

## MSME POLICY 2017-18

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### CHAPTER-I

#### 1. Micro, Small and Medium Enterprises

##### 1.1 Definition of Micro, Small and Medium Enterprises – As per Micro, Small and Medium Enterprises, Development Act 2006

**I. Manufacturing Enterprises i.e.** Enterprises engaged in the **manufacture** or production of goods as specified below:

- (i) A **micro enterprise** is an enterprise where investment in plant and machinery **does not exceed Rs. 25 lakh;**
- (ii) A **small enterprise** is an enterprise where the investment in plant and machinery is **more than Rs. 25 lakh but does not exceed Rs. 5 crore;**
- (iii) A **medium enterprise** is an enterprise where the investment in plant and machinery is **more than Rs.5 crore but does not exceed Rs.10 crore.**

In case of the above enterprises, investment in plant and machinery is the original cost excluding land and building and the items specified by the Ministry of Small Scale Industries given as per **Annexure-A.**

**II. Service Enterprises i.e.** Enterprises engaged in providing or rendering of **services** and whose investment in equipment (original cost excluding land and building and furniture, fittings and other items not directly related to the service rendered) are specified below:-

- (i) A **micro enterprise** is an enterprise where the investment in equipment **does not exceed Rs. 10 lakh;**
- (ii) A **small enterprise** is an enterprise where the investment in equipment is **more than Rs.10 lakh but does not exceed Rs. 2 crore;** and
- (iii) A **medium enterprise** is an enterprise where the investment in equipment is **more than Rs. 2 crore but does not exceed Rs. 5 crore.**

The Ministry of MSME, GoI has clarified that for ascertaining the investment in plant & Machinery for classification of an enterprise as Micro, Small & Medium, the following documents can be relied upon:

- (i) A copy of the invoices of the plant & machinery; or
- (ii) Gross block for investment in plant and machinery as shown in the audited accounts; or
- (iii) A certificate issued by Chartered Accountant regarding purchase price of plant & machinery.

Further, the Ministry has clarified that for the investment in plant & machinery for the purpose of classification of an enterprise as Micro, Small & Medium, the purchase value of plant and machinery is to be reckoned and not the book value (purchase value minus depreciation).

**Indicative List of activities considered as Services & Manufacturing is as per Annexure-B.**

**1.2 Classification of MSME Priority Sector**

In terms of “Priority sector lending- Targets & Classification” guidelines, Bank loans to Micro, Small and Medium Enterprises, for both Manufacturing and Service sectors are eligible to be classified under the Priority Sector as per the following norms:

**1.2.1 Manufacturing Enterprises**

The Micro, Small and Medium Enterprises engaged in the manufacture or production of goods to any industry specified in the first schedule to the industries (Development and Regulation) Act, 1951 and as notified by the Government from time to time. The Manufacturing Enterprises are defined in terms of investment in plant and machinery.

**1.2.2 Service Enterprises**

Bank loans upto Rs.5 crores per borrower/ unit to Micro and Small Enterprises and Rs.10 crores to Medium Enterprises engaged in providing or rendering of services and defined in terms of investment in equipment.

**1.3 Khadi and Village Industries Sector (KVI)**

All loans to units in the KVI sector will be eligible for classification under the sub-target of 7.5 percent prescribed for Micro Enterprises under priority sector.

**1.4** Bank loans to food and agro processing units up to Rs.100 crore will form part of agriculture and above Rs.100 crore will be covered under MSME.

**1.5 Other Finance to MSMEs**

- (i) Loans to entities involved in assisting the decentralized sector in the supply of inputs to and marketing of outputs of artisans, village and cottage industries.
- (ii) Loans to co-operatives of producers in the decentralized sector viz. artisans, village and cottage industries.
- (iii) Loans sanctioned by Banks to MFIs for on-lending to MSME sector as per the conditions specified in the extant guidelines of Priority Sector Lending.
- (iv) Credit outstanding under General Credit Cards (including Artisan Credit Card, Laghu Udyami Card, Swarojgar Credit Card and Weavers’s Card etc in existence and catering to the non-farm entrepreneurial credit needs of individuals).

- (v) Overdrafts extended by Branches after April 8, 2015 upto Rs.5,000/- under Pradhan Mantri Jan Dhan Yojna (PMJDY) accounts provided the borrower's household annual income does not exceed Rs.100,000/- for rural areas and Rs.1,60,000/- for non- rural areas. These overdrafts will qualify as achievement of the target for lending to Micro Enterprises.
- (vi) Outstanding deposits with SIDBI and Mudra Ltd. on account of priority sector shortfall.

**1.6** To ensure that MSMEs do not remain small and medium units merely to remain eligible for priority sector status, the MSME units will continue to enjoy the priority sector lending status up to three years after they grow out of the MSME category concerned.

**1.7** The clubbing of investments of two or more enterprises under the same ownership for the purpose of classification of industrial undertakings as MSME has been rescinded.

## **CHAPTER- II**

### **2. Targets/ sub-targets for lending to Micro, Small and Medium Enterprises (MSME) - as per Priority Sector Guidelines**

**2.1** Advances to Micro, Small and Medium Enterprises (MSME) sector shall be reckoned in computing achievement under the overall Priority Sector target of 40 percent of Adjusted Net Bank Credit (ANBC) or credit equivalent amount of Off-Balance Sheet Exposure, whichever is higher.

**2.2** Bank is required to achieve a sub-target of 7.5 percent of ANBC or Credit Equivalent Amount of Off-Balance Sheet Exposure, whichever is higher, for lending to Micro Enterprises.

**2.3** Bank loans above Rs.5 crore per borrower / unit to Micro and Small Enterprises and Rs.10 crore to Medium Enterprises engaged in providing or rendering of services and defined in terms of investment in equipment, shall **not** be reckoned in computing achievement under the overall Priority Sector targets as above. However, Bank loans above Rs.5 crore per borrower / unit to Micro and Small Enterprises would be taken into account while assessing the performance of the Bank with regard to their achievement of targets prescribed by the Prime Minister's Task Force on MSMEs for lending to MSE sector.

**2.4** In terms of the recommendations of the Prime Minister's Task Force on MSMEs, the Bank has to achieve:

- (i) 20 percent year-on-year growth in credit to micro and small enterprises,
- (ii) 10 percent annual growth in the number of micro enterprise accounts and
- (ii) 60 percent of total lending to MSE sector as on corresponding quarter of the previous year to Micro enterprises.

## CHAPTER-III

### 3. Common guidelines/ instructions for lending to MSME Sector

#### 3.1 Issue of Acknowledgement of Loan application to MSME borrowers

- All the loan applications received manually or online, by the MSME borrowers be acknowledged and ensure that a running serial number is recorded on the application form as well as on the acknowledgement receipt.
- All loan applications for MSE units up to a credit limit upto **Rs. 5 lakh** should be disposed of within **2 weeks**; for credit limit above **Rs.5 lakh and upto Rs.25 Lakh** within **3 weeks**; and for credit limit above **Rs.25 lakh** within **6 weeks** provided, the loan applications are complete in all respects and accompanied by a " check list".
- Loan applications rejection shall be maintained at Branches wherein the date of receipt, sanction/rejection/disbursement with reasons thereof shall be recorded. In case of Micro & Small Enterprises, Branch Managers may reject applications (except in case of SC/ST) provided the cases of rejection are verified subsequently by ZM. In case of proposals from SC/ST, rejection should be at a level higher than that of BM.
- If the borrower gets his account rated by outside rating agency the application should be disposed off within 20 days.

#### MSME Portal, Online filing and tracking of MSME Loan Application of the Bank

- **MSME Online Loan Application of the Bank**  
Bank has placed a system for online filing & tracking loan application for MSME customers so that customers can be provided with quick, convenient & hassle free service of loans & Advances. All Branches are advised to acknowledge MSME Loan applications submitted manually and online maintain loan application Receipt/Reject Register. No MSME loan application should remain pending at Branches for more than 30 days.
- **MSME Portal of the Bank**  
Bank has set up a MSME Portal on Bank's website which displays following relevant information and data pertaining to MSME customers:-
  - 1) MSME policy of the Bank
  - 2) Presence in MSME cluster
  - 3) Specialized MSME Branches in each state
  - 4) MSME campaigns held and number of borrowers given loans in the campaigns
  - 5) Training provided to the Bank staff on MSME needs and number of persons trained
  - 6) Online system of acknowledgement of loan application and loan tracking system
  - 7) Format of loan application form with check list
  - 8) Interest Rates/ Service charges on MSMEs.
  - 9) OTS scheme of the Bank
  - 10) Rehabilitation of sick MSMEs - data showing the progress
  - 11) Number of people trained in RSETIs and of them those provided credit linkage

- 12) Branch level customer meets held
- 13) Grievance Redressal Mechanism for MSMEs
- 14) Name of the Nodal officer of the Bank for MSME complaints and queries
- 15) Indicative List of activities considered as Services in MSME
- 16) PSB Products for Micro & Small Enterprises

- **Common Application Form:**

Bank has adopted the simplified loan application form along with checklist to be used for all categories of Micro & Small Enterprises borrowers irrespective of loan amount.

- **MSE Booklets- Loan Application, Appraisal and Documentation**

The following MSE booklets for applicant, appraisal and documentation of MSE Credit proposal have been compiled and can be downloaded from Bank's Intranet Site:

1. Booklet containing MSE loan application, along with checklist of documents to be submitted by the customer.
2. Booklet of MSE loan appraisal.
3. Booklet of MSE loan documents to be obtained from customers.
4. Booklet of MSE loan documents to be executed by the Branch.

### **3.2 Collateral security:**

- Bank is mandated not to accept collateral security in the case of loans up to Rs.10 lakh extended to units in the MSE sector.
- Bank to extend collateral-free loans up to Rs.10 lakh to all units financed under the Prime Minister Employment Generation Programme (PMEGP) of KVIC.
- Emphasis be made on avilment of Credit Guarantee Schemes.
- To encourage MSE lending under Credit Guarantee Scheme, Bank shall bear upfront guarantee fee/annual service fee for MSE loans up to Rs.5 lakh without passing the burden to the entrepreneurs.
- For all cases not covered under CGTMSE, Bank would invariably request for 100% collaterals. Such collateral security (ies) would be enforceable in cases of default where the primary security is inadequate to liquidate the Bank's outstanding dues.

### **3.3 Composite loan:**

A composite loan limit of Rs.1 crore can be sanctioned by Bank to enable the MSE entrepreneurs to avail of their working capital and term loan requirement through Single Window.

### **3.4 Revised General Credit card (GCC) Scheme:**

The GCC shall cover all productive activities within the overall Priority sector guidelines and will capture all credit extended to individuals for non- farm entrepreneurial activity.

**Eligibility:** All non-farm entrepreneurial credit extended to individuals.

**Nature of Facility:** The credit facility extended under the scheme would include both working capital and Term loan requirements of entrepreneurs.

**Quantum of Credit limit:** There is no ceiling on the loan amount as long as the loan is for the purpose of non-farm entrepreneurial activity and is otherwise eligible for classification as priority sector.

**Rate of Interest:** The rate on interest will be applicable as per credit limit on MSME advances.

### **3.5 Credit Linked Capital Subsidy Scheme:**

Govt. of India, Ministry of Micro, Small & Medium Enterprises had launched Credit Linked Capital Subsidy Scheme (CLCSS) for Technology Upgradation of Micro and Small Enterprises subject to the following terms & Conditions:

- (i) Ceiling on the loan under the scheme is Rs 1 crore.
- (ii) The rate of subsidy is 15% for all units of micro and small enterprises up to loan ceiling at Sr No.(i) above.
- (iii) Calculation of admissible subsidy will be done with reference to the purchase price of plant and machinery instead of term loan disbursed to the beneficiary unit.
- (iv) SIDBI is implementing agency for the scheme
- (v) Application for availing subsidy under CLCSS to be submitted along with the application for Loan.
- (vi) The sanction letter sanctioning the Loan mentions that the case is eligible for sanction of Subsidy under CLCSS.
- (vii) Order for purchase of machinery by unit would be rendered as investment decision for purpose of CLCSS.

**Claim Process:** All eligible applications are submitted online by H.O. Priority Sector Deptt. on the CLCSS Portal through the nodal agency i.e. SIDBI. Branches/ Zonal Offices have to submit claim applications complete in all respects to H.O. Priority Sector. The subsidy claim is to be submitted by subsequent quarter in which the reference date falls (Last date of disbursement of Loan.) Office of Development Commissioner MSME (DCMSME) is the final authority and releases subsidy to SIDBI, for further remittance to concerned Bank.

### **3.6 Streamlining flow of credit to Micro & Small Enterprises (MSEs) for facilitating timely and adequate credit flow during their Life Cycle:**

In order to provide timely financial support to Micro and Small enterprises facing financial difficulties during their 'Life Cycle', Bank has implemented the guidelines as under for augmenting flow of credit to the MSE units:-

**(i) Standby Credit Facility (Project loan):** To overcome difficulties like delay in execution & cost overrun etc. of the project, the respective sanctioning authority may consider sanctioning of amount equivalent to 10% of project loans as "standby credit facility" to fund unforeseen project cost over runs & periodic capital expenditure. The facility to be sanctioned along with the original sanction of project

loan, keeping in view viability and repayment ability of the borrower. The facility to be allowed to the borrowal accounts with internal credit rating up to “4” only.

**(ii) Working Capital Limits** – A separate working capital limit upto 15% over and above the regular working capital limit may be fixed at the time of sanction/renewal itself, specifically for meeting temporary rise in working capital requirement due to unforeseen/seasonal increase in demand for products produced by the MSEs. Such limit be allowed for a maximum period of 90 days & released only when there is sufficient evidence of increase in demand for products produced by the unit. The facility to be allowed to borrowers maintaining strict financial discipline. Adhoc/Temporary limits not to be allowed in such cases.

**(iii) Review of Regular Working Capital Limits** – The respective sanctioning authority may consider a mid term review based on assessment of sales performance of the MSEs since last review, without waiting for audited financial statements, subject to their complete satisfaction that changes in demand pattern of the unit require such mid-term review. Such reviews to be revalidated during the subsequent regular review based on audited financial statements.

**(iv) Timelines for Credit Decisions** – Timely credit is critical to the growth of a healthy MSE sector. Bank’s guidelines in this regard, are already in place. All loan applications for MSE units upto Rs. 5 lakh to be disposed of within 2 weeks, (ii) for credit limit above Rs. 5 lakh and upto 25 lakh within 3 weeks and (iii) for credit limit above Rs.25 lakh, within 6 weeks. In case the borrower gets his account rated by outside rating agency, the application should be disposed off within 20 days.

### **3.7 Debt Restructuring Mechanism for MSMEs:**

Bank follows guidelines/ instructions pertaining to SME Debt Restructuring as per RBI’s Prudential Norms on Income Recognition, Asset Classification and Provisioning pertaining to Advances to ensure restructuring of debt of all eligible Micro, Small & Medium Enterprises.

Based on the RBI recommendation:

- The Bank has already put in place policies for credit facilities, Restructuring/ Rehabilitation policy for revival of potentially viable sick units/ enterprises and non-discretionary One-Time settlement scheme for recovery of non- performing loans for MSE sector. Please see references for detailed guidelines.
- One Time Settlement has been placed on Bank’s Website under MSME portal.
- Bank has implemented recommendations with regard to timely and adequate flow of credit to the MSE sector.

### **3.8 Framework for Revival and rehabilitation of MSMEs:**

Based on the Ministry of MSME, GoI and RBI guidelines, Bank has adopted ‘Framework for Revival & Rehabilitation of Micro, Small & Medium Enterprises’ to provide a simpler and faster mechanism to address the stress in the accounts of MSMEs and to facilitate the promotion and development of MSMEs.

The salient features of the framework are as under:

- i. Before a loan account of MSME turns into Non Performing Asset (NPA), Bank or creditors should identify incipient stress in the account by creating three sub categories under the Special Mention Account (SMA) category as given in the Framework.
- ii. Any MSME borrower may also voluntarily initiate proceeding under this Framework.
- iii. Committee approach to be adopted for deciding corrective Action Plan.
- iv. Time lines have been fixed for taking various decisions under the Framework.

### **3.9 Structured Mechanism for Monitoring the Credit growth to the MSE Sector:**

In view of the concerns emerging from the deceleration in credit growth to the MSE sector, an Indian Banking Association (IBA)-led Sub-Committee (Chairman: Sh. K.R. Kamath ) was set up to suggest a structured mechanism to be put in place by Bank to monitor the entire gamut of credit related issues pertaining to the sector. Based on the recommendations of the Committee:

- Bank has strengthened existing systems of monitoring credit growth to the sector and put in place a system-driven comprehensive performance managed information system critically evaluated on a regular basis by Head Office;
- Bank has placed a system for online filing & tracking loan application for MSME customers so that customers can be provided with quick, convenient & hassle free service of loans & Advances on Bank's website.

## **CHAPTER-IV**

### **4. Institutional Arrangements**

#### **4.1 Specialized MSME Branches:**

**Bank has categorized 108 General Banking Branches as MSME Specialized Branches (Annexure-C).** Though core competence of MSME Specialized Branches is utilized for extending finance and other services to MSME sector, they have operational flexibility to extend finance/ render other services to other sectors/borrowers also.

**The discretionary lending power of Branch Managers of these Branches is one scale higher than the existing Scale for MSME advances only.** MSME Specialized Branches should ensure with preponderance of Small Enterprises to enable the Entrepreneurs to have easy access to the Bank credit.

#### **4.2 State Level Inter Institutional Committee**

In order to deal with the problem of co-ordination for rehabilitation of sick micro and small units, State Level Inter-Institutional Committee (SLIICs) was set up in the states. However, the matter of continuation or otherwise, of the SLIIC forum has been left to the individuals States/Union Territory.

#### **4.3 Empowered Committee on MSMEs**

As part of the announcement made by the Union Finance Minister, Empowered Committees on MSMEs are constituted at the Regional Offices of Reserve Bank of India, under the Chairmanship of the Regional Directors with the representatives of SLBC convener, senior level officers from two Banks



having predominant share in MSME financing in the state, representative of SIDBI Regional Offices, the Director of MSME or Industries of the State Government, one or two senior level representatives from the MSME Associations in the state, and a senior level officer from SFC/SIDC as members. The committee will meet periodically and review the progress in MSME financing as also revival & rehabilitation of stressed Micro, Small and Medium units. It will also coordinate with other Banks/ financial institutions and the state government in removing bottlenecks, if any, to ensure smooth flow of credit to the sector. The committee may decide the need to have similar committees at cluster/district levels.

#### **4.4 Banking Codes and Standard Board of India (BCSBI):**

The Banking Codes and Standard Board of India (BCSBI) has formulated a Code of Bank's Commitment to Micro and Small Enterprises. This is a voluntary Code, which sets minimum standards of Banking practices for Bank to follow when they are dealing with Micro and Small Enterprises (MSEs). It provides protection to MSE and explains how Bank is expected to deal with MSE for their day to day operations and in times of financial difficulty.

The Code does not replace or supersede regulatory or supervisory instructions issued by the Reserve Bank of India (RBI) and Bank has to comply with such instructions/directions issued by the RBI from time to time.

##### **4.4.1 Objectives of the BCSBI Code**

The code has been developed to

- a) Give a positive thrust to the MSE sector by providing easy access to efficient banking services.
- b) Promote good and fair banking practices by setting minimum standards in dealing with MSE.
- c) Increase transparency so that a better understanding of what can reasonably expected of the services.
- d) Improve understanding of business through effective communication.
- e) Encourage market forces, through competition, to achieve higher operating standards.
- f) Promote a fair and cordial relationship between MSE and Bank and also ensure timely and quick response to banking needs.
- g) Foster confidence in the banking systems.

#### **4.5 Micro and Small Enterprises Sector- The Imperative of Financial Literacy and Consultancy Support:**

Keeping in view the high extent of financial exclusion in the MSME sector, it is imperative for Bank that the excluded units are brought within the fold of the formal Banking sector. The lack of financial literacy, operational skills, including accounting and finance, business planning etc. represents formidable challenge for MSE borrowers underscoring the need for facilitation by Bank in these critical financial areas. Moreover, MSE enterprises are further handicapped in this regard by absence of scale and size. To effectively and decisively address these handicaps, Bank has set up 23 Financial Literacy

Centres (FLCs) which conduct target specific financial literacy camps where one of the target groups is Small Entrepreneurs.

#### **4.6 Cluster Approach:**

- i. Branches to adopt full- service approach to cater to the diverse needs of the MSE Sector that may be achieved through extending Banking services to recognized MSE clusters by adopting a 4-C approach namely Customer Focus, Cost Control, Cross Sell and Contain risk. A cluster based approach to lending may be more beneficial:
  - a) in dealing with well-defined and recognized groups;
  - b) availability of appropriate information for risk assessment and
  - c) monitoring by the Bank.
- ii. United Nations Industrial Development Organization (UNIDO) has identified 388 clusters spread over 21 states in various parts of the country in order to have better proximity and intensive lending in particular area where required infrastructure facilities are available (**Annexure-F**).
- iii. The Ministry of Micro, Small and Medium Enterprises has approved a list of clusters under the Scheme of Fund for Regeneration of Traditional Industries (SFURTI) and Micro and Small Enterprises Cluster Development Programme (MSE-CDP) located in 121 Minority Concentration Districts. Accordingly, Branches in these districts to facilitate credit flow to the identified clusters of Micro and Small Entrepreneurs from Minority Communities residing in the minority concentrated districts of the country.
- iv. In terms of recommendations of the Prime Minister's Task Force, Bank has designated 61 General Banking Branches to MSME Specialized Branches at different MSE clusters. Bank has also opened 23 Financial Literacy Centres (FLCs) which also acts as Counselling Centres for MSEs.

#### **4.7 Delayed Payments:**

In the Micro, Small and Medium Enterprises Development (MSMED), Act 2006, the existing provisions of the interest on Delayed Payment Act, 1998 to Small Scale and Ancillary Industrial undertaking, have been strengthened as under:

- i. The buyer has to make payment to the supplier on or before the date agreed upon between him and the supplier in writing or, in case of no agreement, before the appointed day. The period agreed upon between supplier and the buyer shall not exceed forty five days from the date of acceptance or the day of deemed acceptance.
- ii. In case the buyer fails to make payment of the amount to the supplier, he shall be liable to pay compound interest with monthly rests to the supplier on the amount from the appointed day or, on the date agreed on, at three times of the Bank rate notified by Reserve Bank of India.

- iii. For any goods supplied or services rendered by the supplier, the buyer shall be liable to pay the interest as advised at (ii) above.
- iv. In case of dispute with regard to any amount due, a reference shall be made to the Micro and Small Enterprises Facilitation Council, constituted by the respective State Government.

Branches have been advised to fix sub-limits within the overall working capital limits to the large borrowers specifically for meeting the payment obligation in respect of purchases from MSMEs.

## **CHAPTER-V**

### **5 Committees on flow of Credit to MSE sector**

#### **5.1 Report of the High Level Committee on Credit to SSI (now MSE) (Kapur Committee)**

Reserve Bank of India had appointed a one-man High Level Committee headed by Shri. S L Kapur, (IAS, Retd.), Former Secretary, Government of India, Ministry of Industry to suggest measures for improving the delivery system and simplification of procedures for credit to SSI sector. The Committee made 126 recommendations covering wide range of areas pertaining to financing of SSI sector, out of which RBI has accepted 88 recommendations and **the same is adopted by Bank which include the following important recommendations:**

- (i) Delegation of more powers to Branch managers to grant ad-hoc limits;
- (ii) Simplification of application forms;
- (iii) Freedom to Banks to decide their own norms for assessment of credit requirements;
- (iv) Opening of more specialized SSI Branches;
- (v) Enhancement in the limit for composite loans to Rs. 5 lakh. (*Since enhanced to Rs.1 crore*);
- (vi) Bank to pay more attention to the backward states;
- (vii) Special programmes for training Branch managers for appraising small projects;
- (viii) Bank to make customers grievance machinery more transparent and simplify the procedures for handling complaints and monitoring thereof.

#### **5.2 Report of the Committee to Examine the Adequacy of Institutional Credit to SSI Sector (now MSE) and Related Aspects (Nayak Committee)**

The Committee was constituted by Reserve Bank of India under the Chairmanship of Shri P. R. Nayak, the then Deputy Governor to examine the issues confronting SSIs (now MSE) in the matter of obtaining finance. **All major recommendations of the Committee are implemented by Bank as under:**

- (i) give preference to village industries, tiny industries and other small scale units in that order, while meeting the credit requirements of the small scale sector;
- (ii) grant working capital credit limits to SSI (now MSE) units computed on the basis of minimum 20% of their estimated annual turnover whose credit limit in individual cases is upto Rs.2 crore [ since raised to Rs.5 crore];
- (iii) ensure that there should not be any delay in sanctioning and disbursal of credit. In case of rejection/curtailment of credit limit of the loan proposal, a reference to higher authorities should be made;

- (iv) not to insist on compulsory deposit as a `quid pro-quo' for sanctioning the credit;
- (v) open specialized SSI (now MSE) Bank Branches or convert those Branches which have a fairly large number of SSI (now MSE) borrowal accounts, into specialized SSI (now MSE) Branches;
- (vi) standardize loan application forms for SSI (now MSE) borrowers; and
- (vii) impart training to staff working at specialized Branches to bring about attitudinal change in them.

### **5.3 Report of the Working Group on Flow of Credit to SSI (now MSE) Sector (Ganguly Committee)**

As per the announcement made by the Governor, Reserve Bank of India, in the Mid-Term Review of the Monetary and Credit Policy 2003-2004, a "Working Group on Flow of Credit to SSI sector" was constituted under the Chairmanship of Dr. A S Ganguly.

The Committee made 31 recommendations covering wide range of areas pertaining to financing of SSI sector, out of which RBI has accepted 8 recommendations. **The major recommendations adopted by RBI and implemented by the Bank are as follows:**

- (i) adoption of cluster based approach for financing MSME sector;
- (ii) sponsoring specific projects as well as widely publicizing successful working models of NGOs by Lead Banks which service small and tiny industries and individual entrepreneurs;
- (iii) sanctioning of higher working capital limits by Banks operating in the North East region to SSIs (now MSE) , based on their commercial judgment due to the peculiar situation of hilly terrain and frequent floods causing hindrance in the transportation system;
- (iv) exploring new instruments by Bank for promoting rural industry and to improve the flow of credit to rural artisans, rural industries and rural entrepreneurs.

### **5.4 Working Group on Rehabilitation of Sick SMEs (Chairman: Dr. K.C. Chakrabarty)**

Based on the recommendations of the Working Group on Rehabilitation of Sick MSEs (Chairman: Dr. K.C. Chakrabarty, the then CMD of Punjab National Bank), the lending in case of all advances upto Rs 2 crores shall be done on the basis of scoring model. Bank has also reviewed loan policy governing extension of credit facilities to the MSE sector, with a view to using Board approved credit scoring models in their evaluation of the loan proposals of MSE borrowers.

### **5.5 Prime Minister's Task Force on Micro, Small and Medium Enterprises**

A High Level Task Force was constituted by the Government of India (Chairman: Shri T K A Nair), to consider various issues raised by Micro, Small and Medium Enterprises (MSMEs). The Task Force recommended several measures having a bearing on the functioning of MSMEs, viz., credit, marketing, labour, exit policy, infrastructure/technology/skill development and taxation. The comprehensive recommendations cover measures that need immediate action as well as medium term institutional measures along with legal and regulatory structures and recommendations for North-Eastern States and Jammu & Kashmir.

Bank has implemented these recommendations and taken effective steps to increase the flow of credit to the MSE sector and achieve targets made by the Task Force, particularly to the micro enterprises.

## **5.6 Working Group to Review the Credit Guarantee Scheme for Micro and Small Enterprises**

A Working Group was constituted by the Reserve Bank of India under the Chairmanship of Shri V.K. Sharma, Executive Director, to review the working of the Credit Guarantee Scheme (CGS) of CGTMSE and suggest measures to enhance its usage and facilitate increased flow of collateral free loans to MSEs.

Based on the recommendations of the Working Group, Bank has included, inter-alia, mandatory doubling of the limit for collateral free loans to micro and small enterprises (MSEs) sector from Rs.5 lakh to Rs.10 lakh. Therefore, it is mandated not to accept collateral security in the case of loans upto Rs.10 lakh extended to units in the MSE sector and Branch level functionaries are advised to avail the CGS cover and this will be included as criterion for evaluation of performance of field Staff.

## **CHAPTER-VI**

### **6. Other Financial Parameters**

#### **6.1 Margins:**

Minimum margins to be maintained on different type of securities are prescribed as per Bank's Loan Policy (in terms of H.O. Credit Monitoring & Policy Deptt. Circular No. 1711 dated 02.06.2017). The same margin requirements shall apply for MSMEs, which are placed at **Annexure D**.

**Note:** In case any amendment is done by H.O. Credit Monitoring & Policy Deptt. in the above mentioned margin requirements, the same shall be applicable for MSMEs as well.

#### **6.2 Management Information System:**

The following returns are to be submitted to Head Office: Priority Sector Department with regard to MSME sector for furnishing information to Regulatory authorities:-

- 1) Statement of Credit Flow to MSME sector (Quarterly)
- 2) Flow of Credit to MSME – Statement relating to collateral free loans and composite loans (Quarterly)
- 3) Statement on Specialized SME Branches Return (Yearly).
- 4) Statement of Advances in Clusters as per Cluster Approach- Half Yearly.
- 5) Progress of MSME Sector (Monthly).
- 6) Statement on Framework for Revival & Rehabilitation of MSMEs (Half Yearly).

All Branches are advised to enter correct codes in the CBS System, so that the correct information with regard to Monthly/ Quarterly/ Half Yearly progress in MSME sector may be derived.

#### **6.3 Sanctioning Authority:**

The Sanctioning Authority would remain in terms of the Bank's extant guidelines on **"Delegation of Lending Powers for Advances and Guidelines & Provisions for use of Lending"**, as advised by H.O. Credit Monitoring & Policy Deptt. and as amended from time to time.

However, the discretionary lending power of BMs of specialized MSME Branches is one scale higher than the existing Scale **for MSME advances only**.

## 6.4 Rate of Interest:

Rate of Interest applicable for MSMEs advances, along with applicable concessions are as under:

### 1. Funded Exposure up to Rs 25 lakh:

Quantum	Spread
Upto Rs.50000/-	MCLR + 1.75 %
Above Rs.50000/- up to Rs.5 lakh	MCLR + 2.00 %
Above Rs.5 lakh up to Rs.25 lakh	MCLR + 2.25 %

### 2. Funded Exposure above Rs 25 lakh:

Credit Rating	Spread
1	MCLR + 2.25 %
2	MCLR + 2.25 %
3	MCLR + 2.75 %
4	MCLR + 3.25 %
5	MCLR + 3.75 %
6	MCLR + 4.00 %
7	MCLR + 4.25 %

### Additional Concessions:

1. Concession of 1% in ROI if collateral is 100% in all cases.
2. Concession of 0.25% in ROI if credit rating is 1 to 4 by SMERA, ICRA, ONICRA or CRISIL.
3. Concession of 0.25% if account is classified under Priority Sector Advances.
4. Concession of 1% for ODP/LAP/ Advances against Rent Receivable cases, where margin available is 50% and above by way of property (i.e. 200% and above coverage), under Priority Sector (including MSME if covered under Priority sector) is permitted. The maximum concession in this case should not exceed 1.25%.

**Note: 1) Rate of Interest prescribed under specific schemes shall be applicable.**

**2) Please note that in no case chargeable Rate of Interest shall fall below MCLR.**

## 6.5 Processing/ Reviewal Charges:

Processing fee will be charged as per extant guidelines (in terms of H.O. Credit Monitoring & Policy Deptt. Circular No. 1657 dated 29.05.2012). Applicable processing charges are placed at **Annexure E**.

**Note:** In case any amendment is done by H.O. Credit Monitoring & Policy Deptt. in the above processing charges, the same shall be applicable for MSMEs as well.

## 6.6 Other avenues for financing MSMEs:

- a) Professionals, Traders, Micro & Small Enterprises financing through Micro Financing Institutions (MFIs) which lend to the MSE. ZMs to identify such MFIs and take such borrowers in their fold.
- b) Extending credit to activities such as Hotels, Motels, Hospitals, Educational Institutions, Canteens, restaurants, retail Trade etc. which are now considered as MSMEs.
- c) Industry Linked MSMEs.

- d) All ZMs are advised to contact their large borrowers, which have business relationship with MSME borrowers, and to prepare the list of such MSMEs in their zones and follow up the Branches regularly in this regard.
- g) MSME Branches and other Branches shall explore the possibility of giving structured and customised financial solutions to MSMEs. Branches needing help in formulating these complete solutions shall approach their respective Zonal Managers.

## **6.7 Computation of Working Capital:**

With regard to financing of MSEs, following guidelines are to be followed by field functionaries at the time of assessment of working capital under Turnover method:

**i. Enterprise that do not transact digitally** - At the time of assessment of WC limits to MSEs under turnover based method, enhancement of the working capital limits from minimum 20% to 25 % of the projected turnover for credit limit in individual cases up to Rs. 5.00 crore with proportionate increase in margin, shall be considered.

**ii. Enterprise that transact digitally** - To encourage digital transactions under turnover based assessment, working capital assessment from 20% to 30 % of the digital portion projected turnover for credit limit in individual cases up to Rs.5.00 crore with proportionate increase in margin, shall be considered, at the time of assessment of WC limits to MSEs. For this purpose, following procedure may be followed: -

**Digital transactions-** All transactions reflected in the account through digital channels shall be considered and all sales transactions reflected in the Bank books other than cash and paper based instruments (such as cheques, DDs, POs etc.) may be considered.

**Eligibility:** Units with minimum 25 per cent digital portion of projected turnover may be considered.

**How to fix limits:** Assessment of limit on digital portion of projected turnover may be based on past and current trends.

**Monitoring mechanism:** The digital transactions shall be monitored by the Branches and reviewed along with Monthly select Operational Data (MSOD)

## **6.8 Capacity Building of Staff:**

Complying with the recommendations of task force on MSME, Bank has decided to reimburse full course fee to officers for acquiring specialized courses run by Indian Institute of Banking and Finance on the subject of SME finance.

## **6.9 Pradhan Mantri Mudra Yojana**

Micro Units Development & Refinance Agency Ltd (MUDRA) was launched by Hon'ble Prime Minister on April 8, 2015 as new financial entity for developing and refinancing last mile financial intermediaries like Banks, NBFCs, MFIs etc. This segment mainly consists of enterprises in manufacturing, trading, services & allied agriculture activities, whose credit needs are upto Rs 10 lakh. The overdraft amount of Rs 5000/- sanctioned under PMJDY is also classified as MUDRA loans.

PMMY loans are classified into 3 categories as:-

- **Shishu** : loans upto Rs.50,000/-
- **Kishore**: loans above Rs. 50,000/- and up to Rs. 5 lakh
- **Tarun** : loans above Rs. 5 lakh to Rs. 10 lakh

**Eligibility:** Any Indian Citizen who has a business plan for a income generating activity such as manufacturing, trading, service sector & allied agriculture activities whose credit need is up to Rs.10 lakh can approach the Bank, for availing of MUDRA loans under PMMY.

**Loan Application Forms:** In respect of Shishu category, IBA approved one page application & for Kishore and Tarun categories, 4 page application form are available on the Bank's Website.

**MUDRA Card:** It will provide a facility of working capital arrangement in the form of CC/OD to the borrower. Since MUDRA Card will be RuPay debit card, it can be used for drawing cash from ATM or Business Correspondent or make purchase using Point of Sale (POS) machine.

**Collateral Security:** Branches have been mandated not to insist for collateral security & guarantee in the case of loans under Pradhan Mantri Mudra Yojana.

**Interest Rate:** Currently Punjab & Sind Bank is charging the following rates for MUDRA loans:-

Quantum of Loan	Rate of Interest
Upto Rs. 2.00 Lakh	MCLR i.e. 8.40 %
Above Rs.2.00 lakh upto Rs. 5.00 Lakh	MCLR + 1.00 i.e. 9.40%
Above Rs.5.00 Lakh upto Rs.10.00 Lakh	MCLR + 1.50 i.e. 9.90%

**Margin for MUDRA loans:** Margin for loans under Shishu category (loans upto Rs. 50,000/-) is 10%. For loans under Kishore & Tarun category, minimum margin is 25%.

**Classification of MUDRA loans in Finacle:** For classifying accounts under PMMY in Finacle, Scheme code is to be entered as "1228- Pradhan Mantri Mudra Yojana" in TIPS1 menu.

**Guarantee Cover:** Credit Guarantee Fund for Micro Units (CGFMU) provides guarantee cover to loans up to the specified limit i.e. Rs. 10.00 lakh sanctioned by the Bank to eligible micro units under PMMY. National Credit Guarantee Trustee Company (NCGTC) acts as the Trustee to operate this Credit Guarantee Fund.

**Extent of the guarantee:** In the nature of 'First Loss Portfolio Guarantee', wherein first loss to the extent of 5% of the crystallized portfolio of the Bank, will be borne by the Bank and therefore, will be excluded for the claim. Out of the balance portion, the 'extent of guarantee' will be to a maximum extent of 50% of 'Amount in Default' in the portfolio or such other percentage as may be specified by the Fund from time to time on a pro-rata basis.



**Guarantee Fee:** Guarantee Fee will be charged at the Standard Basic Rate (SBR) of 1.00% of sanctioned amount (**plus applicable GST**); and

Risk premium on NPAs in Guaranteed portfolio		Risk premium on Claim Payout Ratio	
NPA Percentage	Risk Premium	Claim Payout Percentage	Risk Premium
0-2%	Nil	0-2%	Nil
>2-3%	5% of SBR	>2-3%	5% of SBR
>3-6%	10% of SBR	>3-6%	10% of SBR
>6-9%	15% of SBR	>6-9%	15% of SBR
>9-12%	20% of SBR	>9-12%	20% of SBR
>12-15%	25% of SBR	>12-15%	25% of SBR

**Invocation of Guarantee:** The Bank may invoke the guarantee in respect of the ‘amount in default’ out of the crystallized portfolio of micro loans, subject to the condition of first loss guarantee, after 1 year from the date of crystallization of the portfolio and thereafter, at the end of every financial year.

**Coverage of Accounts under CGFMU:** To cover the eligible Micro Loans under CGFMU, the Branches have to enter the following codes in TIPS1 menu:-

- a) Scheme Code : “1228 Pradhan Mantri Mudra Yojana”
- b) EC/DIC/CGT Pos : “14 Eligible CGFMU”

## 6.10 Stand up India Scheme

A flagship programme of Govt. of India launched on 5th April, 2016 for facilitating credit to SC/ST and Women entrepreneurs. The objective of Stand-Up India scheme is to facilitate Bank loans between Rs.10 lakh and Rs.1 Crore to at least one Scheduled Caste (SC) or Scheduled Tribe (ST) borrower and at least one woman borrower per Bank Branch for setting up a greenfield enterprise. This enterprise may be in manufacturing, services or trading sector. In case of non-individual enterprises at least 51% of the shareholding and controlling stake should be held by either an SC/ST or Woman entrepreneur.

**Nature of Loan** - Composite loan (inclusive of term loan and working capital) between Rs.10.00 lakh and upto Rs. 100.00 lakh. Up to 75% of the project cost would be eligible under the scheme.

**Rate of Interest-** The rate of interest for loans under Stand Up India not to exceed MCLR + 3%.

**Security-** In addition to mortgage/hypothecation of Primary Asset acquired out of loan, the loan may also be secured by collateral security or guarantee of Credit Guarantee Scheme for Stand-Up India Loans (CGSSI)

**Classification in Finacle** - For classifying accounts under Stand Up India in Finacle, Scheme code is to be entered as “1229- Stand Up India”.

**Benefits of the Scheme-** Apart from linking prospective borrowers to Banks for loans, the web portal ([www.standupmitra.in](http://www.standupmitra.in)) designed by SIDBI for Stand Up India Scheme also provides handholding

support through a network of agencies engaged in training, skill development, mentoring, project report preparation, application filling, work shed/utility support services, subsidy schemes etc.

**Guarantee Cover:** Credit Guarantee Scheme for Stand Up India (CGSSI) provides guarantee cover to credit facilities **of over Rs.10 lakh and up to Rs.100 lakh** sanctioned under Stand Up India (SUI). The loan of Rs.10.00 lakh can be covered under CGTMSE.

#### **Extent of the guarantee:**

- The guarantee would be available for 80% of the amount in default for credit facilities above Rs.10 lakh and upto Rs.50 lakh, subject to maximum of Rs.40 lakh.
- For the credit facility above Rs.50 lakh and upto Rs.100 lakh, the guarantee cover available is Rs.40 lakh plus 50% of amount in default above Rs. 50 lakh subject to overall ceiling of Rs. 65 lakh of the amount in default.

**Guarantee Fee:** Guarantee Fee will be charged at the Standard Basic Rate (SBR) of 0.85% of sanctioned amount **(plus applicable GST)**; and

<b>Risk premium on NPAs in Guaranteed portfolio</b>		<b>Risk premium on Claim Payout Ratio</b>	
<b>NPA Percentage</b>	<b>Risk Premium</b>	<b>Claim Payout Percentage</b>	<b>Risk Premium</b>
0-5%	SBR	0-5%	SBR
>5-10%	10% of SBR	>5-10%	10% of SBR
>10-15%	15% of SBR	>10-15%	15% of SBR
>15-20%	20% of SBR	>15-20%	20% of SBR
>20%	25% of SBR	>20%	25% of SBR

**Coverage of Accounts under CGSSI:** To cover the eligible Micro Loans under CGSSI, the Branches have to enter the following codes in TIPS1 menu:-

- a) Scheme Code : “1229 Stand Up India Scheme”
- b) EC/DIC/CGT Pos : “10 Eligible CGSSI”

#### **6.11 Credit Guarantee Fund Trust Scheme for Micro & Small Enterprises (CGTMSE):**

**Purpose:** To provide collateral free loans up to Rs.200 lakh to Micro & Small Enterprises.

**Eligibility:** The coverage of the Scheme is extended to all new and existing Micro and Small Enterprises (both in the Manufacturing Sector as well as in the Service Sector) as defined under MSMED Act, 2006 for which credit facility has been provided by the Bank without any collateral security and/ or third party guarantees. Any credit facility which has been sanctioned by the Bank with the maximum interest rate not more than 14% p.a. (including cost of guarantee cover) would be eligible for coverage under CGS.

**Guarantee Fee:** Composite all-in Guarantee Fee (**plus applicable GST**) as under:

Credit Facility	Annual Guarantee Fee (AGF) [% p.a.]	
	Women, Micro Enterprises and units in North East Region (incl. Sikkim)	Others
Upto Rs.5 lakh	0.75	1.00
Above Rs.5 lakh and upto Rs.200 lakh	0.85	1.00

- To promote and encourage small entrepreneurs, the Bank bears the upfront Guarantee fee/ Annual Service Fee on prescribed rates in all eligible cases availing credit limit up to Rs.5.0 lakh.
- For the credit facilities sanctioned after April 01, 2016 ASF/AGF will be charged at differential rates depending upon NPA levels/ Claim Payout ratio of Bank.

**Extent Of Guarantee:** Quantum of credit to be covered and Guarantee Coverage:

Category	Maximum extent of Guarantee where credit facility is		
	Upto Rs.5 lakh	Above Rs.5 lakh upto Rs.50 lakh	Above Rs.50 lakh and upto Rs.200 lakh
Micro Enterprises	85% of the amount in default subject to a maximum of Rs.4.25 lakh	75% of the amount in default subject to a maximum of Rs.37.50 lakh	50% of amount in default subject to a maximum of Rs.100 lakh
Women Entrepreneurs/Units located in North East Region (including Sikkim) (other than credit facility upto Rs.5 lakh to micro enterprises)	80% of the amount in default subject to a maximum of Rs.40 lakh.		
All other category of borrowers	75% of the amount in default subject to a maximum of Rs.37.50 lakh		

**Important points:**

- Credit for retail trade, educational / training institutions and SHGs are not eligible for coverage.

- Bank to apply online for guarantee cover for eligible cases sanctioned by the end of subsequent quarter of Loan Sanction Date.
- NPA to be reported online by the end of the subsequent quarter from the date of NPA.

#### **Guarantee Period:**

- (i) Where WC alone is extended , the guarantee cover shall be for a period of 5 years or a block of 5 years , or for such period as may be specified by the trust in this behalf. Fresh upfront guarantee fee is to be paid after 5 years to keep guarantee coverage live.
- (ii) The guarantee cover will commence from the date of payment of guarantee fee and shall run through the agreed tenure in respect of term credit/ composite credit i.e. in case where WC and TL both are sanctioned the agreed tenure in both the cases will be the repayment period of TL only. In other words in case where TL and WC both are sanctioned, the coverage period of WC may not necessarily run through 5 years. In such cases the WC limit be got renewed and fresh coverage thereof be obtained from CGTMSE by paying fresh upfront guarantee fee in order to keep Guarantee coverage live.

#### **6.12 Technology Upgradation Fund Scheme-Textile Sector:**

The Government of India (GoI), Ministry of Textiles (MoT), introduced Technology Upgradation Fund Scheme (TUFS) for Textile and Jute Industries on April 1, 1999, for a period of 5 years, subsequently extended by 3 years to cover sanctions up to March 31, 2007. The Scheme has been modified w.e.f. April 1, 2007, for a period of 5 years i.e. to last till FY 2011-12. However, the Scheme was discontinued from June 29, 2010 till April 27, 2011 and loans sanctioned during the said period to the textile units were not covered under the Scheme.

The Scheme was re-launched w.e.f. April 28, 2011 as Restructured-TUFS (i.e. R-TUFS) initially for the period upto March 31, 2012, which was further, continued till March 31, 2013. Taking note that the scheme in its R-TUFS form was extended for the first year of the 12th plan i.e. upto 31.03.2013, GoI continued the TUFS as Revised Restructured Technology Upgradation Fund Scheme (RR-TUFS) w.e.f. April 1, 2013 to March 31, 2017. Ministry of Textiles vide Order no. 6/5/2016-TUFS has introduced the Amended Technology Upgradation Fund Scheme (ATUFS). Financial and operational parameters and implementation mechanism for ATUFS during its implementation period from 13.01.2016 to 31.03.2022.

**Objective:-**In order to promote ease of doing business in the country and achieve the vision of generating employment and promoting exports through “Make in India” with “Zero effect and Zero defect” in manufacturing, it has been decided that the Government would provide Credit Linked Capital Investment Subsidy (CIS) under Amended Technology Upgradation Fund Scheme (ATUFS). The scheme would facilitate augmenting of investment, productivity, quality, employment; exports along with import substitution in the textile industry. It will also indirectly promote investment in textile machinery with benchmarked technology.

**i.) Scope of the Scheme:** - ATUFS benefit is available for the benchmarked machinery under the scheme covering the following activities:-

- (a) Weaving, Weaving Preparatory Knitting.
- (b) Processing of fibres, yarns, fabrics, garments and made ups
- (c) Technical Textiles
- (d) Garment/made-up manufacturing
- (e) Handloom sector
- (f) Silk sector
- (g) Jute Sector

**ii.) Amended Technology Up-Gradation Fund Scheme(A-TUFS) features:-**Every eligible individual entity will be paid Capital Investment Subsidy(CIS) only under ATUF Scheme, on the eligible investment, as per the rates and the overall subsidy cap as under:-

- (a) Garment, Technical Textiles-15% on eligible machineries with maximum of Rs.30 Crore.
- (b) Weaving for brand new Shuttle-less Looms (including weaving preparatory and knitting), processing, Jute, Silk and Handloom-15% on eligible machineries with maximum of Rs.20 Crore.
- (b) Composite unit/Multiple Segments-If the eligible capital investment in respect of Garmenting and Technical Textiles category is more than 50% of the eligible project cost-15% on eligible Machines with maximum of Rs.30 Crore
- (d) Composite unit/Multiple Segments-If the eligible capital investment in respect of Garmenting and Technical Textiles category is less than 50% of the eligible project cost-10% on eligible Machines with maximum of Rs.20 Crore

In case the applicant had availed subsidy earlier under RR-TUFS, he will be eligible for only the balance amount within the overall ceiling fixed for an individual entity. The maximum subsidy for overall investment by an individual entity under ATUFS will be restricted as indicated above for respective segment.

**Processing of Application:-** Beneficiary can apply online through “i-TUFS” software and submit the application to the respective Branch. The Branch forward the application online to their respective Regional office of Textile Commissioner after verification of documents submitted by beneficiary.

**Subsidy Norms:-**The capital investment under ATUFS will be released in full in one go on eligible investment, only after satisfactory installation/commissioning and commencement of production.

Benefits under the scheme shall be available only if the eligible benchmarked machinery is purchased by availing term loan from a notified lending agency.

Subsidy will be provided only in case of investment made with institutional finance. Investment made by availing Buyers Credit, Usance Credit and Sellers Credit will not be eligible for availing benefits under the scheme unless the entire amount is paid up by the beneficiary before claiming the subsidy and concrete documentary proof is produced for the same at the time of Joint Inspection Team(JIT) verification within the prescribed timelines defined in the scheme.

**iii.) Monitoring Process:** The scheme would be executed/implemented by the Textile Commissioner through its Regional/State Offices. A state/regional level office of the office of Textile Commissioner is being set up in each state which will implement and monitor ATUFS.

The scheme will be administered with a two stage monitoring mechanism i.e by Technical Advisory-cum-Monitoring Committee (TAMC) and Inter-Ministerial Steering Committee (IMSC).

**Technical Advisory-Cum Monitoring Committee (TAMC):** A Technical Advisory-cum-Monitoring Committee(TAMC) under the Chairpersonship of Textile Commissioner will be constituted with technical experts from the Government and the industry covering the different segments, as members.

**Inter-Ministerial Steering Committee (IMSC):** An IMSC will be constituted under the Chairpersonship of Minister of Textiles with the representatives of the Ministry of Finance (Deptt. Of Expenditure and Deptt. Of Financial Services), Deptt. of Heavy Industry, Deptt. Of Commerce, Deptt. Of Industrial Policy & Promotion, NITI Aayog, selected lending agencies, Textile Industry Associations etc. IMSC would be responsible for monitoring and formulation of guidelines for effective implementation of the scheme in accordance with the Cabinet Committee on Economic Affairs (CCEA)'s approval.

### **6.13 Miscellaneous:**

- a) To help MSME sector overcome their financial crisis, the sanctioning authorities while appraising/ sanctioning the proposals of large corporate should persuade them to expedite payment of dues, if any, to MSME sector.
- b) Bank has established Rural Development & Self Employment Training Institutes (RSETIs) in 3 lead districts in Punjab namely Ludhiana, Moga and Faridkot to achieve the following objectives:
  - i) To identify, orient, motivate as well as train and assist the unemployed youth to take up self employed ventures, take care of research and development activities in entrepreneurship and rural development, provide counseling and project counseling activities of different MSME clusters
  - ii) In line with the RBI's policy of 'Financial Inclusion', micro –finance (SHG-Bank Linkage Programme) has been identified as one of the thrust area for lending.
  - iii) Bank's Recovery Management Policy and guidelines for settlement/write off in borrower accounts shall be scrupulously complied.

**MINISTRY OF SMALL SCALE INDUSTRIES NOTIFICATION New Delhi, No.SO.1722 (E)**  
**Dated 5<sup>th</sup> October 2006**

S.O. 1722(E) – In exercise of the powers conferred by sub-section (1) of 2006) herein referred to as the said Act, the Central Government specifies the following items, the cost of which shall be excluded while calculating the investment in plant and machinery in the case of the enterprises mentioned in Section 7(1)(a) of the said Act, namely:

- (i) Equipment such as tools, jigs, dyes, moulds and spare parts for maintenance and the cost of consumable stores;
- (ii) Installation of plant and machinery;
- (iii) Research and development equipment and pollution control equipment.
- (iv) Power generation set and extra transformer installed by the enterprise as per regulations of the State Electricity Board;
- (v) Bank charges and service charges paid to the National Small Industries Corporation or the State Small Industries Corporation;
- (vi) Procurement or installation of cables, wiring, bus bars, electrical control panels (not mounted on individual machines), oil circuit breakers or miniature circuit breakers which are necessarily to be used for providing electrical power to the plant and machinery or for safety measures;
- (vii) Gas producer plants;
- (viii) Transportation charges (excluding sales-tax or value added tax and excise duty) for indigenous machinery from the place of the manufacture to the site of the enterprise;
- (ix) Charges paid for technical know-how for erection of plant and machinery;
- (x) Such storage tanks which store raw material and finished products and are not linked with the manufacturing process; and
- (xi) Firefighting equipment.

While calculating the investment in plant and machinery referred to in paragraph 1, the original price thereof, irrespective of whether the plant and machinery are new or second hand, shall be taken into account provided that in the case of imported machinery, the following shall be included in calculating the value, namely;

- (i) Import duty (excluding miscellaneous expenses such as transportation from the port to the site of the factory, demurrage paid at the port);
- (ii) Shipping charges;
- (iii) Customs clearance charges; and
- (iv) Sales tax or value added tax.

---- Sd ----

(F.No.4 (1)/2006-MSME- Policy)  
JAWHAR SIRCAR, Addl. Secy.

**Indicative List of activities considered as Services:**

1. Small road & water transport operators
2. Small business
3. Professional & Self-employed persons
4. Consultancy Services including Management Services
5. Renting of Agricultural machinery
6. Composite Broker Services in Risk & Insurance Management
7. Third party administration (TPA) Services for medical insurance claims of policy holders
8. Seed Grading Services
9. Training –cum-Incubator centre
10. Educational Institutions
11. Training Institutes
12. Retail Trade
13. Practice of Law i.e. legal Services
14. Training in medical instruments (brand new)
15. Placement and management consultancy services
16. Advertising agency and Training centers
17. Sanitation Services (Hiring of Septic Tank Cleaner)
18. Clinical / Pathological Laboratories and scanning, MRI Tests
19. Hospitals
20. Restaurants with Bar
21. Canteens
22. Hotels
23. Motel Industry
24. Development of Software and providing Software Services.
25. Publishing
26. Advertising Agencies
27. Marketing Consultancy
28. Industrial Consultancy
29. Equipment Rental & Leasing
30. Typing Centres
31. Photocopying centres (Xeroxing)
32. Industrial Photography
33. Industrial R&D Labs
34. Industrial Testing Labs
35. Desk Top Publishing
36. Internet Browsing/ Setting up of Cyber Cafes
37. Auto Repair, Services and Garages
38. Documentary Films on themes like family planning, social forestry, energy conservation and commercial
39. advertising
40. Laboratories engaged in testing of raw materials, finished products
41. 'Servicing Industry' Undertakings engaged in maintenance, repair, testing or servicing of all types of vehicles & machinery of any description including electronic/electrical equipment/instruments, i.e., measuring/control instruments, televisions, tape recorders, VCRs, radios, transformers, motors, watches, etc.
42. Laundry & Dry-cleaning
43. X-Ray Clinic
44. Tailoring



45. Servicing of Agricultural Farm equipment, e.g., Tractor, Pump, Rig, Boring Machines, etc.
46. Weigh Bridge
47. Photographic Lab
48. Blue printing and enlargement of drawing/designs facilities
49. ISD/STD Booths
50. Teleprinter/FAX services
51. Sub-contracting Exchanges (SCXs) established by Industry Associations
52. EDP Institutes established by Voluntary Associations/ Non-Government Organisations
53. Coloured, and Black and White Studios equipped with processing laboratory
54. Ropeways in hilly areas
55. Installation and operation of Cable TV Network
56. Operating EPABX under franchises
57. Beauty Parlours and Creches
58. Nursing Home / clinics
59. Courier Services
60. Architecture designers
61. Events Management
62. Catering
63. Gems & Jewellery designing.
64. Retreading of Tyre
65. Infrastructure & Real Estate Activities
66. Power (Electrical) Distribution Service

**NOTE:**

Piggery Farm without Bacon processing shall not be classified either as manufacturing or as service enterprise because this is a farming activity.

### **Indicative List of activities considered as Manufacturing:**

1. Manufacture Of Chewing Items Like Pan Masala etc.
2. Manufacture Of Made Up Textile Articles
3. Manufacture of jute, mesta, hemp and other vegetable fibre products such as ropes, cordage, twine, etc.(excluding coir)
4. Manufacture Of Shawls, Blankets, Carpets
5. Manufacture Of Waering Apparel Readymade
6. Manufacture Of Khadi Garments
7. Dressing And Dyeing Of Fur, Manufacture
8. Manufacture Of Leather Footwear
9. Manufacture Of All Other Types Of Footwears
10. Manufacture Of Plup, Paper And Paper Boards
11. Manufacture Of Newsprint
12. Manufacture Of Corrugated Paper And Paper Board
13. Manufacture Of Coke Or Coke Oven Product
14. Manufacture Of Refined Petroleum Product
15. Manufacture Of Basic Chemicals except fertilizers and nitrogen compounds
16. Manufacture Of Turpentine And Resins Of vegetable origins
17. Manufacture Of Fertilizers And Nitrogen Compounds
18. Manufacture Of Plastic In Primary Form of synthetic Rubber
19. Manufacture Of Pesticides And Other Agro Chemical Products
20. Manufacture Of Paints, Varnishes And similar coatings, printing ink and mastics
21. Manufacture Of All Types Of Pharmaceuticals
22. Manufacture of soaps of all type, waxes & polishes, organic surface active agents (surfactants)
23. Manufacture Of Matches And Fireworks, Explosives, Ammunitions
24. Non-Edible Oils: Manufacture Of Essential Oils
25. Manufacture Of Photochemical, Sensitised Films and Papers
26. Manufacture Of Gelatin And Its Derivatives
27. Manufacture Of Man-Made Fibres
28. Manufacture Of Rubber Tyres, Tubes,
29. Manufacture Of Other Rubber Products
30. Manufacture Of Plastic Products
31. Manufacture Of Fibre Glass And Products
32. Manufacture Of Glass And Glass Products
33. Manufacture Of Non Structural Non-Refactory Ceramic Ware
34. Manufacture Of Cement, Lime And Plaster
35. Manufacture Of Articles Of Concrete, Cement and Plaster
36. Manufacture Of Mica And Mica Products
37. Manufacture Of Basic Iron And Steel
38. Manufacture Of Basic Precious And Non-Ferrous Metals
39. Manufacture Of Structural Metal Products
40. Manufacture Of Refrigerators Or Freezing Equipments
41. Manufacture of tractors, harvesters and other heavy machinery for use in agricultural and forestry
42. Manufacture Of Machine Tools

43. Manufacture of machinery (and parts) for mining, quarrying and construction
44. Manufacture Of Machinery For Food
45. Manufacture of machinery for textile, apparel and leather production
46. Manufacture of light agricultural and forestry machinery and equipment including forage press: ploughs, harrows, weeders, hoes
47. Manufacture Of Machinery For Metallurgy
48. Manufacture Of Weapons And Ammunition
49. Manufacture Of Other Special Purpose Machinery
50. Manufacture Of All Type Of Domestic Appliances
51. Manufacture Of Computer, Printers And Other Computer Peripherals
52. Manufacture Of Office, Accounting And Computing Machinery
53. Manufacture Of Electric Motors, Generators and transformers
54. Manufacture Of Electricity Distribution and control Apparatus
55. Manufacture Of Insulated Wire And Cable
56. Manufacture Of Accumulators, Primary Cells and Primary batteries
57. Manufacture Of Electric Lamps And Lighting Equipment
58. Manufacture Of Other Electrical Equipments
59. Manufacture Of Electronic Valves And Tubes
60. Manufacture Of Medical And Surgical Equipments
61. Manufacture Of Optical Instruments And Photographic Equipments
62. Manufacture Of Watches And Clocks
63. Manufacture Of Bodies For Motor Vehicles
64. Manufacture Of Parts And Accessories For Motor vehicles
65. Manufacture Of Railway And Tramway Locomotives
66. Manufacture Of Aircraft And Spacecraft
67. Manufacture Of Motorcycles, Mopeds, Scooters
68. Manufacture Of Bicycles, Cycle Rickshaws
69. Manufacture of furniture & fixtures made of wood, cane , reed metal, plastic etc.
70. Manufacture Of Jewellery And Related Art
71. Manufacture Of Musical Instruments
72. Manufacture Of Sports And Athletic Goods
73. Manufacture Of Games And Toys
74. Manufacture Of Stationery Articles
75. Manufacture of imitation jewellery, brooms and brushes; floorsweepers, mops; feather dusters; paint pads and rollers etc.; umbrellas, sun umbrellas, walking sticks, seat sticks, whips, riding crops, buttons, press fasteners, snap fasteners, press studs and slide fasteners; articles of personal use: smoking pipes; combs, hair slides and similar articles; cigarette lighters; vacuum flasks and other vacuum vessels for household use; articles of human hair and other articles of personal use.
76. Manufacture Of Linoleum And Hard Surface Floor Covering
77. Manufacture Of Gas Distribution Of Gaseous Fuels through Mains
78. Cotton Ginning
79. Power Generation by conventional as well as by non- conventional processes.

## ANNEXURE-C

MSME SPECIALIZED BRANCHES					
S.No	Branch	Branch Name	Zone Name	District	State
1	A0529	Amritsar Court Road	Amritsar	Amritsar	Punjab
2	H0167	Haldwani	Bareilly	Nainital	Uttarakhand
3	R0332	Rewa	Bhopal	Rewa	Madhya
4	S0278	Sagar	Bhopal	Sagar	Madhya
5	B0742	M P Nagar Bhopal	Bhopal	Bhopal	Madhya
6	S0315	Shahpur (Bhopal)	Bhopal	Bhopal	Madhya
7	R0365	Rajhara Dalli	Bhopal	Balod	Chhattisgarh
8	B0992	Hoshangabad Road, Bhopal	Bhopal	Bhopal	Madhya
9	I0103	Indore, P.Y. Road	Bhopal	Indore	Madhya
10	I0734	Indore	Bhopal	Indore	Madhya
11	B0119	Hamida Road, Bhopal	Bhopal	Bhopal	Madhya
12	G0101	Jayendra Ganj, Gwalior	Bhopal	Gwalior	Madhya
13	K0642	Korba	Bhopal	Korba	Chhattisgarh
14	R0298	Raipur	Bhopal	Raipur	Chhattisgarh
15	G0197	Mandi Gobindgarh	Chandigarh	Fatehgarh Sahib	Punjab
16	K0195	Kukar Majra	Chandigarh	Fatehgarh Sahib	Punjab
17	L0703	Lalru	Chandigarh	S A S Nagar	Punjab
18	M0186	Phase-V, Mohali	Chandigarh	S A S Nagar	Punjab
19	C0415	Sector 22-B, Chandigarh	Chandigarh	Chandigarh	Chandigarh
20	M0163	Mandi	Chandigarh	Mandi	Himachal
21	O0235	Oachghat	Chandigarh	Solan	Himachal
22	C0242	Chandigarh Sector 34	Chandigarh	Chandigarh	Chandigarh
23	C0409	Chandigarh Sector 47	Chandigarh	Chandigarh	Chandigarh
24	C0758	Chandigarh, Sco 272 Sector	Chandigarh	Chandigarh	Chandigarh
25	B0983	Baddi	Chandigarh	Solan	Himachal
26	M0200	Chennai Mount Road	Chennai	Chennai	Tamil Nadu
27	B0162	J.C.Road,Bangalore	Chennai	Banglore(Urban)	Karnataka
28	V0318	Vijaywada	Chennai	Krishna	Andhra
29	D0100	Dehradun Rajpur Road	Dehradun	Dehradun	Uttarakhand
30	M0256	Muzaffar Nagar	Dehradun	Muzaffarnagar	Uttar Pradesh
31	S0608	Saharanpur (Gurudwara	Dehradun	Saharanpur	Uttar Pradesh
32	D0374	Madhuban Hotel, Dehradun	Dehradun	Dehradun	Uttarakhand
33	D0383	Dalanwala,Dehradun	Dehradun	Dehradun	Uttarakhand
34	M0621	Delhi Road,Meerut	Dehradun	Meerut	Uttar Pradesh
35	H0241	Hapur	Delhi - I	Hapur	Uttar Pradesh
36	A0426	Atta, Noida	Delhi - I	Gautam Buddha	Uttar Pradesh
37	D0338	Krishna Nagar, New Delhi	Delhi - I	Shahdara	Delhi
38	D0540	Okhla, New Delhi	Delhi - I	South East	Delhi
39	D0007	Chandni Chowk	Delhi- II	Central Delhi	Delhi
40	D0075	New Delhi Rajouri Garden	Delhi- II	West Delhi	Delhi
41	D0019	New Delhi Pahar Ganj	Delhi- II	Central Delhi	Delhi
42	D0114	New Delhi Kashmere Gate	Delhi- II	Central Delhi	Delhi
43	D0413	New Delhi Pira Garhi	Delhi- II	West Delhi	Delhi

44	D0482	New Delhi Fatehpuri	Delhi- II	Central Delhi	Delhi
45	D0623	Kirtinagar, New Delhi	Delhi- II	West Delhi	Delhi
46	D0929	Jwalaheeri, New Delhi	Delhi- II	West Delhi	Delhi
47	F0089	Faridkot	Faridkot	Faridkot	Punjab
48	K0090	Kotkapura	Faridkot	Faridkot	Punjab
49	N0027	Nihal Singh Wala	Faridkot	Moga	Punjab
50	G0313	Godewala,Moga	Faridkot	Moga	Punjab
51	J0173	Jammu	Gurdaspur	Jammu	Jammu &
52	J0730	Jammu Digiana	Gurdaspur	Jammu	Jammu &
53	J0731	Jammu Nanak Nagar	Gurdaspur	Jammu	Jammu &
54	P0201	Pathankot	Gurdaspur	Pathankot	Punjab
55	S0237	Srinagar Main	Gurdaspur	Srinagar	Jammu &
56	U0239	Udhampur	Gurdaspur	Udhampur	Jammu &
57	S1183	Sarna	Gurdaspur	Pathankot	Punjab
58	B0094	Batala	Gurdaspur	Gurdaspur	Punjab
59	A0398	Aligarh	Gurgaon	Aligarh	Uttar Pradesh
60	M0820	Mathura S D Sabha Krishna	Gurgaon	Mathura	Uttar Pradesh
61	M0821	Mathura Cantonment	Gurgaon	Mathura	Uttar Pradesh
62	A0121	Ajronda	Gurgaon	Faridabad	Haryana
63	G0353	Gurudwara Road Gurgaon	Gurgaon	Gurgaon	Haryana
64	A0793	Guru Ka Tal	Gurgaon	Agra	Uttar Pradesh
65	F0471	Nit,Faridabad	Gurgaon	Faridabad	Haryana
66	G0757	Guwahati Disneyland High	Guwahati	Kamrup	Assam
67	A0004	Ambala City	Haryana	Ambala	Haryana
68	S0310	Sonepat	Haryana	Sonipat	Haryana
69	P0226	Panipat	Haryana	Panipat	Haryana
70	P0735	Sector -16,Panchkula	Haryana	Panchkula	Haryana
71	J0221	Jodhpur	Jaipur	Jodhpur	Rajasthan
72	S0772	Sri Ganga Nagar	Jaipur	Ganganagar	Rajasthan
73	J0607	L.B.S. College, Jaipur	Jaipur	Jaipur	Rajasthan
74	B0974	Bhiwadi	Jaipur	Alwar	Rajasthan
75	J0769	Sojati Gate, Jodhpur	Jaipur	Jodhpur	Rajasthan
76	J0421	Jalandhar Adda Hoshiarpur	Jalandhar	Jalandhar	Punjab
77	J0697	Sme Branch, Jalandhar	Jalandhar	Jalandhar	Punjab
78	C0625	Calcutta Chowringhee Road	Kolkatta	Kolkatta	West Bengal
79	N1171	New Jalpaiguri	Kolkatta	Siliguri	West Bengal
80	C0361	N.S. Road, Kolkata	Kolkatta	Kolkatta	West Bengal
81	R1240	Rourkela	Kolkatta	Sundergarh	Odisha
82	A0340	Allahabad	Lucknow	Allahabad	Uttar Pradesh
83	K0011	Kanpur Latouch Road	Lucknow	Kanpur City	Uttar Pradesh
84	K0018	Kanpur Gumti No.5	Lucknow	Kanpur City	Uttar Pradesh
85	K0425	Kanpur Transport Nagar	Lucknow	Kanpur City	Uttar Pradesh
86	J0491	Jhansi	Lucknow	Jhansi	Uttar Pradesh
87	V0321	Varanasi	Lucknow	Varanasi	Uttar Pradesh
88	J0371	Jamalpur Awana	Ludhiana	Ludhiana	Punjab
89	L0680	Ludhiana Kitchlu Nagar	Ludhiana	Ludhiana	Punjab
90	S0159	Sunet	Ludhiana	Ludhiana	Punjab

91	L0021	Ludhiana Gill	Ludhiana	Ludhiana	Punjab
92	L0145	Ludhiana Civil Lines	Ludhiana	Ludhiana	Punjab
93	L0293	Ludhiana Model Town	Ludhiana	Ludhiana	Punjab
94	L0682	Ludhiana New Janta Nagar	Ludhiana	Ludhiana	Punjab
95	L0692	Ludhiana Khalsa College	Ludhiana	Ludhiana	Punjab
96	S0144	Sherpur,Ludhiana	Ludhiana	Ludhiana	Punjab
97	L0699	Sme Branch,Ludhiana	Ludhiana	Ludhiana	Punjab
98	L0522	Gurd. Kalghidhar, Ludhiana	Ludhiana	Ludhiana	Punjab
99	L0681	Moti Nagar, Ludhiana	Ludhiana	Ludhiana	Punjab
100	P0324	Pune	Mumbai	Pune	Maharashtra
101	A0476	Reid Road,Ahmedabad	Mumbai	Ahmedabad	Gujarat
102	S0305	Surat	Mumbai	Surat	Gujarat
103	B0117	Opera House, Mumbai	Mumbai	Mumbai Suburban	Maharashtra
104	R0410	Rajkot	Mumbai	Rajkot	Gujarat
105	A0925	Satelite, Ahmedabad	Mumbai	Ahmedabad	Gujarat
106	B0569	Bhandup, Mumbai	Mumbai	Mumbai Suburban	Maharashtra
107	P0006	Gurmandi,Patiala	Patiala	Patiala	Punjab
108	D0272	Dhuri	Patiala	Sangrur	Punjab

## PRESCRIBED MARGINS

S.No.	Particulars	Margin
1	Hypothecation of Stocks	25%
2	Pledge of Stocks	15%
3	Hypothecation of Book Debts	25%
4	Plant & Machinery/Factory Land & Building	25%
5	Advances against LAP/OD against Property	50%
6	Advance for construction of Real Estate*** (*** atleast 20% margin should be from promoters own contribution and any deviation in this regard should be permitted by Management Committee of the Board)	40%
7	Advances against Bank's own Deposits	10%
8	Advances against Govt. Securities	25%
9	Advances against Approved Shares, Debentures, Units of UTI, Units of Mutual Fund (On the latest prevailing market value in case of Shares and on NAV or MV whichever is lower in case of Mutual Fund units Demat form ** In IPOs** (* **For Funded facilities ,subject to change by RBI)  For Non-funded facilities to Stock Brokers and market Makers #  (# With at least 25% cash margin. However, it would be prudent if all such advances are 100% secured. Security other than cash margin in such case could be property.)	50% 50%  50%
10	Vehicles (Tractors & Trucks) covered under Priority Sector. (Chassis in case of trucks and buses)	15%
11	Advances against Vehicles including Car (other than Priority Sector) Chassis Body	25% (for chassis and body)
12	Second Hand Vehicles, Car, Plant & Machinery	40%
13	Advance against export incentives	25%
14	Packing Credit	10%

**Note:** 1) In case any amendment is done by H.O. Credit Monitoring & Policy Deptt. in the above mentioned margin requirements, the same shall be applicable for MSMEs as well.

2) In all cases involving Restructuring, margins can be reduced by the respective sanctioning authority as per viability requirement of the company/unit.

3) Margins and deviations prescribed in specific schemes shall be applicable.

**Powers for Deviation in Margin:** The following authorities are empowered to reduce the margins as prescribed above for cases up to his lending powers (in terms of H.O. Credit Monitoring & Policy Deptt. Circular No. 1657 dated 29.05.2012):

<b>Authority</b>	<b>Reduction</b>
i) ZLCC headed by AGM	Maximum Reduction 5% upto a Minimum Margin of 15%
ii) ZLCC headed by DGM	Maximum Reduction 10% upto a Minimum Margin of 10%
iii) Credit Committee headed by CGM/ GM(A)/ Incharge LHO/ FGM/ GM(ZO)	Maximum Reduction 15% upto a Minimum margin of 10%
iv) CACB/Credit Committee headed by ED	Can consider cases even with 0% Margin



**PROCESSING/ REVIEWAL CHARGES**

<b>Credit Facility</b>	<b>Processing Fee (Rs.) (plus applicable GST)</b>
<b>1.</b> Fund based limit/ loan up to Rs. 25000/-	NIL
<b>2.</b> Fund based limit/loan above Rs. 25000/- and upto Rs.2 lakh (including Real Estate Sector)	Rs. 400/-
<b>3.</b> Exposure above Rs.2 lakh other than to Real Estate Sector a) W.C. – Funded/Non-funded  b). Term Loans above Rs.2 lakh	0.50% with minimum of Rs.500 with no cap, at the time of sanction/renewal  1.00% (New Borrower) 0.75%(5 yr. Old Borrower) 0.50%(20 yr old Borrower) (0.05% without any cap for every reviewal for Term Loan above Rs.10 lakh)
<b>4.</b> Exposure above Rs.2 lakh to Real Estate Sector  a).W.C. funded/ non-funded above Rs.2 lakh and upto Rs. 50 lakh  b).W.C. funded/ non-funded above Rs.50 lakh.  c) Term Loans above Rs.2 lakh	Rs. 500/- per lakh or part thereof with no cap  1.0% with no cap and 50% of applicable charges on renewal every year  1.00% (New Borrower) 0.75% (5 yr. Old Borrower) 0.50% (20 yr old Borrower) (0.05% without any cap for every reviewal for Term Loan above Rs.10 lakh)
<b>5.</b> Consortium/ Multiple Banking Arrangement	In case of consortium accounts, 0.25% fee to be charged. If other Banks are charging higher fee, same is to be charged by our Bank.

**Note:** 1) In case any amendment is done by H.O. Credit Monitoring & Policy Deptt. in the above Processing/ Reviewal charges, the same shall be applicable for MSMEs as well.

2) Processing/ Reviewal charges prescribed under specific schemes shall be applicable.

<b>List of MSME Clusters in India (identified by UNIDO)</b>				
S. No.	State	District	Location	Product
1	Andhra Pradesh	Anantpur	Rayadurg	Readymade Garments
2	Andhra Pradesh	Anantpur	Chitradurg	Jeans Garments
3	Andhra Pradesh	Chittoor	Nagari	Powerloom
4	Andhra Pradesh	Chittoor	Ventimalta, Srikalahasti, Chundur	Brass Utensils
5	Andhra Pradesh	East Godavari	East Godavari	Rice Mills
6	Andhra Pradesh	East Godavari	Rajahmundry	Graphite Crucibles
7	Andhra Pradesh	East Godavari	East Godavari	Coir & Coir Products
8	Andhra Pradesh	East Godavari	Rajahmundry	Aluminium Utensils
9	Andhra Pradesh	East Godavari & West Godavari	East Godavari (EG) & West Godavari	Refractory Products
10	Andhra Pradesh	Guntur	Guntur	Powerloom
11	Andhra Pradesh	Guntur	Guntur	Lime Calcination
12	Andhra Pradesh	Guntur	Macherla	Wooden Furniture
13	Andhra Pradesh	Hyderabad	Hyderabad	Ceilling Fan
14	Andhra Pradesh	Hyderabad	Hyderabad	Electronic Goods
15	Andhra Pradesh	Hyderabad	Hyderabad	Pharmaceuticals- Bulk Drugs
16	Andhra Pradesh	Hyderabad	Musheerabad	Leather Tanning
17	Andhra Pradesh	Hyderabad	Hyderabad	Hand Pumpsets
18	Andhra Pradesh	Hyderabad	Hyderabad	Foundry
19	Andhra Pradesh	Karimnagar	Sirsilla	Powerloom
20	Andhra Pradesh	Krishna	Machilipatnam	Gold Plating & Imitation Jewellery
21	Andhra Pradesh	Krishna	Vijayawada	Rice Mills

22	Andhra Pradesh	Krishna	Chundur, Kavadiguda, Charminar, Vijayawada	Steel Furniture
23	Andhra Pradesh	Kurnool	Adoni	Oil Mills
24	Andhra Pradesh	Kurnool	Kurnool	Artificial Diamonds
25	Andhra Pradesh	Kurnool, Cuddapah	Kurnool(Banaganapalle, Bethamcheria, Kolimigundla) Cuddapah	Polished Slabs
26	Andhra Pradesh	Prakasam	Markapuram	Stone Slate
27	Andhra Pradesh	Ranga Reddy	Balanagar, Jeedimetla & Kukatpally	Machine Tools
28	Andhra Pradesh	Srikakulam	Palasa	Cashew Processing
29	Andhra Pradesh	Visakhapatnam, East Godavari	Visakhapatnam, Kakinada	Marine Foods
30	Andhra Pradesh	Warangal	Warangal	Powerloom
31	Andhra Pradesh	Warangal	Warangal	Brassware
32	Andhra Pradesh	West Godavari	West Godavari	Rice Mills
33	Bihar	Begusarai	Barauni	Engineering & Fabrication
34	Bihar	Muzzafarpur	Muzzafarpur	Food Products
35	Bihar	Patna	Patna	Brass and German Silver Utensils
36	Chhattisgarh	Durg, Rajnandgaon, Raipur	Durg, Rajnandgaon, Raipur	Steel Re-rolling
37	Chhattisgarh	Durg, Raipur	Durg, Raipur	Castings & Metal Fabrication
38	Delhi	North West Delhi	Wazirpur, Badli	Stainless Steel Utensils & Cutlery
39	Delhi	South & West Delhi	Okhla, Mayapuri	Chemicals
40	Delhi	West & South	Naraina & Okhla	Electrical Engineering Equipment
41	Delhi	West & South	Naraina & Okhla	Electronic Goods
42	Delhi	North Delhi	Lawrence Road	Food Products
43	Delhi	South Delhi	Okhla, Wazirpur Flatted Factories Complex	Leather Products
44	Delhi	South, West Delhi	Okhla, Mayapuri, Anand Parbat	Mechanical Engineering Equipment
45	Delhi	West, South, East Delhi	Naraina, Okhla, Patparganj	Packaging Material
46	Delhi	West & South	Naraina & Okhla	Paper Products

47	Delhi	West & South	Naraina Udyog Nagar & Okhla	Plastic Products
48	Delhi	West, South, North West	Naraina, Okhla, Shivaji Marg, Naiafgarh Road	Rubber Products
49	Delhi	North East Delhi	Shahdara & Vishwasnagar	Wire Drawing
50	Delhi	West & North West	Mayapuri & Wazirpur	Metal Fabrication
51	Delhi	West & North East	Kirtinagar & Tilak Nagar	Furniture
52	Delhi	North West Delhi	Wazirpur	Electro Plating
53	Delhi	South, West, North West & North West	Okhla, Mayapuri, Naraina, Wazirpur Badli & G.T. Karnal Road	Auto Components
54	Delhi	North East Delhi, East Delhi & South	Shahdara, Gandhinagar, Okhla & Maidangari	Hosiery
55	Delhi	South & North East	Okhla & Shahdara	Readymade Garments
56	Delhi	South Delhi	Okhla	Sanitary Fittings
57	Gujarat	Ahmedabad	Ahmedabad	Pharmaceuticals
58	Gujarat	Ahmedabad	Ahmedabad	Dyes & Intermediates
59	Gujarat	Ahmedabad	Ahmedabad	Moulded Plastic Products
60	Gujarat	Ahmedabad	Ahmedabad	Readymade Garments
61	Gujarat	Ahmedabad	Ahmedabad	Textile Machinery Parts
62	Gujarat	Ahmedabad	Ahmedabad, Dhanduka	Diamond Processing
63	Gujarat	Ahmedabad	Ahmedabad	Machine Tools
64	Gujarat	Ahmedabad	Ahmedabad	Castings & Forging
65	Gujarat	Ahmedabad	Ahmedabad	Steel Utensils
66	Gujarat	Ahmedabad	Ahmedabad	Wood Product & Furniture
67	Gujarat	Ahmedabad	Ahmedabad	Paper Products
68	Gujarat	Ahmedabad	Ahmedabad	Leather Footware
69	Gujarat	Ahmedabad	Ahmedabad	Washing Powder & Soap
70	Gujarat	Ahmedabad	Ahmedabad	Marble Slabs
71	Gujarat	Ahmedabad	Ahmedabad	Power Driven Pumps
72	Gujarat	Ahmedabad	Ahmedabad	Electronic Goods
73	Gujarat	Ahmedabad	Ahmedabad	Auto Parts
74	Gujarat	Amreli	Savarkundla	Weights & Measures
75	Gujarat	Amreli, Juna Garh, Raikot	Amreli Juna Garh Rajkot belt	Oil Mills Machinery
76	Gujarat	Bhavnagar	Alang	Ship Breaking
77	Gujarat	Bhavnagar	Bhavnagar	Steel Re-rolling
78	Gujarat	Bhavnagar	Bhavnagar	Machine Tools
79	Gujarat	Bhavnagar	Bhavnagar	Plastic Processing
80	Gujarat	Bhavnagar	Bhavnagar	Diamond Processing

81	Gujarat	Gandhinagar	Kalol	Powerloom
82	Gujarat	Jamnagar	Jamnagar	Brass Parts
83	Gujarat	Jamnagar	Jamnagar	Wood Product & Furniture
84	Gujarat	Maheana	Vijapur	Cotton Cloth Weaving
85	Gujarat	Rajkot	Dhoraji, Gondal, Rajkot	Oil Mills
86	Gujarat	Rajkot	Jetpur	Textile Printing
87	Gujarat	Rajkot	Morvi & Wankaner	Flooring Tiles(Clay)
88	Gujarat	Rajkot	Morvi	Wall Clocks
89	Gujarat	Rajkot	Rajkot	Diesel Engines
90	Gujarat	Rajkot	Rajkot	Electric Motors
91	Gujarat	Rajkot	Rajkot	Castings & Forging
92	Gujarat	Rajkot	Rajkot	Machine Tools
93	Gujarat	Rajkot	Rajkot	Diamond Processing
94	Gujarat	Surat	Surat, Choryasi	Diamond Processing
95	Gujarat	Surat	Surat	Powerloom
96	Gujarat	Surat	Surat	Wood Product & Furniture
97	Gujarat	Surat	Surat	Textile Machinery
98	Gujarat	Surendranagar	Surendranagar & Thangadh	Ceramics
99	Gujarat	Surendranagar	Chotila	Sanitary Fittings
100	Gujarat	Vadodara	Vadodara	Pharmaceuticals- Bulk Drugs
101	Gujarat	Vadodara	Vadodara	Plastic Processing
102	Gujarat	Vadodara	Vadodara	Wood Product & Furniture
103	Gujarat	Valsad	Pardi	Dyes & Intermediates
104	Gujarat	Valsad/ Bharuc	Vapi/Ankleshwar	Chemicals
105	Gujarat	Valsad/ Bharuc	Vapi/Ankleshwar	Pharmaceuticals- Bulk Drugs
106	Goa	South Goa	Margao	Pharmaceutical
107	Haryana	Ambala	Ambala	Mixies & Grinders
108	Haryana	Ambala	Ambala	Scientific Instruments
109	Haryana	Bhiwani	Bhiwani	Powerloom
110	Haryana	Bhiwani	Bhiwani	Stone Crushing
111	Haryana	Faridabad	Faridabad	Auto Components
112	Haryana	Faridabad	Faridabad	Engineering Cluster
113	Haryana	Faridabad	Faridabad	Stone Crushing
114	Haryana	Gurgaon	Gurgaon	Auto Components
115	Haryana	Gurgaon	Gurgaon	Electronic Goods
116	Haryana	Gurgaon	Gurgaon	Electrical Engineering

117	Haryana	Gurgaon	Gurgaon	Readymade Garments
118	Haryana	Gurgaon	Gurgaon	Mechanical Engineering Equipment
119	Haryana	Kaithal	Kaithal	Rice Mills
120	Haryana	Karnal	Karnal	Agricultural Implements
121	Haryana	Karnal, Kurukshetra, Panipat	Karnal, Kurukshetra, Panipat	Rice Mills
122	Haryana	Panchkula	Pinjore	Engineering Equipment
123	Haryana	Panchkula	Panchkula	Stone Crushing
124	Haryana	Panipat	Panipat	Powerloom
125	Haryana	Panipat	Panipat	Shoddy Yarn
126	Haryana	Panipat	Samalkha	Foundry
127	Haryana	Panipat	Panipat	Cotton Spinning
128	Haryana	Rohtak	Rohtak	Nuts/ Bolts
129	Haryana	Yamuna Nagar	Yamuna Nagar	Plywood/Board/Blackboa
130	Haryana	Yamunanagar	Jagadhri	Utensils
131	Himachal Pradesh	Kullu & Sirmaur	Kullu & Sirmaur	Food Processing
132	Himachal Pradesh	Kangra	Damtal	Stone Crushing
133	Himachal Pradesh	Solan	Parwanoo	Engineering Equipment
134	Jammu & Kashmir	Anantnag	Anantnag	Cricket Bat
135	Jammu & Kashmir	Jammu	Jammu	Steel Re-rolling
136	Jammu & Kashmir	Jammu/ Kathua	Jammu/ Kathua	Oil Mills
137	Jammu & Kashmir	Jammu/ Kathua	Jammu/ Kathua	Rice Mills
138	Jammu & Kashmir	Srinagar	Srinagar	Timber Joinery/ Furniture
139	Jharkhand	Sarikela-Kharsawan	Adityapur	Auto Components
140	Jharkhand	East Singhbhum	Jamshedpur	Engineering &
141	Jharkhand	Bokaro	Bokaro	Engineering &
142	Karnataka	Bangalore	Bangalore	Machine Tools
143	Karnataka	Bangalore	Bangalore	Powerloom
144	Karnataka	Bangalore	Bangalore	Electronic Goods
145	Karnataka	Bangalore	Bangalore	Readymade Garments
146	Karnataka	Bangalore	Bangalore	Light Engineering

147	Karnataka	Bangalore	Bangalore	Leather Products
148	Karnataka	Belgaum	Belgaum	Foundry
149	Karnataka	Belgaum	Belgaum	Powerloom
150	Karnataka	Bellary	Bellary	Jeans Garments
151	Karnataka	Bijapur	Bijapur	Oil Mills
152	Karnataka	Dharwad	Hubli, Dharwad	Agriculture Implements and Tractor Trailer
153	Karnataka	Gadag	Gadag Betgeri	Powerloom
154	Karnataka	Gulburga	Gulburga Gadagh belt	Dal Mills
155	Karnataka	Hassan	Arasikara	Coir & Coir Products
156	Karnataka	Mysore	Mysore	Food Products
157	Karnataka	Mysore	Mysore	Silk
158	Karnataka	Raichur	Raichur	Leather Products
159	Karnataka	Shimoga	Shimoga	Rice Mills
160	Karnataka	South Kannada	Mangalore	Food Products
161	Kerala	Alappuzha	Alappuzha	Coir & Coir Products
162	Kerala	Ernakulam	Ernakulam	Rubber Products
163	Kerala	Ernakulam	Ernakulam	Powerloom
164	Kerala	Ernakulam	Kochi	Sea Food Processing
165	Kerala	Kannur	Kannur	Powerloom
166	Kerala	Kollam	Kollam	Coir & Coir Products
167	Kerala	Kottayam	Kottayam	Rubber Products
168	Kerala	Mallappuram	Mallappuram	Powerloom
169	Kerala	Palakkad	Palakkad	Powerloom
170	Kerala		Faizlure	Powerloom
171	Maharashtra	Ahmednagar	Ahmednagar	Auto Components
172	Maharashtra	Akola	Akola	Oil Mills (Cotton seed)
173	Maharashtra	Akola	Akola	Dal Mills
174	Maharashtra	Aurangabad	Aurangabad	Auto Components
175	Maharashtra	Aurangabad	Aurangabad	Pharmaceuticals- Bulk Drugs
176	Maharashtra	Bhandara	Bhandara	Rice Mills
177	Maharashtra	Chandrapur	Chandrapur	Roofing Tiles
178	Maharashtra	Chandrapur	Chandrapur	Rice Mills
179	Maharashtra	Dhule	Dhule	Chilly Powder
180	Maharashtra	Gadchiroli	Gadchiroli	Castings & Forging
181	Maharashtra	Gadchiroli	Gadchiroli	Rice Mills
182	Maharashtra	Gondia	Gondiya	Rice Mills

183	Maharashtra	Jalgaon	Jalgaon	Dal Mills
184	Maharashtra	Jalgaon	Jalgaon	Agriculture Implements
185	Maharashtra	Jalna	Jalna	Engineering Equipment
186	Maharashtra	Kolhapur	Kolhapur	Diesel Engines
187	Maharashtra	Kolhapur	Kolhapur	Foundry
188	Maharashtra	Kolhapur	Ichalkaranji	Powerloom
189	Maharashtra	Mumbai	Mumbai	Electronic Goods
190	Maharashtra	Mumbai	Mumbai	Pharmaceutical - Basic Drugs
191	Maharashtra	Mumbai	Mumbai	Toys (Plastic)
192	Maharashtra	Mumbai	Mumbai	Readymade Garments
193	Maharashtra	Mumbai	Mumbai	Hosiery
194	Maharashtra	Mumbai	Mumbai	Machine Tools
195	Maharashtra	Mumbai	Mumbai	Engineering Equipment
196	Maharashtra	Mumbai	Mumbai	Chemicals
197	Maharashtra	Mumbai	Mumbai	Packaging Material
198	Maharashtra	Mumbai	Mumbai	Handtools
199	Maharashtra	Mumbai	Mumbai	Plastic Products
200	Maharashtra	Nagpur	Nagpur	Powerloom
201	Maharashtra	Nagpur	Nagpur	Engineering & Fabrication
202	Maharashtra	Nagpur	Nagpur	Steel Furniture
203	Maharashtra	Nagpur	Nagpur(Butibori)	Readymade Garments
204	Maharashtra	Nagpur	Nagpur	Handtools
205	Maharashtra	Nagpur	Nagpur	Food Processing
206	Maharashtra	Nanded	Nanded	Dal Mills
207	Maharashtra	Nashik	Malegaon	Powerloom
208	Maharashtra	Nashik	Nashik	Steel Furniture
209	Maharashtra	Pune	Pune	Auto Components
210	Maharashtra	Pune	Pune	Electronic Goods
211	Maharashtra	Pune	Pune	Food Products
212	Maharashtra	Pune	Pune	Readymade Garments
213	Maharashtra	Pune	Pune	Pharmaceuticals- Bulk Drugs
214	Maharashtra	Pune	Pune	Fibre Glass
215	Maharashtra	Ratnagiri	Ratnagiri	Canned & Processed Fish
216	Maharashtra	Sangli	Sangli	M S Rods
217	Maharashtra	Sangli	Madhavanagar	Powerloom
218	Maharashtra	Satara	Satara	Leather Tanning



219	Maharashtra	Sholapur	Sholapur	Powerloom
220	Maharashtra	Sindhudurg	Sindhudurg	Cashew Processing
221	Maharashtra	Sindhudurg	Sindhudurg	Copper Coated Wires
222	Maharashtra	Thane	Bhiwandi	Powerloom
223	Maharashtra	Thane	Kalyan	Confectionery
224	Maharashtra	Thane	Vashind	Chemicals
225	Maharashtra	Thane	Tarapur, Thane-Belapur	Pharmaceuticals- Bulk Drugs
226	Maharashtra	Thane	Thane	Sea Food
227	Maharashtra	Wardha	Wardha	Solvent Oil
228	Maharashtra	Yavatmal	Yavatmal	Dal Mills
229	Madhya Pradesh	Bhopal	Bhopal	Engineering Equipment
230	Madhya Pradesh	Dewas	Dewas	Electrical Goods
231	Madhya Pradesh	East Nimar	Burhanpur	Powerloom
232	Madhya Pradesh	Indore	Indore	Pharmaceuticals-Bulk Drugs
233	Madhya Pradesh	Indore	Indore	Readymade Garments
234	Madhya Pradesh	Indore	Indore	Food Processing
235	Madhya Pradesh	Indore	Pithampur	Auto Components
236	Madhya Pradesh	Jabalpur	Jabalpur	Readymade Garments
237	Madhya Pradesh	Jabalpur	Jabalpur	Powerloom
238	Madhya Pradesh	Ujjain	Ujjain	Powerloom
239	Orissa	Balangir	Balangir	Rice Mills
240	Orissa	Balasore	Balasore	Rice Mills
241	Orissa	Balasore	Balasore	Powerloom
242	Orissa	Cuttack	Cuttack	Rice Mills
243	Orissa	Cuttack	Cuttack	Chemicals & Pharmaceuticals
244	Orissa	Cuttack	Cuttack (Jagatpur)	Engineering & Fabrication
245	Orissa	Cuttack	Cuttack	Spices
246	Orissa	Dhenkanal	Dhenkanal	Powerloom
247	Orissa	Ganjam	Ganjam	Powerloom
248	Orissa	Ganjam	Ganjam	Rice Mills

249	Orissa	Koraput	Koraput	Rice Mills
250	Orissa	Puri	Puri	Rice Mills
251	Orissa	Sambhalpur	Sambhalpur	Rice Mills
252	Punjab	Amritsar	Amritsar	Rice Mills
253	Punjab	Amritsar	Amritsar	Shoddy Yarn
254	Punjab	Amritsar	Amritsar	Powerloom
255	Punjab	Fatehgarh Sahib	Mandi Govindgarh	Steel Re-rolling
256	Punjab	Gurdaspur	Batala	Machine Tools
257	Punjab	Gurdaspur	Batala, Gurdaspur	Rice Mills
258	Punjab	Gurdaspur	Batala	Castings & Forging
259	Punjab	Jalandhar	Jalandhar	Sports Goods
260	Punjab	Jalandhar	Jalandhar	Agricultural Implements
261	Punjab	Jalandhar	Jalandhar	Handtools
262	Punjab	Jalandhar	Jalandhar	Rubber Goods
263	Punjab	Jalandhar	Kartarpur	Wooden Furniture
264	Punjab	Jalandhar	Jalandhar	Leather Tanning
265	Punjab	Jalandhar	Jalandhar	Leather Footwear
266	Punjab	Jalandhar	Jalandhar	Surgical Instruments
267	Punjab	Kapurthala	Kapurthala	Rice Mills
268	Punjab	Kapurthala	Phagwara	Diesel Engines
269	Punjab	Ludhiana	Ludhiana	Auto Components
270	Punjab	Ludhiana	Ludhiana	Bicycle Parts
271	Punjab	Ludhiana	Ludhiana	Hosiery
272	Punjab	Ludhiana	Ludhiana	Sewing M/C Components
273	Punjab	Ludhiana	Ludhiana	Industrial Fastners
274	Punjab	Ludhiana	Ludhiana	Handtools
275	Punjab	Ludhiana	Ludhiana	Machine Tools
276	Punjab	Ludhiana	Ludhiana	Forging
277	Punjab	Ludhiana	Ludhiana	Electroplating
278	Punjab	Moga	Moga	Wheat Threshers
279	Punjab	Patiala	Patiala	Agricultural Implements
280	Punjab	Patiala	Patiala	Cutting Tools
281	Punjab	Sangrur	Sangrur	Rice Mills
282	Rajasthan	Alwar, S. Madhopur,	Alwar, S. Madhopur Bharatpur belt	Oil Mills
283	Rajasthan	Ajmer	Kishangarh	Marbe Slabs
284	Rajasthan	Ajmer	Kishangarh	Powerloom
285	Rajasthan	Alwar	Alwar	Chemicals

286	Rajasthan	Bikaner	Bikaner	Papad Mangodi, Namkin
287	Rajasthan	Bikaner	Bikaner	Plaster of Paris
288	Rajasthan	Dausa	Mahuwa	Sand Stone
289	Rajasthan	Gaganagar	Ganganagar	Food Processing
290	Rajasthan	Jaipur	Jaipur	Gems & Jewellery
291	Rajasthan	Jaipur	Jaipur	Ball Bearing
292	Rajasthan	Jaipur	Jaipur	Electrical Engineering Equipment
293	Rajasthan	Jaipur	Jaipur	Food Products
294	Rajasthan	Jaipur	Jaipur	Garments
295	Rajasthan	Jaipur	Jaipur	Lime
296	Rajasthan	Jaipur	Jaipur	Mechanical Engineering Equipment
297	Rajasthan	Jhalawar	Jhalawar	Marble Slabs
298	Rajasthan	Nagaur	Nagaur	Handtools
299	Rajasthan	Sikar	Shikhawati	Wooden Furniture
300	Rajasthan	Sirohi	Sirohi	Marble Slabs
301	Rajasthan	Udaipur	Udaipur	Marble Slabs
302	Tamil Nadu	Chennai	Chennai	Auto components
303	Tamil Nadu	Chennai	Chennai	Leather Products
304	Tamil Nadu	Chennai	Chennai	Electroplating
305	Tamil Nadu	Coimbatore	Coimbatore	Diesel Engines
306	Tamil Nadu	Coimbatore	Coimbatore	Agricultural Implements
307	Tamil Nadu	Coimbatore	Tirupur	Hosiery
308	Tamil Nadu	Coimbatore	Coimbatore	Machine Tools
309	Tamil Nadu	Coimbatore	Coimbatore	Castings & Forging
310	Tamil Nadu	Coimbatore	Coimbatore, Palladam, Kannam	Powerloom
311	Tamil Nadu	Coimbatore	Coimbatore	Wet Grinding Machines
312	Tamil Nadu	Erode	Surampatti	Powerloom
313	Tamil Nadu	Karur	Karur	Powerloom
314	Tamil Nadu	Madurai	Madurai	Readymade Garments
315	Tamil Nadu	Madurai	Madurai	Rice Mills
316	Tamil Nadu	Madurai	Madurai	Dal Mills
317	Tamil Nadu	Namakkal	Thiruchengode	Rigs
318	Tamil Nadu	Salem	Salem	Readymade Garments
319	Tamil Nadu	Salem	Salem	Starch & Sago
320	Tamil Nadu	Thanjavur	Thanjavur	Rice Mills
321	Tamil Nadu	Tiruchirappalli	Tiruchirappalli	Engineering Equipment

322	Tamil Nadu	Tiruchirappalli	Tiruchirapalli (Rural)	Artificial Diamonds
323	Tamil Nadu	Tuticorin	Kovilpathi	Safety Matches
324	Tamil Nadu	Vellore	Ambur, Vaniyambadi, Pallar Valley	Leather Tanning
325	Tamil Nadu	Virudhunagar	Rajapalayam	Cotton Mills(Gauge Cloth)
326	Tamil Nadu	Virudhunagar	Virudhunagar	Tin Container
327	Tamil Nadu	Virudhunagar	Sivakasi	Printing
328	Tamil Nadu	Virudhunagar	Sivakasi	Safety Matches & Fire Works
329	Tamil Nadu	Virudhunagar	Srivilliputhur	Toilet Soap
330	Uttar Pradesh	Agra	Agra	Foundry
331	Uttar Pradesh	Agra	Agra	Leather Footwear
332	Uttar Pradesh	Agra	Agra	Mechanical Engineering Equipment
333	Uttar Pradesh	Aligarh	Aligarh	Brass & Gunmetal Statues
334	Uttar Pradesh	Aligarh	Aligarh	Locks
335	Uttar Pradesh	Aligarh	Aligarh	Building Hardware
336	Uttar Pradesh	Allahabad	Mau	Powerloom
337	Uttar Pradesh	Allahabad	Mau Aima	Leather Products
338	Uttar Pradesh	Banda	Banda	Powerloom
339	Uttar Pradesh	Bulandshahr	Khurja	Ceramics
340	Uttar Pradesh	Firozabad	Firozabad	Glass Products
341	Uttar Pradesh	Gautam Buddha Nagar	Noida	Electronic Goods
342	Uttar Pradesh	Gautam Buddha Nagar	Noida	Toys
343	Uttar Pradesh	Gautam Buddha Nagar	Noida	Chemicals
344	Uttar Pradesh	Gautam Buddha Nagar	Noida	Electrical Engineering Equipment
345	Uttar Pradesh	Gautam Buddha Nagar	Noida	Garments
346	Uttar Pradesh	Gautam Buddha Nagar	Noida	Mechanical Engineering Equipment
347	Uttar Pradesh	Gautam Buddha Nagar	Noida	Packaging Material

348	Uttar Pradesh	Gautam Buddha Nagar	Noida	Plastic Products
349	Uttar Pradesh	Ghaziabad	Ghaziabad	Chemicals
350	Uttar Pradesh	Ghaziabad	Ghaziabad	Mechanical Engineering Equipment
351	Uttar Pradesh	Ghaziabad	Ghaziabad	Packaging Material
352	Uttar Pradesh	Gorakhpur	Gorakhpur	Powerloom
353	Uttar Pradesh	Hathras	Hathras	Sheetwork (Globe, Lamp)
354	Uttar Pradesh	Jhansi	Jhansi	Powerloom
355	Uttar Pradesh	Kannauj	Kannauj	Perfumery & Essential Oils
356	Uttar Pradesh	Kanpur	Kanpur	Saddlery
357	Uttar Pradesh	Kanpur	Kanpur	Cotton Hosiery
358	Uttar Pradesh	Kanpur	Kanpur	Leather Products
359	Uttar Pradesh	Meerut	Meerut	Sports Goods
360	Uttar Pradesh	Meerut	Meerut	Scissors
361	Uttar Pradesh	Moradabad	Moradabad	Brassware
362	Uttar Pradesh	Muzaffarnagar	Muzaffarnagar	Rice Mills
363	Uttar Pradesh	Saharanpur	Saharanpur	Rice Mills
364	Uttar Pradesh	Saharanpur	Saharanpur	Woodwork
365	Uttar Pradesh	Varanasi	Varanasi	Sheetwork (Globe, Lamp)
366	Uttar Pradesh	Varanasi	Varanasi	Powerloom
367	Uttar Pradesh	Varanasi	Varanasi	Agricultural Implements
368	Uttar Pradesh	Varanasi	Varanasi	Electric Fan
369	Uttaranchal	Dehradun	Dehradun	Miniature Vacuum Bulb
370	Uttaranchal	Haridwar	Roorkee	Survey Instruments
371	Uttaranchal	Udham Singh Nagar	Rudrapur	Rice Mills

372	West Bengal	Bankura	Barjora	Fishing Hooks(Information awaited)
373	West Bengal	HMC & Bally Municipal area	Howrah	Foundry
374	West Bengal	Howrah	Bargachia, Mansinghapur, Hantal, Sahadatpur & Jagatballavpur	Locks
375	West Bengal	Howrah	HMC & Bally Municipal area Sevok Rd	Steel Re-rolling
376	West Bengal	Howrah	Domjur	Artificial & Real Jewellery
377	West Bengal	Cooch Bihar	Cooch Bihar-I, Tufanganj, Mathabangha, Mekhliganj	Sitalpati/ Furniture
378	West Bengal	Kolkata	Wellington, Khanpur	Electric Fans
379	West Bengal	Kolkata	Sovabazar, Cossipur	Hosiery
380	West Bengal	Kolkata	Metiaburuj Ward No. 138 to 141	Readymade Garments
381	West Bengal	Kolkata	Tiljala, Topsia, Phoolbagan	Leather Goods
382	West Bengal	Kolkata	Daspara(Ultadanga), Ahiritola	Dal Mills
383	West Bengal	Kolkata	Taltala, Lenin, Sarani	Mechanical Engineering Equipment
384	West Bengal	Kolkata	Bowbazar, Kalighat	Wood Products
385	West Bengal	Nadia	Matiary, Dharmada, Nabadwi	Bell/Metal Utensils
386	West Bengal	Nadia	Ranaghat	Powerloom
387	West Bengal	Purulia	Jhalda Proper, Purulia, Begunkodar & Tanasi	Handtools
388	West Bengal	South 24 Parganas	Kalyanpur, Purandarpur, Dhopagachi	Surgical Instruments

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<b>Sr. no.</b>	<b>Circular</b>	<b>Date</b>	<b>Subject</b>
1.	H.O.P.S. Circulator No. 514/2016	22.11.2016	Bank's Policy for Finance to Micro, Small & Medium Enterprises (MSME Policy)
2.	H.O.P.S. Circulatory Letter No. 25/2017	17.07.2017	Investment in Plant & Machinery for the purpose of classification as Micro, Small & Medium Enterprises – documents to be relied upon.
3.	H.O.P.S. Circular No. 501/2016	29.07.2016	Master Direction – Priority Sector lending – Targets and Classification
4.	H.O.P.S. Circular No. 524/2016	18.07.2017	Master Circular – Credit Facilities to Scheduled Caste (SCs) and Scheduled Tribes (STs)
5.	H.O.P.S. Circular No. 440/2012	31.10.2012	MSME Portal, Online filing and tracking of SME Loan Application of the Bank
6.	H.O.P.S. Circular No. 470/2015	01.04.2015	MSE Booklets –Loan Application, Appraisal And Documentation
7.	H.O. C.M.&P.Deptt. Circular No. 1711/2017	02.06.2017	Loan Policy of the Bank
8.	H.O.P.S. Circulatory Letter No. 27/2014	10.07.2014	Revised General Credit Card (GCC) Scheme
9.	H.O.P.S. Circular No. 446/2013	23.10.2013	Credit Linked Capital Subsidy Scheme (CLCSS)
10.	H.O. C.M.&P. Deptt. Circular No. 1709/2017	20.03.2017	Prudential norms on Income Recognition, Assets Classification, Provisioning and guidelines on Restructuring of Advances
11.	H.O. C.M.&P. Deptt. Circular No. 1701/2016	29.06.2016	Framework for Revival and Rehabilitation of Micro, Small and Medium Enterprise
12.	H.O.P.S. Circular No. 491/2015	09.10.2015	Code of Bank's Commitment to Micro and Small Enterprises, August 2015
13.	H.O.P.S. Circulatory Letter No. 09/2014	08.03.2014	Rationalization in Rate of Interest on Micro, Small and Medium Enterprises (MSMEs)
14.	H.O. C.M.&P. Deptt. Circular No. 1657/2012	29.05.2012	Delegation of Lending Powers For Advances and Guidelines & Provisions for use of Lending Powers
15.	H.O. C.M.&P. Deptt. Circulatory Letter No. 44/2013	30.12.2013	Amendments in Revision/Rationalization of Service Charges on Loans and Advances
16.	H.O.P.S. Circular No. 510/2016	21.10.2016	Credit Guarantee Fund for Micro Units (CGFMU) under Pradhan Mantri Mudra Yojana
17.	H.O.P.S. Circular No. 511/2016	27.10.2016	Credit Guarantee Scheme for Stand Up India (CGSSI)
18.	H.O.L&R Circular No. 258/2016	01.10.2016	Recovery Management Policy and Guidelines for Settlement / Write-Off in Borrowal Accounts.
19.	H.O.L&R Circular No. 260/2017	01.07.2017	Special Short Term Scheme for Settlement of Secured/Partially Secured/ Unsecured NPA Accounts.

