

# Right to Information Act – Handbook

## Chapter – I

### The Particulars of the Organisation, functions and duties

1) **Name of the Organization:** **Commisionerate of Industries,**  
Andhra Pradesh.

2) **Address:** Commissionerate of Industrties, A.P.  
Chirag Ali Lane, Abids,  
Hyderabad-500001.

3) **Functions and Duties:**

1. To Assist and guide the entrepreneurs for promotion and setting up of industrial units.
2. To enable the entrepreneur to get different industrial approvals and clearances from various departments / agencies at a single point.
3. To register Small Industry/ Tiny industry/Small Scale Service and Business Enterprises.
4. Sanction of incentives to eligible industrial undertaking.
5. To create a transparent, congenial, hassle-free and business friendly environment for attracting more investment for accelerated growth of industrial sector in the State.
- 6 To arrange for allotment of scarce raw materials like Coal / Molasses / Rectified Spirit (RS) / DS to industrial units.
7. To arrange financial assistance to educated unemployed youth from Banks to set up their firms under Prime Minister's Rozgar Yojana Scheme (self-employment scheme)
8. To provide marketing assistance to local industrial units.
9. To Rehabilitate Sick small industrial units.
10. To settle disputes arising due to non-receipt of payment to local SSI suppliers from various purchasers especially Government Departments by acting as arbitrator through the Industry Facilitation Council.

# Chapter – II

## The powers and duties of officers and employees

### 1. Functions of Commissioner of Industries:

Overall Supervision and Control on all the subjects and will have the responsibility for the co-ordination and smooth functioning of the Department.

- Personal Administration and matters relating to Establishment of Gazetted Officers i.e. Category-I, Category-II, Category-III and Category-IV
- Offer suggestions/feed-back/Input to the Government in formulation of Industrial Policies.
- All matters relating to Large and Medium Scale industries.
- Matter relating to general Industrial Development in the State including infrastructure facilities, marketing and incentives sanction.
- Correspondence relating to pay commission, finance commission etc.
- Annual Administration Report.
- Legislature Committees and sub-Committees, Public Accounts Committee meetings
- All those subjects which are not specifically allotted to the two Additional Directors

### 2. Functions of Additional Director - (1)

Subjects pertaining to the following:

- Industrial Co-operatives
- Handicrafts
- Coir Industry / Salt
- Khadi and Village Industries Board
- Departmental units existing / closed units
- Six Point formula Schemes
- Land Ceilings / Infrastructure
- District Industries Centres
- SSI Policy
- Ancillaries/ Modernisation
- Laboratoriess
- Raw Materials/ All imports
- RIPs, Artisan Promotion
- Gazetted & Technical establishments
- Laison & allied matters of Institutions looking after Social Welfare and Rural Development
- Marketing
- SES including PMRY
- Azamabad Industrial Area

- P&OA and Office Automation
- Board Meetings pertaining to A.P.H.D.C., A.P.I.T.C.O., A.P.K.V.I. Board, L.I.D.C.A.P., A.P.S.S.I.D.C., C.I.T.D., A.P. State Board of Technical Education, A.P.M.D.C., A.P. Backward Classes Cooperative Finance Corporation Ltd., A.P.S.C.Cooperative Finance Corporation Ltd., A.P. Woman Finance Corporation T.R.I.C.O.R., A.P. Minorities Finance Corporation.,

### **3. Functions of Additional Director of Industries- (2)**

Subjects pertaining to the following:

- CDCC – Large and Medium Industries and CDCC Account.
- Incentives.
- Finance & Planning, Accounts.
- Sick Units including BIFR.
- INDIC, EGC / Documentation and Census.
- All loans / Recovery.
- Service matters of Non- Gazetted.
- Liaison and allied matters of APIDC, APSFC, APIIC, ANRICH.
- House Keeping.
- Campaigns, Seminars etc. and Publicity.
- Board Meetings pertaining to A.P.S.F.C., A.P.I.D.C., A.P.I.I.C., A.N.R.I.C.H., A.P.S.E.B., A.P. Pollution Control Board, E.P.T.R.I. and H.U.D.A.

### **4. Functions of other senior officers in central office**

#### **I) Functions of Joint Director (I.I.)**

- Sanction of incentives under LSIS and NCSSI schemes
- Sanction of Incentives to S.T. and S.C. entrepreneurs
- Fixation of IFSTL
- Recovery of Central Subsidy and related work.
- Release of incentives budget and related issues
- Release of subsidies to SLC & DLC cases
- Release of IFSTL
- Processing of incentive applications under NSIS
- Policy matters related to Incentives and condonation of delay.
- Audit reports
- All Legal issues pertaining to the incentives wing.

#### **II) Functions of Joint Director (SIDIC)**

- Policy matters and other miscellaneous correspondence pertaining to SSI including electronic industries and LAQs on SSI.

- Concessional customs duty on import of raw materials/ capital goods pertaining to SSI units in Electronic Sector/Engineering products and issue of Actual user certificates
- Issue of licenses to Lubricating Oil Industries and issue of capacity assessment certificates for Iron and Steel.
- Allotment of L.P.Gas/ Furnace oil, Wax & Coal, BP/HP Hard coke to SSIs.
- Issue of SSI registration to Alcohol/Molasses based Industries.
- Salt Development and Model Salt Farms.
- Development of Mineral based Industries.
- Development of Coir Industries and Coir Cooperatives.
- DIC Programmes Monitoring, Expenditure Review, DIC Plan schemes, Budget Releases, A to E reports, DIC Scheme continuation proposals, Delegation of Powers to General Managers of DICs, etc. Intensive campaigns, 15 point Programme, GMs Tour Diaries, and Review of DIC staff meetings.
- Conduct of exhibitions in Districts and in Hyderabad, India International Trade Fair related issues.
- Rural service Guilds, Artisan complexes, SLCC Meetings.
- State level General Managers conference & follow up action.

### III) Functions of Joint Director (P&OA)

- Systems analysis and Computerisation of office of the Commissioner of Industries and District Industries Centres.
- Installation & Maintenance of Computers and communication systems in commissionerate. Computerisation of DIC offices. All expenditure related Computers, telecommunications and modern office equipment.
- Work Study, time study, method Study and performance study in all the sections (desks) including Administration and Accounts in Commissionerate and in District Industries Centres.
- Study of requirement of personnel for the work allotted in Commissionerate and in District Industries Centres, and assessment of Productivity of all staff and Officers.
- Reorganisation and reallocation of work and assessment of number of officers and staff required accordingly in Commissionerate and in District Industries Centres.
- Periodical review of performance of all officers and staff including Administration and Accounts in Commissionerate and in District Industries Centres.
- Periodical review of pendency of currents in all desks including Administration and Accounts in Commissionerate and in DICs.
- Evolving and implementation of efficient and suitable work methods in order to eliminate all redtapism and delays in office procedures in Commissionerate and in District Industries Centres.
- Inspection of DICs and other offices.
- All Training Programmes of officers and staff in various disciplines.
- Monthly Staff meetings.
- Administrative Reforms
- Vigilance

- Confidential Reports of Gazetted and non-Gazetted Officers and correspondence related thereto.
- Property statements of officers and staff of the Department of Industries.
- Attendance of officers and staff in central office.
- Issue of office orders related to the above subjects, where ever necessary.
- Pending Issues with other departments and Secretariat.
- Monitoring and reviewing progress of disposal of representations from Officers, Staff, Entrepreneurs, and other Citizens.
- All other Miscellaneous subjects which are not specifically assigned and allotted to any other desk in Central office
- Joint Director (P&OA) shall be directly reporting to Commissioner of Industries.

#### IV) Functions of Joint Director (SES)

- All sorts of loan recoveries.
- Audit Paras under P.A.C. Relating to above loans.
- Cyclone relief related issues.

#### V) Functions of Joint Director (CDCC)

- Centralised Documentation and clearance cell
- 100% Export oriented Units.
- Pollution Control Board related issues.
- Full licensing committee, Environmental Clearance Committee & Empowered Committee related issues.
- L.A.Q.s and R.S.Q.s pertaining to Large and Medium Scale Industries.
- Co-ordination with Promotional agencies/ Boards/ Corps. and related meetings.

#### VI) Functions of Joint Director (F&P)

- Annual plan preparation.
- Five year plan related work.
- Departmental Clearance Committee and Project & Programme approval Committee Meetings.
- Annual plan Budget, District Segments of plan Budget, and Monthly programme reports on Expenditure from DIC.
- Sp. Component Plan for S.C.s and Tribal area sub-plan for S.Ts
- State level Finance Committees and State level Rankers Conference related issues.
- Reports on Institutional finance, National Equity Fund and Twenty Point Programme
- District wise and Region wise Financial & Physical achievements.
- Institutional credit requirements for all Industries and for other Self Employments Schemes in Staff and related issues and reports.
- Issues pertaining to Sales tax on Industrial goods.

- Issues related to revival of all Sick Industries.
- B.I.F.R. Cases.
- Monitoring replies to Lok Sabha, Rajya Sabha and State
- Legislative Assembly questions and Assurances pertaining to Industries Department.
- National renewal Fund.
- Processing of Land Ceiling application and Joint Inspections.
- Land Acquisition for Industrial Estates and issues relating to Industrial Estates and Mini Industrial Estates.
- Cases pertaining to payment of Land Compensation and related Court Cases.
- Industrial Growth Centres envisaged by Government of India at Bobbili, Hindupur, Ongole and Vemsur.
- Azamabad Industrial Area.

## VII) Functions of Joint Director (INF.)

- Cooperatives Industrial Estates.
- Registration of Industrial Cooperatives Societies.
- Raw materials to Industrial Cooperative Societies.
- Elections to I.C.Ss and PIC appointments
- Audit related issues pertaining to I.C.Ss.
- Liquidation and inquiries related to I.C.Ss.
- DCB Statements and recover as related to I.C.Ss.
- Wound up Centres related work.

## VIII) Functions of Joint Director (INDIC)

- Collection and compilation of district wise resources data.
- Status reports on the present level of Industrialisation and sector wise analysis on future potential.
- Status papers on selected products/group of products.
- Data on technology transfer.
- Information on Government policy guidelines.
- Compilation of Data on LSI, MSI & SSI, Market potential of Industrial Products and Government purchases.
- Estimating, Projecting and Planning the infrastructural requirements, Land, Power, water, communications and human resources in the State.
- Preparation of Comprehensive periodical reports and holding meeting with various connected Departments and Corporations to assess and plan the infrastructural requirements.
- Entrepreneurs Guidance cell and Library.
- Preparation of reports to Government on Industrial Development in A.P.
- Press conferences and Public Relations. Deputy Director shall also be acting as P.R.O

## IX) Functions of Joint Director (HRD)

- Issues relating to Gazetted Establishment.

- Issues relating to Ministerial Staff Establishment ( Junior/ Senior Assets, Junior /Senior Stenos, Typists, Superintendents, Commercial Accountants, Internal Accountants, Internal Auditors.)
- Organizational discipline and issue of related office orders.
- Vigilance.
- Deputation of officers to other Departments/ officers for participating on the interview boards and for Elections.
- Official language implementation.
- Issues relating to Industries Subordinate services Establishment.( Industrial Promotion Officers, C.S.Rs, S.I personnel on deputation in APHDC/ SETWIN/ LIDCAP.)
- Maintenance of attendance of Officers and all other Staff.
- Maintenance of Confidential Reports of all Gazetted officers and Record sheets of all non Gazetted officers.
- Pay fixations, Sanction of increments, leave salary and pension contribution of officers and staff on deputation.
- Issues relating to Last grade services Establishment, in the Department and relating to personnel on deputation.
- Six Point Formula related work.
- S.C./S.T./B.C. reservations related work.
- Maintenance of Property Statements of officers and Staff.
- Lok Ayukta related work.
- Court Cases pertaining to Administrative wing.
- Stationery, filepads, calendars and Diaries supply Management.
- Typewriters, office vehicles, repairs related issues.
- Maintenance of Office Premises, toilets etc.
- Payment of Electricity and water charges.
- Disposal of unserviceable items.
- Maintenance of all relevant registers
- Watch and ward
- Visits of VIPs- Accommodation and Providing conveyance.

#### X) Functions of Joint Director (M&HC)

- Marketing assistance Programme related work and Purchase
- Committee Meetings of Governments.
- Ancillary Development Programme
- N.S.I.C. Related work.
- All existing and proposed Testing Laboratories and testing centres in the State and related issues.
- Household Electrical appliances, Quality Control order 1981 and related issues. Issue of manufactures Certificates to Industrial Units & dealers/ sellers Certificate.
- Central Plastic Institute (CIPET), Food Technology Research Institute, Field Testing Station, Engineering Technology Institute, Poly technology Transfer Centre, R.I.D.C. and L.I.D.C.A.P. related issues.
- All issues relating to Handicrafts Schemes,
- N.B.A.R.D. related issues

- K.V.I.B. Programmes and meetings.
- Scheme continuation Proposals and Obtaining GOs in respect of Schemes not pertaining to the programmes related to other desks.

#### XI) Accounts Officer

- Pay bills of officer of the Commissioner of Industries
- Pay fixations.
- Clarifications in respect of files referred.
- FBF/SI interest calculations.
- L.S.C & P.C.
- L.P.C. to all cadres in Commissionerate.
- Number Statements
- P.A.C. Meetings.
- Budget releases under Plan & Non plan Schemes
- Reconciliation.
- Cash Transactions of office of the Commissioner of Industries
- TA Bills
- Contingent Bills.
- All loans and advances pertaining to Commissionerate & DICs.
- Pensions and Gratuity related issues pertaining to Commissionerate and DICs.
- Accounts – Establishment.
- Gazetted officers pay fixations.
- Audit of DIC offices
- Inspection of Accounts wing of DICs
- Audit Objections and related correspondence with Accountant General.

#### Sections / Desks

1	Superintendent & Assistants (Census)	Supervising the staff working in the particular Desk. Processing of files put up by the Assistants to the higher officers according to the rule position.
2	Senior Assistant	Receiving the tappals and circulate the files to the Superintendent.
3	Special category stenographers	Attached to the Commissioner/Additional Directors. They will take dictations from the officers and fair copy the same. They receive the files from the officers concerned and return the files after seen by the officers to the concerned.
4	Senior Stenographers	Attached to the Joint Directors. They will take dictations from the officers and fair copy the same. They receive the files from the officers concerned and return the files after seen by the officers to the concerned.
5	Junior Assistants	Receive the tappals and circulation of files to the Superintendent.
6	Junior Stenographers	Attached to the Dy.Directors. They will take dictations from the officers and fair copy the same. They receive

		the files from the officers concerned and return the files after seen by the officers to the concerned.
7	Typists	Fair copying the drafts approved by the officers.
8	Telephone operator	He operates the telephone board and booking of phonograms.

9	Superintendent	Supervising the staff working in the District Industries Centre. Processing of files put up by the Assistants to the higher officers according to the rule position.
10	Senior Stenographers	Attached to the General Manager. He will take dictations from the officer and fair copy the same. He receives the files from the officers concerned and returns the files after seen by the officers to the concerned.
11	Senior Assistant	Receiving the tappals and circulate the files to the Superintendent.
12	Junior Assistants	Receive the tappals and circulation of files to the Superintendent.
13	Junior Stenographers	Attached to the Dy.Directors. They will take dictations from the officers and fair copy the same. They receive the files from the officers concerned and return the files after seen by the officers to the concerned.
14	Typists	Fair copying the drafts approved by the officers.

## 5. Functions of functionaries at District level

After reorganisation of the department in May 1997, the Duties and Responsibilities assigned to the Officers, viz., Deputy Directors/Assistant Directors working under the control of General Managers of District Industries Centres have been reassigned vide Commissioner of Industries, Hyderabad, Proceedings No.14-3-7-1330/IC, dated: 29-08-97.

### Functions of General Manager:

Essential Functions:

1. Entrepreneur Guidance
2. Issue of S.S.I. Registration Permanent
3. Sanction of incentives to industrial units through District Level Committee upto Rs.15.00 lakhs capital investment.
4. Processing and recommendation of other incentive applications to Head Office.
5. Issue of Temporary Eligibility Certificate for availment of sales tax benefits and power Rebate.
6. Inspection of Industrial Units – Consuming Raw Materials.
7. Proceeding of applications under P.M.R.Y.
8. Members in All District level Committee Meetings.
9. Clearances to Industrial Units under Single Window Scheme.

10. Responsible for overall coordination and Development of Small Scale, Large Scale and Medium Scale industries in the district.
11. Convenor of all the District Level Committee Meetings.
12. Incharge of the Publicity and Public Relation aspects of the District Industries Centre and for

### Routine Functions:

Day – to –day Supervision of the District Industries Centre  
Administrative Control over the all the Staff and Officers of the District Industries Centre

Review of the work done by all the Officers / Staff under his control

Attend all the meetings at District Level

The General Manager, DIC shall have overall responsibility and supervisory control over all the staff working in the District Industries Centre.

### Functions of other officers in DIC

After reorganisation of the Department, the Deputy Directors/Assistant Directors attached to the various District Industries Centres fit into one of the following patterns.

Category	Districts	Number of Managers	Cadre
A-Category	Srikakulam, Vizianagaram, West Godavari, Guntur, Prakasham, Nellore, Cuddapah, Anantapur, Chittoor, Kurnool, Khammam, Warangal, Karimnagar, Adilabad, Nizamabad, Nalgonda, Mahaboobnagar.	3	1 Deputy Director 2 Assistant Directors
B- Category	East Godavari, Krishna, Nalgonda, Medak, RangaReddy and Hyderabad.	4	2 Deputy Directors 2 Assistant Directors
C-Category	Visakhapatnam	5	2 Deputy Directors 3 Assistant Directors

### Category-A Districts

Manager (EII&C) Economic Investigation, Information Infrastructure, and Credit: (Dy. Director Cadre)

Functions to be attended independently:

1. Incharge of Entrepreneurs Guidance Cell and shall guide the entrepreneurs in preparing bankable project profiles and also Documentation Centre of the District.
2. Census of Small Scale Industries
3. Matters related to U.L.C.

4. Ancillarisation Programme, P.L.C. meetings Large and Medium Industries
5. Processing of applications for sanction of financial assistance to banks/ financial institutions.
6. Maintains liaison with Nationalised Banks/ Financial Institution and ensure clearance of applications.
7. Liaison with the Grameena Banks.
8. Survey of sick industries and measures for their rehabilitation.
9. Assists in recovery of loans to banking institutions including A.P.State Financial Corporation.

B) Functions to be attended with the approval of the General Manager:

1. Industrial Survey.
2. Preparation of perspective plan/action plan for the Development of Village/ Small Scale Industries / District Plan.
3. Identification and processing of all cases related to Industrial Infrastructure.
4. All Incentives and subsidies including Central Subsidy/State Subsidy.
5. Liaison with A.P.I.I.I.C/ AP.S.F.C./ A.P.S.E.B / APITCO etc.
6. Planning and Development including Plan Schemes.
7. Review of Physical Targets and Achievements as per the action plan and progress reports of DIC Scheme.
8. Preparation of Annual Credit Plan / Perspective plan for Industrial Development of the District/Taluk.
9. Sanction of margin money loan under DIC loan assistance programme and SES/Spl. Employment Schemes.
10. Sanction and recovery of loans under State aid to Industries Act, RIP Programme and Margin Money / Cyclone relief/ Self Employment/ Spl. Employment Schemes/ DCB & proper watch on utilisation.
11. Self Employment and Special Employment Schemes including P.M.R.Y.
12. Attends the meeting convened by various financial institutions including the District level SC/BC Cooperative Financial Societies/ Women Welfare Corporation/ I.T.D.A /L.I.R.D.P.
13. 20 Point Economic Programme/ Pragati Padham including Artisan complexes.

Manager (VIT) – Village Industries & Training: (Asst. Director Cadre)

Functions to be attended to independently:

1. Development of Handicrafts/ Coir / Salt / Leather / Sericulture.
2. Updating of technology by Coordination and providing financial assistance and technical know how to all the artisans from various All India Organisations like All India Handicrafts Board, Coir Board, Sericulture board, handloom Board, Khadi and Village Industries Board SISI/SIET and Research Institutions.
3. Survey of Village Crafts and Artisans.
4. Temporary Registrations.

Functions to be attended with the approval of the General Manager:

1. IRDP and TRYSEM Programme.
2. All promotional programmes related to SCs/STs/BCs and Women.
3. Implementation of Tribal Development Programmes with Coordination with ITDA and Girijan Cooperative Societies.
4. Arranges Training Programmes to Artisans and prospective entrepreneurs.
5. Maintains Liaison with societies for employment and training of the district.
6. RIP/RAP Programmes
7. Intensive Campaigns & Entrepreneurial Development Programme.
8. Artisan Complexes establishment and progress.
9. Single window Scheme/DIPC Meetings and follow up.
10. Registrations Permanent and De-registrations.
11. Submission of progress reports of A to E and all other related progress reports.

Manager (RM&M) -- Raw Material & Marketing Asst. Director Cadre)

A) Functions to be attended to independently:

1. Preparation of resources data and all statistics pertaining to raw material and machinery and equipment.
2. Survey of various products manufactured in the District and extend the scope for manufacturing of new products.
3. Devise strategy for providing marketing assistance to the products manufactured in the district including export promotion.
4. Works and requirements of machinery and equipment for the SSI, Tiny units and identify sources of supply and compile a data tank.
5. H.P. Schemes of NSIC/APSSIDC.
6. House keeping and maintenance of record room.
7. Maintenance of Registers/Master List for Scarce and Imported raw materials.

B) Functions to be attended with the approval of the General Manager:

1. Registration of SSI units with DGS&D/NSIC/APSSIDC under Marketing Assistance Programme.
2. All establishment matters and accounts matters including budgeting, drawl of bills, audit objections.
3. Industrial cooperatives.
4. Assess and monitor Smooth and equitable distribution of raw materials including scarce and imported raw materials to all SSI and Rural Industrial units in the district, and watch proper utilisation.

## **Category – B Districts**

### **Functions of Manager (E I I & I)- Economic Investigation, Information and Infrastructure: (Dy.Director Cadre)**

#### **A) Functions to be attended independently:**

- 1) Incharge of Entrepreneurs Guidance cell and shall guide the entrepreneurs in preparing bankable project profiles and also documentation Centre of the District.
- 2) Census of small scale industries.
- 3) Matters related to U.L.C.
- 4) Ancilarisation Programme, P.L.C. Meetings, Large and Medium Industries.

#### **B) Functions to be attended with the approval of the General Manager:**

1. Industrial Survey
2. Preparation of perspective plan/action plan for the Development of Village/ Small Scale Industries / District Plan.
3. Identification and processing of all cases related to Industrial Infrastructure.
4. All Incentives and subsidies including Central Subsidy/State Subsidy.
5. Liaison with A.P.I.I.I.C/ AP.S.F.C./ A.P.S.E.B / APITCO etc.
6. Planning and Development including Plan Schemes.
7. Review of Physical Targets and Achievements as per the Action Plan.

### **2. Manager- Credit: (Deputy Director Cadre)**

#### **A) Functions to be attended to independently:**

1. Processing of applications for sanction of financial assistance to Banks/ Financial Institutions.
2. Maintains liaison with Nationalised Banks/Financial Institutions and ensure clearance of applications.
3. Liaison with the Grameena bank.
4. Survey of sick industries and measures for their rehabilitation.
5. Assists in recovery of loans to banking institutions including A.P.State Financial Corporation.

#### **B) Functions to be attended with the approval of General Manager:**

1. Preparation of Annual Credit Plan / Perspective plan for Industrial Development of the District/Taluk.

2. Sanction of margin money loan under DIC loan assistance programme and SES/Spl. Employment Schemes.
3. Sanction and recovery of loans under State aid to Industries Act, RIP Programme and Margin Money / Cyclone relief/ Self Employment/ Spl. Employment Schemes/ DCB & proper watch on utilisation.
4. Self Employment and Spl. Employment Schemes including P.M.R.Y.
5. Attends the meeting convened by various financial institutions including the District level SC/BC Cooperative Financial Societies/ Women Welfare Corporation/ I.T.D.A /L.I.R.D.P.
5. 20 Point Economic Programme/ Pragati Padham including Artisan complexes

Manager (VIT) -- Village Industries & Training: (Asst. Director Cadre)

Functions to be attended to independently:

1. Development of Handicrafts/ Coir / Salt / Leather / Sericulture
2. Updating of technology by Coordination and providing financial assistance and technical know how to all the artisans from various All India Organisations like All India Handicrafts Board, Coir Board, Sericulture board, handloom Board, Khadi and Village Industries Board SISI/NISIET and Research Institutions.
3. Survey of Village Crafts and Artisans.
4. Temporary Registrations.

Functions to be attended with the approval of the General Manager:

1. IRDP and TRYSEM Programme.
2. All promotional programmes related to SCs/STs/BCs and Women.
3. Implementation of Tribal Development Programmes with Coordination with ITDA and Girijan Cooperative Societies.
4. Arranges Training Programmes to Artisans and prospective entrepreneurs.
5. Maintains Liaison with societies for employment and training of the district.
6. a) RIP/RAP Programmes.  
b) Intensive Campaigns & Entrepreneurial Development Programme.
7. Artisan Complexes establishment and progress.
8. Single window Scheme / DIPC Meetings and follow up.
9. Registrations Permanent and De-registrations.
10. Submission of progress reports of A to E and all other related progress reports.

Manager (R.M. &M.) ---Raw Material & Marketing: (Asst. Director Cadre)

A) Functions to be attended to independently:

1. Preparation of resources data and all statistics pertaining to raw material and machinery and equipment.
2. Survey of various products manufactured in the District and extend the scope for manufacturing of new products.

3. Devise strategy for providing marketing assistance to the products manufactured in the district including export promotion.
4. Works and requirements of machinery and equipment for the SSI, Tiny units and identify sources of supply and compile a data tank.
5. H.P. Schemes of NSIC/APSSIDC.
6. House keeping and maintenance of record room.
6. Maintenance of Registers/Master List for Scarce and Imported raw materials.

**B) Functions to be attended with the approval of the General Manager:**

1. Registration of SSI units with DGS&D/NSIC/APSSIDC under Marketing Assistance Programme.
2. All establishment matters and accounts matters including budgeting, drawl of bills, audit objections.
3. Industrial cooperatives.
4. Assess and monitor Smooth and equitable distribution of raw materials including scarce and imported raw materials to all SSI and Rural Industrial units in the district, and watch proper utilisation.

**Category-C Districts:**

**Manager -- Economic Investigation, Information, Infrastructure and Credit  
(Dy. Director Cadre)**

**Functions to be attended independently:**

1. Incharge of Entrepreneurs Guidance Cell and shall guide the entrepreneurs in preparing.
2. Bankable project profiles and also Documentation Centre of the district
3. Census of Small Scale Industries.
4. Matters related to U.L.C.
5. Ancillarisation Programme, P.L.C. meetings Large and Medium Industries.
6. Processing of applications for sanction of financial assistance to banks/ financial institutions.
7. Maintains liaison with Nationalised Banks/ Financial Institutions and ensure clearance
8. Liaison with the Grameena Banks.
9. Survey of sick industries and measures for their rehabilitation.
10. Assists in recovery of loans to banking institutions including A.P. State Financial corporation

**B) Functions to be attended with the approval of the General Manager:**

1. Industrial Survey
2. Preparation of perspective plan/action plan for the Development of Village/ Small Scale industries and district plan.
3. Identification and processing of all cases related to Industrial Infrastructure.
4. All Incentives and subsidies including Central Subsidy/State Subsidy.
5. Liaison with A.P.I.I.I.C/ AP.S.F.C./ A.P.S.E.B / APITCO etc.

6. Planning and Development including Plan Schemes.
7. Review of Physical Targets and Achievements as per the action plan and progress reports of DIC Scheme.
8. Preparation of Annual Credit Plan / Perspective plan for Industrial Development of the District/Taluk
9. Sanction of margin money loan under DIC loan assistance programme and SES/Spl. Employment Schemes.
10. Sanction and recovery of loans under State aid to Industries Act, RIP Programme and Margin Money / Cyclone relief/ Self Employment/ Spl. Employment Schemes/ DCB & proper watch on utilisation.
11. Self Employment and Spl. Employment Schemes including P.M.R.Y.
12. Attends the meeting convened by various financial institutions including the District level SC/BC Cooperative Financial Societies/ Women Welfare Corporation/ I.T.D.A /L.I.R.D.P.
13. 20 Point Economic Programme/ Pragati Padham including Artisan complexes.

2. Manager(Credit): (Deputy Director Cadre)

A. Functions to be attended independently:

1. Processing of applications for sanction of financial assistance to Banks/Financial Institutions.
2. Maintains liaison with Nationalised Banks/Financial Institutions and ensure Clearance of applications.
3. Liaison with the Grameena banks
4. Survey of sick industries and measures for their rehabilitation.
5. Assists in recovery of loans to banking institutions including A.P.State Financial Corporation.

B. Functions to be attended with the approval of General Manager:

1. Preparation of Annual Credit Plan / Perspective plan for Industrial Development of the District/Taluk.
2. Sanction of margin money loan under DIC loan assistance programme and SES/Spl. Employment Schemes.
3. Sanction and recovery of loans under State aid to Industries Act, RIP Programme and Margin Money / Cyclone relief/ Self Employment/ Spl. Employment Schemes/ DCB & proper watch on utilisation.
4. Self Employment and Spl. Employment Schemes including P.M.R.Y.
5. Attends the meeting convened by various financial institutions including the District level SC/BC Cooperative Financial Societies/ Women Welfare Corporation/ I.T.D.A /L.I.R.D.P.
6. 20 Point Economic Programme/ Pragati Padham including Artisan complexes

Manager (VIT) – Village Industries & Training: (Asst. Director Cadre)

A. Functions to be attended to independently:

1. Development of Handicrafts/ Coir / Salt / Leather / Sericulture.
2. Updating of technology by Coordination and providing financial assistance and technical know how to all the artisans from various All India Organisations like All India Handicrafts Board, Coir Board, Sericulture board, handloom Board, Khadi and Village Industries Board SISI/SIET and Research Institutions.
3. Survey of Village Crafts and Artisans.
4. Temporary Registrations

A. Functions to be attended with the approval of the General Manager:

- I. IRDP and TRYSEM Programme.
- II. All promotional programmes related to SCs/STs/BCs and Women.
- III. Implementation of Tribal Development Programmes with Coordination with ITDA and Girijan Cooperative Societies.
- IV. Arranges Training Programmes to Artisans and prospective entrepreneurs.
- V. Maintains Liaison with societies for employment and training of the district.
- VI. RIP/RAP Programmes.
- VII. Intensive Campaigns & Entrepreneurial Development Programme.
- VIII. Artisan Complexes establishment and progress.
- IX. Single window Scheme/DIPC Meetings and follow up.
- X. Registrations Permanent and De-registrations.
- XI. Submission of progress reports of A to E and all other related progress reports.

Manager (R.M.&M.)-- Raw Material & Marketing: (Asst. Director Cadre)

A. Duties and responsibilities to be attended to independently

1. Preparation of resources data and all statistics pertaining to raw material and machinery and equipment.
2. Survey of various products manufactured in the District and extend the scope for manufacturing of new products.
3. Devise strategy for providing marketing assistance to the products manufactured in the district including export promotion.
4. Works and requirements of machinery and equipment for the SSI, Tiny units and identify sources of supply and compile a data tank.
5. H.P. Schemes of NSIC/APSSIDC.
6. House keeping and maintenance of record room.
7. Maintenance of Registers/Master List for Scarce and Imported raw materials.

B. Functions be attended with the approval of the General Manager:

1. Registration of SSI units with DGS&D/NSIC/APSSIDC under Marketing Assistance Programme

2. All establishment matters and accounts matters including budgeting, drawl of bills, audit objections.
- 3 Industrial cooperatives.
4. Assess and monitor Smooth and equitable distribution of raw materials including scarce and imported raw materials to all SSI and Rural Industrial units in the district, and watch proper utilidion

**Manager - Ancillaries: (Asst. Director Cadre)**

1. Ancillaries Programme, PLC Meetings and Large & Medium Scale Industries.
2. Arranges Training Programmes to Artisans and Prospective entrepreneurs.
  - a) RIP/RAP Programmes
  - b) Intensive Campaigns & Entrepreneurial Development.

**Functions of other functionaries**

Functions of Industrial Promotion Officer:

**A. Essential Functions:**

1. Mandal Functionary and incharge of about 4 to 5 Mandals.
2. Industrial Potentiality Survey.
3. Identifying the candidates under IRDP/ TRYSEM programme.
4. Follow up with the Banks for obtaining sanctions/ grounding for PMRY.
5. Periodical Inspection of the Industrial Units consuming scare Raw-materials.
6. To assist the Entrepreneurs in selecting the projects/ location.
7. Issue of Provisional S.S.I. Registration Certificate.
8. To attend all Mandal Level Meetings.
9. To assist the Bankers in Recovery of loans.
10. Processing of Incentive applications.
11. To attend the work of Exhibitions/Seminars.
12. To attend the work pertaining to the Weaker Sections Programmes under Special Component Plan.

Functions of Co-operative Sub-Registrar:

1. The Co-operatives Sub-Register attached to General Manager, district Industries Centre
2. Officer shall tour for a Minimum of 15 days and work under the direct control of Asst. Director.
3. He shall get this tour programme approved by the Assistant director. He shall attend to organise new industrial co-operative societies in the District and shall scrutinise the proposals received from Industrial Promotion officer.
4. He shall conduct half-yearly inspection of atleast 5 Industrial co-operative societies in a month as allotted by the Assistant Director among coop Sub-Register and Senior inspector.
5. He shall attend to the revitalisation work of one society in a month. He shall discharge his duties as person incharge if appointed under section 32(7) and 34 of APCS Act.

6. He shall act as election Officer when appointed by District Collector.
7. He shall maintain DCB Register of Government financial assistance and attend recovery of Government dues as per target fixed by Assistant Director.
8. He shall conduct statutory inspection and enquiries expeditiously within the time limit prescribed under the Act.
9. He shall maintain following Registers and records of the office
  - 1) Skeleton file of each ICS in the District.
  - 2) Register showing registration of ICSs.
  - 3) Register of Arbitration and execution.
  - 4) Register of Enquiry u/s 51, Inspection u/s 52, Surcharge u/s 60
  - 5) DCB Register (Government Loan and S.C.)
  - 6) Audit Fee, DCB Register
  - 7) Periodical Register.
10. He shall ensure rectification of defects pointed out in Inspection, Audit and Enquiries.

### Functions of Senior Inspector:

- The senior Inspector attached to General Manager, District Industries Centre or Growth Centre shall tour for a minimum period of 15 days and work under the direct control of Assistant Director. His tour Programme shall be approved by Assistant Director.
- He shall conduct half-yearly inspection of at least 2 industrial coop societies in a month as allotted by Asst Director among coop Sub-Register and Senior Inspector.
- He shall visit 3 industrial coop societies in a month where Government have Sanctioned financial assistance and guide them in their maintenance of accounts and business.
- He shall attend revitalisation work of one dormant industrial coop society per month as entrusted by Assistant Director.
- He shall enquire into petition and complaints entrusted by Asst Director.
- He shall conduct statutory enquire and inspection within the time limit prescribed.
- He shall discharge his duties as person incharge when appointed.
- He shall act as Election Officer when appointed.

## **Chapter – III**

### **Procedures followed in Decision making Process including channels of Supervision and Accountability:**

At Commissionerate level, the Department is headed by an Officer of the rank of Commissioner assisted by 2 Additional Directors, 9 Joint Directors, 12 Deputy Directors, 13 Assistant Directors with supporting Staff. Besides, 1 Accounts Officer and another Asst. Accounts Officer with supporting Staff from Director of Treasuries and Accounts Department.

Commissioner of Industries is the final decision making authority in respect of sanctions and release of Funds, formulations of Programmes, Schemes, Projects, answering the LAQS, sanction of incentives, Single-file correspondence and important correspondence with Govt. of A.P. and Govt. of India. Tappals in the name cover of Commissioner of Industries will be opened by Commissioner of Industries and some of them may be marked to Officers for quick disposal of the matter. Joint Directors are the Programme Officers and responsible to Commissioner of Industries. All the Officers and staff are accountable for quick disposal of the respective subject matters.

At District level, General Manager (G.M.) (Joint Director Cadre Officer) is the Head of the Office assisted by 1 or 2 DDs, 2 or 3 ADs, IPOs., CSR / Coop-Inspector, Supdt and supporting Staff. General Manager is the final decision making authority at district level.

The Flow Charts showing the Supervision and accountability at State (Commissionerate) and Districts level are enclosed herewith for information.

## Chapter –IV

### Norms set for the discharge of function

#### B. Rules and Time Limits and deemed Provision:

As per the Section 14 (2) and 15(1) read with Section 29(1) of A.P. Single Window Ordinance 6 of 2002, the time limits for various approvals / clearances and provision or deemed approvals have been notified vide G.O.Ms. No. 318, Inds. & Com. (IP) Deptt., dated 20-07-2002 and the details are indicated below.

#### Time Limits for various Approvals and Clearances

S.No.	NAME OF THE CLEARANCE	TIME LIMIT PRESCRIBED UNDER SW ACT
1.	Permission of Gram Panchayat	7 Days
2.	Building permission / licence from Municipality	7 Days
3.	Approval of change of land use for industrial purpose	45 Days
4.	a) power Feasibility b) power Connection	7 Days 23 Days
5.	Allotment of land/shed in IDA/IE	Days (upto 1000sq.Mts) 3 weeks (above 1000 Sq. Mts)
6.	Licence for possession and use of Rectified Spirit and Denatured spirit	7 Days
7.	Letter of Intent for Distillery	30 Days
8.	Registration under APGST and CST	7 Days
9.	NOC from Fire Service Department	15 Days
10.	Licence to obtain and use of Chlorate of Potash	7 Days
11.	a. Sanction of Water Supply through HMWS & SB b. Water Connection	7 Days 23 Days
12.	a. Sanction of Water Supply through from other agencies b. Water Connection	7 Days 23 Days
13.	Permission to draw water from river/public tanks	30 Days
14.	Sanction of Loan / Equity from APIDC	21 Days
15.	Acquisition of Land other than IDA/IE	60 Days
16.	Alienation of Government land a. District Collectrate b. Chief Commissionr of Land Administration c. Government	15 Days 30 Days 45 Days
17.	Food Grain Licence	7 Days
	Time Limits Approved by SIPB	

18.	Factories Department Approval of plan Operational Licence	7Days 7 Days
19.	Pollution Control Board a. Green Category b. Orange Category c. Red Category	7Days 21 Days 45 Days

## B. Provision of Deemed Approvals

Sl.No.	NAME OF THE CLEARANCE	CONDITION
1	Permission of Gram panchayat	
2	Building permission/Licence from Municipality	
3	a. power Feasibility / power connection	Deemed approval would be subject to payment of required fee
4	Licence for possession and use of Rectified spirit	
5	Registration under APGST/CST	On deemed approval, the appropriate committee would allot temporary number
6	a. Sanction of Water Supply through HMWS&SB b. Water Connection	Deemed approval would be subject to payment of required fee
7	1. Sanction of Water Supply though from other agencies 2. Water Connection	Deemed approval would be subject to payment of required fee
8	Food Grain Licence	

## Norms set for the Discharge of Functions

Norms / standards set by the Industries Department for the Discharge of important Function / Delivery of Services are as follows:

Sl.No.	Nature of the Service	Service delivery time period
1	Project Ideas	Across the table
2	Provisional Registration	Advise across the table to obtain onlinethrough website, <a href="http://www.apind.gov.in">www.apind.gov.in</a>
3	IL / EOU	* In respect of IL / EOU permissions from Government of India, remarks to Government of India will be furnished within 10 working days from the date of receipt from Secretariat for Industrial Approval (SIA) New Delhi.
4	Credit Assistant: 1. Financial Assistance under PMRY	* Sponsoring the applications to the Banks within 7 days by the DICs after selection by the Committee.

5	Clearances/ Approvals required to set up an industrial undertaking under Single Window Act	Forwarding the applications to the Competent authority within 3 working days.
6	Non- Pollution Acknowledgement for non-polluting industries.	DICs will issue the Ack. within 5 working days.
7	Hire purchasing of Machinery	DICs will forward the applications to NSIC within 7 working days
8	Permanent Registrations	Within 15 days from the date of receipt of application in DIC in complete shape.
9	Scarce Raw Material: 1. Coal  2. Rectified / Denatured spirit for new industrial units.  3. Rectified/ Denatured spirit for existing industrial & Molasses for existing units.	* at district level (upto 100 MTs), the proposal will be recommended to Singareni Collieries within 20 working days.  * In case of above 100 MTs, the proposals will be recommended to Commissioner of Industries within 20 working days.  * at State level ( above. 100 MTs ), the proposals will be recommended to Singareni collieries within 15 working days after receipt of proposals from DICs.  * DICs/ COI will forward the applications for adhoc allotment to the competent authorities within 3 days through single window.  * DICs will reconmend the unit to Commissioner of Industries within 30 working days and which will be recommended to the concerned authorities within 15 woking days.
10	State Govt. Incentives :  1. DLC cases (upto Rs. 15 lakhs)  2. SLC cases (above Rs. 15 lakhs)	District Level Committe will sanction the incentives within 30 days from the date of receipt of application in full shape.  DIC will forward the claim to Commissionerate of Industries within 15 working days from the date of receipt of application in full shape  State Level Committee will sanction the incentives within 15 working days from the

		date of receipt of proposals from the General Manager, DICs..
11	<p>Reimbursement of expenditure incurred in obtaining quality certification i.e.,ISO/BIS:</p> <p>1. State Incentives</p> <p>2. Central Incentives</p>	<p>* DICs will forward the applications within 15 working days to Commissioner of Industries for sanction of incentives.</p> <p>* Commissioner of Industries will sanction the incentives within 15 working days after receipt of application from DICs.</p> <p>* DICs will forward the applications within 15 working days to Development Commissioner (SSI), New Delhi for sanction of incentives.</p>
12	<p>Marketing Assistance :</p> <p>1. Registration under Single Point Program (NSIC)</p> <p>2. Registration under DGS &amp; D</p>	DICs will forward the application within 7 working days to NSIC
13	Revival of SSI sick units	Sanction the incentives under AP Small Scale Industrial Revival Scheme within 30 days after receipt of appraisal report from the concerned appraisal agency.

## Chapter V

### Rules, Regulations, Instructions, Manual and Records, for Discharging Functions [Section 4(1) (b) (v) & (vi)]

The following are the major enactments/rules formulated by State and Central Governments connected to the Industries for enforcement of the provisions by functionaries in the State.

1. Regulations on SSI Registration : Formulated by  
Circular No.5(1) 93-SSI Bd.&Policy Dated: 25-10-1993 Govt. of India  
Of the Development Commissioner (SSI),Ministry of  
Small Scale Industries, Govt of India  
Circular No.6(1)87-SSI Board of the DC(SSSI), Ministry of  
Small Scale Industries, Govt of India.
2. A.P.Single Window Clearances Act, 2002 : Formulated by GOAP
3. A.P.Air(Pullution Contro&Prevention) Act,1981 : Formulated by GOAP
4. A.P Water(Pullution Contro&Prevention) Act,1974 : Formulated by GOAP
5. A.P.Panchayat Raj Act,1994 : Formulated by GOAP
6. A.P.Drugs & Cosmetics Act,1940 : Formulated by GOAP
7. A.P. Boilers Act : Formulated by GOAP
8. Forest Conservation Act,1980 : Formulated by GOI
9. A.P.Industry Facilitation Council, : Formulated by GOAP
10. A.P.Small Sclae Industrie Revival Scheme(APSSIRS) : Formulated by GOAP
11. Rate Contract System under Marketing Assistance : Formulated by GOAP  
Scheme for 17 items
12. Delegation of Powers to Assistant Director of Industries : Formulated by GOAP  
under APRR Act
13. Urban Land Ceiling Act,1976 : Formulated by GOAP
14. A.P. Cooperative Societies Act,1964 : Formulated by GOAP
15. All General Rules/Account Codes/Acts/Procedures issued by Government of A.P.  
from time to time.

Besides having the above Acts & Rules, the Department is having separate set of Rules foe Gazitted Officers& Non-Gazitted Officers.

## **Chapter-VI**

### **Categories of Documents held by the Public Authority under its control [Section 4(1) (b) v (i)]**

The Department is having periodical report forms prescribed for submission of reports yearly, Half-Yearly, Quarterly, Monthly, etc for obtaining information on various items such as production particulars, Scarce Raw Material utilization particulars, inspection of proper utilization of incentives, etc.

Besides the above, the department is maintaining registers of attendance, periodical registers, call book, records maintenance register, stock files dispatch register, stamp account, registers on stationary, printed forms library, etc, cash book, service registers and annul confidential registers, tour diaries.

## Chapter -VII

### Arrangement for consultation with, or Representation by, the Members of the Public in relation to the Formulation of Policy or Implementation thereof:

Additional Directors and concerned Programme Officers in Cadre of Joint Director have to be consulted further for implementation of policies as shown below. However, Commissioner of Industries is the Appellate authority for formulation of policy.

Sl.No.	Service	Designation	Location
1	Project Ideas	Joint Director (INDIC)	Commissionerate
2	IL / EOU	Joint Director (CDCC)	Commissionerate
3	Grievances relating to Large & Medium Industries	Additional Director	Commissionerate
4	Scarce Raw Materials	Joint Director (SIDIC)	Commissionerate
5	Petitions like CMP, GEN, RPB, RNB	Joint Director (F &P)	Commissionerate
6	Sanction of incentives to SLC cases	Joint Director (I I)	Commissionerate
7	Sanction of Incentives for BIS/ISO	Joint Director (SIDIC)	Commissionerate
8	Grievances relating to Small Scale Industries.	Additional Director	Commissionerate

At the District level the General Manager of the concerned District Industries Centre as to be contacted for implementation of the policy and providing important services as shown below:

Sl.No	Service	Name of the Officer	Designation	Location	Tel.No./e.mail
1	Project Ideas	General Manger of the Concerned District Industries Centres	General Manager	Respective District Head quarters	As per the List
2.	Provisional Regn.				
3.	Credit Assistance				
4.	Polluction Act.				
5.	Hire Purchase of Machinery				
6.	Permanent Regn.				
7.	Scarce Raw Material				
8.	Incentives				
9.	Marketing Assistance				
10.	Incentives for ISO/BIS				

Relevant printed Application Forms are available at Respective District Industries Centre/Commissionerate of Industries and they can also be downloaded from [www.apind.gov.in](http://www.apind.gov.in)

## Chapter VIII

A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as IIS part or for the purpose of its advice and as to whether meetings of those boards councils committees and other bodies are open to the public or the minutes of such meetings are accessible for public:

The Government have time to time constituted certain Boards, Councils, Committees in Industries Department for speedy implementation of policies connected to the Industrial development and promotion of incentives and clearances/approvals. The following are the Committees/Councils.

- I. SSI Board has been constituted under the Chairmanship of Hon'ble Chief Minister for the promotion of industries in the State with Ministers and Secretaries as members.
- II. SIPB Small Industries Promotion Board is constituted under the Chairmanship of Hon'ble Chief Minister for clearing the problems faced by the industries.
- III. SIPC Small Industries Promotion Committee has been constituted under the Chairmanship of Chief Secretary to Government for redressal of problems faced by the industrialists.
- IV. SLC State Level Committee has been constituted for scrutinize and sanction of incentives to the industrial units under the Chairmanship of Commissioner of Industries, with other departments as members.
- V. DLC District Level Committee has been constituted under the Chairmanship of Collector of district concerned for scrutinize and sanction of incentives to the industrial units below investment of Rs. 25,000/-.
- VI. SSC Standing Scrutiny Committee has been constituted for inspection and to verify the genuineness of machinery over and above Rs. 60.00 Lakhs in the case of sanction of incentives.
- VII. MDC Multi-Disciplinary Committee has been constituted in the District level for inspection and to verify the genuineness of machinery below Rs. 60,000/- in sanction of incentives.
- VIII. IFC: Industries Felicitation Council has been constituted under the Chairmanship of Commissioner to clear the interest on delayed payments to small scale and ancillary industrial undertakings, by the industrialists or any other organizations
- IX. DIPC; District Industries Promotion Committee constituted under the Chairmanship of District Collector concerned with some of the District Officers to attend the issues of industrial units at district level.
- X. SLSWCC: State Level Single Window Clearance Committee has been constituted to clear the approvals /clearances of industrial units at State Level under the Chairmanship of Commissioner of Industries

XI. DLSWCC; the District Level Single Window Clearance Committee has been constituted at District Level for clearing the approvals/clearances of industrial units under the Chairmanship of District Collector.

The Committees so far constituted are regularly conducting the meetings and the minutes of the meetings are accessible for public.

## Chapter IX

### Directory of Officers and Employees Section 4(1)(b)(ix)]

Sl.No.	Name of the Office/Administrative Office	Name, Designation & Address of Officer / Employee	Telephone & FAX	E mail
1	Commissionerate of Industries, Andhra Pradesh.	Sri Sutirtha Bhattacharya,I.A.S Commissioner of Industries, Chirag –ali-lane, Hyderabad 500 001	Ph: 040-23441600 FAX: 040- 2341611	comm_inds@ ap.gov.in
2	District Industries Centre Srikakulam District	Sri G.Rajendra Prasad, General Manager, D.I.C, 7-4-30, New Colony, Srikakulam	Ph: 08942-225895	gmdic_sklm @ap.gov.in
3	District Industries Centre, Vizianagaram District	Sri B.Gopala Krishna, General Manager, D.I.C, Industrial Estate, Vizianagaram	Ph: 08922-225478	gmdic_vznm @ap.gov.in
4	District Industries Centre, Visakhapatnam District	Sri L.Laxman , General Manager, D.I.C, Industrial Estate, Visakhapatnam	Ph: 0891-2558166 FAX:0891- 2558165	gmdic_vsk@ ap.gov.in
5	District Industries Centre, East Godavari District	Sri V.R.V.R.Naik, General Manager, D.I.C, Industrial Estate, Kakinada	Ph:0884-2344139 FAX:0884- 2374291	gmdic_eg@a p.gov.in
6	District Industries Centre, West Godavari District	Sri Y.Nagasunder, General Manager, D.I.C, Near Collectorate, Eluru	Ph: 08812-230354 FAX:08812- 231435	gmdic_wg@a p.gov.in
7	District Industries Centre, Krishna District	Sri B.Pandu, General Manager, D.I.C, Jawahar Auto Nagar, Vijayawada	Ph:0866-2555104 FAX:0866- 2553673	gmdic_krsn@ ap.gov.in
8	District Industries Centre, Guntur District	Sri E.Thrimurthulu, General Manager, D.I.C, Opposite Collectorate, Guntur	Ph: 0863-2234864 FAX: 0863- 2234931	gmdic_gnt@a p.gov.in
9	District Industries Centre, Prakasham District	Sri A.Sudhakar , General Manager, D.I.C, Nellore Road, Ongole	Ph: 08592-233042	gmdic_prk@ ap.gov.in
10	District Industries Centre, Nellore District	Sri M. Murali Mohan, General Manager, D.I.C., Industrial Estate, Nellore	Ph:0861-2328658 FAX 0861- 2324489	gmdic_nlr@a p.gov.in
11	District Industries	Sri N.Subba Rao,		gmdic_ctr@a

	Centre Chittoor District	General Manager, D.I.C, Industrial Estate, Chittoor	Ph: 08572-228224	p.gov.in
12	District Industries Centre, Ananthapur District	Sri G.Srinivas, General Manager, D.I.C, DPAP Compound, Ananthapur	Ph.:08554-240005 FAX.08554-236232	gmdic_atp@ap.gov.in
13	District Industries Centre, Kurnool District	Sri Y.Hrishikesh, General Manager, D.I.C, B-Camp, Kurnool	Ph:08518-230212 FAX 08518-233598	gmdic_knl@ap.gov.in
14	District Industries Centre, Kadapa District	Sri G.Gopal, General Manager, D.I.C, Income Tax Road, Kadapa	Ph. 08518-230212 FAX 08518-233598	gmdic_cdp@ap.gov.in
15	District Industries Centre, Nalgonda District	Sri S.Mallesham, General Manager, D.I.C, Station Road, Nalgonda	Ph.:08682-233079 FAX 08682-233417	gmdic_nlg@ap.gov.in
16	District Industries Centre, Khammam District	Sri K.Prasad Rao, General Manager, D.I.C, Industrial Estate, Khammam	Ph.:08742-235957 FAX.08742-228279	gmdic_kmm@ap.gov.in
17	District Industries Centre, Mahaboobnagar District	Sri K.Suresh Kumar, General Manager, D.I.C, Industrial Estate,, Mahaboobnagar	Ph:08542-242292 FAX.08542-242088	gmdic_mbnr@ap.gov.in
18	District Industries Centre, Rangareddy District	Sri, A.V.Patel, General Manager, D.I.C, Balanagar, Hyderabad.	Ph.:040-23441644 FAX.040-23441644	gmdic_rr@ap.gov.in
19	District Industries Centre, Hyderabad District	Sri S.Ravi Kumar , General Manager, D.I.C, RTC X Roads, Musheerabad, Hyderabd,	Ph:040-23445535 FAX 040-23445533	gmdic_hyd@ap.gov.in
20	District Industries Centre, Warangal District	Sri G. Sunder Rao, General Manager, D.I.C, Industrial Estate, Warangal	Ph. 0870-2427134 FAX 0870-2427134	gmdic_wgl@ap.gov.in
21	District Industries Centre, Karimnagar District	Sri Y.L.Pradeep Kumar, General Manager, D.I.C, Industrial Estate, Karimnagar	Ph.:088-2240378 FAX.0878-2240916	gmdic_kmnr@ap.gov.in
22	District Industries Centre, Nizamabad District	Sri Ch.Rama Rao, General Manager, D.I.C, Near Collectorate, Nizamabad.	Ph.:08462-238827	gmdic_nzbd@ap.gov.in
23	District Industries Centre, Adilabad District	Sri G.Vijaya Prasad, General Manager, D.I.C, Near Collectore, Adilabad	Ph: 08732-226450 FAX 08732-	gmdic_adb@ap.gov.in

			226660	
24	District Industries Centre, Medak District	Sri V. Prasanna Kumar, General Manager, D.I.C, Near P.W.D. Office, Sanga Reddy.	Ph.:08452-276529 FAX.08452-274899	gmdic_mdk @ap.gov.in

## Chapter X

### Monthly remunerations and pay particulars of the staff of Commissionerate of Industries, AP, Hyd. as per September, 2005

S.No	Sarvasri/Smt	Designation	Scale of pay	Pay	Gross	(August, 05)
1	R.Venugopal Reddy	Addl.Director	12550-18625	18625	29304	
2	V. Indrasena Reddy	Joint Director	10250-17050	18100	28578	
3	R. Madhusudhana Rao	Joint Director	10250-17050	16000	25570	
4	H. Shivaram	Dev. Officer	10250-17050	15475	24756	
5	Raj Kumar Ohatker	Joint Director	10250-17050	13450	21784	
6	M. Sadhu Sunder	Joint Director	10250-17050	13450	21914	
7	K. Krishna Rao	Joint Director	10250-17050	13450	22134	
8	B. Suresh Babu	Marketing .Adv	10250-17050	16000	25570	
9	C. Rama Murthy	Dy. Director	8400-16525	13000	21140	
10	K. Indira Devi	Dy. Director	8400-16525	9900	16606	
11	A.A.L. Padmavathi	Dy. Director	8400-16525	9900	16606	
12	S. Suresh	Dy. Director	8400-16525	9900	16606	
13	V. Koteswara Rao	Dy. Director	8400-16525	9900	16606	
14	Y. Indira	Dy. Director	8400-16525	11650	18661	
15	V.L. Narasimha Rao	Asst.Director	6950-14425	10950	13167	
16	G.M. Sreedher	Asst.Director	6950-14425	8150	13713	
17	G. Sreenivas	Asst.Director	6950-14425	11300	18661	
18	N. Madan Mohan Shetty	Asst.Director	6950-14425	9300	15724	
19	T. Murali	Asst.Director	6950-14425	9900	16606	
20	G. Prasad	Asst.Director	6950-14425	9900	16666	
21	K. James,	Asst.Director	6950-14425	9900	16666	
22	K.P. Sastry	Acct. Officer	6950-14425	11650	19298	
23	P.K. Bharathi	A.A.O.	5980-12100	10250	17134	
24	C. Bhoomaiah	I.P.O.	5300-11300	10600	17653	
25	A. Girishwar Reddy	I.P.O.	5300-11300	7150	12060	
26	B.V. Ramana Reddy	I.P.O.	5300-11300	8400	14126	
26	W.J. Praveen Kumar	I.P.O.	5300-11300	8400	14126	
28	S. Sudha	I.P.O.	5000-10600	7900	13300	
29	B. Haranadh	I.P.O.	5300-11300	7150	12060	
30	G. Vijay Sree	I.P.O.	5000-10600	7400	12548	
31	K.Narendra Babu	I.P.O.	5300-11300	6550	11053	
32	P. Venkateswara Rao	I.P.O.	5300-11300	8400	14526	
33	B.S. Sarma	I.P.O.	5000-10600	7900	13390	
34	D. Vinay Kumar	I.P.O.	5300-11300	8400	14126	
35	Ch. Madhuri	I.P.O.	5000-10600	6350	9377	
36	B. Haranath Reddy	I.P.O.	5000-10600	6350	10647	
37	G. Naga Raja Rao	I.P.O.	5300-11300	8400	14126	

38	K. Chandra Sekhar	I.P.O.	5300-11300	7150	12060
1	S.Madhusudhana Chary	Supdt		3880	8327
2	B.Venket Reddy	Supdt		10950	18152
3	M.Manoharam	Supdt		8400	14126
4	R.V. Padmavathi Devi	Supdt		10250	17134
5	V.Krishna Kumari	Supdt		10600	17673
6	V.Kanaka Raju	Supdt		10250	17149
7	D.Gajendra Rao	Supdt		9600	16125
8	Y.Sathi Reddy	Supdt		9300	15654
9	Ch. Chandra Mouli	Supdt		9300	15614
10	P.Narasimha charyulu	Supdt		8700	14637
11	K.Ananda Kumari	Supdt		9900	16636
12	S.V.Gopala Swamy	Supdt		9900	16621
13	B. Jhansilaxmi Bai	Supdt		10950	18172
14	J.S.Syamala	Supdt		10250	17134
15	P.Masthanamma	Supdt		9600	16110
16	J.Krishna Kumari	Supdt		10600	17673
17	Mohd. Abdul Rasheed	Supdt		10600	17643
18	E.Balaprasad	Supdt		9000	15228
19	Iqbal Ahmed	Supdt		9900	16606
20	K.Sreelakshmi	Supdt		10600	17643
21	D.Venkateswara Rao	Supdt		9900	16626
22	R.V.Jagadeswar Reddy	Supdt		8150	13713
23	M.Rama Rao	Supdt		9300	15644
24	B.Venkateswara Rao	Supdt		10600	17673
25	T.Butcha Reddy	Supdt		9000	15128
26	V.V.Prasad	Supdt		10950	18172
27	K.Prabhakar	Supdt		8400	14126
28	T.Rajeswaramma	Supdt		10600	17653
29	A.M.K. Murthy	Supdt		10600	17657
30	Ch.Umamaheswar Rao	Supdt		10950	18172
31	G.Viswanadham	Supdt		10950	18167
32	G.Balarangaia	Stattical Asst.		10250	17174
33	M.V.Sampath Kumar	Co op Sub Regtr		10600	17693
34	D.Yadagiri Rao	Co op Sub Regtr		11300	18676
35	B.Shiva Kumar	S.C.Steno		10600	17943
36	B.Suguna,	S.C.Steno		6950	12044
37	Y.Nagaveni	S.C.Steno		7650	13201
38	G.Subba Rao	Sr.Asst.		7650	12886
39	N.Rajendra Prasad	Sr.Asst.		7150	12090
40	Md.Faizuddin	Sr.Asst.		7150	12120
41	S.P.Gopala Swamy	Sr.Asst.		7650	13286
42	G.Venkatapathi	Sr.Asst.		6950	11639
43	T.V.V. Sathyanarayana	Sr.Asst.		7400	12503
44	M.Sathyanarayana	Sr.Asst.		5980	10065
45	Y.Samrajya Laxmi	Sr.Asst.		6550	10978
46	N.Kusuma	Sr.Asst.		10250	17134

47	B.Tulasidas	Sr.Asst.	4550	7697
48	N.B.Sudhakar Rao	Sr.Asst.	6150	10347
49	T.Swarnalatha	Sr.Asst.	8400	13412
50	M.Shoba Rani	Sr.Asst.	4310	7220
51	B.Ratankumar Reddy	Sr.Asst.	7400	12473
52	S.Mangala gowri	Sr.Asst.	9600	16110
53	Y.Srinivasa Rao	Sr.Asst.	10600	17693
54	P.Satyanarayana	Sr.Asst.	10250	17184
55	T.V.Sabitha Rani	Sr.Asst.	5980	10065
56	M.Chinnareddanna	Sr.Asst.	6550	11008
57	A.Gagana Kumari	Sr.Asst.	5810	10185
58	R.Ram Gopal	Sr.Asst.	9600	16140
59	Abdullah Khan	Sr.Asst.	9000	15118
60	Ch. Shyam Prasad	Sr.Asst.	7650	12946
61	Y.V Chalapathi Reddy	Sr.Asst.	6750	11479
62	M.Vishnu Murthy	Sr.Asst.	7150	12060
63	Achanta Laxmi	Sr.Asst.	7150	12060
64	P.S.V.N.Mani Kumari	Sr.Asst.	6350	9597
65	J.D.Koteswar Rao	Sr.Asst.	7650	12976
66	Ch.Dhana Kumari	Sr.Asst.	6150	10347
67	N.M.H.Prabhakar	Sr.Asst.	7650	12886
68	Hussain Shaik	Sr.Asst.	4550	7737
69	P.Venkatramaiah	Sr.Asst.	7900	11730
70	G.Pushpa Rao	Sr.Asst.	5980	10065
71	P.Rajya laxmi	Sr.Asst.	5980	10065
72	Ch.Nagabushnam	Sr.Asst.	5000	8361
73	A.Hema Rani	Sr.Asst.	4550	7617
74	D.Mallesha	Sr.Asst.	9300	15649
75	Shantikumar	Sr.Asst.	9600	16110
76	R.Sreenivas Murthy	Sr.Asst.	7650	12991
77	L.Karunakar Reddy	Sr.Asst.	6550	11038
78	L.Raj Kumar	Sr.Asst.	6350	10677
79	M.Rajalingam	Sr.Asst.	6550	11068
80	D.Prabhakar	Sr.Asst.	7650	12946
81	V.Prabhakar Rao	Sr.Asst.	6550	11068
82	T.Baby	Sr.Steno	4310	7420
83	Ch.Jayakumar	Sr.Steno	4310	7345
84	R.V.Rama Rao	Sr.Steno	5000	8601
85	M.Uma Devi	Sr.Inspector	6350	10647
86	B.Pradeep Kumar	Sr.Inspector	7900	13315
87	Khaja Moinuddin	Sr.Inspector	7650	12886
88	'Mohd Atequr Rahaman	Jr.Inspector	6750	11309
89	M.Kameswari	Jr.Asst.	6750	11309
90	B.Ramesh	Jr.Asst.	7650	12886
91	T.Sriramulu	Jr.Asst.	7900	13315
92	A.Suresh	Jr.Asst.	4070	6963
93	T.Anitha	Jr.Asst.	3290	5534
94	S.V.Saraswathi	Jr.Asst.	4310	7220
95	B.Padmavathi	Jr.Asst.	6350	10647

96	Balaji Naik	Jr.Asst.	3370	5665
97	P.Chakrapani	Jr.Asst.	3370	5665
98	S.Mallikarjun	Jr.Asst.	3290	5534
99	Salma Nasreen	Jr.Asst.	5300	8942
100	G.Venkatramulu	Jr.Asst.	3370	5665
101	B.Vijayalaxmi	Jr.Asst.	8700	14622
102	K.Lalitha Kumari	Jr.Asst.	4310	7260
103	A.Suresh Kumar	Jr.Asst.	5150	8609
104	V.Manjula	Jr.Asst.	3370	5665
105	D.Ashok Kumar	Jr.Asst.	3290	5534
106	P.Serisha Kumari	Jr.Asst.	3290	5534
107	P.Suprsanna	Jr.Asst.	3290	5534
108	Ushasri	Jr.Asst.	3290	5534
109	A.Santosh Kumar	Jr.Steno	6550	11078
110	B.Subba Rao	Jr.Steno	3290	5634
111	B.Gopalakrishna Murthy	Typist	3950	6765
112	Shaik Sheshavalli	Typist	3950	6765
113	M.Sailaja	Typist	3290	5584
114	V.Shyamala Rani	Recd.Asst.	4070	6823
115	A.Viinod Kumar	Recd.Asst.	3850	6459
116	Madhava Reddy	Recd.Asst.	5000	8601
117	P.Komaraiah	Recd.Asst.	5980	10045
118	M.Krishna Prasad	Tel.Operator	6350	9912
119	F.Sagainathan	Driver	6750	11544
120	Abdul Rawoof	Driver	5150	8834
121	A.Narasing Rao	Driver	7150	12285
122	M.Badruddin	Driver	3650	6129
123	Mohd. Sardarkhan	Driver	3650	6129
124	G.Laxmi	Attender	4700	7865
125	S.Eswar Rao	Attender	2990	5008
126	M.Prem Kumar	Attender	4550	7667
127	B.Subash	Attender	2990	5008
128	P.Gurunath	Attender	3050	5412
129	Ch.Raju	Attender	2930	4909
130	N.Bahadur	Attender	4700	7865
131	Sabera Begum	Attender	4430	7419
132	G.S.Rajamani	Attender	3550	5964
133	Y.Bharathi	Attender	3550	5964
134	V.Narasimha	Attender	3850	6459
135	K.Lingamaiah	Attender	4070	6823
136	B.Ehwaramma	Attender	3850	6459
137	R.Jaganadham	Attender	3290	5534
138	M.Vijayalaxmi	Attender	3130	5239
139	Abdul Khadeer	Attender	4430	7419
140	Shaik Muzafar Ali	Attender	4700	7865
141	Beer Bahadur	Attender	2930	4909
142	S.Sunitha	Attender	2650	4445
143	A.Venket Swamy	Attender	2650	4445
144	P.Durgaiah	Attender	5980	10045

145	K.shankar	Attender	4850	8142
146	Mohd. Ismail	Attender	3450	5798
147	B.Yellaiah	Attender	4070	6823
148	G.Anand Rao	Attender	4190	7021
149	N.Bharathi Bai	Attender	4550	7617
150	B.Baliah	Attender	4700	7880
151	Joel Benhur	Attender	3050	5107
152	P.Lakshmamma	Attender	5000	8361
153	Mohd. Akthar	Attender	3290	5534
154	G.Srinivas	Attender	4850	8112
155	P.Sivakoti Reddy	Attender	3050	5107
156	M.Susheela	Attender	4430	7419
157	P.Shankaraiah	Attender	3050	5107
158	Susheel Kumar	Attender	2990	5008
159	Syed Liaquath Ali	Attender	5300	8912
160	Syed Rafiq Ali	Attender	3290	5534
161	Tulja ram	Attender	5300	8912
162	S. Sanjeeva	Attender	2990	5008
163	G.Sunitha	Attender	3050	5107
164	D.Shravan Kumar	Attender	3450	5798
165	G.Yadagiri	Attender	6150	10323
166	M.Prakash	Attender	5300	8912
167	A.Shyam Rao	Attender	2700	4529
168	M.Indira	Attender	3050	5412
169	Mir Raza Ali	Attender	4850	8112
170	D.Devanand	Attender	4190	7021
171	Sekeena Begum	Attender	4850	8112
172	A.Ramulamma	Attender	4550	7617
173	Mohd Yousuf	Attender	4850	8112
174	Hafeeza Bee	Attender	4850	8112
175	K.Premalatha	Attender	4430	7419
176	Mohd. Pashamiya	Attender	3050	5107
177	Fayaz Khan	Attender	4550	7617
178	M.A.Khader	Attender	5300	8922
179	P.Sattamma	Attender	3850	6459
180	D.Yadagiri	Attender	4700	7865
181	M.Laxmi Bai	Attender	4850	8112
182	Num Bahadur	Attender	2870	4809
183	D.Kasaiah	Attender	3050	5107
184	T.Shankar	Attender	4700	7940
185	S.Krishna Veni	Attender	4550	7617
186	R.Yadaiah	Attender	5150	8609
187	Ramachander	Attender	5300	8912
188	K.Kamamma	Sweeper	4850	8112
189	A.Sarojini	Sweeper	4070	6823
190	Yaseen Bee	Sweeper	4190	7025
191	B.Shankamma	Sweeper	4700	7865
192	Hussaini Begum	Sweeper	4700	7865
193	C.Uma Bai	Sweeper	3550	5964
194	P.Narasamma	Sweeper	4700	7865

195	S.Rajalingam	Scavenger	2650	4445
196	Ahmed Ali	Watchman	3850	6459
197	M.Vajramma	Watchman	4700	7865
198	K. Mallaiah	Mali	4850	8127
199	Jamal Bee	Malan	3450	5798
200	N.Sattamma	Mallan	4700	7865
201	J.D.Vittal Rao	Type	1320	4699
202	Ifteqar Zaidi	Instructor	7150	12073
203	K.Ranga Rao	Supervisor	7900	13300
204	S.Srinivas Rao	Worker	5980	10035
205	G.Gnaneswar	Worker	5300	8912
206	K.Srinivas Rao	Worker	5470	9193
207	M.Gnaneswar	Worker	5470	9193
208	G.Mahesh	Worker	5300	8912
209	K.Shankar	Worker	5980	10035
210	P.Padma	Worker	5300	8912
211	Yousuf Ali	Worker	5150	8609
212	Smt Indira Anasuya	J.A.O	9300	15644
213	V.Sivarjuna Kumar	J.A.O	6550	11053
214	Y.Sudakar Rao	J.A.O	6150	10347
215	.E.A.Daniel	J.A.O	7650	12926
216	I.Suvarna Raju	J.A.O	7150	12060
217	T.Vasudeva Rao	Sr. Acct.	5470	9243
218	P.Satyanarayana	Sr. Acct.	6550	11008
219	A.Rajasekhar	Sr. Acct.	5300	8952
220	V.Nageswar Rao	Sr. Acct.	5980	10125
221	D.Venkatesham	Sr. Acct.	4850	8152
222	Ch.Someswar Rao	Sr. Acct.	4310	7260
223	B.Rambabu	Sr. Acct.	4190	7021
224	S.Ramdutt	Sr. Acct.	5300	9392
225	G.Venket Rao	Jr.Acct	5640	9473
226	M.Nagender	Jr.Acct	3950	6625
227	S.S.S.N.Sastry,	Typist	6750	11414
228	M.Abhishek	Shroff	3050	5232

## Chapter XI

The Budget allocated to each of its agency, indicating the particulars of all Plans, proposed expenditures and reports on disbursements made.

The following is the Budget Allocation for Commissionerate of Industries for the year 2005-2006

		(Rs. in Lakhs)		
Sl.No.	Name of the Scheme	B.E. 2005-06	Disbursements made upto August, 2005	Proposed expenditure
1	2	3	4	5
I	State plan schemes under village & small industries (v&si head).			
1	Establishment of District Industries Centres	190.00	64.18	190.00
2	Head Office Salary Scheme	85.00	34.85	100.00
3	Grants from State Government to SSI Units for ISO 9000 Certification.	5.00	0	
4	Technology Development Fund	110.00	0	
5	Assistance to Research Institutes to organise Industry-Institute Interface.	2.00	0	
6	Awards to SSI units for Productivity, Innovation & Safety	2.00	0	
7	Study on Sickness of SSI Units	305.00	0	2000.00
8	Reconstruction of DIC Buildings	20.00	0	20.00
9	Setting up of Bio-Technology Park near Hyderabad for Small Scale Units under approach.	600.00	136.67	600.00
10	Incentives for Industrial Promotion (Investment Subsidy for Tiny & SSI Units) - General Category Scheme	1616.46	315.24	13250.00
11	Incentives to SC Entrepreneurs for Industrial Promotion.	553.76	14.54	
12	Incentives to ST Entrepreneurs for Industrial Promotion.	221.50	0.91	
13	Development of Clusters in Tiny Sector.	66.45	0.50	66.45
14	SSI Clusters under Critical Infrastructure Balancing Scheme (CIBS)	200.00	20.90	200.00
	2851 - V & SI TOTAL :	3977.17	587.79	

II	CENTRALLY SPONSORED SCHEMES (CSS)			
1	Census-cum-Sample Survey of SSI Units (100% CSS)	50.00	21.87	60.00
2	Assistance to APSTEP for implementing Prime Minister's Rozgar Yojana Scheme (100% CSS)	273.33	52.64	200.00
3	Technology Up-gradation - Small Industry Cluster Development Programme (100% CSS)	122.00	37.78	
	2851 - TOTAL :	445.33	112.29	260.00
III	STATE PLAN SCHEMES UNDER LARGE AND MEDIUM SCALE INDUSTRIES (L&SI HEAD) :			
1	Automation & Modernisation of Commissionerate of Industries.	53.10	0.48	53.10
2	Incentives for Industrial Promotion for S.C. Entrepreneurs.	195.00	0	
3	Incentives for Industrial Promotion for S.T. Entrepreneurs.	78.00	0	
4	Incentives for Industrial Promotion (Investment Subsidy) - General Category Scheme.	1027.00	0	
5	Incentives for Industrial Promotion (Publications, Advertisements, Sales & Publicity and Trade Fair Expenses).	200.00	88.80	200.00
6	Investments in LIDCAP.	203.00	0	
7	Establishment of Growth Centres (SS).	120.00	0	120.00
	2852 - LARGE & MEDIUM INDUSTRIES :	1876.10	89.28	
	2851 - VILLAGE & SMALL INDUSTRIES :	3977.17	587.79	
	TOTAL :	5853.27	677.07	
	2851 - CENTRALLY SPONSORED SCHEMES (CSS)	323.33	112.29	
	COI - GRAND TOTAL :	6176.60	789.36	
IV	INDUSTRIES AND COMMERCE SECRETARIAT DEPTT.			
1	Assistance to Research and Development	1000.00	0	*
2	Industrial Infrastructure Development Fund (IIDF)	15000.00	0	*
3	Special Economic Zone (SEZ) Park	3000.00		*
	TOTAL: Industries and Commerce Secretariat Deptt.	19000.00		*

NOTE: \* These schemes are being operated at Government level. Hence, details such as disbursements, proposed expenditure are not known.

The budget allocation and expenditure - Under non-plan during the year 2005-2006.

Sl.No.	Head of Account	Budget allocation for the year 2005-06	Expenditure incurred for 1 <sup>st</sup> two quarters
1.	2852- Industries 80. General – MH.001. Direction and Administration –SH.(01) Headquarters Office		
	i) Salary component	33050000	16525000
	ii) Non-Salary component	2705000	1352000
2.	2852- Industries 80. General MH.001. Direction and Administration – SH.(03) District Offices		
	i) Salary component	88956000	44478000
	ii) Non-Salary component	2919000	1459500
3.	2852- Industries 80. General – MH.001. Direction and Administration – SH.(04) CDCC		
	i) Salary component	NIL	NIL
	ii) Non-Salary component	15000	7500
	TOTAL : RS.	127645000	63822500

(Rupees Six Crore, Thirty eight lakhs, twenty two thousand and five hundred only )

## Chapter XII

The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

The Andhra Pradesh Government has introduced an attractive incentive scheme namely” Scheme of Industrial Investment Promotion Policy (IIPP) 2005-2010 “vide G.O.Ms.No. 178 Industries & Commerce (IP) Department dated 21.6.2005. It covers the entire State of Andhra Pradesh except the Municipal areas of Hyderabad, Vijayawada and Vishakapatnam. The scheme comes into force w.e.from 1.4.2005 and will be inforce upto 31.3.2010. All the Small Scale Industrial units/Tiny units are eligible for such incentives. The expansion and diversification projects are also eligible for such benefits.

The various incentives offered by the Government are as follows;

- 15% Investment subsidy limited to Rs. 15 Lakhs to SSI/Tiny units.
- An additional subsidy of 5% limited to Rs. 5.00 Lakhs for SC/ST entrepreneurs (SSI/Tiny)
- 5% additional investment subsidy to women entrepreneurs limited to Rs. 5.00 Lakhs(SSI/Tiny units)
- 100% reimbursement of Stamp duty and transfer duty paid by the industry for lands meant for industrial use.
- 25% rebate in land cost in Industrial Estates/Industrial Development Areas of APIIC Limited to Rs. 5.00 Lakhs.
- Power cost will be reimbursed @ Rs. 0.75 per unit for a period of 5 years.
- 25% of the tax paid during one financial year will be ploughed back for 5 years
- 3% interest rebate limited to Rs. 5 Lakhs per year for 5 years (SSI/Tiny units).
- 5% of the project cost limited to Rs. 5.00 Lakhs as seed capital assistance to SC/ST entrepreneurs (SSI/Tiny units).
- 8% subsidy on capital equipment for technology upgradation (SSI/Tiny units).
- 50%subsidy for quality certification limited to Rs. 1 Lakh..
- 25% subsidy limited to Rs. 5.00 Lakhs on Cleaner production measures.
- 50% subsidy for patent registration limited to Rs. 5.00 Lakhs.
- Infrastructure assistance to stand alone units by contributing 50% of the cost of infrastructure from Industrial Infrastructure Development Fund (IIDF) limited to Rs. 1.00 Crore.
- The Government will also extend tailor-made benefits to suit to particular investment requirements on case-to-case basis for Mega Projects having investment more than Rs. 100 Crores.

## Scrutiny and sanction procedure

For execution of subsidy programmes there are two Committees constituted by the Government. These committees shall scrutinize and sanction the applications received from the District Industries Centres for claiming the incentives. The State Level Committee (SLC) Commissioner of Industries as Chairman along with 17 other members from different departments is the final authority to scrutinize and sanction the cases. In the district-level the District Level Committee (DLC), consisting of District Collector as Chairman and 11 other members of different departments shall scrutinize the claim applications of the units involving fixed capital investment of Rs. 25.00 Lakhs and below.

There are two other committees namely Multi Disciplinary Committee and Standing Scrutiny Committee are also constituted at District level and State Level to inspect and verify the genuineness of machinery to avoid bogus or false claims.

## Procedure for disbursement of subsidy

After sanction of subsidy by the SLC, the Additional Director of Industries shall communicate the sanction through individual proceedings in the form prescribed to the individual units. In respect of DLC cases, the General Manager of District Industries Centre, shall forward the proposal to the Commissioner of Industries in statement in the form prescribed.

## Amounts allocated:

The Government of Andhra Pradesh have allocated the following budgetary provisions under Incentives Scheme.

1. Incentives for Industrial Production (Investment subsidy for Tiny & SSI units ) General category scheme.	Rs. 1616.46 Lakhs.
2. Incentives to the SC Entrepreneurs for Industrial promotion.	Rs. 553.76 Lakhs
3. Incentives for Industrial promotion for S.T. Entrepreneurs.	Rs. 221.50 Lakhs.
4. Incentives for Industrial Promotion (Investment Subsidy to L& MSI)	Rs. 1027.00 Lakhs.
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Total	Rs. 3418.72 Lakhs.
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## No.of beneficiaries of such programmes.

Under various incentives schemes implemented by the Industries Department the following no.of industrial units have been benefited.

## Target-2000

Under the scheme, 6515 industrial units have been sanctioned Investment Subsidy of Rs. 275,67,90,402/- and Sales Tax Incentives of Rs. 9469,66,89,049/- from the years 1995-96 to 2005-06.

## Target-2000 pipeline category;

Under the Scheme 540 Industrial units have been sanctioned the Sales Tax Exemption and Deferment incentives to the extent of Rs. 1869,00,79,247/- from the years 2000-01 to 2005-06.

## New industrial policy 2000-05

Under New Incentives Policy 2000-05 scheme, 692 industrial units have been sanctioned the investment subsidy of Rs. 24,65,29,224/- from the year 2001-02 to 2005-06 in the State.

## **Chapter XIII**

### **Particulars of recipients of concessions, permits or authorisations granted by it:**

The Department of Industries have sanctioned several incentives to the Industrial Units in general and also for SC/ST beneficiaries from the year 1970 onwards. Likewise the department has also introduced certain concessions.

#### **Iso-9000 incentive scheme**

In order to encourage SSI units to produce quality products, the State Government is contemplating Small Scale Industries to obtain ISO-9000 Certification.. From the year 1997-98 onwards the State Govt. has introduced this scheme for reimbursement of 25% of the expenditure incurred by the SSI units for obtaining ISO-9000 Certification subject to the ceiling of Rs. 25.000/-. The General Managers have been asked to give wide publicity to this scheme among SSI units to avail this concession. So far 95 units have been benefited and an amount of Rs.22.94 Lakhs has been disbursed to the said units.

#### **BIS certificate scheme**

During the year 1997-98 onwards the State Government has introduced the BIS Certification to the Small Scale Industries and under the scheme 10% of the expenditure on the Certification shall be reimbursed to the units with a ceiling of Rs. 10,000/-. The General Managers of DICs have been asked to give wide publicity to this scheme among the SSI units So far 148 units have been benefited under this scheme and an amount of Rs. 9.96 Lakhs has been disbursed to the said units.

#### **Marketing assistance:**

In order to encourage the establishment and growth of local Small Scale Industrial units in the State, the Government have issued orders providing concessions under Marketing Assistance Scheme. In the G.O.Ms.No. 1020 Industries & Commerce (SSI) Department, dated 30.11.1976, all the Government departments/Undertakings/Corporations and Quasi Government bodies such as Municipalities, Zilla Parishads etc., have to procure their requirements from local Small Scale Industries units only even by exempting the payment of Earnest Money Deposit (EMD) and Security Deposit (SD) while calling tenders. The Government have also issued orders reserving 412 items out of which 11 items upto 75% and 15 items upto 50% for exclusive purchase from the SSI units in the State.

Further in case any Govt. department/Undertaking intends to procure goods from outside the State, they should obtain "Non-availability Certificate" from the Commissioner of Industries to the extent that such goods are not being manufactured within the State.

## Chapter - XIV

### Information available in the electronic form [section 4(1)(b) xiv)]

15.1 Please provide the details of the information related to the various schemes of the department which are available in electronic (Floppy, CD, VCD, Website, internet etc)

Electronic format	Description (site address/location where available etc.)	Contents or title	Designation and address of the custodian of Information (held by whom)
SSI Provisional Registration	Website	Downloads	www.apind.gov.in
SSI Permanent Registration	Website	Downloads	www.apind.gov.in
Allotment of scarce raw material	Website	Downloads	www.apind.gov.in
Incentive Claim Application	Website	Downloads	www.apind.gov.in
Single Window Clearance Applications	Website	Downloads	www.apind.gov.in
IEM Application	Website	Downloads	www.apind.gov.in
IL Application	Website	Downloads	www.apind.gov.in
EOU Application	Website	Downloads	www.apind.gov.in
PMRY Application	Website	Downloads	www.apind.gov.in
IIDF Scheme Application	Website	Downloads	www.apind.gov.in
CIBF Scheme Application	Website	Downloads	www.apind.gov.in
Key contacts	Website	Downloads	www.apind.gov.in
New Investment Policy 2005-2010	Website	Downloads	www.apind.gov.in
Food Processing Policy	Website	Downloads	www.apind.gov.in
IIDF Scheme Guidelines	Website	Downloads	www.apind.gov.in
CIBF Scheme Guide lines	Website	Downloads	www.apind.gov.in
Dir of SSI Units	Entrepreneurs Guidance Cell, O/o Commissioner of Industries, Chirag-Ali-Lane, Hyderabad-500001.(A.P.)		
Director of NPR (L&M)	Website	Downloads	www.apind.gov.in
Director of Existing	Website	Downloads	www.apind.gov.in

units (L&M)			
Citizen Charter	Website	Downloads	<a href="http://www.apind.gov.in">www.apind.gov.in</a>
Key Govt. Website	Website	Downloads	<a href="http://www.apind.gov.in">www.apind.gov.in</a>

Describe particulars of facilities available to citizens for obtaining information including the working hours of a library or information center or reading room maintained for public use where information relating to the department or records/documents are made available to the public.

To assist and guide the prospective entrepreneurs, the Industries Dept. has the facility of entrepreneur's guidance cell and library in each district industries centre and Central Office.

## 2. Entrepreneurs Guidance Cell:

Technically qualified officers will provide Information on project ideas, infrastructural facilities, policies of State and Central Governments, sources of raw materials, machinery suppliers and the information on technology sources will be provided to the entrepreneurs for setting up of industrial ventures in the State.

## 3. Library:

The Potential Project profiles for about 2000 products are available in the library. Data pertaining to existing industrial units and the units proposed is being compiled and continuously updated for the use of entrepreneurs / traders. Books relating to taxation, technical data, directories of importers & exporters, journals and other useful literature are also available for the entrepreneurs.

The working hours are 10.30 A.M. to 5.00 P.M.

## Chapter - XV

### Particulars of Facilities available to Citizens for obtaining information

(Section 4 (1) (b) xv)

16.1. Describe the particulars of information dissemination mechanisms in place/ facilities available to the public for accessing for information:

Facility	Description (Location of Facility / Name etc.)	Details of Information made available
NOTICE BOARD	At the entrance of Entrepreneurs Guidance Cell at O/o Commissioner of Industries, Chirag –Ali-Lane, Hyderabad-500001.	New polices updations latest information pertaining to subsidy released list marketing assistance raw material releases etc.,
NEWS PAPERS REPORTS	In the Library at O/o. Commissioner of Industries, Chirag-Ali- Lane, Hyderabad-500001.	Investment related News Paper clippings
PUBLIC ACCOUNCEMENTS	By the way of awareness campaigning by the District Industries Centre (As per annesure-1)	Policy updations, EDPs
INFORMATION COUNTER	Entrepreneurs Guidance Cell at O/o Commissioner of Industries, Chirag -Ali-Lane, Hyderabad-500001.(A.P.).	Project ideas, Feasibilities, Formulations, Infrastructure facilities, Investment Policies of State and Central Govt.
PUBLICATION	CMIE, Monthly Economy Reviews	Overall Economic Review on various sectors
OFFICE LIBRARY	O/o. Commissioner of Industries, Chirag-Ali-Lane, Hyderabad-500001.	Project Profiles, Journals, Magzines, Directories etc.,
WEBSITES	<a href="http://www.apind.gov.in">www.apind.gov.in</a>	As Annexure-II

# ANNEXURE 1

## KEY CONTACTS

### DISTRICT LEVEL CONTACTS

District	General Manager	Office Address	Phone No.	E-Mail address
Adilabad	G. Vijaya Prasad	Near Collectrate	08732-226450 08732-226660	<a href="mailto:gmdic_adb@inds.ap.gov.in">gmdic_adb@inds.ap.gov.in</a>
Ananthapur	G. Srinivas	DPAP Compound	08554-240005 08554-236232	<a href="mailto:gmdic_atp@inds.ap.gov.in">gmdic_atp@inds.ap.gov.in</a>
Chittoor	N. Subba Rao	Industrial Estate	08572-228224	<a href="mailto:gmdic_ctr@inds.ap.gov.in">gmdic_ctr@inds.ap.gov.in</a>
Cuddapah	G.Gopal	Income Tax Road, Smit Road.	08562-244159 08562-252269	<a href="mailto:gmdic_cdp@inds.ap.gov.in">gmdic_cdp@inds.ap.gov.in</a>
East Godavari	V.R.V.R Naik	Industrial Dev.Area, Kakinada	0884-2344139	<a href="mailto:gmdic_eg@inds.ap.gov.in">gmdic_eg@inds.ap.gov.in</a>
Guntur	E.Trimurthulu	Opp. Collectrate	0863-2234864 0863-2234931	<a href="mailto:gmdic_gnt@inds.ap.gov.in">gmdic_gnt@inds.ap.gov.in</a>
Hyderabad	S. Ravi Kumar	Musheerabad	040-23445533	<a href="mailto:gmdic_hyd@inds.ap.gov.in">gmdic_hyd@inds.ap.gov.in</a>
Karimnagar	Y.L. Pradeep Kumar	Industrial Estate	08722-240378 08722-240916	<a href="mailto:gmdic_kmnr@inds.ap.gov.in">gmdic_kmnr@inds.ap.gov.in</a>
Khammam	K. Prasada Rao	Industrial Estate	08742-228279	<a href="mailto:gmdic_kmm@inds.ap.gov.in">gmdic_kmm@inds.ap.gov.in</a>
Krishna	B. Pandu Ranga Rao	Jawahar Auto Nagar, Vijayawada	0866-2555104 0866-2553673	<a href="mailto:gmdic_krsn@inds.ap.gov.in">gmdic_krsn@inds.ap.gov.in</a>
Kurnool	K. Hrishikesh	B-Camp	98518-233598 98518-230212	<a href="mailto:gmdic_knl@inds.ap.gov.in">gmdic_knl@inds.ap.gov.in</a>
Mahaboobnagar	K. Suresh Kumar	Industrial Estate	08542-242292 08542-242088	<a href="mailto:gmdic_mbnr@inds.ap.gov.in">gmdic_mbnr@inds.ap.gov.in</a>
Medak	Prasanna Kumar	Near PWD Office, Sangareddy.	911-274899 911-276529	<a href="mailto:gmdic_mdk@inds.ap.gov.in">gmdic_mdk@inds.ap.gov.in</a>
Nalgonda	S. Mallesham	DIC, Nalgonda	08682-2225188 08682-223078	<a href="mailto:gmdic_nlg@inds.ap.gov.in">gmdic_nlg@inds.ap.gov.in</a>
Nellore	M. Murali Mohan	Industrial Estate	0861-2328658 0861-2324489	<a href="mailto:gmdic_nlr@inds.ap.gov.in">gmdic_nlr@inds.ap.gov.in</a>
Nizambad	Ch. Rama Rao	Near Collectorate	08462-237153	<a href="mailto:gmdic_nzbd@inds.ap.gov.in">gmdic_nzbd@inds.ap.gov.in</a>
Prakasham	A.Sudhakar	Nellore Raod, Ongole	08592-23042	<a href="mailto:gmdic_pksm@inds.ap.gov.in">gmdic_pksm@inds.ap.gov.in</a>
Ranga Reddy	A.V.Patel	Balanagar Roads, Hyderabad	040-23078149 040-23079168	<a href="mailto:gmdic_rr@inds.ap.gov.in">gmdic_rr@inds.ap.gov.in</a>

Srikakulam	G.Rajendra Prasad	7-4-30, New Colony	08942-225895	<a href="mailto:gmdic_sklm@inds.ap.gov.in">gmdic_sklm@inds.ap.gov.in</a>
Visakhapatnam	L. Laxman	Industrial Estate	0891-2558166 0891-2558165	<a href="mailto:gmdic_vsk@inds.ap.gov.in">gmdic_vsk@inds.ap.gov.in</a>
Vizianagaram	B. Gopal Krishna	Industrial Estate	08922-225478	<a href="mailto:gmdic_vznm@inds.ap.gov.in">gmdic_vznm@inds.ap.gov.in</a>
West Godavari	Y. Nagasunder	Near Collectrate, Eluru	08812-230354 08812-234135	<a href="mailto:gmdic_wg@inds.ap.gov.in">gmdic_wg@inds.ap.gov.in</a>
Warangal	G.Sundera Rao	Industrial Estate, Mulug Road	08712-2427134	<a href="mailto:gmdic_wgl@inds.ap.gov.in">gmdic_wgl@inds.ap.gov.in</a>

## **ANNEXURE-II**

The information pertaining to Industries Department is made available in the Web site [ww.apind.gov.in](http://ww.apind.gov.in) with the following data:

1. About A.P.
2. About Industrial Department
3. Business Guide
4. Finance Option
5. Resource
6. Infrastructure
7. Application / various forms down loads
8. Feed back
9. Key contacts
10. District Profiles
11. Citizen Charter
12. A.P. Industry Data Base
13. Key websites
14. Site map
15. News

## Chapter – XVI

### Name, Designation & other particulars of Appellate Authority / Public Information Officer(s) / Assistant Public Information Officer(s) of Section 4(1) (B) xvi under RIGHT TO INFORMATION ACT, 2005.

Sl.No.	Name of the office / Administrative Unit	Appellate Officer	PIO	APIO	Office Phone No. & Fax No.	E-mail
		Sarvasri	Sarvasri	Sarvasri		
1	<b>Commissionerate of Industries,</b> A.P Hyderabad.	Sutirtha Bhattacharya, IAS Ph. 040-23441666(O), 23327792( R ) Cell: 9848030505 email:comm_inds@ap.gov.in	Additional Director (N) Cell:9848778512 E- mail:adddir1@inds.ap.gov.in	RajKumar Ohatker Joint Director (F&P) Cell:9848778518 E- mail:jd_fp@inds.ap.gov.in	040-23441600-03 Fax:23441611	<a href="mailto:comm_inds@ap.gov.in">comm_inds@ap.gov.in</a>
2	Srikakulam	G.Rajendra Prasad, Cell: 9989997690	D. David Sundar Kumar	P.V Ramamohan Rao	08942-225895 Fax: 279353.	<a href="mailto:gmdic_sklm@inds.ap.gov.in">gmdic_sklm@inds.ap.gov.in</a>
3	Vizianagaram	B. Gopala Krishna Cell: 9989997689	V. Nageswar Rao	V. Nageswar Rao	08922-255478 Fax: 255493.	<a href="mailto:gmdic_vznm@inds.ap.gov.in">gmdic_vznm@inds.ap.gov.in</a>
4	Visakapatnam	L. Lakshman Cell: 9989997688	K.P. Krishna	C. Syamsundara Rao	0891-25581/65 Fax: 2558197.	<a href="mailto:gmdic_vsk@inds.ap.gov.in">gmdic_vsk@inds.ap.gov.in</a>
5	East Godavari	V.R.V.R Naik Cell: 9989997687	K.P. Sudhakar	A. Uma Maheswara Rao	0884-2344139 Fax: 2374291	<a href="mailto:gmdic_eg@inds.ap.gov.in">gmdic_eg@inds.ap.gov.in</a>
6	West Godavari	Y. Naga Sundar Cell: 9989997686	K. Ravi Kumar	P. Dorababu	08812-230354 Fax: 231435	<a href="mailto:gmdic_wg@inds.ap.gov.in">gmdic_wg@inds.ap.gov.in</a>
7	Krishna (Vijayawada)	B. Panduranga Rao Cell: 9989997684	R. Venkata Rao	T. Murali Krishna	0866--2555104 Fax: 2555104.	<a href="mailto:gmdic_krsn@inds.ap.gov.in">gmdic_krsn@inds.ap.gov.in</a>
8	Guntur	E. Thrimurthulu Cell: 9989997685	S. Chand Basha	V. Adi Seshu	0863-2234864 Fax: -	<a href="mailto:gmdic_gnt@inds.ap.gov.in">gmdic_gnt@inds.ap.gov.in</a>

9	Prakasam	A. Sudhakar Cell: 9989997683	S. Viswanadham	Md. Shafi Ahmed	08592-233042 Fax: 231435	<a href="mailto:gmdic_pksm@inds.ap.gov.in">gmdic_pksm@inds.ap.gov.in</a>
10	Nellore	M. Murali Mohan Cell: 9989997682	P. Pulla Rao	Ch. Nageswara Rao	0861-2328658 Fax: 2324489	<a href="mailto:gmdic_nlr@inds.ap.gov.in">gmdic_nlr@inds.ap.gov.in</a>
11	Chittoor	N. Subba Rao, Cell: 9989997678	K. Guravaiah	R. Velayudam	0572-228224 Fax: 228224	<a href="mailto:gmdic_ctr@inds.ap.gov.in">gmdic_ctr@inds.ap.gov.in</a>
12	Cuddapah	G. Gopal Cell: 9989997681	Smt. A. Jayalakshmi	J. Nagaraja	08562-244159 Fax: 252269	<a href="mailto:gmdic_cdp@inds.ap.gov.in">gmdic_cdp@inds.ap.gov.in</a>
13	Ananthapur	B. Subba Rao Cell:9989997679	G. Chandrasekhar	P. Sreenivasulu	08554-240005 Fax: 236232	<a href="mailto:gmdic_atp@inds.ap.gov.in">gmdic_atp@inds.ap.gov.in</a>
14	Kurnool	Y. Hrishikesh Cell:9989997680	M. Narayana	Kum. M. Sreedevi	08518-233598 Fax: 21347	<a href="mailto:gmdic_knl@inds.ap.gov.in">gmdic_knl@inds.ap.gov.in</a>
15	Mahabubnagar	K. Suresh Kumar Cell: 9989997673	K. Somasekhara Reddy	L. Ramulu	08542-242088 Fax: 242088	<a href="mailto:gmdic_mbnr@inds.ap.gov.in">gmdic_mbnr@inds.ap.gov.in</a>
16	Nalgonda	S. Mallesham, Cell: 9989997672	B. Ramulu	S. Raghu Ramaiah	08682-232518 Fax: 223078	<a href="mailto:gmdic_nlg@inds.ap.gov.in">gmdic_nlg@inds.ap.gov.in</a>
17	Khammam	K. Prasada Rao, Cell: 9989997670	P. Padma Rao	G. Lingaiah	08742-228279 Fax: 228279	<a href="mailto:gmdic_kmm@inds.ap.gov.in">gmdic_kmm@inds.ap.gov.in</a>
18	Warangal	G. Sundar Rao, Cell: 9989997671	L. Achaiah	M. Shivashankar	0870-2427134 Fax: 2265118	<a href="mailto:gmdic_wgl@inds.ap.gov.in">gmdic_wgl@inds.ap.gov.in</a>
19	Karimnagar	A.Vallabhai Patel, Cell:9989997674	B. Srinivasa Rao	N. Swamy Das	0878-2240378 Fax: 240916	<a href="mailto:gmcic_kmnr@inds.ap.gov.in">gmcic_kmnr@inds.ap.gov.in</a>
20	Adilabad	P. Ravinder, Cell: 9989997677	P. Ravinder	J. Ram Kishan	08554-226450 Fax: -	<a href="mailto:gmdic_adb@inds.ap.gov.in">gmdic_adb@inds.ap.gov.in</a>
21	Nizamabad	Ch. Rama Rao, Cell: 9989997675	J. Raja Ram	G.V. Sudarshan		<a href="mailto:gmdic_nzbd@inds.ap.gov.in">gmdic_nzbd@inds.ap.gov.in</a>
22	Medak (Sangareddy)	V. Prasanna Kumar, Cell:9989997669	NSRCM Prasad	V. Babu Rao	911-274899 Fax: 274899	<a href="mailto:gmdic_mdk@inds.ap.gov.in">gmdic_mdk@inds.ap.gov.in</a>
23	Ranga Reddy (Balanagar)	Y.L Pradeep Kumar, Cell:9989997668	Ch. Krishna Rao	P. Ratnakar	040-23441644 Fax: 23078149	<a href="mailto:gmdic_rr@inds.ap.gov.in">gmdic_rr@inds.ap.gov.in</a>
24	Hyderabad (Musheerabad)	S. Ravi Kumar, Cell: 9989997667	R. Mohan Raj	M. B. Surya Prakash Rao	040-23445533 Fax: 27608408	<a href="mailto:gmdic_hyd@inds.ap.gov.in">gmdic_hyd@inds.ap.gov.in</a>

# Chapter - XVII

## Other Useful Information

### Section 4(1)(b) xvii

Please give below any other information or details of publications which are of relevance or of use to the Citizens.

- 1) Industrial Policy, Food Processing Policy
- 2) Project Profiles, Application Forms.
- 3) List of Government Websites, District Officers
- 4) District Industry Profile

You may mention here information of your department which is excluded under section 8(1) of the Act and / or under Rules of the State Government as guidance to the public seeking information from your Department.

Place:

Name and Designation of the Officer

Date:

Department

(Note): Information provided in these chapters should be updated from time to time and revised date should be mentioned.