



SIPCOT

STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19-A, Rukmani Lakshmipathy Road, Egmore, Chennai – 600008.

OFFICE ORDER

O.O.No. 20/2024

Date: 17-10-2024

Sub: Issuance of "Approval for Permission to use SIPCOT Road/ Land as access to the Industries / Residents located Outside SIPCOT Industrial Park"- Instructions issued- Reg.

Ref: SIPCOT Office Order No.02/2021 dt.07.01.2021
(copy enclosed)

In the reference cited, detailed procedure for issuance of "Approval for Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park" to the neighbouring Industries / Residents of the Industrial Parks were enumerated.

In order to expedite the issue of approval for Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park to the neighbouring Industries / Residents it has been decided to process the applications through online.

IT Department may make suitable provisions in the software with alert notification with viewing option to Project Departments at Head Office.

The applications received through online for approval for Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park shall be processed adopting the following procedure and the Project Officers shall intimate the same to their allottees in this regard.

1. List of Documents:

1.1 Copy of the Sale Deed in favour of the applicant along with the schedule of Property specifying the land area for which access is requested through SIPCOT Road / Land.



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1.2 Proof of documents for the existence/commencement of Industries (Certificate of Incorporation OR DTCP approval copy/ Certified Engineer approved copy stating that DTCP application is submitted, as applicable).

2. Role of Project Officer:

2.1 On receipt of application for Approval of Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park, the Project Officer has to inspect the land for which access is requested w.r.t the schedule of Property furnished by the applicant in the Sale Deed copy.

2.2 The Project Officer shall ensure whether there is any access to the land other than SIPCOT Road is available or not.

2.3 The Project Officer shall forward a "Track Rent Proposal" for the access road computed as per the Office Order cited under reference along with the inspection report and his recommendations within 10 days from the date of receipt of application by creating an E Office File in this regard.

3. Role of Project Department at Head office:

3.1 On receipt of track rent proposal and inspection report from the Project Officer through E Office the concerned Project Department at Head office shall scrutinize the same and process the application for Approval of Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park.

3.2 The applicant may be intimated by the concerned Head of the Project Department within 15 days from the date of application, by email to remit the track rent within 7 days.

3.3 The concerned Head of Project Department shall issue the approval for Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park within 3 days from the date of remittance of Track rent.



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3.4 In case, the issue of approval is delayed beyond the stipulated time limit of T + 25 days, the approval may be accorded after obtaining orders from MD duly stating the reasons for delay.

3.5 The E Office file created in this regard shall be merged with the Track Rent File of the concerned Industrial Park maintained at Head Office.

4. Timeline:

Project Officer			
Sl. No	Particulars	Period	Cumulative Period
1	Track Rent Proposal for the access road computed as per the Office Order cited under reference along with the inspection report and his recommendations	10 Days	T+10 Days
Head Office			
1	Issue of intimation to the applicant to remit the track rent	5 Days	T+15 Days
2	Remittance of Track rent by The allottee	7 Days	T+22 Days
3	Issue of Approval for Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park	3 Days	T+25 Days



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Closure of application in case the Project Officer reports that the access through SIPCOT Road / Land is not feasible:

Sl.No	Particulars	Period	Cumulative Period
1	Issuance of closure / Rejection for Approval of Permission to use SIPCOT Road/Land as access to the Industries / Residents located outside SIPCOT Industrial Park	3 Days	T+13 Days
T represents the Date of Application for permission, and the Days represents the Working Day.			
Hence the Approval of Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park will be issued within 25 working Days from the Date of Application if the applications given in full shape.			

The check list for the list of documents is enclosed at Annexure-I and the application for Issue of Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park is enclosed at Annexure-II.

The above procedure has to be adopted scrupulously and will be in force with effect from 01.11.2024.

Sd/--
MANAGING DIRECTOR

To
All GMs
All HoDs
All Projects Officers – To circulate the above office order to the allottees of their Industrial Parks.

Copy to:
PA to MD
PA to ED
IT Department

//Forwarded by Order//

Manager(HRD)

ANNEXURE-I

Checklist for Issue of Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Park

1. Applicant Details

- a. Application Reference No.
- b. Application Date
- c. Location of SIPCOT Industrial Park
- d. Company Name
- e. Contact Person
- f. Contact Person Mobile No.
- g. Contact Person Email
- h. Address

2. List of Documents

S.NO	List of Documents	Whether furnished	
		Yes	No
1	Copy of the Sale Deed in favour of the applicant along with the schedule of Property specifying the land area for which access is requested through SIPCOT Road / Land		
2	Proof of documents for the existence/commencement of Industries (Certificate of Incorporation OR DTCP approval copy / Certified Engineer approved copy stating that DTCP application is submitted, as applicable)		

ANNEXURE-II

STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED
19-A, Rukmani Lakshmipathy Road, Egmore, Chennai - 600008

Application For Permission to use SIPCOT Road / Land as Access to the Industries / Residents located outside SIPCOT Industrial Park

1. Applicant Details
 - a) Application Reference No.
 - b) Application Date
 - c) Location of SIPCOT Industrial Park
 - d) Company Name
 - e) Contact Person
 - f) Contact Person Mobile No.
 - g) Contact Person Email
 - h) Address
2. Constitution Details (specify whether Sole Proprietorship / Partnership Firm / Public or Private Limited Company)
3. Access required for(specify Industry/Residents)
4. Land Extent for which access is required (copy of the Sale Deed in favour of the applicant to be uploaded)
5. Access required through(specify SIPCOT Road/Land/Both)
6. In case access through SIPCOT Land is required, please specify the land area required along with the sketch mentioning the plot number or utility area
7. Whether any access to the land other than SIPCOT Road is available (Yes /No)
8. Proof of documents for the existence/commencement of Industries (Certificate of Incorporation OR DTCP approval copy / Certified Engineer approved copy stating that DTCP application is submitted, as applicable)- to be uploaded
9. Payment Details – Processing Fee +GST

STATE INDUSTRIES PROMOTION CORPORATION OF TAMIL NADU LIMITED

19-A, Rukmani Lakshimpathy Road, Egmore, Chennai – 600 008 .

O.O.No.02 /2021

Dated 07.01.2021

OFFICE ORDER

Sub : SIPCOT Industrial Complexes / Parks / Growth Centres - Permission to use SIPCOT Road / Land as access to the Industries / Residents located outside SIPCOT Industrial Complexes / Parks / Growth Centres – Reg.

Ref : Office Order No.04/2020, dated 23.01.2020.

The Board of SIPCOT at its meeting held on 26.12.2019 has delegated powers to the Managing Director for according permission to the Industries / Builders / Residents located outside SIPCOT Industrial Complexes / Parks / Growth centres (applicant), for utilizing SIPCOT's road / land as an access to their plots through the shortest route from SIPCOT's main entrance on collection of applicable one time service charges for the extent of land owned by the applicant for SIPCOT road usage and annual service charges in case where the applicant uses SIPCOT land, apart from one time service charges for the road usage, besides annual maintenance charges for the extent of land owned by the applicant on par with the allottees of SIPCOT, subject to the conditions as given below :

- i) Permission shall be cancelled immediately, if damages are noticed on the road and it will be reconsidered, if the damaged portion of the road is set right by the beneficiaries at their cost to the satisfaction of SIPCOT.
- ii) SIPCOT's road shall be used only for the purpose for which it was permitted.
- iii) If the unit sells / transfers its land to others, permission given is not valid and the new incumbent should obtain permission afresh, which shall be as per the policy prevailing at that time.

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Accordingly, one time service charges and annual service charges in respect of each Industrial Complexes / Parks / Growth centres is given below :

Sl. No	Name of the Complex	One time Service Charges for the extent of land held by the applicant for SIPCOT road usage / per acre /	Annual Service Charges for the extent of SIPCOT land utilized as an access (in addition to one time service charges for SIPCOT road usage) / per acre /
		/ Rupees in Lakhs /	
1	Bargur	8.20	0.60
2	Cheyyar	6.71	2.40
3	Cuddalore	2.86	3.00
4	Gangaikondan	3.84	1.20
5	Gummidipoondi	7.31	4.20
6	Hosur	3.60	4.80
7	Irungattukottai	8.19	7.20
8	Manamadurai	1.69	0.42
9	Nilakottai	5.93	0.60
10	Oragadam	3.13	7.20
11	Perundurai	2.93	2.40
12	Pillaipakkam	6.29	7.20
13	Pudukkottai	2.04	0.42
14	Ranipet	5.48	2.40
15	Siruseri	27.80	18.00
16	Sriperumbudur	6.06	7.20
17	Thervoykandigai	13.56	4.20
18	Thoothukudi	2.03	2.40
19	Vallam Vadagal (including Aerospace)	22.02	9.00

Sd/...
(J.KUMARAGURUBARAN)
MANAGING DIRECTOR

To :

All General Managers,
All HoDs
All Project Officers

Copy to:
PA to MD