

1	Name of the scheme	Market Development Assistance
	Important Instructions	<ol style="list-style-type: none"> 1. All micro and small enterprises existing anywhere in State of Haryana, shall be eligible. 2. Medium and Large industrial units are not eligible. 3. The items of manufacture should not fall in the restrictive list as notified by the State Government from time to time. 4. The unit is required to participate in one fair/exhibition in a year sponsored/organized by Export Promotion Councils/Govt. of India/State Government/ CII/ FICCI/ ASSOCHAM/Indian Chamber of Commerce & Industry/PHD Chamber of Commerce & Industry. 5. CLU/NOC is required from competent authority, if applicable. 6. The unit should be in regular production at the time of disbursement of assistance. 7. In case of rejection of case, an appeal shall lie with the Principal Secretary, Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Ack. of EM part-II/UAM registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. CA certificate of details of Expenditure incurred in participation of exhibition (in original) (Annexure-II) 5. Passport of the person (with Immigration/Emigration and Visa Stamps) who participated (in case of foreign exhibition). 6. Copy of Boarding Pass with stamp 7. Change of Land Use (CLU)/ NOC from competent authority, if applicable
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months from closing date of exhibition participated. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 10 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Testing Equipment Assistance Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. All existing micro and small enterprises located in Haryana State, are eligible. 2. Medium and Large industrial units are not eligible. 3. No subsidy shall be admissible on the second hand testing equipments. 4. The items of manufacture should not fall in the restrictive list as notified by the State Government from time to time. 5. CLU/NOC is required from competent authority, if applicable. 6. The unit should be in regular production at the time of disbursement of assistance. 7. In case of rejection of case, an appeal shall lie with the Director of Industries and Commerce, Haryana within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Ack. EM part-II/UAM Registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney. 4. Copies of the purchase invoices of equipments on which subsidy has been claimed and proof of payment made to the supplier. 5. CA certificate in respect of investment in plant & machinery (Annexure-II) 6. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 7. List of existing Testing Equipments
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within three months of purchase of the Testing Equipments. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Credit Rating Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. All micro and small enterprises existing anywhere in State of Haryana, shall be eligible. 2. Medium and Large industrial units are not eligible. 3. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 4. CLU/NOC is required from competent authority, if applicable. 5. The unit should be in regular production at the time of disbursement of assistance. 6. In case of rejection of case, an appeal shall lie with the Principal Secretary Industries and Commerce, Haryana within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM part-II/UAM Registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 5. Undertaking/Declaration on non-judicial stamp paper(Annexure-II) 6. CA Certificate (Annexure-III) 7. Audited balance sheet of the unit of last year (if Applicable). 8. Copy of first sale bill. 9. Copy of bills raised by certifying agency & proof of payment thereof
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months from the date of the certification of Credit rating. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Energy Audit Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. All micro, small and medium unit existing anywhere in State of Haryana shall be eligible provided, if the energy audit has been done by an Energy Auditor certified by the Bureau of Energy Efficiency (BEE). 2. Investment in new plant & machinery and equipments focussed towards enhancing energy efficiency shall only be eligible. 3. Large units are not eligible. 4. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 5. CLU/NOC is required from competent authority, if applicable. 6. The unit should be in regular production at the time of disbursement of assistance. 7. In case of rejection of case, an appeal shall lie with the Principal Secretary, Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Ack. EM part-II/UAM Registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 5. Copy of first sale bill. 6. Copy of Energy audit certification. 7. CA certificate of Expenditure (in original) giving the details (as per prescribed format) 8. Copy of the bills raised by certifying agency and proof of payment thereof. 9. Audited balance sheet of the unit of last year
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months from the date of completion of energy audit/purchase of capital equipments. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Assistance for Environment Compliance
	Important Instructions	<ol style="list-style-type: none"> 1. Micro and Small Enterprises of Agro & Food Processing and Textile Sector existing anywhere in Haryana State are only eligible. 2. The items of manufacture should not fall in the restrictive list as notified by the State Government from time to time. 3. CLU/NOC is required from competent authority, if applicable. 4. The units adopting zero effluent discharge will be considered for higher subsidy on case to case basis. 5. The unit should be in regular production at the time of disbursement of assistance. 6. In case of rejection of case, an appeal shall lie with the Principal Secretary, Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Ack. of EM part-II/UAM Registration 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney. 4. CA certificate of details of Expenditure incurred (in original) (Annexure-II) 5. Certificate from Regional Officer of Pollution Control Board (Annexure-III). 6. Certificate from Regional Officer of Pollution Control Board in case of Zero Liquid Discharge claim 7. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months of installation of pollution control Equipments, as certified by Regional Officer Haryana Pollution Control Board. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Design Clinic Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. Any micro, small and medium unit existing anywhere in State of Haryana, is eligible as an individual or group of MSME. 2. Large units are not eligible. 3. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 4. CLU/NOC is required from competent authority, if applicable. 5. The unit should be in regular production at the time of disbursement of assistance. 6. In case of rejection of case, an appeal shall lie with the Principal Secretary, Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Ack. EM part-II/UAM Registration 2. Copy of first sale bill. 3. Certificate of Incorporation/ Partnership deed. 4. Board resolution/ Power of attorney 5. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 6. Copy of sanction letter of Ministry of MSME, Government of India issued under the scheme 7. Copies of payment of the contribution of the industry. 8. Audited balance sheet of the unit of last year
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months from the date of completion of awareness program and design projects 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Credit Linked Interest Subsidy Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. All existing micro and small units located in Haryana State covered under Credit Linked Capital Subsidy Scheme of Govt. of India for technology up-gradation, are eligible. 2. Units graduating from small scale to medium scale on account of sanction of additional loan under CLCSS are also eligible. 3. Large units are not eligible. 4. The unit must upgrade their existing plant and machinery with State of Art Technology. 5. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 6. CLU/NOC is required from competent authority, if applicable. 7. The unit should be in regular production at the time of disbursement of subsidy as well regular in repayment of term loan installments. 8. In case of rejection of case, an appeal shall lie with the Principal Secretary, Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. EM part-II/UAM registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 5. Certificate for Financial Institution on Letter Head of the Bank(Annexure-II) 6. CA Certificate regarding investment in plant & machinery for new unit/expansion/ diversification(Annexure-III) 7. Audited balance sheet of the unit of last year (if Applicable). 8. Copy of first sale bill. 9. Copy of sanction/disbursal letter in respect of capital subsidy under CLCSS Scheme of Gol
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months of the closing of the financial year for which CLIS is being claimed. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put onhold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Safety Audit Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. Only micro, small and medium enterprises (new & existing) anywhere in State of Haryana, shall be eligible provided the safety audit has been done by the Auditors of ISO certified agency. 2. Large industrial units are not eligible. 3. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 4. CLU/NOC is required from competent authority, if applicable. 5. The unit should be in regular production at the time of disbursement of assistance. 6. In case of rejection of case, an appeal shall lie with the Director of Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM Part-II/UAM registration 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 5. Copy of first sale bill. 6. Copy of Safety audit certification. 7. CA certificate of Expenditure (in original) giving the details (Annexure-III) 8. Copy of the bills raised by certifying agency and proof of payment thereof. 9. Audited balance sheet of the unit of last year. 10. Undertaking /Declaration on non-judicial stamp paper (Annexure-II)
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months from the date of completion of safety audit/purchase of capital equipments 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put onhold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Water Audit Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. All micro, small and medium enterprises existing anywhere in State of Haryana, shall be eligible. 2. The water audit shall be done from an ISO certified agency. 3. The items of manufacture should not fall in the restrictive list 4. The assistance on cost of capital equipments will be eligible only if there has been at least 25% reduction in the water consumption of average monthly consumption of previous 12 months before conducting of audit. 5. Even after taking all steps as mentioned above for efficient use of water, if consumption is increasing due to increase in production then such claim will be examined separately by a committee to be constituted by the Director of Industries & Commerce. 6. Investments in new plant, machinery and equipments focussed towards enhancing water conservation shall only be eligible for subsidy under this scheme. 7. CLU/NOC is required from competent authority, if applicable. 8. The unit should be in regular production at the time of disbursement of assistance. 9. In case of rejection of case, an appeal shall lie with the Principal Secretary, Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM part-II/ UAM Registration 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 5. Copy of Water audit certification. 6. CA certificate of Expenditure giving the details (Annexure-III) 7. Copy of the bills raised by certifying agency and proof of payment thereof. 8. Audited balance sheet of the unit of last year
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months from the date of completion of water audit/ purchase of capital equipments 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Quality Certification Assistance Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. All micro, small and medium enterprises existing anywhere in State of Haryana, shall be eligible. 2. Large industrial units are not eligible. 3. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 4. CLU/NOC is required from competent authority, if applicable. 5. The unit should be in regular production at the time of disbursement of assistance. 6. In case of rejection of case, an appeal shall lie with the Director of Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM Part-II/UAM registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney. 4. ISO/ HACCP/ BSI/ WHO-GMP/ZED/TS/Hallmark Certification. 5. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 6. Undertaking/Declaration on non-judicial stamp paper(Annexure-II) 7. CA certificate of details of Expenditure incurred (in original) (Annexure-III)
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months of date of acquiring of ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/Hallmark certification 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Stamp Duty Refund
	Important Instructions	<ol style="list-style-type: none"> 1. All the new Micro, Small, Medium, Large, Mega Units & Industrial Estate Developers (who have purchased/taken the land after 14.08.2015 and before 14.08.2020 shall be admissible for the refund of stamp duty). Such units should have gone into commercial production after the notification of Enterprises Promotion Policy 2015 i.e. 14th August, 2015, are eligible. 2. The unit should not have been placed in the restrictive list as notified by the State Government from time to time. 3. The unit should have obtained NOC/CLU from competent Authority, if applicable. 4. The unit should be in commercial production. 5. All the general category industrial units are also eligible Stamp Duty Refund applicable to Micro, Small, Medium & Large category units, even if they are not covered under the thrust areas. 6. The developer of Private Industrial Estate/ Industrial parks are eligible for refund of stamp duty after development of complete infrastructure in the industrial estate/ parks and obtained license from Competent Authority, if applicable. 7. In case of rejection of case, an appeal shall lie with the Director of Industries /Administrative Secretary, Industries Haryana within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Application form on Annexure-I 2. EM/UAM/IEM-Part II, if applicable. 3. Photocopies of the Sale deed/lease deed registered with concerned sub-registrar showing the details of stamp duty. 4. Mutation of the above sale deed/lease deed alongwith the khasra numbers of the land. 5. Nakal Aks-shajra of the land. 6. A verification report from the concerned Tehsildar regarding registration of Sales deed(s) and payment of Stamp duty
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months after commencement of commercial production 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Freight Assistance
	Important Instructions	<ol style="list-style-type: none"> 1. Large exporting units are not eligible. 2. Merchant exporters are not eligible. 3. CLU/NOC is required from the competent authority, if applicable 4. Shipping bills having state of origin of Haryana are only eligible. 5. Shipping bills pertaining to Air Export are not eligible 6. Freight Assistance admissible only on direct export. 7. Freight Assistance admissible only on the goods manufactured by the unit. 8. Shipping bills whose lading date is during FY 2016-17 shall only be included in the claim application. 9. Sequence of shipping bills and BRCs should be in accordance with the details filled in the application form. 10. In case of order of rejection of the case by the competent authority, an appeal shall lie with Director of Industries /Principal Secretary, Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM Part-II/ UAM 2. Certificate in Form "A" and Form "C" issued by Registrar/District Registrar of Firms & societies, alongwith a copy of Partnership Deed/Certificate of the Incorporation of the Company in case of limited companies. 3. Special Power of Attorney (duly attested by Notary Public)/ Resolution of Board of Directors of the Company in Form (b)/F(c) in original in case of limited companies 4. Registration-cum-membership issued by relevant Export Promotion Council. 5. Certificate of Importer Exporter Code (IEC) issued by DGFT 6. Shipping Bills(EP Copy). 7. Bank Realization Certificate of concerned shipping bill. 8. Land proof-Sale deed/allotment letter/rent deed/lease deed 9. Change of Land use (CLU)/NOC from competent authority, if applicable. 10. Chartered Accountant Certificate in respect of total FOB Value in the prescribed formF(d) and total eligible amount of Freight paid from place of manufacture to sea port in the prescribed formF (e) 11. Chartered Accountant Certificate in respect of investment in Plant and Machinery in prescribed form F(f). 12. Details of exports in Annexure-1
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months from the date of closing of the Financial Year in which the products were shipped for exports. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Setting up of Primary Processing Centres(PPCs)/Collection Centres(CCs)
	Important Instructions	<ol style="list-style-type: none"> 1. Scheme is applicable to Horticulture and Non- Horticulture produced. 2. Land requirement will be 1-2 acres. 3. Processing facilities at the farm level which may include facilities for weighing, cleaning, sorting, grading, packing, pre-cooling, controlled atmosphere/modified atmosphere, cold storage, dry warehouses and IQF. 4. Mobile Pre-cooling trucks/ vans and reefer vans which may be suitable for transportation of the perishable agricultural produce/horticulture/ dairy/meat/ poultry/ fish produce as per requirement. 5. Value addition and or processing of fruits and vegetables, using local produced as raw material. 6. The grant-in-aid shall be granted to the units set up in "B", "C" & "D" category blocks. 7. The units engaged in value addition and or processing of fruits and vegetables only, shall not be eligible for grant-in-aid available for the primary processing centre. 8. The individual entrepreneurs/ farmers, group of entrepreneur/ farmers, associations/organizations, co-operative societies, self-help groups, nongovernment organizations are eligible for assistance. 9. The Proposals for the project should be duly appraised by the Bank/ Financial Institutions. 10. The appraisal report should contain the project components for which grant is sought under the scheme. 11. Date of commercial operations should not be prior to the date of submission of application. 12. No second proposal from the same applicant/ organization shall be accepted. 13. The cases for sanction of grant-in-aid shall be decided by a State Level Committee (SLC).
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Detailed project report. 2. Sanction letter of term loan from bank/financial institutions. 3. Appraisal report from Bank/Financial Institution. 4. Certificate of incorporation/Memorandum and Articles of Association /partnership deed etc. 5. Annual reports and Audited Statement of Accounts of last three years, in case of existing establishment. 6. Blue print of the building Plan. 7. Land title documents i.e. sale deed or lease deed. 8. Item wise and cost wise details of civil work envisaged duly certified by Chartered Engineer (Civil). 9. Item wise and cost wise details of plant & machinery envisaged duly certified by Chartered Engineer (Mechanical). 10. Copy of SSI/EM/IEM/UAM.
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within a period of 6 months from the sanction of term loan by the banks/ financial institutions 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Interest Subsidy Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. All Micro, Small & Medium Enterprises mentioned under clause 1(A) & (B) of the notification of the scheme and set up in the identified blocks of the State of Haryana, which have filed EM Part-II/ Udyog Aadhaar Memorandum with respective District Industries Centre and availed term loan from Financial Institutions (SIDBI, State Financial Institutions, Co-operative Banks, Sarv Haryana Gramin Bank)/ Banks shall be eligible. 2. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 3. CLU/NOC is required from competent authority, if applicable. 4. The unit should be in regular production at the time of disbursement of assistance. 5. In case of rejection of case, an appeal shall lie with the Director of Industries and Commerce/Administrative Secretary, Industries and Commerce, Haryana within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM part-II/ UAM registration 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 5. Certificate for Financial Institution on Letter Head of the Bank(Annexure-IV) 6. CA Certificate regarding investment in plant & machinery for new unit/expansion/ diversification (Annexure-V) 7. Audited balance sheet of the unit of last year (if Applicable). 8. Certificate from concerned Deputy Excise & Taxation Commissioner (Sale Tax) regarding net VAT/SGST deposited by the applicant during the financial year of which claim has been filed (Annexure-VI). 9. Copy of first sale bill.
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within three months of the closing of the financial year of which incentive is being claimed. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Employment Generation Subsidy Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. The Industrial Units under Mega and Large category set up after the notification of Enterprises Promotion Policy 2015 i.e. 14th August, 2015 shall be eligible. 2. The Micro, Small And Medium Enterprises are not eligible. 3. The unit should have filed IEM with the competent Authority. 4. The unit shall be eligible for subsidy only in respect of direct employment. 5. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 6. CLU/NOC is required from competent authority, if applicable. 7. In case of rejection of case, an appeal shall lie with the Administrative Secretary Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of IEM. 2. Copy of first sale bill. 3. Certificate of Incorporation/ Partnership deed. 4. Board resolution/ Power of attorney 5. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 6. Copies of Statutory returns for the amount of contribution of EPF and ESI 7. Details of employees in prescribed performa on the letter head of the company duly verified by Labour officer concerned in Annexure II. 8. CA certificate regarding effective steps and amount of Employment Generation Subsidy(Annexure-III). 9. Certificate from concerned Deputy Excise & Taxation Commissioner (Sale Tax) regarding net VAT/SGST deposited by the applicant during the financial year of which claim has been filed(Annexure IV). 10. Copy of Domicile Certificate from competent authority as a proof of Haryana resident. 11. Copy of SC Certificate from competent authority in respect of SC employees
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months from the date of closing of the financial year 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. Further, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Assistance for Technology Acquisition
	Important Instructions	<ol style="list-style-type: none"> 1. All micro, small and medium enterprises existing anywhere in State of Haryana, shall be eligible. 2. The items of manufacture should not fall in the restrictive list as notified by State Government from time to time. 3. The enterprise acquiring the technology for the first time in India for specialized application will be considered eligible. 4. The acquisition of technology can be in any form, including purchase of drawing and design and technology development through engaging experts/R&D institution and/or technical consultancy firm. Mere impact of machinery and Technology will not be considered as technology acquisition. 5. The machinery manufacturers can also avail the benefit for technology collaboration from abroad. 6. CLU/NOC is required from competent authority, if applicable. 7. In case of rejection of case, an appeal shall lie with the Principal Secretary, Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM Part-II/UAM registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Copy of MoU/other documents for acquisition and upgradation of technology. 5. Change of Land Use (CLU)/ NOC , if applicable. 6. Copy of Assistance of technology acquisition certification. 7. Undertaking/Declaration on non-judicial stamp paper(Annexure-II) 8. CA certificate for details of expenditure incurred in acquisition of technology-in original (Annexure-III) 9. Copy of recognition certificate of national institute for which technology acquired. 10. Justification for specialized technology acquired/upgraded. 11. Copy of the bills in respect of technology acquisition and proof of payment thereof. 12. Audited balance sheet of the unit of last year.
	Timeline and Procedure	<ol style="list-style-type: none"> 1. The application shall be submitted online with all the required documents within three months from the date of technology acquisition. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. Further, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Investment Subsidy on VAT / SGST
	Important Instructions	<ol style="list-style-type: none"> 1. The Ultra, Mega and Large units should have filed IEM with Department of Industrial Policy and Promotion, Govt. of India. 2. The Micro, Small and Medium enterprise should have filed EM part-II/ Udyog Adhaar Memorandum with concerned District Industries Centre. 3. The new investment in land, building, plant & machinery shall only be considered while working out eligible Fixed Capital Investment. 4. The unit should not have been placed in the restrictive list as notified by the State government from time to time. 5. NOC/CLU is required from competent Authority, if applicable. 6. The unit should be in regular production at the time of disbursement of subsidy. 7. In case of rejection of case, an appeal shall lie with the Administrative Secretary, Industries and Commerce, Haryana within a period of 30 days. 8. The other terms and conditions will be applicable as laid down in the notification of the scheme.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Copy of Certificate of Incorporation/ Partnership deed. 2. Copy of Board resolution/ Power of attorney. 3. Copy of IEM/ EM Part-II/ UAM Registration 4. CA Certificate regarding fixed capital investment in land, building, Plant & machinery (Annexure-II)(existing and investment for expansion in case of existing units & investment for new units separately). 5. List of new Plant & machinery (Date of purchase -Name of the plant & machinery –Value in Rs.(Annexure-III) 6. Copies of the purchase invoices of plant & machinery/ equipments in sequence with details mentioned under Annexure-III. 7. Audited balance sheet of the unit of last year (Applicable in case of existing Enterprises). 8. Certificate from concerned Deputy Excise & Taxation Commissioner regarding net VAT/SGST deposited by the unit during the financial year for which claim has been filed(Annexure-IV) 9. Copy of first sale bill.
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months of the closing of financial year for which incentive is being claimed or date of notification of the scheme, whichever is later 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. Further, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Patent Registration Scheme
	Important Instructions	<ol style="list-style-type: none"> 1. All existing micro, small and medium enterprises located in Haryana State, are eligible. 2. Large industrial units are not eligible. 3. The items of manufacture should not fall in the restrictive list as notified by the State Government from time to time. 4. CLU/NOC is required from competent authority, if applicable. 5. The unit should be in regular production at the time of disbursement of assistance. 6. In case of rejection of case, an appeal shall lie with the Principal Secretary, Industries and Commerce, Haryana within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM Part-II/UAM registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 5. Copy of first sale bill. 6. Copy of Patent Registration certification. 7. Undertaking/Declaration on non-judicial stamp paper(Annexure-II) 8. CA certificate of Expenditure (in original) giving details (Annexure-III) 9. Copy of the bills raised by certifying agency and proof of payment thereof product brochures 10. Audited balance sheet of the unit of last year.
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within within 03 months from the date of patent registration. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Marketing Promotion Assistance Scheme for the artisans/ weavers
	Important Instructions	<ol style="list-style-type: none"> 1. All artisans/weavers of the State of Haryana, which have obtained weavers identity card / artisans photo identity card issued by office of Development Commissioner for Handloom/Handicraft shall be eligible. 2. Such artisans/weavers shall only be provided financial assistance by way of reimbursement for participation in one fair/exhibition in a year sponsored/ organized by Export Promotion Councils/ Government of India/States Governments /CII / FICCI /Indian Chamber of Commerce & Industry/PHD Chamber of Commerce & Industry/ Association of Corporations & Apex Societies of Handlooms (ACASH)/State Level Handloom co-operative Societies/ Federation /undertaking of Government of India/State Government. 3. Application on prescribed Form (Annexure-I) for the grant of Marketing Promotion Assistance on the participation in exhibition along with listed documents would be submitted to the Director of Industries & Commerce on the web portal of the department within three months of the closing date of the exhibition participated. 4. In case of rejection of case, an appeal shall lie with the Director of Industries and Commerce, Haryana within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Copy of Registration/ID card issued by DC(Handicrafts)/ DC (Handloom), Govt. of India. 2. CA certificate of details of Expenditure incurred in participation of exhibition (in original) (Annexure-II) 3. Passport of the person (with Immigration/Emigration and Visa Stamps) who participated (in case of foreign exhibition). 4. Copy of Boarding Pass with stamp
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months of the closing date of the exhibition participated. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	Interest Subsidy Scheme for artisans
	Important Instructions	<ol style="list-style-type: none"> 1. All artisans/weavers of the State of Haryana, who have obtained artisan/ weaver Registration/ID card from Development Commissioner (Handicrafts)/ Development Commissioner (Handlooms), Government of India and availed bank loan from Financial Institutions/ Banks shall be eligible. 2. The artisan/weaver to whom bank loan has been sanctioned after 14.08.2015 and before 14.08.2020 shall be admissible for interest subsidy. 3. The applicant shall submit its claim, complete in all respects within three months of the closing of the financial year. 4. In case of rejection of case, an appeal shall lie with the Director of Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Copy of artisan/ weaver's Registration/ID card issued by DC(Handicrafts)/ DC (Handlooms), Govt. of India. 2. Certificate for Financial Institution on Letter Head of the Bank(Annexure-II)
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents within 03 months of the closing of the financial year of which incentive is being claimed. 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.

1	Name of the scheme	E-Commerce linkages for MSME
	Important Instructions	<ol style="list-style-type: none"> 1. All the new Micro, Small and Medium Enterprises coming into production after the notification of Enterprises Promotion Policy 2015 i.e. 14th August 2015 except those MSME units falling in the negative list of Industries. 2. The industrial unit should be in production at the time of submission of application for reimbursement of expenses for e-commerce linkages and should have also filed Udyog Aadhaar Memorandum (UAM) in the office of concerned District Industries Centre. 3. Units undertaking expansion/diversification shall also be eligible for the said incentive. 4. Units are eligible for this benefit once in a year or at the time of production of diversified products. This facility shall be extended on each new item of product being manufactured by them and listing thereof with the E-commerce companies. 5. In case of rejection of case, an appeal shall lie with the Principal Secretary Industries within a period of 30 days.
	Documents to be enclosed with the request	<ol style="list-style-type: none"> 1. Acknowledgement of EM part-II/ UAM registration. 2. Certificate of Incorporation/ Partnership deed. 3. Board resolution/ Power of attorney 4. Change of Land Use (CLU)/ NOC from competent authority, if applicable. 5. CA Certificate (Annexure-I) 6. Copy of first sale bill
	Timeline and Procedure	<ol style="list-style-type: none"> 1. Submit application online with all the required documents with in a period of 06 months from the date of listing with the Online Marketing Companies 2. Online application submitted shall be processed and examined by concerned Joint Director/ Deputy Director. 3. If any discrepancy is found, the application shall be put on hold and be communicated to the applicant within 10 working days. 4. The applicant will rectify the deficiencies within 06 weeks failing which the application will liable to be rejected. 5. After completion of the application, the approval letter will be issued within 60 working days. 6. The applicant will submit the documents mentioned in approval letter within 15 days. 7. After compliance of conditions of approval letter, the sanction letter for releasing the incentive will be issued within 15 working days.