

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

No: IPI/P-5/42/2013/ 33

Dt: 2, January, 2014

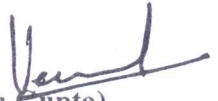
OFFICE ORDER

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 from 06.01.2014 to 28.02.2014 for Redressal of Grievances and disposal of pending works of the entrepreneurs in time bound manner 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.
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/production.
12. Preparing the files for consideration of the competent authority at head office level.
13. Identification of encroachments made on the RIICO's land in industrial areas.
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 Advisor (Infra) by 18.01.2014, 25.01.2014 and 17.02.2014 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.


(Veenu Gupta)
Managing Director

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

No: IPI/P-5/42/2013/34

Dated: 2 December, 2013
Jan.

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 from 06.01.2014 to 28.02.2014 for redressal of grievances and disposal of pending works of the entrepreneurs in time bound manner. Following will be the action plan during this period:

SNo.	Activity	Time Schedule	Implementing Authority
1.	Issuing public notice for inviting grievances/applications from entrepreneurs for registration.	By 04.01.2014	GM (PR), Head office
2.	Registration of Grievances/Applications received from entrepreneurs at Unit Offices	Up-to 17 th Jan., 2014	Unit Offices
3.	Preparatory Camps at unit offices	On 16 th & 17 th Jan., 2014	Unit offices
4.	Camp for disposal of Grievances/Pending issues	On 14 th & 15 th Feb., 2014	Unit Offices
5.	Follow up camps at unit offices	On 27 th & 28 th Feb., 2014	Unit Offices

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

Those cases which are not in competence of unit offices will be sent to head office as soon as they have received applications and upto 17.02.2014.

Unit office shall strive for final disposal of grievances and pending works before 14.02.2014 so that it can be communicated to the applicants during the camp scheduled on 14th & 15th Feb., 2014..

The Unit Heads will submit the report of registration of grievances/applications received from entrepreneurs in enclosed format 'A' by 18th January, 2014 and report of disposal of grievances/pending works at unit level in format 'B' by 25th January, 2014, by 17th February and by 1st March, 2014 respectively to the Advisor (infra). Report of encroachment on RIICO's land will also be submitted to the Advisor (infra) in Format-C by 18th January, 2014.


(Archana Singh)
Executive Director

Report of the Applications registered from the entrepreneurs**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		

Signature of Unit Head

Format 'B'

Progress report of disposal of grievances during --/--/2014 to --/--/2014

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.	Total					

Signature of Unit Head

Format 'C'

Name of Unit :

Details of encroachments on RILCO's land

S. No.	Name of Industrial Area	Type of encroachment	Area of land under encroachment (in acres)	Period of encroachment	Action taken for removal of encroachment	Recommendation of unit head to sort out the issue

Signature of Unit Head