



STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED

CITIZENS' CHARTER

www.sipcot.in

Department of Industries

INDEX

Description	Page No.
Mission	1
Activities	2
Commitments	3
Benchmarks	4
Our Expectations & Statutory Provision	5
Contact Address	6
Instructions to the applicant	7 - 9
General Guidelines	10
Procedure for land allotment	11
Information under Right to Information Act & Application	12-14

CITIZENS' CHARTER – SIPCOT

The Charter is a declaration of the Office of State Industries Promotion Corporation of Tamilnadu Limited (SIPCOT) incorporating its Objectives, Mission, Activities and Commitments to the people in general and to the Medium and Large Scale Industries and Entrepreneurs, in particular.

MISSION

Our mission is to promote Medium and Large Scale Industries in Tamilnadu by developing Industrial Parks and Industrial Complexes particularly in the Backward areas of the State of Tamil Nadu to make the State to surge to the forefront as the most industrially advanced State in India – thereby increasing direct and indirect employment and sustaining balanced regional growth of industries in the State of Tamil Nadu.

ACTIVITIES

State Industries Promotion Corporation of Tamil Nadu Limited (SIPCOT) was incorporated in the year 1971 as a company under the Companies Act 1956.

The activities of SIPCOT can be grouped under basic heads, and they are -

1. Acquisition of Land, Developing of Industrial Complexes/Parks/Growth Centers with basic infrastructural facilities, allotting land to prospective investors for setting up their industries including those who have enter into a MoU with Govt. of Tamil Nadu and maintenance of the Complexes / Parks / Growth Centers.
2. Establishing Sector Specific Special Economic Zones and allotment of land to investors for setting up their units.
3. Implementation of Special Projects as announced by the Government.
4. Follow-up and Recovery of outstanding Term loans Dues. (Pursuant to transfer of Term Lending business to TIIC)
5. Nodal Agency of Govt. of Tamilnadu for sanction / disbursement of Structured Package of Assistance to large scale industries as per Government Orders.

COMMITMENTS

1. SIPCOT is committed to accelerate economic development and to create employment potential through sustained industrialization.
2. Ensuring periodic interaction with New Entrepreneurs and existing clients and receive their comments/ suggestions, feed backs and to render value based service and extending quality infrastructure in the Industrial Complexes/Parks/Growth Centers established by SIPCOT.
3. To be receptive and value all the practical suggestions made by our clients.
4. To endeavor constantly to orient ourselves towards sensitivities of our clients and to serve in achieving their goals.
5. To adopt transparent approach in every sphere of functioning.

BENCHMARKS

SIPCOT is functioning on a time bound module and is striving to clear the allotments within a short span of time as indicated below under "Operation Clearance".

a) Allotment of Land

1	Processing of application for allotment and placing the same before the Allotment Committee	Within One month
2	Allotment of developed plots to the clients on receipt of full details required for allotment soon after the Allotment Committee clears the application	Within two weeks subject to availability of land

OUR EXPECTATIONS

1. We expect our clients to furnish the documents in full shape and with complete information so as to enable us to achieve the task within the time schedule laid for the purpose.
2. We do expect them not to suppress any facts/details or withhold information for fringe/hollow benefits.
3. We do expect our clients to inform in case of change of name of the company / management change / product change etc.
4. We do expect our clients to desist from any act of malignancy.

STATUTORY PROVISION

State Industries Promotion Corporation of Tamilnadu Ltd. (SIPCOT) was formulated under the Companies Act, 1956 and it was incorporated in the year 1971.

Powers at different levels and procedures to be followed and basic requirements to be satisfied for the allotment of developed plots.

The Chairman & Managing Director, of the Corporation is delegated with the powers for allotment of developed plots. Applications seeking land allotment should be submitted to the Chairman & Managing Director along with the details of the project.

CONTACT ADDRESS

Managing Director,
SIPCOT,
19-A, Rukmani Lakshmipathy Road,
Egmore,
Chennai 600 008.

Phone : 28554787, 28554623 & 28554816

Fax : 42177333, 28513978

Website : www.sipcot.in

E-mail : md@sipcot.in

INSTRUCTIONS TO THE APPLICANTS

THE COMPLEXES / PARKS / GROWTH CENTRES:

SIPCOT has established Industrial Complexes / Parks / Growth Centers / Sector Specific SEZs in various places of Tamil Nadu at Ranipet, Hosur, Manamadurai, Cuddalore, Pudukkottai, Gummidipoondi, Thoothukudi, Irungattukottai, Sriperumbudur, Siruseri, Cheyyar, Perundurai, Gangaikondan, Nilakkottai, Bargur, Oragadam, Thervoykandigai, Pillaipakkam, Vallam-Vadagal, Aerospace Park@ Vallam-Vadagal, Mappedu, Tindivanam and Manaparai.

1. PLOT COST:

The prevailing PLOT COST in various Industrial complexes / Parks / Growth Centers/ Sector Specific SEZs are listed below:

SIPCOT INDUSTRIAL COMPLEXES / PARKS/ GROWTH CENTRES:

Sl. No.	Name of the Industrial Complex	Rate Per Acre (Rs. in lakh)
1(a)	BARGUR(DTA)	15.60
(b)	BARGUR (SEZ)	15.10
2	CHEYYAR – Phase-I	12.80
(b)	CHEYYAR – Phase-II	39.00
3 (a)	CUDDALORE –Phase I & II	33.00
(b)	CUDDALORE (undeveloped) Except land allotted to SIMA for Storm Water Drain – 4.28 acres	11.00
4	GUMMIDIPOONDI –Phase I & II & EPIP	55.00
5	HOSUR Phases I & II & Expansion I & Hosur Ph.II Expansion II	60.00

7

6	MANAMADURAI	5.00
7	NILAKOTTAI	15.50
8	PUDUKOTTAI	5.00
9	RANIPET –Phases I,II & Ph.III (DTA & SEZ)	27.00
10	THOOTHUKUDI	14.00
11	IRUNGATTUKOTTAI (Including Apparel Park & Footwear SEZ & Component Park)	90.00
12	SIRUSERI (INFORMATION TECHNOLOGY PARK)	450.00
13	SRIPERUMBUDUR (including SEZ)	90.00
14	THERVOYKANDIGAI	55.00
15	MAPPEDU (undeveloped)	90.00
16	PILLAIPAKKAM	90.00
17 (a)	PERUNDURAI Phases – I & II	27.50
(b)	PERUNDURAI SEZ	27.50
18	GANGAIKONDAN (DTA & SEZ)	16.00
19	ORAGADAM (Including SEZ & R&N Vendors’ Park)	90.00
20	VALLAM-VADAGAL	127.00
21	AEROSPACE PARK, VALLAM-VADAGAL	143.00
22	TINDIVANAM	76.00
23	MANAPARAI	56.00

The above rates are liable to change. Applicants are advised to check up the rates at the time of application.

8

WATER CHARGES / CAPITAL COST ON WATER SUPPLY SYSTEM:

The allottee shall have to pay the water charges based on the consumption / committed quantity indicated in the allotment order at the rate fixed from time to time by SIPCOT. The capital cost on water supply system as demanded by SIPCOT (for Siruseri, Irungattukottai, Sriperumbudur, Vallam-Vadagal and Oragadam at present) has to be paid as per allotment order.

MAINTENANCE CHARGES:

The allottees shall have to pay annual maintenance charges for the common amenities and facilities like roads, street lighting, sanitation, drainage, sewerage, common buildings, gardens, avenue plants, parks etc.,

LAND COST SUBSIDY:

Government of Tamilnadu vide GO (M.s) No.177, Industries (MIB.1) Department, dt.08.10.2013 has sanctioned the following special package of incentives to the new investment from the existing / prospective entrepreneurs setting up industries in existing as well as new SIPCOT Industrial Parks to be developed in nine Southern districts viz. Pudukkottai, Theni, Dindigul, Sivagangai, Ramanathapuram, Virudhunagar, Tirunelveli, Thoothukudi and Kanniyakumari:

- 1) Land allotment will be made by SIPCOT at 50% subsidized rate. The subsidy component will be directed remitted to SIPCOT by Government.
- 2) 100% exemption from stamp duty on registration of lease deed.
- 3) Capital subsidy will be increased from 1.5 to 2 times
- 4) Creation of all infrastructure facilities required for industries
- 5) Reduction in the minimum investment required for getting VAT based incentives from the present level of Rs.50.00 crores to Rs.10.00 crores.

GENERAL GUIDELINES

- The allottee need to apply to Tamilnadu Electricity Board for power supply. Power intensive units are advised to obtain prior clearance from Tamilnadu Electricity Board.
- All units have to get consent of TNPCB for setting up and to commence operations. Polluting industries are advised to consult TNPCB in advance.
- Chemical and Pharmaceutical and water intensive units can choose either Thoothukudi or Cuddalore Industrial Complexes.
- Computer software/hardware and related units can choose Information Technology Park, Siruseri.
- Units with minimum 33% export obligation can choose Export Promotion Industrial Park at Gummidipoondi.
- Textile processing / dyeing units can choose Perundurai Growth Centre.

NOTE: The details given are for information and guidance only.

Procedure for Land Allotment

1. The applicant has to visit the SIPCOT website and click on the "Apply online for Land allotment" tab. The applicant is to complete the registration and login process.
2. Once the applicant logs in, he/she is to fill and submit the application form, upload the requisite documents and make the payment online.

Note: Payment details

- **Initial Deposit:**

Rs.5000/- per acre for all SIPCOT Industrial Parks and Rs.1000/- per acre for Manamadurai & Pudukkottai. The initial deposit amount will be adjusted in the plot cost amount. It shall be refunded if the application is rejected.

- **Processing fee (non-refundable):**

The amount will be Rupees 5000 + 18% GST as one time application processing fee.

3. On successful filing of application, the applicant receives the SMS and Email intimation. Once the complete application along with all the documents are received, the same are scrutinized by the SIPCOT officials and any queries or additional details required from the applicant are raised
4. The date and time of the Allotment Committee meeting will be communicated to the applicant.
5. The applicant has to confirm his acceptance to the date of the meeting. If he/she is not available, he is to communicate the same and request for an alternate date.
6. In case of postponement of Allotment Committee meeting, the same will be intimated to the applicant.

Note: The Managing Director / Partner / Proprietor of the applicant company should attend the Allotment Committee meeting to be held at the Head Office of SIPCOT in Chennai for discussion.

7. The Allotment Committee chaired by the Managing Director, SIPCOT as Chairman and others, will discuss with the representative (Managing Director / Partner / Proprietor of the applicant company) of the company about the project.
8. An external expert, Environmental Advisor may also be present in the Allotment Committee meeting to discuss about the environmental issues. If need arises, experts in the respective fields will also be included.
9. The Allotment Committee assesses the application based on an objective evaluation criteria (refer the proceedings No.DI/ACM/2/2019 dt.14.06.2019).
10. The Allotment committee decides on allotment of plot subject to availability of vacant plots and subsequently allotment orders will be issued to the selected applicant.
11. The Applicant will be informed of the approval/ rejection of the application.

Right to Information Act 2005

The Government of India has enacted a new law called the Right to Information Act, 2005 and the Act has come into force on 12.10.2005. The Act enjoins all public authorities to provide information as requested by the public. As per the definition provided in Sect.2 (h) of the Act, all public corporations are included as public authority. SIPCOT being an undertaking wholly owned by Government of Tamil Nadu becomes a public authority for the purposes of the Act.

How to obtain information:

Public can obtain information from the Company on all working days by making an application along with the payment of requisite fee of Rs.10/- by way of Cash / Court fee stamp / DD or Banker's cheque / Postal order and the application form also given in electronic form in our website which could be downloaded.

Right to Information Act

Designated Officers Under the Act:

Appellate Authority	Managing Director Phone No:28554514
Public Information Officer	Company Secretary Phone No: 2855 5184
Asst. Public Information officer	Assistant Manager Development Department Phone No: 2855 4787
Office Address	State Industries Promotion Corporation of Tamil Nadu Ltd, 19.A Rukmani Lakshmi pathy Road, Egmore, Chennai 600008 Ph: 28554787 Fax: 28553746 / 42177333 website: www.sipcot.in E-mail : md@sipcot.in

Application Fee : Rs.10/-

STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED

(A Government of Tamil Nadu Undertaking)
Regd. Office: 19A, Rukmani Lakshmipathy Road,
Post Box No.7223, Egmore, Chennai 600008
Phone: 044-28554787, Fax :044- 28553746/42177333

FORM OF APPLICATION FOR SEEKING INFORMATION
Under Right to Information Act, 2005

Application No:

To

The Public Information Officer,
State Industries Promotion Corporation
of Tamil Nadu Ltd. (SIPCOT)
No.19 A, Rukmani Lakshmipathy Road,
Egmore, Chennai 600 008

1. Full Name of the applicant :
2. Address:
3. Telephone :
4. Mobile No :
5. E-mail ID :
6. Particulars of Information required :
 - i) Nature of information required :
 - ii) Name of the Department or
Project Office to which the information relates :
 - iii) Subject matter of information :
 - iv) The year and place or area to which the
information relates :

Place:

Date :

Signature of the Applicant.

E-mail : md@sipcot.in

website: www.sipcot.in

Receipt No:

Date: