of Assam, industries Department, Commissioner of Taxes, Director of Industries./ Additional Director of Industries (US), Director of Employment and Craftsmen Training, Managing Director, AIDC Ltd and

Member Secretary shall be necessary for any sitting of the committee.

4.2 SINGLE WINDOW CLEARANCE :

With the objectives of expediting clearance and approvals from various departments/ boards/ corporations in implementation of respective project, State Govt. shall provide Single Window Clearance facilities under the Directorate of Industries and Commerce. The Composite application forms shall be made available to the entrepreneurs/ investors from the offices of Directorate of Industries and GM, District Industries & Commerce Centres. The completed application forms shall be received at the offices of Directorate of Industries & Commerce at the state level or at the office of the GM, DICC's at the district level. The offices under the Directorate of Industries and Commerce, shall in turn pursue the case for obtaining necessary clearances within a period of two months from different department. The Directorate of Industries and Commerce shall in turn communicate the sanction/ clearance / approval etc. to the entrepreneurs / investors immediately on receipt of the same.

The State Govt. shall constitute two High Level Monitoring Committee to review and monitor the implementation of the Single Window Clearing System for large and medium Industries at the State Level and for SSI / tiny sector industries at the District Level.

I. State Level Committee for Single Window Clearance :

- | | |
|--|---------------|
| 1. Chief Secretary to the Govt. of Assam,
Dispur | Chairman |
| 2. Principal Secretary / Commissioner &
Secretary, Industries & Commerce Deptt. | Vice-Chairman |
| 3. Chairman, ASEB | Member |

4. Commissioner and Secretary to the Govt. of Assam	Member
5. Commissioner & Secretary, Finance Deptt.	Member
6. Commissioner & Secretary, Power	Member
7. Commissioner & Secretary, Mines & Minerals	Member
8. Commissioner & Secretary, Agriculture	Member
9. Commissioner & Secretary, Revenue	Member
10. Commissioner & Secretary, Environment and Forest	Member
11. Commissioner & Secretary, Tourism	Member
12. Commissioner & Secretary, Labour	Member
13. Chairman, Pollution Control Board	Member
14. Managing Director, AIDC Ltd.	Member
15. Director of Industries & Commerce Deptt.	Secretary

The Chairman shall have the powers to co-opt two more members.

Terms of reference and functions of the Committee :

1. The Committee shall meet at least once in three months.
2. The Member Secretary shall circulate the Agenda Notes at least 10 days in advance before the meeting.
3. At least 5 members will form quorum for the meeting.
4. The Member Secretary will put up status report in the meeting of State Level Committee. The Committee will discuss the reasons for unreasonable delay in clearance or reason for rejections of the proposal if any. The Committee may issue necessary instructions to the deptt. concerned.
5. The Committee will also monitor the functioning of the District Level Committees and issue necessary directions to expedite any pending matters within a fixed time frame.

6. For speedy industrial and economic development of the State, the Committee may also suggest simplification/ amendments in any provisions of acts and rules of various deptts.
7. The Committee will also look into the grievances and complaints received in respect of implementation of Industrial Policy and take necessary steps for effective redressal of the same.

II. District Level Committee for Single Window Clearance:

i)	Deputy Commissioner	Chairman
ii)	Additional Director of Industries & Commerce (Zonal)	Vice-Chairman
iii)	Chief Executive Officer, Zila Parishad	Member
iv)	Superintendent of Taxes	Member
v)	Superintendent Engineer/ Executive Engineer, ASEB	Member
vi)	Lead Bank Officer	Member
vii)	District Employment Exchange Officer	Member
viii)	General Manger, District Industries & Commerce Centre	Member - Secretary

Terms of reference and functions of the Committee :

The Terms of reference and function of the District Level Committee will be the same as of State Level Committee in the respective district.

Schedule -1
List of non-eligible Units

1. Plywood, Veneer, Block Board, Block Door manufacturing unit.
2. Saw Mill.
3. Roller Flour Mill
4. RE-rolling Mills
5. Tea Industries excepting tea factory (Bought Tea Leaf Factory), blending and packaging units in the Small Sector under management having no financial involvement or stake in an established Tea Garden or established Tea Company.
6. Weight Bridge
7. Storage (Except Cold storage)
8. Galvanized Sheet corrugating units.
9. Marble and decorative Stone cutting from slabs/ sheets and polishing units.
10. Paper cutting from Roll Paper.
11. Coal to washed coal, sized coal.
12. Conversion of Plain rod to tor rod.
13. Candle sticks making units.

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