Existing procedure for Approval/acknowledgement of Projects:

The classification of manufacturing and service enterprises as Micro, Small and Medium Scale under Micro, Small & Medium Enterprises Development Act, 2006(MSME Act 2006) is as under:-

Sr. No.	Classification of industrial enterprises	Investment limit in plant & machinery for manufacturing	Investment limit of equipments in services enterprises.
1	Micro enterprises	up to Rs. 25 lakh	up to Rs.10 lakh
2	Small enterprises	Above Rs. 25 lakh and up to Rs.5 crore.	Above Rs. 10 lakh and up to Rs.2 crore.
3.	Medium enterprises	Above Rs. 5 crore and up to Rs.10 crore.	Above Rs. 2 crore and up to Rs.5 crore.
4	Large enterprises (not classified under MSME	More than Rs.10 crore.	More than Rs.5 crore.

A Procedure for the issuance of acknowledgement of EM-I(Provisional registration)

The entrepreneur intending to set up an Enterprise for manufacturing a product or rendering service are required to submit the prescribed application form EM-I along with four copies of project profile which is then acknowledged by the competent Authority. The detail of Authorities Competent as indicated in the table below to accept Entrepreneur's Memoranda Part-I and time frame of issuance of its acknowledgement is as under:-

Sr. No.	Classification of industrial enterprises	Authorities competent to accept Entrepreneur's Memoranda Part-I (Provisional Registration)	Time frame for issuance of EM-I
1.	Micro enterprises	General Managers/Managers/ Industrial Promotion Officers at District level, Member Secretaries, Single Window Clearance Agencies at SWCA level. Extension Officers/ Economical Investigators (at block level),	Across the table or within 24 hours.

2.	Small enterprises	General Managers/Managers/ Industrial Promotion Officers at District level, Member Secretaries, Single Window Clearance Agencies at SWCA level.	
3.	Medium enterprises	General Managers at District level/ Member Secretaries, Single Window Clearance Agencies at SWCA level. The Entrepreneur are also required to obtain in principal approval of State Level Single Window Clearance & Monitoring Authority.	Across the table or within 24 hours. In principal approval of the project is granted by SLSWC& MA after the recommendation s is made by a Sub-Committee headed by Director of Industries. It takes at least 1 to 2 months.
4.	Large enterprises	The Entrepreneurs are required to obtain acknowledgement of Industrial Entrepreneurial Memorandum (IEM) from Ministry of Commerce & Industry, Govt. Of India. The in principle approval of State Level Single Window Clearance & Monitoring Authority is also required.	In principal approval of the project is granted by SLSWC& MA after the recommendation s is made by a Sub-Committee headed by Director of Industries. It takes at least 1 to 2 months.

The projects under Micro/ Small Scale Category having power requirement more than 1 MW, units listed in negative list of industries are also placed before the SLSWC& MA for approval. The acknowledgment of EM-I (provisional registration)/ SLSWC&MA clearance is issued to Enterprise to obtain all facilities/ clearances etc. required for setting up an enterprise. The acknowledgment of EM-I is valid for 2 years. Filing of application for grant of EM-I as per the provision of the Micro, Small and Medium Enterprises Development (MSMED) Act, 2006 is discretionary to Micro or Small Enterprise or a Medium Enterprise engaged in

providing or rendering of services. However according to MSME Act 2006 Medium Enterprise proposing to set up a manufacturing enterprise they are invariably required to file the Memorandum.

B Procedure for the issuance of acknowledgement of EM-II(Permanent registration) or Commencement of commercial production certificate.

An Enterprise is required to commence production and file its EM-II (permanent registration) within 2 years from the date of acknowledgment of EM (Part-I).

Any person who has established a Micro or Small Enterprise or a Medium Enterprise engaged in providing or rendering of services at his discretion or a Medium Enterprise engaged in the manufacture or production of goods is required to file the EM-II (permanent registration) to the General Manager, District Industries Centre or in the office of Member Secretary, Single window Clearance Agency under whose jurisdiction the enterprise is located.

The following documents for grant of EM Part II should also accompany the Memorandum:-

i) Papers in support of arrangement/ ownership of land/ building in which the enterprise has been established.

ii) List of plant and machinery giving detail regarding cost, date of purchase and month of installation alongwith photocopies of purchase bills.

iii) Power release certificate of HPSEB.

iv) First raw material purchase bill.

v) First sale invoice of each product.

vi) Consent to operate issued by H.P. State Environment Protection and Pollution Control Board.

vii) List of workers giving complete address, date of joining, designation, status of Himachali/ non-Himachali alongwith Bonafide certificate of Himachalis workers.

viii) Project specific other documents, if any, as per the policy or rules in force.

The Commencement of Commercial Production Certificate to Large Scale Enterprises is also issued for all categories of enterprises by the General Manager, District Industries Centre or in the office of Member Secretary, Single window Clearance Agency under whose jurisdiction the enterprise is located after submissions of aforesaid documents by such enterprise.