

## ACTIVITY FLOW CHART

<b>Processing of Interest Free Loan / Capital Interest Subsidy applications by Incentives Division, PICUP under the provisions of Infrastructure &amp; Industrial Promotion Policy-2012</b>
---

S. N.	Particulars	Industrial Investment Promotion Scheme	Capital Interest Subsidy Scheme
1	Receipt of Application by Nodal Agency	Positively by 30 <sup>th</sup> September of the Financial Year under application.	Applications should be received within six months from date of commencement of commercial production.
2	Intimation about shortcomings by Nodal Agency	Within 30 days of submission of the application.	Within 30 days of submission of the application.
3	Submission of requisite documents/information/clarifications by the applicant complying with the provisions of G.O.(s)	As and when done by the applicant.	As and when done by the applicant.
4	Confirmations from Commercial Tax Deptt. regarding deposit of SGST	As and when received from unit.	Not applicable.
5	Confirmations from CA/Bank who have issued required certificates/Audit Reports/Balance Sheet of the unit	Within 2 weeks after receipt of entire required Certificates, Audit Reports, and Balance Sheet etc. from the unit.	After receipt of Chartered Accountant Certificates & Bank Certificate with respect to date wise disbursement of loan, payment of interest/principal, no default certificate etc.
6	Processing of sanction of the loan	Within 3 weeks of receipt of complete documents/information/Clarifications/Confirmations	Within 3 weeks of receipt of complete documents/information/Clarifications/Confirmations
7	Inspection of the Unit	a) During the course of processing prior to sanction of loan (in case of first application) b) During the course of processing prior to disbursement (in other cases).	a) During the course of processing prior to sanction of loan (in case of first application) b) During the course of processing prior to disbursement (in case of next year's application).
8	Completion of legal formalities by the applicant and creation of adequate security towards the sanctioned loan as per provisions of the Scheme	As and when done by the applicant	As and when done by the applicant
9	In case of submission of security by way of Bank Guarantee, written confirmation from the Bank/in person verification	a) Written confirmation from the Bank, as and when received. b) In person verification, within 15 days from the submission of Bank Guarantee.	Not applicable.
10	Reimbursement of Administrative charges equivalent to 2% of loan sanctioned	As and when received but prior to disbursement.	As and when received but prior to disbursement.
11	Processing and release of disbursement	Within 2 to 3 weeks of compliances indicated at point 7 b) to 10, but subject to availability of funds.	Within 2 to 3 weeks of compliances indicated at point 7 b) to 10, but subject to availability of funds.

Process Flow

