

F. No P-42024/1/2019-SPECIAL PACKAGE (E- 26556)

Government of India
Ministry of Commerce & Industry
Department for Promotion of Industry & Internal Trade
Special Scheme Section

Vanijya Bhawan, New Delhi
Dated the 27 June, 2023

To,

1. **Principal Secretary (Industries & Commerce),**
Directorate of Industries,
Jawahar Lal Nehru Udyog Bhawan,
Railhead Complex, Jammu & Kashmir
2. **Principal Secretary (Industries & Commerce),**
Directorate of Industries & Commerce,
Near Court Complex, Leh-Ladakh

Subject: Regarding manual submission of Registration and Claim applications under Industrial Development Scheme (IDS), 2017 due to portal issues.

Please refer to the subject mentioned above, and in order to expedite the Registration and Claim process under IDS, 2017, DPIIT has decided that applicants will be provided reasonable opportunity to submit the complete application (with all mandatory documents), failing which the application will be disposed of.

2. Due to ongoing portal related technical issues and to ensure smooth implementation of the scheme without any further delay, all applicants which are not able to submit details online will be accepted manually.

Following process will be followed:

- a. A document checklist will be prepared at DIC level to receive the applications with all the required documents and receiving copy will be provided to the applicants

Applications with complete documents will be accepted by the DICs and processed as per scheme guidelines and timelines

- c. All incomplete applications will be given an opportunity to submit pending details, **a notice in this regard shall be issued to the applicants with 21 days' time** to submit pending documents and information. In case of non-receipt of all the required documents within the timelines, applications will be closed/rejected as per procedure.



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- d. A Register will be prepared at each DIC to track status of pending applications and submission of documents
3. Registrations under IDS, 2017 to be closed in August'2023 and GM/DICs must process the pending applications within 7 days from the date of receiving of applications.
4. It is to be noted that the manual process is being considered only due to the portal issues and Online Method of documents submission shall continue once portal maintenance is complete.
5. Kindly ensure prompt action in this regard and forward all the pending application as per the IDS, 2017 notification and guidelines within the prescribed timeframe.

Ganesh H. Nikhare
27/6/23

(Ganesh H. Nikhare)
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Copy To:

1. **Director (Industries & Commerce),**
Directorate of Industries & Commerce,
Near Court Complex, Leh-Ladakh
2. **Director General (Industries & Commerce),**
Directorate of Industries,
Jawahar Lal Nehru Udyog Bhawan,
Railhead Complex, Jammu
3. **Director General (Industries & Commerce),**
Directorate of Industries,
Sanat Ghar, Bemina-Qamarwari Road,
Srinagar