

## Annexure-I

Application for claiming reimbursement of Inter Island Transport Subsidy under the Programme "Andaman & Nicobar Inter Island Transport Subsidy programme for Micro & Small Enterprises"

1	Name and address of the Enterprise		
2	DGTD Registration/ PMT Registration No. (State name of issuing authority)		
3	Whether new Enterprise or expansion Enterprise		
4	Constitution of the Enterprise (Proprietary/ Partnership/ Ltd Company)		
5	Date of Start of Production		
6	Name of the Product		
7	Investment		
	a) Land		
	b) Building		
	c) Plant and Machinery		
	d) Other Assets		
	e) Working Capital		
	Total		
8	Investment made prior to expansion		
9	Capital investment of the expanded unit		
10	Capacity per annum ( Finished Product)		
	Name of the Product	Quantity	Value at Sales
11	Capacity per annum ( Raw Materials)		
	Name of the Raw Material	Quantity	Cost
12	Consumption of Raw materials for claim period from ..... to .....		
	Name of the Raw Material	Quantity	Cost
13	Out of Column 12 above quantity imported in for the claim period ..... to .....		
	Name of the Raw Material	Quantity	Cost
14	Production for the claim period from ..... To .....		
	Name of the Raw Material	Quantity	Cost
15	Out of column 14 above quantity exported out		
16	Date of Purchase of raw materials and their source of purchase		
17	Place of product sold/ dispatched with dates		

Certified that the above statement made by us is correct and does not contain any misrepresentation of fact.

Date:

Place

Name and seal of the Enterprise

Signature of Applicant

## Annexure-II

Application for claiming reimbursement of Inter Island Transport Subsidy under the Programme "Reimbursement of Inter Island Transport Subsidy to Micro & Small Enterprises"

1	Name and Address of the Enterprise	
2	Capital Investment of the Enterprise	
3	Freight Rate fixed by the Central Government/ A & N Administration between various Inter Island Ports	
4	Raw Materials	
	a) Period of Claim	
	b) Name of Raw Materials	
	c) Quantity imported in	
	d) Port of loading within the Island	
	e) Port of unloading within the Island	
	f) Road movement between the port of unloading to the location of the unit (distance in KM)	
	g) Whether Subsidy for the claim period has been claimed earlier	
	h) If Yes	
	i) Name of the raw materials	
	ii) Detail of quantity	
	iii) From	
	iv) To	
5	Finished Product	
	a) Period of Claim	
	b) Name of Finished Product	
	c) Quantity Exported Out	
	d) Port of loading within the Island	
	e) Port of unloading within the Island	
	f) Road movement between the port of unloading to the location of the unit ( distance in KM)	
	g) Whether Subsidy for the claim period has been claimed earlier	
	h) If Yes	
	i) Name of the Finished Product	
	ii) Detail of quantity	
	iii) From	
	iv) To	
6	Freight incurred for Raw materials	
	a) Shipping Freight	
	b) Road Freight	
	Total Freight	
7	Freight incurred for Finished Product	
	a) Shipping Freight	
	b) Road Freight	
	Total Freight	
8	Total Freight incurred (Item 7+8)	
9	Subsidy entitled .....% of item 9	
10	Date of Scrutiny Committee Meeting	

**Certificate of Declaration**

1. Certified that all particulars filled in are in accordance with the Inter Island Transport Subsidy Programme for Micro & Small Enterprises.
2. Certified that, the claim made above does not contain any amount for internal movement and cost of loading/ unloading and handling as per the Inter Island Transport Subsidy Programme for Micro & Small Enterprises.
3. Certified that subsidy claimed now, relates to period in respect of which subsidy has not been claimed and or reimbursed by A & N Administration/ Government of India in any manner.
4. Certified that, the subsidy claimed now is in no way related to any claim made to Government of India/ A & N Administration in any manner.
5. I/we further certify that, the quarterly returns in respect of consumption of raw materials and production of semi finished product have been submitted to the disbursing agency up to the date, if claimed. We further undertake that similar quarterly statement for the coming 5 years will be submitted by us for records of the disbursing agency.
6. I/ we further certify that, the expenditure on which the subsidy claim has been made by me/ us under the above mentioned claim have actually been duly paid by me and no credit raised thereof against in my/our books.
7. I/we further certify that, the abovementioned claim cover only the freight of the industrial raw materials imported in to which are absolutely necessary for the production and the finished products exported out of the Enterprise for its marketing which do not include any normal import or export of the Enterprise.
8. I/we undertake to submit the disbursing agency the annual audited statement of accounts and balance sheet of my/our unit within 9 months from the close of the year for a period of 5 years from the year of disbursement is received by me/ us.
9. I/ we ..... undertake that if any reimbursement is made by the Government of India/ A & N Administration found to be inadmissible would be refunded with least possible delay.

Date:  
Place:

**Signature of Applicant**  
**Name and Seal of the Enterprise**

## Chartered Accountant Certificate

For finished products/ raw materials

Name & Address of the Enterprise .....

Statement of freight paid from ..... (Date) to .....(date) for export of finished products of the Enterprise from .....

(location of the Enterprise) to ..... Place/ places dispatched.

Date of dispatch/receipt	Name of product/raw material	Name of the ship and voyage No	Bill of lading No. and date	Qty dispatched/imported (in cbm, mt)	Port of loading	Port of unloading	Shipping freight paid	Road freight paid ( from the location of the Enterprise to port /vice versa)	Total freight incurred
1	2	3	4	5	6	7	8	9	10
1.									
2.									
3.									
Total									

## Certificate

1. I/we have examined the above statement of M/s ..... which are in agreement with the books of accounts of the Enterprise as produced before me/us and certify that the aforesaid information are to the best of my/our information and according to the explanation given to me/ us have been found to be correct and certified to be true.
2. I/we also certify that the aforesaid expenditure/items have been duly paid for and no credit raised their against in the books of the Enterprise.
3. I/we further, certify that the finish product exported out the states/union territory/ area were solely produced by the unit and such export was essential for smooth running of the Enterprise. The above mentioned export does not include the normal export of the unit/ company, the normal export means which has no relation with production.

Chartered Accountant  
Signature and Seal

Statement of documentary evidences in support of the subsidy claim made for the period. ....

Sl. No.	Bill of lading No. and date	Money receipt No. and date	Freight paid as per B/L	Bill and money receipt for road freight	Road freight paid
1	2	3	4	5	6
1.					

Summary :

Shipping freight : Rs. ....

Road Freight : Rs. ....

Total freight incurred : Rs. ....

Subsidy @ .....% : Rs. ....

Place :

Date:

Signature of Enterprise with Seal :

Annexure - IV

**VERIFICATION REPORT**  
**Transport Subsidy Claim Under Island/ Inter Island Transport Subsidy Programme**

Name & Address of Enterprise:  
 Claim period:

Date of commencement of production:  
 Distance from Harbour to Enterprise:

S. No.	Item	Unit	Quantity		Freight Incurred (Rs.)		Freight Rate (Rs.)		Eligible Amount (Rs.)		Total Amount Eligible (Rs. (A + B))	Remarks
			Claimed	Allowed	Ship	Road	Ship	Road	Ship (A)	Road (B)		
1												
2												
3												
<b>Total</b>												

TOTAL ELIGIBLE AMOUNT FOR SUBSIDY CLAIM:  
 SUBSIDY AMOUNT @ .....% OF ELIGIBLE AMOUNT:

Signature  
 Programme Implementing Officer

**VERIFICATION REPORT**  
**Transport Subsidy Claim Under Island/ Inter Island Transport Subsidy Programme**

Name & Address of Enterprise:  
 Claim period:

Date of commencement of production:  
 Distance from Harbour to Enterprise:

S. No.	Item	Unit	Quantity		Freight Incurred (Rs.)		Freight Rate (Rs.)		Eligible Amount (Rs.)		Total Amount Eligible (Rs. (A + B))	Remarks
			Claimed	Allowed	Ship	Road	Ship	Road	Ship (A)	Road (B)		
1												
2												
3												
Total												

TOTAL ELIGIBLE AMOUNT FOR SUBSIDY CLAIM:  
 SUBSIDY AMOUNT @ .....% OF ELIGIBLE AMOUNT:

Sig.  
 Programme Implementing Officer

Annexure - V

**Performa of claim for reimbursement of Transport Subsidy under A & N Inter Island Transport Subsidy Programme for Micro & Small Enterprises as recommended by Scrutiny Committee**

Claim period:

Total Amount recommended:

Breakup of the claims:

Sl. No.	Name of the enterprise	Period of claim	Amount eligible for subsidy	.....% of subsidy amount

The Scrutiny Committee constituted for the purpose has recommended an amount of Rs..... (Rupees .....only) for reimbursement to the claimant Enterprise in its meeting held on .....

**Certified that**

- a) The amount as per the accompanying statement has not been claimed earlier and the information furnished above has been verified from relevant record and is correct.
- b) The amount of subsidy for which reimbursement is being claimed as per the accompanying statement will be disbursed to the claimant Enterprise.
- c) The claim as per the accompanying statement is in accordance with the A & N Inter Island Transport Subsidy Programme for Micro & Small Enterprises guidelines amended from time to time and clarifications received from Govt. of India. If any payment or disbursement will come to the notice to Govt./ A & N Administration later, the same will be accounted and the respective units make good the loss caused to the Government.
- d) All the particulars filed in the above are in accordance with the A & N Inter Islands Transport Subsidy Programme for Micro & Small Enterprises as amended from time to time.
- e) For Enterprise where capital investment is more than Rs. 1.00 lakh certificate of Chartered Accountant has been furnished.
- f) For Enterprise having capital investment less than Rs. 1.00 Lakh, an officer of the State Government has verified all the vouchers and checked up the claim with reference to the Transport A & N Islands Transport Subsidy Programme for Micro & Small Enterprises and has certified that the claim made is correct.
- g) Subsidy has not been claimed on a bye-product.
- h) There is no violation of the Supreme Court Orders dated 12.12.1996 by the plywood/ wood based Enterprises.
- i) The Subsidy claim now relates to the periods, subsidy in respect of which has not been reimbursed by the A & N Administration.



- j) The Enterprise holders have submitted the claims within a period of one year of incurring of the expenditure.
- k) No subsidy beyond the period of five years is being claimed by the Enterprise (s).
- l) I/we undertake that if any reimbursement made by the Government of India is inadmissible wholly or in part the amount found in admissible would be refunded back with least possible delay.

General Manager  
District Industries Center  
Member Secretary  
Sub-Committee

**\* Note- The format of claim of reimbursement of Andaman & Nicobar Inter Islands Transport Subsidy to Micro & Small Enterprise to be enclosed with Annexure is printed on next page.**

**Statement of Claim for Reimbursement of Andaman & Nicobar Inter Islands Transport Subsidy Programme for MSE & SHG**

Sl. No.	Name of the Enterprise & Capital Investment of the Enterprise	Complete address of the Enterprise		Status of the Enterprise	Name of the proprietor/ partner/ Managing Director	No. & Memorandum issued under MSMED ACT, 2006	Date of commencement of Production	Road transport Rate fixed by state Government
		Office	Manufacturing					
1	2	3(a)	3(b)	4	5	6	7	8

**RAW MATERIALS**

Sl No.	Name of the Enterprise	Name of the Raw Materials	Unit of Qty.	Quantity	Period		Distance from inter Island Port to nearest Port of the enterprise in the Island	Road movement if any from the nearest Port of the Enterprise (in KM)
					From	To		
1	2	9(A)	9(B)	9©	9(D) (I)	9 (D) (II)	9 (E)	9(F)

**Finished Products**

Sl. No.	Name of the Enterprise	Name of the Finished Goods	Unit of Qty.	Quantity	Period		Distance from Inter Island Port to nearest port in this Island	Road movement, if any, from the nearest Port to the Unit (in KM) or from the nearest port in the Island to the nearest Port in the island where the finished product is being supplied
					From	To		
1	2	10(A)	10(B)	10(C)	10(D)(i)	10(D)(ii)	10(E)	10(F)

**12. FREIGHT FOR RAW MATERIAL & FINISHED GOODS**

Sl. No.	Name of Enterprise	Freight for raw material			Freight for finished goods			Total Freight Column 12© + 13 (c)	Amount of subsidy earlier paid to the Enterprise
		Ship freight (Rs)	Road freight (Rs)	Total (Rs)	Ship freight	Road freight (Rs)	Total (Rs)		
1	2	11(a)	11(b)	11©	11(a)	11(b)	11©	12	13

Sl. No.	Name of Unit	Subsidy entitled ..... % of Col...14 (Rs)	Whether the enterprise is a new enterprise or an existing unit under para 69 vii) & vii) of the Transport subsidy Scheme	Date of sub committee meeting
1	2	14	15	16

Annexure - VI

**Undertaking on Rs. 10/- Stamped Paper**

1. We hereby undertake that we shall permit any person authorized by the Director or Industries or by Administration in their behalf any time and from time to time during the usual time of business to inspect and examine the necessary records and book of accounts, in order to check the utilization and use of Andaman & Nicobar Inter Island Transport Subsidy received by us and to ensure that the raw materials and the finished goods in-receipt of which Andaman & Nicobar Inter Island Transport Subsidy has been given to us were actually used in our Enterprise.
2. We shall furnish to the General Manager, District Industries Center, Andaman & Nicobar Administration all such information as asked for by the Administration of Andaman and Nicobar Islands or by the Director of Industries or any other officer authorized by the General Manager, District Industries Center from time to time.
3. We undertake that if the General Manager, District Industries Center, Andaman & Nicobar Administration ultimately decides for any reason whatsoever that we are not entitled for the reimbursement of Andaman and Nicobar Inter Island Transport Subsidy in full or in part, the amount found to be inadmissible would be refunded to the Director of Industries within one month.

Place :

Dated : .....

PROPRIETOR