

**FORMAT OF APPLICATION FOR “INCENTIVES FOR EMPLOYMENT GENERATION”**

1. Name of the Unit :
2. Factory Address :
3. Name of Product manufactured/Service rendered :
4. Date of Commencement of Commercial Production :
5. UAM/ EM-II/ IEM-B Number :
6. Bank and Branch :
7. Bank Account Number :
8. IFS Code :
9. Total Number of Employees :
10. Details of eligible employees for incentive :

Sl. No.	Name of the employee	Date of appointment	EPF No.	Contribution towards EPF	Contribution towards Employees State Insurance (if any)	Remarks

**Declaration:**

I/ we do hereby declare that the above employee(s) are local and they are working in our unit on regular basis and details submitted above are true to the best of my knowledge.

**Signature of the MD/ GM/Manager/ Proprietor of concerned unit**

**Certificate from GM, DI&CC:**

I have examined the original documents relating to UAM/ EM-II/ IEM-B, EPF/ESI Registration etc. and found to be in order in all respect according to the scheme circulated.

I hereby recommend an amount of ₹ ..... (*Rupees.....*) being the one time financial assistance for employing ..... number of Local Employees.

Date:

Seal:

GM, DI&CC .....

**Checklist of documents to be submitted for claiming the Incentives for Employment Generation :**

1. Filled in Application Form
2. Copy of UAM/ EM-II/ IEM-B
3. Copy of EPF/ ESI Registration
4. Copy of EPF/ ESI deposit challan
5. Cancelled cheque of the Bank Account of the unit