



GOVERNMENT OF ASSAM
INDUSTRIES & COMMERCE DEPARTMENT
JANATA BHAWAN
BLOCK-'C': 2ND FLOOR
DISPUR::GUWAHATI-6

ORDERS BY THE GOVERNOR OF ASSAM

NOTIFICATION

Dated Dispur the 15th July, 2021

No. CI.227/2019/128 :- In the interest of public service, the Governor of Assam is pleased to notify the Operational Guidelines for the Assam Bamboo & Cane Policy, 2019. The operational guidelines shall come in to immediate effect, and its validity shall be co-terminus with its parent Policy.

Sd/-

(Dr. K.K. Dwivedi, IAS)
Principal Secretary to the Govt. of Assam,
Industries & Commerce Department.


Memo No. CI.227/2019/128-A

Dated Dispur the 15th July, 2021

Copy to :

1. The Commissioner. Industries & Commerce, Assam, Udyog Bhawan, Bamunimaidam, Guwahati-781021.
2. Deputy Mission Director cum CEO State Bamboo Development Agency, Udyog Bhawan, Bamunimaidam, Guwahati-781021.
3. The Managing Director, AIDC Ltd., R.G. Baruah Road, Guwahati-24.
4. The Managing Director, AIIDC, Industrial Estate, Bamunimaidam, Guwahati-21.
5. The Managing Director, ASIDC, Bamunimaidam, Guwahati-21.
6. The Director, Assam Govt. Press, Bamunimaidam, Guwahati-21 with a request to publish the notification in the next issue of Assam Gazette.
7. The P.S. to Minister, Industries & Commerce Department for kind appraisal of the Hon'ble Minister.
8. The P.S. to Principal Secretary to the Govt. of Assam, Industries & Commerce Department, Dispur for information of Principal Secretary.
9. Office Copy.

By order etc.


Joint Secretary to the Govt. of Assam,
Industries & Commerce Department

**OPERATIONAL GUIDELINES OF
THE ASSAM BAMBOO AND CANE
POLICY, 2019**

1. Introduction:

These operational guidelines have been prepared for implementation of The Assam Bamboo and Cane Policy, 2019, as per sub clause (f) under **Additional Incentives** under clause **XI** of The Assam Bamboo & Cane Policy, 2019.

The interventions under The National Bamboo Mission, shall be guided by the revised Operational Guidelines of The National Bamboo Mission and/or the rules and regulations, and the definitions thereof formulated by the mission from time to time. The revised Operational Guidelines can be downloaded from www.nbm.nic.in

2. General Provisions:

- The guidelines covers the project/services which commence Commercial Production or the existing units which go in or substantial expansion/modernization/diversification on or after **1/1/2020** but on or before **31/12/2024** (inclusive of both the dates) or till the time the Government of Assam deems fit, with such further modifications as may be brought about during the operation of this policy.
- The unit will have to apply within 1 (one) year after the date of Commercial Production to avail any component of the subsidy.
- In case of any variance of any definitions/rules etc between The National Bamboo Mission and The Assam Bamboo & Cane Policy 2019, the definitions/rules etc framed under The National Bamboo Mission shall prevail for the incentives to be provided under The National Bamboo Mission.
- In case of any variance of any definitions/rules etc between The National Bamboo Mission and The Assam Bamboo & Cane Policy 2019, the definitions/rules etc framed under The Assam Bamboo & Cane Policy 2019, shall prevail for the additional incentives to be provided under The Assam Bamboo & Cane Policy 2019.
- The State Bamboo Development Agency shall have the right to ask for any documents to ascertain the eligibility and authenticity of a unit before release of any subsidy.
- The Financial Incentives to be provided under The National Bamboo Mission will be through Credit Linked Back Ended Subsidy as per the terms of The Revised National Bamboo Mission Operational Guidelines.

3. Definitions:

- a. **The Assam Bamboo & Cane Policy, 2019:** The Assam Bamboo & Cane Policy, 2019 means, the policy enunciated by the Government of Assam vide Notification No. CI.227/2019/61 Dated Dispur the 28th November, 2019.
- b. **National Bamboo Mission:** The National Bamboo Mission means The restructured National Bamboo Mission, that was approved by The Cabinet Committee on Economic Affairs on 25th April. 2018.
- c. **Fixed Capital Investment:** Fixed Capital Investment means and includes investment in plant and machinery and land and building connected directly for the infrastructure. The investment in land shall mean the cost of land (used only for utilities) derived from registration value of land or the actual cost of the land, whichever is lower. While the proportionate stamp duty and registration fee shall for the part of the cost of the land. The cost of development of land, preliminary and pre-operative expenses, interest during the construction period, consultant fees, margin money for working capital shall not be considered as fixed capital investment in the purpose of calculating subsidy.

- d. **Micro, Small & Medium Enterprises:** Micro, Small & Medium Enterprises means enterprises as per investment criteria defined under the Micro, Small and Medium Enterprises Development Act 2006 or as amended.
- e. **Substantial Expansion:** It means increase in value of Fixed Capital Investment of an existing unit by at least 25% as well as increase of employment by at least 10%. Prior to going for expansion, the unit should be operating at least at an average 75% capacity during the period of 3 previous years.
- f. **Diversification** means Fixed Capital Investment made by an existing unit for manufacturing of new product(s)/for rendering new service(s) in the same location of the existing unit, provided that the Additional Fixed Capital Investment is not less than 25% of the gross value of existing Fixed Capital investment and increase in regular employment at least by 10% of people of Assam.
- g. **Modernisation** means investment made by an existing unit in the Fixed Capital Investment in the same location of the existing unit, involving new/improved technology having definite advantage(s) in the same location of the existing unit in reduction of cost of production or in increase of profit margin, provided that the additional Fixed Capital Investment is not less than 25% of the gross Fixed Capital Investment.
- h. **Implementing Agency:** State Bamboo Development Agency, Assam shall be the implementing agency for The Assam Bamboo and Cane Policy, 2019.
- i. **Souvenir Shops:** Souvenir Shops means a store primarily selling souvenirs and other items exclusively related to bamboo and cane.
- j. **Places of Tourist Attraction:** Places of Tourist Attraction means a tourist attraction is a place of interest where tourists visit, typically for its inherent or an exhibited natural or cultural value, historical significance, natural or built beauty, offering leisure and amusement. The places may include Kamakhya Temple, National Parks and Wildlife Sanctuaries of Assam, Talatal Ghar, Rang Ghar etc. The list is only indicative and not exhaustive.

4. Eligibility Criteria:

- a. A unit shall have employment of minimum of 80% people of Assam in the Managerial cadre and minimum of 90% people of Assam in the Non-Managerial cadre. Employment certificate for Micro and Small units shall be issued by the District Employment Officer of the concerned district. Employment certificate for Medium and Large units shall be issued by the Director of Employment & Craftsmen Training.
- b. The applicants/artisans/entrepreneurs shall not be eligible for any component of subsidy/subsidies under this policy if they have availed a similar subsidy/subsidies from any other scheme/policy of Govt of India and Assam.
- c. The unit undergoing Expansion/Modernization/ Diversification shall be eligible for incentives only for the Additional Fixed Capital Investment made i.e. for the Expanded/ Diversified/ Modernized portion of the existing unit.
- d. No right or claim for any incentives under the Policy shall be deemed to have been conferred by the policy merely by virtue of the fact that the unit has fulfilled on its part the conditions of the Policy. The incentives/subsidies cannot be claimed as a matter of right.
- e. The decision of the implementing agency, subject to such direction as Government may issue from time to time in this regard shall be final and binding.

CHAPTER 2

CAPITAL INVESTMENT SUBSIDY

2.1 Objective:

The objective of this component is to encourage the bamboo artisans to buy state of the art plant and machinery and thereby promoting new and innovative bamboo products.

2.2 Pattern of Assistance:

This component shall be reimbursed @ 50% of the eligible plant and machineries and internal electrical installations subject to a ceiling of Rs. 5 (five) crore.

2.3 Eligibility:

The following components will be included for computing **the value of plant and machineries:**

- i. Cost of Industrial Plant & Machinery including taxes and duties.
- ii. Cost of productive equipment's such as tools, jigs, dyes and moulds including taxes and duties.
- iii. Freight charges paid for bringing Plant & Machinery and equipment from suppliers premises to the location of the unit
- iv. Transit insurance premium paid. Erection and installation charges to be restricted to the cost indicated in the Appraisal Note of the Financial Institution which provided loan to the unit.
- v. Laboratory testing equipments to be restricted to the cost indicated in the Appraisal Note of the Financial Institution which provided loan to the unit.
- vi. Internal Electrification directly related to Plant & Machineries for Production.

The following components will not be included for computing **the value of plant and machineries:**

- i. Loading and unloading charges.
- ii. Miscellaneous fixed assets such as DG Sets, handling equipments, electrical components other than Electrical components necessary for plant operation on the plant side from where meter is installed up to the point where finished goods is to be produced/dispatched (i.e. H.T. motors, L.T. motors, Switch boards, Panels, Capacitors, Relay, Circuit Breakers, Panel Boards, Switchgears.
- iii. Plant & Machineries not directly linked to manufacturing
- iv. Transformer

Internal Electrification shall include only those components that are directly linked to the production. The decision of SBDA in this regard shall be final.

2.4 Application Process:

The flow chart at **figure2.1** shall be followed by the micro units to apply for this component of the subsidy whereas the flow chart at **figure2.2** shall be followed by small, medium and large units to apply for this component of the subsidy:

For Micro Units

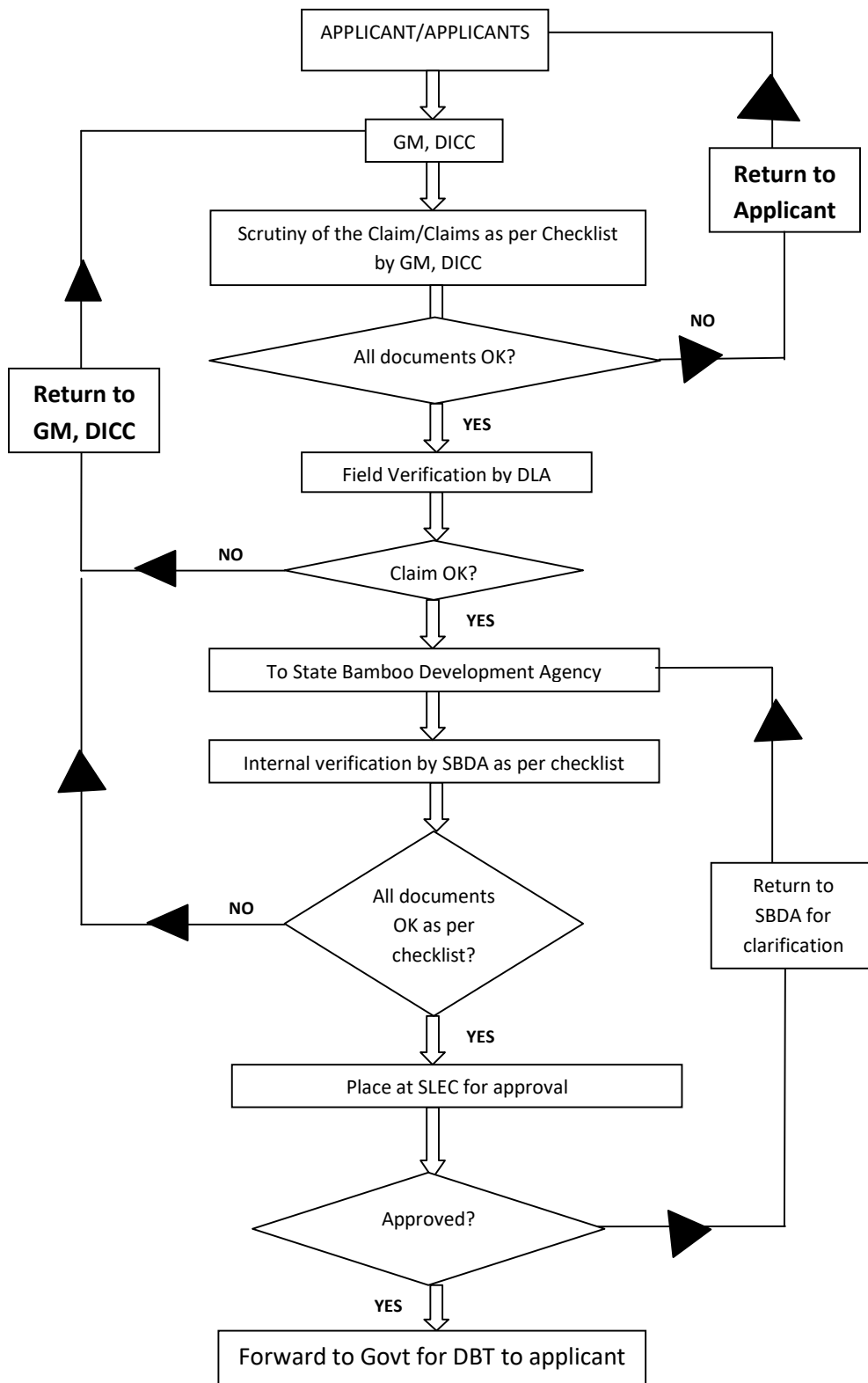


Figure 2.1

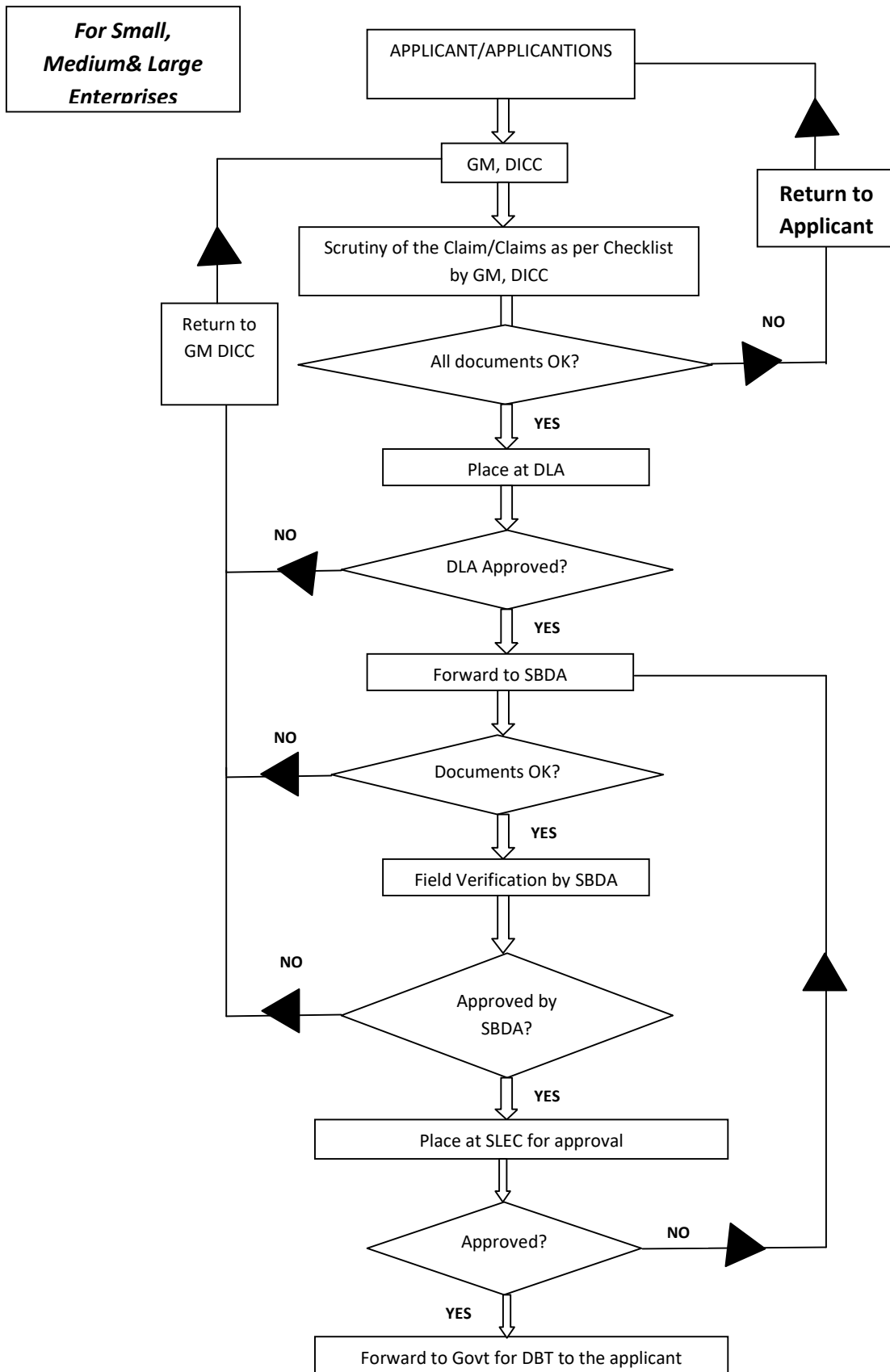


Figure 2.2

2.5 Checklist for claiming Capital Investment Subsidy on Eligible Plant and Machineries and Internal Electrical Installations:

Sl. No.	Name of the Documents	Remarks
1.	Application Form	As per format in operating Guidelines
2.	Udyam Registration	
3.	Certificate of Incorporation/Registered Deed of partnership/General Power of attorney/List of partners with PAN/Registration certificate from joint registrar of cooperatives	
4.	Statement of plant and machineries	As per format in operating guidelines
5.	Bills/Vouchers of Plant and Machineries	
6.	Certificate from CA regarding investment in Plant and Machineries	
7.	Bank appraisal report	
8.	Sanction Letter from Bank/Financial Institution (if any)	
9.	Power Sanction letter and 1 st bill from APDCL	
10.	NOC from local body	
11.	Internal Electrification Cost supported by bills/vouchers	

2.6 APPLICATION FORM FOR CLAIMING CAPITAL INVESTMENT SUBSIDY UNDER THE ASSAM BAMBOO & CANE POLICY, 2019

1. Name of the Unit :
2. Address of the Unit with Contact Number :
3. Constitution of the Unit :
4. Udyam Registration Details :
5. Date of Commencement of Commercial Production :
6. Plant & Machinery Cost
 - (a) Basic Value including taxes, insurance :
 - (b) Transportation/ Loading-Unloading Charges:
 - (c) Installation/erection :
7. Internal Electrical Installation Cost :
8. Source of Finance
 - (a) Promoter's/Promoters' Contribution :
 - (b) Term Loan :
 - (c) Any other source of finance :
9. Power
 - (a) Sanctioned Load :
 - (b) Connected Load :
 - (c) Date of connection :
10. Details of Production/ Service :
11. Employment generation
 - (a) Managerial Cadre :
 - (b) Non Managerial Cadre :
12. Bank account details where subsidy shall be Transferred :
13. Whether the same subsidy is claimed from other Sources?. If yes attach details :

I /Wedeclare and affirm that particulars/statement furnished above ,are true to my/our knowledge and belief and if any statement made herewith in connection with this claim is found to be false or misrepresentation of facts the amount of subsidy granted will be refunded by me/us to the Government.

Signature & Seal of applicant:

Date:

Place:

FORMAT OF STATEMENT OF PLANT AND MACHINERIES UNDER THE ASSAM BAMBOO AND CANE POLICY, 2019

Sl	Name of the Plant & Machinery/other assets	Name and address of the supplier	Mode of transportation	Particulars of dispatch documents	Supplier's bill No. with date	Basic cost of machinery/other assets with taxes ,insurance etc
1	2	3	3a	3b	4	4a

Payment Details	Cheque/DD/RTGS/NEFT No. etc	Money receipt	Name and address of the carrier	Freight for carrying the machinery/other assets	Payment details	Name and address of the Insurance Company covering risk in transit
5	5a	5b	6	6a	6b	7

Insurance premium paid	Payment details	Total amount(Basic cost ,freight and insurance)	Date of commissioning of the machinery/other assets	Any other particulars
7a	7b	8	9	10

Signature on behalf of the unit.

CHAPTER 3
GRANT TO BAMBOO START UPS

3.1 Objective:

The objective of this component is to encourage the bamboo entrepreneurs of Assam to convert their ideas to proper and successful business models.

3.2 Pattern of Assistance:

This component is for the Startup in Bamboo & Cane sector, a grant of upto Rs 5 lakh will be provided for innovative ideas.

3.3 Eligibility:

The unit seeking this grant should have the My Assam Start Up ID (MASI)

3.4 Application Process:

Advertisements will be published in the leading dailies of the state by the SBDA, Assam calling for applications from intending bamboo entrepreneurs willing to avail the grant upto Rs 5 lakhs.

The number of selection of beneficiaries shall be made as per the fund available.

The flow chart at **figure3.1** shall be followed by the to avail the grant under this component

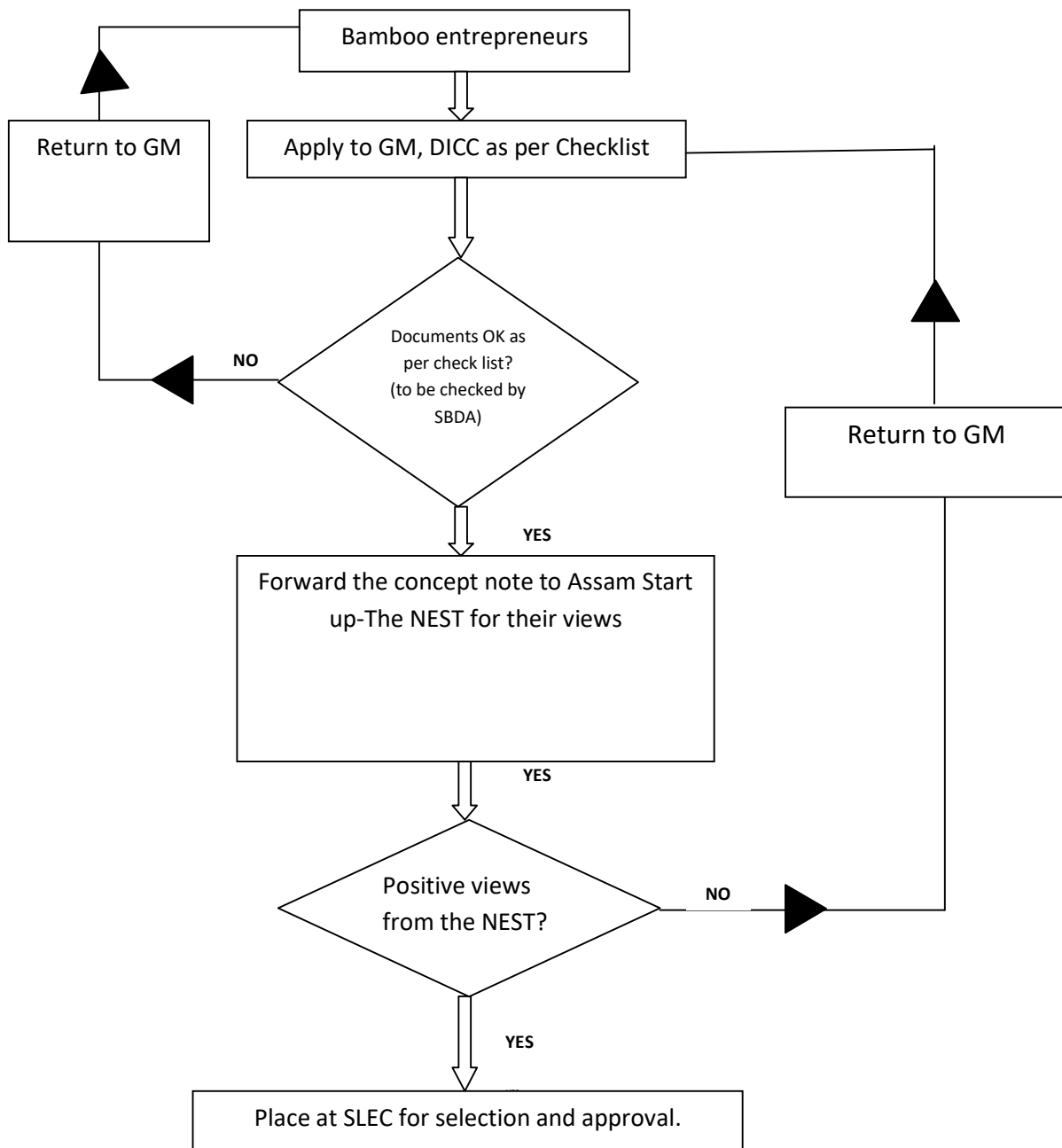


Figure 3.1

3.5 Checklist for claiming Capital Investment Subsidy on Eligible Plant and Machineries and Internal Electrical Installations:

Sl. No.	Name of the Documents	Remarks
1.	Application Form	As per format in operating Guidelines
2.	Udyam Registration	
3.	MASI ID	
4.	Training Certificates (if any)	
5.	HSLC Admit Card/ Birth Certificate	

APPLICATION FORM FOR APPLYING FOR GRANT FOR START UP UNDER THE ASSAM BAMBOO AND CANE POLICY, 2019

1. Name :
2. Date of birth :
3. Educational Qualification :
4. Address :
5. Contact No. :
6. Any previous experience in bamboo sector :
7. A few lines about the idea :
8. Training Certificates (if any) :
9. Udyam Registration Details :
10. Whether Grant from other sources availed :
(If Yes state details)

Space for photograph

I /Wedeclare and affirm that particulars/statement furnished above ,are true to my/our knowledge and belief and if any statement made herewith in connection with this claim is found to be false or misrepresentation of facts the amount of subsidy granted will be refunded by me/us to the Government.

Signature & Seal of applicant:
Date:
Place:

CHAPTER 4

DISTRIBUTION OF TOOLS & MACHINERIES

4.1 Objective:

The objective of this component is to help bamboo craftsmen to increase production to meet market demands. The distribution of such tools and machineries will enable the bamboo artisans to compete with the rest of the world. This will also help the beneficiaries in designing new and contemporary designs with bamboo.

4.2 Pattern of Assistance:

100% grant will be provided by the state while distribution of the following tools and implements to the beneficiaries by SBDA:

- (i)** Tools for Bamboo & Cane Furniture making (Manual& Power),
- (ii)** Tools for Incense stick making (Manual and Power),
- (iii)**Tools for Bamboo Mat and other items making in Handicraft

4.3 Eligibility:

Eligibility of the beneficiaries with respect to their past experience in bamboo sector, existing works, income level of the beneficiaries etc. shall be determined by the concerned District Level Agency. The existing units/entrepreneurs/artisans/craftsmen shall be eligible for this component. New artisans craftsmen who have been trained in the above mentioned crafts will also be eligible.

4.4 Application Process:

Advertisements will be published in the leading dailies of the state by the SBDA, Assam calling for applications from intending bamboo entrepreneurs/artisans/craftsmen willing to apply for the grant. The intending persons shall apply for the grant (in the prescribed application form) to The General Manager of the concerned district along with the documents as per checklist. The GM, DICCC after scrutinizing the application and verification of the credentials (as per verification report format) shall place the applications in The District Level Agency for approval.

The DLA after approval shall forward the approved statement of beneficiaries and the SBDA shall distribute the necessary tools and machineries to the GM, DICCC for onward transmission to the beneficiaries.

The flow chart at **figure4.1** shall be followed by the to avail the grant under this component

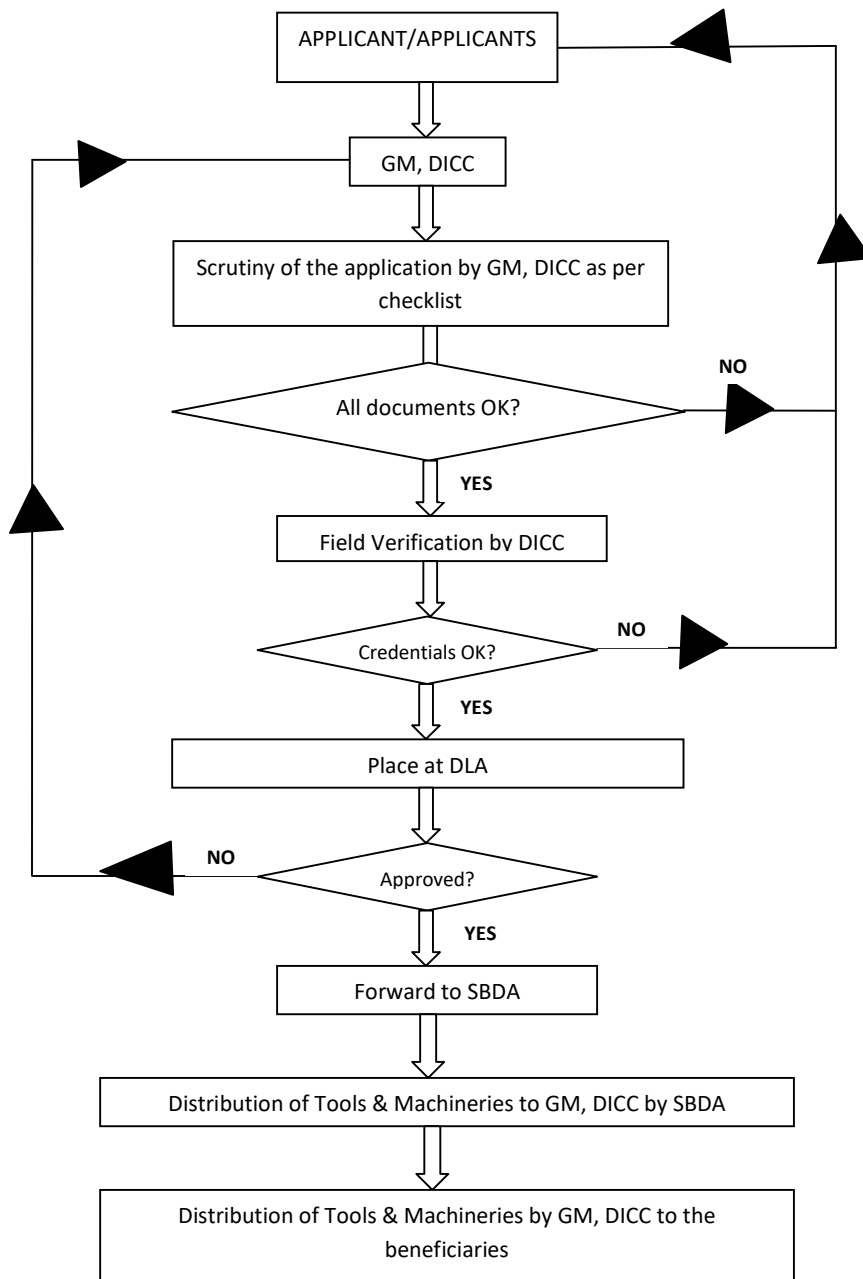


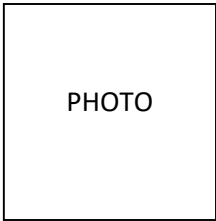
Figure 4.1

4.5 Checklist for applying for availing of Grant of Tools & Machineries

Sl. No.	Name of the Documents	Remarks
1.	Application Form	As per format in operating Guidelines
2.	Udyam Registration	
3.	Address Proof (Electricity Bill/Voter Card/Driving Licence/Passport/Aadhar Card)	
4.	Past experience certificate (if any)	
5.	Training attended (if any)	
6.	Income Certificate	

4.6 APPLICATION FORM FOR AVAILING GRANT OF TOOLS AND MACHINERIES

- 1. Name :
- 2. Gender :
- 3. Caste
- 4. Name of the Unit (if any) :
- 5. Address of the Unit with Contact Number :
- 6. Constitution of the Unit :
- 7. Udyam Registration and Date :
- 8. Income (per annum in Rs.) :
(provide copy of Income Certificate)
- 9. Items manufactured :



I /Wedeclare and affirm that particulars/statement furnished above are true to my/our knowledge and belief and if any statement made herewith in connection with this claim is found to be false or misrepresentation of facts the amount of subsidy granted will be refunded by me/us to the Government.

Signature & Seal of applicant:

Date:

Place:

4.7 VERIFICATION REPORT BY DISTRICT INDUSTRIES & COMMERCE CENTRE

I, _____, “designation” have physically verified the unit claiming the grant for distribution of tools and machineries, located at _____ district _____.

The proprietor of the unit is _____ and the products manufactured by the unit is/are _____.

The unit has been operating since _____.

(attach some photographs)

Name:

Signature:

Date:

CHAPTER 5

SUBSIDY ON FIXED CAPITAL INVESTMENT INCLUDING CIVIL WORKS FOR ESTABLISHMENT OF “SOUVENIR SHOPS”

5.1 Objective:

The objective of this component is to provide assistance in market linkages. This component will assist the bamboo entrepreneurs/artisans/craftsmen in establishing Souvenir shops in places of tourist attractions throughout the state of Assam.

5.2 Pattern of Assistance:

50% Subsidy on Fixed Capital Investment including Civil Works for establishment of “Souvenir shops” for bamboo and Cane products in the places of tourist attraction with a maximum ceiling of Rs 5.0 Lakh whichever is lower.

5.3 Eligibility:

- (i) The Minimum Size of the store should be 4metre x 4metre and should be well lit up.
- (ii) The Souvenir Shop should be set up exclusively for Bamboo and cane related products.
- (iii) The Souvenir Shop should be set up in places of Tourist Attraction.
- (iv) On the date of release of subsidy, the Souvenir Shop must remain functional.

5.4 Application Process:

The applicant shall apply in the prescribed application form along with all the documents as per checklist to the General Manager of the concerned district.

The GM, DICC shall do an enquiry and furnish the enquiry report as per format to the State Bamboo Development Agency. On receipt of the claim by SBDA, it shall further scrutinize the documents regarding cost incurred.

the SBDA shall forward the claim to the SLEC for its approval and releasing the subsidy through Direct Bank Transfer (DBT) to the beneficiary.

5.5 Checklist for claiming 50% Subsidy on Fixed Capital Investment including Civil Works for establishment of Souvenir Shops

Sl. No.	Name of the Documents	Remarks
1.	Application Form	As per format in Operating Guidelines
2.	Udyam Registration Portal	
3.	Land Documents: a. In case of own land : i. Purchase deed/gift deed/any other document to establish ownership. b. In case of lease hold land from private owner- i. Notarized Lease deed Agreement c. In case of Government land/plot allotted by Government- i. Allotment letter with up to date premium payment receipt	
4.	Sanction Letter from Bank (if any)	
5.	APDCL 1 st Bill	
6.	Civil Estimate and Completion certificate to be countersigned by a competent Civil Engineer from any Government department as per the vested power depending upon the investment amount of upto 5 lakhs or above 50 lakhs or by any registered valuer.	As per format in Operating Guidelines

APPLICATION FORM FOR CLAIMING SUBSIDY ON FIXED CAPITAL INVESTMENT INCLUDING CIVIL WORKS FOR ESTABLISHMENT OF SOUVENIR SHOPS UNDER THE ASSAM BAMBOO AND CANE POLICY, 2019

1. Name of the Shop :
2. Name of the proprietor/partners :
3. Place of Nearest Tourist Attraction :
4. Address :
5. Contact No. :
6. Investment in Fixed Capital including Civil Works, Racks for Display, Land Cost :
7. List of Products displayed in the Souvenir Shop :
8. Size of the Souvenir Shop :
9. UAM/EM-II Details :
10. Whether Subsidy from other sources availed :
For the Souvenir Shop (If Yes state details)

I /Wedeclare and affirm that particulars/statement furnished above ,are true to my/our knowledge and belief and if any statement made herewith in connection with this claim is found to be false or misrepresentation of facts the amount of subsidy granted will be refunded by me/us to the Government.

Signature & Seal of applicant:

Date:

Place:

ENGINEER’S CERTIFICATE CERTIFYING CIVIL ESTIMATE AND COMPLETION CERTIFICATE

I / we hereby certify that against an estimated value of **Rs.**
(Rupees) on the Building and other civil construction works of **M/S**..... Located at
..... having Production / Service activity of,..... has completed Civil Construction as shown below :

Sl.	Particulars	Date of Starting	Date of completion	Assessed Value	Remarks
1	All civil construction works directly connected to The Souvenir Shop				

Date :

Place

Signature of the Engineer

Name :

Designation :

Seal:

CHAPTER 6

SUBSIDY ON THE COST OF DEVELOPMENT OF ONLINE PORTAL

6.1 Objective:

The objective of this component is to help bamboo entrepreneurs, artisans, craftsmen etc. for marketing of the bamboo and cane products.

6.2 Pattern of Assistance:

If the entrepreneurs have their own portal with payment gateway, they may claim a subsidy of 50% of their development cost, subject to an upper cap of INR 5 lakhs.

6.3 Eligibility Criteria:

1. It should be used only for bamboo and cane marketing of the State of Assam.
2. Registration in the name of organization and portal name in combination of the organization name.
3. The domain name registration of minimum 5 years.
4. Minimum 5 GB hosting space.
5. At least 20 emails facility.
6. HTTPS portal (security certificate)
7. Need to carry out System Requirement Study (SRS)
8. Need to carry out details Project preparation with flow chart, DFD, ER-diagram, database design, etc.
9. The engage firm for development and maintenance shall be a legal entity as per the Gol regulations and laws of the land. The firm need to selected through a bidding process of amount if more than 3 lakh else firm may be selected by collecting minimum three quotations.
10. The engage firm should have designed, developed and maintained at least 2(two) web portal in any organization, within past 3 (three) years.
11. The website/ portal should be based on Web 3.0 based CMS and preferably use Open Source Tools like HTML5, CSS3 and JAVA Scripts Framework like J Query/other necessary futuristic framework etc.
12. User testing report.
13. Security audit report.

Bamboo & Cane Sick Industries Revival Scheme under The Assam Bamboo & Cane Policy, 2019 (BSIRS)

1. This scheme is prepared under Clause 7 (b) of The Assam Bamboo & Cane Policy, 2019.
2. **Application of the scheme:**
The scheme shall apply to only bamboo & cane units that are registered with the Department of Industries & Commerce, Assam.
3. **Definition:**
The definitions on sickness which are attributed and in concurrence with the guidelines issued by the Reserve Bank of India, will automatically apply to this scheme.
4. **Incentives Under The Scheme:**
 - (i) A revival fund shall be set up with necessary budgetary allocation for partially compensating the sacrifices made by the Financial Institutions, Banks etc. The fund shall be kept at the disposal of the Commissioner, Industries & Commerce and shall be operated by him. The number of units to be provided relief shall be restricted to the funds available in any of the financial year
 - (ii) 5% interest subsidy on Working Capital credit will be provided to all identified/eligible sick units, subject to maximum of Rs.2.00 lakhs per unit per year for a maximum period of five years from the date of sanction of additional working capital after declaration of the unit as sick. However, the component of the interest to be reimbursed shall be projected by the financing bank to the State Level Committee after following the guidelines. Once the State Level Committee accepts the proposal, the Commissioner of Industries shall draw the eligible interest subsidy on annual basis and reimburse to the Financing Bank.
5. **Procedure for sanction of interest reimbursement to Banks:**
After the approval by the State Level Committee, the Commissioner of Industries & Commerce shall draw the eligible interest subsidy from BSIRS Fund kept at his disposal and pay the same to the Bank/financial institution concerned by way of a Demand Draft, subject to the following guidelines:-
 - (i) For the Working Capital Loan, bank will work out interest based on availing the loans by the unit on quarterly/annual basis and the first 50% eligible amount can be released only after submission of Interest Payment Certificate by the bank.
 - (ii) The second installment i.e. the balance 50% of the 5% interest rebate eligible for the first financial year shall be drawn after completion of 12 months period of successful running of the Unit and on receipt of a certificate from the financial institution as per the format enclosed.
 - (iii) If the performance of the unit is found not satisfactory to the financial institution even after the completion of 12 months from the date of sanction, the unit is not eligible for release of the 2nd installment of interest rebate.
 - (iv) The financial Institution/Bank is at liberty to submit a detailed report to CI&C regarding unsatisfactory performance of the unit with reasons to enable the later to stop all further concessions under the BSIRS.
6. **Checklist for application:**
 - (i) Registration certificate of the unit.
 - (ii) Udyam Registration.
 - (iii) List of Directors/Partners
 - (iv) Brief Note on the reason for sickness and potential of the firm to turnaround performance
 - (v) Revenue projections of the firm for the next 3 years.
 - (vi) Audited accounts for the preceding 3 years.
 - (vii) Any other documents/documents as and when required by Commissioner, Industries/Banks
 - (viii) Detail revival plan of the unit

7. Procedure for application by the concerned sick industries:

- (i) The sick units shall apply in the concerned application form along with all the documents as per check list.
- (ii) The application form is scrutinized as per the guidelines by SBDA, Assam.
- (iii) SBDA, Assam will then forward the application to the concerned bank and the bank shall carry out an exercise regarding revival of the unit as per the guidelines of the scheme and send a report of the same to SBDA, Assam within 30 days.
- (iv) The sanction orders of the bank shall include the details of the amounts sanctioned towards working capital. The Bank shall also indicate the number of installments in which the amount so sanctioned would be released giving the details of amount and date of release of each installment. It shall also give the rate of interest at which the package is sanctioned and the actual interest amount due in the first 12 months from the date of release of the first installment together with the interest amount being claimed as rebate for the first year from Commissioner of Industries.
- (v) SBDA, Assam shall then place the report with the State Level Committee (SLC) for consideration and approval.
- (vi) The State Level Committee shall examine the report of the financial institution and the appraisal report submitted by the bank to ensure that it confirms to the guidelines laid down in the scheme and it gives its approval.
- (vii) Upon approval, SBDA Assam shall place the necessary amount of interest subsidy with the bank and the bank shall sanction and disburse the additional loan amount to the unit.
- (viii) Interest dues on cash credit or Term Loan and panel rate of interest will be waived off from the amounting year of the unit in which it started incurring cash loss continuously.

8. Terms and Conditions for relief:

- (i) The industrial units shall have to remain in production continuously at least till the expiry of the rehabilitation period granted under the scheme.
- (ii) The industrial unit shall furnish details regarding production, employment or any other information that the state Government and the SLC may require from time to time.

9. State Level Committee under BSIRS:

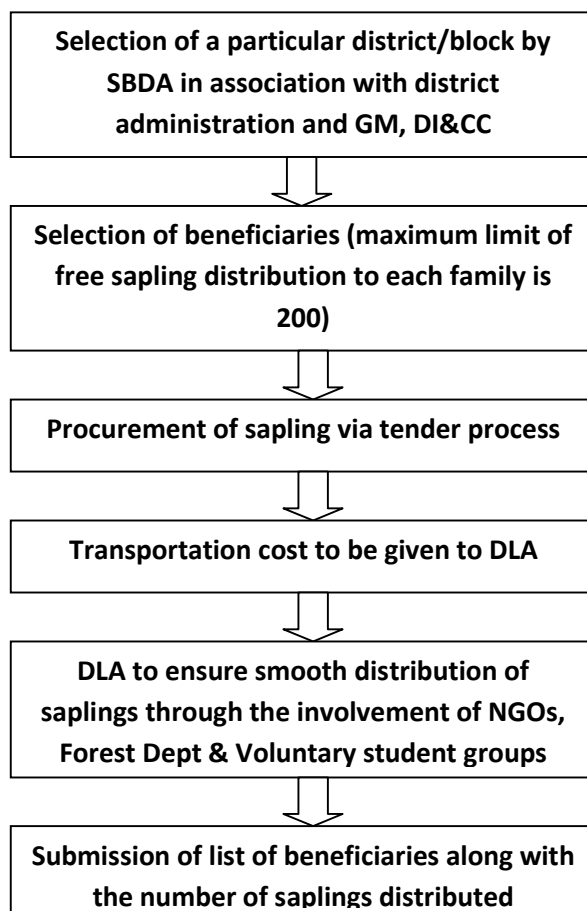
- (i) Commissioner, Industries & Commerce
cum Mission Director, SBDA - **Chairman**
- (ii) Additional Director, Industries & Commerce - **Member**
- (iii) General Manager/Zonal Manager of the Concerned Bank/FI - **Member**
- (iv) 2 (Two) eminent persons related to bamboo & cane sector
to be nominated by Commissioner, Industries & Commerce - **Member**
- (v) Deputy Mission Director cum CEO, SBDA, Assam - **Member Secretary**

10. Powers of the State Government:

The Government of Assam reserves the right to change/modify any clause of this scheme at any point of time without assigning any reasons thereof. The State Government also reserves the right to reject any and every claim made under this scheme without assigning any reasons thereof.

Scheme for Free Sapling Distribution and 100% sponsorship in Skill Development Centres

- Under The Assam Bamboo & Cane Policy, 2019 free sapling distribution will be done amongst farmers who will be going for plantation in area less than 0.5 Ha. The flow chart of free sapling distribution is as follows:



- For sponsorship of training in ITI & Skill Development Centres, the SBDA shall call for applications from interested bamboo entrepreneurs/artisans through General Manager, DI&CCs. Along with the course fee, the SBDA shall also provide for Travel Allowance and Daily Allowance for the beneficiaries.