

**DEPARTMENT OF INDUSTRIES  
U.T., CHANDIGARH**

**STATE AWARD FOR PROMOTING  
ENTREPRENEURSHIP DURING 2011-12**

Applications are invited from eligible micro, small and medium enterprises of Chandigarh for conferring of the **STATE AWARD-2011** for due recognition of their achievements in entrepreneurship. The last date for receipt of applications is **31st August, 2011**. For details and application forms, please visit the website of Chandigarh Administration i.e. <http://chandigarh.gov.in> under the heading '**What's New?**' section.

**Director of Industries,  
U.T., Chandigarh.  
Phone :2679006,2679007**

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On the pattern of the National Awards Scheme introduced by the Govt. of India to give recognition for quality products and encouragement to Outstanding micro, small and medium enterprises for a significant contribution to the quality aspects in their products, **the Chandigarh Administration has formulated a scheme for State Level Awards consisting of a Cash prize of Rs.15,000/-, Rs.10,000/- and Rs.5,000/- along with a trophy for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> winner respectively** which is conferred to the micro, small and medium enterprises of U.T., Chandigarh once in a year with the following objectives:-

- ❖ To encourage micro, small and medium enterprises to produce quality products conforming to State and National Standards and to provide suitable guarantee cover to the customer after sales services.
- ❖ To propagate quality consciousness amongst vast section of small scale manufacturing units.
- ❖ To instill a sense of confidence in small scale industry products with the domestic consumers and to enhance the image of Indian products in export markets by producing export oriented products.
- ❖ To keep abreast with latest/appropriate technologies and modernizing the industry.

Following criteria for consideration of applications for the State Award for the year 2009 will be adopted by the Committee constituted by the Chandigarh

Administration under the Chairpersonship of the Director of Industries:-

- Growth rate for the last three years choice of technology.
- Background of entrepreneurs with previous experience for the last three years.
- Economic viability.
- Product development and quality control innovativeness.
- Import/Export substitution.
- Diversification and successful introduction of new products.
- Management and enterprises.
- General conditions of plant and machinery and building.
- Employee's welfare and consumer protection.

**DEPARTMENT OF INDUSTRIES,  
UNION TERRITORY, CHANDIGARH.**

**APPLICATION FORM FOR STATE AWARD TO SMALL SCALE  
INDUSTRIAL UNITS MANUFACTURING  
QUALITY PRODUCTS**

**TO BE SUBMITTED IN TRIPLICATE**

**PART – A**

1	Name of small scale unit :	
2	Address of the proprietor/partner/ Managing Director etc. where the communication is to be made along with phone/ Mobile/Fax/ Telex No.	
3	Permanent Registration No. and date of the unit as small scale industrial unit.	
4.	Products manufactured by the unit with specifications, if any.	
5.	Brief details of experience of promoter(s) of the unit.	
6.	<u>Present Investment.</u> a)In plant and machinery; b)In land and building. c)working capital; d) <u>Taxes:</u> i)Sales Tax: ii)VAT: iii)Central Sales Tax: iv)Excise duty: v)Central Excise duty	<u>2008-09</u> <u>2009-10</u> <u>2010-11</u>

	vi)Custom duty and others: vii)Income Tax:	
7	No. of persons employed: i)Male: ii)Female	<u>2008-09</u> <u>2009-10</u> <u>2010-11</u>
8.	a)Value of production during the last three years (with special reference to value added). b)Value of sales during the last three years (year-wise)	<u>2008-09</u> <u>2009-10</u> <u>2010-11</u>
9	Profit during the last three year (year wise) 1) Gross 2) Net	<u>2008-09</u> <u>2009-10</u> <u>2010-11</u>
10	<u><b>RAW MATERIAL:</b></u> a)Basic raw materials used with sizes and specifications (indicate standards if any and its source of supply) b)components & sub-assemblies procured with standards, if any and their source of supply. c) Whether the material purchased has been tested as per standards and if so, test reports, whether any test reports are obtained before use. d)Whether any sampling test is done for I. Raw materials	

	II.Parts/subassemblies , if so give details	
11.	<b>MANUFACTURE</b>	
	<p>a)Whether the unit is having machinery and equipment suitable to produce products of quality as laid down in the standards. If so, give name, make and type , specifications and year of manufacture of the same (Attach list)</p> <p>b) What is the manufacturing technology adopted?(Indigenous, imported, self developed or other) what efforts are made to keep abreast with latest/appropriate technologies &amp; for modernizing the industry? Give details.</p> <p>c)i.Give details of plants lay-out (machinery and equipment testing facilities etc.)</p> <p>ii. Give details of factory lay-out (location of different production shop and testing laboratories etc.)also indicate production flow chart.</p> <p>iii) Details of lighting, ventilation , sanitation anti-pollution measures prevention of health hazards etc.</p> <p>iv)Steps introduced for energy conservation and savings achieved during the last three years.</p>	
12.	<b>Quality Control, give brief details on :</b>	
	a)Standards/specifi-	

	<p>cations followed for finished products, whether any standards have been adopted under BIS certificate scheme. Please give details.</p> <p>b)Arrangements for testing of raw material parts, sub assemblies and finished products (in house and external)</p> <p>c)In process quality measures, if any followed.</p> <p>d) Total product testing for :</p> <p>i) Physical properties :</p> <p>ii)Performance requirements as per standards.</p> <p>iii)Type tests, if any.</p> <p>iv)Left test, if any.</p>	
13	<p><b><u>Consumer service and give details of arrangements for :</u></b></p> <p>a) After sales service during guarantee period.</p> <p>b) After sales service, after guarantee period.</p> <p>c) Spare part.</p> <p>d) Is there any guarantee period to take back the defective products. If so, details and specific cases.</p>	
14	<p><b><u>Man Power</u></b></p> <p>a)Programme for up gradation of skills for manufacturing and testing for unit staff and labour;</p> <p>b)Availability of staff including for service</p>	

	and their training;	
<b><u>15</u></b>	<p><b><u>Innovation and Quality Improvements</u></b></p> <p>a) Specific measures adopted/planned for further improving the quality of products during last three years;</p> <p>b) Specify measures taken for reducing rejection of parts, components and finished products. (Give rejection percentage for last three years).</p> <p>c) Measures taken for waste reduction and improving the productivity, give specific details;</p> <p>d) Whether the innovations (products, processes, substitute materials) have been achieved in the unit)</p> <p>e) Are there any system of rewards and reorganization for innovative ideas, conservation, waste , reduction, pollution control etc? Give details;</p>	
<b><u>16</u></b>	<p><b>Training :</b></p> <p>Number of persons trained during the year and the field of training particularly related to improvement of quality of finished products:</p>	
<b><u>17.</u></b>	<p><b><u>Import substitution and Exports.</u></b></p> <p>a) Details of imports</p>	

	<p>substitution under taken (components and products value etc.) during last three year wise.</p> <p>b) Export and other diversification of markets (give details for last three years</p>	
<b><u>18</u></b>	<p><b><u>Others</u></b></p> <p>Whether the unit has received any award/certificate in recognition of the quality of product. If so, attach copies in support thereof.</p>	

It is certified that the information furnished above by me/us is correct.

Chandigarh, Dated  
the

Signatures of the Proprietor/  
Partner/Managing Director along  
with seal of the firm and  
address of the unit.