

No. ID2/20010/11

Directorate of Industries and commerce,
Thiruvananthapuram, Dated 30/11/2012.

CIRCULAR

Sub:- Industries – Development Areas and Plots – Allotting building/shed
Numbers- instructions issued-reg.

- Ref:- (i) Lr No. 24165/F1/2011/ID dated 07.10.2011 of Industries (F)
Department.
- (ii) Letter No. B2/6860/11 dated 28.09.2012 of the General Manager,
District Industries Centre, Ernakulam.
- (iii) This office letter of even no. dated 14.11.2012.
- (iv) Letter No. 25/ESSIA/DIC 12-13 dated 21.11.2012 of the Secretary,
The Edayar Small Scale Industries Association, IDA, Edayar,
Aluva, Ernakulam.
- (v) The letter No. B2/6860/11 dated 27.11.2012 of the General
Manager, District Industries Centre, Ernakulam.

Government as per letter referred 1st above had forwarded the draft audit report of the Accountant General to be included in the report of the C&AG. It is reported that the Accountant General, while conducting inspections in few DA/DP/MIE's under the District Industries Center's, have observed that majority of units in the DA/DP/MIE's had no plot number or unit name. Hence, it was difficult to locate the units. Government as per letter referred 1st above had also requested to furnish the ATR on the draft para.

The General Manager, District Industries Centre, Ernakulam as per reference cited 2nd above had reported that "The Edayar Small Scale Industries Association", IDA, Edayar, Aluva, Ernakulam had requested to allot building numbers in a certificate form. The General Manager has also recommended the same.

This Office had examined the above request and as per letter referred 3rd above have issued directions to all General Managers to take steps to allot plot numbers to all plots in DA/DP/MIEs and thereafter direct all allottees to display a Board showing the name of the unit with plot number so allotted.

As per letter referred 4th above, the Secretary, The Edayar Small Scale Industries Association, IDA, Edayar, Aluva, Ernakulam has again requested to take necessary steps to issue building numbers and certificate.

The General Manager, District Industries Centre, Ernakulam as per reference letter No 5th above have forwarded the request of the Edayar Small Scale Industries Association duly recommended by him.

The request was examined in detail and found that a unit already sanctioned in the plot and functioning in the DA/DP/MIEs requires a number to identify them. It has been found necessary that the units in DA/DP/MIEs are allotted building/shed numbers by the respective District Industries Centers for identifying or locating the units. Hence the following instruction is issued which shall supercede all directions and circulars issued earlier in this regard by the Director of Industries & Commerce.

- (i) All DA/DP/MIE's under the control of the District Industries Centres shall exhibit a Board in the main gate to the DA/DP/MIE respectively in a very visible position showing the particulars of the industrial land viz. Whether DA/DP or MIE, Name of the DA/DP/ MIE, Total extent of land etc. A sample model is provided in Annexure –I attached to this Circular.
- (ii) All General Manager, District Industries Centers shall allot building/shed numbers to the industrial units in the DA/DP/ MIEs. Each unit shall be allotted building/shed numbers with suffix A, B, C etc if more building/shed exists in a single plot. A certificate with respect to the allotment of building/shed numbers shall be issued to each unit. A sample model is provided in Annexure –II attached to this Circular.
- (iii) All units which are allotted plots/sheds in the DA/DP/MIEs shall exhibit a board showing their particulars in their premises in a very visible manner. A sample model is provided in Annexure –III attached to this Circular.

(Sd/-)

Director of Industries & Commerce

(Government Emblem)
Government of Kerala

Department of Industries & Commerce
District Industries Centre
....., (*write place*)

IDA/IDP/MIE, (*write whichever is applicable*)
..... (*write place*)

Total Extent: ...Acres/Hectares, Total units: ...nos

NB: In both English and Malayalam

(Government Emblem)
Government of Kerala

Department of Industries & Commerce
District Industries Centre
....., (*write place*)

No.

This is to certify that M/s..... (*writ name of unit*)
DA/DP/MIE, (*write place*) promoted by Sri/Smt/Ms.is allotted
.....cents/acres of land in Survey No.ofGrama
Panchayat/Municipality,Taluk,District to set up an M/S/M
enterprise for the activity ofand is allotted the building/shed No.
.....in plot No.of DA/DP/MIE, (*write place*).

Date:
Place:

General Manager,
District Industries Centre,
(Place).

Annexure – III

(Name of the unit)
Building/shed No...
Plot No....
Survey No...
IDA/IDP/MIE, *(write whichever is applicable)*
..... *(write place)*
Total Extent: ...Cents/Acres

NB: In both English and Malayalam