Entrepreneurs Registration and Incentives Management System (ERIMS)

Package Scheme of Incentive (PSI) User Manual
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1 PSI

A. Prerequisites for PSI

**Purpose:** The purpose of this service is to generate PSI Eligibility Certificate (EC) for MSME/ LSI/ Mega & Ultra Mega Enterprise.

**Pre-requisites:**

1. User must create Login on DoI website.

2. User must create Enterprise Profile.

3. User must create Unit Profile.

**Login as:** Enterprise User / Unit User

**Menu:** Apply Online > Select Unit > Select Service (PSI)

B. Broad Steps for PSI

- Select Apply online from Dashboard Menu.

- Select Unit for which PSI needs to be applied.

- Select PSI Service from Dropdown.

- Check the required documents displayed at right and Click "Apply now".
Figure 1 PSI Apply Online Page
1.1 Step 1 Check Eligibility Page for MSME & LSI

Figure 2 PSI Application Screen (For New MSME & LSI)
1. System will ask two questions to Applicant. If you are applying for new unit then you must select “NO” for both the question, which is by default Set as “NO” for new unit.

2. If Applicant is applying for Existing Unit or Expansion unit then user need to select “YES” for both the Questions and needs to upload Eligibility Certificate which is issued earlier for the same unit.

3. User needs to select license from system generated drop down and provide details like License Number, License Issued Date and also upload license for which details is provided.

4. User needs to check Constitution details which is system populated. Constitution details can be updated from Enterprise profile.

5. User needs to provide Legal Possession Date of Land from calendar.

6. After filling all the details user needs to click on Next button.

7. System will check the eligibility criteria based on PSI Scheme Period i.e. PSI 2013. Any one of the effective steps i.e. EM (Part I/II) / IEM, Constitution Date or Effective Possession of Land completed on or after 01.04.2013., once this criteria is fulfilled then system will move to Next page if not fulfilled then System will show error message.
1.2 Step 1 Check Eligibility Page for Mega & Ultra Mega

Figure 3 PSI Application Screen (For New/ Expansion Mega & Ultra Mega) 1-2

1. User needs to select Mega Unit type i.e. Employment Based and Investment Based.
Figure 4 PSI Application Screen (For New/ Expansion Mega & Ultra Mega) 2-2
1. After selection user needs to provide details in Check Eligibility

2. User needs to enter Date and Number of Offer Letter issued by Government of Maharashtra.

3. User needs to select license from system generated drop down and provide details like License Number, License Issued Date and also upload license for which details is provided.

4. User needs to check Constitution details which is system populated. Constitution details can be updated from Enterprise profile.

5. User needs to provide Legal Possession Date of Land from calendar.

6. After filling all the details user needs to click on Next button.

7. System will check the eligibility criteria based on PSI Scheme Period i.e. PSI 2013. License Date, Constitution Date or Land Possession Date Must be in Scheme Period, once this criteria is fulfilled then system will move to Next page if not fulfilled then System will show error message.

1.3 Step 1 Check Eligibility Page for MSME/LSI/Mega and Ultra Mega

1.3.1 Check eligibility for MSME & LSI Unit

1. System will ask two questions to Applicant. If you are applying for new unit then you must select “NO” for both the question, which is by default Set as “NO” for new unit.

2. If Applicant is applying for Existing Unit or Expansion unit then user need to select “YES” for both the Questions and needs to upload Eligibility Certificate which is issued earlier for the same unit.
3. User needs to select license from system generated drop down and provide details like License Number, License Issued Date and also upload license for which details is provided.

4. User needs to check Constitution details which is system populated. Constitution details can be updated from Enterprise profile.

5. User needs to provide Legal Possession Date of Land from calendar.

6. User needs to select the Investment date from calendar depending upon from date system will calculate to as per Scheme 2013.

7. User needs to provide details Fixed Capital Investment as per previous financial year and additional fixed capital investment. The system will calculate addition percentage of Fixed Capital Investment.

8. User needs to provide Employment details for maintaining local and other employment percentage. Depending upon the data enter by user system will calculate Additional percentage and percentage of Local employment.

9. User needs to cross check the Production Details and Additional percentage populated by system if it is not correct then user need to update Unit Profile.

10. After filling all the details user needs to click on Next button.

11. System will check the eligibility criteria based on PSI Scheme Period i.e. PSI 2013. License Date, Constitution Date or Land Possession Date Must be in Scheme Period, once this criteria is fulfilled then system will move to Next page if not fulfilled then System will show error message.

12. For Expansion of MSME/ LSI Unit has to fulfill the below criteria

   a. 25% Increment in current Installed Capacity.
   b. 25% increment in current Fixed Capital Investment.
   c. 10% increment in current Employment.
13. If unit will not match above criteria then system will display error message.

1.3.2 Check eligibility for Mega & Ultra Mega Unit

1. System will ask two questions to Applicant. If you are applying for new unit then you must select “NO” for both the question, which is by default Set as “NO” for new unit.

2. If Applicant is applying for Existing Unit or Expansion unit then user need to select “YES” for both the Questions and needs to upload Eligibility Certificate which is issued earlier for the same unit.

3. User needs to select license from system generated drop down and provide details like License Number, License Issued Date and also upload license for which details is provided.

4. User needs to check Constitution details which is system populated. Constitution details can be updated form Enterprises profile.

5. User needs to provide Legal Possession Date of Land from calendar.

6. User needs to select the Investment date from calendar depending upon from date system will calculate to as per Scheme 2013.

7. For Mega & Ultra Mega unit Fixed Capital Investment, Production Capacity & Additional Employment is optional. No need to enter data in these fields.

8. For Mega & Ultra Mega Unit no need to fulfill the criteria of expansion as below
   a. 25% Increment in current Production Capacity.
   b. 25% increment in current Fixed Capital Investment.
   c. 10% increment in current Employment.

9. After filling all the details user needs to click on Next button.
Figure 5 PSI Application Screen for All (MSME/LSI/Mega & Ultra Mega) 1-2
Figure 6 PSI Application Screen for All (MSME/LSI/Mega & Ultra Mega) 2-2
1.4 Step 2 Fixed Capital Investment Page for MSME/LSI/Mega and Ultra Mega

![Package Scheme of Incentives](image)

**Fixed Capital Investment**

All fields are mandatory unless specified
Upload the requested documents in .PDF format in Supporting Documents

All values are in Rs. in Lakhs

Please Note As per Para 7.1 (2) of PSI 2013, the allowed investment period for Micro Small Medium Enterprises (MSME) is 3 years, Large Scale Industries (LSI) is 4 years and Mega Projects is 5 years or as defined in offer letter

- **Investment Start Date**: 01/01/2015
- **Investment End Date**: 01/01/2020
- **Stage**: Post-Production
- **Date of Commercial Production**: 01/01/2016
- **Appraisal Date**: 13/01/2016
- **Appraised By**: Bank Of India
- **Institute Address**: Pune
- **Is Appraisal Done**: Yes
- **Is CA Certification Done**: Yes
- **Investment From Date**: 01/04/2013
- **Investment Upto Date**: 31/03/2015

Figure 7 PSI Application Screen for All (MSME/LSI/Mega & Ultra Mega) 1-2
1. User needs to select Investment Start date from calendar and system will auto calculate Investment End Date.

2. User needs to select Stage from system populated drop down as follows
   a. Pre-Production :-

      If production is not started or unit Appraisal or CA Certificate is pending then user needs to select Pre-Production.

---

**Figure 8 PSI Application Screen for All (MSME/LSI/Mega & Ultra Mega) 2-2**

<table>
<thead>
<tr>
<th>Serial Number</th>
<th>Investment Head</th>
<th>Proposed Value</th>
<th>Appraised Value</th>
<th>Actual (CA Certified)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Land</td>
<td>12</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>2</td>
<td>Building</td>
<td>65</td>
<td>8</td>
<td>8</td>
</tr>
<tr>
<td>3</td>
<td>Site Development</td>
<td>88</td>
<td>8</td>
<td>8</td>
</tr>
<tr>
<td>4</td>
<td>Plant &amp; Machinery</td>
<td>335</td>
<td>335</td>
<td>55</td>
</tr>
<tr>
<td>5</td>
<td>Electricals</td>
<td>233</td>
<td>74</td>
<td>7</td>
</tr>
<tr>
<td>6</td>
<td>Technical Know How</td>
<td>123</td>
<td>21</td>
<td>123</td>
</tr>
<tr>
<td>7</td>
<td>Miscellaneous Fixed Assets</td>
<td>12</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>8</td>
<td>Preoperative Expense</td>
<td>12</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>9</td>
<td>Contingency</td>
<td>12</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>10</td>
<td>Other Assets</td>
<td>112</td>
<td>112</td>
<td>112</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>1000.000</strong></td>
<td><strong>600.000</strong></td>
<td><strong>301.000</strong></td>
</tr>
</tbody>
</table>
b. Post-Production :-

If production is started then or unit Appraisal or CA certificate is done then user needs to select Post-Production.

3. If unit select post production then user need to select date of commercial Production from calendar. Commercial Production Date must in investment period provided by user.

4. If Appraisal is done then user need to click on Check box and provide details like Appraisal Date, Appraised By and Institute address.

5. If Appraisal is not done then these fields will be disabled in investment heads for user.

6. If CA Certificate is done then user needs to click on Check box and need to select CA certificate date i.e. Investment from date and Investment up to date. User needs to select these date accordingly to financial year.

7. If CA Certificate is not done then these fields will be disabled in investment heads for user.

8. After filing all above details, user needs to enter data in investment heads.

9. Once all details are filed by user then he needs to click on Next button.
1.5 Step 3 Means of Finance Page for MSME/LSI/Mega and Ultra Mega

1. User needs to enter Means of finance details as per Proposed, Appraised and as per CA Certificate.

2. This value should be less than or equal to Fixed Capital Investment i.e. Step 2. If it is not less than or equal to FCI page then system will display error message.
3. If there are any creditors then user needs to enter those in CA Certificate value field.

![PSI Application Screen for All (MSME/LSI/Mega & Ultra Mega)](image)

**Figure 10 PSI Application Screen for All (MSME/LSI/Mega & Ultra Mega)**

**1.6 Step 4 Product and Employment Page for MSME/LSI/Mega and Ultra Mega**

1. User needs to check system populated product from unit profile if some value is wrongly populated then user needs to update it from Unit profile.
2. User needs to enter employment details for total Local & other employment, based on data enter system will calculate percentage of local Non-Supervisor employment.

3. If employment criteria will not be fulfilled as per PSI Scheme 2013, then system will show error message.

4. After filling all details then user need to click on Next button.
Figure 11 PSI Application Screen for All (MSME/LSI/Mega & Ultra Mega) 1-2
Figure 12 PSI Application Screen for All (MSME/LSI/Mega & Ultra Mega) 2-2
1.7 Step 5 Supporting Document Page for MSME/LSI/Mega and Ultra Mega

1. In this step user needs to upload required supporting document for the Eligibility Certificate.

2. User needs to select Document Name then click on “Choose File” button to select specific file from System folder.

3. Once file is selected then user needs to click on Upload button. It will take some time to upload the document.

4. Only PDF document within 5 MB size limit is accepted by ERIMS Application.

5. User needs to upload multiple types of documents e.g. IEM/MPCB consent etc. in one single PDF file. If the files are uploaded separately, the system will automatically delete the earlier file.

6. 

7. Once all documents are uploaded then user needs to click on next button.
1.8 Step 6 Review Page for MSME/LSI/Mega and Ultra Mega

1. User needs to check all the details entered in application by clicking on ‘+’ icon.

2. If user wants to update any data, he can click on “Edit” button.

3. If all data is correct then user needs to click on submit button for application submission.

4. Once Application is submitted then it will go to DoI workflow for approval.
5. If some issues are identified by department then they can raise query for more clarification.

6. User can track the application status on Dashboard in Progress section.
1.9 Step 7 Eligibility Certificate for MSME/LSI/Mega and Ultra Mega

![Eligibility Certificate Image]

Figure 14 PSI EC (1-8)
GOVERNMENT OF MAHARASHTRA  
DIRECTORATE OF INDUSTRIES  

Directorate of Industries, II Floor, New Administrative Building, Opposite Mantralaya, Madam  
Cama Road, Mumbai – 400002.  
Phone No: (022) 25023160 / (022) 25033354 Fax No: (022) 22036626  
Email: dipsi@maharashtra.gov.in.  

Eligibility Certificate for New Unit as per Package Scheme of Incentives-2013 as notified under  
Govt. of Maharashtra’s Resolution No. PSI - 2013 / (CR-54)/Ind-8, dated 1st April 2013 issued by  
the Government of Maharashtra.  

ELIGIBILITY CERTIFICATE FOR NEW UNIT  
Ref No. DIPSI-2013/Large-EC No. 03109/2015 Date of issue: 09/10/2015  

<table>
<thead>
<tr>
<th>No.</th>
<th>Details</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Holder of the Eligibility Certificate</td>
<td>MS. GONGLU AGRO PVT. LTD.</td>
</tr>
<tr>
<td></td>
<td>Office Address</td>
<td>124, Wills Street, Goregaon, Pincode: 400063</td>
</tr>
<tr>
<td>3.</td>
<td>Details of Registration</td>
<td>PIBM No. 21/GIDC/IND-2014 dated 06/01/2014</td>
</tr>
<tr>
<td>4.</td>
<td>Products manufactured by the Eligible Industrial Unit and capacity thereof</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Product</td>
<td>Capacity</td>
</tr>
<tr>
<td></td>
<td>Manufacture of pulp Group Class/ Description Sub class</td>
<td>200000.000</td>
</tr>
<tr>
<td></td>
<td>Manufacture of pulp Group Class/ Description Sub class</td>
<td>300000.000</td>
</tr>
<tr>
<td>5.</td>
<td>Raw Material required</td>
<td>Wholesale of fruits &amp; vegetables, Wholesale of edible oils; fats; sugar and processed manufactured spices etc.</td>
</tr>
<tr>
<td>6.</td>
<td>Capital cost (Rs. in lacs)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Particulars</td>
<td>Maximum Admissible Fixed Capital Investment (Rs. in lac)</td>
</tr>
<tr>
<td></td>
<td>Land</td>
<td>575.000</td>
</tr>
<tr>
<td></td>
<td>Site Development</td>
<td>0.000</td>
</tr>
<tr>
<td></td>
<td>Building</td>
<td>2141.000</td>
</tr>
<tr>
<td></td>
<td>Plant &amp; Machinery &amp; Electricals</td>
<td>4363.000</td>
</tr>
</tbody>
</table>

Figure 15 PSI EC (2-8)
Figure 16 PSI EC (3-8)
GOVERNMENT OF MAHARASHTRA
महाराष्ट्र शासन
DIRECTORATE OF INDUSTRIES
उद्योग संचालनालय
Directorate of Industries, II Floor, New Administrative Building, Opposite Mantralaya, Madan<br>Cama Road, Mumbai – 400032<br>Phone No: (022) 2202300 / (022) 22023544 Fax No: (022) 22026526<br>Email: dipsi@maharashtra.gov.in.

7. Date of start of Commercial Production 08/05/2014
8. Date of effect of the EC 01/06/2014
9. TIN No. VAT No. 275609889433, Dated 31/05/2013<br>CST No. 275609889433, Dated 31/05/2013
10. Validity period of EC for a) Basket of Incentives 7 Years i.e. from 01/06/2014 to 31/07/2019<br>b) Electricity Duty Exemption 7 Years i.e. from 01/06/2014 to 31/07/2019
11. Total Admissible amount of Incentive (Amt. Rs. in lac) Rs.2289.205 lac, (Rs. Two Thousand Two Hundred and Eighty Nine point Two Five lac)
12. Total Admissible incentives for each year (Amt. Rs. in lac) Rs. 157.29 lac, (Rs. Three Hundred and Twenty seven point Zero Two Nine lac)
13. a) Period for making admissible investment 01/04/2013 to 30/04/2017
b) Operative Period 01/08/2019 to 31/07/2026

14. Entitlement of either of the following:
(1) Exemption from Electricity Duty
(2) Incentives for 75% of the cost of water audit limited to Rs. 1 lakh
(3) Incentives for 75% of the cost of energy audit limited to Rs. 2 lakh
(4) Incentives for 50% of the cost of capital equipment to conserve /recycle water limited to Rs. 5 lakh
(5) Incentives for 50% of the cost of capital equipment for improving energy efficiency limited to Rs. 5 lakh

15. This Eligibility Certificate is granted on the basis of the information / details furnished by M/s. Ganga Air Pvt. Ltd. under the application for grant of eligibility certificate under the Package Scheme of Incentives - 2013 notified vide Government Resolution, Industries, Energy and Labor PSI-2013 (CR-54)/IND-8, dated 1st April, 2013 (hereinafter referred to as “PSI 2013”)

Figure 17 PSI EC (4-8)
GOVERNMENT OF MAHARASHTRA

DIRECTORATE OF INDUSTRIES

Directorate of Industries, II Floor New Administrative Building, Opposite Mantralaya, Madam
Cama Road, Mumbai – 400002
Phone No: (022) 22023100 / (022) 22023584 Fax No: (022) 22026826
Email: dipsi@maharashtra.gov.in.

for making investment towards their project at Gut No.207,211 & 213 Jaitapur, Tal Chandwad,
Dist.Nashik-423301. (Hereinafter referred to as an ‘Eligible Unit’) subject to:

a) The above maximum admissible fixed capital investment should be incurred up to
31/03/2015. The holder of this certificate shall communicate to the Directorate of
Industries, value of fixed assets acquired up to the aforesaid date within one month from
such date.

b) Correctness of the representations made thereunder and from time to time thereafter, the
Gross Value of admissible Fixed Capital Investment made up to 31/03/2015 is found to be
the order of Rs.5745.500/- (Five Thousand Seven Hundred and Forty Five point Five
Zero Zero ) lakhs for Manufacture of pulp Group/ Class/ Description Sub class ,
Manufacture of pulp Group/ Class/ Description Sub class , - 200000.000 Tonne ,
200000.000 Tonne ,

16. The holder of this Eligibility Certificate will be entitled to draw the incentives as mentioned in
the Para 14 (1) & (2) above as per the provisions of the 2013 Scheme and procedure
thereunder having regard to the Gross Value of Fixed Capital Investment made, term loans
for the project drawn and the overall progress of the implementation of the project, only on
fulfillment of the conditions enumerated in paras 17 and 18 below to the satisfaction of
Directorate of Industries (hereinafter referred as D.I / Government of Maharashtra.)

17. The holder of the Eligibility Certificate shall –

Provide to D.I full details / information / supporting documentary evidence / certificate from
Chartered Accountants and Architect’s regarding the Gross Value of Fixed Capital
Investment made sources of funds / term loan drawn, other Finance availed of from time to
time.

18. The Eligibility Certificate will be subject to the following conditions,

(i) DI shall have a right to carry out a full inspection of the Eligible Unit including that of its
properties, assets, accounts, records, registers, documents, etc., wherever situate, at such
intervals as it may deem fit. Such inspection by DI’s authorized representatives of the
Books of Accounts, records, register, documents, property and assets of the Eligible Unit

Figure 18 PSI EC (5-8)
GOVERNMENT OF MAHARASHTRA

DIRECTORATE OF INDUSTRIES

Directorate of Industries, II Floor, New Administrative Building, Opposite Mantralaya, Madan Cama Road, Mumbai – 400032
Phone No: (022) 22025100 / (022) 22023554 Fax No: (022) 22026526
Email: dipsi@maharashtra.gov.in

shall be without any restrictions and the cost of the same shall be borne and paid for by the Eligible Unit.

(ii) The holder of the Eligibility Certificate shall ensure that in the manner of employment of personnel for the Eligible Unit for which this Eligibility Certificate is issued, Scheduled Castes / Scheduled Tribes and local candidates are recruited in conformity with the guidelines as may be issued by the Government of Maharashtra from time to time, and the holder of the Eligibility Certificate, shall further ensure that recruitment to posts carrying a salary of less than Rs. 500/- per month (on any such salary amount as may be decided by the Government of Maharashtra from time to time) is made only through the concerned Employment Exchange, or any such body as may be decided by the Government from time to time.

(iii) The holder of the Eligibility Certificate shall furnish to Directorate of Industries such periodical statements / such other information / follow up statements in the form and manner required by Directorate of Industries. If any of the returns / periodical statements, follow up statements etc., referred to in the sub-clause (iii) above are not submitted, it shall be open to Directorate of Industries to presume that the Eligible Unit is closed and accordingly the clause of action as indicated in condition No. (v) Will be deemed to have arisen.

(iv) The holder of the Eligibility Certificate shall comply with all the terms, conditions and provisions of the 2013 Scheme and all the stipulations as may be made from time to time as also the procedure prescribed thereunder and in force from time to time.

(v) During the operative period of Agreement(s) for incentives under the 2013 Scheme entered from time to time, the industrial unit for which this Eligibility Certificate is issued shall not without prior approval of DI, contemplate an event:
   a) Sell or otherwise dispose of / lease / hire / shift / remove / transfer / alienate in any manner, with or without consideration, any of the fixed assets of the Eligible Unit;
   b) Write off / keep the fixed assets in disuse without writing them off;

Figure 19 PSI EC (6-8)
GOVERNMENT OF MAHARASHTRA
maharashtra
DIRECTORATE OF INDUSTRIES
dırıktöratı of industries
Directorate of Industries, II Floor, New Administrative Building, Opposite Mantralaya, Madam Cama Road, Mumbai – 400032
Phone No: (022) 22025100 / (022) 22025894 Fax No: (022) 22025262
Email: dipsi@maharashtra.gov.in.

c) Close the unit or shift the unit in part or in its entirety from its existing location to any other location;
d) Change or alter the constitution / management / constituents comprising the ownership of the Eligible Unit;
e) Where the Eligible Unit is owned by a limited company / co-operative society / trust, the Limited Company, co-operative Society, Trust as the case may be, shall not merge or amalgamate with any other limited Company / co-operative society / Trust or permit or cause any other Limited Company co-operative Society / Trust to be merged with the existing Company / co-operative Society / Trust.

(vi) If during the operative period of the Agreement(s) entered into by the holder of this Eligibility Certificate, the industrial unit for which this Eligibility Certificate is issued
a) is closed or continues to remain below normal production during the year; or
b) contravenes:

1. any of the conditions of this certificate, OR

2. any of the conditions of the 2013 Scheme underlying Government Resolution mentioned above or the procedure framed thereunder; OR

3. instructions or directions issued under the 2013 Scheme or production thereunder from time to time by the Government or D.I; OR

4. the terms and conditions of the various agreements executed / to be executed under the 2013 Scheme and the procedure framed thereunder the amount of incentives availed of together with interest thereon from the date when it would have been payable at 15% p.a. or any such rates as may be decided by the Government or D.I. from time to time and costs, charges and expenses for recovering the same and other charge (if any), outstanding on the date of occurrence of such event;

Figure 20 PSI EC (7-8)
(vii) In case of breach of any of the conditions of this Eligibility Certificate or in case the Eligibility Certificate is found to have been issued on the basis of incorrect information furnished or untrue statements made either in the application for Eligibility Certificate or in the course of proceedings for grant of Eligibility Certificate or any subsequent proceedings of any nature whatsoever or if any misuse of this Eligibility Certificate towards evasion or aiding or abetting the evasion of benefit by way of incentives not legally claimable under the provisions of the 2013 Scheme is found / detected, then this Eligibility Certificate shall stand revoked ab initio. All the pecuniary benefits as may have been granted shall be withheld and liable to be cancelled and those availed of shall be repayable forthwith and liable to be recovered as arrears of land revenue together with interest at the rate of 15% p.a. or such rate as may be decided by the Government or Directorate of Industries from the date of disbursement / availed till full realization of the amount and expenses for the recovery of the same.

Additional Director of Industries
For Development Commissioner (Industries)
Mumbai

Place: Mumbai
Date: 09/10/2015

Figure 21 PSI EC (8- 8)