

## Application Processing Flow & Time Limit

### DLSWCC/SLSWCC or Projects upto Rs.50.00 crores

Step No	Step Details	Time (days/hours) assigned to the Step	Who deals with the step
<b>1</b>	APPLICATION RECEIVED AT TAPPAL SECTION WILL BE SUBMITTED TO JOINT DIRECTOR FOR SIGNATURE AND THEN ENTERED IN THE INWARD REGISTER AND IT IS THEN SENT TO THE CONCERNED CASE WORKER	<b>1 day</b>	STENOGRAPHER OR ANY OTHER STAFF ASSIGNED
<b>2</b>	CASE WORKER OPENS A NEW FILE OR PROCESSES IN THE CONCERNED EXISTING FILE AND VERIFIES THE APPLICATION AND THEN SUBMITS THE FILE TO THE NEXT HIGHER OFFICER i.e., ASSISTANT/DEPUTY DIRECTOR (AD/DD) PER THE STAFFING PATTERN OF THE RESPECTIVE OFFICE	<b>3 days</b>	CASE WORKER
<b>3</b>	CONCERNED OFFICER i.e., AD/DD VERIFIES THE PROPOSAL AND SUBMITS THE FILE WITH THEIR OPINION TO THE JOINT DIRECTOR.	<b>2 days</b>	ASSISTANT/DEPUTY DIRECTOR
<b>4</b>	JOINT DIRECTOR VERIFIES THE PROPOSAL AND IF IT IS ELIGIBLE AND IS DLSWCC/SLSWCC CASE, HE WILL ISSUE CERTIFICATE. ** IF IT IS SHLCC APPROVAL CASE, HE WILL RECOMMENDED THE PROPOSAL TO DIRECTORATE OF INDUSTRIES & COMMERCE BANGALORE. (OFFICER MAY VISIT THE UNIT FOR PHYSICAL VERIFICATION, IF NECESSARY)	<b>4 days</b>	JOINT DIRECTOR

### SHLCC or Projects above Rs.50.00 Crores

Step No	Step Details	Time (days/hours) assigned to the Step	Who deals with the step
<b>1</b>	APPLICATION RECOMMENDED FROM THE JOINT DIRECTOR, DISTRICT INDUSTRIES CENTER, SUBMITS TO JOINT DIRECTOR (ID) FOR SIGNATURE AND ENTERED IN THE INWARD REGISTER AND THEN SENT TO CONCERNED CASE WORKER OR APPLICATION RECEIVED AT TAPPAL SECTION WILL BE SUBMITTED TO JOINT DIRECTOR FOR SIGNATURE AND THEN ENTERED IN THE INWARD REGISTER AND IT IS THEN SENT TO THE CONCERNED CASE WORKER	<b>1 day</b>	STENOGRAPHER OR ANY OTHER STAFF ASSIGNED
<b>2</b>	CASE WORKER OPENS A NEW FILE OR PROCESSES IN THE CONCERNED EXISTING FILE AND VERIFIES THE APPLICATION AND FILE SUBMITS THE FILE TO NEXT HIGHER OFFICER , i.e. ASSISTANT/DEPUTY DIRECTOR (AD/DD) AS AVILABLE IN THE RESPECTIVE OFFICE	<b>3 days</b>	CASE WORKER
<b>3</b>	CONCERNED OFFICER, AD/DD VERIFIES THE	<b>2 days</b>	ASSISTANT/DEP

	PROPOSAL AND SUBMIT THE FILE WITH THEIR OPINION TO JOINT DIRECTOR.		UTY DIRECTOR
<b>4</b>	JOINT DIRECTOR VERIFIES THE PROPOSAL, IF IT IS ELIGIBLE, HE WILL ISSUE THE CERTIFICATE WITH THE APPROVAL OF COMMISSIONER FOR INDUSTRIAL DEVELOPMENT	<b>4 days</b>	JOINT DIRECTOR (ID)