

**NOTIFICATION**

The 18<sup>th</sup> April, 2016

No. 49/43/2015-4IB1 In pursuance to the provision under Chapter 12 of Enterprises Promotion Policy-2015 notified No. 49/43/2015-4IB1 dated 14<sup>th</sup> August, 2015, the Governor of Haryana is pleased to notify the “Quality Certification Assistance Scheme” for the Micro, Small and Medium enterprises located anywhere in the State. The scheme will consist of the following provisions:

**1. Objective**

In the changed global scenario, one of the challenges is to increase the competitiveness of Micro, Small and Medium Enterprises in terms of quality of products and improved management system. Therefore, there is a need to support these enterprises to create awareness about the strengths and weaknesses of their existing operations and to provide them an opportunity to enhance their organizational strengths. With the objective of promoting Quality Management systems and for strengthening their products marketing & exports, State Govt. has made provision for Quality Certification assistance.

**2. Quantum of Assistance**

75% reimbursement of the total expenditure incurred for obtaining certification subject to a maximum of Rs. 1 lakh for obtaining ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certifications approved by Quality Council of India. This assistance would be in addition to the support being provided by Government of India.

**3. Commencement and Applicability**

The Scheme shall commence with effect from 15.8.2015 and shall remain in operation for a period of 5 years. The assistance shall be admissible on obtaining ISO/ HACCP/ BSI/ WHO-GMP/ZED/TS/ Hallmark Certification after 14.8.2015 and before 14.08.2020.

**4. Eligibility**

All Micro, Small and Medium enterprises existing anywhere in the State, which have filed EM Part-II /Udyog Aadhar Memorandum with respective District Industries Centre shall be eligible under the scheme. The Industrial Units must also comply with the following conditions:

**Government of Haryana**  
**Industries and Commerce Department**

---

- i. The unit should not have been placed in the restrictive list as notified by the State government from time to time.
- ii. The unit should have obtained NOC/CLU from competent Authority if applicable.
- iii. The unit should be in commercial production.
- iv. The unit should be in regular production at the time of disbursement and the subsidy shall not be released to the closed unit.

**5. Procedure**

- 5.1 Application on prescribed Form (Annexure-I) for reimbursement of the expenses incurred in acquiring ISO/ HACCP/ BSI/ WHO-GMP/ZED/TS/ Hallmark Certification along with listed documents would be submitted to the Director of Industries & Commerce on the web portal of the department.
- 5.2 The application would be processed and examined. The deficiencies, if any, would be communicated to the applicant on-line within a period of 10 working days and the applicant would be given a time period of eight weeks to rectify the deficiencies so pointed out.
- 5.3 In case the deficiencies are not removed within prescribed period, the claim may 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.
- 5.4 The claim application so filed may be reopened with the orders of Principal Secretary Industries & Commerce provided request for the same is received within a period of 30 days from the date of rejection of the claim by the designated Competent Authority.

**6. Competent Authority for Sanction**

Additional Director, Industries & Commerce shall be competent authority for sanction of Quality Certification Assistance.

**7. Time Limit**

The applicant shall forfeit its entitlement for the Quality Certification incentive, if it does not submit its claim, complete in all respects within three months of date of acquiring of ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/Hallmark certification.

**Government of Haryana**  
**Industries and Commerce Department**

---

**8. Interpretation/ Relaxation of Rules**

Principal Secretary Industries & Commerce, Haryana shall be competent to make interpretation/ relaxation of provisions of this scheme.

**9. Appeals**

An Appeal against an order passed by the Competent Authority shall lie with the Director, Industries & Commerce, Haryana within a period of 30 days from the date of communication of the order appealed against. The order passed by the Director Industries shall be final.

**10. Penal Action**

In case, it is found at any stage that the applicant has claimed Quality Certification Assistance on the basis of wrong facts, 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.

DEVENDER SINGH  
Principal Secretary to Government of Haryana,  
Industries and Commerce Department.

**Government of Haryana**  
**Industries and Commerce Department**

---

Annexure-I

**Application format for claiming reimbursement of expenses incurred in acquiring ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification.**

1. Name of applicant (Authorized person of the unit)
2. Name & Address of the unit with telephone no. and e-mail.
3. EM Part II/UAM No. and Date.
4. Category of the unit(Micro/Small/Medium)
5. Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership)]
6. Item of manufacture/processing.
7. Name and address of certification agency.
8. Details of expenditure incurred in acquiring ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification (excluding hotel & travel expenses & surveillance charges).
9. Amounts and details of reimbursement/subsidy already received from Govt. of India for acquiring ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification, if any.
10. Amount of reimbursement claimed.
11. Self attested copies of documents to be attached with the application:
  - i. Acknowledgement of EM Part-II/UAM.
  - ii. Certificate of Incorporation/ Partnership deed.
  - iii. Board resolution/ Power of attorney.
  - iv. ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark Certification.
  - v. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
  - vi. Undertaking/Declaration on non-judicial stamp paper(Annexure-II)
  - vii. CA certificate of details of Expenditure incurred (in original) (Annexure-III).

Signature of the applicant  
(with seal)

**Government of Haryana**  
**Industries and Commerce Department**

---

Annexure-II

Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 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 quality certification assistance claim with the Department of Industries and Commerce, Haryana.

2. I do hereby 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, I do hereby undertake to refund the entire amount of assistance of Rs. \_\_\_\_\_ (Rupee \_\_\_\_\_) 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 applicant  
(with seal)

**Government of Haryana**  
**Industries and Commerce Department**

---

**Annexure-III**

Certificate from Chartered Accountant in respect of Proof of Expenditure incurred for acquiring ISO/ HACCP/ BSI/ WHO-GMP/ZED/TS/Hallmark Certification and about investment in plant & machinery (on a CA letter head)

To whom it may concern

The documents & records of M/s ..... with their regd. office at ..... and factory located at ..... in respect of the expenditure incurred for acquiring ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification have been verified, and it is certified that the said industrial unit have incurred a total expenditure of Rs. .... (Rupees .....)

towards, Application fee, assessment/ audit fee, annual fee/ licence fee, training, calibration and technical consultancy etc. (excluding hotel & travel expenses & surveillance charges) in obtaining ISO/ HACCP/ BSI/ WHO-GMP/ ZED/TS/ Hallmark certification from the certification agency namely..... as per the following details of payments.

Details of payments (Name of certification agency/ org.) amount paid (in rupees)

- a) Application fee paid to .....
- b) Assessment/audit fee paid to .....
- c) Annual fee/ licence fee paid to .....
- d) Calibration charges paid to .....
- e) Technical consultancy charges paid to .....
- f) Training expenses paid to .....
- Total .....

AND

Verified from the books of accounts of above firm the total investment in plant and machinery (original purchase value) of the company as on date ..... stands as Rs. .... (Rupees .....)

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

Dated .....

Payment at (a) to (f) above should be supported by copies of bills/ 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.