

GUIDELINES FOR THE IMPLEMENTATION OF PRIVATE INDUSTRIAL ESTATE(PIE) SCHEME

(Based on G.O.(Ms.)36/2023/ID dated 02/06/2023)

- 1) Application for the PIE shall be submitted through online and the General manager of the concerned district shall receive the application in FORM 1, stipulated in G.O.(Ms.)36/2023/ID dated 02/06/2023.
- 2) The application should be supported by documents as per the check list attached as **ANNEXURE I**.
- 3) On receipt of the application, the District Industrial Site Selection Committee [DISSC] (constituted as per GO (Rt) No 732/2017/ID dated 24.5.2017) shall inspect and render a report on the feasibility for developing Private Industrial Estate in the proposed site in **ANNEXURE II**. The feasibility report signed by the Chairman and the Convenor of the District Industrial Site Selection Committee shall be forwarded to the Director of Industries & Commerce. The DISSC should ensure the competent representatives of Revenue Department and Town Planning Department are included in the site selection process.
- 4) The Director of Industries & Commerce will forward the application along with the feasibility report to the Committee of Secretaries and on approval of the Committee, Government will issue the PIE Developer Permit.
- 5) On getting the developer permit, the developer shall take immediate steps to start development works as envisaged in item 9 of Form I
- 6) Government will notify this extend of land, as an Industrial Area and constitution of Single Window Clearance Board under the Kerala Industrial Single Window Clearance Boards and Industrial Township Area Development Act-1999. A separate SWCB for each PIE will be formed. The members of the SWCB will include the members of the single window clearance board constituted for the Development Area/ Development Plot under the Directorate of Industries & Commerce, District Geologist or his representative, Executive Engineer of PWD

(Roads Division) and a representative of the PIE who is the partner/director/member of the developer entity. Once the land is notified as above, the competent authority to issue building permit for the allottee in the designated area shall be the SWCB concerned.

- 7) The General Manager shall keep a register of each private industrial estate and monitor and send monthly report on progress of the development work to the Director of Industries & Commerce. The General Manager shall ensure that the developer is adhering to the timeline as stipulated in Form I. The Manager, DIC who is dealing with the industrial land related matter will be nodal officer of the PIE of district concerned. He shall attend to the needs of the Developer till the commencement of the PIE project.
- 8) The details of the PIE and developer along with the developments made in the area will be published in the official website of the Directorate of Industries & Commerce so that prospective entrepreneurs can be made aware of the availability of land in the developed Private Industrial Estate. It is the prime responsibility of the developer that all environmental norms are complied with during allotment and ensure that proper set backs are given for orange and green categories.
- 9) After completion of the infrastructure facilities in the industrial estate, the developer may apply for assistance towards infrastructure facilities like electricity, water, road, drainage, ETP/CETP, common facilities like laboratory, testing and certification facilities through online/offline in the prescribed format with supporting documents. Developer, if desired, can apply for assistance for each completed component, and need not wait for completion of the entire project to get the assistance from Government. Fund will be released by Director of Industries & Commerce, after scrutiny of the expenditure incurred for the completed components of the infrastructure based on certified and approved bills and as per eligibility.

- 10) The claims should be supported by bills and certificates of the following competent authorities of Government agencies.

Infrastructure facilities	Documents /Competent Authority to certify the claims
Electricity	Self-attested copies of bills, invoices and receipts incurred in connection with establishing electrical infrastructure certified after physical verification by an engineer not below the rank of an Assistant Executive Engineer from KSEB/Electrical Inspectorate/Chartered Engineer (Electrical).
Water and distribution system	<p>Self-attested copies of bills, invoices, receipts, feasibility report from ground water department (In case of bore well) incurred in connection with establishing facility of water and its distribution. In case of bore well based water distribution system, the bills, invoices, receipts etc. shall be verified & certified by an engineer not below the rank of an Assistant Executive Engineer from Ground Water Department or a Chartered Engineer.</p> <p>In case of KWA based water distribution systems the bills, invoices, receipts etc. shall be certified by an engineer not below the rank of an Assistant Executive Engineer from Kerala Water Authority or a Chartered Engineer.</p> <p>For other type of water distribution system, the bills, invoices, receipts etc. shall be certified by an Engineer not below the rank of an Assistant Executive Engineer from GWD/KWA/Irrigation or a Chartered Engineer.</p>
Road (Having minimum 7m wide with standard	Original M Book, specification of work, bills in the format as followed by LSGD/PWD certified and verified by a Civil Engineer not below the rank of an Assistant Executive

Industrial load bearing capacity & drainage	Engineer of the LSGD/PWD/Irrigation/any other Government Department having jurisdiction in that area or a Chartered Engineer.
ETP/CETP	Approval of Pollution Control Board and bills, invoices, receipts certified by Chartered Engineer
Laboratory, Testing facility	Bills certified by Chartered Engineer

- 11) The claims should be scrutinized by General Manager and then be recommended to Director of Industries & Commerce. After scrutiny of the expenditure incurred and based on eligibility, the fund will be released by the Director of Industries & Commerce. The financial assistance will be extended to the developer as partial assistance for each completed components, till the amount reaches the maximum limit prescribed.
- 12) In the case of SDF/Construction of building, the developer should ensure the following:
- i) It should be clearly mentioned in Form1 that the application is for the construction of SDF
 - ii) On receipt of the Developer permit,
 - a) The developer shall obtain all consent/NOC/permit from allied departments like Fire & Rescue Services/Factories and Boilers/Electrical Inspectorate, KSPCB etc.
 - b) Plan attested by registered/Licensed authority not below the rank of an Engineer A shall be prepared.
 - iii) On completion of the construction:
 - a) The structure should be approved/certified by registered structural engineer and should be certified that the building is fit for industrial purpose

as SDF

b) Quality of Lift should be certified by registered Electrical Engineer/
Electrical Inspectorate

c) The developer shall obtain final certifications/approvals from all allied
departments like Electrical Inspectorate, Fire & Rescue, Structural Engineer,
Factories & Boilers, Energization from KSEB, PCB etc.


H. M. M. Srinivas

Director of Industries & Commerce

ANNEXURE I

Enclosures to be submitted along with application: *(Pl tick the documents submitted)*.

- (i) Application *(Form 1)*
- (ii) Self-attested copies of the following

Legal Entity	Documents to be submitted
Partnership	Registration Certificate, Partnership Deed, Resolution, list of Share Holders and share matrix. Aadhaar card and Pancard of Managing Partner. If available, copy of GST registration, Pan-card of the entity
Limited company/LLP	Registration Certificate, Article and Memorandum of Association, Resolution, List of Share Holders and share matrix, List of Directors ; Aadhaar card and PAN card of Managing Director, copy of GST registration, Pan-card of the entity.
Society	Registration Certificate, Bye-law, List of share Holders/members. Resolution, Aadhaar card and PAN card of Authorized signatory, copy of GST registration, Pan-card of the entity.
Other legal entities like MSME Consortium	Similar documents as stated above
Individuals/ Family	Aadhar card, PAN card, Any Govt. recognized document to prove the family relationship.

- (iii) Title deed of the proposed plot
- (iv) Possession Certificate issued by revenue authorities
- (v) Encumbrance certificate for 30 years

- (vi) Certificate/letter from village officer reporting the land use pattern and suitability of land for setting up of industries proposed for industrial estate
- (vii) Location map that show clear route map to the plot
- (viii) Project Report that includes the profile of promoters, Source of fund, Project Cost, physical and financial output of the project.
- (ix) Additional declaration/affidavit as envisaged by the Government from time to time.
- (x) The details of development with time lines (item 9. of Form 1) should be mentioned clearly and no deviation from these items will be entertained.

Hmw
8/8/15

Director of Industries & Commerce

