



**MICRO, SMALL AND MEDIUM ENTERPRISES  
DEPARTMENT**

**DEMAND NO.44**

**2021 – 2022**

**CITIZEN CHARTER**

**GOVERNMENT OF TAMIL NADU  
2021**

## **MICRO, SMALL AND MEDIUM ENTERPRISES DEPARTMENT**

### **CITIZENS' CHARTER**

This Charter is a statement of the mission of the Micro, Small and Medium Enterprises Department, Government of Tamil Nadu, to accomplish and fulfil the Government's commitment to make Tamil Nadu the most preferred State for investments in India and to improve the competitiveness of this sector and thereby to create gainful employment for the people.

#### **MISSION**

Our mission is to accelerate development in Tamil Nadu by maximizing investment, output, growth, employment and manufacturing competitiveness through infrastructure and human resources development in Micro, Small and Medium Enterprises sector.

#### **COMMITMENT**

- ❖ Encourage the Micro, Small and Medium Enterprises in the State and enable them to become competitive in a WTO compliant global market and become world leader in select segments.
- ❖ Reduce regional imbalances in the industrial development within the State and facilitate setting up of Micro, Small and Medium Enterprises in backward areas of the State.
- ❖ Encourage modernization and upgradation of technology in traditional sectors for having competitive edge in the wake of liberalization and globalization.
- ❖ Create employment opportunities particularly to the vulnerable sections of the society and rural people, ensuring inclusive development.
- ❖ Provide skill development and training for educated youth to develop entrepreneurial skills and make them self-employed.
- ❖ Create infrastructure facilities, provide incentives and marketing as well as technical support to the Micro, Small and Medium Enterprises.
- ❖ Cater to the quality testing requirements of industries in general and Micro, Small and Medium Enterprises in particular.
- ❖ Simplify procedural formalities to speed up industrialisation.

#### **ENTREPRENEURS' RESPONSIBILITY**

In return, the Micro, Small and Medium Enterprises Department would expect the entrepreneurs / citizens:-

- ❖ To complete all necessary formalities by furnishing honest and correct information
- ❖ To feel free to approach us whenever the need arises
- ❖ To write to us, if there are any suggestions or comments on this Charter.

A comprehensive list of activities carried out by Micro, Small and Medium Enterprises Department is given below:-

Sl.No.	ACTIVITIES	OFFICERS TO BE APPROACHED
1	Udyam Registration	General Managers, District Industries Centres in the Districts. For Chennai, Regional Joint Director, Chennai. <a href="https://udyamregistration.gov.in">https://udyamregistration.gov.in</a>
2	Cottage / Handicrafts Registration	General Managers, District Industries Centres in the Districts other than Chennai District. For Chennai District, Regional Joint Director, Chennai.
3	Prime Minister's Employment Generation Programme (PMEGP)	(a) General Managers, District Industries Centres in the District other than Chennai District. For Chennai District, Regional Joint Director, Chennai. (b) Assistant Director, Tamil Nadu Khadi & Village Industries Board of respective districts. (c) Khadi & Village Industries Commission Office at Chennai and Madurai. <a href="http://www.kviconline.gov.in">www.kviconline.gov.in</a>
4	Unemployed Youth Employment Generation Programme (UYEGP)	General Managers, District Industries Centres in the Districts other than Chennai District For Chennai District, Regional Joint Director, Chennai. <a href="http://www.msmeonline.tn.gov.in/uyegp">www.msmeonline.tn.gov.in/uyegp</a>
5	New Enterprise –cum- Entrepreneurship Development Scheme (NEEDS)	General Managers, District Industries Centres in the Districts/ Branch Manager, Tamil Nadu Industrial Investment Corporation Ltd. For Chennai, Regional Joint Director, Chennai. <a href="http://www.msmeonline.tn.gov.in/needs">www.msmeonline.tn.gov.in/needs</a>
6	MSME Skill Training & Employment Scheme	Micro, Small and Medium Manufacturing and Service Enterprises can apply through GMs, DICs / RJD, Chennai
7	Single Window Clearance for establishing MSMEs	General Managers, District Industries Centres in the Districts other than Chennai District For Chennai District, Regional Joint Director, Chennai. <a href="https://tnswp.com">https://tnswp.com</a>
8	Recovery of delayed payment to MSEs through MSE Facilitation Council	General Managers, District Industries Centres in the Districts other than Chennai District For Chennai District, Regional Joint Director, Chennai. <a href="https://samadhaan.msme.gov.in">https://samadhaan.msme.gov.in</a>
9	Subsidies	General Managers, District Industries Centres in the Districts. For Chennai, Regional Joint Director, Chennai. Tamil Nadu Industrial Investment Corporation Ltd. Chennai and its branch offices in the district.
10	Export Promotion & Guidance	General Managers, District Industries Centres in the Districts. For Chennai, Regional Joint Director, Chennai.

11	Project Profiles	General Managers, District Industries Centres in the Districts. Technical Information Libraries at Guindy, Ambattur, Madurai, Coimbatore, Tiruchirappalli, Tirunelveli, Salem and Vellore. Data Bank, Guindy, Chennai for Chemical Industries. Data Bank, and Information Centre Thiruvanniyur, Chennai for Electrical & Electronic Industries.
12	Formation of Industrial Co-operative Societies and running of Primary / Service / Apex Co-operative societies in many trades	General Managers, District Industries Centres in the Districts. For Chennai, Deputy Director (Industrial Cooperatives), Chemical Testing and Analytical Laboratory Building, Guindy, Chennai. For Nilgiris, Joint Director (Tea) Coonoor.
13	Chemical Testing Facilities	The Joint Director (Chemical), Chemical Testing and Analytical Laboratory, Guindy, Chennai. Deputy Director (Chemical/Senior Chemist, Regional Testing Laboratories at Madurai, Coimbatore, Salem and Thoothukudi
14	Electrical Testing Facilities	The Officers in-charge of the Central Electrical Testing Laboratory, Kakkalur
15	Scientific Glass Training Facilities	G.M, DIC, Superintendent, Government Scientific Glass Training Centre, Coimbatore.
16.	Allotment of Sheds / plots	Tamil Nadu Small Industries Development Corporation Ltd. (TANSIDCO), Guindy, Chennai.
17	Marketing Assistance	Tamil Nadu Small Industries Development Corporation Ltd. (TANSIDCO), Guindy, Chennai.
18	Raw Materials Procurement	Tamil Nadu Small Industries Development Corporation Ltd. (TANSIDCO), Guindy, Chennai.
19	Quality control orders implementation	Deputy Director (E&E), Quality control orders Enforcement centre, Chennai in Chennai District. General Managers, District Industries Centre, in other Districts.

## SCHEMES FOR MICRO, SMALL AND MEDIUM ENTERPRISES IN TAMIL NADU

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
1	SCHEMES FOR START-Ups						
1.1	Innovation Voucher Program (IVP)						
	Voucher A: To promote the development of a new product or production process	Anywhere in Tamil Nadu	80% of the total budget for approved activities	Rs 2 lakhs	EDII	As notified in G.O (Ms) No. 17 dated 19.06.2018	Any individual/ institution/MSMEs/ Start-ups
	Voucher B: To promote existing or an early-stage company to quickly access potential markets by developing innovative commercial products		50% of the total budget for approved activities	Rs 5.00 lakhs			
1.2	Venture Capital						
	Tamil Nadu Start-up Fund of Funds	Anywhere in Tamil Nadu	Equity participation through a designated Fund Management Company (FMC)	Guidelines will be issued separately	EDII	Service enterprises	All MSMEs
2	SCHEME FOR FUND RAISING						
	Assistance for listing &raising money in the SME stock Exchange	Anywhere in Tamil Nadu	20% of the total expenditure incurred on SME IPO	Rs. 5 lakhs	DIC Guidelines will be issued separately	-	Any eligible SME

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
	Seed Capital assistance for early stage startups	Anywhere in Tamil Nadu	Maximum eligibility as per G.O.(Ms) No.49 MSME(A) Department dated 18.06.2020		EDII		Early startups registered with TANSIM. Located and head quartered in Tamil Nadu
<b>3</b>	<b>SCHEMES FOR ASSET CREATION FOR INTELLECTUAL PROPERTY</b>						
<b>3.1</b>	Subsidy on the cost of Patent Registration in India or abroad	Anywhere in Tamil Nadu	75% of the cost of filing the Patent Registration Application	Rs. 3.00 lakhs per Patent Registered	DIC Within 6 months from the date of receipt of Patent Registration	--	Any individual/institution/ MSME/start-up
<b>3.2</b>	Subsidy on the cost of Trade Marks or Geographical Indications (GI) Registration in India or abroad	Anywhere in Tamil Nadu	50% on the cost of filing Trade Mark or Geographical Indications registration application	Rs. 25,000 per Trade Mark or Geographical Indications registered	DIC Within 6 months from the date of receipt of Trade Mark or Geographical Indications registration	-	Manufacturing MSMEs
<b>4</b>	<b>INCENTIVE SUPPORT SCHEMES</b>						
<b>4.1</b>	Capital subsidy for micro-enterprises only	Anywhere in the State	25% of Plant & machinery value	Rs. 25.00 lakhs	DIC Within one year from the date of commencement of Production	Activities/Enterprises listed in <b>Annexure III</b>	New enterprises / enterprises going in for expansion & diversification
<b>4.2</b>	Additional Capital Subsidy for micro-enterprises	Anywhere in the state	Additional 10% on the investment made in Plant and Machinery	Rs. 5.00 lakhs	DIC Within one year from the date of commencement of Production	Activities/Enterprises listed in <b>Annexure III</b>	New enterprises / enterprises going in for expansion & diversification

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
4.3	Capital subsidy for small and medium enterprises	<ul style="list-style-type: none"> <li>254 industrially backward blocks and all Industrial Estates promoted by the Government and Government Agencies like SIPCOT and TANSIDCO.</li> <li>All 388 blocks in the State for Agro-based enterprises</li> </ul>	25% of Plant and Machinery value	Rs. 150.00 lakhs in three equal instalment	DIC Within one year from the date of commencement of Production	Activities/Enterprises listed in <b>Annexure III</b>	New enterprises / enterprises going in for expansion & diversification
4.4	<b>Additional Capital subsidy</b>						
4.4.1	Pay Roll Subsidy	<ul style="list-style-type: none"> <li>All micro enterprises anywhere in the State.</li> <li>254 industrially backward blocks and all Industrial Estates promoted by the Government and Government Agencies like SIPCOT and TANSIDCO.</li> <li>All 388 blocks in the State for Agro-based enterprises</li> </ul>	Reimbursement of employer's contribution to the EPF for the first three years, if employment is provided to more than 20 persons	Rs. 24,000 per employee per annum	DIC	Activities/Enterprises listed in <b>Annexure III</b>	New enterprises

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
4.4.2	For women, SC / ST, differently-abled and transgender entrepreneurs	-do-	5% of Plant and Machinery value	Rs. 5 lakhs	DIC Within one year from the date of commencement of Production	-do-	-do-
4.4.3	To promote clean and environment-friendly technologies	-do-	25% of Plant and Machinery value installed to promote such technology	Rs.10 lakhs	DIC Within one year from the date of commencement of production or date of installation of plant and machinery/equipment	-do-	All new and Existing Micro, Small and Medium Manufacturing Enterprises
4.4.4	For MSME units that are engaged in E-Vehicle component and charging infrastructure manufacturer)	Anywhere in Tamil Nadu.	20% additional capital subsidy	Additional capital subsidy of Rs.10 lakhs	DIC Within one year from the date of commencement of Production	-	New enterprises / enterprises going in for expansion & diversification
4.4.5	Incentive for Scaling up	-do-	5% of Plant and Machinery	Rs. 25 lakhs	DIC	-do-	All Existing MSMEs undertaking expansion/diversification
4.5	Low Tension Power Tariff (LTPT) Subsidy	Anywhere in the State	20% on power consumption charges for 36 months from the date of commencement of production or date of receiving the power connection whichever is later.	Actual amount incurred.	<b>DIC</b> <b>1.For issue of Eligibility Certificate (EC)</b> Within three months from the date of	Activities/Enterprises listed in <b>Annexure III</b>	New enterprises / enterprises going in for expansion & diversification using Low Tension Power Supply (Tariff III B) only



Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
					<p>commencement of production or date of power connection, whichever is later.</p> <p><b>2. For submission of subsidy claims</b></p> <p>The first claim should be preferred within 30 days from the date of issue of EC. Subsequent claims should be submitted once in six months.</p>		
4.6	<b>SPECIAL CAPITAL SUBSIDY FOR THRUST SECTOR MICRO, SMALL AND MEDIUM MANUFACTURING ENTERPRISES</b>						
	Special capital subsidy for thrust sector enterprises for identified thrust sectors as in Annexure V	Anywhere in the State	25% of Plant and Machinery value	Rs. 150 lakhs in three installments	Within one year from the date of commencement of Production	-	New enterprises / enterprises going in for expansion & diversification

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
<b>4.7</b>	<b>GENERATOR SUBSIDY FOR MICRO, SMALL AND MEDIUM MANUFACTURING ENTERPRISES</b>						
	Generator Subsidy	Areas falling under rural feeder	25 % on the cost of the generator sets up to 320 KVA capacity	Rs. 5.00 lakhs	DIC Within six months from the date of purchase of generator set or date of installation of the generator set, whichever is later	-	All new and existing Micro Enterprises falling under rural feeder.
<b>5</b>	<b>INTEREST SUBSIDY SCHEMES FOR TECHNOLOGY UPGRADATION / CGTMSE SCHEME</b>						
5.1	Term loan obtained for Technology up-gradation / modernisation schemes.	Anywhere in the State	5% of the interest on the term loan.	Up to Rs. 25 lakhs per enterprise over five years on the term loan taken up to Rs. 500 lakhs.	DIC Every quarter	-	All new enterprises / existing enterprises
5.2	Term loan obtained under the Credit Guarantee Fund Trust Scheme (CGTMSE)	Anywhere in the State	5% of the interest on the term loan.	Up to Rs. 20 lakhs per enterprise over five years on the term loan taken up to Rs. 200 lakhs.	DIC Every quarter	-	All new Enterprises / existing enterprises
<b>5.3</b>	<b>INTEREST SUBSIDY FOR THE TERM LOAN AVAILED FROM TIIC</b>						
	Interest subvention scheme for the medium enterprises engaged in EV component and charging infrastructure manufacturing.	Anywhere in Tamil Nadu	6% on the term loan availed from TIIC.	-	TIIC	Micro and small enterprises	New Enterprise who have availed loan from TIIC

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
6	<b>CREDIT LINKED SUBSIDY SCHEMES</b>						
6.1	Unemployed Youth Employment Generation Programme (UYEGP)	Anywhere in Tamil Nadu	25% of Project Cost	Rs.2.50 lakhs	DIC	As notified from time to time	Age: General category 18 to 35 years Special category 18 to 45 years Educational Qualification - 8 <sup>th</sup> Std and above.
6.2	New Enterprise cum Entrepreneurship Development Scheme (NEEDS)	Anywhere in Tamil Nadu	25% of Subsidy on Project cost & 3% Interest subvention on soft loans for the entire repayment period	Rs.50.00 Lakhs	DIC		Age: General category 21 to 35 years Special category 21 to 45 years Educational Qualification: Degree, Diploma, ITI or Vocational Training from recognized Institutions
6.3	<b>STAMP DUTY EXEMPTION ON MORTGAGED AND PLEDGED DOCUMENTS FOR MICRO-ENTERPRISES</b>						
	Stamp duty exemption on mortgaged and pledged documents for Micro-enterprises	Anywhere in the state	100% of stamp duty paid	--	Sub Registrar / at the time of registration	Activities/Enterprises listed in <b>Annexure III</b>	New enterprises / enterprises going in for expansion & diversification
7	<b>SCHEMES FOR INFRASTRUCTURE SUPPORT</b>						
7.1	Reservation of land for Micro Enterprises in TANSIDCO Industrial Estates	All TANSIDCO Industrial Estates	30% of the area	Not exceeding 15 cents per enterprise	TANSIDCO	--	All new/existing Micro Enterprises
7.2	Reservation for Micro, Small and Medium Enterprises in SIPCOT Industrial Estates	All new / expansion schemes of SIPCOT Industrial Estates	20% of the area will be allocated to SIDCO for subsequent allotment to MSMEs	--		--	-

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
7.3	Infrastructure Support for creation of Industrial estates outside the urban areas	In the outskirts of towns and cities	50% of the total development cost as grant	Rs.15.00 crore	TANSIDCO	--	Entrepreneurs associations willing to set up their units outside urban areas
7.4	Infrastructure Support for shifting of existing units outside urban areas	Outside urban area	75% of the total development cost as grant	Rs20.00 crore		--	Entrepreneur associations coming forward to shift their units /clusters to the outskirts of towns and cities
7.5	Rebate on Stamp Duty & Registration charges	Industrial Estates developed by TANSIDCO or Government or Private Industrial Estates	50% of Stamp Duty and Registration charges	Actual amount incurred	Registration Department at the time of registration in the sub registrar's office	Activities / Enterprises listed in <b>Annexure III</b>	All new Micro and Small Enterprises
7.6	Reimbursement of Stamp duty & Registration charges for Micro and Small Enterprises at the time of purchase of land	254 industrially backward blocks	50% of stamp duty and registration charges	Actual amount incurred	DIC Within 6 months from the date of commencement of commercial production	Activities / Enterprises listed in Annexure III	All new Micro and Small Enterprises
8	<b>SCHEMES FOR SKILL DEVELOPMENT / UPGRADATION</b>						
	MSME Skill Training & Employment Scheme: Skill Development training for educated unemployed youth and skill up-gradation of existing employees of MSMEs	Anywhere in Tamil Nadu	Reimbursement of Rs.2000/- per month per candidate for a maximum of 6 months	Rs. 12,000	DIC and TN Skill Development Corporation (TNSDC)	--	MSMEs in the State

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
9	<b>MARKETING SUPPORT</b>						
9.1	Purchase Preference for Micro and Small Enterprises in Government purchases on the participation in tender process	for all MSEs located in anywhere in the State	Minimum 25% procurement / on service from MSEs.	--	--	-	MSEs with Udyam Registration
9.2	Reimbursement of hall rent to MSME Associations for conducting exhibitions	MSME Associations	50% on the hall rent	<ul style="list-style-type: none"> <li>Rs.7.5 lakhs per event in Chennai</li> <li>Rs.1.5 lakhs per event in the districts other than Chennai</li> <li>Rs.7.5 lakhs in other States per exhibition</li> </ul>	DIC	--	All MSME Associations in the State
9.3	Financial Assistance for participation in international trade fairs	MSME Associations	50% of the rent paid towards stall or space charges	Subject to a ceiling of Rs.15 lakhs per international trade fair/ exhibitions	DIC	-	All MSME Associations in the State

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
10	<b>SCHEME FOR ENHANCING COMPETITIVENESS</b>						
10.1	<b>Scheme for Promotion of Energy Audit and Conservation of Energy Audit (PEACE)</b>						
	Reimbursement of charges incurred by the MSMEs towards conducting Energy audit and implementing the recommendation of the audit	Anywhere in Tamil Nadu	<ul style="list-style-type: none"> <li>75% of the cost of the energy audit</li> <li>50% of the cost of the eligible components</li> </ul>	<ul style="list-style-type: none"> <li>Rs.1,00,000 per energy audit</li> <li>Rs. 10 lakh towards the implementation of the recommendations of the energy audit</li> </ul>	DIC <ul style="list-style-type: none"> <li>Within one year from the date of completion of the energy audit</li> <li>within one year from the date of implementation of the recommendations of the energy audit</li> </ul>	Service activities	All existing manufacturing MSMEs
10.2	<b>Scheme for Quality Certification (Q-Cert)</b>						
	Reimbursement of charges incurred by the MSMEs for acquiring ISO 9000/9001/ ISO 14001/ Hazard Analysis and Critical Control Point (HACCP), ISO 22000 Good Hygienic Practices (GHP) / Good Manufacturing Practices (GMP), Bureau of Indian Standards (BIS) certification, Zero Defect Zero Effect (ZED) certification) or any other international quality	MSMEs in the State	100%	Subject to a maximum of Rs. 2.00 lakh for National Certification & Rs.10.00 lakh for international certification	DIC	Travel, hotel expenses, surveillance charges etc	MSMEs in the State

Sl. No.	Scheme	Location of enterprise	Quantum of incentives	Maximum eligibility	Agency/Time Limit	Ineligible Activities & Enterprises	Who can apply
	certification recognized in India by a competent authority which includes payment towards certification and consultancy charges						
10.3	Mini Tool Rooms	-do-	25% of the project cost	Rs. 1.00 crore	TANSIDCO	--	Any Industrial Cluster / Association.
10.4	Cluster Development (Micro Cluster)	-do-	70% of the project cost	Rs. 2.50 crore	TANSIDCO	--	Any Industrial Cluster / Association.
<b>11</b>	<b>SCHEMES FOR TECHNOLOGY DEVELOPMENT</b>						
11.1	Technology Development Fund for evolving cleaner and/or energy-efficient or IT enabled technologies for Micro, Small & Medium Manufacturing Sector	Anywhere in the State	50% of the project cost	Rs. 2.50 lakhs	EDII	--	Small developmental projects that are taken up at the behest of MSME Association by IIT-Madras, Universities in the State including Deemed Universities, Engineering Colleges, Polytechnics, and Central Government Institutions of Excellence in the State
11.2	Technology Business Incubators in the fields like Automobile, Machine Tools, Food Processing etc. in MSME Sector	do-	--	Rs. 2.50 crore/ Rs.1.25 crore per Incubator / Centre of Excellence set up by Govt. and Pvt. institutions respectively	EDII	-	Government and private institutions/ organisations

## TRAINING INSTITUTIONS

Three Technical Training Institutes are functioning under the Department of Industries and Commerce.

In the Government Technical Training Centre, Guindy, Chennai. two courses are conducted. i.e. Diploma in Mechanical Engineering (Tool& Die), Refrigeration & Air conditioning. All the courses run by the Institute with approved by the AICTE New Delhi.

In Institute of Tool Engineering, Dindigul, one course i.e. Diploma in Mechanical Engineering (Tool & Die) is conducted. The courses run by the Institute with approved by the AICTE New Delhi.

In Institute of Ceramic Technology, Vridhachalam, one course i.e. Diploma in Ceramic Technology is conducted. All the courses run by the above Institute are approved by the AICTE.

### Details of addresses, contact persons and telephone numbers of the Technical Training Institutes are given below:-

S. No.	Office address	Contact Person	Telephone Nos.	E-mail address
1	Government Technical Training Institute, Guindy, Chennai	Superintendent / Deputy Director	044-22255149	<a href="mailto:gttc404@gmail.com">gttc404@gmail.com</a>
2	Institute of Tool Engineering, Soundararaja Mills Road, Near Sidco Industrial Estate, Dindigul.	The Principal	0451-2471301	<a href="mailto:itedgl@yahoo.co.in">itedgl@yahoo.co.in</a>
3	Institute of Ceramic Technology, Ceramic Industrial Estate, Aladi Road, Virdhachalam.	The Principal	04143-260319	<a href="mailto:ictvri@gmail.com">ictvri@gmail.com</a>
4	Government Scientific Glass Training Centre, Civil Aerodome Post, Near SITRA, Coimbatore 641 014	The Superintendent	0422-2627016	<a href="mailto:gsgtc.cbe14@gmail.com">gsgtc.cbe14@gmail.com</a>



## **Electrical and Electronic Wing**

### **Electrical Testing Laboratories**

To cater to the needs of Micro, Small and Medium Enterprises in the Electrical and Electronics sector and Quality Marking Organizations, Central Electrical Testing Laboratory (CETL), Kakkalur has been established. This Laboratory has facilities to test 160 Electrical Products as per relevant Indian Standard Specifications.

The services of this Laboratory have been accredited by the National Accreditation Board for Testing and Calibration Laboratories (NABL), Department of Science & Technology and recognised by the Bureau of Indian Standards (BIS), Ministry of Consumer Affairs, Government of India.

### **Quality Control Order Implementation**

In order to ensure the availability of quality electrical products in the market for the use of consumers, this Department established Quality Control Order Enforcement Centre to enforce the Household Electrical Appliances (Quality Control) Order, 1981 and the Electrical Wires, Cable, Appliances, and Protection Devices and Accessories (Quality Control) Order, 2003.

## INDUSTRIAL CO-OPERATIVES

Sl. No.	Name of Society and Address	Activity	Contact Person	Telephone/ E-Mail ID
1	The Tamil Nadu Small Tea Growers Industrial Cooperative Tea Factories Federation Limited, (Indcoserve) 1, Church Road Coonoor 643 101 Nilgiris District	Marketing blended and packet tea also marketing Ooty Tea	Managing Director	0423-2231103 0423-2231821 e-mail: <a href="mailto:ootytea@gmail.com">ootytea@gmail.com</a>
2	The Tea Manufacturers Service Industrial Cooperative Society Limited, (Teaserve) 1, Church Road Coonoor 643 101 Nilgiris District	Conducting Electronic Auction for selling of Tea	Assistant Director/ Managing Director	0423-2232703 telex: 0423-2232803 e-mail: <a href="mailto:teaserve@gmail.com">teaserve@gmail.com</a>
3	The Salem Starch and Sago Manufacturers Service Industrial Cooperative Society Limited (Sagoserve) Jagirammappalayam Omalur Main Road Salem 636 302	Warehousing & Marketing of Sago and Starch products	Managing Director	0427-6535446/7/8/9 e-mail: <a href="mailto:slm_mdsago@yahoo.com">slm_mdsago@yahoo.com</a>
4	The Tamil Nadu Industrial Cooperative Bank Limited, (TAICO Bank) Head Office: 36. South Canal Bank Road, R.A.Puram, Mandavellipakkam, Chennai-600 0028.	Accepting of deposits and providing Savings Bank & Current Account facilities.  Granting of Loans to Industrial Cooperatives, MSME Sector, Jewel loan, House Mortgage Loan, House Building Advance, Regular Over Draft etc.	Additional Director/ Managing Director	044-24951509/ 24950067 e-mail: <a href="mailto:taico@ymail.com">taico@ymail.com</a> Web: <a href="http://www.taicobank.com">www.taicobank.com</a>
5	The Tamil Nadu State Coir Cooperative Marketing Federation Limited (TANCOFED) 106, Venkatrangam Street, Ice House, Triplicane, Chennai 600 005	Marketing of all types of Coir Products	Assistant Director/ Managing Director	044-28446961 e-mail: <a href="mailto:tancofed@yahoo.com">tancofed@yahoo.com</a>

### Commissionerate of Industries and Commerce

Sl. No.	Office Address	Authority	Telephone Nos.	email address
1	Additional Director (Rural Projects), Commissionerate of Industries and Commerce, SIDCO Corporate Building, Thiru.Vi.Ka. Industrial Estate, Guindy, Chennai-600 032.	Appellate Authority	22502018	<a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
2	Deputy Director (LC) Commissionerate of Industries and Commerce, SIDCO Corporate Building, Thiru.Vi.Ka. Industrial Estate, Guindy, Chennai-600 032.	Public Information Officer – for MSME	22502018	<a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
3	Assistant Director (Electrical & Electronics) Commissionerate of Industries and Commerce, SIDCO Corporate Building, Thiru.Vi.Ka. Industrial Estate, Guindy,	Public Information Officer – for Electrical & Electronics	22502018	<a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
4	Personnel Assistant (General) Commissionerate of Industries and Commerce, SIDCO Corporate Building, Thiru.Vi.Ka. Industrial Estate, Guindy, Chennai-600 032.	Public Information Officer – for Establishment matters	22502018	<a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
5	Deputy Director (General) Commissionerate of Industries and Commerce, SIDCO Corporate Building, Thiru.Vi.Ka. Industrial Estate, Guindy,	Public Information Officer – for Indl. Co-op. Societies	22502018	<a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>

**Regional Joint Director of Industries and Commerce, Chennai &  
General Managers of the District Industries Centres**

Sl. No.	Office address	Telephone Nos.		E-mail address	Website address
		STD Code	Off.		
1	General Manager, District Industries Centre, 531/21, Jayankondam Road, Wallajanagaram, Ariyalur – 621704.	04329	228555 228556	<a href="mailto:dicariyalur@gmail.com">dicariyalur@gmail.com</a>	<a href="http://www.dicariyalur.com">www.dicariyalur.com</a>
2	General Manager, District Industries Centre, Chengalpattu.			<a href="mailto:diccgt@gmail.com">diccgt@gmail.com</a>	
3	Regional Joint Director of Industries and Commerce SIDCO Industrial Estate, Chennai-600 032	044	22501622 22501625	<a href="mailto:rjdchn@gmail.com">rjdchn@gmail.com</a> —	<a href="http://www.rjdchn.in">www.rjdchn.in</a> —
4	General Manager, District Industries Centre, 2, Raja Street, Coimbatore - 614 001	0422	2391678 2397311	<a href="mailto:cbedic@gmail.com">cbedic@gmail.com</a> —	<a href="http://www.diccoimbatore.com">www.diccoimbatore.com</a>
5	General Manager, District Industries Centre, Semandalam Industrial Estate., Semandalam, Cuddalore. 607 001	04142	290116 290192	<a href="mailto:diccud@gmail.com">diccud@gmail.com</a>	<a href="http://www.diccud.in">www.diccud.in</a>
6	General Manager, District Industries Centre, SIDCO Industrial Estate, Salem Main Road, Dharmapuri-636 705	04342	230892 231081	<a href="mailto:dicdpi@gmail.com">dicdpi@gmail.com</a> —	<a href="http://www.dickgri.com">www.dickgri.com</a>
7	General Manager, District Industries Centre, SR Mills Rd., SIDCO Industrial Estate, Dindigul-624 003	0451	2470893	<a href="mailto:dicdgl@gmail.com">dicdgl@gmail.com</a> —	<a href="http://www.dicdgl.in">www.dicdgl.in</a>
8	General Manager, District Industries Centre, SIDCO Industrial Estate. Chennimalai Road, (Near Railway Station) Erode-638 001	0424	2275283 2275859	<a href="mailto:dicerd@gmail.com">dicerd@gmail.com</a>	<a href="http://www.dicerd.in">www.dicerd.in</a>

9	General Manager, District Industries Centre, Kallakurichi.			<a href="mailto:dickallakuruchi@gmail.com">dickallakuruchi@gmail.com</a>	
10	General Manager, District Industries Centre, Collectorate Campus, Kancheepuram 631 501	044	27238837 27238551	<a href="mailto:dickpm@gmail.com">dickpm@gmail.com</a>	<a href="http://www.dickpm.in">www.dickpm.in</a>
11	General Manager, District Industries Centre, SIDCO Industrial Estate, Konam, Nagercoil, Kanyakumari District- 629 004	04652	260008	<a href="mailto:dicngl@gmail.com">dicngl@gmail.com</a>	<a href="http://www.dicngl.com">www.dicngl.com</a>
12	General Manager, District Industries Centre, No.69, Sathiya Moorthy Nagar, Thanthonimalai (P.O) Karur - 639 007	04324	255179	<a href="mailto:dickrr@gmail.com">dickrr@gmail.com</a>	<a href="http://www.dickrr.in">www.dickrr.in</a>
13	General Manager, District Industries Centre, SIDCO Industrial Estate, Krishnagiri. 635 001	04343	235567	<a href="mailto:dickgri@gmail.com">dickgri@gmail.com</a>	<a href="http://www.dickgri.in">www.dickgri.in</a>
14	General Manager, District Industries Centre, Alagar Koil Road, Madurai - 625 002	0452	2537621	<a href="mailto:dicmdu@gmail.com">dicmdu@gmail.com</a>	<a href="http://www.dicmdu.in">www.dicmdu.in</a>
15	General Manager, District Industries Centre, Nagor Village, Ward no.5, Nagapattinam -611 110.	04365	251170	<a href="mailto:dicnpm@gmail.com">dicnpm@gmail.com</a>	<a href="http://www.dicnpm.in">www.dicnpm.in</a>
16	General Manager, District Industries Centre, District Collectorate Campus, Thiruchencode Road, Namakkal - 637 003.	04286	277251	<a href="mailto:dicnmkl@gmail.com">dicnmkl@gmail.com</a>	<a href="http://www.dicnmkl.in">www.dicnmkl.in</a>
17	General Manager, District Industries Centre, Collectorate Complex, Perambalur - 621 212.	04328	291595	<a href="mailto:dicpblr@gmail.com">dicpblr@gmail.com</a>	<a href="http://www.dicpblr.com">www.dicpblr.com</a>
18	General Manager, District Industries Centre, Collectorate Compound, Pudukottai-622 005.	04322	221794	<a href="mailto:pdkdic@gmail.com">pdkdic@gmail.com</a>	<a href="http://www.dicpdk.in">www.dicpdk.in</a>

19	General Manager, District Industries Centre, Pattinamkatthan Post, Velli Pattinam Via, Ramanathapuram- 623 503.	04567	230497 232329	<a href="mailto:rmddic@gmail.com">rmddic@gmail.com</a>	<a href="http://www.dicrmd.in">www.dicrmd.in</a>
20	General Manager, District Industries Centre, Ranipet.			<a href="mailto:dicranipet@gmail.com">dicranipet@gmail.com</a>	
21	General Manager, District Industries Centre, SIDCO Industrial Estate, Salem - 636 004.	0427	2447878 2443819	<a href="mailto:slmdic@gmail.com">slmdic@gmail.com</a>	<a href="http://www.dicsalem.in">www.dicsalem.in</a>
22	General Manager, District Industries Centre, Collectorate Complex, Sivagangai-623 560	04575	240257 240407	<a href="mailto:dicsva@gmail.com">dicsva@gmail.com</a>	<a href="http://www.dicsvg.in">www.dicsvg.in</a>
23	General Manager, District Industries Centre, Tenkasi.			<a href="mailto:tenkasidic@gmail.com">tenkasidic@gmail.com</a>	
24	General Manager, District Industries Centre, Nanjakottai Road, Thanjavur-613 006.	04362	255318 255080	<a href="mailto:tnjdic@gmail.com">tnjdic@gmail.com</a>	<a href="http://www.dictnj.in">www.dictnj.in</a>
25	General Manager, District Industries Centre, Collector's Bungalow, Theni-625 531	04546	252081	<a href="mailto:dicthn@gmail.com">dicthn@gmail.com</a>	<a href="http://www.dictni.in">www.dictni.in</a>
26	General Manager, District Industries Centre, Near HMT., ELK Hill Road, Ooty, The Nilgiris-643 001.	0423	2443947	<a href="mailto:dicooty@gmail.com">dicooty@gmail.com</a>	<a href="http://www.dicooty.in">www.dicooty.in</a>
27	General Manager, District Industries Centre, Kakkalur, Kakkalur Industrial Estate, Thiruvallur District- 602 003.	044	27666787 27663796 26255044	<a href="mailto:dictvlr@gmail.com">dictvlr@gmail.com</a>	<a href="http://www.dictvlr.in">www.dictvlr.in</a>
28	General Manager, District Industries Centre, Masterplan Complex, Vilamal, Thiruvarur 610 004.	04366	224403	<a href="mailto:dictvrur@gmail.com">dictvrur@gmail.com</a>	<a href="http://www.dictiruvapur.com">www.dictiruvapur.com</a>
29	General Manager, District Industries Centre, Collectorate Compound, Tiruchirappalli- 620 001	0431	2460823 2460331	<a href="mailto:dictrichy@gmail.com">dictrichy@gmail.com</a>	<a href="http://www.dictiruchi.in">www.dictiruchi.in</a>

30	General Manager, District Industries Centre, Tirupattur.			<a href="mailto:dictptr@gmail.com">dictptr@gmail.com</a>	
31	General Manager, District Industries Centre, Thomas Road, Tirunelveli-627 001	0462	2572162 2572384	<a href="mailto:dicnellai@gmail.com">dicnellai@gmail.com</a>	<a href="http://www.dictirunelveli.in">www.dictirunelveli.in</a>
32	General Manager, District Industries Centre, Collectoragte complex, Tiruvannamalai - 606 604.	04175	254849	<a href="mailto:dictvm@gmail.com">dictvm@gmail.com</a>	<a href="http://www.dictvm.in">www.dictvm.in</a>
33	General Manager, District Industries Centre, Avninas Road, Anupparapalayampudur, Anupparpalayam Post, Tiruppur - 641 652.	0421	2475007	<a href="mailto:dictpr@gmail.com">dictpr@gmail.com</a>	<a href="http://www.dictiruppur.com">www.dictiruppur.com</a>
34	General Manager, District Industries Centre, Palayamkottai Road, Near By Pass Road, Korampallam, Thoothukudi-628 101	0461	2340152 2340053	<a href="mailto:dictuti@gmail.com">dictuti@gmail.com</a>	<a href="http://www.dictui.in">www.dictui.in</a>
35	General Manager, District Industries Centre, Gandhi Nagar Industrial Estate, Vellore-632 006	0416	2242512 2242413	<a href="mailto:dicvlr@gmail.com">dicvlr@gmail.com</a>	<a href="http://www.dicvlr.in">www.dicvlr.in</a>
36	General Manager, District Industries Centre, Collectorate complex,, Villupuram-605 602	04146	223616	<a href="mailto:dicvpm@gmail.com">dicvpm@gmail.com</a>	<a href="http://www.dicvpm.in">www.dicvpm.in</a>
37	General Manager, District Industries Centre, SIDCO Industries Estate. Virudhunagar. 626 002	04562	252739	<a href="mailto:vrddic@gmail.com">vrddic@gmail.com</a>	<a href="http://www.dicvnr.in">www.dicvnr.in</a>

### INDUSTRIAL CO-OPERATIVE WING

S. No	Name of Society with address	Authority	Name of Authority	Telephone Nos. / e.Mail ID
1	The Tamil Nadu Small Tea Grower's Industrial Co-operative Tea Factories Federation Limited (Indcoserve), 1, Church Road Coonoor 643 101 Nilgiris District	Appellate Authority	Industries Commissioner and Director of Industries & Commerce	044-22502018 e-mail: <a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
		Public Information Officer	General Manager, Indcoserve Coonoor-643101	0423-2231103 0423-2231821 e-mail: <a href="mailto:ootytea@gmail.com">ootytea@gmail.com</a>
2	The Tea Manufacturers Service Industrial Cooperative Society Ltd, (TEASERVE)	Appellate Authority	Industries Commissioner and Director of Industries & Commerce	044-22502018 e-mail: <a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
	1, Church Road Coonoor 643 101 Nilgiris District	Public Information Officer	Managing Director, Teaserve Coonoor – 1	0423-2232703 telex: 0423-2232803 e-mail: <a href="mailto:teaserve@gmail.com">teaserve @ gmail. com</a>
3	The Salem Starch & Sago Manufacturers Service Industrial Cooperative Society Ltd, (SAGOSERVE) Jagirammapalayam Omalur Main Road Salem 636 302	Appellate Authority	Industries Commissioner and Director of Industries & Commerce	044-22502018 e-mail: <a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
		Public Information Officer	Managing Director Sagoserve Salem-636302	0427-6535446/7/8/9 e-mail: <a href="mailto:slm_mdsago@yahoo.com">slm_mdsago@yahoo. com</a>



4	The Tamil Nadu Industrial Cooperative Bank Limited, (TAICO Bank) Head Office: 36. South Canal Bank Road, R.A.Puram, Mandavellipakkam, Chennai-600 0028.	Appellate Authority	Industries Commissioner and Director of Industries & Commerce	044-22502018 e-mail: <a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
		Public Information Officer	Managing Director TAICO Bank Chennai 600 028	044-28410016 e-mail: <a href="mailto:taico@ymail.com">taico@ymail.com</a> Web: <a href="http://www.taicobank.com">www.taicobank.com</a>
5	The Tamil Nadu State Coir Cooperative Marketing Federation Ltd (TANCOFED) 106, Venkatrangan Street, Ice House, Triplicane, Chennai 600 005.	Appellate Authority	Industries Commissioner and Director of Industries & Commerce	044-22502018 e-mail: <a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
		Public Information Officer	Managing Director Tancofed Chennai 600 005	044-28446961 e-mail: <a href="mailto:tancofed@yahoo.com">tancofed@yahoo.com</a>

#### ELECTRICAL AND ELECTRONICS WING

Sl. No.	Name and address	Telephone Nos.	email address
1	The Deputy Director (Electrical and Electronics) Central Electrical Testing Laboratory, Kakkalur, Thiruvallur District-602003	044-27660384 / 27660302	<a href="mailto:cetlkakkalur@gmail.com">cetlkakkalur@gmail.com</a> <a href="mailto:cetlonline@yahoo.co.in">cetlonline@yahoo.co.in</a>

**Addresses, Phone numbers, E-mail & Website  
details of The Hon'ble Minister for Rural  
Industries,  
The Secretary to Government, MSME Department,  
Industries Commissioner and Director of Industries and  
Commerce and Additional Commissioner of Industries and  
Commerce.**

Sl. No.	Office address	Telephone Nos.		email address
		STD Code	Off.	
1	<b>Thiru.T.M. Anbarasan,</b> Hon'ble Minister for Rural Industries including Cottage Industries, Small Industries, Slum Clearance Board. Secretariat, Chennai - 600 009	044	25670374  25673324	
2	<b>Thiru. V.Arun Roy IAS.,</b> Secretary to Government, Micro, Small and Medium Enterprises Department, Secretariat, Chennai - 600 009	044	25671476	<a href="mailto:sindsec@tn.gov.in">sindsec@tn.gov.in</a>
3	<b>Tmt. Sigy Thomas Vaidhyan I.A.S.,</b> Industries Commissioner and Director of Industries & Commerce, SIDCO Corporate Building, Thiru.Vi.Ka. Industrial Estate, Guindy, Chennai-600 032.	044	22505013	<a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> _ <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>
4	<b>Tmt. Grace Lalrindiki pachuau I.A.S.,</b> Additional Commissioner of Industries and Commerce, SIDCO Corporate Building, Thiru.Vi.Ka. Industrial Estate, Guindy, Chennai- 600 032.	044	22500006	<a href="mailto:indcom@tn.gov.in">indcom@tn.gov.in</a> <a href="mailto:indcomchn@gmail.com">indcomchn@gmail.com</a>

**Sd/-xxxxxx  
Industries Commissioner and  
Director of Industries and Commerce**

**for Industries Commissioner and  
Director of Industries and Commerce**