



# Haryana Government Gazette

## EXTRAORDINARY

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### HARYANA GOVERNMENT INDUSTRIES AND COMMERCE DEPARTMENT

#### Notification

The 8th June, 2021

**No. 25/05/2020-4IB-I.**— In pursuance to the provision under Chapter 14 of Haryana Enterprises & Employment Policy-2020 notified in Gazette *vide* No. 25/05/2020-4IB-I dated 29.12.2020, the Governor of Haryana is pleased to notify the “Safety Compliance Scheme” for Micro, Small & Medium Enterprises located anywhere in the State. The scheme will consist of the following provisions:

#### 1. Objective

The objective of the scheme is to promote safety audit which is a tool that can be utilized to improve safety and attitudes in the workplace. A safety audit is an inventory or checklist of items specifically geared to operations of an enterprise. It allows them to take action, correct hazards, and determine the appropriate actions to take to achieve the desired safety goals. Measuring safety performance also provides a baseline to compare future safety initiatives. It documents the effectiveness of safety program, identify compliance deficiencies, suggest safety solutions, improve the environment and personnel safety, reduce incidents and injuries and increase work place safety.

#### 2. Quantum of Assistance

75% reimbursement of expenses incurred on safety audit subject to maximum of INR. 1 lakh for conducting safety audit. Further, 50% subsidy on cost of capital equipment and capital expenditure required for undertaking safety measures, subject to maximum of INR 20 lakh in ‘D’ category blocks, INR 15 lakh for ‘C’ category blocks, INR 10 lakh for ‘B’ category blocks and INR 5 lakh for ‘A’ category blocks once in every 5 years [for compliance of Safety provision under Factory Act, 1948]. No subsidy for safety audit shall be provided in case audit recommendations are not implemented.

#### 3. Definitions

- (i) **Medium Enterprise:** Investment in Plant and Machinery or Equipment does not exceed INR 50 crore and turnover does not exceed INR 250 crore or as amended by GoI under the MSMED Act, 2006 time to time.
- (ii) **Small Enterprise:** Investment in Plant and Machinery or Equipment does not exceed INR 10 crore and turnover does not exceed INR 50 crore or as amended by GoI under the MSMED Act, 2006 time to time.
- (iii) **Micro Enterprise:** Investment in Plant and Machinery or Equipment does not exceed INR 1 crore and turnover does not exceed INR 5 crores or as amended by GoI under the MSMED Act, 2006 time to time.

**4. Commencement and Applicability**

The Scheme shall commence with effect from 01.01.2021 for providing assistance for conducting safety audit and installation of capital equipment for safety measures and shall remain in operation for a period of 5 years. The MSMEs which have undertaken Safety Audit and purchased equipment(s) on or after 01.01.2021 and before 31.12.2025 shall be eligible under this scheme.

**5. Eligibility Criteria**

All MSMEs existing anywhere in the state shall be provided financial assistance provided the Safety Audit has been done by the auditors of ISO certified agency. The industrial units must comply for the following conditions at the time of application:

- (i) The unit should have filed Udyam Registration Certificate (URC) and Haryana Udyam Memorandum (HUM) on the portal for the statistical purpose, at any stage.
- (ii) The item of manufacture should not fall in the restrictive list as notified by the State Government from time to time.
- (iii) Investments in new equipment & other requirements focused towards enhancing safety shall only be eligible for subsidy under this scheme.
- (iv) The units should have obtained NOC/CLU from competent authority, if applicable.
- (v) The units should be in commercial production.
- (vi) The units should be in regular production at the time of disbursement and the assistance shall not be released to the closed unit.

**6. Procedure**

- a. Application on prescribed Form (Annexure-I) for the reimbursement of expenses incurred in conducting safety audit & purchase of capital equipment for safety measures along with listed documents would be submitted to the Director/ Director General, Micro, Small and Medium Enterprises, on the web portal of the department.
- b. The application would be processed and examined by the Joint Director/Deputy Director, District MSME Centre. He will be responsible for scrutiny and shall clearly recommend for approval/rejection of the claim after conducting the inspection of the unit. The deficiencies, if any, would be communicated to the applicant on-line within a period of 7 days and the applicant would be given a time period of 10 days to rectify the deficiencies so pointed out.
- c. In case the deficiencies are not removed within prescribed period, the claim shall be filed by the Competent Authority, under intimation to the party through e-mail. The enterprise shall not be required to submit any additional document other than specified under Annexure-I unless required for establishing genuineness of the claim.

**7. Time Limit to apply**

An enterprise shall forfeit its entitlement for the reimbursement of the expenses incurred in conducting the safety audit/purchase of equipments, if it does not submit its claim, complete in all respects within 03 months from the date of completion of safety audit/purchase of capital equipment or from the date of notification of the scheme, whichever is later.

**8. Competent Authority for sanction**

The Additional Director shall be competent authority for sanction of the subsidy.

**9. Interpretation/ Clarification**

The Administrative Secretary, Industries & Commerce, Haryana shall be competent to make interpretation/ clarification of provisions of this scheme.

**10. Appeal**

An appeal against an order passed by the Competent Authority shall lie with the Director/ Director General, Micro, Small and Medium Enterprises within a period of 30 days from the date of communication of orders appealed against. The orders passed by the Director/ Director General, Micro, Small and Medium Enterprises, Haryana in appeal shall be final.

**11. Power to condone delay in submission of application & appeal:**

- (a) The Director/ Director General, Micro, Small and Medium Enterprises, Haryana shall be competent to condone the delay up to a period of 03 months after the prescribed time limit.
- (b) The Administrative Secretary, Industries & Commerce, Haryana shall be competent to condone the delay up to a period of 06 months after the prescribed time limit.

Provided that the competent authority is satisfied with the reasons of late submission of the application on the basis of the substantial evidence/documents/ arguments presented by the applicant.

**12. Penal Action**

At any time if it is found that assistance from government has been availed on the basis of any false information, the applicant shall besides refunding assistance with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government. If the applicant fails to refund the subsidy amount with interest, then the amount shall be recovered as arrear of land revenue. The applicant shall be debarred from public procurement as a result of mismatch in facts and figures.

**13. Service Delivery Timeline**

S. No.	Tasks	Time limit (working days)
1	Letter of Approval	30 days
2	Letter of Sanction	07 days
3	Disbursement	07 days

VIJAYENDRA KUMAR,  
Principal Secretary to Government Haryana,  
Industries and Commerce Department.

## Application Form for Safety Compliance Scheme

S.No	Description	Details
1.	Name of the Applicant (Authorized person of the unit)	M/s
2.	Name & factory address of the unit with telephone no. and e-mail	
3.	Registered Office address	
4.	Category of unit (Micro/ Small/ Medium)	
5.	Udyam Registration Certificate (URC) and Haryana Udyam Memorandum (HUM) No.& Date	
6.	Date of commencement of commercial production (As per first sale bill)	
7.	Item of manufacture	
8.	Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)] and Co-operative society	
9.	Sector/ type of Industry	
10.	Area of Safety Audit	
11.	Name of the Safety Audit Agency	
12.	Details of safety audit got conducted	
13.	Result of safety audit	
14.	Total amount & details of expenditure incurred for conducting Safety audit(attachproof).	
15.	Total reimbursement claimed @75% against Safety Audit.	
16.	Details of investment made for Safety:	
	a. Details of processes & equipment.	
	b. Total cost of the equipment installed for safety measures (in INR)as recommended bysafety auditor (attach proof)	
	d. Other related expenditure	
	d. Whether audit recommendation implemented?	
17.	Amountofsubsidyclaimed@50%ofthetotal cost of safety measuresequipment	
18.	Amount of assistance obtained from Government of India, if any	

19. Self-attested copies of documents to be attached with the application:
- i. Copy of Udyam Registration Certificate (URC) and Haryana Udyam Memorandum (HUM)
  - ii. Certificate of Incorporation/ Partnership deed & Partnership registration/ Co-operative society registration.
  - iii. Board resolution/ Power of attorney
  - iv. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
  - v. Copy of first sale bill.
  - vi. Copy of Safety audit certification.
  - vii. CA certificate of Expenditure (in original) giving the details (Annexure-III)
  - viii. Copy of the bills raised by certifying agency and proof of payment thereof.
  - ix. Copy of GST return/ Audited Balance Sheet for last financial year.
  - x. Undertaking/ Declaration on non-judicial stamp paper (Annexure-II).

Signature of the applicant  
(with seal)

**Annexure-II**

Undertaking/Declaration (to be submitted on non-judicial stamp paper of INR 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First-Class Magistrate):

I, \_\_\_\_\_ do hereby solemnly state that I am proprietor/ partner/ director/ \_\_\_\_\_ of M/s \_\_\_\_\_ located \_\_\_\_\_ which is engaged in the manufacture of \_\_\_\_\_ and I have been authorized to file the claim of safety audit and safety equipment with the Department of Industries and Commerce/MSMEs, Haryana.

2. The unit will be liable to refund excess subsidy/assistance, if any released due to omission or pointed out by the Audit team of Principal Accountant General, Haryana.

3. I do hereby further affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading or violation of the eligibility criteria/conditions, I do hereby undertake to refund the entire amount of assistance of INR \_\_\_\_\_ (Rupees \_\_\_\_\_) granted to me along with compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the Proprietor/Partner/  
Managing Director/Director  
(with seal)

**Annexure-III**

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred for conducting safety audit and about investment in plant & machinery and turnover (on CA letter head)

**To whom it may concern**

The document & records of M/s.....with their regd. Office at ..... and factory located at ..... and Udyam Registration Certificate (URC) and Haryana Udyam Memorandum (HUM)..... dated ..... in respect of the expenditure incurred in conducting Safety audit (or its equivalent) have been verified, and it is certified that the said company have incurred a total expenditure of INR (Rupees.....) towards, Application fee, assessment/ audit fee, annual fee/ license fee, training and technical consultancy etc. (excluding hotel & travel expenses & surveillance charges) in conducting Safety audit from the certification agency namely..... as per the following details of payments.

1. Details of payments (Name of certification agency/ org.) amount paid (in rupees)
  - (a) Application fee.....
  - (b) Assessment/audit fee.....
  - (c) Annual fee/ license fee.....
  - (d) Technical consultancy charges.....
  - (e) Training expenses.....
  - (f) Others.....

Total.....

AND

Verified from the books of accounts & records of above firm that the cost of capital equipment installed for compliance of safety measures as per safety audit recommendations is INR.....

AND

Verified from the books of accounts of above firm that the total investment in plant and machinery (original purchase value) of the unit as on date..... stands as INR.....(Rupees) and turnover of last financial year INR----- (Rupees-----)

Name & signature of the Chartered Accountant  
with stamps & CA membership number

Dated .....

UDIN No.-----

Payment at (a) to (f) above should be supported by copies of receipts of payments made to the certification agency duly attested. The payment receipts must indicate the purpose for which the payments have been made to the certification agency.