

PROFORMA FOR WEBSITE

1. Name of the Department : District Industries Centre, Moti Daman
2. Head of the Department/Contact Person : General Manager, District Industries Centre
3. Contact Address : District Industries Centre, Fort Area, Moti Daman – 396 220.
4. Telephone Number : 2230871, 2230310
5. Fax Number : 2230310
6. Email Address : dicdaman@ymail.com
7. Any other contact details : --
8. The brief description about the functionality of the department : As per Annexure I, enclosed
9. List and description of the service/ Schemes to the public : 1) Registration of Micro, Small & Medium Enterprises.
2) (PMEGP) Prime Minister's Employment Generation Programme.
10. Major Achievements so far :
11. If functionality of the department touches to the public directly then:
* The list of task/activities :
 1. In principle clearance of LSI.
 2. NOC for additional power
 3. Change of constitution.
 4. Change of name
 5. Shifting of location.
 6. Inclusion of new items.
 7. Additional place of business.
 8. Inclusion of additional machinery.
 9. Manufacturer's certificate for quality control.
 10. Assessment of scarce raw material.
 11. ISO 9000 reimbursement
 12. Running Certificate.
 13. Implementation of Prime Minister's Employment Generation Programme.

* The required procedures for different tasks : As per Citizen's Charter (Annexure-III) enclosed.

* The list of pre-requisites for certain procedures : - do -

* The required forms(in MS-WORD)/: To be down loaded from the internet PDF format) with instructions like at our Website **www.dicdaman.in** how to fill and whom to submit etc.

12. Any other details of public interest not covered in above : Industrial Profile of Daman & Diu (U.T.) (Annexure-II), Enclosed

13. Citizen's charter of the department : Copy enclosed (Annexure-III)

14. Pictures/photographs of the Dept. Office/Building : Not available

15. All the information sought under RTI Act, Categorically :

Place: DAMAN

Dated:

General Manager, DIC,
Daman.