

Government of India  
Min. of Small Scale Industries  
Office of the Development Commissioner  
(Small Scale Industries)  
Nirman Bhawan, 7<sup>th</sup> Floor, New Delhi  
Elect. & Electx. Division

**Guidelines and Application Format for Incentive Scheme of Reimbursement of Acquiring Quality Management System (QMS) ISO 9000/ Environment Management System (EMS) ISO-14001 Certification .**

**The Incentive Scheme:**

The Govt. of India has been operating an Incentive Scheme of reimbursement of expenses of acquiring Quality Management System (QMS) ISO-9000 certification in the Small Scale Sector to the extent of 75% of the amount limited to Rs. 75,000/- to each unit. The scope of this Scheme now has been extended to provide reimbursement of expenses of acquiring EMS –ISO 14001 Certificate.

**The Salient features of the Scheme are as under:**

- i) The Scheme envisages reimbursement of charges of acquiring ISO-9000/ISO-14001 certifications to the extent of 75% of the expenditure subject to a maximum of Rs. 75,000/- in each case. The Scheme is valid upto 31<sup>st</sup> March'2007.
- ii) The Permanent Registered Small Scale/ancillary/Tiny/Small Scale Service Business Enterprises (SSSBE) units are eligible to avail the Incentive Scheme.
- iii) The Scheme is applicable to those SSI/ancillary/Tiny/SSSBE units who have already acquired ISO-9000/ISO-14001 certification.
- iv) It is an all India Scheme administered by Development Commissioner (SSI), Ministry of SSI, Govt. of India. A Screening Committee under the Chairmanship of AS&DC(SSSI) has been set up to consider the applications for approval of reimbursement.
- v) **The Scheme shall provide one time reimbursement only against a Permanent SSI registration Certificate.** The amount of incentive/subsidy/grant already availed for acquiring ISO 9000 or ISO 14001 Certification under any Central Govt. (including DCSSI Incentive Scheme)/State Govt. /Financial Institution shall be adjusted against the entitlement of reimbursement.

**It means the total entitlement of reimbursement of acquiring one or more than on certifications shall be up to the maximum limit of Rs. 75,000/- only.** In case a unit has received reimbursement/subsidy/grant from Central Govt./State Govt./Financial Institution against any one of the certifications for an amount less than maximum limit of Rs. 75,000/-, the unit shall be eligible to receive the balance amount only.

- vi) (a) **Only one time reimbursement is allowed** against a Permanent SSI registration for acquiring ISO-9000/ISO-14001 certification; irrespective of the fact whether the concerned SSI has one or more than one Unit(s) within the same premises/location or outside .

( b) In case an ISO-9000/ISO-14001 certificate is obtained jointly by SSI units (even having a separate Permanent SSI registration certificates) under the corporate/group of Industries category, the total reimbursement shall be limited to 75% of the total expenditure incurred by the concerned units or Rs. 75,000/- whichever is less; and each SSI unit shall get the amount on pro-rata basis.

- vii). **The Scheme Contemplates norms of reimbursement as under:**

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|--|---|
| (a) Payments made to Certification Agency<br>(excluding travel & hotel expenses &<br>Surveillance charges) | = Full Amount   |
| (b) Payments made towards (i) Consultancy;<br>(ii) Training; and (iii) Calibration                         | = Up to Rs. 30,000/-<br>(Rupees Thirty Thousand only) |

The entitlement for reimbursement = 75% ( (a) full Amount + (b) up to Rs.30,000/- )  
up to Rs. 75,000/-

**Application and Documents Required with the Application:**

The Formats of the Application & the required documents together with “Check List” are enclosed. Permanently registered SSI units are required to submit their Application duly completed (with enclosures) addressed to the Development Commissioner (SSI) at the following address:

The Industrial Adviser (Electronics),  
Office of the Development Commissioner (SSI)  
Ministry of Small Scale Industries  
7<sup>th</sup> Floor, A Wing, Nirman Bhawan, Maulana Azad Road,  
New Delhi-110 011  
Tele- Fax: (91-11) 3015972  
E-mail : prempm@nb.nic.in  
Telegram: SMALLINDEVCOM  
Website: [www.laghu-udyog.com](http://www.laghu-udyog.com) or [www.smallindustryindia.com](http://www.smallindustryindia.com)

Note:

1. **Application complete in all respects alongwith the required documents shall enable reimbursement expeditiously.**
2. **For any further guidance/details, the enquiries may be sent at the above address.**
3. **Application Format & its Enclosures can be downloaded from the above Website.**