

Right to Information Act, 2005

4 (1) (b) Register

INDUSTRIES DEPARTMENT.

Section 4(1)(b)(i)

**The Particulars of the Organization, functions
and duties**

- 1. Name of the Organization : Directorate of Industries,**
Andhra Pradesh
- 2. Address : Directorate of Industries, A.P.**
1st floor Government Printing
PressBuilding , Mutyalampadu,
Vijayawada-520011.
- 3) Functions and Duties:**
 - To Assist and guide the entrepreneurs for promotion and setting up of industrial units.
 - Implementation of Ease of Doing Business- Business Reform Action Plan
 - To enable the entrepreneur to get different industrial approvals and clearances from various departments / agencies at a single point through Single Desk Portal.
 - Sanction of incentives to eligible industrial undertakings.
 - To create a transparent, congenial, hassle-free and business friendly environment for attracting more investment for accelerated growth of industrial sector in the State.
 - Online allotment of scarce raw materials like Coal / Rectified Spirit (RS) / DS to industrial units.
 - To arrange financial assistance to educated unemployed youth from Banks to set up their firms under Prime Minister Employment Generation Programme (self- employment scheme)
 - To provide marketing assistance to local industrial units.
 - To Rehabilitate Sick small industrial units.
 - To settle disputes arising due to non-receipt of payment to local MSME suppliers from various purchasers especially Government Departments by acting as arbitrator through the Industry

Facilitation Council.

Section 4 (1) (b) (ii)

The powers and duties of officers and employees

1. Functions of the Director of Industries:

- Overall Supervision, Control and co-ordination on all the subjects for smooth functioning of the Department.
- Offer suggestions/feed-back/Input to the Government in formulation of Industrial Policies relating to various subjects like Large and Medium Scale industries, infrastructure facilities, marketing incentives sanction and all issues relating to Industrial development in the state.
- Attending to all administrative and statutory issues like Correspondence relating to pay commission, finance commission etc., Annual Administration Report, Legislature Committees and sub-Committees, Public Accounts Committee meetings and all those subjects which are not specifically allotted to the Additional Director.

2. Functions of Additional Director

He coordinates the activities of all the Joint Directors in the Head office as well as exercises control over the activities of the District Industries Centers (DICs) in the state. There are Five Posts of Joint Directors in the Head office with the following functions.

(1) Joint Director (HRD)

2. **Joint Director (MSME & EoDB/SDP)**
3. **Joint Director (Incentives, Sub Plans)**
4. **Joint Director (Infrastructure, Finance & Planning)**
5. **Joint Director (IP, Mega Projects)**
6. **Functions of other senior officers in central Office**
7. **Joint Director (HRD)**

- Service matters of all the employees, both Gazetted and non-Gazetted
- Office Management (Head Office)
- Grievances, Citizen Charter, Public relations,
- RTI, Attending representations received through CM Peshi

(2) Joint Director (MSME & EoDB/SDP)

- Issues relating to promotion of MSMEs like
- Development of Clusters
 - Marketing, Purchase committees, R&D
 - Census, Data base
 - Industrial Facilitation
 - Revitalization of Sick Industries
 - Allotment of Scarce Raw materials
 - Industrial Cooperatives

- Self employment schemes and all special schemes introduced by the both Central and State Governments from time to time.

- Relations with all financial Institutions and SLBC
- EoDB- BRAP reforms implementation
- Single Desk Policy and convergence committees
- E-Governance

(3) Joint Director (Incentives, Sub plans)

- Sanction and disbursement of incentives to the Industries as per the GoAP Industrial Policy
- Sanction and disbursement of incentives to the Industries as per the GoAP Industrial Policy under Sub plans to different Social classes

(4) Joint Director (Infrastructure, Finance & Planning)

- Infrastructure
- Industrial Corridors
- Land alienation, Land conversion
- Zonal regulations, Environmental laws, APPCB related matters
- DIC matters
- DIC inspections, Reports and Reviews of performance in Industrial development.
- Board meetings
- Annual Action plans
- Budget, Accounts
- Issues pertaining to the Questions ,announcements etc. pertaining to State Legislature and Parliament of India

(5) Joint Director (IP, Mega Projects)

- Conferences, Seminars, Delegations, Workshops etc.
- Entrepreneurial Development Programs
 - Exhibitions
- Industrial Potential Survey, Industrial development plans
- Large Scale Industries and Mega Projects, database, Escort services etc.
- SIPB/SIPC, Partnership Summits etc.

1. Functions of Accounts Officer

- Pay bills of officer of the Commissioner of Industries
- Pay fixations.
- Clarifications in respect of files referred.
- FBF/SI interest calculations.
- L.S.C & P.C.
- L.P.C. to all cadres in Directorate.

- Number Statements
- P.A.C. Meetings.
- Budget releases under Plan & Non plan Schemes
- Reconciliation.
- Cash Transactions of office of the Director of Industries
- TA Bills
- Contingent Bills.
- All loans and advances pertaining to Directorate & DICs.
- Pensions and Gratuity related issues pertaining to Directorate and DICs.
- Accounts - Establishment.
- Gazetted officers pay fixations.
- Audit of DIC offices
- Inspection of Accounts wing of DICs
- Audit Objections and related correspondence with Accountant General.

1	Superintendent	Supervising the staff working in the particular Desk. Processing of files put up by the Assistants to the higher officers according to the rule
2	Senior Assistant/ Junior Assistant	Receiving the tappals and circulate the files to the Superintendent.
3	Special category stenographers	Attached to the Director/Additional Director. He/ She takes dictations from the officers and fair copy the same. They receive the files from the officers concerned and return the files after perusal by the officers .
4	Senior Stenographers/ Junior Stenographers /	Attached to the Joint Directors. They take dictations from the officers and fair copy the same. They receive the files from the officers concerned and return the files after scrutiny by the officers
5	Typists	Fair copying the drafts approved by the officers.

Sections / Desks

Fun

- Convening District Industrial Promotion Committee (DIPC) meetings to review Industrial clearances through Single Desk Policy, Sanctioning Incentives coming under the purview of the District level committee, Self employment schemes etc.
- Processing and recommendation of incentive applications to Head Office pertaining to State level Committee.

Functions of other officers in DIC

After reorganization of the Department, the Cadre Strength of Deputy Directors /Assistant Directors attached to the various District Industries Centers is as per the following pattern.

Districts	Cadre Strength
Vizianagaram, Y.S.R.District,	1. Deputy Director 2. Assistant Directors
Srikakulam, East Godavari, WestGodavari, Guntur, Krishna, Prakasham, SPSR Nellore, Chittoor Anantapuramu,Kurnool,	2 Deputy Directors 2 Assistant Directors
Visakhapatnam	2. Deputy Directors 3. Assistant Directors

Functions of Deputy Director/ Assistant Director in DIC

The Deputy Director/ Assistant Director in DICs look after two types of activities, i.e (1) Functioning as Area Officer to Supervise the activities pertaining to a portion of the District (2) Functioning as Subject Officer to look after specific issues pertaining to different subjects of the Department.

As Area officers, these officers are assisted by Two or Three Industrial Promotion officers.

The Subjects allocated to these officers may change from District to District as per the orders of the GM, DIC based on the importance/priorities prevailing in the respective Districts.

The broad list of functions being looked after by these officers as Subject Officer are as follows.

Deputy Director (E I & II)-

- Economic Investigation, Information and Infrastructure:
- Dist. Action Plan Preparation
- Industrial Potential Survey
- Partnership Summit
- Incentives Database (General & SC/ST)
- Database of Large Industries

- consolidation of Incentives reports
- Food Processing Industries, Bio Technology etc.
- EDPs/Campaigns/Workshops
- LAQs/LCQs/LSQ/RSQ/PAC
- Documentation and Guidance Cell in-charge
- Census of SME (Small Scale Industries)

Deputy Director (Credit)

- PMEGP/Credit Plan/CGTMSE/Bank link schemes
- Industrial Infrastructure upgradation scheme (IIUS)
- Survey & Rehabilitation of Sick units.
- DCC/JMLBC Meetings
- DIC/SES/IFST loans recovery

Assistant. Director (VI&T)- Village Industries & Training

- DIPC Meetings – in-charge for conducting and submission of reports through GM, DIC
- Udyog Adhar Memorandum
- Single Desk Clearances
- MSME Database
- Cluster Development Programme (MSECDP)
- Processing of Non-Polluting industries application (green category)
- Pollution Public hearing /Taskforce committee meetings.
- Survey & Rehabilitation of Sick units.
- Campaigns/Workshops and other Training Programs/EDPs

Assistant. Director (RM&M)- Raw Materials & Marketing

- Maintenance of registers/master list of scarce & imported raw material /Database.,Marketing Assistance Scheme, Purchase Committee Meetings Hire Purchase Schemes of NSIC, Coop. Societies.
- Functioning as DDO and looking after HR issues, House Keeping & Maintenance of Record Room
- Citizen Charter
- DIC Office Inspection
- AG Audit /Audit Paras

Functions of Industrial Promotion Officer

He/ She looks after” cutting edge level” functions of all the activities pertaining to the department for a Block of about 2to 6 Mandals depending upon the industrial activities intensity in the area.

The IPOs perform range of activities like

- Industrial Potentiality Survey
- Assisting the Entrepreneurs in selecting the projects/ location
- Assisting the Entrepreneurs in obtaining required Industrial Clearances /Approvals
- Follow up with the Banks for obtaining sanctions/ grounding for PMEGP and assist the Bankers in Recovery of loans.
- Processing of Incentive applications.
- Inspection of the units for Sanctioning various benefits to the Industries like Incentives, Allotment of Scarce Raw Materials.
- Periodical Inspection of the Industrial Units availing Incentives, consuming scare Raw-materials.
- Attending all Mandal Level Meetings. Attending work of Exhibitions/Seminars etc.
- Any othe work as entrusted by the higher officers from time to time.

The DICs are assisted by one Office Superintendent, two Senior Assistants, three Junior Assistants, Sr.Steno, Jr.Steno, Typist etc. from AP Ministerial Service.

Section 4 (1)(b) (iii)

Procedures followed in Decision making Process

including channels of Supervision and

Accountability:

At Commissionerate/ Directorate level, the Department is headed by an Officer of the rank of Commissioner/ Director, which is a cadre post .He is assisted by Additional Director, 5 Joint Directors, 7 Deputy Directors, 8 Assistant Directors/ 8 Industrial Promotion Officers and Ministerial Services. There is separate Accounts Wing with Officers and Staff on deputation from the Treasuries & Accounts Department.

Commissioner/Director of Industries is the final decision making authority is respect of sanctions and release of Funds, formulations of Programs, Schemes, Projects, answering the LAQS, sanction of incentives, Single-file correspondence and important correspondence with Govt. of A.P. and Govt. of India.

At District level, General Manager (G.M.) (Joint Director Cadre Officer) is the Head of the Office assisted by 1 or 2 DDs, 2 or 3 ADs, IPOs., CSR / Coop- Inspector, Office Superintendent and supporting Staff. General Manger is the final decision making authority at district level.

Section 4 (1)(b) (iv)**Norms set for the discharge of function****B. Rules and Time Limits and deemed Provision:**

Single Desk Policy aims to create a one stop shop to provide all necessary clearances for starting and operating an industry, within 21 working days. The policy aims to eliminate the need to physically interact with regulatory authorities by providing for online filing and tracking of applications. It also allows payments to be made electronically to obtain timely approvals online.

The time limits for various approvals / clearances and provision or deemed approvals have been notified vide G.O.Ms. No. 35, Inds. & Com. (IP&INF) Deptt., dated 29-04-2015 and the details are indicated below.

Pre-Establishment Approvals/ Clearances

Sl No.	Name of the Clearance / Approval	Department	Permissible Time Limits
1	Power Feasibility certificate/sanction of power Supply / Power Connection	DISCOM-Department of Energy	7 days To be based on the length of the HT line
2	Electrical Inspectorate statutory approval for drawings	Chief Electrical Inspectorate-Department of Energy	7 days
3	Building /Site Permission /Approval/License from Municipality/ UDA/ DT&CP/	Department of Municipal Administration & Urban Development	7 days
4	Building /Site Permission from Gram Panchayat	Department of Panchayati Raj & Rural Development	15 days / Deemed
5(i)	Approval for water supply from ULB s-MA & UD Department Water Connection	Department of Municipal Administration & Urban Department	7 days 21 days
	Permission to draw water from	Irrigation & CAD	

5(ii)	river/public tanks, Irrigation & CAD Department Permission to dig new wells from Ground Water Department	Department	15 days
6	Factory Plan Approval	Directorate of Factories- Department of Labour Employment Training and Factories	7 days
7	Fire-No Objection Certificate	Directorate of Fire Services-Department of Home	15 days

8	Registration for VAT, CST	Commercial Tax- Department of Revenue	3 days
9	Consent for Establishment a. Green Category b. Orange Category c. Red Category	APPCB	7 days 15 days 21 days
10	Approval of change of land use for Industrial purpose	Land Administration- Department of Revenue	If in Master Plan - 10 days If not in Master Plan – 21 days
11	Registration of Partnership Firms	Registration & Stamps- Department of Revenue	3 days
12	License for manufacture of bulk drugs / formulations / cosmetics	Drug Control Administration- Department of Health, Medical & Family Welfare	15 days
13	License for manufacture of ayurvedic, homeo, siddha, unani	AYUSH-Department of Health, Medical & Family Welfare	15 days

Pre-Operation Approvals/ Clearances

SI No.	Name of the Clearance / Approval	Department	Permissible Time Limits
1	Final approval from Electrical Inspectorate- Department of Energy-Chief Electrical Inspector	Chief Electrical Inspectorate- Department of Energy	7 days
2	Registration under Professional Tax	Commercial Tax- Department of Revenue	Spot approval
3	Factory Registration / licensing	Directorate of Factories- Department of Labour Employment Training and Factories	7 days / Deemed for Registration only
		Commissionerate of	

4	Registration of shops & establishments	Labour - Department of Labour Employment Training and Factories	Spot approval
5	Occupancy certificate from Fire Services Department	Directorate of Fire Services- Department of Home	15 days
6	Consent for Operation/ Authorization a) Green Category	APPCB	7 days 15 days 21 days

	b. Orange Category c. Red Category d. Authorization of units handling hazardous wastes		Processed along with CFO
7	Boiler registration	Directorate of Boilers- Department of Labour Employment Training and Factories	15 days
8 (i)	Registration of establishments deploying contractual workmen	Commissionerate of Labour - Department of Labour Employment Training and Factories	Spot approval
8 (i)	Registration of establishments deploying inter-state migrant workmen	Commissionerate of Labour - Department of Labour Employment Training and Factories	Spot approval
9	Registration of plastic manufacturers / recyclers	APPCB	15 days
10	License for storage of petroleum, diesel and Naptha	District Collector/ Civil Supplies Department	15 days
11	License for possession and use of Rectified Spirit and Denatured Spirit	Prohibition & Excise Department of Revenue	21 Days

Norms set for the Discharge of Functions

Norms / standards set by the Industries Department for the Discharge of important Function / Delivery of Services are as follows:

Sl.No	Nature of the Service	Service delivery time period
1	Project Ideas	Across the table
2	Udyog Aadhar Memorandum for Micro/Small/Medium Enterprises	Online through website, www.udyogaadhar.gov.in
3	I L / EOU	* In respect of I L / EOU permissions from Government of India, remarks to Government of India will be furnished within 10 working days from the date of receipt from Secretariat for Industrial Approval (SIA) New Delhi.
4	Clearances/ Approvals required to set up an industrial undertaking under Single Window Act	Single Desk Portal through www.apindustries.gov.in
5	Allotment of Scarce raw materials	Single Desk Portal www.apindustries.gov.in
6	Incentives to eligible Industrial undertakings	Single Desk Portal www.apindustries.gov.in

<u>Other Important Services</u>		
7	Credit Assistance Financial Assistance under PMEGP	* Sponsoring the applications to the Banks within two weeks by the DICs after selection by the Task Force Committee.
8	Hire purchasing of Machinery	DICs will forward the applications to NSIC within 7 working days
9	Marketing Assistance 1. Registration under Single Point Program (NSIC) 2. Registration under DGS & D	DICs will forward the applications within 7 working days to NSIC

Section 4 (1)(b) (v)

Rules, Regulations, Instructions,
Manual and Records, for
Discharging Functions [Section
4(1) (b) (v) & (vi)]

The following are the major enactments/rules formulated by State and Central Governments connected to the Industries for enforcement of the provisions by functionaries in the State.

1. Micro Small and Medium Enterprises Development Act 2006 :
Formulated By Govt of India.
2. A.P. Single Window Clearances Act, 2002 :
Formulated by GOAP
3. A.P. Air(Pollution Control & Prevention) Act,1981 :
Formulated by GOAP
4. A.P Water(Pollution Control &Prevention) Act,1974 :
Formulated by GOAP
5. A.P. Panchayat Raj Act,1994 :
Formulated by GOAP
6. A.P. Drugs & Cosmetics Act,1940 :
Formulated by GOAP
7. A.P. Boilers Act :
Formulated by GOAP
8. Forest Conservation Act,1980 :
Formulated by GOI
9. A.P. Industry Facilitation Council, :
Formulated by GOAP
- 10.A.P. Small Scale Industries Revival Scheme(APSSIRS) :
Formulated by GOAP
- 11.Rate Contract System under Marketing Assistance :
Formulated by GOAP Scheme for 17 items
- 12.Delegation of Powers to Assistant Director of Industries :
Formulated by GOAP under APRR Act
- 13.Urban Land Ceiling Act,1976 :
Formulated by GOAP
- 14.A.P. Cooperative Societies Act,1964 :
Formulated by GOAP
- 15.All General Rules/Account Codes/Acts/Procedures issued by Government of A.P. from time to time.

Besides having the above Acts & Rules, the Department is having separate set of Rules for Gazetted Officers & Non-

Gazetted Officers.

Section 4 (1)(b) (vi)

Categories of
Documents held by the
Public Authority under
its control [Section 4(1)
(b) (vi)

The Department is having periodical report forms prescribed for submission of reports yearly, Half-Yearly, Quarterly, Monthly, etc for obtaining information on various items such as production particulars, Scarce Raw Material utilization particulars, inspection of proper utilization of incentives, etc.

Besides the above, the department is maintaining registers of attendance, periodical registers, call book, records maintenance register, stock files dispatch register, stamp account, registers on stationary, printed forms library, etc, cash book, service registers and annul confidential registers, tour diaries.

Relevant printed Application Forms are available at Respective District Industries Centre/ Directorate of Industries and they can also be downloaded from www.apindustries.gov.in

Section 4 (1)(b) (vii)

The particulars of any arrangement that exists for consultation with, or Representation by, the Members of the Public in relation to the Formulation of its Policy or Implementation thereof:

Additional Directors and concerned Programme Officers in Cadre of Joint Director have to be consulted further for implementation of policies . However, Commissioner of Industries is the Appellate authority for formulation of policy.

At the District level the General Manger of the concerned District Industries Centre has to be contacted for implementation of the policy and providing important services .

Section 4 (1)(b) (vii)

The particulars of any arrangement t h a t e x i s t s for consultation with, or Representation by, the Members of the Public in relation to the Formulation of its Policy or Implementation thereof: & Section 4 (1)(b) viii

A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as IIS part or for the purpose of its advice and as to whether meetings of those boards councils committees and other bodies are open to the public or the minutes of such meetings are accessible for public:

The Government have time to time constituted certain Boards, Councils, Committees in Industries Department for speedy implementation of policies connected to the Industrial development and promotion of incentives and clearances/approvals. The following are the Committees/Councils.

- I. SIPB State Investment Promotion Board is constituted under the Chairmanship of Hon'ble CM for clearing the problems faced by the industries.
- II. SIPC State Investment Promotion Committee has been constituted under the Chairmanship of Chief Secretary to Government for redressal of problems faced by the industrialists.
- III. SLC State Level Committee has been constituted for scrutinize and sanction of incentives to the industrial units under the Chairmanship of Commissioner of Industries, with other departments as members.
- IV. DLC District Level Committee has been constituted under the Chairmanship of Collector of district concerned for scrutinize and sanction of incentives to MSMEs
- V. SSC Standing Scrutiny Committee has been constituted for inspection and to verify the genuineness of Large and Mega units in the case of sanction of incentives.
- VI MDC Multi-Disciplinary Committee has been constituted in the District level for inspection and to

verity the genuineness of machinery of Micro ,
Small and Medium enterprises in sanction of
incentives.

VII.IFC: Industries Felicitation Council has been constituted under the Chairmanship of Commissioner / Director to clear the interest on delayed payments to small scale and ancillary industrial undertakings, by the industrialists or any other organizations

VIII.DIPC; District Industries Promotion Committee constituted under the Chairmanship of District Collector concerned with some of the District Officers to attend the issues of industrial units at district level.

IX.SLSWCC: State Level Single Window Clearance Committee has been constituted to clear the approvals /clearances of industrial units at State Level under the Chairmanship of Commissioner of Industries.

X. DLSWCC; the District Level Single Window Clearance Committee has been constituted at District Level for clearing the approvals/clearances of industrial units under the Chairmanship of District Collector.

The Committees so far constituted are regularly conducting the meetings and the minutes of the meetings are accessible for public.

Section 4 (1)(b)(ix)

Directory of Officers and Employees AND

Section 4 1)(b)(x)

Monthly remunerations and pay particulars of the staff of Directorate of Industries, AP, Vijayawada as on June 2021.

SL.No.	Employee ID	Name	Designation	Basic Pay	Pay Scale
1	2703777	JVN Subramanyam	Director	96900	
2	0668240	Raja Sekhar Magapu	Joint Director	93780	56870-105810
3	2603631	Indira Devi Kancharlapalli	Joint Director	77030	56870-105810
4	0252471	V Giridhara Rao Seepana	Joint Director	93780	56870-105810
5	2579305	Vijaya Ratnam Kalapati	Joint Director	93780	56870-105810
6	0300786	Vijaya Raghava Naik	Joint Director	118410	56870-105810
7	0101364	CH. Ganapathi	Deputy Director	71510	56870-105810
8	0300788	Venkata Siva Prasad Thotakura	Deputy Director	91450	49870-100770
9	0611133	Y. Nagireddy	Deputy Director	96110	49870-100770
10	0658282	M. Sudhakar	Deputy Director	82950	46060-98440
11	0706397	Krishna Rao Gourabathini	Deputy Director	77030	46060-98440
12	0900344	Ashok Kumar Challa	Deputy Director	80930	46060-98440
13	2514565	Ajay Kumar Yanamadala	Deputy Director	96110	56870-105810
14	0611134	Adishesu Vuyyala	I C Policy Reforms Officer	67990	46060-98440
15	0533882	Hema Sundar Busan	Investment Promotion Officer	80930	46060-98440
16	0300797	G. Bhanu	Assistant Director	66330	42490-96110
17	0300802	T. Venkateswara Rao	Assistant Director	73270	42490-96110
18	0706401	M.Srinivasula Reddy	Assistant Director	61450	40270-93780
19	2514569	Harinath Reddy Boggula	Assistant Director	63010	42490-96110
20	0611135	R. Panduranga Rao	Assistant Director	73270	42490-96110
21	0254178	K Parvatisa Prasad Potnuru	Assistant Director	73270	42490-96110
22	0654635	Girishwer Reddy Akkireddy	Assistant Director	71510	42490-96110
23	2596037	Srinivasa Gopal Naidu Janapali	Assistant Director	77030	42490-96110
24	2580532	Chandra Kumari Pentapati	Industrial Promotion Officer	53950	29760-80930
25	2580533	Ramamani Velamuri	Industrial Promotion Officer	58330	40270-93780
26	2598690	Sowjanya Burugu	Industrial Promotion	32340	31460-84970

			Officer(census)		
27	2575469	B. Laxmi Narayana	Industrial Promotion Officer	40270	37100-91450
28	0533886	Lavnaya Mallela	Industrial Promotion Officer	44870	29760-80930
29	0913916	Naga Swetha Kodati	Industrial Promotion Officer	51230	37100-91450
30	0401269	J V Krishna Rao Pentakota	Industrial Promotion Officer	53950	40270-93780
31	2514690	Shashavali Shaik	Superintendent	39160	28940-78910
32	2514697	Subba Rao Boragam	Superintendent	33220	28940-78910
33	2514711	Nagabhushanam Chinta	Superintendent	47330	28940-78910
34	2514714	Baby Tamidala	S.C. Steno	46060	40270-93780
35	2514722	Satya Narayana Matta	Superintendent	59890	29760-80930
36	2514723	Venkata Rama Rao Ramula	Superintendent	48600	29760-80930
37	2514732	Rajya Lakshmi Pagolu	Superintendent	58330	29760-80930
38	2514734	Faizuddin Mohd.	Superintendent	67990	29760-80930
39	2514756	Hussain Shaik	Superintendent	44870	29760-80930
40	2514757	Suguna Boddu	Superintendent	63010	35120-87130
41	2514773	Gopala Krishna Murthy Battu	Superintendent	39160	28940-78910
42	2601912	Rama Krishna Mahankali	Superintendent	34170	28940-78910
43	2598861	Purushotham Vemavarapu	Superintendent	28940	28940-78910
44	2600354	Jagadeesh Chandra Babu Papala	Superintendent	28940	28940-78910
45	2514655	Jaya Kumar Chamala	Senior Steno	24440	22460-66330
46	2514692	Krishna Prasad Movva	Telephone Operator	53950	19500-58330
47	2600353	Himabindu Rowthu	Senior Assistant	24440	22460-66330
48	2600355	Annapurna Thiruvayepaty	Senior Assistant	24440	22460-66330
49	2703717	Akhil Venkat Reddy Pogula	Junior Assistant	16870	16400-49870
50	2514588	Subhash Baraparm	Attender	28940	14600-44870
51	2514593	Vijaya Lakshmi Manne	Record Assistant	21230	15030-46060
52	2514599	Raja Lingam Sarapollu	Attender	23740	13390-41380
53	2514604	Sham Rao Alpula	Attender	17890	13000-40270
54	2514608	Susheel Kumar	Attender	28940	14600-44870
55	2514613	Sangeeva Suradi	Attender	28940	14600-44870
56	2514614	Rafeeq Ali Syed	Attender	31460	15030-46060
57	2514616	Akthar Mohd.	Record Assistant	32340	15460-47330
58	2514635	Kasaiah Dadekula	Attender	23740	13000-40270
59	2514643	Num Bahadur	Attender	22506	14600-44870
60	2514645	Sharavan Kumar Durgam	Attender	26600	13000-40270
61	2514650	Suneetha	Attender	28940	14600-44870
62	2514653	Bir Bahadur Thapa	Attender	28120	14600-44870
63	2514681	Badruddin Mohd.	Watchmen	31460	14600-44870
64	2578456	Yakoob Ali Syed	Sweeper	20050	13390-41380
65	2578466	Shobha Rani Gaddam	Attender	20050	13390-41380
66	2578468	Chandra Sekhar Alle	Attender	14170	13000-40270
67	2578469	Gopi Krishna Yellaasiri	Attender	23740	14600-44870

File No.INC02-12/8/2021-OM I-DOI

68	2578471	Venkatamma Moosa	Sweeper	23740	14600-44870
69	2580537	Gnaneswar Gajakan	Gardener/mali/malan	49870	15030-46060
70	2593604	Naresh Budulla	Attender	18950	13000-40270
71	2700300	Venkat Manoj Tygalati	Attender	13390	13000-40270
72	2519226	Chandraiah Kancharla	Junior Accounts Officer	36070	28940-78910
73	2549128	Radha Kirla	Junior Accounts Officer	48600	28940-78910
74	2576826	M. Pavani Kumari	Junior Accounts Officer	32340	28940-78910
75	2703399	Manda Surya Prabha	Senior Accountant	23100	22460-66330
76	2703535	Satyakala Nallamilli	Senior Accountant	23100	22460-66330
77	2559215	Durga Kolli	Senior Accountant	30580	22460-66330
78	0142346	V Rambabu	Junior Accountant	16400	16400-49870
79	2575616	Sham Rao Punna	Office Subordinate	19500	13000-40270

Statement showing the amounts provided in Vote on Account Budget 2021-22 and Budget Estimate 2021-22 (FINAL) in respect of Industries, Commerce and Export Promotion Department

		(Amount in Rupees)
Sl. No	Name of the Scheme	Budget Estimate 2021-22 (FINAL)
	REVENUE	
1	2408-01-103-12-S.H (09) Formation of Micro Food Processing Enterprises 310/312 Other Grants-in-Aid	600000000
2	2851-00-102-00-S.H(01) Head Quarters -010- Salaries	17834000
3	2851-00-102-11-S.H (49) Awards to SSI Units for Productivity, Innovations and Safety	
	050/052 Awards	100000
	050/-053 Trophies/Mementoes	100000
	160-161 Publications	100000
	2851-00-102-11-49-200-202 Functions & Events	1000000
	2851-00-102-11-49-200-203 Hospitality & Entertainment	100000
	2851-00-102-11-49-200-204 Protocol Expenses for Dignitaries	100000
	2851-00-102-11-49-260-261 Advertisements – Print Media	100000
4	2851-00-789-11-S.H (17) Incentives to the S.C. Entrepreneurs for Industrial Promotion-310/312 Other Grants-in-Aid	2839979000
5	2851-00-800-11-S.H (09) Development of Clusters in Tiny Sector	
	110-111 Travelling Allowance	100000
	280/289 Service Based Professional Services	4563000
6	2851-00-800-11-S.H (15) Rejuvenation of Micro Small and Medium Enterprises (MSMEs) 310/312 Other Grants-in-Aid	14100000
7	2851-00-800-11-S.H (16) Incentives for Industrial Promotion for Micro Small and Medium Enterprises (MSMEs) 310/312 Other Grants-in-Aid	3926601000
8	2852-08-600-11-S.H.(04) Establishment of Central Institute of Plastics Engineering and Technology (CIPET) 310/312 Other Grants-in-Aid	0
	314 Seignorage Grants	27080000
9	2852-80-001-00-S.H(01) Head Quarters-010- Salaries	72987000
	110-111 Travelling Allowance	35000
	130-131 Service Postage, Telegram and Telephone Charges	50000
	130-133 Water and Electricity Charges	1031000
	130-134 Hiring of Private Vehicles	1260000
	130-135 Office Expenses - Consumables/Stationery	50000
	130-137 Office Expenses - Administrative Expenses	50000

	130-138 Office Expenses - Internet Charges/Broadband	40000
	130-139 Office Expenses - Mobile Service/Call Charges	20000
	240-241 Charges towards Office Vehicles	250000
	300-302 Outsourcing Employees through agencies	100000
	310-318 Obsequies Charges	1000
	510-511 Maintenance of Office Vehicles	30000
10	2852-80-001-00-S.H (03) District Office -010- Salaries	249393000
	110-111 Travelling Allowance	80000
	110-114 Fixed Travelling Allowance	10000
	130-131 Service Postage, Telegram and Telephone Charges	120000
	130-133 Water and Electricity Charges	750000
	130-134 Hiring of Private Vehicles	3420000
	130-135 Office Expenses - Consumables/Stationery	75000
	130-136 Office Expenses - Maintenance/Minor Repairs	40000
	130-137 Office Expenses - Administrative Expenses	60000
	130-138 Office Expenses - Internet Charges/Broadband	10000
	130-139 Office Expenses - Mobile Service/Call Charges	10000
	140-141 Rents, Rates and Taxes	3500000
	200-201 Conferences, Seminars	50000
	200-202 Functions & Events	50000
	200-203 Hospitality & Entertainment	20000
	200-204 Protocol Expenditure for Dignitaries	100000
	200-207 Medical Expenses (non-employees)	13000
	250-251 Clothing	50000
	310-318 Obsequies Charges	15000
11	2852-80-102-11-S.H (04) Ease of Doing Business (EODB)	
	110-111 Travelling Allowance	25000
	130-134 Hiring of Private Vehicles	500000
	130-135 Office Expenses - Consumables/Stationery	500000
	130-138 Office Expenses - Internet Charges/Broadband	1000000
	130-139 Mobile Services/ Call	750000
	200-201 Conferences, Seminars	500000
	200-202 Functions & Events	1500000
	200- 203 Hospitality & Entertainment	500000
	210- 213 Purchase of Office Hardware & Peripherals	20000000
	210- 214 Fee of Software Licenses	500000
	210- 215 AMC Charges – Hardware	500000
	210- 216 AMC Charges – Software	200000
	210- 217 Purchase of Furniture & Fixtures	7500000
	210- 219 Software Development	500000
	280- 289 Service Based Professional Services	23281000
12	2852-80-789-11-S.H.(04) Incentives for Industrial Promotion -SPECIAL COMPONENT PLAN FOR	541940000

	SCHEDULED CASTES	310-312	
	Other Grants-in-Aid		
13	2852-80-796-11-S.H (04) Incentives for Industrial Promotion -TRIBAL AREAS SUB-PLAN 310-312 Other Grants-in-Aid		461626000
14	2852-80-800-11-04- Incentives for Industrial promotion		
	160-161 Publications		1500000
	160-162 Purchase of Books, Magazines, Periodicals		50000
	260-264 Sponsorships/Publicity		1000000
	260-265 Promotional Expenses		33270000
	280-287 Payments to Direct Individual Professionals		100000
	280/288 Individual Consultants engaged - 3rd party		100000
	280-289 Service based Professional Services		5000000
	310-312 Other Grants in Aid		1429690000
15	2875-60-800-11-S.H (11) Industrial Infrastructure Development Scheme	310-312	500000000
	Other Grants in Aid		
16	3453-00-106-00-01-010 C&EP Salaries		9803000
	110-111 Travelling Allowance		15000
	130-131 Service Postage, Telegram and Telephone Charges		10000
	130-134 - Hiring of Private Vehicles		450000
	130-135 Office Expenses - Consumables/Stationery		53000
	130-136 Office Expenses - Maintenance/Minor Repairs		5000
	130-137 Office Expenses - Administrative Expenses		9000
	130-138 Office Expenses - Internet Charges/Broadband		25000
	130-139 Office Expenses - Mobile Service/Call Charges		8000
	160-161 publications		2000000
	160- 162 – Purchase of Books, Magazines And Periodicals		200000
	171 Training/Course Fees		125000
	170- 172 Training Expenses – Employees		113000
	170 - 173 Honorarium to Trainers/Payment to Trainers		125000
	170- 174 Meetings/Workshops Expenses		50000
	170- 175 Departmental Training Programs to Employees		63000
	170- 176 Department Training programs to non-employees		63000
	170- 177 Exposure Visits		50000
	200-201 Conferences, Seminars		92000
	200-202 Functions & Events		1501000
	200-203 Hospitality & Entertainment		64000
	200-204 Protocol Expenditure for Dignitaries		76000
	200-205 Accommodation & Travel (non-employees)		51000
	200-207 Medical Expenses (non-employees)		10000
	210-213 Purchase of Office Hardware& Peripherals		25000
	210-215 AMC Charges–Hardware		23000

	210-219 Software Development	500000
	280-281 Pleadings Fees	10000
	310-318 Obsequies Charges	1000
17	3453-00-106-11-S.H.(01) Headquarters Office	
	170- 171 Training/Course Fees	500000
	170- 172 Training Expenses – Employees	450000
	170 - 173 Honorarium to Trainers/Payment to Trainers	500000
	170- 174 Meetings/Workshops Expenses	200000
	170- 175 Departmental Training Programs to Employees	250000
	170- 176 Department Training programs to non-employees	250000
	170- 177 Exposure Visits	200000
	200-201 Conferences, Seminars	350000
	200-202 Functions & Events	6000000
	200-204 Protocol Expenditure for Dignitaries	300000
	200-205 Accommodation & Travel (non-employees)	200000
	210-213 Purchase of Office Hardware& Peripherals	100000
	210-215 AMC Charges–Hardware	90000
	310/312 Other Grants-in-Aid	530000
	CAPITAL	
1	4851-00-102-11 S.H.(04) Infrastructure Development of Micro Small and Medium Enterprises (MSMEs) - 530-531 Major Works	609265000
2	4875-60-800-00-S.H.(12) Construction of Industries Department Buildings 530-531 Major Works	50000000
3	4875-60-800-03-S.H.(06) VCICDP -PMU 010-011 SALARIES	3316000
	110-111 Travelling Allowance	80000
	130-131 Service Postage, Telegram and Telephone Charges	20000
	130-133 Water and Electricity Charges	200000
	130-134 Hiring of Private Vehicles	1800000
	130-135 Office Expenses - Consumables/Stationery	500000
	130-136 Office Expenses - Maintenance/Minor Repairs	200000
	130-137 Office Expenses - Administrative Expenses	550000
	130-138 Office Expenses - Internet Charges/Broadband	80000
	140-141 Rents, Rates and Taxes	750000
	160-161 publications	400000
	160- 162 – Purchase of Books, Magazines And Periodicals	100000
	170-171 Training / Course fees	100000
	170-172 Training Expenses - Employees	100000
	170-173 Honorarium to Trainers/Payment to Trainers	100000
	170-174 Meetings/Workshops Expenses	100000
	170-175 Departmental Trainings Programmes to Employees	100000
	170-176 Departmental Trainings/Departmental Training to	100000

	non-Employees	
	200-201 Conferences, Seminars	100000
	200-202 Functions & Events	30000
	200-203 Hospitality & Entertainment	30000
	200-204 Protocol Expenditure for Dignitaries	30000
	200-205 Accommodation & Travel (non-employees)	30000
	200-206 Investigation Expenses	5000
	200-207 Medical Expenses (non-employees)	30000
	210-213 Purchase of Office Hardware and Peripherals	100000
	210-214 Fee of Software & Licenses	100000
	210-215 AMC Charges - Hardware	100000
	210-216 AMC Charges - Software	100000
	210-217 Purchase of Furniture & Fixtures	1000000
	260-261 Advertisements – Print Media	200000
	280-281 Pleaders Fees	50000
	280-287 Payments to Direct Individual Professionals	1858000
	280-288 Individual Consultants engaged-3rd party	100000
	280-289 Service Based Professional services	46561000
	300-301 Individual Contract Employees	1351000
	300-304 Contract Services through 3rd party firms	500000
	310-318 Obsequies Charges	18000
	4875-60-800-03-06-530-531 Major Works	5500000
4	4875-60-800-03-S.H.(07) Visakhapatnam-Chennai Industrial Corridor Development Program - APIIC Component 530/531 Major Works	1250000000
5	4875-60-800-03-S.H.(08) Visakhapatnam-Chennai Industrial Corridor Development Program - APRDC Component 530/531 Major Works	928500000
	530-532 Lands (Non R&R)	390000000
6	4875-60-800-03-S.H (09) Visakhapatnam-Chennai Industrial Corridor Development Program - APTRANSCO Component 530/531 Major Works	1500000000
7	4875-60-800-03-S.H (10) Visakhapatnam-Chennai Industrial Corridor Development Program - GVMC Component 530/531 Major Works	750000000

Section 4 (1)(b)(xii)

The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

IDP 2020 - 23: As mentioned in Section 4 (1)
(b)
(iii) and Section 4 (1)(b) (iv)

Section 4 (1)(b) XIII

Particulars of recipients of concessions, permits or authorisations granted by it: The Department of

Industries sanctioned several incentives to the Industrial Units in General and also for SC/ST beneficiaries since inception of the District Industries Centers. This department has also implemented other schemes like Margin money loans, Self employment schemes, Marketing assistance, Allotting Scarce Raw materials etc. for which specific information is being provided to the applicants under the RTI Act whenever the request is received by this office.

SECTION 4(1)(b) xiv**Information available in the electronic form**

Electronic format	Description (site address/location where available etc.)	Contents or title	Designation and address of the custodian of Information (held by whom)
Udyog Aadhar Memorandum	Website	Downloads	www.apindustries.gov.in www.udyogaadhar.gov.in
Allotment of scarce raw material	Website	Downloads	www.apindustries.gov.in
Incentive Claim Application	Website	Downloads	www.apindustries.gov.in
Single Desk Clearance Applications	Website	Downloads	www.apindustries.gov.in
IEM Application	Website	Downloads	https://services.dipp.gov.in
IL Application	Website	Downloads	https://services.dipp.gov.in
Key contacts	Website	Downloads	www.apindustries.gov.in
IDP 2015-20	Website	Downloads	www.apindustries.gov.in
Food Processing Policy	Website	Downloads	www.apindustries.gov.in
Directory of MSME Units	Entrepreneurs Guidance Cell, O/o Commissioner of Industries, Vijayawada		
Directory of Large & Mega Industries	Entrepreneurs Guidance Cell, O/o Commissioner of Industries, Vijayawada.(A.P.) www.apindustries.gov.in		

SECTION 4(1)(b) xv

Particulars of facilities available to citizens for obtaining information including the working hours of a library or information center or reading room maintained for public use .

1. Entrepreneurs Guidance Cell:

Technically qualified officers will provide Information on project ideas, infrastructural facilities, policies of State and Central Governments, sources of raw materials, machinery suppliers and the information on technology sources will be provided to the entrepreneurs for setting up of industrial ventures in the State.

2. Library:

The Potential Project profiles are available in the library. Data pertaining to existing industrial units and the units proposed is being compiled and continuously updated for the use of entrepreneurs / traders. Books relating to taxation, technical data, directories of importers & exporters, journals and other useful literature are also available for the entrepreneurs.

The working hours are 10.00 A.M. to 5.30 P.M.

Section 4 (1) b-XVI

Name, Designation & other particulars of Appellate Authority / Public Information Officer(s) / Assistant Public Information Officer(s) under RIGHT TO INFORMATION ACT, 2005.

Name of the Public Information Officer: Sri V R V R Naik,
Joint Director of
Industries.

Name of the Assistant Public Information Officer: Sri
T.V.S. Prasada Rao,
Deputy Director of Industries

Name of the Appellate Authority: JVN Subramanyam
Director of Industries

Section 4(1)(b) xvii

Other Useful Information

Publications which are of relevance or of use to the Citizens.

To promote Andhra Pradesh as an attractive and competitive destination for industrial investments, the State Government have offered various incentives/benefits to all eligible new industrial enterprises set up in the State. Projects involving Expansion/Diversification of existing industries other than those specified in Annexure-I are also entitled for benefits offered under the policies mentioned below:

- a. Industrial Development Policy 2020 - 2023
- b. Jagananna Y.S.R. Badugu Vikasam Special Industrial Policy for SC & ST Entrepreneurs - 2020 - 23.
- c. Textile & Apparel Policy 2018-2023
- d. A.P. Oxygen Manufacturing Policy - 2021 - 2022

Place: Vijayawada, Date: .07.2021.

Sd/ Sri V R V R Naik,
Joint Director / PIO,
O/o Director of Industries.