

**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

**Information & Communications Technology (ICT) Policy of the Government of Andhra Pradesh – ICT Policy 2005-2010 - Orders –Issued.**

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**INFORMATION TECHNOLOGY & COMMUNICATIONS DEPARTMENT**

**Promotions 1 Section**

**G.O.Ms.No.11**

**Dated.21.03.2005.**

**Read the following:**

**G.O.Ms.No.27, IT&C Department, dtd.27.06.2002.**

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**ORDER:**

1. The Government of Andhra Pradesh aspire to transform the state into a knowledge society and make available the benefits of information technology to all citizens, especially those in rural areas and living in poverty. The State wishes to become a leading destination for investments in Information & Communications Technology (ICT) and a major player in the information economy. The State will leverage ICT for achieving an **Info-age** (inclusive, networked, fast, Open, accountable, globally benchmarked and efficient) government.
2. The Government had announced the first ICT policy in May 1999 followed by the second policy in June 2002 for attracting investments into the State. The NASSCOM-KPMG report of 2004 projects India's software exports in IT&ITES/BPO sector at \$49 Billion (Rs.2,30,300 crores) by 2009 with direct employment opportunity for 20 lakh graduates. Andhra Pradesh aims to achieve Rs.69,000 crores in software export turnover and seeks to create employment for 3 lakh employees directly. It is estimated by NASSCOM that every direct job creates four indirect jobs hence it is expected to create indirect employment for 12 lakhs in the State by 2009. In December 2004, Gartner in its report "IT Outsourcing to India – Analysis of Cities" has mentioned that Hyderabad would be the IT Hotspot by 2010 and has rated it high on account of Infrastructure and Human Resources.
3. McKinsey report projects India's electronics manufacturing opportunities to be \$47 billion (Rs.2,20,900 crores) industry by 2009. Andhra Pradesh wishes to attain a leading position by building a \$12 billion (Rs.56,400 crores) IT hardware and Electronics manufacturing industry.
4. The Government involved all stake holders-IT Industry, Government departments & Institutions and Academia in formulating the new ICT Policy by constituting Think Tanks. The inputs from these Think Tanks to make Andhra Pradesh the most attractive destination and the projections of a large market size have led to the evolution of this policy 2005-2010.
5. The policy is segmented into two sections: section I is on eGovernance and section II on investment promotion.

## Section I - eGovernance

*The Government of Andhra Pradesh is committed to build a people-centered, inclusive and development-oriented Information Society, where everyone can create, access, utilize and share information and knowledge, enabling individuals, communities and people to achieve their full potential in promoting sustainable development and improving their quality of life. The Government intends bridging the digital divide and creating an inclusive Information Society.*

### **6. e-Gov. Agency (eGovernment Agency)**

AP Technology Services Ltd., (APTS Ltd.) will function as a specialized agency for all e-Government initiatives in the state and will work in close coordination with the Directorate of Electronic Delivery of Services (EDS) and the Institute for Electronic Governance (IEG). APTS will set up specialized cells dealing with Information Security, Outsourcing, Technology tracking, use of open source and providing legal services pertaining to ICT, in addition to its existing focus on IT procurement and application software development.

### **7. Embedding IT in departments**

The Government will take steps to develop skills of existing staff to deal with matters pertaining to deployment of technology within the departments.

### **8. Chief Information Officers (CIOs)**

The Government will expand the existing programme of training of CIOs and will develop linkages with leading institutes like the 'JF Kennedy School of Government' in Harvard University and the 'Civil Services College' in Singapore for offering specialized programmes in e-government and other related institutions.

### **9. Electronic Advisory Panel (eAP)**

In order to develop globally benchmarked competencies in ICT, the Government will establish a high level advisory panel - e-AP (Advisory Panel) for accessing advice from eminent professionals in ICT. The panel will consist of about 20 members drawn from academia, business, civil society and government.

### **10. IT Architecture**

The Government of Andhra Pradesh will require all Departments to refer their applications to IEG for compliance with the IT architecture for the State.

### **11. e-Government Interoperability Framework**

The Government of Andhra Pradesh will develop an interoperability framework taking into account developments that have taken place in evolving similar frameworks elsewhere in the world.

### **12. Geographical Information Infrastructure**

The Government of Andhra Pradesh will commission a study to come out with a uniform architecture for geo-spatial databases.

### **13. Digital Certificates**

The Government of Andhra Pradesh recognizes the importance of using digital certificates for ensuring the legal validity of e-transactions. APTS Ltd., will be designated as a certifying agency.

### **14. Open Source**

The Government of Andhra Pradesh will encourage the use of Open Source and special competencies for this purpose will be built up in IEG to guide and advise government departments on its use.

### **15. Broadband Connectivity**

- a. The A.P.Broadband project will provide affordable bandwidth to citizens, businesses and government entities in Andhra Pradesh. It is proposed to establish the network with threshold bandwidths of 10 Gbps at the district, 1 Gbps at the Mandal and 100 Mbps at the village level.
- b. The network will be established as a public private partnership. The Government will provide 'right of way', access and will be an anchor client for sourcing bandwidth from the proposed network. A.P.Broadband network will allow channelising entertainment and various data services over the network and give a fillip to ICT in rural areas by having services like Internet and Voice over Internet Protocol (VoIP), piggyback on cable television networks.

### **16. Access devices**

The Government will coordinate with Central Government agencies, aid organizations and banking/financial institutions for funding low cost access devices (for internet/broadband) to citizens. Research on the development of these devices would be taken up through for IEG and International Institute of Information Technology (IIIT), Hyderabad.

### **17. RAJiv Internet village**

Innovative project of rural kiosks delivering a host of services - G2C (Government to Citizens) and B2C (Business to Citizens) services and will also take up computer training for imparting e-literacy.

### **18. Use of ICT for poverty alleviation**

The Government will initiate and launch "Information Technology for Alleviating Poverty" (IT4AP) as a mission. The focus of this initiative will be on using ICT in key sectors like irrigation, agriculture, education, health and rural development – that can significantly impact the poverty eradication.

### **19. Tracking Indices and introducing schemes**

Indices for e-Readiness, Poverty Index, Global Competitiveness and Human – Development Index (HDI), Happiness Index etc., will be initiated and bring out suitable schemes to bridge the gaps for taking the society forward.

### **20. Human Resources Development**

In the area of ICT, Government will address the development of skills that are in synchronisation with emerging employment opportunities. The Government will set up a

'Future Skills Unit' under the A.P. State Council of Higher Education and IEG. This unit will be required to track technology trends and identify future requirements in terms of skills and training.

### **21. GO Places & IC**

The Government will set up an electronic employment exchange integrated in the Government Portal that will provide information to potential employers about skills available in the state and will offer **Government Online Placement Services (Go Places)** as part of this initiative. The Government is also keen to involve citizens in policy formulation and giving suggestions to improve the quality of governance. Accordingly, the Government will set this up as part of the Government portal for obtaining **Ideas from Citizens (IC)** on a continuing basis.

### **22. m-Government (Mobile Government)**

The Government of Andhra Pradesh will launch a special initiative to cater to mobile communications for delivery of e-government applications. To begin with, the existing applications being offered as part of e-Seva will be progressively made available for mobile access.

### **23. Privacy**

With the increasing use of electronic networks and delivery of e-services it is necessary that the privacy of citizens should be ensured. The Government of Andhra Pradesh will introduce policies and procedures to safeguard privacy of citizen data.

### **24. Smart Cards & Biometrics**

With the availability of better security technologies and lower costs, smart cards have the potential for use in many applications such as the banking, retail payments, vehicle registration, internet payments, citizen ID (Identity), eGovernance, ration cards, pensions, driving license, health records etc. The Government will encourage use of Smart Cards and Biometrics.

### **25. Website Policy**

All Departments and Agencies of the Government will host and design websites uniformly. The Departments will ensure placing relevant & quality content besides ensuring constant updates on the website by a responsible officer nominated from the department. IEG will be the nodal agency to set the guidelines. IEG with Jawahar Knowledge Centers (JKCs) will offer Tools and Templates. All websites will be bilingual i.e., in Telugu and English.

### **26. Local Language Development**

The Government will support the standardization of representation and processing in local language and eLiteracy programmes for effective usage of computers.

### **27. Speech processing and Synthesis**

The Government will actively encourage development of speech processing and synthesis as a drive towards encouraging increasing literacy in the state through electronic learning.

## **28. Information Security**

For the security of information, the Government has evolved a Security Architecture involving the implementation of Firewalls, Intrusion detection systems, Access controls etc while using IT resources. The Government will also assign public IP address to the departments and agencies of the government for setting up their own web and mail servers.

## **29. Emergency response Teams**

An Emergency Response Team would be set up by IT Vendors with AP Technology Services at the State headquarters and with JKC's at the District levels for dealing with virus & security attacks and maintenance.

## **30. Call Centre**

The existing call center will be strengthened and integrated with more departments and mirrored with the Government Portal for handling all citizen related queries.

## **31. Software Piracy**

The Government is keen on protecting Intellectual Property Rights and Copyrights of IT Products and will encourage use of only legal or authorised products.

# **Section-II - Investment Promotion**

**32.** Andhra Pradesh aims to attain leadership in the information economy by developing local enterprise (business organisation) and by attracting best in class ICT companies and institutions. The ICT sector today faces new challenges that need to be addressed. For example, the key drivers for deciding the location of ICT companies are the availability of skilled talent, apart from high quality infrastructure and a supportive Government. The present ICT policy seeks to focus on development of Human Resources, Infrastructure, Capital and Incentives. Therefore the four key areas are for providing the right ambience for attracting investments into the State are:

- i) The organizational structures and arrangements for attracting investments in ICT.
- ii) The incentives regime for the ICT sector.
- iii) Facilitation for potential investors.
- iv) Provision of aftercare services to existing ICT players within the state.

## **33. Organisational Structures and arrangements**

### **a. AP Invest**

The Government of Andhra Pradesh will aggressively identify potential investors as part of a targeted approach and will present AP's value proposition in the specific context of their businesses.

### **b. Success – fee based partnerships**

The Government of Andhra Pradesh will consider tie-ups with leading empanelled international consultancy firms and empanelled global investment promotion agencies on a success fee based approach for attracting investments in

the ICT sector. The success fee will be limited to 1% of the total investment brought in, but shall not exceed Rs.40 lakhs in a single case. Eligibility criteria and performance matrix of such empanelled consultants will be as per the terms and conditions set out by the Government in consultation with the Industry representatives from time to time.

**c. Collaboration with other states / countries**

The Government of Andhra Pradesh will actively pursue tie-ups with counterpart agencies in other states and countries to explore the possibilities of co-investments by companies seeking to set up ICT investments in more than one state / country.

**34. Definitions:**

- a) IT Industry includes Hardware Manufacturing (IT Hardware & Electronics) and IT/ITES units/companies. IT/ITES units/ companies include IT software, IT services and IT Enabled Services / BPO / Animation & Gaming.
- b) IT Infrastructure companies mean the real estate Infrastructure developer or a builder constructing IT Office space for sale/lease or for lease-cum-sale to IT Industry/Financial Institution for the purpose of IT activities by the IT Industry defined above.
- c) Telecommunication companies include Basic Telecom Service Providers (fixed), VSAT, Cellular (Mobile) companies, Telecom Infrastructure companies, ISPs and any other value added services licensed by Ministry of Communications & IT, Government of India.
- d) ICT: means the IT Industry and Telecommunication Companies.
- e) Date of commencement of commercial operations is the date on which commercial operations of the company has commenced, i.e. the date of the first commercial sale bill/invoice raised by the ICT company.
- f) SME: Small & Medium Enterprises are Companies with sales income/turnover less than Rs.10 crores and above Rs.1 crore per annum.
- g) Existing IT Industry Units in Andhra Pradesh commencing operations at a new location within the state should be 100 kms away from the existing location for being treated as a new unit to be eligible for the incentives under this policy.

**35. Incentives regime**

a. Incentives available automatically

- i) IT/ITES units are exempt from the purview of the AP Pollution Control Act except in respect of power generation sets.
- ii) IT/ITES units/ companies are exempt from the purview of statutory power cuts.
- iii) IT Industry is exempt from inspections under the following Acts and the Rules framed there under, barring inspections arising out of specific complaints. The IT units are permitted to file self-certificates, in the prescribed formats.
  - 1. The Factories Act 1948.
  - 2. The Maternity Benefit Act 1961.
  - 3. The AP Shops & Establishments Act 1988.
  - 4. The Contract Labour (Regulation & Abolition) Act 1970.

5. The Payment of Wages Act 1936.
6. The Minimum Wages Act 1948.
7. The Employment Exchanges (Compulsory Notification of Vacancies) Act 1959.

iv) General permission for three shift operations with women working in the night for IT/ITES units/ companies.

v) IT/ITES units/ companies and non-hazardous hardware manufacturing industry consisting of IT & Electronics are declared as essential service.

b. Incentives to be sanctioned on application by ICT Companies:

The Government intends to focus its incentive policy on the following areas that are critical to attracting investments into the State:

- i) IT Infrastructure e.g. IT Parks including IT Parks developed by the private developers and companies building own IT campuses.
- ii) Development of talent pool.
- iii) Development of entrepreneurship in IT.
- iv) Development of R&D.
- v) Development of Tier-II Cities.
- vi) Special incentives for SMEs engaged in IT.
- vii) Development of Hardware Manufacturing.

The Consultative Committee on IT Industry (CCITI) - a joint committee with representatives from the Government and the ICT Industry with the composition and terms of reference specified in the **Annexure-I** shall administer the incentives on specific application made by an ICT Company for the incentives mentioned in the subsequent paragraphs.

**36. Infrastructure:**

All allotments of land to the IT Industry shall be made through APIIC. For all such lands the APIIC is the nodal agency with powers to provide all State Government clearances including the Building Plan Approvals (except Fire Services clearance). APIIC will also facilitate and co-ordinate for the provision of utilities to the IT Industry and it will provide demand assessment for the requirements of support infrastructure from time to time. This provision aims at facilitating the IT industry getting all clearances at a single point.

The incentives proposed are as under:

- a. **Power:** IT industry is classified as industrial units for the purpose of levying the industrial power tariff.
- b. **Rebate on Cost of Land:** IT/ITES units/ companies establishing their own facilities on clear Government land are eligible for a rebate in cost of land calculated at the rate of Rs.20,000/- per job created. This rebate is not available on acquired lands. The eligibility criteria, procedure for allotment of land and for availing of the rebate, are specified in **Annexure-II**.

*Companies availing this incentive will not be eligible for 100% Stamp duty reimbursement and Recruitment assistance.*

- c. **Stamp Duty: 100% reimbursement** of stamp duty, transfer duty and Registration fee paid by IT Industry & Telecommunication companies. This incentive shall be allowed onetime on the first transaction only. It will not be available if the incentive, Rebate on cost of land is being availed and is subject to the criteria laid down in **Annexure-III**.
- d. **Zoning regulations & Special Stipulations for IT Parks on Private lands and IT Campus:** IT/ITES units/ companies will be exempt from the zoning regulations and from the payment of conversion fee.

Promoting exclusive IT/ITES Corridor at

1. Hyderabad: all along the proposed Outer Ring Road up to a depth of 5 km., on either side.
2. Visakhapatnam: on either side of the proposed NH 5 by pass between Anakapalli and Anandapuram via Pendhurti up to a depth of 2 km.
3. Vijayawada: all along the NH 9 bypass between Ibrahimpatnam and Kankipadu up to a depth of 2 km.

For the development of IT Parks and own campus by IT Companies there will be no restriction on FSI norms subject to payment of premium at prescribed rates. The above incentives are applicable to all urban areas of the State. IT Parks should use 60% net usable/developed area/land for IT office space and balance 40% for housing, retail etc in accordance with the rules existing for layout approvals. This incentive shall be allowed subject to the criteria laid down in **Annexure-IV**.

- e. **Hyderabad Knowledge Corridor** An area of 80 sq., kms., declared as Knowledge Corridor in Hyderabad covering 34 Revenue Villages from Kanamet to Kollur with approximately 20,000 acres of land.
- f. **Urban Land Ceiling Exemption:** Private land owners will be allowed exemption under ULC for development of IT parks with a minimum extent of 25 acres in the periphery of city limits & beyond and with a minimum of 5 acres within city limits subject to payment of prescribed fee. This incentive shall be allowed subject to the criteria laid down in **Annexure-IV**.
- g. **Supporting Infrastructure:** The Government of Andhra Pradesh will provide infrastructure for power, water, sewerage and roads upto the site boundary of designated/notified IT Park clusters.
- h. **Telecom Infrastructure:** the Andhra Pradesh Broadband network will be made available for investing companies to cater to their communication requirements at competitive rates.
- i. **Consent Acquisitions:** The Government will facilitate purchase of private lands in accordance with the land acquisition act for development of IT Parks by leading and reputed developers/companies, which offer large employment opportunities. It is proposed that APIIC will be the nodal agency facilitating the consent acquisition at a fee, for leading and reputed developers and leading IT/ITES companies.

### **37. Talent Pool**

- a. **Training Incentive:** Incentive of Rs.2,000/- per candidate will be provided to training centers, which successfully trained the candidates in communication/soft skills and employ in reputed IT & ITES companies. Eligible only to accredited training institutions and for accredited training programmes provided the training institution is able to place a minimum of:



1. 200 candidates per center per annum for **Training Institutes** located in Hyderabad.
2. 100 candidates per center per annum for **Training Institutes** located elsewhere in Andhra Pradesh.

This incentive is available subject to the condition that all the **Training Institutions** are registered online with Andhra Pradesh State Council for Higher Education (APSCHE) in accordance with the norms and criteria laid down by APSCHE to be eligible for this incentive. Details regarding registered training centers, information of candidates trained, placed must be maintained online at [www.apsche.org](http://www.apsche.org) or such website notified from time-to-time. Training Institutions to produce proof of such placements from IT/ITES companies.

- b. **Improving quality of existing technical education:** The Government of Andhra Pradesh will facilitate linkages between Andhra Pradesh based engineering colleges, leading academic institutions of international repute and the industry. Jawahar Knowledge Centers in all 23 Districts will be made operational exposing candidates to training on the tools used by the IT Companies besides working on Projects to make the students ready for the Industry absorption.
- c. **Institute for Services Management** steered by APSCHE with industry leaders, training institutes, NASSCOM, etc., for Training courses focused on development of language skills, communication skills, leadership skills, customer service and specific courses matching to the needs of the industry both voice and non voice based. The institute will primarily train the trainers and provide initiatives for creating skilled work force for the industry.
- d. **Graduate Employability Test (GET)** for ITES and for IT, which will enable the ICT companies to recruit on fast track mode. The test shall be conducted by APSCHE & IEG respectively.
- e. **Attracting top academic institutions in engineering:** The Government of Andhra Pradesh will make special efforts to get the world's best academic institutions in engineering to locate their campuses in Andhra Pradesh.
- f. For providing thrust to the growth of the Animation sector an **Animation Academy** shall be set up. Animation as a specialisation will be offered in Fine Arts Courses.
- g. Linkages between Universities and Companies: Representatives from the ICT Industry will be included in the Andhra Pradesh State Council of Higher Education and also on the Boards of Universities in Andhra Pradesh.

### 38. Entrepreneurship

- a. **Incubation:** The Government of Andhra Pradesh is keen to foster entrepreneurship in the IT in the State by providing necessary assistance to start-up companies. A committee of venture capitalists, eminent persons from Finance/Banking and highly regarded academicians and technologists will be constituted for determining incubation status. Preferential treatment for space in IT Parks will be provided at lower than market rates. Each IT Park will be required to set up space for incubating new companies. Such space will be initially to the extent of 5% of the total space created for IT purposes in the IT Parks.
- b. **Andhrapreneurs:** The Government of Andhra Pradesh will take up a entrepreneur development programme in the ICT field by promoting training in educational institutions like schools, colleges and universities with tie-ups from leading management

institutions and Centers of Excellence for Entrepreneurship. This will enable increased professional entrepreneur talent pool in the State.

- c. **Venture Funding:** The Government will facilitate availability of Venture Funding for the Entrepreneurs and will make efforts to network with venture funding and Angel Funding agencies globally.

### **39. Highend Research and Development**

- a. **Space:** A Committee will be set up to scrutinize applications qualifying for high end R&D. Companies applying for such status will be provided free space for five years in designated IT Parks.
- b. **Software Tools:** The Government of Andhra Pradesh will provide software tools relevant to R&D activity to facilitate companies engaged in R&D to share such tools. The software tools will be made available at IEG & the International Institute of Information Technology (IIIT), Hyderabad for use by interested companies.
- c. **Patent Filing Costs:** The Government of Andhra Pradesh is keen to encourage the filing of patents by companies located within the State. The Government will, therefore, reimburse the cost of filing patents to companies having their headquarters in Andhra Pradesh for successfully receiving patents. Reimbursement of such cost will be limited to a maximum of Rs.2 Lakhs per patent awarded.

### **40. Quality Certifications:**

The Government of Andhra Pradesh will reimburse 20% of expenditure incurred for obtaining quality certifications for CMM Level 2 upwards. Reimbursement will be limited to a maximum of Rs.4 lakhs. Similar reimbursement will be made to BS7799 for security and also for ITES Companies for achieving COPC and eSCM certification.

- The IT/ITES units/ companies can claim this incentive only once.
- A company can claim incentive for BS7799 and any one of CMM Level 2 upwards or COPC or eSCM.

### **41. Tier-II locations:**

- a. A subsidy of Rs.50 lakhs to the first five anchor IT / ITES companies employing more than 250 employees in IT or 500 employees in ITES in any Tier-II location.
- b. Rs.15 Lakhs as recruitment assistance for employing minimum 100 employees in IT & 200 employees in ITES within two years of commencement of commercial operations in the Tier-II city.
  - IT/ITES units/ companies can avail any one of the above incentives only.
  - This incentive is not available for the IT/ITES units/ companies availing Rebate on the Cost of Land.
  - A company in Hyderabad should start new operations 100 Kms., away from the present location but within the state. The distance between two units should be 100 Kms., for being considered as a new unit.
  - New IT companies commencing operations for the first time in AP should be 100 kms., away from Hyderabad for availing the incentive.
  - This incentive will not be available if the incentive Rebate on cost of land is being availed.

#### **42. Special package for Small & Medium Enterprises (SMEs)**

Definition of SMEs: IT Industry units/companies with turnover less than Rs.10 crores and above Rs.1 crore per annum.

- a. Power: 25% rebate on power tariff in the first three years of the operations and conversion to Industrial Power Tariff. This incentive shall be allowed subject to the criteria laid down in **Annexure -V**.
- b. Reimbursement of 50% Exhibition subsidy for participating in the international exhibitions limited to 9 sq., mts., of space, in respect of the stall rent payable for participation in international events notified by the IT&C Department.
- c. Allotment of land: Government will endeavor to reserving land for preferred allotment to SMEs in the IT Corridor proposed near Hyderabad and land for SMEs in other locations. Criteria for allotment will be prepared separately.
- d. Government will support IT Exporters Associations, HYSEA, NASSCOM, STPI, IEG, or any such organisation (as decided by the committee) in the creation of Library for making available material on trends in technology, market intelligence, research reports and analysis etc by contributing Rs.10 lakhs per annum for development of the SME sector by making such material available at these libraries.
- e. Rs.10 Lakhs as recruitment assistance for employing minimum 100 employees in IT & 200 employees in ITES within one year of commencement of commercial operations in Hyderabad and around upto 50 kms. This incentive will not be available if the incentive Rebate on cost of land is availed.

#### **43. Mega Projects:**

A special package of incentives will be offered for mega projects. Such projects will be defined as projects creating employment of more than 1000 in the case of IT and 1500 in the case of ITES. Alternatively an investment of Rs.50 crores and above will be considered as a mega project.

#### **44. Special Focus Areas:**

In the case of the following segments a special package of incentives will be offered in consultation with potential investors.

1. Nano Technology.
2. Smart Appliances.
3. Next Generation Communications.
4. Broadband Internet Equipment.
5. Robotics.

#### **45. Hardware Industry:**

- a. Hardware manufacturing is the priority sector of this Government and the special focus areas have already been spelt out.
- b. The Government will facilitate development of a Nano Technology Park near the Hardware Park in Hyderabad. It will encourage private enterprises to set up Semiconductor manufacturing and other related activities including R&D.
- c. Hardware Park near the Rajiv Gandhi International Airport, Hyderabad would be declared as SEZ, which will enable congenial and rapid growth of the industry.
- d. 300 acres of land would be earmarked for SMEs in the Hardware Park and will be developed as Hardware Manufacturing Cluster Park (HMCP) in the SEZ.

- e. Multiple Hardware Manufacturing Cluster Parks (HMCP) would be developed in the state for development of Hardware industry.
- f. Strategically relevant R&D will be promoted for developing high value added products and services by encouraging leading companies and institutions to setup their R&D centers in Andhra Pradesh.
- g. Government will provide the following support to the Hardware Industry:
  1. Exempt from the purview of statutory power cuts.
  2. Exempt from inspections, Self Certification Permitted on Labour Laws.
  3. Non-Hazardous IT & Electronic Hardware Manufacturing Industry are declared as essential service.
  4. Power: IT & Electronic Hardware Manufacturing Industry shall be classified as industrial units for the purpose of levying the industrial power tariff.
  5. Stamp duty: 100% reimbursement of stamp duty, transfer duty and Registration fee for all IT & Electronic Hardware Manufacturing Industry in the Hardware Manufacturing Cluster Parks (HMCP).
  6. Supporting Infrastructure: The Government of Andhra Pradesh will provide infrastructure like power, water, sewerage and roads upto HMCP.
  7. Improving quality of existing technical education: The Government of Andhra Pradesh will facilitate linkages between Andhra Pradesh based engineering colleges, polytechnic colleges with leading academic institutions of international repute and the industry.
  8. Linkages between Universities and Companies: Representatives from the IT & Electronic Hardware Manufacturing Industry will be included in the Andhra Pradesh State Council of Higher Education and on the Boards of Universities in Andhra Pradesh.
  9. Patent Filing Costs will be reimbursed to a maximum of Rs.2 lakhs on successful attainment of the patents.
  10. Rs.10 Lakhs as recruitment assistance will be paid for employing minimum 100 employees within one year of commencement of commercial operations for SMEs in Hyderabad and around upto 50 kms.
  11. Rs.15 Lakhs as recruitment assistance will be paid for employing minimum 100 employees in Tier-II cities within two years of commencement of commercial operations of the company.
  12. Government will support ELIAP, ELCINA or STPI (as decided by the committee) in the creation of Library for making available material on trends in technology, market intelligence, research reports and analysis etc., by contributing Rs.10 lakhs per annum by making such material available at these libraries.
  13. 50% Exhibition subsidy will be reimbursed for participating in the international exhibitions limited to 9 sq. mts., of space, in respect of the stall rent payable as notified from time-to-time.

**46.** It is proposed to create an IT Infrastructure Fund similarly on the lines of Industrial Infrastructure Development Fund (IIDF) to meet the cost of servicing the interest on the loans raised by APTRANSCO and Water & Sewerage Board and for the development of the IT Parks.

**47.** The format of application, which is common for all the above incentives, is available as **Annexure-VI** to this policy.

48. This policy will be in force for a period of 5 years with immediate effect and supersedes the previous orders cited at reference above.
49. All the above incentives would be applicable to companies who commence the commercial operations in Andhra Pradesh prospective to these orders.
50. This order is issued with the concurrence of the Finance department vide U.O.No. 4945/PFS/2004 dtd.20/12/2004.
51. Copy of this order is available on website [www.ap-it.com](http://www.ap-it.com)

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**J C MOHANTY  
PRINCIPAL SECRETARY TO GOVERNMENT**

To  
All the Departments of Secretariat  
Commissioner, Municipal Administration, Hyderabad  
Commissioner and I.G., Stamps and Registration, Hyderabad  
Commissioner, Industries, Hyderabad  
Chairman and Managing Director, APIIC, Hyderabad  
Executive Director, APIIC, Hyderabad  
Commissioner, Information and Public Relations, Hyderabad  
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Vice Chairman, HUDA, Hyderabad  
PS to Minister for Finance, Hyderabad  
PS to Minister for Major Industries, Hyderabad  
PS to Minister for Revenue, Hyderabad  
PS to Minister for MA&UD, Hyderabad  
PS to Minister for Energy, Hyderabad  
PS to Minister for Labour, Hyderabad  
Director, STPI, Hyderabad  
President, HYSEA, Hyderabad  
President, ELIAP, Hyderabad

//FORWARDED::BY ORDER//

**SECTION OFFICER**

## Annexure – I

(G.O.Ms.No:11, Dept. of IT&C, dated.21.03.2005, ICT Policy)

### Consultative Committee on IT Industry

1. For administering the incentives to the ICT Industry in a smooth manner, a high level co-ordination between the various Departments of the Government and the Industry is required. For effectively resolving the problems, overcoming the impediments and ensuring growth of the ICT Industry in the State, a Consultative Committee on IT Industry (CCITI) with the following composition is constituted:

1) Principal Secretary, IT&C Department	Chairman
2) CMD, AP TRANSCO	Member
3) CMD, APCPDCL	Member
4) Commissioner & IG Registration	Member
5) VC & MD, APIIC	Member
6) OSD, APIIC- Vizag	Member
7) SCIO, IT&C Department	Member
8) Representative APSCHE	Member
9) Representative of Labour Department	Member
10) Representative of Commissioner Customs	Member
11) Joint Collector, R.R.District	Member
12) Director, STPI, Hyderabad	Member
13) Chief Engineer, APIIC	Member
14) Representative of Commissioner of Industries	Member
15) President, HYSEA	Member
16) Secretary, HYSEA	Member
17) President, ELIAP	Member
18) Secretary, ELIAP	Member
19) Regional Director, NASSCOM	Member
20) Representative of APINVEST	Member
21) JD (Promotions), IT&C Department	Convener

2. The CCITI shall act as a single window for granting incentives announced through this ICT Policy.

3. The terms of reference of CCITI are indicated below:

- To grant various incentives to ICT industry on examination of applications made by them including approving allotment of lands to the ICT Industry.
- To resolve the problems in implementation of the ICT Policy for speedy realization of the goals set forth.
- To prescribe the procedures and to issue guidelines and clarifications in the implementation of the ICT Policy.

4. The term of the CCITI shall be coterminous with the ICT Policy. The CCITI can approve/reject applications for incentives at its sole discretion.

J C MOHANTY  
PRINCIPAL SECRETARY TO GOVERNMENT

//FORWARDED::BY ORDER//

**SECTION OFFICER**

## Annexure – II

(G.O.Ms.No:11, Dept. of IT&C, dated.21.03.2005, ICT Policy)

### Rebate in Cost of Land

IT/ITES Companies establishing their own facilities can avail rebate in the cost of land linked to employment for all allotments of clear Government land made by the Government/APIIC. The terms for allotting land and the procedure for availing the rebate are specified below:

#### 1. Conditions for Allotment of Land:

- a) The rebate shall be applicable only in respect of clear government lands allotted by Government/APIIC with prospective effect; this rebate will not be applicable for acquired lands nor on development charges.
- b) The rebate shall be restricted to Rs. 20,000/- per job created or the cost of the bare land (excluding development charges) whichever is less subject to a ceiling computed at the rate 0.30 acres for every 100 jobs created. {Eg. If 3250 jobs are created the limit for allotment of land at concessional price would be 9.75 acres}.
- c) The minimum number of employees to be hired by a company in order to avail of the concession on land cost shall be 100 (corresponding to a ceiling of 0.30 acres of land).
- d) On areas allotted in excess of the limit i.e. the ceiling of 0.30 acres for every 100 jobs created, no concessions would be applicable;
- e) The minimum gross salary/ wage for an employment to be considered to have been created would be Rs. 5000/- per month;
- f) The period for which such employment would have to be sustained to be eligible to be reckoned for this incentive shall be two years;
- g) The number of employees to be considered for the purpose of this provision shall not exceed the number arrived at by the formula: [no. of computer work stations at a location x (1.33) x number of shifts (of 8 hours each) operated by the company at the location];

#### 2. Eligibility Criteria:

- a) The concessions linked to employment generation will be limited to the extent of the number of persons of Andhra Pradesh origin employed by the company. A Company will be free to employ persons as per their own policies. However, the concessions available under this incentive will be restricted to the number of persons of AP origin employed by the company. For the purposes of this provision, a person of AP origin is defined as specified below:

- A resident of the State of AP.
  - Domiciled in the State of AP.
  - Born in the State of AP.
  - Studied in School/College/University in the State of AP.
  - A person either of whose parents was born or attended School/College/University in State of AP or was domiciled in AP.
- b) A resident of the State of AP is defined as a person satisfying any of the following criteria:
- i. Whose name finds place in electoral roll anywhere in Andhra Pradesh.
  - ii. Whose name finds place in the citizens data maintained by the Revenue Department and is assigned with a multipurpose identity card no. (also termed SSID No:)
  - iii. Who holds a ration card/telephone connection/gas connection in his/her name or in the name of any member of his/her family?
  - iv. Who is able to furnish any other proof of residents like drawal of monthly salary through bank account?

A minimum time period of 2 years of residence in Andhra Pradesh is stipulated for this purpose.

### 3. Performance Guarantee:

For availing the above rebate on cost of land a Bank Guarantee has to be furnished for the rebate amount for a period as per the terms of the MoU to be signed between the IT Company and the Government of Andhra Pradesh. The format of Bank Guarantee is available with APIIC.

### 4. Computation:

- a) For computing the number of eligible employees two schemes are prescribed as below:

Scheme-A: Taking a count of the number of eligible employees at any date chosen by the company within the maximum admissible period in terms of the MoU signed between the Government and the IT Company.

Scheme-B: Counting the number of eligible employees on any convenient date chosen/suggested by the company and counting the additional number of eligible employees at the end of each year thereafter within the maximum admissible period, in terms of the MoU signed between the Government and the IT Company. The bank guarantee will be discharged to the extent of eligible employees counted at the end of each period as above, the count being done on an incremental basis.



- b) The IT companies availing rebate may furnish the statement of names and number of eligible employees after satisfying themselves of compliance with the eligibility criteria and furnishing a declaration to the effect.

## 5. Procedure:

The IT/ITES companies should submit duly filled up application forms to the IT&C Department for placing before the CCITI for approval alongwith the proposal for requiring land for construction of the IT Campus, Memorandum & Articles of Association, Annual Reports any such other document required.

6. The Department of IT&C would enter into a Memorandum of Understanding (MoU) with the IT Company on receiving approval from CCITI.

J C MOHANTY  
PRINCIPAL SECRETARY TO GOVERNMENT

//FORWARDED::BY ORDER//

**SECTION OFFICER**

## Annexure-III

(G.O.Ms.No:11, Dept. of IT&C, dated.21.03.2005, ICT Policy)

### 100% Reimbursement of Registration Fee, Stamp Duty & Transfer of Property Duty

IT Industry and Telecommunication Companies would be eligible for a 100% Reimbursement in Registration Fee, Stamp Duty & Transfer of Property Duty as per the following terms and conditions:

#### 1. Eligibility:

- a) For IT Industry concession would be available on the outright purchase/lease or lease-cum-sale of land/built up office space for establishing an IT park for its own use provided it does not avail of the concession i.e. rebate on cost of land linked to employment
- b) Telecommunication Companies would be given this concession for acquiring land/built up space by outright purchase/lease or lease-cum-sale for setting up their own Telecommunications facilities.
- c) The above reimbursement would be applicable on the combined levy of registration fee; stamp duty and transfer of property duty.
- d) IT Infrastructure Companies building IT Parks for the use of the IT Industry should provide state-of-art building with facilities like uninterrupted/backup power, reliable telecom links, etc the concession is available for the IT Industry only.
- e) This concession would be available only for the first transaction, when the first sale by the infrastructure company is made to an IT industry.
- f) This concession would be available only to those who have executed the sale/lease-deed after the announcement of the ICT Policy and subject to the approval of the CCITI.

#### 2. Procedure:

The ICT companies should submit duly filled up application forms to the IT&C Department for placing before the CCITI for approval alongwith the copy of the sale/lease deed, Memorandum & Articles of Association, Annual Reports any such other document required.

#### 3. Performance Guarantee:

The ICT Companies availing the above concession should provide a Bank Guarantee for an equal amount.

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PRINCIPAL SECRETARY TO GOVERNMENT

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**SECTION OFFICER**

## Annexure – IV

(G.O.Ms.No:11, Dept. of IT&C, dated.21.03.2005, ICT Policy)

### Exemption from Zoning Regulation & Special Stipulations for IT Parks on Private lands and IT Campuses

1. IT/ITES Units/Companies are exempted from the Zoning Regulations and the payment of conversion charges for the location of IT/ITES Units/Companies as per the following terms and conditions:

- a) The conversion / exemption from land use zoning regulations for setting up of IT/ITES Units/Companies shall be made applicable only in the following notified land uses in the Master Plan /Zonal Development Plan.
  - i) Residential use zone.
  - ii) Commercial use zone.
  - iii) Institutional use zone.
  - iv) Industrial use zone.
  - v) Conservation / Agricultural use zone.
- b) The conversion / exemption from land use Zoning Regulations as above shall be applicable to the Information Technology Units which are notified by the Information Technology & Communications Department.
- c) IT/ITES Units/Companies so notified by Information Technology and Communications Department are exempt from payment of conversion charges.

2. Information Technology Parks being developed by IT Infrastructure Companies are exempted from the Zoning Regulations as per the following terms and conditions:

- a) The conversion / exemption from Zoning Regulations in land uses for setting up of Information Technology Parks developed by Construction Firms / Builders shall be made applicable only in the following notified land uses in the Master Plan / Zonal Development Plan:-
  - i) Residential use zone.
  - ii) Commercial use zone.
  - iii) Institutional use zone.
  - iv) Industrial use zone.
- b) Information Technology parks notified by Information Technology and Communication Department are exempt from payment of Conversion Charges.
- c) The conversion / exemption from Zoning Regulations is subject to the following conditions:-
  - (i) The minimum area for the Information Technology Park for utilizing the above exemption shall be 4000 Square Meters.
  - (ii) The Information Technology Parks developed by Construction Firms / Builders shall provide the amenities / infrastructure specific in List-I on a mandatory basis and those specified List-II as desirable amenities suit the needs of Information Technology Industry.
  - (iii) The construction firm / builders shall furnish an undertaking to the Local Authority that the built space shall be sold / leased / rented only to

Information Technology Units recognized by Information Technology and Communication Department and if any Information Technology Firm vacates the same will be informed to the Information Technology and Communication Department and subsequent lease etc., will be given only to the units recognized by Information Technology and Communications Department.

- (iv) The local authority shall obtain a Bank Guarantee for an amount equal to twice the conversion charges.
- (v) The premises will be inspected on completion by the Information Technology and Communication Department for ensuring and compliance with the above stipulations before advising the Local Authority for discharge of Bank Guarantee.

### 3. **Special Stipulations for IT Parks on Private lands / IT Campuses.**

- a) Minimum extent of 25 acres in the periphery of city limits & beyond and a minimum of 5 acres within city limits and should provide for:
  - 40 % of the net developable/usable area for housing/Club House/Recreation Center, Shopping Center, a good School and other support activities. Services area like Water supply system, drainage and sewerage, electric power, other utilities, etc. Housing units (in whatever type like high rise Apartment blocks; low rise high density development, cluster type development, etc.) with extensive greenery and trees plantation, viz., one tree for every 50 sq. m., of total site area),
  - 60% of the net developable/usable area for IT office space for IT activities.
  - Minimum approach road of 12.2 m (40 feet) and black topped.
  - No limitation on height of buildings, but would be governed by location norms and clearances from Fire Services, Airport Authority and conformity with National Building Code.
  - No restriction on FSI norms subject to payment of premium at prescribed rates.
  - Parking requirements: 40 % of total built up area either in stilts/cellar or as exclusive parking lot.
- b) To be facilitated through licensed developers (as in HADA Development Regulations)
- c) The owner of land and licences developer have to register with the IT Department
- d) Eligible for automatic exemption from Urban Land Ceiling clearance subject to payment of prescribed fees.
- e) Approval through Special Unit in Urban Development Authority within 15 days for draft approval and 1 week for Final approval.
- f) Special Unit in the UDA to facilitate marketing the developed sites through empanelled reputed real estate advisory companies All statutory clearances to IT Parks constructed by IT Infrastructure Companies and IT Industry for own use on lands allotted by APIIC would be given by APIIC except the clearances from Fire Services, Airport Authority etc.
- g) Such IT Parks/ IT Campuses/ individual ITES Complexes are exempt from the zoning regulations as mentioned in (1) above and subject to environmental safeguards.
- h) Above incentives are applicable to all urban areas of the State.

4. Procedure:

The ICT companies should submit duly filled up application forms to the IT&C Department for placing before the CCITI for approval alongwith the copy of the sale deeds of the properties, proposed layout plans with building elevation, MoU & GPA in case of multiple owners, Memorandum & Articles of Association, Annual Reports and any such other document required.

5. The Department of IT&C would issue a separate letter after the approval of the CCITI.

6. The mandatory IT office building specifications for use of the IT/ITES companies are enumerated at List-I and desirable amenities in the IT office buildings for all IT Parks are at List II, which are enclosed to this Annexure.

J C MOHANTY  
PRINCIPAL SECRETARY TO GOVERNMENT

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**SECTION OFFICER**

## List – I

(G.O.Ms.No:11, Dept. of IT&C, dated.21.03.2005, ICT Policy)

### Mandatory Building Specifications for IT Office space:

#### 1. Legal Clarity:

- Clear & unencumbered Title
- Undertaking to obtain Building Occupancy Certificate within three months of completion of construction.

#### 2. Large Floor Plates:

- Min. Size: 10,000 sq. ft. / Floor (Optimum size: 20,000 – 30,000 sq.ft./floor).
- Efficiency: Min. – 75% (Optimum 0 over 80%), with a transparent and lucid definition of changeable and net lettable areas.

#### 3. Comfortable Floor-to-Ceiling Heights:

- 7'-0"–7'.6" Clear Height below False Ceiling or
- Min. 9'-6" Clear Height below Beams / Slab.

#### 4. Power & Power-Back-up:

- A minimum of 0.6 KW/1000 sq. ft. of Power is required (Optimum level would be between 0.8 – 1.0 KW /100 sq., ft.)
- On site Power Back-up of a minimum 100% must be provided (Diesel Generators, etc.,) to support office equipment, lighting and 50% for air-conditioning
- Additional power Back-up for Emergency Lighting & Critical Facilities to be provided.

#### 5. Air-Conditioning:

- Central Air-Conditioning Provided OR
- Provision Made (AC Ducts, AHU Rooms)

#### 6. Telecommunication Infrastructure:

- Provision for False Flooring and Structured Cabling in the Building
- Availability of Adequate Telephone lines (For Example – In-house Telephone Exchange (EPABX)
- Optic Fiber Connectivity (Local Loop Network)
- Accessibility to the VSNL Earth Station
- STPI Link / Space for installation of Dish Antenna / Microwave Tower

#### 7. Concealed cabling

- Provision for concealed ducting for Power, Telecom and Data Cables in each hall in the Building.

#### 8. Parking:

- 40% of the super built-up area.

9. Security & Access Control:

- Central Security Measures like 24 Hrs Security.
- Provision for Access Control Systems to be installed as required by Tenant Companies.

10. Fire-Protection Measures – As per NBC (National Building Code)

- Integrated Fire Alarm System
- Fire Sprinkler System
- Required number of staircases as per the National Fire Prevention Code.

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PRINCIPAL SECRETARY TO GOVERNMENT

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**SECTION OFFICER**

## List-II

(G.O.Ms.No:11, Dept. of IT&C, dated.21.03.2005, ICT Policy)

Desirable Amenities in the IT office buildings in all IT Parks:

1. Parking:

- Adequate Parking for Buses (if Required due to peripheral location)
- Adequate provision for future expansion (including multi-level parking areas)

2. Security & Access Control:

- CCTV, Public Address System.

3. Fire-Protection measures – as per NBC (National Building Code)

- Emergency Fire Trenches

4. Property & Facilities Management:

- Quality Service Provided by a Reputed Service Firm

5. Round the clock operation of all facilities and amenities

6. Other Amenities:

(Recommended maximum space to be used 20% of built up area)

- Transport facilities to be provided in terms of shuttle buses that ply between the various key points in the city to the Tech Park at regular intervals.
- Food Court, Café and Restaurant.
- Health Club equipped with an aerobics studio, games area, karaoke lounge, Jacuzzi and massage facilities and jogging trail.
- Medical Centre to be provided with treatment for minor ailments and diagnostic services.
- Banking & Foreign Exchange Facilities to be made available to tenants in the form of fully functional branches & ATM facilities if not existing within half a kilometer.
- Freight and Courier Services
- Shopping & Recreation
- Business Centre including suites, independent cabins, Conference Rooms Discussion Rooms and with facilities, Secretarial Services, Car Rentals, Hotel/Airline Booking, PCs, Printer, mobile telephone on rental etc

7. Desirable Infrastructure for Large Technology Parks (Over 10,00,000 sq.ft.):

Telecom Connectivity from Alternative Exchanges/ Service Providers.

Power from Alternate Grids, Residential, Retail & Entertainment Components.

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**SECTION OFFICER**



## Annexure – V

(G.O.Ms.No:11, Dept. of IT&C, dated.21.03.2005, ICT Policy)

### 25% Rebate in Power Tariff

25% Rebate in Power Tariff is provided to the Small and Medium Enterprise (SME) IT/ITES Companies only. Industrial Power Tariff is admissible to the IT Industry including those in the Urban Areas. This concession is available to IT Industry as per the following terms and conditions:

#### 1. Eligibility:

- a) SME, IT/ITES Companies are eligible for 25% rebate in Power Tariff for three years limited to an amount of Rs 30 Lakhs and are also eligible for Industrial Category Power Tariff.
- b) All other companies of the IT Industry are eligible for Industrial Category Power Tariff.
- c) The CCITI will consider the applications of all IT Companies after one year from the date of commencement of commercial operations or if the IT Company achieves a substantial sales turnover much earlier.
- d) All power connections should be in the name of the IT Company applying for concessions.
- e) The concession of 25% rebate in Power Tariff would be available for SME IT/ITES companies for a period of 3 years from the date of release of power or going into actual commercial production whichever is earlier.
- f) IT Companies located in multiple premises or having multiple meters would be eligible for the concessions provided the power connections are in the name of the IT Company. 25% rebate in Power Tariff for SME IT/ITES is subject however to the ceilings specified being computed on the consumption at/through all such premises/meters put together.
- g) IT Infrastructure Companies are responsible for filing the applications for claiming the 25% rebate in Power Tariff for SME IT/ITES located in their multi-tenanted IT Parks or built to suit IT facilities by submitting a statement of such companies consumption and rebate applicable as per the limits prescribed. They are responsible for the accuracy and correctness besides being responsible for obtaining the necessary applications and submitting to IT&C Department. These notified IT Parks will have their power connections converted to Industrial Category Power Tariff.

#### 2. Procedure:

The IT Industry companies should submit duly filled up application forms to the IT&C Department alongwith the copy of the Power bills on the name of the company, Memorandum & Articles of Association, Annual Reports and any such other document required.

3. A certificate would be issued by the Department of IT&C certifying the IT Company for being eligible for the 25% rebate in power tariff or for applicability of industrial tariff or both upon the approval of CCITI.

J C MOHANTY  
PRINCIPAL SECRETARY TO GOVERNMENT

//FORWARDED::BY ORDER//

**SECTION OFFICER**

## Annexure- VI

(G.O.Ms.No:11, Dept. of IT&C, dated.21.03.2005, ICT Policy)

### Application for grant of incentives to IT Industries

To  
The Principal Secretary to Government  
Information Technology and Communications Department  
Government of Andhra Pradesh  
D Block, 3<sup>rd</sup> Floor, AP Secretariat  
Hyderabad-500022

#### I. Details of IT Company:

1.	Name of the IT Company:	
2.	Name of the Managing Director:	
3.	Name(s) of the Director(s):	
	i.	
	ii.	
	iii.	
	iv.	

#### II. Address of Applicant:

Address:

Contact Person:

Email:

Mobile:

Telephone:

#### III. Nature and activities:

a. Constitution of the Organisation (Pl. ✓ mark):

Proprietary  Partnership  Pvt., Ltd.,  Ltd., Co.

b. Activity (Pl. ✓ mark):

Line of Activity	IT	IT Enabled Services	IT/Electronic Hardware	IT Infrastructure	Telecom	Training Institution
Present						
Proposed						

*Fill in all columns for avoiding rejection.*

**Existing Status:**

c. Date of incorporation of the Company/Firm .....  
*Enclose Memorandum and Articles of Association*

d. Investment Made:

i) Plant & Machinery: Rs. ....

ii) Land & Buildings: Rs.....

iii) Total: Rs. ....

e. Date of commencement of commercial operations:

/ /
-----

f. Performance last three years:

(Rs. in crores) for eg: 1= 1 crore (Rs 10 Million)

Year	Export turnover	Domestic turnover	Total turnover*

*\*Provide Annual Reports*

g. Total number of Employees employed at present:

--

**IV. Incentives applied for (Pl. ✓ mark):**

- |  |                          |   |                          |
|--|--------------------------|---|--------------------------|
| 1. 25% Power Subsidy                   | <input type="checkbox"/> | 2. Conversion to Industrial Power Tariff  | <input type="checkbox"/> |
| 3. Recruitment Assistance              | <input type="checkbox"/> | 4. ULC Exemption for private IT Park      | <input type="checkbox"/> |
| 5. Exemption from Zoning/ IT Park      | <input type="checkbox"/> | 6. 100% Stamp duty Refund                 | <input type="checkbox"/> |
| 7. Rebate on Land Cost                 | <input type="checkbox"/> | 8. 20% Quality Certification Refund       | <input type="checkbox"/> |
| 9. Patent Filing Cost Refund           | <input type="checkbox"/> | 10. 50% Exhibition Rental Refund          | <input type="checkbox"/> |
| 11. Incentive for Training Institution | <input type="checkbox"/> | 12. Tier-II city anchor company incentive | <input type="checkbox"/> |

Check eligibility before applying

All columns need to be filled to avoid rejection

**1. & 2. 25% Power Rebate & Conversion to Industrial Tariff:**

a.	Service connection(s) No(s):	
b.	Name as mentioned on the Bill	

*Enclose copy of the Bill*

**3. Recruitment Assistance:**

Sl. No.	Number of employees Hyderabad (Rs.10 Lakhs)	Number of employees Tier-II (Rs.15 Lakhs)
IT/ Hardware		
ITES		
<b>T O T A L</b>		

*Enclose certificate from your audit firm confirming the Number of employees and line of activity*

**4. & 5. Details of property proposed for exemption from Zoning Regulations, ULC and Declaring as IT Park**

1. Extent of Land Acres	
2. Location Survey No/ Address	
3. Number of Owners	
4. Proposed Built up area Plinth Area in sq. ft.	
5. Project size in Rs.	
6. Expected Date of Completion:	

*Enclose copies of the Sale Deed, Layout Plan, Building Elevation, MoU/GPA- 3 sets*

**6. 100% Reimbursement in Registration Fee, Stamp Duty and Transfer of Property Duty:**

1. Name and Location of the IT Park: .....
2. Extent of Built up space:.....(sq. ft.)
3. Extent of Land in (acre):.....
4. Nature of transaction (sale or lease): .....
5. Date of registration: .....
6. Total Cost: .....

*Enclose copies of the sale/lease deed and the payment challans*

**7. Rebate on cost of land:**

Why is land required?
How does it enhance your business?
Proposed Activities
Proposed Number of Employees
Proposed Investment
Extent of land required:
Proposed Built up area (in sq. ft.):
Proposed Start Date:
Proposed Completion Date:
Source of funding :

*Company should be in the proposed line of activity for a period of five years from the date of completion of the building for not attracting penal interests and revoking of the land.*

**8. Reimbursement of Expenditure for Quality Certification:**

1. Name of Certification	
2. Level achieved	
3. Name of the Consulting Firm assessing	
5. TOTAL Expenditure	
6. Did you receive this reimbursement earlier?	<input type="checkbox"/> Yes <input type="checkbox"/> No

*Enclose copies of the bills of the assessing consultants only.*

**9. Reimbursement of Patent Filing Cost:**

1. Cost of filing Patent	
2. Date of receiving the Patent	
3. Earlier patents received	

*Enclose the proof of cost and copy of the letter/certificate-awarding patent*

**10. 50% Reimbursement of Exhibition Stall Rentals:**

1. Exhibition participated in	
2. Cost of Stall Rental for 9 sq Mts	
3. Dates of Participation	

*Enclose copies of the invoice and receipts.*

**11. Training Incentive for Training Institutions:**

1. Number of students trained in the center during the year & location.	
2. Number of candidates placed.	
3. Names of the ITES Companies placed with.	

*Enclose letters from the ITES Companies*

**12. Tier-II city anchor company incentive:**

Sl. No.	Tier-II Location	No. of Employees
IT/ Hardware		
ITES		
<b>T O T A L</b>		

**Any other relevant information/comments/remarks:**

.....  
 .....  
 .....  
 .....  
 .....

**DECLARATION**

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief

Place:

Date:

Signature:

Name of the Authorized signatory:

Designation:

**J C MOHANTY  
 PRINCIPAL SECRETARY TO GOVERNMENT**

//FORWARDED::BY ORDER//

**SECTION OFFICER**