



GOVERNMENT OF PUNJAB
DEPARTMENT OF INDUSTRIES AND COMMERCE
(Industry Branch)

NOTIFICATION

Endst. No.IND-INDUOMISC/221/2021-INDUSTRY/93,

Dated: 13.03.2025

Sub: One Time Settlement Scheme for recovery of Enhanced Land Cost awarded by judicial courts from the defaulter plot holders and Chronic Defaulters of Dues of Principal cost of plot of different focal points developed by PSIEC.

The Council of Ministers in its meeting held on 3rd March, 2025 has considered the subject noted matter and decided to implement a One Time Settlement (OTS) scheme for recovery of pending dues of enhanced land cost and principal cost from defaulter plot holders of Punjab Small Industries & Export Corporation (PSIEC) on the following conditions:

- 1). This Scheme shall be applicable only on Principal Cost of Plot and Enhanced Land Cost of plot.
- 2). Under this OTS scheme, recovery of pending dues of enhanced land cost and principal cost of the plot shall be recovered after waiver of 100% Component of penal interest and by charging only 08% per annum simple interest on the default amount. The Principal amount shall not be waived off in any manner. Similarly, this scheme shall be applicable to Scheme Interest (as chargeable) and Penal Interest only and the Original Enhanced Land Cost (Amount paid by PSIEC to land owners including interest as imposed by Hon'ble Court) shall not be waived off in any manner.
- 3). Under this OTS scheme, all concerned defaulter plot holders/allottees shall be required to clear their dues on or before 31st December 2025.
- 4). Plot holders/allottees whose allotment already stands cancelled shall also be eligible to make payment of their dues and obtain restoration of cancelled allotment of plot (except cancelled/ resumed plots which are lying vacant or which have been re-allotted). For obtaining restoration, other applicable dues covering enhanced land cost, extension fee, damages, if any awarded by Court etc. shall also have to be paid. However, restoration of cancelled plots shall be allowed only if appeal in this regard by the allottee is approved by the Scrutiny Committee and upon payment of outstanding dues as per this OTS scheme and within the time period prescribed under this OTS scheme.
- 5). In case defaulter plot holders/allottees fail to make payment of their dues as per this OTS scheme, dues shall thereafter be charged & recovered as per terms & conditions of their respective allotment(s).
- 6). This scheme shall apply to the defaulter plot holders/allottees whose original allotment was issued on or before 01.01.2020.
- 7). This scheme shall be applicable to all industrial plots/sheds and residential plots in Industrial Focal Points developed by PSIEC throughout the State.
- 8). Detailed guidelines regarding the operational modalities of the OTS scheme will be issued by PSIEC as approved by PSIEC Board of Directors .

Date: 13.03.2025

Place : Chandigarh

Tejveer Singh, IAS

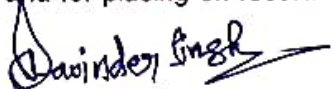
Additional Chief Secretary to Govt. of Punjab
Department of Industries & Commerce

Endst. No.IND-INDUOMISC/221/2021-INDUSTRY/94-95,

Dated: 13.03.2025

A copy of the above is forwarded to following for information and necessary action:-

- 1). Managing Director, Punjab Small Industries & Export Corporation.
- 2). Controller, Department of Printing & Stationery, Govt. of Punjab for publication of this notification in Extraordinary Gazette of the State Government and for placing on record of the Department.


Under Secretary
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PUNJAB SMALL INDUSTRIES & EXPORT CORPORATION
(A State Govt. Undertaking)

Standard Operating Procedure (SOP) for recovery enhanced land cost awarded by judicial courts from the defaulter plot holders and chronic defaulter of dues of principal cost of plots of different focal points developed by Punjab Small Industries & Export Corporation (PSIEC) under One Time Settlement Scheme (OTS) 2025.

The Punjab Cabinet has approved an One Time Settlement (OTS) scheme for recovery of pending dues of enhanced land cost and principal cost from defaulter plot holders of Punjab Small Industries & Export Corporation (PSIEC). A notification in this regard is also issued by Department of Industries & Commerce (Industry Branch) Govt. Of Punjab vide notification Endst. No. IND-INDUOMISC/221/2021-Industry/93 dated 13.03.2025.

In compliance with the notification dated 13.03.2025 & with a view to stream line the operations of Estate Wing, bring transparency & for providing timely clearances to the concerned plot holders, the following Standard Operating Procedure (SOP) to efficiently implementation of OTS-2025 is hereby finalized:-

(a) Applicability of Scheme:

1. This Scheme shall be applicable only on Principal Cost of Plot and Enhanced Land Cost of allotted plot.
2. This scheme shall be applicable to Scheme Interest (as chargeable) and Penal Interest only and the **Principal Amount (Cost of plot) shall not be waived off** in any manner whatsoever.
3. This scheme shall be applicable to Scheme Interest (as chargeable) and Penal Interest only and the **Original Enhanced Land Cost (Amount paid by PSIEC to land owners including interest as imposed by Hon'ble Court) shall not be waived off** in any manner whatsoever.
4. This scheme shall be applicable to all Industrial plots/sheds and residential plots in Industrial Focal Points/ Industrial Growth Centres/ Industrial Park **developed by PSIEC** throughout the State.
5. This scheme shall apply to the defaulter plot holders whose original allotment was issued on or before **01.01.2020**.
6. Last date of this OTS scheme for payment to be made by defaulter allottees of Principal Cost Plots and Enhanced Land Cost plots shall be **31.12.2025**.

7. The main motive of this OTS Scheme is given the financial relief to the genuine entrepreneurs and to boost industry in the State, however allottees will have to abide by the other terms and conditions of the allotment/ transfer.
8. In case defaulter plot holders fail to make payment of their dues as per this OTS scheme, dues shall thereafter be charged & recovered as per terms & conditions of their respective allotment(s).
9. Plot holders whose allotment already stands cancelled shall also be eligible to make payment of their dues and obtain restoration of cancelled allotment of plot (except cancelled/ resumed plots which are lying vacant or which have been re-allotted). For obtaining restoration, other applicable dues covering enhanced land cost, extension fee, damages, if any awarded by Court etc. shall also have to be paid. However, restoration of cancelled plots shall be allowed only if appeal in this regard by the allottee is approved by the Scrutiny Committee and upon payment of outstanding dues as per this OTS scheme and within the time period prescribed under this OTS scheme*.

** A separate appeal mechanism for restoration of cancelled plots is under consideration at the level of Govt. Upon finalization of appeal mechanism scrutiny committee shall give their recommendations for restoration of cancelled plots.*

(b) Procedure to apply Scheme:

1. Allottee can apply to avail the benefit of this OTS scheme through Estate Management System (EMS) **OR** on email ID otsapply.psiec@gmail.com through his registered Email ID (already registered in the EMS). Allottee can apply for this OTS Scheme himself **OR** through an authorized representative effectively implementation of One Time Settlement (OTS) Scheme after given the proper authorisation.
2. Formal Demand Notices indicating the lumpsum due amount (with full illustration/ calculation) will be sent to each defaulter plot holder through registered post upto **30.04.2025** and same demand shall also be reflected on Estate Management System for payment. Allottee can also apply/ avail the benefit of this Scheme suo-moto in prescribed format (**as per format-"A"**) attached with this policy.

(c) Calculation of Dues and Mode of Payment:

1. PSIEC will compile a list of all defaulters across 52 Focal Points with their pending **dues upto 30.04.2025**. The pending dues will be calculated by the concerned Zone & verified by the concerned EO and confirmed by the Estate Accounts Wing to ensure the accuracy.
2. The due amount communicated to the applicant shall be payable only through the **Estate Management System (EMS)**. However, in **extraordinary cases** -- such as the death of the allottee or any other valid reasons preventing payment, any **legal representative or any legal heir** may submit the dues through other alternative online modes, such as **Challan, NEFT, or RTGS**, within the prescribed time period. This is subject to the condition that no legal right shall be conferred solely by virtue of making the payment under OTS. **Payments via Demand Draft, Cheque, or other offline methods will not be accepted.**
3. Payment of dues shall be acceptable only from the account of allottee/ partner/ allottee firm/ company/ any legal representative or any legal heir only. However, Third party payment shall not be acceptable.
4. The defaulter allottees shall deposit the lump sum amount of all defaulted installments along interest at the rate 8 % (simple) calculated **upto the 30.04.2025**. However, if allottee makes **payment after 30.04.2025**, interest at the rate of 8% (simple) will be charged on pro-rata basis as per actual date of payment.

Illustration – Payable amount as on 30.04.2025 – “X”

Payment made on 30.05.2025, then interest at the rate of 8% (simple) shall will be added.

(d) Establishment of a Dedicated Helpdesk & Support Team

1. **Helpdesk Setup:** A dedicated helpdesk will be established at the PSIEC head office. The helpdesk will provide assistance through in-person meetings, phone calls, emails, and online queries. A dedicated helpline number **6284999031** and email ID: otshelpdesk.psiec@gmail.com is being set up for queries.
2. **Appointment of a Special Task Force:** A dedicated team of officials will be deputed to handle inquiries and assist defaulters in understanding their outstanding dues and payment procedures.

(e) Other Terms & Conditions:-

1. If the allottee is not satisfied with the amount conveyed to them, they may submit an application in the prescribed format **(as per Format**

"B"). A committee comprising the **CGM (Estate), GM (F&A), and the concerned Estate Officer** will review the application and finalize the amount. In this matter, **AMD will serve as the Appellate Authority** and decision of appellate authority shall be final and binding.

2. In case of any legal dispute with **PSIEC** regarding dues, the allottee may avail of the benefits of this **OTS Scheme by** providing undertaking in the prescribed format. **(Format-"A")**. Other legal disputes or matters will be examined on a case-by-case basis by the competent authority (**Additional Managing Director**), and the **Managing Director** will serve as the Appellate Authority.

(f) Issuance of No-Dues Certificate, Compliance & Monitoring:-

1. Payments will be recorded, and accounts will be reconciled within one month of receipt of full payment. No-Dues Certificate (NDC) will be issued to defaulters who have cleared their dues within one month.
2. To implement the OTS effectively, Google Sheets will be prepared by each zone and monitored by the concerned EOs.
3. Regular reports will be generated to track collections and pending cases.
4. A review committee will oversee the settlement process to ensure transparency.

(g) Implementation Timeline

| Sr. No | Task Description | Timeline |
|---------------|--|----------------------------------|
| 1) | Helpdesk setup and response to queries Ongoing | 13.03.2025 |
| 2) | Compilation and auditing of dues | 30 Days |
| 3) | Last date Issuance of Demand Notices and demand to be generated on EMS | 30.04.2025 |
| 4) | Last date for filing objections regarding calculation/ notice of dues | 30.06.2025 |
| 5) | Decision regarding objections | 31.07.2025 |
| 6) | Last date for payment under OTS | 31.12.2025 |
| 7) | Reconciliation and issuance of No-Dues Certificate | 01 Month upon receipt of payment |

Conclusion:

SOP will ensure an efficient and transparent one-time settlement process, allowing defaulters to clear their dues within the stipulated timeframe while ensuring ease of payment."

FORMAT-A

To

The Estate Officer,
Punjab Small Industries & Export Corporation Ltd.,
Udyog Bhawan Sector-17-A,
Chandigarh-160017.

Subject: Application for availing benefit of OTS Policy-2025 of PSIEC.

Sir,

I, _____ (Name of the applicant), allottee of Industrial/
Residential Plot/ Shed No. _____ situated in Industrial Focal Point /
Growth Centre (Detail of Property) _____ am interested to avail
benefit under OTS Policy-2025.

- (i)** I/we have read the OTS Policy 2025 issued by the Government/
PSIEC & agree to abide by all the terms/conditions laid down in the
provisions of this policy.
- (ii)** I/we understand that violation of any of the conditions of this
policy would mean automatic withdrawal of benefits extended
under the policy.
- (iii)** I/we undertake that there is no litigation filed by me or pending
with respect to the principal cost of plot/ enhanced land cost with
applicable interest regarding our properties/property against the
Corporation.

Kindly intimate the lumpsum amount payable by me as per OTS
Policy- 2025, which I shall deposit before the expiry of OTS Policy-2025 of
PSIEC.

Dated:_____

Signature of the Applicant

Name:_____

Registered email id:_____

WhatsApp No:_____

FORMAT –“B”

To

The Estate Officer,
Punjab Small Industries & Export Corporation Ltd.,
Udyog Bhawan Sector-17-A,
Chandigarh-160017.

Subject: Application for re-determination of amount under OTS Policy-2025 of PSIEC.

Sir,

I, _____ (Name of the applicant), allottee of Industrial/ Residential Plot/ Shed No. _____ situated in Industrial Focal Point / Growth Centre (Detail of Property) _____ and applied to avail the benefit under OTS Policy-2025.

1. I have been asked to deposit total amount _____ to avail of the OTS Policy 2025.
2. However, I am not satisfied with the amount communicated by you vide Memo No. _____ dated _____, due to the following reasons:-

| Detail of Amount | Amount |
|--|--------|
| Amount communicated to me/ reflected in my EMS account | |
| Amount payable as per my calculation under OTS Policy | |
| Reason: | |

3. It is requested to refer my case to the Committee of Officers for re-determination of total amount payable in my account under this policy.
4. I undertake to abide by the decision of the Competent Authority regarding my this application.

Dated: _____

Signature of the Applicant

Name: _____

Registered email id: _____

WhatsApp No: _____