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HARYANA GOVERNMENT
INDUSTRIES AND COMMERCE DEPARTMENT

Notification

The 29th July, 2021

No. 25/05/2020-4IB-I.— In pursuance to the provision under Chapter 14 of the Haryana Enterprises and Employment Policy, 2020 notified in Gazette vide No.25/05/2020-4IB-I dated 29.12.2020, the Governor of Haryana is pleased to notify the “Employment Generation Subsidy Scheme” with an objective to create employment opportunities for the persons of skilled/semi-skilled/un-skilled category belonging to Haryana for their capacity building, with the following provisions:

1. Quantum of Assistance:

(i) Ultra-Mega projects:

The Ultra Mega Projects shall be offered customized package of incentives by Haryana Enterprises Promotion Board throughout the State. The quantum and period of Employment Generation Subsidy shall be decided by the Haryana Enterprises Promotion Board.

(ii) Cluster Establishment/ Relocation

Any cluster comprising of at least 10 enterprises, engaged in similar economic activity, being established or relocating from other countries/States to Haryana, shall be treated as a Mega Project provided it meets the criteria of FCI and a special package of incentives shall be decided by HEPB on the basis of Cost Benefit Analysis

(iii) Micro, Small, Medium, Large and Mega Projects:

The new industrial units engaging persons belonging to Haryana[having Haryana Resident Certificate]in skilled/ semi-skilled/un-skilled category would be allowed subsidy @ Rs. 36,000/- per person per year for SC/Women category and Rs. 30,000/- per person per year for General category for 7 years in ‘B’, ‘C’&‘D’ category blocks,for direct employment on payroll or contract with ESI/PF Number, subject to engaged minimum of 50% belonging to Haryana of the total employment or as per State Government Act for local employment amended time to time, whichever is maximum.

(iv) **Thrust Sector/Import Substitution/Essential Sector/Bio Energy/ Renewable Energy Enterprises [MSMEs, Large, Mega Projects]:**

The new industrial units engaging persons belonging to Haryana [having Haryana Resident Certificate] (skilled/ semi-skilled/un-skilled) would be allowed subsidy @ Rs. 48,000/- per person per year for SC/Women category and Rs. 36,000/- per person per year for General category for 7 years in 'B', 'C' & 'D' category blocks, for direct employment on payroll or contract with ESI/PF Number, subject to engaged minimum of 50% belonging to Haryana of the total employment or as per State Government Act for local employment amended time to time, whichever is maximum.

Note.— Registered Farmer Producer Organization (FPO)/ Integrated Pack Houses (having grading, sorting, packaging etc facilities) shall also be eligible.

(v) **Data Centres and Co-location Facility [MSMEs, Large, Mega Projects]:**

The new industrial units engaging persons belonging to Haryana [having Haryana Resident Certificate] (skilled/ semi-skilled/un-skilled) would be allowed subsidy @ Rs. 48,000/- per person per year for SC/Women category and Rs. 36,000/- per person per year for General category for 7 years in 'B', 'C' & 'D' category blocks, for direct employment on payroll or contract with ESI/PF Number, subject to engaged minimum of 50% belonging to Haryana of the total employment or as per State Government Act for local employment amended time to time, whichever is maximum.

2. Definitions:(i) **Ultra-Mega Project:**

Iconic Projects having minimum Fixed Capital Investment of INR 6000 Cr. in A Blocks, INR 4,500 Cr. in 'B' category blocks, INR 3,000 Cr. in 'C' category blocks and INR 1,500 Cr. in 'D' category blocks.

(ii) **Mega Project:**

Projects having minimum Fixed Capital Investment (FCI) of INR 200 Cr. in B Blocks, FCI of over INR 100 Cr. in C Blocks and FCI of over INR 75 Cr. in D Blocks. The projects undertaking expansion/diversification and the identified services with same criteria of investment shall also be treated as Mega Project.

(iii) **Large Enterprises:**

Investment in Plant and Machinery more than INR 50 crore and turnover greater than INR 250 crore (over and above of limit of Medium units defined by GoI under the MSMED Act, 2006, or as amended by GoI from time to time).

(iv) **Medium Enterprise:**

Investment in Plant and Machinery or Equipment does not exceed INR 50 crore and turnover does not exceed INR 250 crore or as amended by GoI under the MSMED Act, 2006 from time to time.

(v) **Small Enterprise:**

Investment in Plant and Machinery or Equipment does not exceed INR 10 crore and turnover does not exceed INR 50 crore or as amended by GoI under the MSMED Act, 2006 from time to time.

(vi) **Micro Enterprise:**

Investment in Plant and Machinery or Equipment does not exceed INR 1 crore and turnover does not exceed INR 5 crores or as amended by GoI under the MSMED Act, 2006 from time to time.

(vii) **Thrust sector Enterprises:**

Enterprises operating in the following 08 sector have been identified as thrust sector enterprises:

- (a) Auto, Auto Components & Light Engineering
- (b) Agro-based, Food Processing & Allied Industry
- (c) Textiles and Apparels
- (d) Electronics System Design & Manufacturing (ESDM)
- (e) Defense and Aerospace Manufacturing
- (f) Pharmaceutical & Medical Devices
- (g) Chemical and Petrochemical
- (h) Large Scale Energy & Data Storage

Note.— The list of thrust sectors may be amended by HEPB from time to time.

(viii) **Import Substitution Enterprises:**

Enterprises engaged in the manufacturing of products for which nation is dependent on imports. The list containing such enterprises is placed at Annexure-8 of the policy.

(ix) **Essential Sector Enterprises:**

Enterprises engaged in the manufacture of Goods and Services which are necessary for the survival of citizens, employment generation, business linkages and ancillary industries, have seasonality of commodities (Raw material seasonality) and required in dealing with disaster (e.g. Pandemic related goods and industries) The list containing such enterprises is placed at Annexure-7 of the policy.

(x) **Bio Energy Enterprises:**

Bio energy (from agricultural residue) will be treated as "Industry" and all the incentives available to Agro-based, Food Processing and allied industry shall also be available to the bio energy producers/units.

(xi) **Renewable Energy:**

New captive renewable energy projects generating and storing solar energy (above 1 MW) will be treated as Industry and all the incentives available to the Thrust Sector units under the policy, shall be available.

3. Commencement and Applicability:

The Scheme shall commence with effect from 01.01.2021 and shall remain in operation for a period of 5 years. The industrial unit which has gone into commercial production on or after 01.01.2021 and before 31.12.2025 shall be eligible under the scheme, but in case of Mega Projects having special package of incentives, the commercial production before 31.12.2028.

4. Eligibility Criteria:

The Industrial Unit which has gone into commercial production after 01.01.2021 shall be eligible for the Employment Generation Subsidy. The Industrial Units must comply with the following conditions:

- (i) The unit shall file IEM/Udyam Registration Certificate (URC) and Haryana Udyam Memorandum (HUM) on the portal for the statistical purpose, at any stage.
- (ii) The unit shall be eligible for subsidy only in respect of direct employment on pay roll or contract and should have ESI/PF number.
- (iii) The unit should not have been placed in the restrictive list as notified by the State government from time to time.
- (iv) The unit should have obtained NOC/CLU from competent Authority if applicable.
- (v) The unit should be in commercial production.
- (vi) The unit should be in regular production at the time of disbursement and the subsidy shall not be released to the closed unit.

5. Procedure:

- a. Application on prescribed Form (Annexure-I) for the grant of Employment Generation Subsidy in respect of persons having Haryana resident certificate (skilled/semi-skilled/un-skilled) category along with listed documents would be submitted to the Director/ Director General, Industries & Commerce/Micro, Small and Medium Enterprises, on the web portal of the department within 03 months from the date of closing of the financial year. The applicant shall apply for the claims of subsequent years on the same pattern. The schedule cast certificate shall also be attached in respect of SC category employees.
- b. The application would be processed and examined by Joint/Deputy Director, District Industries Center/MSMEs and will be responsible for scrutiny and shall clearly recommend for approval/rejection of the claim after conducting inspection of the unit. The deficiencies, if any, would be communicated to the applicant in writing within a period of 7 days and the applicant would be given a time period of 10 days to rectify the deficiencies so pointed out.
- c. In case the deficiencies are not removed within prescribed period, the claim may be filed by the Competent Authority, under intimation to the party through an e-mail. The enterprise shall not be required to submit any additional document other than specified under Annexure-I unless required for establishing genuineness of the claim.

6. Time Limit to apply:

An enterprise shall forfeit its entitlement for the employment generation subsidy for the capacity building of persons belonging to Haryana (skilled/ semi- skilled/un-skilled), if it does not submit its claim, complete in all respects within 03 months from the date of closing of the financial year or from the date of notification of the scheme, whichever is later.

7. Competent Authority for Sanction:

The Director/ Director General, Industries & Commerce shall be competent authority for sanction of Employment General Subsidy for Ultra & Mega Projects, Large Units whereas Director/Director General, Micro, Small and Medium Enterprises shall be competent authority for Micro, Small and Medium Enterprises for sanction.

8. Interpretation/Clarification:

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

9. Appeal

An appeal against an order passed by the Competent Authority shall lie with the Administrative Secretary, Industries & Commerce, Haryana within a period of 30 days from the date of communication of orders appealed against. The orders passed by the Administrative Secretary, Industries & Commerce, Haryana in appeal shall be final.

10. Power to condone delay in submission of application & appeal:

- (a) The Director/ Director General, Industries & Commerce/Micro, Small and Medium Enterprises, Haryana shall be competent to condone the delay up to a period of 03 months after the prescribed time limit.
- (b) The Administrative Secretary, Industries & Commerce, Haryana shall be competent to condone the delay up to a period of 06 months after the prescribed time limit.

Provided that the competent authority is satisfied with the reasons of late submission of the application on the basis of the substantial evidence/documents/ arguments presented by the applicant.

11. Penal Action

In case, it is found at any stage that the applicant has claimed employment generation subsidy on the basis of wrong facts, the applicant shall besides refunding assistance with compound rate of interest @12% per annum and facing legal action, will be debarred from grant of any incentive/assistance from the State Government. If the applicant fails to refund the subsidy 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.

12. Service Delivery Timeline

S. No.	Tasks	Time limit (working days)
1	Letter of Approval	30 days
2	Letter of Sanction	07 days
3	Disbursement	07 days

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

Application Form for availing Employment Generation Subsidy.

Sr. No.	Particular	Details
1.	Name of the applicant (Authorized person of the unit)	
2.	Name & Address of the unit with telephone no. and e-mail	
3.	Registered Office address	
4.	Constitution of the Unit [Proprietary, Partnership, Pvt. Ltd., Public Ltd., LLP (Limited Liability Partnership) and Co-operative society]	
5.	Name of the block in which the enterprise is located and category of Block i.e. B/C/D	
6.	Category of the unit (Mega/Large/ MSME)	
7.	IEM/Udyam Registration Certificate (URC) and Haryana Udyam Memorandum (HUM) No. & Date	
8.	Date of commencement of commercial production (As per first sale bill)	
9.	Item of manufacture/processing	
10.	Sector under which employment generation subsidy has been claimed (i) General (ii) Thrust Sector (iii) Import Substitution (iv) Essential Sector (v) Bio/Renewable energy	
11.	Details of the employees on the payroll/ contract of the applicant's unit.	
	a) Total no. of employees (skilled/ semi- skilled/un-skilled)	
	b) No. of employees belonging to Haryana (i) No. of employees belonging to SC/Women of Haryana (ii) No. of employees belonging to Gen. category of Haryana	
12.	Quantum of employment generation subsidy claimed for the year.....	
13	Details of Employment Generation Subsidy claimed earlier year-wise	

14. Self-attested copies of documents to be annexed with the application:

- i. Copy of IEM/Udyam Registration Certificate (URC) and Haryana Udyam Memorandum (HUM).
- ii. Copy of first sale bill.
- iii. Certificate of Incorporation/ Partnership deed & Partnership registration/Co-operative Society registration certificate.
- iv. Board resolution/ Power of attorney
- v. Change of Land Use (CLU)/ NOC from competent authority, if applicable.
- vi. Copies of Statutory returns for the amount of contribution of EPF and ESI, whichever applicable, along with list of employees.
- vii. Details of employees in prescribed performa on the letter head of the company duly verified by Labour officer concerned in Annexure-II.
- viii. Copy of Haryana Resident Certificate from competent authority as a proof of Haryana resident.
- ix. Copy of SC Certificate from competent authority in respect of SC employees.
- x. Copy of Aadhaar Card of Haryana Resident Employee.

Signature of the applicant
(with seal)

Undertaking/Declaration (to be submitted on non-judicial stamp paper of Rs. 50/- (Min) duly sworn before a Notary Public (duly affixed with Notarial Stamp; and with Notary Seal & Notary Registration Number) or First-Class Magistrate):

I, _____ do hereby solemnly state that I am proprietor/ partner/ director/ _____ of M/s _____ located _____ which is engaged in the manufacture of _____ and I have been authorized to file the Employment Generation Subsidy claim with the Department of Industries and Commerce/ MSMEs, Haryana.

2. The unit will be liable to refund excess subsidy/assistance, if any released due to omission or pointed out by the Audit team of Principal Accountant General, Haryana.

3. I do hereby further affirm that the particulars given in the application are correct. In case any of the statement/ information furnished in the application/ documents later found to be wrong or incorrect or misleading or violation of the eligibility criteria/conditions, I do hereby undertake to refund the entire amount of assistance of Rs. _____ (Rupees _____) granted to me at the compound rate of interest @12% per annum, besides facing legal action in case facts contained in this application are proved to be wrong at the time of verification/ checking or otherwise at any stage.

Dated:

Signature of the applicant
(with seal)

Annexure – ‘II’

Details of employees belonging to Haryana for Employment General Subsidy in respect of M/s :-

Sr. No.	Name	Father's name	Permanent Address	Category (SC/Women/Gen)	Skilled/Semi-Skilled/Un-skilled	Date of enrolment	Wages per month	Total Duration of the employment during the financial year	*Aadhar Card no. and Haryana Resident Certificate no.

*Attach Aadhaar Card and Haryana Resident Certificate of employees belonging to Haryana.

Dated:

Signature of the applicant
(with seal)

CONFIRMATION FROM ASSISTANT LABOUR COMMISSIONER

It is verified that the unit has engaged number of persons in skilled/semi skilled/un-skilled category (direct employment on payroll or contract) belonging to Haryana as per Haryana Resident Certificate and the provisions of the Employment Generation Subsidy Scheme. The unit has engaged total number of employees in the unit.

Assistant Labour Commissioner

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Annexure-‘III’

Certificate from Chartered Accountant in respect of Employment Generation Subsidy (on CA letter head)

TO WHOM IT MAY CONCERN

The document & records of M/s.....with their regd. Office at.....and factory located at..... in respect of the wages paid to skilled/ semi-skilled/ un-skilled employees during the financial year have been verified as per payroll/ cash book/ bank account of the industrial unit/ statutory return of EPF and ESI filed by the company and it is certified that the said industrial unit has paid total wages of Rs. (Rupees) to (number) general category & (number) SC/women of skilled/ semi-skilled/ un-skilled employees, which are the resident of Haryana as per Haryana Resident certificate of each employee produced and as confirmed by ALC in Annexure-II.

AND

Verified from the books of accounts of above unit, the total investment in plant and machinery (original value) comes to Rs.....(Rupees.....) and turnover for the financial year Rs. (Rupees.....).

Name & signature of the Chartered
Accountant with stamps & CA
membership number

Dated

UDIN.....