

FORM- “A-4”

GUIDELINES FOR DECIDING OF REASONABLE QUANTUM OF LAND FOR LAND ALLOTMENT ON 'FIRST COME FIRST SERVED BASIS' BY UNIT OFFICES (IN PERSUANCE OF IDC DECISION ON AGENDA ITEM NO.8 TAKEN IN ITS MEETING HELD ON 25.4.2005)

- Regional Unit Heads would provide consultancy & assistance to interested entrepreneurs about the rules and procedures of land allotment.
- Regional Unit Heads will take utmost care for ensuring judicious use of land resource as the availability of the same in fast moving areas is less and at the same time through proper counseling, the entrepreneurs should be satisfied about the availability of land and its appropriate use and what is the reasonable quantum of land that they should consider getting allotted.
- Regional Unit Heads should follow prescribed guidelines for allotment of land in their industrial areas.
- Once the application is received in prescribed format, the unit head or his nominee will assess the requirement of land to the optimum level including expansion needs.
- In those cases where Regional Unit Head feels that land applied for is much more than reasonably appears to be required for the project, its future expansion and for reasonable and permitted in-house services within the proposed industrial unit, Regional Unit Heads would discuss size of land applied for with the applicant. In case Regional Unit Head is satisfied that quantum of land applied for is reasonable then he would make allotments as per existing delegations and procedures.
- As a rough indicative criteria around 1/3rd of plot area will be part of setbacks. About 1/3rd area can be kept for future expansion and rest 1/3rd can be presumed to cater to present requirements. Thus, if applicant has mentioned "X" square meter as proposed built up area and the same is found to be reasonable, he may be provided plot in the band approximately 3 - 3.5 "X". However, certain categories of industries need to be dealt within a more liberalized way wherein built up area is a smaller percentage of total plot area. Such industries for example marble gang-saw, steel rolling/fabrication, handicrafts, cement products (Hume pipes, PCC poles, tiles etc), mineral grinding etc may be allowed approximately 5"X" land if brief project profiles spells out "X" square meter built up area. Of course the proposed size of built up area or "X" would need to be in keeping with the type & capacity of the industry that the entrepreneur proposed to set up.
- Normally applications for land up to 2000 sqm. would be decided at Regional Unit level on the issue of reasonable quantum of land and for such applications for less than 2000 sqm. only in extreme cases should the applicants be referred to Advisor (Infra) for taking a view about quantum of land i.e. reasonable.

- Normally all applications for land allotment would be decided as regards to reasonableness of quantum of land at the regional unit head level.
- If regional unit office feels that land applied is more than the actual reasonable requirement (including land for future expansion etc.) then he may forward the cases to a committee as under:
 - (a) For a plot size of 2000-10000 sqm.:
 - (i) Advisor (Infra).
 - (ii) GM (BP)
 - (iii) Regional Unit Head.
 - (b) For a plot size of more than 10000 sqm.:
 - (i) ED
 - (ii) Advisor (Infra).
 - (iii) GM (BP)
 - (iv) One AGM(Technical) at HO and
 - (v) Regional Unit Head.
- The respective committees would examine and see that the applicant is not applying for unreasonably excessive land for speculative gain due to anticipated future rise in land price/development charges and would suggest the maximum quantum of land, which should be offered for allotment to the applicant.

The Regional Unit Head would then accordingly allot the plot as per existing prescribed procedures/norms.