

**Rajasthan State Industrial Development & Investment Corporation Ltd.,
Udyog-Bhawan, Tilak-Marg, Jaipur-302005**

No: IPI/P-5/52/2015/ 1795
Dt: 07 December, 2015

OFFICE ORDER

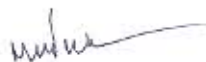
Sub: To Organize Special Drive for Redressal of Grievances and Disposal of Pending Works of Entrepreneurs at Unit Offices.

The Management of the Corporation has decided to organize a 'Special Drive' for Redressal of Grievances and disposal of pending works of the entrepreneurs in time bound manner during 15.01.2016 to 15.02.2016 at all the unit offices. Following action will be taken by the unit offices during this period:

1. Approval of the building plans as per the norms/guidelines given in RIICO Disposal of Land Rules, 1979 (As amended).
2. Approval of the sub-division plan as per rule and powers delegated to the unit heads.
3. Regularization of excess land/strip of land as per rules and power delegated to unit heads.
4. To approve change in constitution/transfer of the allotted plot as per rules and powers delegated.
5. For issuing NOC for conversion of agriculture land outside the industrial area as per rules.
6. Restoration of cancelled plot as per rules and powers delegated.
7. To hand over physical possession of the allotted plot and to execute lease deed of the allotted plots as per rules.
8. To refund security deposit/ refund the cost of short land of allotted plot as per rules.
9. Granting time extension as per the powers delegated to the unit heads.
10. **Site inspection by the unit heads related to maintenance of the existing infrastructures such as maintenance of street lights, general cleanness of the area, cleaning of drains etc. and taking appropriate action on the spot. If any additional sanction is required, then to send the proposals to HO for special maintenance with all details.**
11. **Conducting site inspection of the defaulter allottees, of which plots are either lying vacant or under construction. Specially the plots which are lying vacant/under construction for more than 8 years from the date of allotment. Necessary action should be taken against such defaulter allottees.**

12. Review of the cases which were allotted during 13.11.2000 to 31.03.2001, 24.11.2001 to 31.03.2002 and 24.02.2003 to 31.03.2003 without any obligation for completion of construction/production and later on 2/3 years time period was given for such cases.
13. Preparing the files for consideration of the competent authority at head office level.
14. Internal review of all allottees defaulter in commencement of production/commercial activity within the schedule/extended time period.

It is enjoined upon all unit offices to ensure compliance of the above directions and to send a report to the undersigned in the format prescribed. All the unit offices are further directed to inform the concerned Industrial Associations/ Representing Bodies about the time schedule of special drive of Redressal of Grievances.



(Lalit Kumar)
Advisor(Infra)

**Rajasthan State Industrial Development & Investment Corporation Ltd.,
Udyog-Bhawan, Tilak-Marg, Jaipur-302005**

No: IPI/P-5/52/2015/1796
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Sub: To Organize 'Special Drive' for Redressal of Grievances and Disposal of Pending matters of Entrepreneurs at Unit Offices.

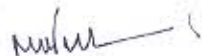
The Management of the Corporation has decided to organize a '**Special Drive**' from 15.01.2016 to 15.02.2016 for redressal of grievances and disposal of pending matters of the entrepreneurs in time bound manner. Following will be the action plan during the aforesaid period:

SNo.	Activity	Time Schedule	Implementing Authority
1.	Issuing public notice for inviting grievances/applications from entrepreneurs for registration.	By 10.01.2016	GM (PR), Head office
2.	Registration of Grievances/Applications received from entrepreneurs at Unit Offices	Up-to 25 th Jan., 2016	Respective Unit Offices
3.	Camp for disposal of Grievances/ Pending issues	3 rd & 4 th Feb, 2016	Respective Unit Offices
4.	Follow up camps at unit offices	12 th , to 15 th Feb., 2016	Respective Unit Offices

It is enjoined upon all Unit Heads to ensure compliance of the above directions. All Unit Heads are further directed to inform the concerned Industrial Associations/Representing Bodies about the above mentioned time schedule of Special Drive for redressal of grievances.

Those cases which are not in competence of unit offices as per delegation of powers, will be sent to the Head Office as soon as they have received applications/grievances alongwith their recommendations.

The Unit Heads will submit the report of registration of grievances/applications to be received from the entrepreneurs in enclosed format 'A' by 27th Jan., 2016 and report of disposal of grievances/pending matter at unit level in format 'B' by 20th Feb., 2016 respectively to the undersigned positively.



(Lalit Kumar)
Advisor (Infra)

Report of the Applications registered from the entrepreneurs

Format 'A'

Name of Unit :

S. No.	Name of Activity	No. of Application received	Remarks
1.	A. Time extension cases for Payments B. Time extension cases for Utilization of plots		
2.	Approval of Building plans		
3.	Approval of Sub-division plans		
4.	Regularization of excess land		
5.	Change in Constitution/Transfer of plot		
6.	Handing over physical possession		
7.	Execution of Lease deed		
8.	Refund of Security money		
9.	Refund of cost of short land		
10.	Issuing of NOC for conversion of the agriculture land		
11.	Restoration of cancelled plots		
12.	Misc. Applications		
13.	Total		

Signature of Unit Head

Format 'B'

Progress report of disposal of grievances during 15.01.2016 to 15.02.2016

Name of Unit :

S. No.	Name of Activity	No. of Application received	No. of Application Disposed off		Remarks	
			Accepted	Rejected	Pending	Reasons for pending
1.	C. Time extension cases for Payments D. Time extension cases for Utilization of plots					
2.	Approval of Building plans					
3.	Approval of Sub-division plans					
4.	Regularization of excess land					
5.	Change in Constitution/Transfer of plot					
6.	Handing over physical possession					
7.	Execution of Lease deed					
8.	Refund of Security money					
9.	Refund of cost of short land					
10.	Issuing of NOC for conversion of the agriculture land					
11.	Restoration of cancelled plots					
12.	Misc. Applications					
13.	Total					

Signature of Unit Head