

c/ae

**Administration of
Union Territory of Daman & Diu
District Industries Centre, Department of Industries,
1st Floor, Udyog Bhawan, Bhenslore, Nani Daman - 396210**

No. DIC/DMN/SWA/2017-18/236

Dated 07/09/2017

ORDER

UT Administration of Daman & Diu had issued Industrial Policy-2015 with an aim to ensure sustained industrial growth through various innovative initiatives so as to further improve the conducive industrial climate in the UTs and to provide global competitive edge to the industries.

2. In this regard, the Ease of Doing Business (EoDB) recommendations made by the Department of Industrial Policy and Promotion (DIPP) in their "Business Reform Action Plan and "Single Window" prescribes that 'An effective single window system is one that serves as a single point of contact for setting up a business'. One of the models prescribed therein mentions that a single dedicated body or setup should be designated to act as a single window system. This agency must be mandated to be a single point of contact for all business start-up licensing, so that entrepreneurs do not have to visit multiple agencies. This agency provide speedy processing for issue of various licenses, clearances and certificates required for setting up of business manufacturing / service providing units.

3. Constitution of Single Window Agency

The UT Administration of Daman & Diu, after careful examination of the recommendation suggested by the DIPP, hereby orders to establish a Single Window Agency with representative from the following stakeholder Departments:

- | | |
|--|---------------------|
| (i) Secretary (Industries), Daman & Diu | - Chairman |
| (ii) Dy. Secretary (Industries) / General Manager, DIC, Daman | - Member / Convener |
| (iii) Member Secretary, Pollution Control Committee, Daman & Diu | - Member |
| (iv) Commissioner / Jt. Commissioner, VAT, Daman/Diu | - Member |
| (v) Collector / Dy. Collector (HQ.), Daman/Diu | - Member |
| (vi) Director (Medical & Health), PHC, Moti Daman | - Member |
| (vii) Chief Engineer, PWD, Daman/Diu | - Member |
| (viii) Associate Town Planner, Town & Country Planning, Daman & Diu | - Member |
| (ix) Executive Engineer, Electricity Department, Daman & Diu | - Member |
| (x) Chief Inspector of Factories & Boilers, CIFB, Daman & Diu | - Member |
| (xi) Dy. Commissioner (Labour) / Labour Officer, Labour & Employment, Daman & Diu | - Member |
| (xii) Asst. Dir. of Fire & Emergency Services / Fire Officer, Fire Department, Daman & Diu | - Member |
| (xiii) Inspector of Weights & Measure, Weights & Measure Dept., Daman /Diu | - Member |

dmy

4. Definitions : In these rules, unless the context otherwise requires –

- 1) “Clearances” means grant or issue of no-objection certificate, allotments, consents, approvals, permissions, registrations, enrollments, licences and the like, by any competent authority or authorities in connection with the setting up of an industrial undertaking in the UT of Daman & Diu and shall include all such clearances required till the industrial undertaking starts commercial production.
- 2) “Competent Authority” means any department or agency of the Government, Authorized Agency or other local body, which are entrusted with the powers and responsibilities to grant or issue clearances.
- 3) “Single Window Agency” means a single point of contact for setting up a business for all business start-up licensing.
- 4) “Industrial Undertaking” means an undertaking engaged in manufacturing or processing or both or providing service or doing any other business or commercial activity as may be specified by the UT Administration of Daman & Diu.
- 5) “Pre-Scrutiny” means examination of applications to see the completeness by all means, prior to issue of acknowledgement by the Nodal Agency;

5. Power and Function of Single Window Agency

- (a) The Single Window Agency shall be headed by the Chairman and place of meeting may be decided as per the requirement/convenience. In case the Chairman is unable to attend the meeting, he/she may depute a senior level officer to take appropriate decision in the meeting. The Agency shall comprise officials from respective approving Departments (Competent Authorities), empowered to act as single point contact for all investment related clearances.
- (b) The District Industries Centre, Daman shall be the nodal agency for overall monitoring of Single Desk Portal who provide secretarial support to the Single Window Committee, as the case may be.
- (c) Under the superintendence, direction and control of the committee, the nodal agency shall acknowledge all applications filed before the Committee and shall forward the applications to the concerned competent authority.
- (d) The Nodal Agency shall pursue the clearance of the applications with the competent authority.

dm

clj

- (e) The Nodal Agency shall carry out pre-scrutiny of all applications received on the Single Window/Desk Portal and forward it to the concern competent authorities for approval.
- (f) Single Window Agency shall accord deemed approvals/clearances/recommendation (as the case may be), in case the concerned approving department does not provide clearance within their specified timelines as per Samay Sudhini Seva or prescribed time line under applicable Laws/Regulations/Rules.
- (g) The Single Window Agency shall meet every week to monitor and to accord deemed approval of pending cases/applications.
- (h) All officials nominated to the Agency shall have full powers of their respective Competent Authorities to the limited extent of carrying pre-scrutiny and according deemed approval on behalf of the Competent Authority, in case of breach of specified timeline The Agency shall be solely responsible for giving all clearances in a time-bound manner to investors.
- (i) Procedure for issuance of Deemed Approval : In cases wherein post preliminary scrutiny of the Agency, the Approving Department / Competent Authority has not accorded clearance / approvals within the stipulated timeline as per Act/Rules of concern departments, in such cases the Agency shall issue deemed approval to the applicant informing about the deemed approval and its validity, with a copy to the Competent Authority/Department.
- (j) The deemed approval is for delayed application under single window system for business manufacturing / service providing units only.
- (k) The deemed approval shall be valid till the Approving Department / Competent Authority issues the regular clearances/approval or reject application with reason. Deemed approval will automatically become void from the date of issuance of such regular clearance/approval.
- (l) The Nodal Agency shall inform the applicant of the date on which the application was received by the competent authority, department wise date by which the approvals should be accorded and date on which such application may be deemed to have been approved in the case of deemed approval.

clj
02

cdh

(m) Single Window Agency and Nodal Agency will implement the Business Reform Action Plan-2017 and accordingly Single Window Agency may issue Guidelines/SOP/Check list for the applications/procedures for NOC/Permissions for effective implementation of Business Reform Action Plan under Ease of Doing Business in accordance with applicable Laws/Rules/Regulations, etc.

6. The UT Administration of Daman & Diu may, issue to the Agency such general or special direction of policy as may be deemed necessary or expedient for the purpose of carrying out the objective of Act/Rules/Policy, etc.

This is issues with the approval of the Hon'ble Administrator, Daman & Diu and Dadra & Nagar Haveli vide Diary No. 244342 dated 30/08/2017.

By order and in the name of
The Administrator, Daman & Diu and
Dadra & Nagar Haveli, Secretariat, Daman

dm
2/9/17
General Manager,
DIC, Daman

To,
All members of the concerned Department