



GOVERNMENT OF KERALA

Abstract

Industries Department – Assistance Scheme for Handicraft Artisans (ASHA)
– Guidelines approved- Orders issued.

INDUSTRIES (K) DEPARTMENT

G.O.(Ms)No.113/2016/ID

Dated, Thiruvananthapuram 20/08/2016

Read :- Letter No.HC/H/7665/2016 dated 13.06.2016 from Director of Industries and Commerce, Thiruvananthapuram.

ORDER

The Director of Industries & Commerce in the letter read above has submitted the guidelines for Assistance Scheme for Handicraft Artisans (ASHA) for the approval.

2. Government are pleased to approve the guidelines for Assistance Scheme for Handicraft Artisans (ASHA) as appended.

(By Order of the Governor)
P.S.RAJESH
Joint Secretary to Govt.

To

The Director/Additional Industries & Commerce, Thiruvananthapuram.
The Principal Accountant General (Audit/A&E), Thiruvananthapuram.
The Chief Executive Officer, K-Bip, Thiruvananthapuram.
I&PR Department (for uploading the G.O in Govt.website)
SF/OC.

Forwarded/By Order

[Signature]
Section Officer

Copy to:-

PS to Minister (Industries & Sports)
PS to Principal Secretary (Industries)
CA to Joint Secretary (Industries)

[Signature]

ASSISTANCE SCHEME FOR HANDICRAFT ARTISANS (ASHA)

Background

Government of Kerala had approved and implemented a scheme "Entrepreneur Assistance Scheme in Handicrafts/Artisans Sector" during the past few years. The scheme is intended to provide assistance to artisans to start their self employment. The National Backward Classes Finance and Development Corporation (NBCFDC) and National Minorities and Finance Development Corporation (NMFDC) also have schemes to promote economic development activities of Backward Classes and Minorities with special priority for women. The schemes of NBCFDC and NMFDC are being implemented through SURABHI, KSBC, KADCO, HDCK and KELPALM. Government of Kerala Under the scheme "Entrepreneur Assistance Scheme in Handicrafts/Artisans Sector", term loan will be provided to those beneficiaries not belonging to backward classes or minorities, but who are below the poverty line and are artisans. This scheme has not been able to bring about substantive change in the entrepreneurship among the artisans. Hence the need for a scheme on the lines of Entrepreneur Support Scheme for the MSME units.

The Assistance Scheme for Handicrafts Artisans (ASHA) aims to replace the existing scheme and bring the artisans in the handicrafts sector under the ambit of a single scheme for availing financial assistance in the form of grant assistance for setting up handicraft enterprises.

Objectives.

The new Assistance Scheme for Handicraft Artisans intends to

- (i) provide extensive support to artisans in the handicrafts sector for setting up handicrafts-based micro enterprises and
- (ii) give one time support(grant) to eligible artisans of the State as a back end assistance.

Definitions

(i) **Artisan:** A person who has been categorized as such by the office of the Development Commissioner (Handicrafts), Government of India or SURABHI, KSBC, KADCO, HDCK, KELPALM and has taken effective steps to set up an enterprise in the handicrafts sector. (For the purpose of this scheme "effective steps" means setting up of work shed /work shop, apply for bank loan, placing orders for purchase of tools, machinery or other equipment etc.)

(ii) **Enterprise:** An industrial unit falling under Micro category under the MSMED Act 2006 and having filed EM Part –II or Udyog Adhar.

(iii) **Women enterprise:** An enterprise in which at least 50% of the promoters are women artisans

(iv) **Young artisan:** An artisan between the age of 18 and 45. In case of more than one artisan, then to be eligible for assistance under this Scheme, all the artisans shall be between the age of 18 and 45. At the time of filing application for assistance under ASHA, the artisan(s) should have attained 18 years of age as on the 1st April of the concerned financial year and should not have attained 45 years of age as on the 1st April of the concerned financial year.

(v) Scheduled Caste and Scheduled Tribe artisan: An artisan belonging to Scheduled Castes or Scheduled Tribes under The Constitution Amendment (Scheduled Castes) Order, 1950/The Constitution Amendment (Scheduled Tribes) Order, 1950 (as amended by Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976. In case of more than one promoter, then to be eligible for assistance under this Scheme, at least 50 % of the promoters shall be SC/ST.

(vi) Recommending Authority: Office of the Development Commissioner (Handicrafts), Government of India or SURABHI, KSBC, KADCO, HDCK, KELPALM for artisans registered with them. In all other cases, the recommending authority shall be the respective Manager in charge of Handicrafts, District Industries Centres. The recommending authority shall accept applications, process the applications and place the applications before the District Level Handicraft Project Appraisal Committee. The committee shall scrutinize the applications and to recommend the sanctioning authority and disburse the assistance.

(vii) Sanctioning authority: General Manager, District Industries Centre shall be the sanctioning authority under the scheme.

Eligibility for applicants

2. All Micro Enterprises engaged in handicraft sector and set up in the State, which had filed Entrepreneurs Memorandum Part II with the respective General Manager, District Industries Centre or have taken Udyog Adhar shall be eligible for assistance under the Scheme. The applicant has to:

- (a) apply in the prescribed Proforma, along with the original / attested copies of invoices, bills or vouchers or valuation certificates in support of the claims within 6 months from starting the enterprise.
- (b) provide necessary documentation and accounts and
- (c) execute an agreement with the sanctioning authority to avail the assistance.

Entitlement of a successful applicant

3. Entitlement in the scheme shall be limited to the amount as given in Para 4 and 5 below per applicant unit to be availed only once. Subject to this maximum limit the assistance shall be limited to the fixed percentage of the composite investment upon:

- (a) Construction of Workshed / Workshop.
- (b) Cost of tools, equipment, machinery and accessories.
- (c) Electrification cost of workshop/workshed.
- (d) Technology support/ product /Design Development.

Working capital and recurring costs shall not be eligible.

4. An assistance of 40% will be payable on the fixed capital investment of all micro enterprises set up in the State by Artisans in the handicrafts sector, subject to a ceiling of Rs. 2 (two) lakhs

5. All micro enterprises established by artisans belonging to Women, Scheduled Castes and Scheduled Tribes and Young entrepreneurs shall be eligible for an assistance of 50% of the fixed capital investment limited to Rs. 3 (three) lakhs.

6. Assistance to any unit which has already received any subsidy or grant earlier under any other schemes, from State or Central Government or Government Agencies shall be limited to the balance remaining eligible assistance payable under this scheme.

Powers and Services offered by the sanctioning authority

7. All applications shall be placed in the District Level Handicraft Project Appraisal Committee to be constituted with the following composition.

1. GM, DIC chairman
2. Lead Bank Manager.
3. AD(DCH)
4. Manager in charge of Handicrafts.

The minimum quorum should be three and AD(DCH) is mandatory.

The committee shall scrutinize the applications and recommend to the General Manager. The power to sanction assistances under the scheme shall be vested with the General Manager, District Industries Centre.

8. There shall not be any application fee for artisans to apply for assistance under this scheme.

9. The recommending authority shall request and accept further documentation or clarification required from the applicant, associated agencies or stakeholders of other departments.

Obligations of the applicant artisans

10. The applicant shall provide all required details and declare such information as to be true.

11. The applicant shall provide clarifications or further details sought by the recommending/sanctioning authority.

12. The applicant shall allow inspection or verification of any details mentioned in the application including tools, equipments and accessories and all other assets if so required by the recommending/sanctioning authority.

13. The applicant shall produce originals of any important documents if so required by the recommending/sanctioning authority for verification.

14. The applicant shall execute requisite legal agreement on paper as and when the proposal is approved for implementation.

15. The applicant shall utilize the amount received only in the manner agreed upon.

16. The applicant shall operate the unit as stipulated in the agreement in which the quantum of support received failing which the assistance shall be resumed by resorting to the provisions of Kerala Revenue Recovery Act.

Elements of Fixed Capital Investments

17. The principal elements of Fixed Capital Investment include the cost of constructing workshop / workshop, essential tools, equipment, machinery, accessories and electrification. The Director of Industries & Commerce shall be competent to declare a component as essential to the unit on a case by case basis if differently titled.

18. All brand new identifiable items of tools, Equipment, accessories or machinery including jigs, moulds as well as material handling equipments shall be eligible for assistance. Fabricated machinery shall be supported by a valuation certificate of a Mechanical Engineer not below the rank of an Industrial Extension Officer under the District Industries Centre concerned.

19. Power connection costs to KSEB (except security/caution deposit), transformer costs and costs of Industrial wiring will be eligible for assistance.

20. No collateral security or charge on the assets of the unit during the pendency of the loan by the unit to the FI or bank is required for this assistance. But Government shall have a charge on the industrial assets of the unit, once the assistance is released. The financing institution will advise the General Manager, DIC concerned in writing of their intention of releasing the charges created in their favour in case of full repayment or of taking over the unit in case of default so as to ensure that the assets are not disposed off without the knowledge of the Department if the action proposed is within the stipulated five year period.

21. In the case of Technology support/ Design/Product development there should be a DPR for the same duly approved by the Government owned Technology/ Design/Product development agencies such as CTCRI, CSIR, Kerala Institute of Design, NIFT, NID, IIHT, Government Engineering Colleges approved by AICTE, Institutions under Science and Technology etc. The assistance is limited to the amount payable to such agencies for the royalty charges/ Technology Transfer charges/ Consultancy Charges. These institutions should certify that the technology is new or the Design/Product development has been undertaken by them for the unit.

General provisions

20. The assistance under the ASHA shall be released to the eligible artisan in one installment.

21. The Officer while accepting the application form should examine whether all necessary details have been furnished. If any information is found inadequate, the same should be intimated to the applicant unit and grant 10 days time to rectify the defects.

22. Any dues on any account of the unit to Government/agency of Government shall be adjusted from the amount sanctioned as eligible assistance to any unit before disbursement of the assistance. Government in the Industries Department will have powers to relax this condition with the concurrence of Finance Department in exceptional cases for the reasons as reported by the Director of Industries & Commerce.

23. The disbursement of the sanctioned assistance to the unit shall be to the bank account of the unit.

24. The General Manager, District Industries Centre shall have full powers for sanctioning the assistance. All claims shall be disposed of within 30 days from the date of receipt of completed application.

25. The Director of Industries & Commerce is competent to dispose the appeals, if any, received in the prescribed format against the orders of the General Manager, DIC.

Recoveries and Penalties

26. Any assistance to an enterprise is liable to be refunded by the unit with interest at the rate of 14% per annum from the date of receipt of the same, on issue of registered demand notice to the unit by the Recommending/Sanctioning authority on grounds of obtaining assistance by misrepresentation, forgery or deception or not found working continuously for five years from its commercial production or in case of units which availed startup support, if the unit is not found to

have commenced its commercial production within one year after receipt of assistance. All amounts due to Government under this provision shall, in case of default, be recoverable as if they are arrears of land revenue under the provisions of the Kerala Revenue Recovery Act, 1968 or in such other manner as Government may deem fit. Sufficient opportunity to show cause in writing shall however be granted to the units before a demand is raised against it.

Forms

27. The application, other certificates, agenda note, sanction letters, agreement etc. shown separately as annexures shall form part of the Manual.

- I. Format of the Application for assistance under ASHA
- II. Format of Proceedings to sanction the assistance
- III. Format of the Agreement for assistance

Funds

28. The funds for this scheme can be sourced from the H/A 2851-00-104-84 – “Entrepreneur Assistance Scheme in Handicrafts / Artisan Sector” in which Rs.30.00 lakhs is earmarked in the current Fiscal.

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Assistance Scheme for Handicrafts Artisans (ASHA)

Key Features

1. The scheme envisages extending one-time assistance to Artisans who set up a micro enterprise in the handicrafts sector.
2. The support will be extended as a back-end financial assistance in the form of grant upon commissioning of the enterprise and after filing EM Part II/Udyog Adhar.
3. 40% of the expenditure on Fixed Capital Investments (FCI) subject to a ceiling of Rs 2 lakhs and 50% of the expenditure on FCI for women, SC/ST and young artisans subject to a ceiling of Rs.3 lakhs will be given as assistance.
4. The principal elements of Fixed Capital Investment include the cost of constructing workshop / workshop, essential tools, equipment, machinery and accessories and electrification. Technology transfer fees/consultancy charge/Product/Design development charges will be considered for financial assistance.
5. The artisan has to apply in the prescribed format with copies of bills/ vouchers/ invoices/ assessments in support of the investments claimed as FCI.
6. The applicant should be enrolled as an artisan / craftsman under the Office of the Development Commissioner (Handicrafts), or SURABHI, HDCK Ltd., KELPALM, KSBC, KADCO.
7. There is no fee charged for applying for assistance.
8. General Manager, District Industries Centre will be the sanctioning authority. The amount will be disbursed through Bank.

CHECK LIST

Common to all assistance

1. Application (Annexure-III) duly signed by the applicant(in case of partnership firm, all partners shall sign)
2. Self attested copy of Challan /receipt towards payment of fees.
3. Copy of Voters ID/Passport/Ration Card/ Driving license of the promoter/Promoters(attested by Gazetted Officer) (in case applying for assistance under young entrepreneurs the document furnished shall show the Date of birth of the applicant)
4. Self attested copy of resolution towards applying for this assistance in case of units other than proprietary.
5. Self attested copy of Acknowledgement of EM(EM part I in case of application for Startup support and part II for other assistances)
6. Copy of Caste Certificate (attested by Gazetted Officer) (in case applying for assistance under SC/ST entrepreneurs).
7. Copy of the Project Report(Self attested)
(N.B:- 2&3 not required during online filing but to be submitted along with the original application)

For Technology Support

1. Self attested copy of order ad proof of payment of consultancy/technology transfer costs.
2. Self attested copy of invoices/bills with proof of payment of the new Plant and Machinery.
3. Valuation certificate of a Mechanical Engineer not below the rank of an Assistant Executive Engineer of Government Department (Industries, PWD, LSGD, Irrigation etc.,) or a chartered Engineer, Institution of Engineers India/Approved Valuer of Institution of Valuers, India.
4. Certificate from the research institution to the effect that the technology is new.
N.B – In case a document pertaining to a particular detail has already been furnished under any of the applications viz part B/C/D, then further production of the same is not necessary

**APPLICATION FOR ASSISTANCE UNDER
ASSISTANCE SCHEME FOR HANDICRAFTS ARTISANS**

(GENERAL INFORMATION)

(Do not leave any column blank. If not applicable enter "NA". Use only bold letters.)

Category of the Artisan: General/Women/Young/SC-ST

Affix recent
photo of the
applicant

1. Name of the applicant :
2. Address for Communication with
Pin code, Phone no., email.
3. Date of birth of the applicant :
(to be supported with any proof) (mandatory only in case applying for assistance for young entrepreneurs)
4. Constitution of the unit : (Proprietary/Partnership/Company/Society/Others)
5. No of workers employed/proposed : Male Female
6. Address of the enterprise:
7. Particulars of the promoter/promoters : Name Address
Male (Nos) Female (Nos)
8. Acknowledgement No of EM Part II & date* :
9. Products manufactured/
proposed to be manufactured :
10. Details of fixed capital investment :

As per Project cost (*all amounts are in Rupees*)
 - (i) Building / Workshed/Workshop ..
 - (ii) Tools, equipment, machinery and accessories ..
 - (iii) Electrification ..
 - (iv) Others, if any* ..

* specify the item
11. TOTAL
12. Date of commencement of
Commercial production ..
13. Date of commencement of
Commercial production after
acquiring new technology ..

14. Details of new technology acquired

I. Brief description of new technology :
II. Name of the technology/
Research institution :
III. Whether institution is approved : Yes / No
IV. Cost of Technology/Consultancy charges :
V. Cost of new machinery :
VI. Valuation cost of technology if new plant
and machinery as per engineer.

15. Details of Product/Design development charges

I. Brief description about Product/Design
Development including the number of
Products/design development under
Various categories :
II. Whether the products development could
be commercialized :
III. If so increase in sales revenue for the new
Product :
IV. Whether design development could be
Commercialized :
V. If so the increase in sale revenue on
Account of new Design.
VI. Name of institution where the products/
Designs are developed :
VII. Whether the institution is approved : Yes / No
VIII. Cost of product/Design development
Charges :

16. Source of finance

- (a) Term loan from Financial Institution :
(b) Own contribution :

TOTAL :

ELIGIBLE SUPPORT

17. 40% of the FCI
(in case of General Category)

18. 50 % of the FCI
(in case of Women/Young/SC-ST Category)

19. Assistance claimed : :

20. Name of the Financial Institution : :

I/We have read the rules of the Assistance Scheme for Handicrafts Artisans and undertake to abide by all the provisions therein. I/We also submit that I/We have neither applied for nor availed similar assistance from elsewhere. I/We also submit that change of location/address of the applicant/constitution of the unit, if any shall be intimated to the sanctioning authority in writing.

I/We declare that the facts stated above are true to the best of my/our knowledge and belief.

Place:

Date:

Signature of the applicant

ANNEXURE - II

**Proceedings of the General Manager, District Industries Centre,.....
(Present:)**

No. Dated:.....

Sub:- Assistance Scheme for Handicrafts Artisans - M/s.....sanctioned- orders

Read:- 1. GO (Ms) No.....dated.....
2. Application of Sri/Smt.dated.....

ORDER

Sri/Smt.....of M/s a Micro enterprise bearing EM Part II Acknowledgement Nodated..... for the production of has applied for support under Assistance Scheme for Handicrafts Artisans for Rs.....(Rupees..... only) as per 2nd read above.

The application has been scrutinized and found to satisfy the conditions laid down in the Government Order read 1st above. The unit is found eligible for a support to the tune of Rs.....(Rupees..... only) under ASHA.

In the circumstances sanction is hereby accorded for the payment of Rs.....(Rupees..... only) as support subject to the following conditions.

The support extended under ASHA to the enterprise is liable to be refunded by the unit with interest at the rate of 14% per annum from the date of receipt of the same, on issue of registered demand notice to the enterprise by the General Manager, District Industries Centre on grounds of obtaining the assistance by mis-representation; forgery or deception.

All amounts due to Government under this provision shall, in case of default, be recoverable as if they are arrears of land revenue under the provisions of the Kerala Revenue Recovery Act, 1968 or in such other manner as Government may deem fit. The applicant unit shall execute an agreement in the prescribed format agreeing to the above conditions within 10 working days of receipt of this order, failing which it shall be taken that the unit is not interested in availing the assistance and the case closed automatically. Any officer authorised by the Director of Industries & Commerce/General Manager, District Industries Centre shall have powers to call for, inspect or examine at all reasonable time any asset, properties or books of accounts in respect of the applicant's concern and the unit shall arrange for the same.

The Administrative Assistant, of this office is authorised to draw the sanctioned amount and to credit it to the account of the applicant in the after the agreement has been produced, duly executed and production of advanced stamped receipt in triplicate.

General Manager
District Industries Centre

ANNEXURE – III

Form of Agreement under Assistance Scheme for Handicrafts Artisans
(to be executed by the applicant unit in stamp paper of Rs. 100/-)

THIS AGREEMENT is executed on this the day of Two thousand between Sri/Smt..... (Here enter address of the applicant), Proprietor/Managing Partner/Director of M/s..... (here enter name and address of the unit with door no) which filed EM Part II with the Department of Industries & Commerce vide Acknowledgement No dated and having its Workshop / Workshed at Door No..... (here in after called 'the grantee') in favour of the Governor of Kerala (hereinafter called the 'Government').

WHEREAS the above unit has applied for the support under Assistance Scheme for Handicrafts Artisans Startup before Government.

AND WHEREAS on the unit's request, Government have agreed to sanction an amount of Rs.....(Rupees only) as per order No.....dated..... (hereinafter called the 'sanction order' which shall form part of this form as if incorporated therein), the receipt of which the grantee hereby admits and acknowledges subject to the conditions contained in the sanction order and also subject to the terms and conditions herein after.

NOW THEREFORE THIS DEED WITNESSETH AS FOLLOWS:

- 1) The grantee shall perform all the terms and conditions contained in the sanction order and the said rules and those conditions which are applicable to the grantee according to the provisions of Kerala Financial Code or such other rules as may be framed hereafter in substitution for or in addition to the said Code.
- 2) The grantee shall not close their account with the financial institution without the written consent of the General Manager, District Industries Centre.
- 3) The grantee shall refund the entire assistance with interest at the rate of 14% per annum from the date of receipt of the same, on issue of registered demand notice to the unit by the General Manager, District Industries Centre on grounds of obtaining the assistance by misrepresentation, forgery or deception or if the unit failed to function continuously for five years after the availing the grant assistance. All amounts due to Government under this provision shall, in case of default, be recoverable as if they are arrears of land revenue under the provisions of the Revenue Recovery Act or in such other manner as Government may deem fit.
- 4) The grantee undertake to refund to Government any over payment to them by the disbursing agency on account of the assistance made in excess of their actual entitlement upon being intimated of the fact by the disbursing agency.

IN WITNESS WHERE OF grantee have here unto set his/her hand on the day, month and year first above written.

Signed by

In the presence of witnesses:

- 1)
- 2)

**PROCEEDINGS OF THE GENERAL MANAGER, DISTRICT INDUSTRIES
CENTRE.....
(Present.....)**

No.....

Dated.....

Sub:- Technology/Product/Design Development support – M/s.....sanctioned
– orders issued.

Ref:- 1. G.O.(Ms) No..... dated.....
2. Your application for Technical support received by us on
3. Meeting of the District Level Committee for Entrepreneur Support Scheme held
on

ORDER

Sri/Smt.....of M/s..... a
Micro/Small/Medium unit bearing EM Part II Acknowledgment No/Udyog Adhar Registration No.
..... dated..... for the production of
has applied for Technology support of Rs.
Rupees..... only).

The application has been scrutinized and found to satisfy the conditions laid down in the
Government Order read 1st above. The unit is found eligible for a Technology support/
Product/Design Development support of Rs.
Rupees..... only).

In the circumstances sanction is hereby accorded for the payment of Rs.
Rupees..... only) as Technology support/ Product/Design Development support subject to the following conditions.

1. The applicant unit shall be under obligation to remain continuously working for period of five years from the date of commencement of production after the installation of new technology.
2. The applicant unit shall be under the obligation to furnish copies of balance sheets, valid licenses from local body, electricity bills and performance particulars in a prescribed proforma every year till the stipulated period before the 31st December of the ensuing financial year, as proof of their functioning.
3. Technology support / Product/Design Development support to an industrial unit is liable to be refunded by the unit with interest at the rate of 14% per annum from the date of receipt of the same; on issue of registered demand notice to the unit by the General Manager, District Industries Centre on grounds of obtaining the assistants by mis-representation, forgery or deception or if the unit is not found working continuously for five years from its commercial production after the installation of new technology. All amounts due to Government under this provision shall, in case of default, be recoverable as if they are arrears of land revenue under the provisions for the Kerala Revenue Recovery Act, 1968 or in such other manner as Government may deem fit.

4. The applicant unit shall execute an agreement in the prescribed format agreeing to the above conditions with 10 working days of receipt of this order, failing which it shall be taken that the unit is not interested availing this assistance and the case closed automatically.
5. Any officer authorized by the Director of Industries and Commerce/General Manager, District Industries Centre shall have powers to call for, inspect or examine at all reasonable time any asset, properties or books of accounts in respect of the applicant's concern and the unit shall arrange for the same.

The Administrative Assistant, of this office is authorized to draw the sanctioned amount and to credit it to the account of the applicant in the after the agreement has been produced, duly executed and production of advance stamped receipt I triplicate.

General Manager

**FORM OF AGREEMENT FOR ASSISTANCE FOR TECHNOLOGY
SUPPORT/PRODUCT/DESIGN DEVELOPMENT**
(to be executed by the applicant unit in stamp paper of Rs. 100)

Whereas I/we Have applied for technology support under the Entrepreneur Support Scheme and whereas I/We have been granted an assistance of Rs. the receipt of which is hereby acknowledged.

NOW THIS DEED WITNESSETH:

I/We undertake to abide by the terms and conditions stipulated for the purpose of sanction and disbursement of technology support.

I/We undertake to remain in commercial production for a period of at least five years from the date of commencement of commercial production after the installation of new technology.

I/We further agree that no change of location, name, activity, constitution of the unit and address of the applicant or substantial contraction or disposal of fixed capital investment will be made within the period of five years without the prior approval of government.

I/We further agree to furnish to the disbursing agency annual statement of accounts and balance sheets, valid license from local body, electricity bills and our performance particulars in the prescribed proforma every year till the stipulated period before the 31st December of the ensuing financial year, as a proof of our functioning.

I/We also undertake to refund to Government any sum received as technology support with interest as might be prescribed by the Government or in the absence of any such fixation with interest at 14%, if;

1. My/our unit goes out of production within five years from the date of commencement of commercial production after acquiring new technology/new Design/Products.

Or

2. I/We violate any of the terms and conditions stipulated for the purpose of technology support, or
3. The disbursing agency intimates me/us in writing that the assistance has been obtained by me/us by misrepresentation or/by furnishing of false information as to an essential fact in my/our application for assistance and supporting documents submitted by me/us.

I/We also undertake to refund to Government any over payment to me/us by the disbursing agency on account of technology support made in excess of my/our actual entitlement upon being intimated of the fact by the disbursing agency.

I/We further agree that the provision of the Kerala Revenue Recovery Act, 1968 will be invoked against me/us in case I/We default on amounts demanded from me/us under the above provisions and that all amounts due to Government shall, in case of default, be recoverable as if they are arrears of land revenue under the provisions of the Kerala Revenue Recovery Act, 1968 for the time being in force.

Signature of applicant
with seal.

Place:

Date:

Witness:

- 1)
- 2)

FORM OF APPEAL
(Affix Court Fee Stamp worth Rs.10)

1. Name of applicant -
2. Name, address of the unit -
3. EM acknowledgement No. & Date/
Udyog Adhar Acknowledgement -
4. Authority passing the orders
appealed against -
5. Amount of assistance claimed -
6. Amount of assistance allowed -
7. Number and date of the order appealed
Against (Pl.attach copy of the order)
8. Ground of appeal
(if necessary us separate sheet) -

Appellant:
Signature:

Place:

Date:

PERFORMANCE PARTICULARS OF UNITS
(which availed assistances under Assistance scheme for Handicraft Artisans)

Financial Year:

- | | | |
|---|---|----|
| 1. Name of unit | - | |
| 2. Name of promote(s) | - | 1. |
| | | 2. |
| 3. Location of the unit | - | |
| 4. Products manufactured | - | |
| 5. Annual turnover as on 31 st
March (In quantity and value) | - | |
| 6. VAT/TIN/PAN No. | - | |
| 7. Products exported, if any
(Items, quantity and value) | - | |
| 8. Profit/Loss for the year | - | |
| 9. Amount of VAT paid as on
31 st March | - | |
| 10. No.of employees engaged | - | |
| 11. Total amount of wages paid to
them as on 31 st March | - | |
| 12. Total amount of ESI remittances
Made as on 31 st March | - | |
| 13. Total amount of PF remittances
Made as on 31 st March | - | |
| 14. Total power consumed for the year/
Amount paid to KSEB | - | |
| 15. Total amount of Bank loan/OD/CC
Availed as on 31 st March | - | |
| 16. Amount repaid as on 31 st March | - | |
| 17. Total liability of the unit to the bank
as on 31 st March | - | |
| 18. Name of the financial institution | - | |

1^o Other particulars

	Item	Previous year	Current Year
1	Location		
2	Address		
3	Ownership		
4	Products		
5	Fixed Capital Investment		
6	Profit/Loss		

Signature of the promoter

Place :

Date: