

GENERAL INSTRUCTIONS:

The form of Memorandum is in two parts. Any person who intends to establish a micro, small or medium enterprise engaged in providing or rendering of services may file or those who want to establish medium enterprise engaged in the production or manufacture of products shall file Part-I of the Entrepreneurs Memorandum to District Industries Centre.

Once the above enterprises start production or start providing or rendering services, they shall file Part II of the Entrepreneurs Memorandum to District Industries Centre.

In case of non-filing of Part II of the Entrepreneurs Memorandum within two years of the filing of Part I, the Memorandum (Part I) filed by the entrepreneur will become invalid.

In case of change in the investment in plant and machinery or in equipment, the enterprises who have already filed Entrepreneurs Memorandum should inform the District Industries Centre of the same in writing within three month of the change in investment.

In case of change of products and that of services or addition in products or services, the enterprises which have already filed Entrepreneurs Memorandum shall inform the District Industries Centre of the same in writing within three months of the change

In respect of those who furnish wrong information and do manipulations in the online application form penal action will be taken by the Department and simultaneously online Entrepreneur Memorandum will be automatically cancelled and displayed in the web site.

The Entrepreneur Memorandum is subject to any or all conditions that may be imposed by the Acknowledging Authority from time to time.

Based on the Online Entrepreneur Memorandum, the unit is not entitled to import raw materials, to get advance license and allotment of indigenous raw materials.

Prior Clearance from Pollution Control Board is COMPULSORY in respect of units for following Line of Activity:

S.No.	CATEGORY
1	Distillery
2	Animal and Vegetable Plantations and Processing (Tannery, Sago, Starch)
3	Fertilizers
4	Paper and Paper Pulp
5	Chemical Industries
6	Petroleum Refineries
7	Textile Processing, Dying and Bleaching
8	Iron Melting, Electro Plating, Heat Treatment
9	Refractories
10	Thermal Power Stations
11	Cement
12	Drug and Pharmaceuticals
13	Paints and Varnishes
14	Solvent Factories
15	Pesticides and Insecticides
16	Asbestos Industries
17	Foundry
18	Aromatic Chemicals
19	Petro Chemical Industries
20	Man Made Fibre units
21	Photo Film Manufacturing

INDUSTRIES COMMISSIONER AND
DIRECTOR OF INDUSTRIES AND COMMERCE.