

**GOVERNMENT OF INDIA  
MINISTRY OF TEXTILES  
OFFICE OF THE TEXTILE COMMISSIONER  
NISHTHA BHAVAN, 48, NEW MARINE LINES,  
VITHALDAS THACKERSEY MARG,  
MUMBAI - 400 020, FAX: 022-2200 4693**

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P.F. No. 12(10)/IMSC/A-TUFS/JITP/2019/TUFS CELL/ Date: 17.12.2019

**OFFICE MEMORANDUM**

Sub.: Procedure to be followed for disbursement of subsidies for cases under RRTUFS.

Provision for subsidy release under previous versions of TUFS through i-TUFS software is under preparation and is likely to take a little longer for development and usable maturity. Currently, among the older versions of TUFS, special focus will be on RRTUFS cases. To expedite disbursement of subsidies for RRTUFS cases, purely as a stop gap measure and temporary arrangements for release of subsidy has been approved Textile Commissioner for adoption for a period of 31<sup>st</sup> December 2019 (till the full fledged software application to process these cases is use ready) for which the following procedure is to be adopted:

1. Regional Offices of Textile Commissioner (ROs) will forward cases where physical verification has been done and JIT Reports which are complete and ready for release of subsidy. Such cases should be forwarded by ROs with clear cut recommendation irrespective of level of delegation, so that release of funds can be done at Head Office level (To hasten process recommendation of RO can be send in email: [rrtufts1@gmail.com](mailto:rrtufts1@gmail.com) followed by hard copy).
2. The JIT Report provides the following details:
  - i. The amount of short subsidy released (Committed liabilities as per JIT Report – Actual subsidies released). OR
  - ii. The amount of excess subsidy released (Committed liabilities as per JIT Report – Actual subsidies released)
  - iii. The quarter-wise committed liability (subsidy) for the remaining quarters.

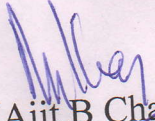


3. Here under the arrangement we are dealing with only 2(ii) & 2(iii) categories.
4. In case where excess subsidy is released, Head Office of OTxC will inform the Nodal bank/lending agency to refund the excess subsidy amount along-with interest @10% p.a. by way of issuance of Demand Draft in favour of Pay and Accounts Office (Textiles), Mumbai.
5. Regarding the subsidy for the remaining quarters, the bank/lending agency will enter the committed liability of the accounts as per JIT Report. The overall total committed liability as per UID OR total committed liability as recommended by JIT, whichever is less shall be considered.
6. Branch of the bank will lodge the subsidy claims for the remaining/pending quarters and upload two documents (No Multiple finance certificate and Assets verification Certificate).
7. After lodging subsidy claims and uploading the two documents, by branches of the bank, the TUFS Cell of the bank will forward subsidy claims for all the accounts regularly and preferably daily and also upload the following documents:
  - i. Utilisation Certificate (GFR 12-C)
  - ii. Certificate of Acceptance of the Sanction Order of the Office of the Textile Commissioner
  - iii. Certificate that bank is not involved in corrupt practice/unfair means
  - iv. Claim Correctness Certificate/No Excess Claim Certificate (modified) (to be signed by ED/ED level officer in case recovery of subsidy released)
  - v. Pre-receipt from the Nodal Bank
  - vi. Undertaking that PFMS procedure shall be followed
8. TUFS Cell of the bank will also submit the hard copies of these certificates to the Head Office of the OTxC.
9. The subsidy claims will be processed as per financial powers delegated to different level of Officers of TxC. Since i-TUFS software does not have the provision of generating challan by Regional Office of TxC, the challan will be generated by Head Office of TxC.
10. Bank-wise and financial year-wise fund requirement data compiled from the system for subsidy will be put up to the concerned competent authority for approval.
11. After approval, Challan will be generated from i-TUFS bank-wise and financial year-wise.



12. Sanction ID will be generated from PFMS and sent to PAO, Mumbai for release of funds to respective banks.
13. Proper accounting of all such cases done under this stopgap arrangement should be maintained in permanent register for further use and accommodation in the i-TUFS software, once it is finalised.

This issues with the approval Textile Commissioner

  
(Ajit B Chavan)

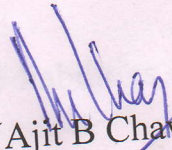
Additional Textile Commissioner

To

1. TUFS Cell of Nodal Banks/Nodal Agencies/Co-opted PLIs
2. Officer-In-Charge, All ROs of Textile Commissioner.
3. Secretary, Textile Committee, Mumbai
4. Director, Central Silk Board, Bangaluru,
5. Computer Cell for uploading website.

Copy for kind information to:

1. Shri Prem Kumar Kataria  
Special Secretary  
Ministry of Textiles,  
New Delhi – 100 107.
2. Shri Anil Kumar KC,  
Under Secretary,  
Ministry of Textiles,  
New Delhi – 100 107.
3. PA to TxC/DDG/ATxC

  
(Ajit B Chavan)

Additional Textile Commissioner

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