

// Circular //

Subject: Intimation-based Processing Mechanism for Sub-Division, Amalgamation Transfer, Sublease (Subletting), Change of Business Subject (Land use flexibility) Applications of Industrial Plots/Sheds

In continuation of the Government of India's Compliance Reduction and Deregulation Initiative and with a view to facilitating ease of doing business, expediting industrial processes and enabling prompt business decisions by industrial allottees, GIDC hereby institutes the following streamlined processing mechanism for applications relating to Sub-Division, Amalgamation, Transfer, Sublease (Subletting), Change of Business Subject (Land use flexibility).

1. Submission of Intimation

Upon submission of the prescribed online form along with the requisite undertaking, documents and prescribed application fee, the application shall be treated as an Intimation Application.

2. Issuance of Intimation Acknowledgement Letter

Upon successful submission of the intimation application, GIDC shall issue an Intimation Acknowledgement Letter to the applicant.

The Acknowledgement letter shall serve as confirmation that the application has been received by GIDC. Upon issuance of such Acknowledgement letter, the allottee may initiate and undertake preparatory actions and processes connected with the proposed Sub-Division, Amalgamation, Transfer, Sublease (Subletting), Change of Business Subject (Land use flexibility), at its own responsibility, subject to applicable laws, policies and regulations.

3. Scrutiny by GIDC

Simultaneously, GIDC shall undertake scrutiny of the application, including verification of compliance with the provisions of negative list:

- Statutory compliances;
- Outstanding dues, charges and liabilities;
- Zoning and land use conformity;
- Compliance with the prescribed Negative List and any other applicable requirements.

4. Issuance of Provisional Order

Upon satisfactory scrutiny of the application, GIDC shall issue a Provisional Order indicating except for Change of Business Subject (Land use flexibility) Applications:

- Eligibility of the proposal;

- Applicable transfer fee, amalgamation fee, sublease fee, subdivision fees penalty if any and other dues payable;
- Conditions required to be fulfilled by the applicant before issuance of final approval.

For Change of Business Subject (Land use flexibility), after verification of documents submitted, Approval order is issued for change of business subject.

5. Payment of Dues and Compliance of Conditions

The applicant shall pay all applicable dues, fees, charges and other amounts with requisite documents within the prescribed time limit and comply with the conditions specified in the Provisional Order.

6. Issuance of Final Order

Upon verification of payment of all dues and fulfilment of all stipulated conditions, GIDC shall issue the Final Order/ Final Approval, whereupon the proposed Sub-Division, Amalgamation, Transfer, Sublease (Subletting) shall stand formally approved.

7. Cases Covered Under Negative List

Applications falling under the prescribed Negative List (Annex 1) shall not be eligible for processing under the above facilitative mechanism and shall be dealt with separately in accordance with the applicable provisions of GIDC regulations and policies.

-sd/-

VC & MD
GIDC, Gandhinagar

To,
All Concerned Officers / Employees
GIDC

Copy to:

- 1) GM (Gr-1), S&A, GIDC Gandhinagar for updating website and undertaking necessary changes to module
- 2) President, all Industrial Associations of GIDC, for information

Issued by,



General Manager Gr-1 (E&A)
GIDC, Gandhinagar

Annex-1 – Negative List

Negative List for Grant of Intimation-based Processing Mechanism for Sub-Division, Amalgamation Transfer, Sublease (Subletting), Change of Business Subject (Land use flexibility).

Provisional Order shall not be granted under the simplified online process in the following cases, and such applications shall be subject to detailed scrutiny and approval as per prevailing GIDC policies:

1. Plots/Sheds exceeding 3,000 sq. mt. area.
2. Cases where any dues are pending.
3. Applications pertaining to plots/sheds situated in sector-specific industrial estates/parks, where the proposed activity is not in conformity with the approved sector or designated use of the estate.
4. Applications involving activities which may impact existing environmental norms or activities classified as hazardous, highly polluting, Major Accident Hazard units (MAHs), restricted locations like CRZ, eco-sensitive zones, buffer zones etc., activities specifically prohibited under applicable environmental laws, zoning regulations, or Government/GIDC policies. (For e.g. Activities allowed in Green zone may be undertaken in Orange or Red zone but not vice versa)
5. Cases involving encroachment on GIDC land, roads, corridors, margins, common amenities or adjoining plots.
6. Cases involving any pending court case, litigation, dispute, stay order, injunction or legal proceedings affecting the plot, allottee, occupancy or title.
7. Cases where possession, management or charge over the property has been taken or created by DRT, NCLT, Banks, Financial Institutions, Asset Reconstruction Companies (ARCs), Liquidators, Resolution Professionals or any statutory authority/tribunal.
8. Cases involving unauthorized use, unauthorized activities, deviations as per Detailed Development Plan (DD Plan) i.e. including but not limited to:
 - Unauthorized commercial/housing activity;
 - Mobile towers installed without approval;
 - Unauthorized constructions and/or deviations in Amalgamation & Subdivision applications;
 - Subdivision and Amalgamation affecting GIDC road/dead end roads, storm water network, sewer lines and other utilities network i.e. Water, Electricity, Gas and other utilities;
 - Proposed product is not as per zone of estate
 - Any violation of allotment conditions.
9. Plots where Eviction Proceedings under GPP (Gujarat Public Premises) – (Eviction of unauthorized occupants) Act provisions have been initiated i.e.

Plots where Show-cause notice, termination of license agreement/lease deed, eviction order has been issued.

10. Applications having material deficiencies in title (i.e. applicant name and allottee is different, etc.), documentation, statutory clearances or mandatory No Objection Certificate/No Due Certificate.
11. Plots in which Allottee is deceased with no established succession.
12. Any application by power of attorney holders.
13. Transfer and Amalgamation of Vacant or unutilized plots in MSME Park, Women Park. Transfer of any plot allotment done after 18/10/2024.
14. Transfer of Plots to foreign entities
15. Cases requiring relaxation from applicable planning, zoning or development:
 - Margin relaxation;
 - CGDCR-related relaxation;
 - FSI or layout regularization issues;
 - Any matter requiring special approval of competent authority.
16. In case of Sub-division,
 - Area shall not be less than 250 sq. mt. for internal proposed road plot and not less than 500 sq. mt. on GIDC road.
 - Second time sub-division will not be allowed within three years
17. Any vacant or unutilized plots shall not be allowed for subletting.
18. Any other application category as may be notified by GIDC from time to time, for which prior approval is considered necessary in public interest.