

No. GIDC / ALT / CIR / 104

Head Office Gandhinagar

Date: 30 / 06 / 2017

19/07/2017

CIRCULAR

Subject: Amendment in land application processing

Read:

- Circular No. GIDC/ED/ALT/2012-13 dated 30/05/2012
- Circular No. GIDC / 18 dated 28/05/ 2015

Under the GoI's Ease of Doing business initiative, Government of Gujarat is making efforts to create a platform for providing best support for all prospective and existing business community in the state by reducing the number of levels in the approval processes. In order to support state government's efforts towards achieving operational efficiency, GIDC has amended their overall procedure for land allotment as mentioned below:

Salient features

- Removal of all physical touch point for applicant
- All applications received on or after 1st July, 2017 will be processed as per this directive

Scrutiny Procedure

- With this new amendment GIDC is replacing the earlier system of evaluation by scrutiny committee and introducing a new system without any physical touch point where submission of all support documents and presentation will be done through online system.
- An application will be considered complete after the applicant submits the online copies of application and required documents (including project presentation).
- The applicant has to submit the print out of the system generated application and acknowledgement receipt along with all necessary documents through Registered post (RPAD) to the office of concerned Regional Manager within 30 days from the date of applying online.
- If above mentioned documents are not received within prescribed time limit then application stands cancelled.
- The applicants shall not be allowed to vary from the details submitted by him/her online. No change shall be allowed in the details once it is submitted online.
- GIDC field office will thoroughly evaluate/scrutinize the application along with the documents submitted and If require GIDC may ask for additional documents/information/clarification from the applicant.

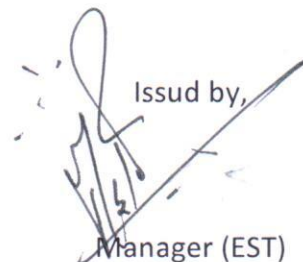
- After scrutiny if all submitted documents meeting the requirements, field office will confirm the application and a priority number will be assigned to applicant
- After confirmation of the application, it will be forwarded to head office to check/evaluate the submitted project report and presentation to determine the possibility of allotment to the applicant.
- If any of the requirement mentioned in the application isn't clear than GIDC will either contact applicant for clarification or if require GIDC will ask applicant for further information verification/ presentation of their proposed project/unit at GIDC head office for counselling before the final decision of land allotment.
- During counselling of applicant corporation will suggest the applicant to match the required norms and criteria defined by corporation like water demand, power demand, effluent generation, solid waste generation and any other requirement needs to be corrected.
- If everything found to be in order by GIDC, system generated an online allotment letter will be awarded to the applicant. In case where in GIDC asked for clarification(s) from applicant, after receiving appropriate response either on call/mail or during counselling session, decision will be made and accordingly applicant will be intimated online.

Timeline

Ideal time for processing Allotment application without any queries is 90 days from the date of confirmation of submitted application. An application which require further clarification will be decided on merits only after submission of necessary clarification/documents and time limit for it will be 90 days from submission of necessary clarification/documents.

This directive will supersede all previous circulars.

sd/-
Vice Chairman & Managing Director
GIDC Gandhinagar

Issud by,

Manager (EST)

To,
All Officer