Information Technology and Communications Department, 
Government of Andhra Pradesh, India.
A Blueprint for the
Future of IT Business

CONTENTS

- ICT POLICY ................................................................. 1
- ANNEXURE I : CONSULTATIVE COMMITTEE ON IT INDUSTRY .... 5
- ANNEXURE II : 25 % REBATE IN POWER TARIFF ................. 6
- ANNEXURE III : 50 % REIMBURSEMENT OF REGISTRATION FEE, STAMP DUTY AND TRANSFER OF PROPERTY DUTY .... 7
- ANNEXURE IV : EXEMPTION FROM ZONING REGULATIONS ...... 8
- ANNEXURE V : REBATE IN COST OF LAND ......................... 12
- ANNEXURE VI : INVESTMENT SUBSIDY ............................. 14
- ANNEXURE VII : SPECIAL PROVISIONS FOR MEGA PROJECTS .. 15
- ANNEXURE VIII : VISION OF e-GOVERNMENT IN ANDHRA PRADESH 16
- ANNEXURE IX : APPLICATION FOR GRANT OF INCENTIVES TO IT INDUSTRIES .................................................. i-iv
Message

Today, in Andhra Pradesh, we have a dream of creating a knowledge society, by harnessing the power of Information Technology. A society that will create opportunities, equality and convenience for every citizen and business in the State. To achieve this dream we have fostered various initiatives in the ICT sector, which have brought about significant benefits to the citizens and businesses. With inherent advantages like low cost real estate, talented pool of manpower, a proactive Government and good technical and social infrastructure, the State is a veritable haven for IT investments, vouched for by the fact that in the last six years alone the State has registered a CAGR of over 90% in IT software exports.

Our pioneering initiatives in IT are demonstrated through our leadership in e-Governance. We are the first State in India to bring about speed and transparency in Government functioning and create a citizen interface through e-Governance. The various projects that are already operational have eased the lives of citizens and fostered the growth of businesses in the State through Public-Private Partnerships and other business promotion platforms. The implementation of our e-Governance Roadmap created immense business opportunities in the ICT sector.

As part of these initiatives, we bring you GITEX Hyderabad annually, a premier Information Technology and Communications exhibition, providing a perfect platform for business transactions and to showcase innovations within the region. This is an ideal opportunity for companies to expand the scope of their businesses outside the national boundaries.

What makes Andhra Pradesh the ‘ideal ICT destination’ is the conducive business environment that it fosters, and the various incentives given and the initiatives taken, to foster an environment, that promotes Quality Management, Business Growth and enhances citizen services through e-Governance.

We firmly believe that you will find Andhra Pradesh the most attractive ICT destination for your business and we look forward to meeting you here soon. This ICT Policy 2002-05 is designed to help your business grow in Andhra Pradesh without a moment’s delay.

N. Chandrababu Naidu.
GOVERNMENT OF ANDHRA PRADESH

ABSTRACT

Information and Communication Technology (ICT) Policy of the Government of Andhra Pradesh
ICT Policy 2002 - Orders – Issued.

INFORMATION TECHNOLOGY & COMMUNICATIONS DEPARTMENT

G.O.Ms No.27 Dated.27.06.2002

Read the following:

2. G.O.Ms.No.3, IT&C Department, dtd.25.05.2000.

ORDER:

1. The Government of Andhra Pradesh announced an industry-friendly incentives policy for the IT sector in May 1999, through the GO first read above, to promote the growth of the IT industry within the State. The IT industry has grown significantly during the last 3 years, at a CAGR of over 80%, with the exports of software reaching Rs.2855 crores for the year 2001-02, from a level of Rs.574 crores for the year 1998-99. The employment provided by the sector has grown from 12000 to 64000 during this period. The scheme of incentives under the IT Policy 1999 has been administered by a Consultative Committee on IT Industry (CCITI), constituted through the GO second read above. To mention a few facts and figures, power tariff subsidy was provided to 153 IT companies, investment subsidy was provided to 26 IT companies, rebate in stamp duties was given to 14 IT companies, besides allotment of land and exemption from zoning regulations provided to 26 companies.

2. There has also been a significant progress in the implementation of innovative projects in the area of e-Government, with the objective of deploying the tools of ICT for increasing the efficiency of Government operations, providing better citizen services and above all, enhancing the quality of life of the citizens. These e-Government initiatives have acted as a catalyst for the growth of the IT sector in the State.

3. The Government has also announced a Hardware Policy through the GO third read above and a special policy for the IT Enabled Services sector through the GO fourth read above.

4. The IT policy announced through the GO first read above was valid upto 24.5.2002. Considering the positive results of the IT Policy during the last 3 years, the Government feels that it is necessary to continue the thrust being given to the ICT sector and give it a new direction. Accordingly, in continuation and modification of all the orders issued earlier on the subject of ICT Policy, the Government approves the following policy for the ICT industry.
5. Definitions:

(a) IT Industry includes IT hardware and software industries. IT software industry includes IT Software, IT Services and IT Enabled Services.

(b) IT Infrastructure means the physical infrastructure built by a firm or a builder and sold/leased or transferred on lease-cum-sale to an IT Industry for its own use or the Infrastructure built by an IT Industry for its own use.

(c) Telecommunication companies include Basic Telecom Service Providers (fixed), VSAT, Cellular (Mobile) companies, Telecom Infrastructure companies, ISPs and any other value added services licensed by Ministry of Communications & IT, Government of India.

(d) Date of commencement of commercial operations is the date on which commercial operations are started, subject to furnishing of the first sale bill / invoice.

6. Incentives available to the IT companies automatically:

(a) IT software units are exempt from the purview of the AP Pollution Control Act, except in respect of power generation sets.


(b) IT units are exempt from the purview of statutory power cuts.

(Refer G.O.Ms No.67, Energy (Power.II) Department, dtd.21.07.1998 which can be downloaded from the URL http://ap-it.com/incentivesgo/gono67.pdf)

(c) IT units are exempt from inspections under the following Acts and the Rules framed there under, barring inspections arising out of specific complaints. The IT units are permitted to file self-certificates, in the prescribed formats.

i. The Factories Act 1948
ii. The Maternity Benefit Act 1961
iii. The AP Shops & Establishments Act 1988
iv. The Contract Labour (Regulation & Abolition) Act 1970
v. The Payment of Wages Act 1936
vi. The Minimum Wages Act 1948

(Refer G.O.Ms.No.28, Labour, Employment Training & Factories (Lab.II) Department, dtd.21.04.2001 which can be downloaded from the URL http://ap-it.com/incentivesgo/gomsna28labour.pdf)

(d) General permission is accorded to the IT Software Industry to run a three-shift operation.
7. Incentives to be sanctioned on application by the IT units:

The Consultative Committee on IT Industry (CCITI) - a joint committee with representatives from the Government and the IT Industry with the composition and terms of reference specified in the Annexure I - shall administer the following incentives on specific application made by an IT unit.

(a) **Concessional Power Tariff**: New IT units, registered after the announcement of IT Policy 1999, shall be eligible for a 25% rebate in power tariff for a period of 3 years from the date of commencement of commercial operations. (Annexure II)

(b) IT software units shall be classified as industrial units for the purpose of availing the industrial power tariff. (Annexure II).

(c) **Reimbursement of Stamp Duty**: A 50% Reimbursement of the stamp duty, transfer duty and registration fee, shall be allowed to:
   i. IT Infrastructure Companies on sale, lease or lease-cum-sale of built up space to IT Companies.
   ii. Telecommunication Companies acquiring land on purchase, lease or lease-cum-sale, for setting up their facilities and
   iii. IT companies acquiring land on purchase, lease or lease-cum-sale, for setting up facilities or IT Parks for their own use.

   This incentive shall be allowed subject to the criteria laid down in Annexure III.

(d) **Zoning regulations**: IT software companies intending to establish facilities for their own use and IT Infrastructure companies intending to set up IT parks, are eligible for an exemption from the zoning regulations and from the payment of conversion fee, subject to the criteria laid down in Annexure IV.

(e) **Rebate in cost of land**: IT companies establishing their own facilities on land allotted by the Government or APIIC, are eligible for a rebate in cost of land calculated at the rate of Rs. 20,000 per job created. The eligibility criteria, procedure for allotment of land and for availing of the rebate, are specified in Annexure V.

(f) **Investment subsidy**: An investment subsidy, to the tune of 20% of the fixed capital investment, shall be admissible for new IT units, subject to a ceiling of Rs. 20 lakhs. The subsidy shall be 25% with a ceiling of Rs. 50 lakhs in respect of entrepreneurs belonging to Scheduled Castes and Scheduled Tribes. The eligibility criteria and the procedure are specified in Annexure VI.

(g) **Special provisions for mega projects**: For Mega IT Projects, with investment of Rs. 50 crores and above, a special land-pricing scheme will be applicable in respect of land allotted within the Hitec City layout. The details of the special land pricing policy are given in Annexure VII. Besides this, other incentives may also be sanctioned in respect of Mega IT Projects, based on the gestation period of projects, pioneer nature of projects, locational aspects, State-of-the-Art Technology, profitability and scope for further related investments.

(h) The CCITI shall endeavour to decide upon the applications for incentives, within a maximum period of 4 weeks.
8. The Government also expresses its intention to bring in a suitable legislation to establish an IT-enabled **single window system** for providing a smooth interface between industrial and business units and the regulatory agencies of the Government.

9. With a view to promote the **participation of IT units in international events**, the Government will provide a **30% subsidy to the SME units**, with turnover not exceeding Rs. 10 crore in the preceding year, in respect of the stall rent payable for participation in international events notified by the IT&C Department.

10. **Preference to AP units in award of e-Government projects**: A weightage of up to **10%** in score shall be given to IT units with registered offices in Andhra Pradesh, during the technical evaluation in all e-Government projects. The Government of Andhra Pradesh has drawn up an ambitious plan of action for implementation of e-Governance which is expected to create large opportunities in the ICT sector during the next 3 years. An overview of the vision of the Government on e-Governance can be seen in **Annexure VIII**.

11. **Reimbursement of expenditure on quality certification**: With a view to promote quality consciousness among IT Companies, the Government shall reimburse, prospectively, **20%** of the cost incurred by an IT software company on securing quality certification of SEI CMM level 2 and above, subject to a maximum ceiling of Rs. 4 Lakhs. This incentive shall be available only at one time in respect of an IT software company even though it may go in for higher certifications at different periods.

12. The format of application, which is common for all the above incentives, is in **Annexure IX**. It is also available online at URL http://www.ap.gov.in/IncentiveTrack/default.asp

13. This policy will be in force for a period of **3 years**.

14. This order is issued with the concurrence of the Finance department vide UO No. 2897/PFS/02 dtd. 11.06.2002.

15. Copy of this order is available online at URL http://www.ap-it.com/govtorders.html

*(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)*

J. SATYANARAYANA
PRINCIPAL SECRETARY TO GOVERNMENT
Annexure – I

Consultative Committee on IT Industry

1. For administering the incentives to the ICT Industry in a smooth manner, a high level co-ordination between the various Departments of the Government and the Industry is required. For effectively resolving the problems, overcoming the impediments and ensuring growth of the IT Industry in the State, a Consultative Committee on IT Industry (CCITI) with the following composition is constituted:

1) Principal Secretary, IT&C Department Chairman
2) CMD, AP TRANSCO
3) MD, APCPDCCL Member
4) Commissioner & IG, Registration Member
5) ED, APIIC Member
6) GM Telecom (to be nominated by CGM) Member
7) Representative of Labour Department Member
8) Representative of Commissioner, Customs Member
9) President, HYSEA Member
10) Secretary, HYSEA Member
11) One representative of IT Industry to be nominated in consultation with HYSEA Member
12) Representative of L&T Infocity Member
13) Joint Collector, R.R. District Member
14) Director, STPI, Hyderabad Member
15) Representative of Commissioner of Industries Member
16) OSD, ITES, IT&C Department Member
17) JD (Promotions), IT&C Department Member Secretary

2. The CCITI shall act as a single window for granting incentives announced through this ICT Policy.

3. The terms of reference of CCITI are indicated below:
   (a) To grant various incentives to ICT industry on examination of applications made by them.
   (b) To resolve the problems in implementation of the ICT Policy for speedy realization of the goals set forth.
   (c) To prescribe the procedures and to issue guidelines and clarifications in the implementation of the ICT Policy.

4. The term of the CCITI shall be coterminous with the ICT Policy.
Annexure – II

25% Rebate in Power Tariff

25% Rebate in Power Tariff is provided to the new IT Industry, Companies. Industrial Power Tariff is also admissible to the IT Industry including those in the Urban Areas. This concession is available to IT Industry as per the following terms and conditions:

1. Eligibility:
   a) IT Companies registered on or after 25.05.1999 are eligible for 25% rebate in Power Tariff and for Industrial Category Power Tariff.
   b) IT Companies registered before 25.05.1999 would be eligible only for Industrial Category Power Tariff prospectively subject to the approval of CCITI.
   c) The CCITI will consider the applications of all IT Companies after one year from the date of commencement of commercial operations or earlier if substantial turnover is achieved by the IT Company.
   d) All power connections should be in the name of the IT Company applying for concessions.
   e) 25% rebate in power tariff would be limited to a maximum of Rs. 30 lakhs for Small Scale IT Units (for investments made in Plant & Machinery upto Rs. 1Crore) and Rs. 50 lakhs for large IT Units based on the consumption charges.
   f) The concession would be available for a period of 3 years from the date of release of power or going into actual commercial production whichever is earlier.
   g) IT Companies located in multiple premises or having multiple meters would be eligible for the concessions provided the power connections are in the name of the IT Company, subject however to the ceilings specified in (e), being computed on the consumption at / through all such premises / meters put together.

2. Procedure:
   a) The application form is available for download at http://www.ap.gov.in/IncentiveTrack/default.asp
   b) The application can be submitted online by adopting the following steps:
      - Register through URL http://www.ap.gov.in/IncentiveTrack/newdetails/regform.asp
      - After registration, login through URL http://www.ap.gov.in/IncentiveTrack/Login.asp
      Complete the application and submit online.

3. The CCITI would consider the application and upon its approval a certificate would be issued by the Department of IT&C certifying the IT Company for being eligible for the 25% rebate in power tariff or for applicability of industrial tariff or both.
Annexure – III


50% Reimbursement of Registration Fee, Stamp Duty & Transfer of Property Duty

IT Infrastructure, Telecommunication and IT Companies would be eligible for a 50% Reimbursement in Registration Fee, Stamp Duty & Transfer of Property Duty as per the following terms and conditions:

1. Eligibility:

(a) **IT Infrastructure Companies** building **IT Parks** should provide State-of-the-Art building with facilities like uninterrupted/backup power, reliable telecom links, etc for the use of the IT Industry.

(b) **Telecommunication Companies** would be given this concession for acquiring land by outright purchase / lease or lease-cum-sale for setting up their own **Telecommunications facilities**.

(c) The above concession would also be available on the purchase of land by an **IT Industry** establishing an IT park for its own use provided it does not avail of the concession i.e., rebate on cost of land linked to employment.

(d) The reimbursement would be applicable on the combined levy of registration fee, stamp duty and transfer of property duty.

(e) This concession would be available only for the first transaction, when the first sale by the infrastructure company is made to an IT industry.

(f) This concession would be available only to those who have executed the sale / lease-deed after the announcement of the ICT Policy and subject to the approval of the CCITI.

2. Procedure:

(a) The application form is available for download at [http://www.ap.gov.in/IncentiveTrack/default.asp](http://www.ap.gov.in/IncentiveTrack/default.asp)

(b) The application can be submitted online by the eligible units, after registration of the property at the respective Sub-Registrar Office:
   - After registration login through URL [http://www.ap.gov.in/IncentiveTrack/Login.asp](http://www.ap.gov.in/IncentiveTrack/Login.asp)
   Complete the application and submit online.

3. The CCITI would consider the application and upon its approval, separate orders would be issued by the Department of IT&C for reimbursing the amount approved.

4. Performance Guarantee:

The IT Industry, IT Infrastructure and Telecommunication Companies availing the above reimbursement should provide a Bank Guarantee for an equal amount along with interest before the issue of the notification. The format of the Bank Guarantee is available for download at [URL](http://ap-it.com/govtorders.html)
Annexure – IV


Exemption from Zoning Regulations

1. IT Software Units are exempted from the Zoning Regulations and the payment of conversion charges for the location of IT Units as per the following terms and conditions:
   i. The conversion / exemption from land use zoning regulations for setting up of Information Technology Software Units shall be made applicable only in the following notified land uses in the Master Plan / Zonal Development Plan:
      a. Residential use zone.
      b. Commercial use zone.
      c. Institutional use zone.
      d. Industrial use zone.
      e. Conservation / Agricultural use zone.
   ii. The conversion / exemption from land use Zoning Regulations as above shall be applicable to the Information Technology Units which are notified by the Information Technology & Communications Department.
   iii. Information Technology Software Units so notified by Information Technology and Communications Department are exempt from payment of conversion charges.

2. Information Technology Parks being developed by Construction Firms / Builders are exempted from the Zoning Regulations as per the following terms and conditions:
   i. The conversion / exemption from Zoning Regulations in land uses for setting up of Information Technology Parks developed by Construction Firms / Builders shall be made applicable only in the following notified land uses in the Master Plan / Zonal Development Plan:
      a. Residential use zone.
      b. Commercial use zone.
      c. Institutional use zone.
      d. Industrial use zone.
   ii. Information Technology parks notified by Information Technology and Communications Department are exempt from payment of Conversion Charges.
   iii. The conversion / exemption from Zoning Regulations is subject to the following conditions:
      a. The minimum area for the Information Technology Park for utilizing the above exemption shall be 4000 Square Meters.
      b. The Information Technology Parks developed by Construction Firms / Builders shall provide the amenities / infrastructure specific in List-I on a mandatory basis and those specified in List-II as desirable amenities to suit the needs of Information Technology Industry.
      c. The construction firm / builders shall furnish an undertaking to the Local Authority that the built space shall be sold / leased / rented only to Information Technology Units recognized by
Information Technology and Communications Department and if any Information Technology Firm vacates the same will be informed to the Information Technology and Communications Department and subsequent lease etc., will be given only to the units recognized by Information Technology and Communications Department.

(d) The local authority shall obtain a Bank Guarantee for an amount equal to twice the conversion charges.

(e) The premises will be inspected on completion by the Information Technology and Communications Department for ensuring compliance with the above stipulations before advising the Local Authority for discharge of Bank Guarantee.

3. Procedure:

(a) The application form is available for download at http://www.ap.gov.in/IncentiveTrack/default.asp

(b) The application can be submitted online:
   - Register through URL http://www.ap.gov.in/IncentiveTrack/newdetails/regform.asp
   - After registration login through URL http://www.ap.gov.in/IncentiveTrack/Login.asp
     Complete the application and submit online.

(c) The following documents should be submitted alongwith the application:
   i. Latest Annual Report.
   ii. Copy of Title Deeds of the land in respect of which conversion is sought.

4. The Department of IT&C would issue a separate letter after the approval of the CCITI.

5. The mandatory specifications are enumerated in List-I and desirable amenities for all IT Parks are in List II, which are enclosed to this Annexure.

List – I


Mandatory Specifications:

1. Legal Clarity:
   - Clear & unencumbered Title.
   - Undertaking to obtain Building Occupancy Certificate within three months of completion of construction.

2. Large Floor Plates:
   - Min. Size: 10,000 sq. ft. / Floor (Optimum size: 20,000 – 30,000 sq.ft. / floor).
   - Efficiency: Min. – 75% (Optimum 0 over 80%), with a transparent and lucid definition of changeable and net lettable areas.

3. Comfortable Floor-to-Ceiling Heights:
   - 7'.0" - 7'.6" Clear Height below False Ceiling OR
   - Min. 9'.6" Clear Height below Beams / Slab.
4. Power & Power-Back-up:
- A minimum of 0.6 KW/1000 sq. ft. of Power is required (Optimum level would be between 0.8 – 1.0 KW /1000 sq.ft.).
- On site Power Back-up of a minimum 100% must be provided (Diesel Generators, etc.,) to support office equipment, lighting and 50% for air-conditioning.
- Additional power Back-up for Emergency Lighting & Critical Facilities to be provided.

5. Air-Conditioning:
- Central Air-Conditioning Provided OR
- Provisions Made (AC Ducts, AHU Rooms).

6. Telecommunication Infrastructure:
- Provision for False Flooring and Structured Cabling in the Building.
- Availability of Adequate Telephone lines (For Example – In-house Telephone Exchange (EPABX).
- Optic Fibre Connectivity (Local Loop Network).
- Accessibility to the VSNL Earth Station.
- STPI Link / Space for installation of Dish Antenna / Microwave Tower.

7. Concealed cabling:
- Provision for concealed ducting for Power, Telecom and Data Cables in each hall in the Building.

8. Parking:
- Minimum of one Car Park / 750 sq. ft. of Super Built area.
- Adequate parking accommodation for Two Wheelers @ 1 Two Wheeler / 300 sq. ft. of Super Built Area.

9. Security & Access Control:
- Provision for Access Control Systems to be installed as required by Tenant Companies.

10. Fire-Protection Measures – As per NBC (National Building Code)
- Integrated Fire Alarm System.
- Fire Sprinkler System.
- Required number of staircases as per the National Fire Prevention Code.
List-II


Desirable Amenities for all IT Parks:

1. Parking:
   - Adequate Parking for Buses (if Required due to peripheral location).
   - Adequate provision for future expansion (including multi-level parking areas).

2. Security & Access Control:
   - CCTV, Public Address System.

3. Fire-Protection measures – As per NBC (National Building Code):
   - Emergency Fire Trenches.

4. Property & Facilities Management:
   - Quality Service Provided by a Reputed Service Firm.

5. Round the clock operation of all facilities and amenities.

6. Other Amenities:
   (Recommended maximum space to be used 20% of built up area)
   - Transport facilities to be provided in terms of shuttle buses that ply between the various key points in the city to the Tech Park at regular intervals.
   - Food Court, Café and Restaurant.
   - Health Club equipped with an aerobics studio, games area, karaoke lounge, jacuzzi and massage facilities and jogging trail.
   - Medical Centre to be provided with treatment for minor ailments and diagnostic services.
   - Banking & Foreign Exchange Facilities to be made available to tenants in the form of fully functional branches & ATM facilities if not existing within half a kilometer.
   - Freight and Courier Services.
   - Business Centre including suites, independent cabins, Conference Rooms, Discussion Rooms that offer the following facilities:
     - Fax Machine.
     - Secretarial Services.
     - Courier Services.
     - Photocopying.
     - Car Rentals.
     - Hotel / Airline Booking.
     - PCs, Printer, mobile telephone on rental.

Desirable Infrastructure for Large Technology Parks (Over 10,00,000 sq.ft.):

- Telecom Connectivity from Alternative Exchanges / Service Providers.
- Power from Alternate Grids.
- Residential, Retail & Entertainment Components.
Annexure – V

Rebate in Cost of Land

IT Companies establishing their own facilities can avail rebate in the cost of land linked to employment. The terms for allotting land and the procedure for availing the rebate are specified below:

1. **Conditions for Allotment of Land:**
   
   (a) The rebate shall be applicable only in respect of lands allotted by Government / APIIC with prospective effect.
   
   (b) The rebate shall be restricted to Rs. 20,000/- per job created or the cost of the bare land (excluding development charges) whichever is less subject to a ceiling computed at the rate 0.30 acres for every 100 jobs created. (Eg. If 3250 jobs are created the limit for allotment of land at concessional price would be 9.75 acres).
   
   (c) The minimum number of employees to be hired by a company in order to avail of the concession on land cost shall be 100 (corresponding to a ceiling of 0.30 acres of land).
   
   (d) On areas allotted in excess of the limit i.e. the ceiling of 0.30 acres for every 100 jobs created, no concessions would be applicable.
   
   (e) The minimum gross salary / wage for an employment to be considered to have been created would be Rs. 5000/- per month.
   
   (f) The period for which such employment would have to be sustained to be eligible to be reckoned for this incentive shall be two years.
   
   (g) The number of employees to be considered for the purpose of this provision shall not exceed the number arrived at by the formula: [no. of computer work stations at a location x (1.33) x number of shifts (of 8 hours each) operated by the company at the location].
   
   (h) Government shall specify suitable guidelines to ensure that the benefit of this provision reaches a company only after it meets the stipulated conditions regarding job creation and that the employment figures reported are corroborated by other supporting data such as investment, turnover, returns filed with RBI, returns filed with STPI, Hyderabad, etc.

2. **Eligibility Criteria:**
   
   (a) The concessions linked to employment generation will be limited to the extent of the number of persons of Andhra Pradesh origin employed by the company. A company will be free to employ persons as per their own policies. However, the concessions available under this incentive will be restricted to the number of persons of AP origin employed by the company. For the purposes of this provision, a person of AP origin is defined as specified below:
     
     - A resident of the State of AP
     - Domiciled in the State of AP
     - Born in the State of AP
     - Studied in School / College / University in the State of AP
     - A person either of whose parents was born or attended School / College / University in the State of AP or was domiciled in AP
(b) A resident of the State of AP is defined as a person satisfying any of the following criteria:

i. Whose name finds place in electoral roll anywhere in Andhra Pradesh.

ii. Whose name finds place in the citizens data maintained by the Revenue Department and is assigned with a multipurpose identity card no. (also termed SSID No.).

iii. Who holds a ration card / telephone connection / gas connection in his / her name or in the name of any member of his / her family.

iv. Who is able to furnish any other proof of residence like withdrawal of monthly salary through bank account.

A minimum time period of 2 years of residence in Andhra Pradesh is stipulated for this purpose.

3. Performance Guarantee:

For availing the above rebate on cost of land a Bank Guarantee has to be furnished for the rebate amount for a period as per the terms of the MoU to be signed between the IT Company and the Government of Andhra Pradesh. The format of Bank Guarantee is available at http://ap-it.com/govtorders.html

4. Computation:

(a) For computing the number of eligible employees two schemes are prescribed as below:

   **Scheme-A:** Taking a count of the number of eligible employees at any date chosen by the company within the maximum admissible period in terms of the MoU signed between the Government and the IT Company.

   **Scheme-B:** Counting the number of eligible employees on any convenient date chosen/ suggested by the company and counting the additional number of eligible employees at the end of each year thereafter within the maximum admissible period, in terms of the MoU signed between the Government and the IT Company. The bank guarantee will be discharged to the extent of eligible employees counted at the end of each period as above, the count being done on an incremental basis.

(b) The IT Companies availing rebate may furnish the statement of names and number of eligible employees after satisfying themselves of compliance with the eligibility criteria and furnishing a declaration to the effect.

5. Procedure:

(a) The application form is available for download at http://www.ap.gov.in/IncentiveTrack/default.asp

(b) The application can be submitted online:
   - Register through URL http://www.ap.gov.in/IncentiveTrack/newdetails/regform.asp
   - After registration login through URL http://www.ap.gov.in/IncentiveTrack/Login.asp
   Complete the application and submit online.

(c) Project Report should be submitted alongside the application.

6. The Department of IT&C would enter into a Memorandum of Understanding (MoU) with the IT Company on receiving approval from CCITI. The format of MoU is available at http://ap-it.com/govtorders.html
Annexure – VI


Investment Subsidy

Investment Subsidy is available to new IT Companies setup after 25.09.1999, on fixed capital Investment as per the following terms and conditions:

1. Definition:
   Fixed capital investment (land & building, plant, machinery and equipment including hardware & software) wherever referred to in this order shall always mean the original fixed capital invested in the project before depreciation.

2. Eligibility:
   (a) All new IT Companies who have commenced their commercial operations after 25.05.1999 and who have filed for Investment Subsidy within 1½ year from the date of commencement of commercial operations would be eligible.

   (b) Existing industrial units establishing separate / new IT unit with separate identifiable investment will be eligible. “Separate Identifiable Investment” shall mean that the new IT Unit should not have any production linkage with the existing business process, i.e., if the existing Industrial unit is already an IT Company, then it will not be eligible for Investment Subsidy under Separate Identifiable Investment. The new IT Unit should be in a separate building, should maintain separate books of accounts and project should be appraised independently by financial institution as a viable project. A new project will not, however, be regarded as a “Separate Identifiable Investment” if the utilities of the existing unit for water, electricity are extended to the new IT Unit.

   (c) IT Industry availing rebate on land cost will not be eligible for availing this subsidy.

3. Procedure:
   (a) IT Companies should file the applications with GM, District Industries Centre of the concerned District for availing Investment Subsidy. The address of the respective GM, DIC can be obtained from AP Portal (www.aponline.gov.in) or from:

      Commissioner of Industries Office,
      Chirag Ali Lane, Abids, Hyderabad-500 001.
      Telephone: 040-3201235, Fax: 040-3201335
      Email: ci@industry.ap.nic.in

   (b) The GM, DIC will certify the fixed capital Investment made by an IT Company including the date of commencement of commercial operations as per the detailed guidelines given in the Industrial Policy of Andhra Pradesh.

   (c) The Consultative Committee on Information Technology Industry (CCITI) shall sanction the Investment Subsidy based on the merits.

4. The Department of IT&C would issue separate orders for the disbursement of the Investment Subsidy on receiving approval from the CCITI.

Annexure-VII

Special Provisions for Mega Projects

1. A special land pricing policy for the sale of land in and around Hitec City for Mega IT Projects is provided as per the following terms and conditions:
   (a) An IT project with an Investment of Rs. 50 crores or more is treated as a Mega Project.
   (b) The land shall be offered at a cost of Rs. 50 lakhs (Rs. 5 million) per acre at the Hitec City layout prospectively for Mega IT Projects.
   (c) Rebate in the cost of land linked to employment @ Rs. 20,000/- per job created would be available (as per the details in Annexure-V) limited to the cost of land i.e. Rs. 50 lakhs per acre.
   (d) APIC / L&T Infocity will limit the development charges to Rs. 30 lakhs (Rs. 3 million) per acre only for Mega IT Projects.
   (e) The incidence on account of premium on FAR (Floor Area Ratio) to be imposed by Cyberabad Urban Development Authority will be limited to Rs. 20 lakhs per acre in respect of Mega IT Projects. If necessary the additional cost over and above Rs. 20 lakhs per acre, if any, but limited to FAR of 1:1.75 only, will be paid from the budget of IT&C Department.
   (g) The land allotted under the Mega IT Project incentive scheme cannot be alienated or transferred in future for any purpose other than to a person / company undertaking IT or ITES activity specified by the IT Policy and the ITES Policy respectively.

2. The application for allotment of land for establishing a Mega IT Project should be submitted in the format available at the following URL:
   (a) The application form is available for download at http://www.ap.gov.in/IncentiveTrack/default.asp
   (b) The application can be submitted online:
      - Register through URL http://www.ap.gov.in/IncentiveTrack/newdetails/regform.asp
      - After registration login through URL http://www.ap.gov.in/IncentiveTrack/Login.asp
      Complete the application and submit online.
   (c) Detailed Project Report to be submitted alongwith the application.
1.1 GoAP’s Vision of e-Government

Internet technology is empowering consumers to make personal choices on how they access and receive goods and services. This is leading to an increasing dependence on electronic business resulting in a realignment of virtually every sector and a variety of customer-centered relationships between service providers and customers. Government is no exception to these phenomena.

As public awareness and Internet usage increase, the demand for online Government interaction and simplified, standardized ways to access Government information and services becomes increasingly important. At the same time, the public must have confidence that their online communications with the Government are secure and their privacy protected. Therefore, to help its citizens gain one-stop access to Government information and services in a secure way, and to provide better, more efficient, transparent and responsive services, Government of Andhra Pradesh (GoAP) has embarked on a scheme of e-Government to leverage the tools of ICT (Information & Communication Technology) in serving its citizens.

The Government of Andhra Pradesh cherishes the vision of establishing a Simple, Moral, Accountable, Responsive and Transparent Government – SMART Government. e-Government is one of the vehicles that can be gainfully used in reaching the goal of SMART Governance. GoAP’s IT vision to leverage Information Technology (IT) is amply reflected in its IT vision statement:

The Vision

"Andhra Pradesh will leverage Information Technology to attain a position of leadership and excellence in the information age and to transform itself into a knowledge society" Vision 2020

1.2 Objectives of e-Government Initiatives

Recognizing the need for technology-enabled service delivery and, as a part of its e-Government strategy, GoAP has initiated an innovative broad based, enterprise-wide approach to service delivery.

The targeted benefits of GoAP’s e-Government programme include the following:

Benefits to Citizen & Business:

- Streamlined, standardized electronic information gathering and access.
- Electronic delivery of services to meet citizen expectations and requirements.
- Convenient, anytime, anywhere citizen services.
- Support for e-Commerce initiatives (e.g., online filing, payments etc.).
- Significant improvement in Government to Citizen (G2C), and Government to Business (G2B) interfaces.
Benefits to Government:
- Increased employee productivity.
- Facilitation of information reuse across and within the departments of GoAP.
- Reduced system maintenance and training requirements by adopting standard systems and processes for GoAP.
- Cost-effectiveness in the operations of Government agencies.
- Improvement in Government to Government (G2G) interfaces.

1.3 Approach to e-Government
GoAP’s strategy for implementing e-Government has been unfolding over the last few years. It has implemented e-Government projects in a few key departments, which yielded encouraging results. The following are some examples of these early initiatives:

- **CARD** – Computer-aided Administration of Registration Department
  - Demystification of procedures for registration of legal documents like sale deeds, mortgage deeds, gift deeds etc.
  - Automation of processes at 239 sub-registrar offices.
  - 2.8 million deeds registered digitally in 3 years after launch.
  - 1.4 million title searches & 2.1 million property valuations done.

- **MPHS** – Multi-Purpose Household Survey Project
  - 1125 field offices of Revenue Department computerized.
  - Database of 75 mil citizens & 25 mil land records created.

- **CTAS** – Computerized Treasury Accounting System
  - 233 district treasuries & 300 sub-treasuries computerized.

- **COMPACT** – COMPuterized Administration of Commercial Taxes
  - Computer-based system of registration of dealers & processing of their sales tax returns.

Based on these initial successes, various other Government Departments have embarked on developing departmental applications.

1.4 The Essential Frameworks for e-Government
GoAP recognized the State’s potential for employing Internet communications and Web technologies to improve Government services and promote economic development. The desire to translate this potential into a reality, soon brought to fore a number of challenges, like the ones mentioned below:

- Fast-changing horizon of technology, making it difficult to evaluate options and arrive at appropriate cost-effective, scalable and inter-operable solutions.
- The need for huge resources to be invested at a fast pace to implement a large number of inter-related projects in a synchronized mode, to create the required impact.
- The compelling need to prioritize the e-Government applications, given that there are about 1500 services that can be improved through the use of ICT.
- The need to ensure that the e-Government projects are implemented in a way that the benefits to the citizens are provided in a cost-effective and sustained way.
GoAP has designed suitable frameworks to meet the above challenges. They are depicted below:

<table>
<thead>
<tr>
<th>Technology Framework</th>
<th>ICT Architecture</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resource Framework</td>
<td>PPP Model</td>
</tr>
<tr>
<td>Prioritization Framework</td>
<td>e-Government Blue Print</td>
</tr>
<tr>
<td>Implementation Framework</td>
<td>6C Model</td>
</tr>
</tbody>
</table>

In this paper, an attempt has been made to briefly describe the Technology Framework and the Prioritization Framework. Details of the other two frameworks namely, the Resource Framework or the PPP Model and the Implementation Framework or the 6C Model can be found at the web-site www.ap-it.com

2.1 The ICT Architecture for e-Government

From its experience in implementing a few e-Government projects at the department / agency level, the GoAP realized that such individual projects implemented by the departments on a stand-alone basis would result in duplication of work, besides creating islands of excellence, which are not inter-operable. Integration of these disparate systems at a later time would involve tedious plumbing. A standards-based approach was felt to be the need of the hour. In January 2001, GoAP developed a statewide IT Architecture & Technology Standards, Security Policy and PKI Strategy with the consultancy services provided by PricewaterhouseCoopers, over the preceding 5 months. Common business models / processes and shared technology infrastructure services were identified as key success areas during the exercise. Standards for various technology components were identified to enable re-usability and ensure inter-operability and integration. An abstract of the IT Architecture envisioned by the GoAP is available at www.ap-it.com. These standards have been mandated, through a policy document (G.O.Ms.40 of IT&C Department dtd.14.08.2001), for compliance by all departments and developers implementing e-Government projects.

2.2 Key Learning’s from the study on ICT Architecture

The study conducted by Government of Andhra Pradesh for building the ICT Architecture for e-Government, has thrown up a few key learnings that are useful to draw up the implementation plans – logically the next step in this evolutionary process. Government of Andhra Pradesh has immensely benefited from these key learnings, which helped in sharpening the understanding of the vision for e-Government. Four such key learnings are described below:

2.2.1 Enterprise Approach:

In order to implement and gain the advantages of e-Government, a State must consider itself as one entity in which all parts work together for the common good by avoiding duplication of efforts, enabling sharing of technical assets, and exchanging information from its multitude of databases (while protecting privacy of records of the citizens). The enterprise approach for e-Government emphasizes the statewide perspective (versus an agency view). The State must view itself differently from a technology perspective. It can no longer afford to be an agglomeration of separate and disjointed organizations, programs, and assets.

This enterprise approach strategically plans and implements the synchronization of multiple applications that run on a number of infrastructure components, necessary to deliver digital Government services to the citizen.
Departments would need to work cooperatively, yet independently, to realize the vision of digital government. No department can successfully deliver digital government services alone. Mutual, interdependent application development and service delivery among state departments is necessary for citizens to experience online services through a single window.

In order to identify the core initiatives for e-Government, GoAP used this approach that treats the state as a single enterprise. The single enterprise concept includes development of a set of core policies, core applications and core ICT infrastructure that span across departments. Given the characteristics of the fast-paced internet application development process and rapid changes in technology, these three areas need to be developed in parallel. This concept of core initiatives developed more fully in a later exercise, has been described in sections 3.2 to 3.4.

2.2.2 Develop and follow internet standards and guidelines. Standards and guidelines are fundamental to the development of a single, secure, enterprise-wide infrastructure to support the state’s development of products and services for the web. They serve as a common framework and rule-set for the application development lifecycle. One of the strong recommendations that has been thrown up is the compelling need to develop all future applications, especially the citizen-facing applications, adopting internet technology standards. Though obvious, prescription of this standard has made a substantial difference in several projects.

2.2.3 Build once, use many times. Developing a single architecture and enterprise commerce infrastructure will allow the state to build the infrastructure once and leverage it across multiple new applications. The infrastructure must be able to support current applications, and be the foundation for future initiatives. In a like manner, the core applications should be designed generically, on the lines of a product, such that they can be used across all the departments or large groups of departments. This approach results in considerable saving in cost and effort in design, development, implementation, training and maintenance of applications. Typical examples are the core applications relating to Financial Information System, Human Resource Management System, e-Procurement etc.

3. Prioritization Framework

3.1 The Rationale

Having developed the ICT architecture and having realized the importance of the key learning that followed from it, the government of Andhra Pradesh seemed to be technologically equipped to build large applications that would enable it to realize its grand vision of e-Government. Very soon it was realized that the task of identifying the various applications and prioritizing them for implementation was formidable. In particular, the following challenges were confronted:

(a) Which are the applications that need to be taken up first, and which later?
(b) How to identify the applications & projects, which, when implemented would ensure that the global best practices in e-Government permeate the related government departments and agencies?
(c) What are the linkages, explicit & implicit, between the various applications?
(d) What are the supporting policies and components of infrastructure that need to be put in place?
(e) At what pace should the whole implementation proceed?

The government of Andhra Pradesh felt that the answers to the above questions can be found only through an exhaustive ground level survey of the governance practices within its major departments and agencies on one hand and of the global best practices in those sectors on the other. This has led to engaging the consultancy services of PwC for a survey of 50 government departments with the development of an ‘e-Government blueprint’ as a key deliverable.
The survey of the Government departments proceeded along the following steps:

- Logical grouping of secretariat departments, based on comparable objectives / functions.
- High level assessment of key processes / support processes / services for each of the logically grouped departments.
- Mapping of Core Processes across the departments.
- Prioritization of services based on a criticality and feasibility matrix for each group.
- Categorization of the services as those that need to be ‘Targeted’, ‘Pursued’, ‘Permitted’ and ‘Kept On Hold’ during the implementation of GoAP’s e-Government Programme.

### 3.2 Definition of Core e-Government Initiatives

Moving forward GoAP has attempted to identify core initiatives, which provide maximum benefits to its stakeholders (citizens, businesses, employees) and also form the backbone for future e-Government initiatives. An initiative could be a policy, an infrastructure or an application.

Some of the key characteristics that have been considered by GoAP in the identification of Core Initiatives are as follows:

- Usability by large no. of departments.
- Statewide geographical coverage.
- Impacts key stakeholders.
  - Citizens (Urban and rural locations)
  - Business (Organizations / institutions / vendors who deal with Government)
  - Employees (serving and retired)
- Any other key variable that is critical for the realization of State’s vision.

### 3.3 Core e-Government Initiatives of GoAP

Based on the application of the above framework and criteria, GoAP has identified the Core Initiatives, and classified them according to interdependent components. These initiatives provide GoAP an opportunity to improve its efficiency in providing its services in a cost effective manner. These are shown in **Tables** below:

<table>
<thead>
<tr>
<th>Initiatives</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. OLTP – Online Transaction Process System - focus on Citizen Data Management System Integrated Land Management System Geographical Information System</td>
<td>- Provides a single window to citizens to access the services across multiple departments - Archives horizontal and vertical integration of departments at Mandal (lowest administrative unit), District and State levels</td>
</tr>
<tr>
<td>2. e-Seva (electronic services to citizens acting as a single window)</td>
<td>- Already implemented across the State capital of Hyderabad - Rolling out e-Seva across the State</td>
</tr>
<tr>
<td>3. Single window for businesses</td>
<td>- Provide single window to business to access the services across multiple departments</td>
</tr>
</tbody>
</table>
## ICT Policy 2002 - 2005

### Initiatives

<table>
<thead>
<tr>
<th>Initiatives</th>
<th>Description</th>
</tr>
</thead>
</table>
| 4. Social Benefits Management System            | - Monitoring and tracking various welfare schemes  
- Better targeting of beneficiaries                |
| 5. Complaints redressal - Help Desk and Call Centre | - Centralized complaints receipts, distribution and tracking                                                                                  |
| 6. Integrated Financial Information System       | - Integration of applications in Finance Department and its associated departments  
- Use of middleware product                        |
| 7. e-Procurement                                 | - Applying e-Government concepts and technologies to the area of purchasing to reduce prices of goods and services  
- 100% potential for PPP model  
- CoTs solution preferred  
- e-Procurement to be handled by a Govt-led private exchange (Govt > 15% stake) |
- Self-service zone for 1 million Government employees                                                                                                                                                  |
| 9. Generic Office Management System (smartgov)  | - Workflow automation + KPM in AP Secretariat  
- A bundle of 483 applications across 30 departments of Secretariat                                                                                  |

### Table 2: Core Technology Infrastructure Initiatives

<table>
<thead>
<tr>
<th>Initiatives</th>
<th>Description</th>
</tr>
</thead>
</table>
| 11. Secure Intranet       | - Communication infrastructure to connect all the locations of Government offices  
- Connectivity available from Hyderabad to District offices                                                                     |
| 12. Data Centre           | - One central facility where the application and database servers are located  
- To be implemented under a PPP model  
- The focal point for hosting all major applications and data of Government departments                                        |
| 13. Kiosks in rural areas | - Access points for rural location  
- Implementation under PPP model                                                                                                      |
### Table 3: Core Policy Initiatives

<table>
<thead>
<tr>
<th>Initiatives</th>
<th>Description</th>
</tr>
</thead>
</table>
| 14. Public Key Infrastructure       | - Secure transactions over internet  
- Digital Signature  
- Implementation under PPP Model |
| 15. Identity cards for citizens     | - Unique identification number (SSID) for citizens based on MPHS data using Smart Card Technology |
| 16. Data Warehousing                | - To analyze the huge historic data generated in the computerized departments & agencies.  
- Project implemented jointly by GOI and Govt.of AP |
| 17. Architecture                    | - A compilation of open technology standards  
- A set of best practices in deployment of ICT, with special reference to Government  
- Already developed and published on the Internet at www.ap-it.com in February, 2002  
- Standards have been mandated through Government order for compliance by all departments / developers  
- The Architecture developed is being updated with latest technology developments  
- Model to be improved incorporating role for NGOs |
| 19. Change management policy        | - Framework to manage the organizational change due to e-Government |
| 20. Privacy policy                  | - How to safeguard the information and provide confidence to stakeholders |


Andhra Pradesh’s vision of e-Government – The e-Government Blue Print

Government of Andhra Pradesh conducted a research on various aspects of e-Government over the last few years through implementation of a few projects and through external consultancies. The concepts and models developed in the process have been described in the foregoing portion of this paper. It was felt appropriate to draw *The Big Picture* by visually representing all the components of e-Government (other than the policies). The following picture emerged as a result of this effort.
The ‘Big Picture’ has sharpened the understanding of Government of AP of the key components of e-Government, their inter-se priority, interdependencies and linkages. The ‘Big Picture’ is not static but is being constantly reviewed and fine-tuned.

It is the earnest wish of Govt of AP to convert the ‘Big Picture’ into a ground reality substantially by the middle of 2003.

J. SATYANARAYANA
PRINCIPAL SECRETARY TO GOVERNMENT
Annexure-IX

Application for grant of incentives to IT Industries

To
The Principal Secretary to Government,
Information Technology and Communications Department,
Government of Andhra Pradesh,
A-Block, A.P. Secretariat, Hyderabad.

I. Details of IT Company:
1. Name of the IT Company:
2. Name of the Managing Director:
3. Name(s) of the Director(s):
   i.
   ii.
   iii.
   iv.

II. Address of Applicant:
<table>
<thead>
<tr>
<th>Particulars</th>
<th>Regd. Office</th>
<th>Manufacturing / Development Center</th>
<th>Foreign Collaborator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Door. No./ Plot No.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>City/Town</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PIN/Zip Code:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact person:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contact No.(s):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fax</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mobile</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E-Mail</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Website Address:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Premises Leased/Owned</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

III. Nature and activities:
   a. Constitution of the Organisation (Pl. ✔ mark)
      Proprietary ☐ Partnership ☐ Pvt Ltd. ☐ Ltd Co. ☐
   b. Activity (Pl. ✔ mark)
<table>
<thead>
<tr>
<th>Line of Activity</th>
<th>Software</th>
<th>Hardware</th>
<th>IT Enabled Services</th>
<th>IT Infrastructure</th>
<th>Telecommunications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Present</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proposed</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Existing Status:

**c. Registration**: (Enclose Certificate of Registration)

<table>
<thead>
<tr>
<th>STPI*</th>
<th>SSI**</th>
<th>Registrar of Companies/Firms</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Software Technology Parks of India
** Small Scale Industry

**d. Investment Made:**

i) Plant & Machinery: Rs. .............................................

ii) Land & Buildings: Rs. .............................................

iii) Total: Rs. .............................................

**e. Date of commencement of commercial operations:** / / 

**f. Performance (for existing units) for the last five years or since inception:**

(Rs. in Lakhs) for eg: 1 = 1 lakh (1,00,000)

<table>
<thead>
<tr>
<th>Year</th>
<th>Investment</th>
<th>Employment generated</th>
<th>Export turnover</th>
<th>Domestic turnover</th>
<th>Total turnover*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Please provide Annual Reports

**g. Total number of Employees employed at present:**

**h. Projected Investment / Turnover**

(Rs. in Lakhs) for eg: 1 = 1 lakh (1,00,000)

<table>
<thead>
<tr>
<th>Year (Pl.specify)</th>
<th>Proposed Investment</th>
<th>Export turnover</th>
<th>Domestic turnover</th>
<th>Total turnover</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**i. Projected employment generation (please specify):**

<table>
<thead>
<tr>
<th>Category</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Managerial</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technical</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Others</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**IV. Incentives applied for (Pl. ✔ mark):**

1. Power Subsidy
2. Conversion to Industrial Power Tariff
3. Investment Subsidy
4. Rebate in Registration charges / Stamp duty / Transfer of Property Duty
5. Exemption from Zoning Regulations
6. Rebate on Land Cost
7. Reimbursement of Expenditure on Quality Certification
Furnish Information for the respective incentives being applied for only.

### V Power Subsidy / Conversion to Industrial Tariff
Refer Annexure-II of the ICT Policy

| a. Service connection(s) No(s):                  |
| b. Date of Service Connection:                 |
| c. Electricity Revenue Office Location:        |
| d. Power connection exclusive / combined?      |
| e. Billing is on the name of the Applicant?    |

### VI Investment subsidy: *
Refer Annexure-VI of the ICT Policy

#### Project Cost: (Rs. In Lakhs)

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Asset</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Land</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Building</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Plant, Machinery &amp; Equipment</td>
<td></td>
</tr>
<tr>
<td><strong>T O T A L</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Please file this application before the concerned GM, DIC for necessary certification for the Qualifying Capital Investment.

### VII Reimbursement in Registration Fee, Stamp Duty and Transfer of Property Duty:
Refer Annexure - III of the ICT Policy

1. Name and Location of the IT Park: .................................................................
2. Extent of Built up space: ....................................................(sq. ft.) Land: ..................(sq. yd / acre)
3. Nature of transaction / deed to be registered (for own use / sale / lease or lease-cum-sale): .................................................................
4. Date of registration: ..............................................................................
5. Name of Sub-Registrar Office, where registered: ............................................
6. Total Cost of Registration Fee, Stamp Duty and Transfer of Property Duty: .................................................................

### VIII Details of property proposed for exemption from Zoning Regulations:
Refer Annexure-IV of the ICT Policy

1. Extent of Land (In Acres / Yards)
2. Location
   - Survey No. / Address
3. Proposed Built up area
   - Plinth Area in sq. ft.
4. Project size in Rs.
5. Expected Date of Completion:
IX. Requirement of land:

Refer Annexure-V of the ICT Policy

<table>
<thead>
<tr>
<th>Survey No:</th>
<th>Mandal:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extent of land required (in acres / sq. yards):</td>
<td></td>
</tr>
<tr>
<td>Proposed Built up area (in sq. ft.):</td>
<td></td>
</tr>
<tr>
<td>Proposed Start Date:</td>
<td>Proposed Completion Date:</td>
</tr>
<tr>
<td>Would you like to avail rebate on land cost linked to employment?</td>
<td>Yes ☐ No ☐</td>
</tr>
<tr>
<td>Please inform the source of funding for completing the proposed project:</td>
<td></td>
</tr>
</tbody>
</table>

X. Reimbursement of Expenditure for Quality Certification:

| 1. Date of SEI-CMM Certification |
| 2. Level achieved |
| 3. Name of the Consulting Firm |
| 4. Details of Expenditure |
| a) |
| b) |
| c) |
| 5. TOTAL Expenditure |
| 6. Did you receive this reimbursement earlier? | Yes ☐ No ☐ |

XI. Any other relevant information / comments / remarks:

-------------------------------------------------------------------------------------------------
-------------------------------------------------------------------------------------------------
-------------------------------------------------------------------------------------------------
-------------------------------------------------------------------------------------------------
-------------------------------------------------------------------------------------------------

Declaration

We hereby declare that the particulars as given in the application are correct to the best of our knowledge and belief.

Place: 
Date: 
Signature: 
Name of the Authorized signatory: 
Designation: 

(iv)
For Information & Enquires

**Principal Secretary to Government**
Information Technology and Communications Department, Government of Andhra Pradesh, 1st Floor, A-Block, Secretariat, Hyderabad - 500 002, Andhra Pradesh, India.
Telephone: +91-40-345 6401
Fax: +91-40-345 0103
e-mail: prinsecy_it&c@ap.gov.in

**Joint Director (Promotion)**
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