

## **The National Small Industries Corporation Limited**

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### MANUAL-VIII

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**A Statement of the Boards, Councils, Committees and Other Bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and meetings of those Boards, Councils, Committees and other bodies are not open to the public and the minutes of such meetings are not accessible for public.**

**The National Small Industries Corporation Limited  
(A Government of India Enterprise)  
NSIC Bhawan, Okhla Industrial Estate,  
New Delhi- 110020 (INDIA)  
Website: <http://www.nsic.co.in>**

**A STATEMENT OF THE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OR FOR THE PURPOSE OF ITS ADVICE, AND MEETINGS OF THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES ARE NOT OPEN TO THE PUBLIC AND THE MINUTES OF SUCH MEETINGS ARE NOT ACCESSIBLE FOR PUBLIC**

**A)**

- **Name and address of the Affiliated Body**

Board of Directors

- **Type of Affiliated Body (Board, Council, Committees, Other Bodies)**

Board

- **Brief Introduction of the Affiliated Body (Establishment Year, Objective/Main Activities)**

Establishment year	:	Since 1955
Objective	:	To facilitate smooth functioning of the Corporation & Advisory role for giving guidance / decision on the various issues
Main Activities	:	To take decision on various issues on day to day functioning of the Corporation & advisory to the management of the Corporation.

- **Role of the Affiliated Body (Advisory / Managing / Executive / Others)**

Executive

## Structure and Member Composition

Chairman-cum-Managing Director	:	Chairman
Joint Secretary, Ministry of Micro, Small & Medium Industries (MSME)	:	Director
Director (IFW), Ministry of Micro, Small & Medium Industries (MSME)	:	Director
Dy. Managing Director, SIDBI	:	Director
Independent Directors	:	Director

- **Head of Body**

Chairman

- **Address of main office and its Branches**

Registered & Head Office, NSIC Ltd., NSIC Bhawan, Okhla Industrial Estate, New Delhi – 110 020 (India)

- **Frequency of Meetings**

At least once in three months

- **Can Public participate in the meetings?**

No

- **Are minutes of the meetings prepared?**

Minutes of each Board meeting are prepared & recorded in minutes book.

## B)

- **Name and address of the Affiliated Body**

State Level Acceptance Committee (SLCs) / High Power Acceptance Committees (HPC)

- **Type of Affiliated Body (Board, Council, Committees, Other Bodies)**

Committees

- **Brief Introduction of the Affiliated Body (Establishment Year, Objective / Main Activities)**

Establishment year	:	Since inception of the commercial schemes
Objective	:	To take decision on funding of the proposals under Long Term & Short Term Financing Schemes.
Main Activities	:	1) To evaluate the proposal & assess the technical & financial viability of the proposals. 2) To take decision for acceptance or rejection of the proposals.

- **Role of the Affiliated Body (Advisory / Managing / Executive /Others)**

Advisory

- **Structure and Member Composition**

(i) State Level Acceptance Committee (SLC)

Chairman	:	Head of Zone / Branch Office.
Member	:	Representative from Banks
Member	:	Representative from Local SSI Association
Member	:	Technical Expert.
Member	:	Head of Business Development Division at Branch / Zone
Member	:	Head of Recovery Division at Branch/Zone
Convener	:	Nominated Officer from Business Development Division.

(ii) HPC : (For the proposals beyond delegated powers of Zonal General Managers)

Chairman	:	Head of Corporation i.e. CMD
Member	:	Head of Business Development Division at H.O.
Member	:	Head of Finance Division at H.O.
Member	:	Head of Recovery Division at H.O.
Member	:	Representative from Banks / Financial Institutions
Member	:	Representative from DC(SSI)/SISI
Convener	:	Nominated Officer from Business Development Division.

- **Head of Body**

- (a) SLC: Branch Head / Zonal Head
- (b) HPC: Head of Corporation i.e. CMD.

- **Address of main office and its Branches**

- (a) HPC - H.O.
- (b) SLC - All Branches

- **Frequency of Meetings**

Depending upon receipt of proposals at Branch Office/Zonal Office & Head Office.

- **Can Public participate in the meetings?**

The representatives from outside agencies e.g. Banks, Financial Institutions, Local SSI Association, experts from Technical Institutes etc. are invited for active participation in the decision making process.

**However representations from general public are not invited.**

- **Are minutes of the meetings prepared?**

Minutes of each SLCs / HPCs are prepared & recorded in SLC / HPC register respectively.

Minutes of SLC are conveyed to each party by way of issuing acceptance / rejection letter. In case of HPC, the decision on the proposal(s) is conveyed to concerned Branch Office which in turn inform to the concerned party by way of issuing acceptance or rejection letter. However, minutes of SLCs / HPCs are not accessible to public, which are not concerned with the proposals.