



GOVERNMENT OF KERALA

Abstract

Industries Department - Ease of Doing Business (EoDB) - District Business Reform Action Plan 2020 - Orders issued.

INDUSTRIES (J) DEPARTMENT

G.O.(Rt)No.504/2020/ID Dated,Thiruvananthapuram, 29/06/2020

ORDER

As part of Ease of Doing Business ranking, Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce and Industry, in partnership with the World Bank Group, released the draft District level Business Reform Action Plan (BRAP) 2020 for implementation by States/ UTs. This District BRAP consists of 218 recommendations for reforms on regulatory processes, policies, practices and procedures spread across 8 reform areas.

The District Reform Plan requires States/UTs to create web portals, online systems, mandate timelines and eliminate touchpoints between the applicant and the Department/Agency. The portal may be a Department portal or the State Single Window System and not necessarily a District specific portal. As per the draft District reform points shared by DPIIT the Department/Agencies that are involved in implementing reforms are provided in **Annexure(Appended)**

Government of Kerala has been taking earnest and proactive steps for accomplishment of various reforms under BRAP 2020 in order to achieve a higher implementation score and ranking thereon for the State. In this context, the following directions are hereby ordered to ensure a quantum jump in the implementation score and EoDB ranking of the State thereon-

Government have examined the matter and are pleased to constitute

core team for the smooth implementation of the District Reform Plan in the State.

A. Initiation Phase

1. Department of Industries shall finalize the team structure for the effective and time bound implementation of District level BRAP 2020.

a) The Core Team shall be headed by General Manager, District Industries Center and assisted by District Heads of Department/Agencies concerned. The Core team shall be responsible for the time bound implementation of reforms, conduct of investor engagement drives at the ground level.

b) The Support Team shall consist of Nodal officers from Kerala State industrial Development Corporation (KSIDC) and other Departments/Agencies. The team shall be assisted by Ease of Doing Business (EoDB) Project Management Unit (PMU). The support team shall assist in attending queries / clarifications sought by different departments / with proper details/ collating implementation status and shall report bottlenecks/delay in implementation to the monitoring team.

c) The Monitoring Team shall be headed by Principal Secretary (Industries) assisted by Director, Industries Directorate and other officials. The team shall hold regular review meetings to evaluate the progress of implementation of reforms and take timely actions to speed up the matters.

2. Upon finalization of team structure, directions may be given to Department/Agencies to nominate district wise nodal officer in charge to support GM, DIC's for the implementation of reforms.

3. EoDB PMU and KSIDC shall forward the draft District level BRAP 2020 to all General Managers, District Industries Center soliciting their feedback and comments.

4. GM, DIC's shall hold discussions with nodal officer of Department/Agencies to gather the feedbacks and comments on the draft District level BRAP, 2020.

5. EoDB PMU and KSIDC shall collate the feedback and comments

obtained from GM, DIC's and communicate the same with DPIIT, Gol as part of stakeholder consultation for finalizing the District level BRAP 2020.

6. Department of Industries to organize a workshop on EoDB - BRAP 2020 for GM, DIC's and Nodal Officers at multiple locations. The workshop/walkthroughs shall be conducted by the Officials of Department for Promotion of Industry and Internal Trade (DPIIT), Government of India (Gol) and Consultants. The core team can utilize the workshop to interact with the Program Management Team to rectify queries regarding the implementation of reforms.

B. Planning Phase

1. EoDB PMU and KS1DC to examine in detail the final District level BRAP 2020, implementation guide and evaluation methodology finalized by DPIIT, Gol to understand the requirements for implementation, to identify the measures that should be taken to achieve the objectives of the Action Plan and to understand the evidence that needs to be submitted for each reform.

2. District level BRAP 2020 shall be broken down into three major categories:-

- a) Online System Implementation
- b) Policy or Procedural Changes
- c) Publishing Information

3. A detailed plan of action indicating various tasks and timelines considering the target dates specified by GoI shall be prepared. List of action to be taken up by various Departments Agencies in implementing each action point under the three categories include: -

- a) To implement an online web portal/system and publish information.
- b) To issue notification/ circular/ order mandating the new policy or procedural change and to publish it.
- c) To implement an online system and to mandate online submission of application by issuing necessary Orders.
- d) To amend the existing provisions of the Act/Rule mandating the new policy or procedural change and to publish it.
- e) To publish information in public domain (Depts. Already having web

portal)

- f) To issue DO/Letter stating the non-applicability of reform for the State
- g) To modify existing online system to incorporate the suggestions put forward by GoI.

4. Reform points under each category will be sub classified into

- a) Quick Wins (Action Points which are implementable within 15 days)
- b) Short Term (Action Points which are implementable within 30 - 60 days)
- c) Medium Term (Action Points which are implementable within 60 - 90 days)
- d) Long Term (Action Points which are implementable within 90 - 120 days)

5. EoDB PMU/ KSIDC shall forwarded the detailed action plan for implementing reforms to the Core Teams concerned and shall also conduct awareness workshops to sensitize respective GM, DIC's and nodal officers of all line Departments relevant to EODB at District Level (about 14 Departments) about significance of EODB and importance of their active and responsive role in reform activities.

C. Implementation Phase

1. GM, DIC's and District Heads of Departments/Agencies to examine the detailed plan of action prepared and to take necessary steps in implementing the reform points as per the timelines given.
2. EoDB PMU/KSIDC shall coordinate with the GM, DIC's in achieving the reforms. Also, support the line departments in process of required knowledge sharing both in preparing notifications / circulars till development of software.
3. GM, DIC's shall prepare and submit weekly status report to the support team. Also, flag any difficulties identified in a timely manner.
4. EoDB PMU/KSIDC shall regularly analyze the implementation status report of each District and conduct one on one meetings with GM, DIC's/ Nodal officers/Technical Teams, if required, to remove any bottlenecks faced by the concerned Department/Agency.
5. Monitoring mechanism to facilitate time bound implementation shall be devised as below:

- a) Weekly review meeting chaired by GM, DIC's to evaluate the progress of implementation of reforms and take timely actions to speed up the matters. Review meetings shall be attended by District Heads of Department/Agencies Concerned.
 - b) Bi-weekly review meeting chaired by Director, Industries Directorate to evaluate the progress of implementation of reforms and take timely actions to speed up the matters. Review meetings shall be attended by all GM, DIC's.
 - c) Monthly review meeting chaired by Principal Secretary (Industries) to evaluate the progress of implementation of reforms and take timely actions to speed up the matters. Review meetings shall be attended by Director, Industries Directorate, GM, DIC's and Support Team.
6. EoDB PMU and KSIDC shall assist in attending queries / clarifications sought by different departments / organizations of central / state government with proper details during this phase.

D. Post Implementation and Assessment Phase

1. GM, DIC's and District Heads of Department/Agencies to engage in Investor Engagement Drives (Stakeholder Workshops, Investor Survey, Regular Outreach and Communication) with their clientele to improve customer satisfaction and feedback.
2. GM, DIC's concerned to share the evidence of implemented reforms with EoDB PMU/KSIDC as per the timelines specified in the detailed plan of action.
3. EoDB PMU/KSIDC shall validate the above data before submitting the evidence to GoI, in the format sought within the stipulated time. GM, DIC's and District Heads of Department/Agencies concerned to provide all the necessary support.
4. GM, DIC's and District Heads of Department/Agencies concerned shall provide the list of clienteles, that have availed services/benefited from the new reform during a specific time period mentioned by GoI, with EoDB PMU/KSIDC for the feedback survey.
5. EoDB PMU/KSIDC shall scrutinize and collate the reform wise feedback survey obtained from respective Department/ Agency and forward the feedback survey data bank to DPIIT, GoI for assessment.
6. GM, DIC's and District Heads of Department/Agencies concerned shall organize targeted outreach programmes to the above stakeholders, who are part of the feedback survey data bank on reforms initiated and

accomplished in the State.

7. EoDB PMU/KSIDC shall provide clarification / confirmation regarding data / information /response to queries as and when sought by Gol. GM, DIC's and District Heads of Department/Agencies concerned shall assist EoDB PMU/KSIDC in furnishing timely response.

8. The above task shall be ongoing till announcement of EoDB Ranking / Grade by DPIIT,GoI

(By order of the Governor)
NAVIN KRISHNAN.G.I
UNDER SECRETARY

To:

All Additional Chief Secretaries / Principal Secretaries/ Secretaries

The Managing Director, Kerala State Industrial Development Corporation,
Keston Road, Kowdiar, Thiruvananthapuram

The Director of Industries & Commerce, Vikas Bhavan, Thiruvananthapuram

The Principal Accountant General (Audit/ A & E) Kerala, Thiruvananthapuram.

The Managing Director, KINFRA, Thiruvananthapuram.

The CEO, Kerala Bureau of Industrial Promotion (K- Bip), Thiruvananthapuram.

The District Treasury Officer, Thiruvananthapuram

The Finance Department

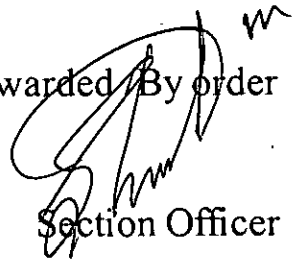
The Planning & Economic Affairs Department

Information & Public Relations (Web& New Media) Department

(For publishing in the official website)

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Section Officer

Annexure:

SL No	Department/Agency	Reform Area	Reform Sub Area
1	Registration Department	Starting a Business Land Reform Enabler Land Administration and Property Registration Enablers	<ul style="list-style-type: none"> • Registration of cooperative societies • Encumbrance Certificate • Property Registration - Online system
2	Public Works Department	Starting a Business	<ul style="list-style-type: none"> • Registration of Contractors for works and services
3	Local Self Government Department	Starting a Business Urban Local Body Services Obtaining Approval for Construction Paying Taxes Miscellaneous	<ul style="list-style-type: none"> • Trade License and Renewal thereof • Obtaining Water Connection • Obtaining Sewer Connection • Certificate of non-availability of water from water supply agency required for NoC for water abstraction from Central Ground Water Authority/ Relevant Authority • Road Cutting Permission • Inspection carried out for (a) granting road cutting permission and (b) verification to ensure proper restoration • Construction Permit - Online System • Property Tax/ Vacant Land Tax • NoC from Municipality or other Local Body for State License for Food Business • Health NoC by Municipality/ Panchayat for Food Registration Certificate

SL No	Department/Agency	Reform Area	Reform Sub Area
			<ul style="list-style-type: none"> Registration for provisional/permanent certificate for clinical establishment under Clinical Establishments (Registration and Regulation) Act & its Renewal
4	District Collector/Magistrate	Urban Local Body Services Land Reform Enabler Miscellaneous Grievance Redressal/ Paperless Courts and Law & Order	<ul style="list-style-type: none"> NoC for water abstraction from Central Ground Water Authority/ Relevant Authority Measurement/ Demarcation of Land Change of Land Use Certificate of Land Use NOC required for setting up of explosives manufacturing, storage, sale, transport NOC required for setting up of petroleum, diesel & Naphtha manufacturing, storage, sale, transport License for Sale of Crackers NoC for soil excavation /filling Licensing for Auditorium/ Places of Public Amusement / Performance for Public Amusement (as applicable) Cinematograph License & License for Screening a Films (as applicable) Filing of disputes under Revenue Courts Resolution of grievances
5	Department of Fire and Rescue	Obtaining Approval for Construction	<ul style="list-style-type: none"> NOC from Fire Department (prior to commencement of construction activities)
6	Department of Legal Metrology	Miscellaneous	<ul style="list-style-type: none"> Certificate for Verification of Weights & Measures and Its Renewal
7	Department of Forest and Wildlife	Miscellaneous	<ul style="list-style-type: none"> Certificate of Non-Forest land Letter for Distance from Forest

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8	Department of Health	Miscellaneous	<ul style="list-style-type: none"> Registration under PC&PNDT Act, 1994 (Amended, 2003) (For 5 years) & its Renewal
9	Motor Vehicle Department	Miscellaneous	<ul style="list-style-type: none"> Transfer of vehicle registration Goods Carriage Permit Issuing Vehicle Fitness Certificate
10	Department of Education	Miscellaneous	<ul style="list-style-type: none"> Approvals for setting up Hostel Approval for setting up and operating a Play School Registration of schools under Right to Education NoC for setting up CBSE School
11	Department of Mining and Geology	Miscellaneous	<ul style="list-style-type: none"> Mining lease/ Composite License/ Non-exclusive Reconnaissance Permit Issue of letter of intent in case of fresh lease (for environmental clearance - category B2- Less than 5 acres)
12	Excise Department	Miscellaneous	<ul style="list-style-type: none"> Following licenses/ permits issued by the State Excise Departments: <ul style="list-style-type: none"> a. Wholesale Vendor Licenses b. Import Permits c. License for Retail Sale d. License for Setting up Distilleries e. License for Setting up Bottling Plant
13	Department of Agriculture	Miscellaneous	<ul style="list-style-type: none"> Licenses/ authorizations required for sale/ storage of fertilizers under Essential Commodities Act, 1955 (in accordance with Fertilizer Control Order) Licenses/ authorizations required for sale/ storage of commodities (other than fertilizer) under Essential Commodities Act, 1955 (as applicable) Application for grant of license under Insecticide Act, 1968 for

SL No	Department/ Agency	Reform Area	Reform Sub Area
			manufacture, storage and sale of insecticides and pesticides and its renewal
14	Food and Civil Supplies Department	Miscellaneous	<ul style="list-style-type: none"> • Grant of license for 'Fair Price Shops' under the relevant act and its renewal