



Government of India
Ministry of MSME



ANNUAL REPORT, 2008-09



**Micro, Small & Medium Enterprises - Development
Institute**

111-112 BT Road, Kolkata -700108

Phone 033-25770597/98

director@sisikolkata.gov.in, dcdi-kolkatta@dcmsme.gov.in

www.sisikolkata.gov.in

visit us at : www.msmedikolkata.gov.in

FOREWORD

The Annual Report of the Institute portrays the important activities and programmes with achievements, undertaken by the Institute and its branches during the year 2008-09. Apart from normal activities under the Action Plan Target, a number of other activities were also undertaken during the year to cater to the requirements of the local entrepreneurs, both prospective and existing, which have been summarized in the report.

The Annual Report thus provides detailed information of different activities performed by the Institute and the branches under its jurisdiction for promotion and development of Micro, Small & Medium Enterprises in West Bengal and the Union Territory of Andaman & Nicobar Islands. It is expected that the information contained in the report would manifest the important role being played by the Institute and also elicit comments for better service.

I would like to record my appreciation for the efforts made by all Officers and Staff who contributed significantly in the preparation of the Report, especially Dr. A. K. Roy, Asstt. Director (EI), Shri M. Bandyopadhyay, Asstt. Dir.(EI), Shri D.Banerjee Asstt. Dir.(stat), Sri D. Chowdhury, Inv.(EI) and Sri S.K. Mondal, Stenographer for bringing out this Report.

May, 2009.

Place: Kolkata.

S.Panikassery
Director

Report at a Glance 2008-2009

<i>Name of the Programmes</i>	<i>No. of programmes conducted</i>	<i>No. of beneficiaries</i>
Appraisal of Project Reports	-	28
Preparation of Project Profiles:		
New :	18	
Updated:	29	
Entrepreneurship Development Programme(EDP)	9	212
Business Skill Development Programme(BSDP)	2	55
Entrepreneurship Skill Development Programme (ESDP)	69	1618
Industrial Motivational Campaign(IMC)	50	3950
Management Development Programme(MDP)	15	374
Export Management cum Packaging Training Programme	1	50
Skill Development Training Programme(SDP at Workshop (regular course)	8	57
Specialized Tech.Trng. Programme(CAD/CAM)	5	50
Common Facility services through General and CNC workshop	-	214
NSIC Regn./GSPP	-	367
WBSCX Services	-	251
Vendor Development programmes	1	150
ISO :		
a) Awareness cum educational programme on CE Marking	1	7
b) Awareness cum educational rogramme on Internal Auditor	1	16
c) Awareness cum educational programme on eimbursement Scheme for ISO 9001/14001/ HACCP	1	28
c) Consultancy	-	6
Short Term Computer Training Course	18	155
Important Meetings Attended		
Plan Level Committee Meetings :	2	
State Level Committee Meetings:	8	
Meeting With Associations :	12	
Meeting with State Govt. :	9	
Others :	15	

HIGH LIGHTS OF IMPORTANT WORKS

The Institute & its Branches successfully achieved the Action Plan Targets of 2008-09 and other work relating to the Promotion and Development of Micro, Small & Medium Enterprises in the State. Some of the major activities are mentioned below:

- 1. A total of 3950 persons were motivated through 50 IMCs organized at different places of the State to start new venture for self-employment.*
- 2. Out of 69, 53 ESDPs were organized in rural areas and altogether 1618 persons including 1004 women were trained through these ESDPs.*
- 3. For developing business skill among the engineering graduates, two BSDPs were organized in association with Narula Institute of Technology, 24Pgs(North).*
- 4. Under ISO reimbursement scheme, an amount of Rs. 3066989/- was disbursed to 83 MSEs.*
- 5. In addition to seven clusters, one more clusters on Bori at Naihati, 24Pgs(North) has been undertaken by the Institute.*
- 6. Under marketing assistance 367 cases were processed for NSIC registration and a vendor development programme was organized in association with BNCCI, Kolkata.*

1. MSME-Development Institute, Kolkata

Micro, Small & Medium Enterprises-Development Institute, Kolkata looks after the promotion and development of Micro, Small & Medium Enterprises in the States of West Bengal and Union Territory of Andaman & Nicobar Islands. At present there are three Branch Institutes covering 19 districts in the state of West Bengal and one Br. Institute at Port Blair covering two districts of Andaman & Nicobar Administration under the jurisdiction of MSME-DI, Kolkata. The important functions and assistance rendered by the Institute and its Branches are as follows.

Assistance and Services rendered by MSME-DI, Kolkata

- Consultancy, (Techno-Economic and Managerial) to prospective and existing entrepreneurs
- Common Workshop Facilities
- Information on projects and marketing
- Modernization and Technology Up gradation
- Energy Audit
- Trainings for entrepreneurship development, skill development and management.

Our Key Activities

In view of the over all development and promotion of MSME sector in the State of West Bengal, the Institute is empowered with well qualified and experienced Technical Officers who are actively engaged in various key activities as follows:

i. Human Resource Development

- a. Building up Entrepreneurial skills by organizing various types of EDPs and ESDPs on Food Processing Industries, Leather Industries, Gems Cutting and Polishing, Metallurgical Industries, Automobiles Repair and Services, Fashion Design and Readymade Garments, Silk Screen Printing Industries, electrical & Electronic Industries, Ceramic Industries and so on.
- b. Developing Managerial Skills of the existing entrepreneurs by organizing various short term courses on Industrial Management, Material Management and Working Capital Management and so on.
- c. Developing Technical Skills by organizing 6-months Skill Development Programmes on Machine Shop Practice, Heat Treatment, Wood Curving, Art Ware and Pottery, etc.
- d. Providing computer trainings on both Software and Hardware and Providing Trainings on Computer Aided Design (CAD) & Computer Aided Manufacturing (CAM)
- e. Imparting Training through Mobile Vans in the trade of General Engineering, Carpentry and Ceramics in the remote places of the State for development of skill of artisans.

ii. Export Promotion

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- a. Assisting entrepreneurs on Export Marketing through our Export Cell
- b. Organizing Specialized Training Programmes (in collaboration with eminent promotional agencies) on Export Management and Export Packaging.

iii. Development of New Projects

- a. Assisting and guiding entrepreneurs to set up new projects through
- b. District Industrial Potentiality Survey Reports and State Industrial Profile by way of providing information on Potential Resources, infrastructure, Market, etc.
- b. Disseminating Information on Project Status, Marketing, Financing, Technology, Raw Materials, etc.
- c. Preparing viable Projects, appraising of Projects and Assessing Capacity, etc.

iv. Marketing Support

- a. Providing marketing Assistance to MSEs through the Single Point Registration Scheme of NSIC for participation in the Govt. Stores Purchase Programmes.
- b. Providing Marketing Support to MSEs through SCX.
- c. Providing Marketing Assistance by organizing Vendor Development Programmes and Buyers Sellers Meet for SMEs and Large Enterprises.

v. Common Work Shop Facilities

Undertaking job work at very low cost for MSEs in the following areas:

- a. Metallurgy - Heat Treatment
- b. Glass and Ceramic and
- c. Mechanical Engineering
 - i. Computer aided manufacturing – Ultra Modern CNC Wire Cutting Machines, CNC Spark Erosion, CNC Lathe and
 - ii. Conventional – Milling, Cylindrical Grinding, Surface Grind Zig. Boring etc.

vi. Modernization & Techno – up gradation

Assisting the MSEs to modernize and upgrade technology by organizing Training on ISO-9000 and TQM (Total Quality Management)

- a. Awareness Programme on Ozone Depleting Substances/use of Alternative Refrigerant
- b. Awareness Programmes on Energy Conservation, Pollution Control, HACCP etc.

vii. SENET

Providing specialized services on latest technologies/proven Technologies/ Projects through Web Site and organizing trainings on computer software/hardware,etc.

viii. Programme on W.T.O

- General awareness programme on WTO
- Seminar and dissemination of information on anti-dumping
- Sensitization programme on intellectual property rights.

These apart, the Institute maintains a close liaison with various govt. departments and promotional agencies involved in the execution of govt. sponsored schemes and other promotional programmes for the development of MSE Sector in the State.

Districts covered:

In West Bengal

- | | | | |
|----|--------------------|-----|------------------|
| 1. | Kolkata | 10. | Burdwan |
| 2. | 24-Parganas(North) | 11. | Bankura |
| 3. | 24-Parganas(South) | 12. | Purulia |
| 4. | Howrah | 13. | Murshidabad |
| 5. | Hooghly | 14. | Darjeeling |
| 6. | Nadia | 15. | Jalpaiguri |
| 7. | Midnapore(Purba) | 16. | Cooch Behar |
| 8. | Midnapore(Pashim) | 17. | Uttar Dinajpur |
| 9. | Birbhum | 18. | Dakshin Dinajpur |
| | | 19. | Malda |

In Andaman & Nicobar Islands

1. Andaman and 2.Nicobar

A. DEPARTMENTS

- | | |
|----------------------|---|
| 1. Mechanical | 10. Export Promotion |
| 2. Electrical | 11. Industrial Management Training |
| 3. Electronics | 12. Ancillary |
| 4. Chemical | 13. Economic Investigation and Statistics |
| 5. Glass and Ceramic | 14. SENET |
| 6. Metallurgy | 15. Workshop (Mechanical Engineering,
CNC Workshop, Metallurgy, Glass &
Ceramic |
| 7. Leather | 16. Raj Bhasa |
| 8. Hosiery | |
| 9. Food | |

B. WORKSHOP FACILITIES

The following workshop facilities are available with MSME- DI, Kolkata and its Branch Institutes at Durgapur, Siliguri and Suri for rendering Job Work & Common facility services.

MSME-DI, Kolkata.

1. Turning
2. Drilling
3. Grinding
4. Carpentry
5. Milling.
6. Fitting
7. Heat Treatment
8. Glass & Ceramic Works.
9. Spark Erosion
10. Wire Cut EDM
11. CNC Lathe
12. Jig Boring by DRO system
13. Manufacturing of Press Tools, Jig-fixtures, dye casing dies, Plastic moulds etc.
14. Computer Aided Design and Manufacturing (CAD & CAM)

**At Br MSME-DI,
Durgapur**

1. Turning
2. Drilling
3. Grinding
4. Shaping

**At Br. MSME-DI ,
Siliguri**

1. Turning
2. Drilling
3. Grinding
4. Carpentry

2. HUMAN RESOURCE DEVELOPMENT

Building up entrepreneurial skills by organizing Entrepreneurship Skill Development Programme on food processing, mobile phone repairing and servicing, digital photography, kantha stitch, batik printing, handicrafts, web page application, biotechnology and so on is a major activity under Human Resource Development of the Institute. Developing managerial skills of the existing and budding entrepreneurs by organizing Business Skill Development Programmes on Industrial Management, Financial Management, Material Management, Working Capital Management, and Export & Packaging Management is another area of activity under Human Resource Development. Further, the Institute organizes Skill Development Programmes of 6 months duration on Machine shop practice, Heat Treatment, Wood Curving, Art Ware and Pottery for honing up craftsmanship of the artisans engaged in SSI sector. To meet the growing needs of I.T. savvy personnel, the Institute also conducts training programmes on both computer software and hardware. Providing training on Computer Aided Design and Computer Aided Manufacturing is another area of developing skills under Human Resource Development Programme of the Institute.

During the year 2008-2009 the Institute conducted the following programmes under Human Resource Development.

- 1. Entrepreneurship Development Programme**
- 2. Entrepreneurship and Skill Development Programme**
- 3. Business Skill Development Programme**
- 4. Intensive Motivational Campaign**
- 5. Skill Development Programme**
- 6. Specialized Technical Training(CAD/CAM)**
- 7. Management Development Programme**
- 8. Computer Training**

2.1. Entrepreneurship Development Programme

Micro, Small & Medium Enterprise-Development Institute, Kolkata along with four Branch Institutes under its control organized 9 Entrepreneurship Development Programmes in different places of the State and Union Territories of Andaman & Nicobar Islands during 2008-09. Out of these 9 EDPs, 2 each for women, SC, Weaker Section and for EUY category and also one for Minority Community. Altogether 212 candidates including 120 women were rendered training in building up entrepreneurship. Through these training programmes 73 candidates of SC category and 22 candidates from Minority Communities were also trained. Apart from MSME-DI officials, professionals from other organizations were invited to deliberate upon the role of their organizations in the promotion of MSMEs in the state. They also apprised the trainees of the various steps involved in starting of micro, small and medium scale industrial ventures. The summary details of the programme conducted by this Institute and its branches are given below:-

Target - 9 : Achievement - 9

INSTI-TUTES	Place	Duration	Candidates							
			SC	S T	O B C	M I N	P H	W O M E N	O T H E R S	T O T A L
MSME-DI, Kolkata	1 Deganga, North 24 Pgns.	5.1.09 to 23.1.09				22		11		22(11)
	2. Bhowanipur, Kolkata	15.1.09 to 4.2.09						21		21
	3. Young Star Club, Tangra, Kolkata	5.3.09 to 25.3.09				20		20		20(20)
	4. MSME-DI, Kolkata	25.2.09 to 18.3.09	21					3		21(3)
	5. Rajbangshi, Sandeshkhali, 24 Pgns(S)	23.10.08 to 14.11.08	25					13		25(13)
	6. Khathalberia, Shankarpur, 24 Pgns(S)	20.10.08 to 7.11.08	23					20		25(18)
	7. Ashaniketan, Tangra, Kol.	19.1.09 to 6.2.09				2		25		25(2)
	8. Budge Budge Polytechnical Institute(CFTC), 24 Pgns(S)	5.11.08 to 22.11.08	4					5	14	23
Total			73			44		118	14	182 (67)
Br. MSME-DI, A & N Islands	<i>Port Blair</i>	<i>30.3.09 to 17.4.09</i>				2		2	26	30
Grand Total			73			46		120	40	212 *(67)

* Figures in the bracket represent the participants belonging to more than one category say may be women as well as SC/ST/MIN/etc.

2.2. Entrepreneurship Skill Development Programme

During the year the Institute along with its four branch institutes located at Durgapur, Siliguri, Suri and Port Blair organized 69 ESDPs covering almost all the districts of the State and Union Territory of Andaman and Nicobar Islands. Out of 69 ESDPs, 21 ESDPs were organized for General candidates, 20 for women, 14 for weaker section, 10 for ST candidates, 3 for SC candidates and 1 for Minority Community. These ESDPs were generally organized in two phases. In the first phase candidates were rendered training on building up entrepreneurial capacity among themselves, while in the 2nd phase candidates were trained for developing technical skill in the line of manufacturing and repairing activities covering the area as like food processing, mobile phone repairing and servicing, digital photography, kantha stitch, batik printing, handicrafts, web page application, etc. Further, 1 ESDP was also organized in the field of biotechnology. A total of 1618 candidates were rendered training through these ESDPs of which 1004 were women, 426 were from SC category, 259 from ST category and 105 were from Minority Communities and so on. The details of these programmes are given below.

Target – 69 : Achievement-69

INSTITUTES	Place	Date	Candidates							T O T A L	
			S C	S T	O B C	M I N	P H	W O M E N	O T H S		
M S M E - D I, K O L K A T A	1. Diamond Harbour, South 24 Pgs.	21.7.08 to 5.9.08	25						8	25(8)	
	2. Contai, Purba Midnapur	11.8.08 to 26.9.08	4			2			25	25(6)	
	3. Manikpara, Midnapur	18.8.08 to 30.9.08	2	23					2	25(2)	
	4. Basirhat, North 24 Pgs.	4.8.08 to 30.9.08	25						25	25(25)	
	5. Bisharpara, North 24 Pgs.	2.9.08 to 15.10.08	2	1		1			25	25(4)	
	6. Deganga, North 24 Pgs.	16.9.08 to 20.11.08	25						3	25(3)	
	7. Taldi, South 24 Pgs.	4.11.08 to 12.12.08							25	25	
	8. Ichapur, North 24 pgs.	1.8.08 to 12.8.08	7						21	3	25(6)
	9. Hotor, South 24 Pgs.	19.8.98 to 26.9.08	19		2				3	7	28(3)
	10. Konnagar, Hooghly	28.8.08 to 17.10.09	8			1			2	13	22(2)
	11. Hotor, South 24 Pgs.	25.8.08 to 3.10.08	25						13		25(13)

12.	Chanchai, Burdwan	<i>18.8.08 to 26.9.08</i>	12					30		30(12)
13.	Basirhat, North 24pgs.	<i>21.8.08 to 3.10.08</i>	5			7		2	13	25(2)
14.	Red Light Area, Kol.	<i>4.9.08 to 24.10.08</i>						23		23
15.	Bally, Hooghly.	<i>3.11.08 to 12.12.08</i>	7					4	14	25
16.	Hotor, South 24 Pgs.	<i>5.1.09 to 13.2.09</i>	13					1	12	25(1)
17.	Gobindabasan, Purba Midnapur.	<i>21.12.08 to 3.1.09</i>	2					30		30(2)
18.	Samsurdan, Burdwan.	<i>17.11.08 to 26.12.08</i>	8		1			25		25(9)
19.	Samsurdan, Burdwan.	<i>19.11.08 To 30.12.08</i>	7					24		24(7)
20.	Sandeshkhali, South 24 Pgs.	<i>23.10.08 to 5.12.08</i>				4		25		25(4)
21.	Rajpur, South 24 Pgs.	<i>17.10.08 to 28.11.08</i>						23		23
22.	Kolkata	<i>29.12.08 to 9.2.09</i>	8					22		22(8)
23.	Kakdwip, South 24 Pgs.	<i>16.12.08 to 27.1.09</i>	3					29		29(3)
24.	Nagar Ukhra, Nadia	<i>16.1.09 tp 27.2.09</i>						25		25
25.	Lake Town, Kolkata	<i>22.12.08 to 5.2.09</i>	3				1	22		22(4)
26.	Bogula, Nadia.	<i>19.1.08 to 2.3.09</i>	14					26		26(14)
27.	New Barrackpur, North 24 Pgs.	<i>4.2.09 to 18.3.09</i>	8					25		25(8)
28.	Ballygaunge, Kolkata	<i>7.1.09 to 18.2.09</i>	11					21		21(11)
29.	Degambarpur, South 24 Pgs.	<i>22.09 to 14.11.08</i>			8			21		21(8)
30.	Basuria, Haldia	<i>1.2.09 to 14.3.09</i>						25		25
31.	Khaskhamar, Howrah	<i>10.11.08 to 23.12.08</i>			1	24		25		25(25)
32.	Gayeshpur, Nadia	<i>19.1.09 to 3.3.09</i>	1					20		20(1)
33.	Dadpur, Hooghly	<i>10.11.08 to 19.12.08</i>	1					21		21(1)
34.	Bangaipur, Bagnan,	<i>17.11.08 to</i>	2					20		20(2)

	Howrah	26.12.08								
	35..Ballygunge, Kolkata	9.2.09 To 20.3.09	6					20		20(6)
	36. Hura, Purulia			20						20
	37. Hura, Purulia	19.11.08 to 9.1.09		20				2		20(2)
	38. Karamora, Purulia	20.11.08 to 9.1.09		23				4		23(4)
	39. Makrampur, Paschim Midnapur	22.1.09 To 4.3.09		22				6		22(6)
	40. Sabong, Paschim Midnapur	28.1.09 to 9.3.09		25						25
	41. Tejpur, Purba Midnapur	20.2.09 to 28.3.09	23					15		23(15)
	42. Kolkata		22							22
	43. Hotor, South 24 Pgs.	13.2.09 to 27.3.09 25.8.08 to 3.10.08	25					13		25(13)
	44. Khaskhamar, Howrah	2.1.09 to 16.2.09				23		6		23(6)
	45. Basirhat, North 24 Pgs.	16.3.09 to 24.4.09	5					5	16	25(1)
	46. Bolpur, Shantiniketan	7.7.08 to 18.8.08	11					9		20
	47. Malda	27.1.09 to 3.3.09	7	4					18	25(4)
	48. Daradimore, Coldi, Purulia.	2.2.09 7.3.09		20				8		20(8)
			346	158	12	62	1	729	96	1145* (259)
BR. MSME-DI, Suri	1. Jangaipur, Murshidabad	9.5.08 to 9.7.08				15			5	20
	2. Jangaipur, Murshidabad	9.5.08 to 9.7.08			1	17		1	1	20
	3. Ilambazar, Birbhum	7.11.08 to 19.12.08	11	8			3	1		23
	4. Suri, Birbhum	2.12.08 to 13.1.09	4					3	16	23
	5. Tarapith, Birbhum.	31.3.09 to 14.5.09	16						7	23
	6. Haridaspur Birbhum.	31.3.09 to 14.5.09	1					20		21
	7. Tarapith, Birbhum.	2.2.09 to 13.3.09	6					25		25(6)
	8. Kotasur, Birbhum.	28.11.08 to 8.1.09		25				6		25(6)
			38	33	1	32	3	56	29	180* (12)

BR. MSME-DI, Siliguri	1. Raigaung, Uttar Dinajpur	6.9.08 to 18.10.08	7			1		24		24(8)
	2. Mathabanga Coochbehar	12.8.08To 19.9.08	8		4	3		24		24(15)
	3. Jalpaiguri,	19.8.08 to 1.10.08	6	1	1	1			11	20
	4. Siliguri	12.12.08 to 22.1.09	6		1			25		25(7)
	5. Raigaunj, Uttar Dinajpur	5.1.09 to 16.2.09	7		2				13	22
	6. Raigaunj, Uttar Dinajpur	2.12.08 to 13.1.09		22				9		22(9)
			34	23	8	5	-	82	24	137* (39)
BR. MSME-DI, Durgapur.	1. Ukhra, Burdwan	10.11.08 To 24.12.08	3			2		19	2	22(4)
	2. Borjora, Bankura	12.1.09 To 16.3.09	3			1		23		23(4)
			6	-	-	3	-	42	2	45* (8)
BR. MSME-DI, Port Blair	1. Port Blair	8.9.08 to 24.10.08				3	1	21	1	22(4)
	2. Diary Firm, Port Blair.	8.12.08 to 20.1.09	2	3	20			25		25(25)
	3. Hatbay, Little Andaman	2.2.09 to 14.3.09		20				13		20(13)
	4. Mayabandar Port Blair.	9.2.09 to 21.3.09		22				14		22(14)
	5. Port Blair	27.3.09 to 8.5.09			22			22		22(22)
			2	45	42	3	1	95	1	111* (78)
GRAND TOTAL:			426	259	63	105	5	1004	162	1618 (396)

* Figures in the bracket represent the participants belonging to more than one category say may be women as well as SC/ST/MIN/etc.

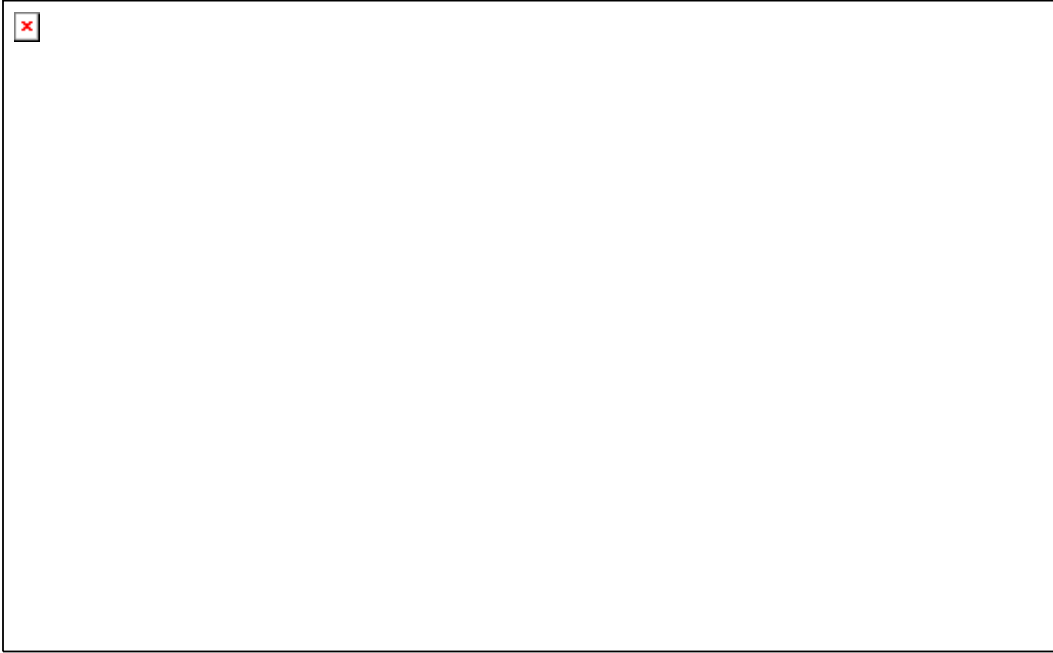
2.3. Business Skill Development Programme

Developing Business Skill among the engineering graduates has been a new programme initiated by the Institute through which orientation training is rendered to the engineering students for starting industrial venture of their own. During the year two such training programmes one each for general and women were organized in association with Narula Institute of Technology located in the district of North 24 Parganas. A total of 55 final year engineering students were trained through these programmes, of which were 27 women and 1 was from OBC category. The details of these programmes are given below:-

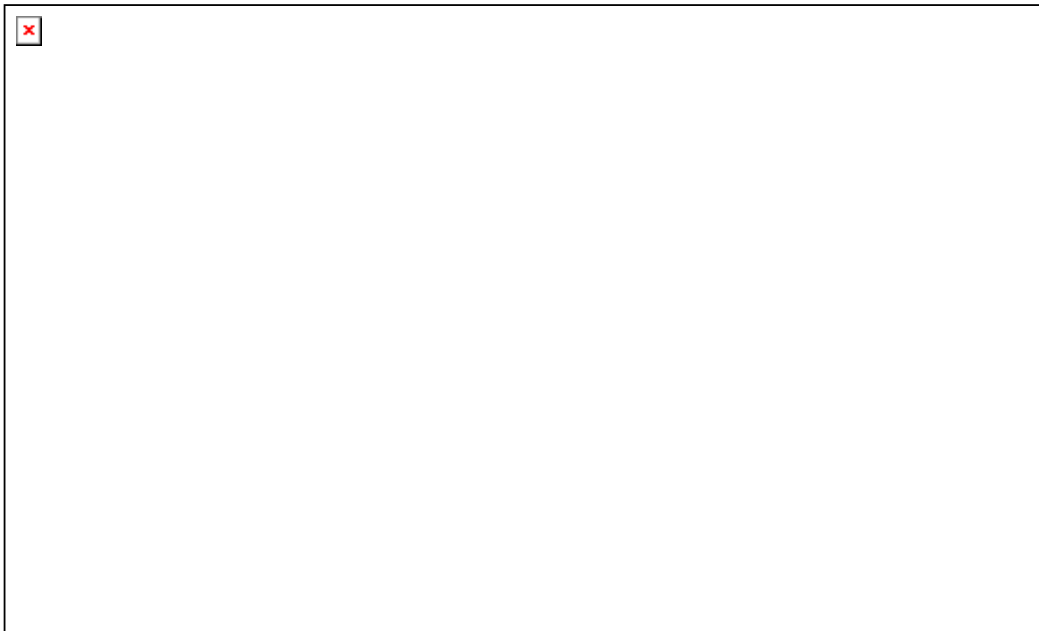
Target - 2 : Achievement - 2

<i>INSTITUTES</i>	<i>No</i>	<i>Place</i>	<i>Duration</i>	<i>Candidates</i>							
				<i>S C</i>	<i>S T</i>	<i>O B C</i>	<i>M I N</i>	<i>P H</i>	<i>O T H E R S</i>	<i>T O T A L</i>	<i>W O M E N</i>
<i>MSME-DI, Kolkata</i>	<i>2</i>	<i>Narula Institute of Technology, Agarpara, 24 Pgs(N)</i>	<i>23.12.08 to 17.01 09</i>			<i>1</i>			<i>27</i>	<i>28</i>	
			<i>22.12.08 to 16.01.09</i>					<i>27</i>	<i>27</i>	<i>27</i>	
<i>Total</i>	<i>2</i>					<i>1</i>			<i>54</i>	<i>55</i>	<i>27</i>

In addition to building up entrepreneurship and managerial skill the students were also imparted training in the areas of PERT, CPM, Kaizen, 5S, QC-tools, etc. The students were awarded certificates by Sri Sabyasachi Sengupta, Vice-Chancellor, WBUT on the valedictory day (20.01.09).



From right Sri S. Panikkassery, Director, MSME-DI, Kolkata awarding certificates to the trainees of BSDP, sitting Sri S. Sengupta, Vice-Chancellor, WBUT and Sri Taranjit Singh, Managing Director, JIS Group.



Sri S. Sengupta , Vice-Chancellor, WBUT awarding certificates to the trainees of BSDP, while Sri Taranjit Singh, Managing Director, JIS Group is seen sitting

2.4. Industrial Motivational Campaign

During the year 50 Industrial Motivational Campaigns(IMC) were allotted to this institute, of which MSME-DI, Kolkata alone organized 36 IMCs at different places covering rural and urban districts of the state under its jurisdiction. The rest 14 IMCs were organized by its branch institutes located at Siliguri, Suri, Durgapur and Port Blair. Altogether 3950 candidates including 1807 women participated in these programmes and the details are given below:-

Summary On Industrial Motivational Campaign for 2008-09.

Target – 50 : Achievement-50

INSTITUTES	No	Place	Date	Candidates								
				S C	S T	PH	W	M I N	O B C	G E N L	T O T A L	
MSME-DI, KOLKATA	36	1. Diamond Harbour, 24pgs(S)	15.7.08	46			24	38			16	62(62)
		2. Bisarpara, 24 Pgs(N).	24.7.09	10			50	1				50(11)
		3. Contai, Purba Medinipur	5.8.08	16			62	4	23			62(43)
		4. Bashirhat, N-24 pgs	5.8.08	7			7	52	2	29		90(7)
		5. Hotar, 24pgs (S)	12.8.08	46			5			15		62(4)
		6. Kanchrapara, Nadia	24.9.08	110	3		29			15		130(27)
		7. Deganga, 24 Pgs(N)	9.9.08	41			10	7		3		51(10)
		8. Bally, Howrah	27.10.08	23			33			37		93
		9. Taldi, South 24 Pgs.	3.11.08				50					50
		10. Bidon St., Kolkata	19.12.08	11			50					50(11)
		11. Hura, Purulia	7.11.08	8	57		20		12	3		80(20)
		12. Kolkata	3.9.08				57					57
		13. Sunderban	12.1.09	38			8			5		51

	Mela									
	14. Rajpur, 24Pgs(S)	16.10.08				50				50
	15. Akshaynagar kakdwip	15.12.08				50				50(13)
	16. Khashkhamar, Howrah	25.2.09	13			54	90		4	94(54)
	17. ITI, Gariahat	11.2.09			5	20	2			102
	18. Srinath Hall, Kolkata-19.	25.1.09	72			46	9		94	150
	19. Tajpur, Purba Medinipur	19.2.09	1			31			10	44(31)
	20. Baltikuri, Howrah	18.3.09					1	2	36	40
	21. ITI, Kalyani, Nadia	23.3.09	1	2		31			20	72
	22. Basulia, Haldia	1.1.09	19				137			137
	23. Shilpa Banijya Mela, Baruipur 24 Pgs(S)	10.1.09	44			24			35	103
	24. Baradongal, Arambagh Hooghly.	24.1.09				87			47	134
	25. Bagbazar, Kolkata	9.3.09				108				108
	26. MSME-DI Kolkata	24.2.09					120			120
	27. Budge Budge, South 24 Pgs.	9.3.09				130	130			130(130)
	28. Konnagar, Hooghly	28.8.08				7	5	2	49	71
	29. Seva Kendra, Tangra, Kolkata-15.	24.3.09	8			24	4	3	12	46(12)
	30. Yuva Kendra Auditorium, Moulali, Kol.	17.3.09	15			56			8	64
	31. Bhowanipur, Kolkata	26.3.09	3			3			34	40

		32. CFTC, Budge- budge, 24-pgs(s)	13.12.08	22			46				46
		33.Digambarpur atharpratima, 24 Pgs (S)	11.9.08	12			34				34(12)
		34. Kathalberia, Shankarpur, 24 Pgs(S)	17.10.08	30			20			23	73
		35. J.B.Roy Ayurvedic College, Kol.	12.11.08	9				20		89	118
		36.Prafullanagar Habra, North 24 Pgs (S).	23.12.08	10			5	3		55	65(8)
		Total :		649	62	5	1231	623	44	642	2779 (455)
	5	1. Rajganj, Jalpaiguri	30.7.08	12	1	1	32	30	4	40	120
		2. Mathbhanga, Cooch Behar	11.8.08	27			44	4	6	63	100(44)
		3. Raiganj, Uttar Dinajpur	5.9.08	23			38	1	11	60	90(43)
		4.. Salsalabari, Jalpaiguri	28.1.09	51			114	4	8	57	120(114)
		5..Matigara, Siliguri	6.3.09	30	8		26		10	92	118(48)
		Total		143	9	1	254	39	39	312	548 (249)
	4	1. Suri, Birbhum	18.3.09	7	1		16			47	71
		2. Santiniketan, Bolpur, Birbhum	4.3.09	13			52			22	87
		3. Sri Ramkrishna Vidyapith, Suri, Birbhum	18.2.09	11	5		2			57	75
		4.Atla, Tarapith, Birbhum	19.3.09	34	2		24		2	21	83
		Total		65	8		94		2	147	316

<i>BR. MSME-DI, Durgapur.</i>	3	1..Neturia, Purulia	<i>27.8.08</i>	21	12		26			44	94(9)
		2.Ukhara, Purulia	<i>9.9.08</i>	20			35			22	42(35)
		3. Barjora, Bankura	<i>21.11.08</i>	4	1		42		4	4	46(9)
		Total		45	13		103		4	70	182 (53)
<i>BR. MSME-DI, Port Blair</i>	2	1. Ferarganj, Port Blair.	20.8.08		10		60		50		60(60)
		2. Garacharma, S. Andaman	27.8.08				65				65
		Total			10		125		50		125 (60)
GRAND TOTAL:	50			902	102	6	1807	662	139	1171	3950 (817)*

* Figures in the bracket represent the participants belonging to more than one category say may be women as well as SC/ST/MIN/etc.

2.5. Skill Development Programme

During the year the Institute along with its two Branches at Durgapur and Siliguri conducted 8 Skill Development Courses of Six months duration on Machine-shop Practice & Wood working and three months duration on Pottery at its workshops for developing skills of Semi-skilled and unskilled workers of MSEs and the prospective entrepreneurs who are willing to set up industries. At present, this Institute, along with its branches at Durgapur and Siliguri are providing such training in the trades of (i) Machine Shop Practice, (ii) Heat Treatment, (iii) Pottery and (iv) Wood Working. A total of 57 persons were trained at workshop and the details are given below:

Skill Development Programme			SC/ST	W o m e n	P H	M t y.	O B C	O t h. s	T o t a l
MSME-DI, Kolkata : No.									
1.	Machine Shop Practice	2	8				2	19	29
2.	Pottery	3	5	3				11	19
3.	Metallurgy	1	3						3
Br. MSME-DI, Durgapur									
	Machine shop practice	2	2					4	6
Total:		8	18	3			2	34	57

2.6.Specialised Tech.Trg. (CAD/CAM) Programme

The Institute has a specialized workshop with CNC machines. Apart from providing common facility services to MSEs through this workshop, specialized technical trainings are also rendered to the prospective and the budding entrepreneurs and also to their workers to hone up skill in the area of computer aided design and computer aided manufacturing. During the year five training programmes were organized and a total of 50 candidates were trained in these programmes including two women candidates. The details of the trainings are given below:-

Specialised Tech.Trg. (CAD/CAM)			SC/ ST	P H	M t y.	O B C	O t H s.	W O M E n	T O T A L
MSME-DI ,Kolkata :			No .						
1.	Computer Aided Design(CAD)	2	2			1	19	2	24
2	Computer Aided Manufacturing(CAM)	3	4			1	21	-	26
	Total	5	6			2	40	2	50

2.7. Management Development Programme

Micro, Small & Medium Enterprise-Development Institute, Kolkata and four Branch Institutes under its control conducted **15** Management Development programmes on Industrial Management, Marketing Management, Financial Management and Export Marketing and Management. Out of 15, 10 programmes were organized by the institute itself and the rest were organized by its branches. The programmes were attended by 374(378-4) candidates with 4 candidates were of common categories. Out of 374, 100 candidates were SC category, 3 from ST category and 15 from Minority communities. In all 67 women attended the programmes. The details of these programmes are given below.

Target – 15 : Achievement – 15

INSTI-TUTES	No	Place	Duration	Candidates							
				SC	ST	O B C	M I N	P H	W O M E N	O T H S	T O T A L
MSME-DI, Kolkata	10	1. Kolkata	18.08.08 to 29.08.08	8		1	2		7	12	30
		2. Kolkata	14.07.08 to 25.07.08	8			2	1	2	14	27
		3. Kolkata	30.7.08 to 12.08.08	8			5		2	12	27
		4. Kolkata	28.07.08 to 08.08.08	7					6	12	25
		5. Kolkata	25.08.08 to 05.09.08	4				1	4	19	28
		6. Kolkata	15.10.08 to 31.10.08	12			1		4	11	28
		7. Kolkata	03.11.08 to 17.11.08	9	1		1		3	12	26
		8. Kolkata	09.02.09 to 13.02.09	6				1	3	14	24
		9. Kolkata	12.01.09 to 16.01.09	4						16	20
		10. Kolkata	16.03.09 to 20.03.09	5					4	14	23
				71	1	1	11	3	35	136	58
Br.MSME-DI, Suri,	1	Shantiniketa n, Birbhum	01.09.08 to 12.09.08	6		1	1		10	4	22
Br.MSME-DI, Siliguri	1	Siliguri	24.02.09 To 09.03.09	5	2	3	1	-	2	7	20
Br.MSME-DI, Durgapur	2	Durgapur	09.02.09 to 20.02.09	9		1	1	1	2	8	21(1)
		Benachity	23.02.09 to 05.03.09	9		2	1		2	10	234(3)
				18		3	2	1	4	18	46(4)
Br.MSME-DI, Andaman & Nicobar Islands	1	Port Blair	06.08.08. to 19.08.08	71	1	1	11	3	35	136	58
Total				100	3	10	15	4	67	179	374*(4)

* Figures in the bracket represent the participants belonging to more than one category say may be women as well as SC/ST/MIN/etc.

2.8. Computer Trg. Programme

The Computer Cell attached to the Institute under the Small Enterprises Network (SENET) is functioning with a network of storing, retrieving & sharing all data & information relating to the development of MSEs. Apart from rendering services through storing, retrieving, interfacing, netsurfing, etc., Senet Division also organizes various training programmes on Software & Internet Fundamentals & Hardware Fundamentals, Basic Networking, Webpage Application and so on. During the year 2008-2009 the division organized **18** Short-term Training Programme on such areas at the institute's premises and a total of 155 candidates were trained through these courses the details of which are given below:

Sl. No.	Name of the courses	No.	Candidates							
			SC	ST	W	PH	MIN	OBC	GENL	TOTAL
1.	Software & Internal Fundamental	3	13	-	5	-	-	-	8	26
2.	PC Hardware	8	12	1	14	-	4	-	25	56
3.	Financial Accounting Package	1	6	1	-	-	-	-	5	12
4.	Advance Financial Account	1	2	-	-	-	-	-	2	4
5.	Basic Networking	1	5	-	-	-	-	-	8	13
6.	Basic Multimedia with Webpage design	1	1	-	1	-	-	-	3	5
7.	Webpage Application and Development	1	3	-	4	-	-	-	1	8
8.	Specialized Training with Internet Fundamental & Accounting	1	2	-	-	-	6	-	11	19
9.	SMPS Monitoring	1	-	-	2	-	2	-	8	12
	Total	18	44	2	26	-	12	-	71	155

3. MARKETING SUPPORT

Under Marketing support, the Institute extends continuous assistance to MSEs through Single Point Registration Scheme of NSIC for participation in the Govt. Store Purchase Programme and registration of those units with its SCX. Besides, the institute organizes Vendor Development Programme and Buyers-Sellers Meet at different places of the state to enable large scale, medium scale and small scale enterprises to participate in those programmes and draw mutual benefit. During the year the Institute undertook the following programmes under marketing support.

1. State Level Vendor Development Programme
2. Recommendation of MSEs under Single Point Registration with NSIC and Registration of MSEs with SCX.

3.1. Vendor Development Programme 2008-09

VDP-CUM-EXHIBITION WITH 22nd INDUSTRIAL INDIA TRADE FAIR COMMITTEE OF BENGAL NATIONAL CHAMBER OF COMMERCE AND INDUSTRY (BNCCI).

A VDP was organised by MSME-DI, Kolkata in association with 22nd Industrial India Trade Fair Committee of Bengal National Chamber of Commerce and Industry (BNCCI) on Tuesday, the 30th December, 2008 . The programme was inaugurated by Dr. G.D. Gautama, Principal Secretary, Deptt. of MSSE& Textile, Govt. of West Bengal. Altogether 150 representatives from MSME Sectors, associations, large enterprises, etc. participated in the programme. In the technical session there has been an elaborate deliberation on the issues like procurement of orders by the MSEs from large houses, execution of the same by maintaining quality, price, delivery schedules etc. Further, an active interactive session between the representatives of large houses like Ordnance Factory Board, Coal India, DSP(SAIL), GRSE Ltd., KOPT etc. and the MSEs was also organized to bridge the gap lies in the way of production and marketing.



From right on the Dias : Sri Sandeep Sen, President, BNCCL, Dr. G/.D. Gautama, Principal Secretary, MSSE&T, Govt. of West Bengal, Sri S. Panikkasery, Director, MSME-DI, Kolkata and Sri S. Chakraborty, Dy. Director(Anc.), MSME-DI, Kolkata



Participants seen attending the Vendor Development Programme on 30th December, 2008.

3.2. West Bengal Sub-Contract Exchange(WBSCX) & NSIC

One of the major activities of MSME-DI, Kolkata is to provide marketing assistance to MSEs units. During the year 2008-2009, 251 units were registered under Sub-Contract Exchange. Local units were encouraged by Public Sector Undertakings for marketing their products. Exhibitions were organized for building up a rapport between the MSEs and various Large Scale Private and Public Sector Undertakings. As a direct marketing support for Govt. stores purchase programme, MSME-DI, Kolkata recommended 367 MSEs for Single Point Registration to participate in the Government Purchase Programme.

The following activities were completed during 2008-2009 by this Institute under WBSCX.

1	No. of MSEs recommended for NSIC Registration	:	367
2	Total no. of SCX units registered upto 31.03.2009	:	4467
3	No. of Large Scale units assisted by SCX	:	14
4	No. of SCX registered during the year 2008-09	:	251
5	No. of units recommended to tie up with L/S units	:	35
6	No. of MSEs/Ancillary units assisted through SCX	:	630
7	No. of existing Ancillary Units	:	183
8.	No. PLC Meeting held	:	2

4. ISO PROGRAMMES

Under ISO programme, the following activities were undertaken by this Institute and the details are given as follows:

Awareness programmes on :

i) HACCP :

One awareness programme of two days duration on HACCP was organized by this institute on 16th & 17th July, 2008 at its premises. Altogether, 28 candidates took part in the programme.



From right on the dais: Shri Gautam Chakraborty, Faculty, Shri D.P.Nag Genl. Secretary, BNCCI, Kolkata, Shri A.Ray, DY. Director (Mech) and Shri S.Mukherjee, Asstt. Director (G&C) addressing the participants of Awareness Programme on HACCP.

ii) CE Marking :

Two CE Marking Interaction Programmes were organized on 10.04.2008 and 19.05.2008 during the year at MSME-DI, Kolkata. The programmes were attended by 7 candidates.

ISO Consultancy :

During the year Intensive Consultancy for obtaining ISO-9001: 2000 Was rendered to six MSEs the name and address of the units given as follows :

- (i) M/s. Sarama Steel Furniture , ABBS Bus Stand, West Midnapur.
- (ii) M/s. Shiv Shakti Industries, 19/1, Deshpriya Sasmal Road, Howrah-1.
- (iii) M/s. GTR Company Ltd., Dum Dum Road, Kolkata – 700072.
- (iv) M/s. Howrah Lock Industries, Bargachia, Howrah
- (v) M/s. Jawhar Engineering Works, Baltikuri, Howrah-13
- (vi) M/s. Reliance Storage Energy & Systems Pvt. Ltd. 3/3A, Ambika Mukherjee Road, Belgachia, Koalkata.

ISO Reimbursement :

Under ISO-Reimbursement Scheme the Institute received as many as 108 applications, of which 83 cases were approved and an amount of Rs. 30,66,989/= was disbursed during the year.

Training Programme on :

ISO 9001 : 2000 Internal Audit Course:-

A training programme of three days duration on Internal Audit Course was organized by this Institute at its premises. The training programme was attended by 16 participants.

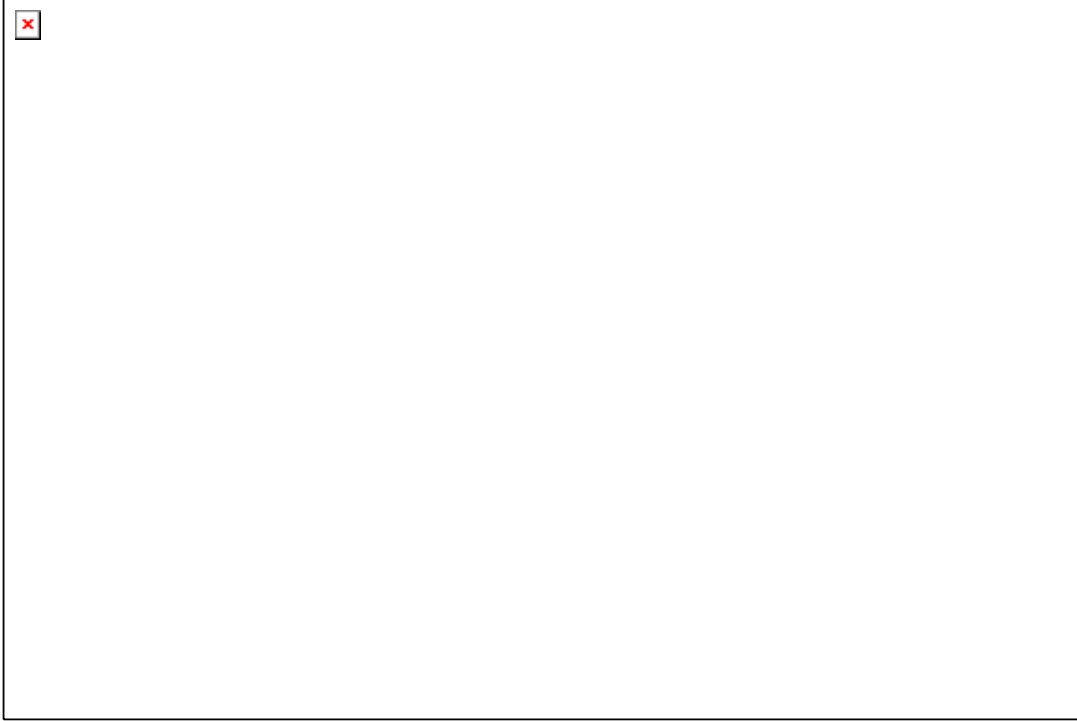
5. EXPORT PROMOTION_T

The Export Division of MSME-DI, Kolkata assists the SMEs to efficiently utilize their export potential and exploit various export avenues to compete in the global market. It is engaged in organizing various developmental programmes to create general awareness and provide market development assistance to the SME entrepreneurs. Every year, various developmental programmes such as Export Management Training Programmes, Training Programmes on Packaging for Exports, Seminar etc. are organized by this Institute to disseminate information on Policies & Procedures for export, latest rules & regulations of various Organizations related to exports. The basic aim of such programmes is to assist the SMEs and help them overcome their constraints so that they may have better access in the overseas market.

*The Export Division selects & recommends many **SME** units to exhibit their products at the Pavilion of the Ministry in the International Trade Fair in many foreign countries. This office regularly prepares Business Enquiries & Bulletin on Exports. Besides as a member, this office attends various meetings conducted by the DGFT, Kolkata, Export Inspection Agency, Kolkata. This office maintains a good liaison with various Export Promotion Councils, Kolkata & intensively helps the Entrepreneurs/SSI units to Export their products. The significant activities were undertaken by the institute under export promotion are given as follows:*

1. Seminar on Bar-Code

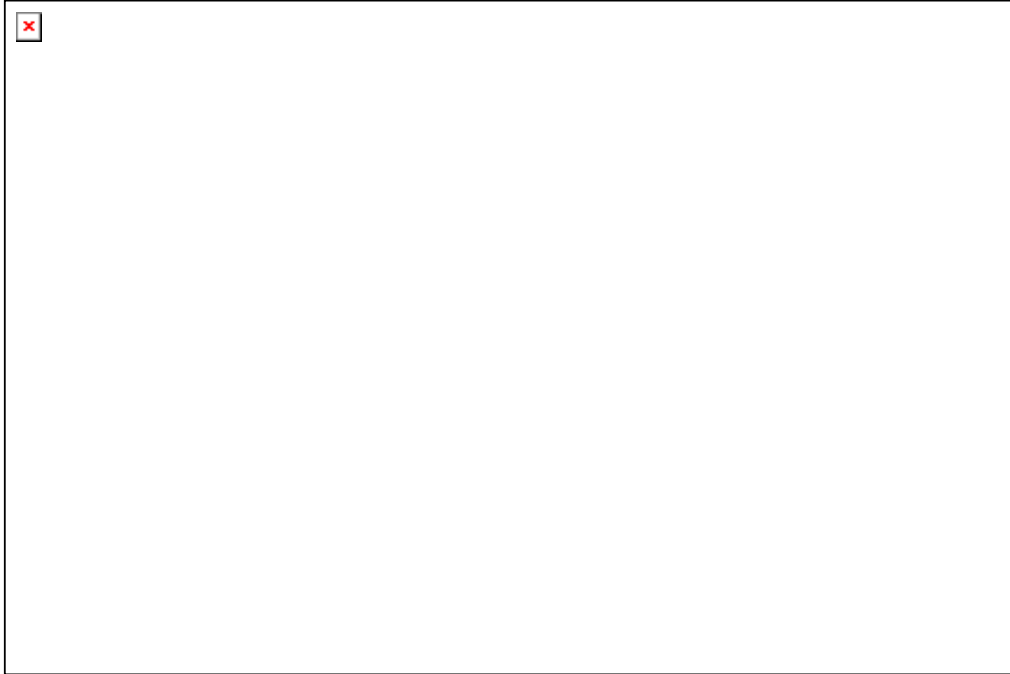
*A Seminar on **Bar-Code** was organized by this Institute on 20.01.09 at its premises. The basic objective of organizing this programme was to spread awareness about the utilities of Bar Coding, importance of its adoption and the facilities available from govt. for acquiring the same. A total number of 27 candidates participated in the programme of which were 5 SC and 4 women candidates.*



From right Sri V.C. Srikanthan, M/s. Rachana Overseas Pvt. Ltd. Kolkata, Sri S. Panikkassery, Director, MSME-DI, Kolkata and Sri A. Bandyopadhyay, Dy. Director, MSME-DI, Kolkata sitting on the dias, Smt. S. Roy, Asstt. Director(EI) addressing the participants.

2. Training Programme on Export Packaging :

During the year 2008-09, the Institute organized one export packaging training programme in association with Indian Institute of Packaging on 16.03.09 at the Institute's premises. The training was sponsored by Textile Committee, M/O Textile. In all 50 candidates including 13 candidates from sc category and 7 women underwent the training programme.



Participants seen attending the classes on Export Packaging

3. Management Development Programme on Export Marketing :

*To give a boost in the export of **Handloom Products** manufactured by the artisans of the Cluster at Shantipur, one Management Development Programmes on Export Marketing of 5 days duration was organized by the Institute. This apart, two more MDPs in export marketing were also organized by the institute at its premises during the year. Altogether, 73 candidates including 10 women took part in the programme. The details of the programmes are given below:*

INSTI-TUTES	No	Place	Duration	Candidates							
				SC	S T	O B C	M I N	P H	O T H E R S	T O T A L	W O M E N
MSME-DI, Kolkata	2	Kolkata	28.07.08 to08.08.08	11	-	-	-	1	31	53	10
		Kolkata	25.08.08to 05.09.08								
	1	Shantipur	24.02.09 to 09.03.09	4					16	20	1
	3			15	-	-	-	1	47	73	11

The Course curriculum for the Training programmes was prepared very carefully, so as to make it more effective to the trainees. Guest Faculties and lecturers were invited from various public and private export related promotional organizations like DGFT, Customs, DGCIS, Indian Institute of Packaging, Shipping Corporation of India, ECGC, Income Tax Department, Reserve Bank of India, FIEO, EEPC, APEDA and various export promotion councils etc.

6. Meetings/Awareness/Seminars/Workshops, etc.

Meetings:

- ❖ **Three meetings of the State Level Advisory Board(SLAB)** attached to MSME-DI, Kolkata and its Branch Institutes were organized on 22.07.08, 04.12.08 and 25.03.09 respectively under the Chairmanship of Sri G.D. Gautama, Secretary, MSME and Textile Department, Govt. of West Bengal. The minutes of the said meetings were prepared and circulated among the members.



From right Sri Manoj Pant, MD, WBSIDC, Dr. G.D. Gautama, Principal Secretary, M&SSE and T, Govt. of West Bengal, Sri S. Panikkassery, Director, MSME-DI, Kolkata and Dr. Kushal Kishore, Director, KVIC, Kolkata are seen engaged in a discussion in the Meeting of State Level Advisory Board

Awareness Programmes:

- ❖ **Two Awareness Programmes on CLCSS** were organized by this Institute during the year. One was organized at its premises on 04.02.09 and the other was organized in collaboration with Bengal National Chamber of Commerce, Kolkata on 26.02.09 at their premises, 23, R.N. Mukherjee Road, Kolkata-7000 01. Faculties from United Bank of India (UBI), SIDBI, delivered lectures on various aspects of CLCSS. Altogether 166 participants attended these programmes.



Sri Ramnath, CGM, SIDBI addressing the participants at the Awareness Programme on CLCSS, organized on 4.2.09 at MSME-DI, Kolkata. Seated from (L to R) – Sri Alok Roy, Dy. Director (Mech.), MSME-DI, Kolkata. Sri. R. Bhattacharya, Senior Manager (SME), UBI, Kolkata.



Participants seen in the photograph attending the CLCSS Awareness programme on 4.2.09 at MSME-DI, Kolkata.



The inaugural session of the Awareness Programme on CLCSS, organized on 26.2.09. (L to R) – Sri S. Panikkassery, Director, MSME-DI, Kolkata being greeted by Sri Sandip Sen, President, BNCCI and to his left Sri R. Ramnath, CGM, SIDBI.



Participants seen in the photograph attending the CLCSS Awareness programme on 26.2.09 at BNCCI, Hall, Kolkata.

Workshops:

- ❖ A **workshop on Productivity Improvement** for MSEs was organized by MSME-DI, Kolkata jointly with National Productivity Council, RPMG, Kolkata on 13.02.09 at the premises of the Institute. The programme stressed upon the need to enhance productivity through efficient utilization of resources so that sustainable development can be achieved for the welfare of the future generation, keeping in mind the close link between productivity and economic growth. A total of 50 candidates participated in the programme.

7. REPORTS AND OTHER WORKS

During the year the Institute prepared 18 New Project Profiles and Updated 29 existing Project Profiles, the lists of which are given below:

Project Profiles (New) :

1. Industrial DMS Safety Boots
2. Leather Apron
3. Leather Wallet and purses
4. Aloevera Gel
5. Skin Care Products
6. Anticorrosive Tape and Anticorrosive primer
7. Ladies Garments production sales
8. Leaf cup plate making
9. Vitreous enamelware
10. Ceramic Dolls
11. Mobile Phone repairing
12. Solar Pump
13. Launching Tube
14. Eccentric Pump
15. Low Cost glass items
16. Low Ash Bee Hive Hard Coke
17. Galvanized M.S. Wire
18. Seam Welded Auto Mufflers

Project Profiles (Updated) :

1. Project profile on garment leather
2. Water glass(Sodium silicate)
3. Portland Cement Plant
4. Marble Tiles
5. Flooring Tiles
6. Artistic Leather Goods
7. Gents Leather Shoes
8. Ornamental garments
9. Banana Wafers
10. Decorative Cement based plant and exterior emulsion plant
11. PVC footwear
12. Precured Tyre retreading by cold process
13. Rotogravure printing
14. Parachloro Aniline
15. Herbal Cleansing milk(Neem cleanser)

16. Garment Washing Plant
17. Tomato Catch up
18. Chalk Cryon
19. Sodium Silicate
20. Pre stressed cement concrete block
21. Automobile Lubricating pump
22. Investment Casting
23. Sintered Bush
24. Auto Miniature Pump
25. Handicrafts (cane furniture)
26. Batique and Hand printed sarees
27. Steel trunk
28. Seamless pipe fittings
29. Winnower

Preparation of reports on various areas has always been one of the major activities of the Institute. During the year the Institute prepared Detailed Project Reports on three items, Status Reports on three (3) industries in West Bengal and also Directory on three (3) product groups, the details of which are given below :

Detailed Project Report :

1. Cold Rolled Strips
2. Repairing of Transformer
3. Manufacturing of Leather Goods

Status Report :

1. Leather Industries in West Bengal
2. Corrugated Box manufacturing industries in West Bengal.
3. Centrifugal Pumps.

Directory :

1. Electrical Industries in West Bengal
2. Plastic Industries in West Bengal.
3. SSI units of West Bengal registered under Sub contact exchange.

4. Statistical work :-

- 1) Monthly Production data on 18 reserved items for all the 12 months from 19 units were collected and forwarded to S&D Division, Office of the DC (MSME), New Delhi after compilation.
- 2) For construction of whole sale price index (WPI), price data from 200 units were collected in the prescribed format and forwarded to S&D Division, Office of the DC (MSME), New Delhi for further processing.
- 3) A close liaison was maintained with the Directorate of MSSE, Govt. of West Bengal for conducting 4th All India Census in MSME sector of the State. Officials of the institute visited all the districts of the state to undertake spot check and scrutiny of field in schedules.

8. MICRO AND SMALL ENTERPRISES CLUSTER DEVELOPMENT PROGRAMMES

In the Baruipur Surgical Cluster MSME-DI, Kolkata worked in tandem with MSME-TR, Kolkata for setting up of CFC and its handing over to the cluster actors. Further, steps have already been taken for installation of some more machinery in the CFC so that the artisans can avail maximum possible facilities from the CFC functioning there.

As regards Shantiniketani Artistic Leather Goods Cluster, SPV has already been formed for setting up of CFC. It is worth mentioning here that the cluster of shantiniketani Artistic Leather Goods has acquired GI (Geographical Indication) from patent office Chennai with the support and guidance of this office under the cluster development programme.

Clusters on (i) Steel Re-Rolling Mills at Howrah, (ii) Rubber Moulded Goods at Tangra, Kolkata, (iii) Brass & Bell Metal, Kenjikura, Bankura (iv) Lead Acid Storage Battery, Siliguri, are being nourished through soft intervention by MSME-DI, Kolkata. However, these clusters are yet to form SPV for which efforts are on so that further steps can be taken for setting up of CFC through hard intervention.

So far as Brass & Bell Metal Cluster at Khagra, Murshidabad is concerned, it has been taken up by UNIDO for its development. A SPV was formed and MSME-DI, Kolkata has been rendering whole hearted assistance to the cluster actors for upliftment of the artisans.

In addition to the above, a cluster on Bori at Naihati, 24 Pgs (North) have been taken up by MSME-DI, Kolkata. The diagnostic study report on the Bori Cluster at Naihati, North 24 Pgs which has been taken up during the year is being prepared by XLRI, Jamshedpur.

9. SERVICE TO THE EXISTING AND PROSPECTIVE ENTREPRENEURS

A. Consultancy :

The institute with its existing officials strength in various trades renders consultancy services in the area of project selection & preparation, marketing, energy conservation, quality control, cost reduction, Pollution Control, managerial etc. During the year around 3000 visitors were attended and rendered services by the officers of the Institute and its branches located at Port Blair, Durgapur, Siliguri and Suri. Further, 950 units were visited at their premises by the officials of the Institutes and its branches to provide technical assistance in the field of energy conservation, quality control cost reduction, Pollution Control at their premises.

B. Common Facility Workshop:

The Institute is attached with three workshops viz.-(a) Machine shop (b) Heat Treatment & (c) Pottery. This apart, CNC workshop is also attached with this Institute. The branch offices at Durgapur is attached with a workshop and one at Siliguri is attached with machine shop and carpentry. All together, 342 jobs were undertaken and 214 units were benefited through common facility services provided by these workshops during the year.

C. Liaison :

A close liaison was maintained with government organizations like Directorate of MSSE & DICs , Govt. of West Bengal, Financial Institutions, MSE Associations and other NGOs engaged in the promotion and development of micro, small and medium enterprises in the state. Regular visits were made to this organization and meetings were attended by the officers as and when convened by this organization.

10. RAJ BHASA

An official Language Implementation Committee has been working in the Institute since long. The meeting of this committee are being regularly conducted as per the instructions of Head Quarters. Progressive use of Hindi in official work is being practiced in the Institute through implementation of the provisions of Official Language Act, 1963 as mentioned in 1967 and the Official Language Rules 1976 frames thereafter. With a view to creating a conducive and inspiring atmosphere for implementation of the official language policy and to keep up all such activities, the Raj Bhasa Division is actively engaged in the promotion and development of the official language.