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HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 4th October 2021

No. 25/05/2020-4IB-I.— In pursuance to the provision under Annexure – 4, clause 4.25 of the Haryana Enterprises & Employment Policy-2020 notified dated 29.12.2020 the Governor of Haryana is pleased to notify the “Scheme of State Award for Quality Products” for Micro and Small enterprises located anywhere in the State. The provisions given hereunder:-

1. Background:

The Micro, Small and Medium Enterprises (MSMEs) in Haryana have undergone a vast development in the last four decades. The MSMEs have registered tremendous growth as also the progress in terms of quality production, exports, innovation, product development and import substitution, exceeding the expected objectives of setting up MSMEs in the State. Entrepreneurial efforts have made it possible to produce domestically number of items, which were earlier imported. In quite a few cases, new variants so produced with the help of local innovations also have additional attributes not present in the original versions and are capable of solving a multitude of user problems. All this has become possible owing to the ambitious and visionary spirit of entrepreneurs of MSMEs.

2. Objective:

- To encourage MSE to produce quality products conforming to national and international standards.
- To propagate and merit a culture of quality consciousness amongst a vast section of MSEs.
- To create a sense of confidence in MSEs products with the domestic consumers and to enhance the image of Indian Products in export market.
- To motivate MSEs to achieve higher levels of competitive advantage by quality production.

3. Quantum and categories of awards:

07 State Awards shall be given to the outstanding Micro and Small Enterprises of INR 5.00 lakh each separately for growth in production and profit, for innovation & development of quality products in the field of Agro and Food processing, Automobiles and auto parts, Textiles, Engineering, Pharmaceuticals, IT & Electronics, Miscellaneous for service as well as manufacturing enterprises. The unit once selected for award shall not be considered again during next 5 years.

4. Definition

- (i) **Small Enterprise:** Investment in Plant and Machinery or Equipment does not exceed INR 10 crore and turnover does not exceed INR 50 crore as amended under the MSMED Act, 2006 or as amended by GoI from time to time.

- (ii) **Micro Enterprise:** Investment in Plant and Machinery or Equipment does not exceed INR 1 crore and turnover does not exceed INR 5 crore as amended under the MSMED Act, 2006 or as amended by GoI from time to time.

5. Commencement and Applicability

The Scheme shall commence from the date of commencement of Haryana Enterprises & Employment Policy, 2020 i.e. 01.01.2021 and shall remain in operation for a period of 5 years.

6. Periodicity & Eligibility

The Awards will be given for every calendar year to deserving entrepreneurs managing Micro and Small Enterprises having permanent SSI registration /have filed Udyam Registration Certificate (URC) and Haryana Udyam Memorandum (HUM) on the Portal in accordance with the Micro, Small and Medium Enterprises Development (MSMED) Act 2006. The MSMEs should have been in continuous production/services for last three years.

7. Criteria

The evaluation for Award is to be done on the basis of and on the Criteria & Performa for Evaluation and Awarding Marks (Form-Y) specifically designed for the purpose. The critical areas include:

- (i) Testing of raw materials
- (ii) Growth rate of Annual Sales and profit of Products
- (iii) Obtaining ISO-9000 Series/14000/22000 /HACCP/GMP / equivalent certification
- (iv) Technology involved/Use of Technology
- (v) Quality Assurance Techniques
- (vi) Standard of Packaging
- (vii) Standardization-Obtained BIS Mark/ International Standard /equivalent(DGQA, RDSO, GMP/BEE etc.)
- (viii) Export Growth
- (ix) Energy Conservation
- (x) Any other area that the Principal Secretary to Govt. Haryana, Industries & Commerce Department may decide from time to time before applications are sought.

8. Composition of District Level Scrutiny Committee (DLSC)

The District Level Scrutiny Committee will consist of the following: -

Sr. No.	Description	Status
1.	The Joint Director/ Deputy Director, District MSME Centre of the respective District.	Chairman
2.	Deputy Director/ Assistant Director Quality Marking Centre	Member
3.	Assistant Director, MSME-DI, Karnal	Member

It will scrutinize the applications received and would award the marks on various parameters.

9. Composition of State Level Scrutiny Committee (SLSC)

The State Level Scrutiny Committee will consist of the following: -

Sr. No.	Description	Status
1.	The Director/Director General, Micro, Small and Medium Enterprises, Haryana.	Chairman
2.	Two Joint Directors, District MSME Centre in the State.	Member
3.	Representative of Managing Director, HSIIDC, Panchkula not below the rank of DGM	Member
4.	Deputy Director, BIS, Sector-34, Chandigarh	Member
5.	Deputy Director, MSME-DI, Karnal	Member
6.	Two Industry Experts as nominated by the Government of Haryana from time to time	Member
7.	Additional Director of Directorate of MSME, Haryana	Member-Secretary

10. Composition of State Award Selection Committee(SASC)

The State Award Selection Committee will consist of the following

Sr.No.	Description	Status
1.	The Administrative Secretary, Industries & Commerce Department, Haryana	Chairman
2.	The Director/Director General, Micro, Small and Medium Enterprises, Haryana	Member
3.	Director, MSME-DI, Karnal	Member
4.	Director, National Institute of Technology, Kurukshetra	Member
5.	One member from National Institute of Design (NID), Haryana	Member
6.	Managing Director, HSIIDC, Panchkula	Member
7.	Director, BIS, Sector-34, Chandigarh	Member
8.	Representatives of one State Level MSME Associations	Member
9.	Additional Director of MSME Haryana	Member-Secretary

The State Level Scrutiny Committee after proper screening is to select eligible MSE in order of merit for the consideration of the State Award Selection Committee.

- 10.1 For the purpose of evaluation by the State Award Selection Committee, the Evaluation forwarding marks (Form- X) is enclosed.
- 10.2 The Awardees should not be considered for the same Award in the subsequent 5 year(s).
- 10.3 State Award Selection Committee before approving the names for State Awards would institute such inquiries as may be necessary that the entrepreneur has been abiding by all statutory requirements in vogue, is maintaining the proper documentation and is also not involved in any economic/other offence for which enquiry/legal action is pending. The MSE status of the enterprise for the Award year be specifically verified and certified keeping in view the investment limit permissible in Plant & Machinery as also other norms in vogue and in accordance with the provisions contained in the Micro, Small and Medium Enterprises Development (MSMED) Act, 2006.
- 10.4 A Committee consisting of the Joint Director, District MSME Center and In-charge of the Quality marking center in the respective district shall visit the MSE to verify the information furnished in the application form including details of technology, performance, quality, MSE status, growth rate/trend etc. and prepare a report for consideration of SASC.
- 10.5 SASC will select the awardees on the basis of merit and its decision will be final.

11. How to apply and Methodology:

For purposes of selecting MSE for consideration for awards, the following procedure will be observed: -

- (i) Applications for the MSEs Awards will be invited through an advertisement released in two leading newspapers, in addition to public notices on the notice board of District MSME Centers, and the website of the MSME Department.
- (ii) The eligible Enterprises will apply in the prescribed Performa on the web portal of the department to the Joint/ Deputy Director, District Industries Centre of the concerned District.
- (iii) State Award Selection Committee will select MSE for the Award and award marks on the Criteria Performa (**Form X**) enclosed.

12. Time Limit to apply

An enterprise shall forfeit its entitlement for the Award, if it does not submit its claim, complete in all respects within the prescribed time limit given in the advertisement.

13. Competent Authority for sanction

The Additional Director, MSME shall be competent authority for sanction of the Award Prize Money.

14. Interpretation/ Relaxation

Administrative Secretary, Industries & Commerce, Haryana shall be competent to make interpretation/ relaxation of provisions of this scheme.

15. Penal Action

At any time if it is found that Award from the State Government has been availed on the basis of any false information, the applicant shall besides refunding the Award money with compound rate of interest @ 12% per annum and facing legal action, will be debarred from grant of any incentives/assistance from the State Government. If the applicant fails to refund the Award amount with interest, then the amount shall be recovered as arrear of land revenue. The applicant shall be debarred from public procurement as a result of mismatch in facts and figures.

VIJAYENDRA KUMAR,
Principal Secretary to Government of Haryana,
Industries and Commerce Department.

(Application Form to be submitted in duplicate – Quality Product)**PART-I**

Sr. No.	Description			
1.	Name of Entrepreneur			
2.	Name and address of Enterprise			
3.	District			
4.	State			
5.	Pin code			
6.	STD code & Telephone numbers			
7.	Aadhaar card number			
8.	Mobile no.			
9.	Fax no.			
10.	Email ID			
11.	Educational/Professional Qualification of Entrepreneur (If required use separate sheet and attach the documentary proof)			
12.	Type of Enterprises			
13.	Udyam Registration Certificate (URC) and Haryana Udhyam Memorandum (HUM) No. & Date			
14.	Date of commencement of production/Services			
15.	Name of Products manufactured (enclosed photos/Leaflets also)			
16.	Please give an affidavit on non-judicial stamp paper duly attested by Notary that you have cleared your income tax dues and that Enterprise/entrepreneur is not involved in any Economic or other offence for which legal action/enquiry is pending			
17.	Last 3 Financial years audited balance sheets:			
	Items	1st F.Y.	2nd F.Y.	3rd F.Y.
	Original investment in Plant & Machinery/ Equipment(Rs. in lakh) cumulative upto 31st March			
	No. of Employees as on 31st March			
	Value of Annual Sales of Products/Services/			
	Job Work(Rs. in lakh)			
	Net Profit (after taxes) (Rs. in lakh)			
	Export-Direct /(Rs. in lakh)			

PART-II

1. Do you have Testing/quality of Raw material used or Testing/Quality of Components/ sub- assemblies? If yes, give details and attach documentary proof during last three years. (Enclose as Annexure-1)
2. Has the enterprise requisite Testing equipment/ instrument. If yes, give details and attach documentary proof. (Enclose as Annexure-2)
3. Do you have Energy conservation measures? If yes, give details and attach documentary proof during last three years. (Enclose as Annexure-3)
4. Have you taken measures for improvement upon the Manufacturing and Quality Assurance Techniques? Give details and attach documentary proof during last three years. (Enclose as Annexure-4)
5. Is your enterprise certified for ISO-9000/14000/18000/22000/HACCP/GMP/other equivalent Certification? If yes, give details and attach documentary proof during last three years. (Enclose as Annexure-5)
6. Standardization- (Enclose as Annexure-6)
 - (i) Has enterprise obtained BIS mark /international standard/CE/ ULA/equivalent (DGQA, RDSO, GMP/BEE etc.) please give details and attach the documentary evidence?
 - (ii) Whether product is confirmed to IS or any other standards, please give details and attach the documentary evidence. (Enclose as Annexure-7)
 - (iii) Whether product confirm to enterprise's / user's specification. Please give details and attach the documentary evidence. (Enclose as Annexure-8)
7. Do you have practice Stage Inspection Procedure during the production/ process? Please give details and attach the documentary evidence. (Enclose as Annexure-9)
8. Do you get instruments/Gauges /test rigs Calibrated on regular intervals during last three years? Please give details and attach the documentary evidence. (Enclose as Annexure- 10)
9. Do you have redressing system for customers complaints? Please give details and attach the documentary evidence. (Enclose as Annexure-11)
10. Whether Enterprise has given skill knowledge to the staff and workers for Quality Assurance. Please give details and attach the documentary evidence. (Enclose as Annexure-12)
11. Whether Enterprise has Quality Audit Team. Please give details and attach the documentary evidence and report of auditing team. (Enclose as Annexure-13)
12. Whether Status of Star Export House. Please give details and attach the documentary evidence. (Enclose as Annexure-14)
13. Export (Direct) Are you direct exporter? If yes, give details of last 3 years duly supported with documentary evidence and country to whom exported. In case due to specific product / supplies to strategic organization i.e. Defense etc. where export not permissible, please give the details of the last 3 years products supplied to Strategic Organization. Attach the documentary evidence. Enclose photocopy of at least three shipping bills of each last three years. (Enclose as Annexure-15)
14. Value of Exports (Direct) during the period.

Note: In case due to specific product /supplies to strategic organizations (viz. Defense etc. where exports not permissible, marks may be awarded on the basis of average growth rate of supply to strategic organizations. Please give details and attach the documentary evidence. (Enclose as Annexure-16)

Year	Name of Strategic Value of Products	Supplied to Name of Products	Organization Strategic Organizations (Rs./lakh)
1st Financial Year			
2nd Financial Year			
3rd Financial Year			

15. Do you adopt Standard of Packaging? Please give details and attach the documentary evidence. (Enclose as Annexure-17)
16. Use of Technology. Please give details and attach the documentary evidence.
 - (i) Self-developed (with own R&D and by using Product/Processes superior to conventional)

- (ii) Technology from NRDC/CSIR/Any other R&D Institutions/Imported.
- (iii) Conventional (Enclose as Annexure-18).
- 17. Please give the details of the plant and machinery and their purchase value year wise purchased during last three years & Attach documentary proof Certified by Chartered Accountant. (Enclose as Annexure-19)
- 18. Please give the details of the employee's year wise during last three years Attach documentary proof certified by Chartered Accountant. (Enclose as Annexure-20)
- 19. Please give the details of the annual sales year wise during last three years. Attach documentary proof certified by Chartered Accountant. (Enclose as Annexure-21)
- 20. Please give the details of the net profit (after taxes) of products / process year wise during last three years. Attach documentary proof certified by Chartered Accountant. (Enclose as Annexure-22)
- 21. Strategic Initiatives (Strategic initiatives taken to transform the enterprise to meet change in business environment in next 3 years through quality improvement). Please give details and attach the documentary evidence. (Enclose as Annexure-23)
- 22. Please give write up of not more than 300 words about yourself, your enterprise, and the products(s) manufactured/service(s) rendered by indicating your achievements to justify as to why your application deserves to be considered for the award. (Enclose as Annexure-24)

I certify that the above information furnished by me is correct. I undertake to refund the cash prize, return the trophy and certificate, if awarded to me, in case it is ever found that the information furnished above was incorrect. Further I may also be liable for any action under the law of the land for any false declaration.

Place:

SIGNATURE OF THE ENTREPRENEUR

Date:

SEAL OF THE ENTERPRISE

(Forms Y Criteria & Performa for Evaluation and Awarding Marks – Quality Product)

Note: For Evaluation and awarding marks, achievements for last Three Financial Year or as specified in the application form for all points should only be considered. Marks should be awarded on the basis of documentary evidence.

- A. Name of the Enterprise _____
- B. Products _____
- C. Type of Enterprise (Micro or Small)
- D. District

Part-I (Weightage-70%)

Sr. No.	Parameters for Awarding Marks	Maximum Marks	Marks allotted by District Level Scrutiny Committee	Marks allotted by State Level Scrutiny Committee	Marks allotted by State Level Selection Committee
(1)	(2)	(3)	(4)	(5)	(6)
1	Testing/quality of Raw material used or Testing/Quality of Components/sub-assemblies (Ref. Annex-1)	10			
	i. Adequate - 10 Marks				
	ii. Others- 5 Marks				
	iii. No- 0 Mark				
2	Has the enterprise requisite Testing equipment/ instrument (Ref. Annex-2)	10			
	i. Adequate - 10 Marks				
	ii. Others- 5 Marks				
	iii. No- 0 Mark				
3	Improvement upon the Manufacturing and Quality Assurance Techniques (Ref. Annex- 4)	8			
	i. Adequate - 8 Marks				
	ii. Others- 4 Marks				
	iii. No- 0 Mark				
4	Obtaining ISO-9000 Series/14000/22000 /HACCP/ GMP /equivalent certification - (Ref. Annex-5)	8			
	(i) 3 years and above-8 Marks				
	(ii) less than 3 years - 4 marks				
	(iii) No Certificate - 0 Mark				
5	Standardization (Ref. Annex-6, 7 & 8)	12			
	(i) Obtained BIS Mark/International/ National Standard (RDSO, GMP, BEE, FSSAI, Ag Mark etc.) - 12 Marks				
	(ii) Product equivalent to any other Specification – 6 Marks				
6	Stage Inspection Procedure during the production/process (Ref. Annex-9)	5			
	i. Yes, with supporting documents 5 Marks				
	ii. No - 0 Mark				

Sr. No.	Parameters for Awarding Marks	Maximum Marks	Marks allotted by District Level Scrutiny Committee	Marks allotted by State Level Scrutiny Committee	Marks allotted by State Level Selection Committee
(1)	(2)	(3)	(4)	(5)	(6)
7	Getting instruments/Gauges/test rigs Calibrated on regular intervals (Ref. Annex- 10)	5			
	i. Yes, with supporting documents -5 Marks				
	ii. No - 0 Marks				
8	Whether Enterprise has given skill knowledge to the staff and workers for Quality Assurance (Ref. Annex-12)	5			
	i. Yes, with supporting documents, 50%& above employees - 5 Marks				
	ii. Yes, with supporting documents, less than 50% employees - 3 Marks				
	iii. No - 0 Mark				
9	Whether Enterprise has Quality Audit Team (Ref. Annex-13)	5			
	i. Yes, with supporting documents, 3 years- 5 Marks				
	ii. Yes, with supporting documents, less than 3 years - 3 Marks				
	iii. No - 0 Marks				
10	Energy conservation measures (Ref. Annex- 3)	4			
	i. Yes, with supporting documents Energy Audit Report - 4 Marks				
	ii. Write up - 2 Marks				
	iii. No initiative - 0 Marks				
11	Standard of Packaging (Ref. Annex-17)	6			
	i. Excellent with supporting documents-4 Marks				
	ii. Good – 6 marks				
	iii. Poor – 4 Mark				
12	Use of Technology(Ref. Annex-18)	10			
	(i) Advanced - 10 Marks				
	(ii) Developed - 8 Marks				
	(iii) Conventional - 5 Marks				
13	Growth rate of Average Annual Turnover/Sales of 3 years from 1st year. (Ref. Annex - 21)	6			
	(i) growth rate up to 10% - 1 Marks				

Sr. No.	Parameters for Awarding Marks	Maximum Marks	Marks allotted by District Level Scrutiny Committee	Marks allotted by State Level Scrutiny Committee	Marks allotted by State Level Selection Committee
(1)	(2)	(3)	(4)	(5)	(6)
	(ii) growth rate above 10% & up to 20% -2 Marks				
	(iii) growth rate above 20% & up to 30% - 4 Marks				
	(iv) growth rate above 30% - 6 Marks				
	(v) No growth - 0 Mark				
14	Growth rate of Average Net Profit (after Taxes) of 3 years from 1st year (Ref. Annex-22)	6			
	(i) growth rate up to 10% - 1 Marks				
	(ii) growth rate above 10% & up to 20% - 2 Marks				
	(iii) growth rate above 20% & up to 30% - 4 Marks				
	(iv) growth rate above 30% - 6 Marks				
	(v) No growth – 0 mark				
	Total	100			

Part-II (Weightage-30%)

Sr. No.	Parameters for Awarding Marks	Maximum Marks	Marks allotted by District Level Scrutiny Committee	Marks allotted by State Level Scrutiny Committee	Marks allotted by State Level Selection Committee
1	Growth rate upon Investment in Plant & Machinery (Ref. Annex-19)	20			
	(i) Rising - 20 Marks				
	(ii) Stable +10% -15 Marks				
	(iii) Erratic - 5 Marks				
	(iv) Falling - 0 Marks				
2	Growth rate upon Employment (Ref. Annex - 20)	20			
	(i) Rising - 20 Marks				
	(ii) Stable ±10% -15 Marks				
	(iii) Erratic - 5 Marks				
	(iv) Falling - 0 Marks				
3	Exports (Direct) during the period. Note: In case due to specific product / supplies to strategic organizations (viz. Defense etc. where exports not permissible, marks may be awarded on the basis of average growth rate of supply to strategic organizations. Export (Direct) (Ref. Annex-15 & 16)	20			
	(i) 3 years export – 20 Marks				
	(ii) 2 years export – 15 Marks				
	(iii) 1 year's export – 5 Marks				
	(iv) No export - 0 Mark				

Sr. No.	Parameters for Awarding Marks	Maximum Marks	Marks allotted by District Level Scrutiny Committee	Marks allotted by State Level Scrutiny Committee	Marks allotted by State Level Selection Committee
4	Value of Export Average of 3 years (Ref. Annex - 15 & 16)	20			
	(i) up to Rs. 20 lakh – 5 Mark				
	(ii) above Rs. 20 lakh & up to Rs 100 lakh 10 Marks				
	(iii) above Rs. 100 lakh & up to Rs 200 lakh 15 Marks				
	(iv) above Rs. 200 lakh - 20 Marks				
5	Growth rate of Average export value of 3 years from 1st year (Ref. Annex - 15 & 16)	20			
	(i) Average growth rate up to 10% - 5 Marks				
	(ii) Average growth rate above 10% & up to 20% - 10 Marks				
	(iii) Average growth rate above 20% & up to 30% - 15 Marks				
	(iv) Average growth rate above 30% -20 Marks				
	(v) No growth - 0 marks				
	Total	100			