



**MSME**

MICRO, SMALL & MEDIUM ENTERPRISES

सूक्ष्म, लघु एवं मध्यम उद्यम

*Government of India*  
*Ministry of Micro, Small & Medium Enterprises*  
*MSME - Development Institute, New Delhi*

*Annual Report*  
*2014 - 15*



# ANNUAL REPORT 2014 - 15

**MSME - Development Institute**

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**SURESH YADAVENDRA**  
DIRECTOR

## **FOREWORD**

It gives me great pleasure to present the Annual Report for the year 2014-15 of Institute. During the year the institute has significantly contributed towards the promotion and development of micro and small enterprises in the State of NCT Delhi, Ghaziabad and Gautam Budh Nagar Districts of U.P. and Faridabad district of Haryana.

This Institute endeavored to identify the needs of the prospective and existing entrepreneurs under its jurisdiction and organized the need based activities / programmes for the growth of entrepreneurship and facilitating the growth of existing MSEs. Initiatives were also taken during the year to launch new programs & activities. There have been significant improvements in the quality & activities. There have been significant improvements in the quality & performance of all the activities. The Institute revenue earning during the year has been Rs. 44,98,086/-

The renovation of the building of the existing campus was also taken up for better face -lift of the Institute.

I take this opportunity to appreciate the efforts put in by all the officers and staff of the Institute and also of Extension Centre in achieving of targets with better performance during the year.

I appreciate the efforts put in by Shri V. M. Jha, Dy. Director (Met.), Shri Mohd. Shahid, Asstt. Director (Mech./Coord.), Shri Ambrose Royson C, Asstt. Director (G&C), Shri Y. Venkateshwor, UDC in compilation and preparation of this Annual Report.

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**I. Work at a Glance During 2014-15**

Sl. No.	Activity	Target	Achievement
1.	State Profile of Delhi	01	01
2.	Project Profiles	69	85
2.1	New	-	24
2.2	Updated	-	32
2.3	Service	-	29
3.	Programme Organized		
3.1	SDPs	-	16
3.2	EDPs	02	02
3.3	ESDPs	23	23
3.4	IMCs	20	20
3.5	Awareness Programme on QMS/QTT	01	01
3.6	Two Day Workshop on QMS/QTT	01	01
3.7	National Workshop on QMS/QTT	01	01
3.8	National Level Vendor Development Programme	04	04
3.9	State Level Vendor Development Programme	20	20
3.10	Packaging for Export	01	01
3.11	Awareness programme on Bar Coding	08	08
3.12	Awareness Programme on Product Certification	04	04
3.13	Awareness Programme on Energy Efficient Technology	04	04
3.14	Training Programmes through PD account	-	05
	<b>Total No. of Programme organized</b>	<b>-</b>	<b>110</b>
	<b>No. of Participants in Trainings</b>	<b>-</b>	<b>4,804</b>
3.15	No. of Units registered under Govt. Purchase Programme	-	208
4.	Revenue Earned		
4.1	Workshop Revenue	Rs. 7,00,000	Rs. 8,34,961
4.2	Revenue from GPP	-	Rs. 5,52,867
4.3	Revenue from Programmes (i.e. SDP, EDP, ESDP, NVDP, Barcode, Packaging & PD a/c)	-	Rs. 31,10,258
	<b>Total Revenue Earned</b>		<b>Rs. 44,91,886</b>

## II. Institute

The Micro, Small & Medium Enterprises Development Institute (MSME-DI), New Delhi was established in 1954 and since then continues to remain at the forefront for the promotion and development of Micro, Small & Medium Enterprise covering NCT of Delhi, Faridabad district of Haryana, Ghaziabad district and Gautam Budh Nagar district of U.P under its jurisdiction. The Institute is located at Okhla, New Delhi and has an Extension Centre operating at Cannought Place, New Delhi.

The Institute also assists Micro, Small & Medium Enterprises in upgrading their knowledge and technical skills through structured management and skill up-gradation programmes. The Institute is equipped with machinery for providing common facility in machine shop practice & tool room services to Micro, Small & Medium Enterprises.

In order to fulfil the needs of the Micro, Small & Medium Enterprises, the Institute kept special THRUST to the following important areas:

- ❖ Entrepreneurship Skill Development Programme (ESDP)
- ❖ Entrepreneurship Development Programme (EDP)
- ❖ Industrial Motivation Campaign (IMC)
- ❖ Export Promotion
- ❖ National Manufacturing Competitiveness Programme (NMCP)
- ❖ Quality Improvement & ISO Systems
- ❖ Prime Minister's Employment Generation Programme (PMEGP)
- ❖ Technology Up-gradation
- ❖ Credit Link Capital Subsidy Scheme (CLCSS)
- ❖ Cluster Development Programme
- ❖ Packaging for Export
- ❖ Bar coding
- ❖ International Exhibition

With regular efforts, the Institute has kept special focus in these thrust areas, for empowering Micro, Small & Medium Enterprises for capacity building & become globally competitive. The Micro, Small & Medium Enterprises is significantly contributing for building up the national economy. The Institute has also focussed in the programmes for motivating youth for self-employment opportunities and assisted them to set their own micro enterprises.

The Institute provides all-round support to State Government Agencies in effective implementation of the PMEG Programme and have also associated with the other promotional and developmental agencies like SIDBI, NSIC, DSIIDC and the Industries Associations for the development of the Micro, Small & Medium Enterprises in the region. The Institute has achieved targets in almost all its spheres of activity and have registered revenue to the extent of Rs. 44,98,086/- during the year 2014-15.

### Fund Allotment & Utilisation

The details of the funds allotted and expenditure incurred for the year 2014-2015 are given below:

	Allotment (Rs.)	Expenditure (Rs.)
Non-Plan	7,03,06,000	7,02,18,814
Plan	1,63,11,875	89,81,411
<b>Total</b>	<b>8,66,17,875</b>	<b>7,92,00,225</b>

### Staff Strength

Staff Position at MSME-DI, Okhla and its Extension Centre at Connaught Place, New Delhi is as under:-

Number of sanctioned post	183
Number of employee in position	105
Number of vacant post	78

Category wise position of the staff at the Institute is placed at **Annexure - I**.

### Renovation of Campus & Building

The Institute has renovated the campus and the building. Following works were completed through CPWD:

- The interior plasters & painting of officer's/staff rooms.
- White-wash of the building to uplift the face/look of the Institute.
- With the assistance from the Horticulture department the campus was improved with the green plantation, placement of pots, etc.
- Maintenance and water proofing of roof of the building.

### III. Status of Industry

Enterprise activity in the NCT of Delhi is comparatively higher than other states. However, in view of the development of enterprises, especially Micro & Small Enterprises, all over the territory, there has been increase in the pollution level and also extra pressure for the development of the infrastructure. Judicial intervention by the Supreme Court resulted in the ban of certain kinds of industries within the Territory of Delhi, and relocation of industries not conforming to the overall Master Plan of Delhi. In the mean time DSIIDC has taken up vigorous steps on relocation of industries which are not conforming at residential areas.

The details of the location and number of unit allotted by DSIIDC are given below:

S. No.	Name of the Location	No. of units allotted*	Shed/ Plots Allotted
1.	Bawana _ 1 <sup>st</sup> Industrial Complex	16,234	Plots
2.	Bawana - 2 <sup>nd</sup> Industrial Complex	4,021	Plots
3.	Narela	1,509	Plots
4.	Badli	87	Plots
5.	Patparganj	76	Plots
6.	Flatted Factories Jhilmil Industrial Area	358	Sheds

Source: DSIDC, Delhi

Number of units filled EM - Part -II in NCT Delhi, Ghaziabad and Gautam Budh Nagar during the year 2014-15 are given below:

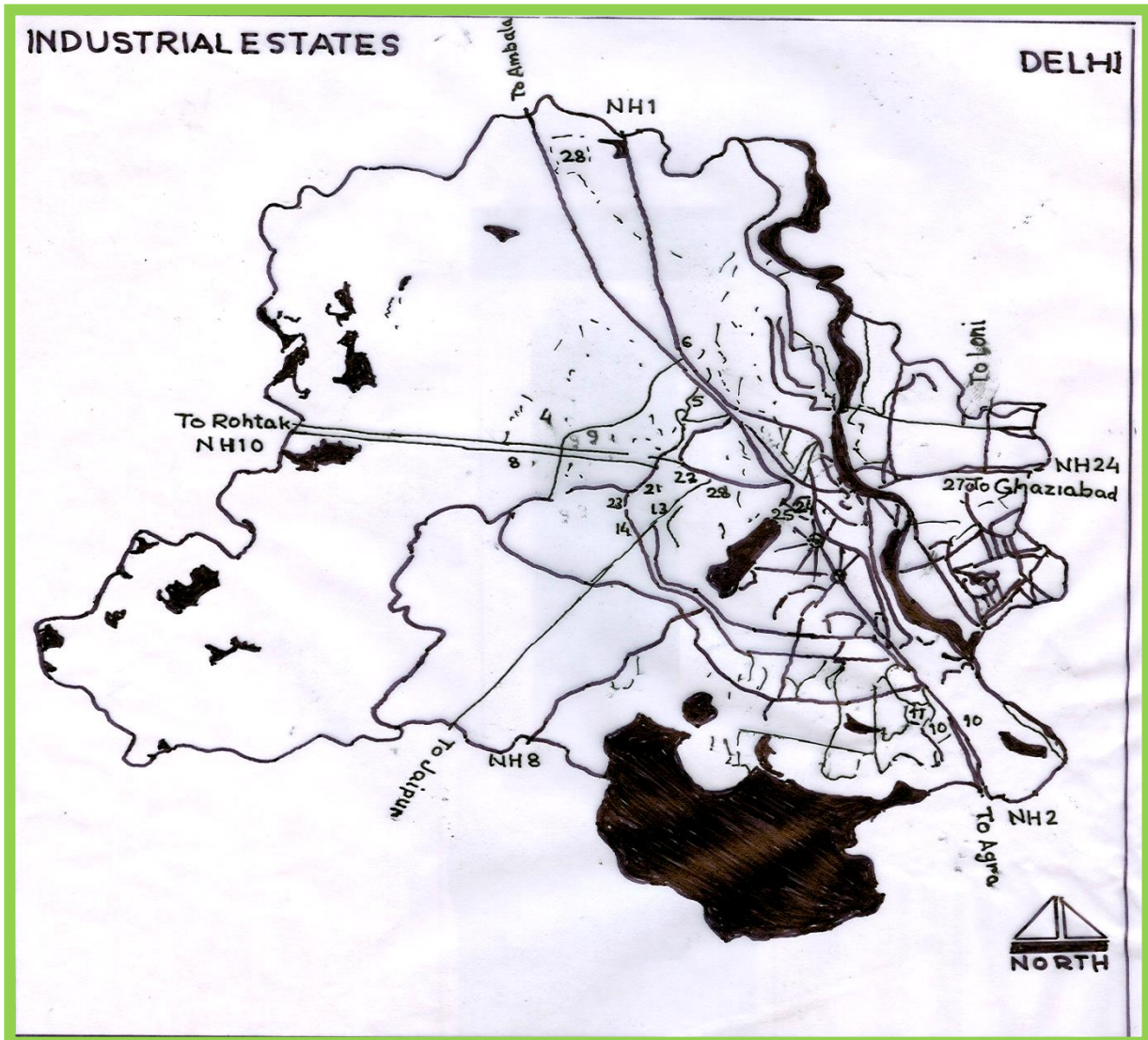
<b>NCT Delhi</b>	<b>: 652</b>
<b>Ghaziabad</b>	<b>: 2231</b>
<b>Gautam Budh Nagar</b>	<b>: 1868</b>

Source: Respective State Govt.

## Industrial Area/ Estate

### a) NCT Delhi

NCT Delhi has 28 Industrial Area/ Estate approved by Delhi Govt., the details of which have been depicted in the map.



1	Wazirabad Industrial Estate	11	Okhla Industrial Estate	20	Tilak Nagar Industrial Estate
2	G.T. Karnal Road	12	Okhla Flatted Factory	21	Kirti Nagar Industrial Estate
3	Lawrence Road Indl. Estate	13	Naraina Industrial Estate	22	Najafgarh Road Indl. Estate
4	Udyog Nagar Indl. Estate	14	Mayapuri Industrial Estate	23	Moti Nagar Industrial Estate
5	Rajasthan Udyog Nagar Industrial Estate	15	Badli Industrial Estate	24	Birla Mill Site G.T. Karnal Road
6	S.M.A Industrial Area	16	Jhilmil Industrial Estate	25	Jhandewalan Flatted Factories
7	S.S.I Industrial Area	17	Friends Colony Indl. Estate	26	Anand Parbat Industrial Estate
8	DSIDC Nangloi Indl. Estate	18	Patparganj Industrial Estate	27	Shahdra Industrial Area
9	Mangolpuri Industrial Estate	19	Mohan Co-operative Industrial Estate	28	Narela Industrial Area
10	Okhla Industrial Area				

**b) Ghaziabad District (U.P)**

There are 21 Industrial Areas/Estates in the district of Ghaziabad. The details are given below:

- 1 Rural Industrial Estate, Loni under District Industrial Centre , Ghaziabad
- 2 Industrial Area Site -I, Bulandshahar Road
- 3 Industrial Area Site -2, Loni Road
- 4 Industrial Area Site-3, Meerut Road
- 5 Industrial Area Site-4, Sahibabad
- 6 Industrial Area South side & G.T. Road
- 7 Industrial Area Masoori Gulawati Road
- 8 Industrial Area Kavi Nagar, Sector -17.
- 9 Industrial Area Sector -22, Meerut Road
- 10 Industrial Area Loha Mandi
- 11 Industrial Area Udyog Kunj
- 12 Industrial Estate Loni Ghaziabad
- 13 Anand Industrial Estate, Mohan Nagar
- 14 Rajendra Nagar Industrial Estate , Rajendra Nagar, Sahibabad
- 15 Prakash Industrial Estate, Delhi Border, Sahibabad
- 16 Industrial Estate, Rupnagar, Loni
- 17 Industrial Estate, Aryanagar , Loni
- 18 Industrial Estate, Sikheda Road, Modi Nagar
- 19 Industrial Estate, Delhi Road Hapur
- 20 Industrial Estate Hapur Road , Ghaziabad
- 21 Industrial Estate Shyam Nagar, Loni

**c) Faridabad (including Palwal) District (Haryana)**

There are 13 Industrial Areas/Estates in the district of Faridabad. The details are given below:

- 1 Industrial Estate, Sector - 4
- 2 Industrial Estate, Sector - 5
- 3 Industrial Estate, Sector - 6
- 4 Industrial Estate, Sector - 15 A
- 5 Industrial Estate, Sector - 24
- 6 Industrial Estate, Sector - 25
- 7 Industrial Estate, Sector - 27
- 8 Industrial Estate, Sector - 31
- 9 Industrial Estate, Sector - 58
- 10 Industrial Estate, Sector - 59
- 11 Industrial Estate, Pragati Vihar

**d) Gautam Budh Nagar, District (U.P).**

There is only one Industrial Estate namely Mandi Shyam Nagar Industrial Estate at Greater Noida. Apart from this, there are sectors which are earmarked only for Industrial Activities such as:

Sector No.	:	01 to 11
Sector No.	:	57 to 60
Sector No.	:	64 & 65
Sector No.	:	80 & 81
Sector No.	:	83 & 84

Source: Respective State Govt.

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## IV. Activities

The following major activities facilitating the perspectives entrepreneurs and also for existing Micro, Small Enterprises were undertaken by the institute under its jurisdiction:-

- ◆ Technical Consultancy Services
- ◆ Economic Information Services
- ◆ Industrial Management & Training Services
- ◆ Marketing support to Micro & Small Enterprises
- ◆ Participation in Exhibitions
- ◆ Technology up-gradation
- ◆ Packaging for Export
- ◆ Quality Management Systems
- ◆ National Awards for Micro & Small Scale Industries
- ◆ Export Promotion & International Trade Fairs
- ◆ Bar Coding
- ◆ National Level Vendor Development Programme
- ◆ State Level Vendor Development Programme
- ◆ Other Activities :
  - ❖ Skill Up-gradation Training
  - ❖ Common Facility Workshops
  - ❖ Management Development Programmes (MDP)
  - ❖ Entrepreneurial Development Programmes (EDP)
  - ❖ Entrepreneurship cum Skill Development Programmes (ESDP)
  - ❖ Awareness for self employment & employment generation
  - ❖ Awareness Programme on various Scheme for Promotion development for MSME Sector
  - ❖ Awareness on Product Certification
  - ❖ Awareness Programme on QMS/QTT
  - ❖ Awareness Programme on Bar Coding
  - ❖ Awareness Programme on Intellectual Property Rights
  - ❖ Interaction with various Industries Association
  - ❖ Awareness Programme on Lean Manufacturing

### V. Achievements

Highlights  
2014-2015



**EDP : 02**  
**Participants : 42**  
**Revenue : Rs. 3,200/-**  
**Details at Page 20**



**ESDP : 23**  
**Participants : 518**  
**Revenue : Rs. 40,400/-**  
**Details at Page 21 to 23**



**IMCs Programme : 20**  
**Participants : 1,620**  
**Details at Page 24 & 25**



**Awareness Programme  
on QMS/QTT: 01  
Participants: 90  
Details at Page 30 & 31**



**Two Day Workshop on  
QMS/QTT: 01  
Participants : 100  
Details at Page 30 & 31**



**National Workshop on  
QMS/QTT : 01  
Participants : 108  
Details at Page 30 & 31**



**NVDP : 04**  
**Participants: 268**  
**Revenue : RS. 22,24,300**  
**Details at Page 35 to 37**



**SVDP : 20**  
**Participants : 1,134**  
**Details at Page 38 to 40**



**Bar Coding Programme : 08**  
**Participants : 200**  
**Revenue : Rs. 20,000**  
**Details at Page 34**



**Packaging for Export : 01  
Participants : 26  
Revenue : Rs. 14,700  
Details at Page 41**



**Awareness Programme on  
Product certification : 04  
Participants : 173  
Details at Page 32**



**Awareness programme  
on EET : 04  
Participants : 227  
Details at Page 33**

**Revenue At Glance 2014-15**

<i>Activities/ Services</i>	<i>Revenue Earned (in Rs.)</i>
MSME-DI, New Delhi Workshop Revenue	7,28,366
MSME-DI, Extension Centre, New Delhi (including misc. Revenue)	1,06,595
<b>Total</b>	<b>8,34,961</b>
SDP (Training) Fees	2,91,250
EDP Fees	3,200
ESDPs Fees	40,400
NVDPs Stall Charges/Participation fees	22,24,300
PD Account Revenue	5,10,158
RTI Act 2005	50
GPP Registration Fees	5,52,867
Packaging for Export	14,700
Bar Code	20,000
<b>Total</b>	<b>44,91,886</b>

## Technical Support

The Institute has been providing technical information and support to the existing units and basic information to prospective entrepreneurs for starting their Micro & Small Scale Enterprises in NCT of Delhi, Gautam Budh Nagar, Ghaziabad and Faridabad districts. Technical officers are providing information at the Institute as well as at the premises of the units.

<b>State Profile</b>	<b>1 No.</b>
State Profile of Delhi	
<b>Project Profiles</b>	<b>85 Nos.</b>
New	24
Updated	32
Service Sector	29

Sl. No.	New Project Profile
<b>CHEMICAL</b>	
1	Gel Pen Ink
2	Herbal Drug Concentrate
3	Ice Cream Cones
4	PVC Self Adhesive Insulation Tape
<b>ELECTRICAL</b>	
5	Modern Solar Lantern
6	Electric Steam Iron
7	LT Power Capacitors
8	Super Enameled Aluminium Wire
<b>ELECTRONICS</b>	
9	Set Top Box
<b>GLASS &amp; CERAMICS</b>	
10	Frosted Glass
11	Ultramarine Blue Pigment
<b>LEATHER &amp; FOOTWEAR</b>	
12	Leather Chappals
13	Leather Waist Belt

Sl. No.	New Project Profile
<b>MECHANICAL</b>	
14	Automobile Repairing & Servicing Workshop
15	Copper Strips
16	Disposable Plastic Cup
17	M.S. Plate Dish for DTH Antenna
18	Mini Tool Room
19	Rolling Shutters
20	Rubber Conveyor Belt
21	White Staple Pins
<b>METALLURGY</b>	
22	Aluminum Rivets
23	Handle Bar Top and Bottom for 2 Wheeler & Mini 3 Wheeler
<b>TAILORING</b>	
24	Lycra Air Covered Yarn

Sl. No.	Updated Project Profile	Sl. No.	Updated Project Profile
<b>CHEMICAL</b>		<b>MECHANICAL</b>	
1	Corrugated Paper Box	17	Adjustable Hospital Beds
2	Essential Oils	18	Auto Leaf Spring
3	Herbal Hair Oil	19	Automobile Wires
4	Menthol Crystal	20	Bicycle Rims
5	Mosquito Repellent Mat	21	Engineering Scale
6	Rotogravure Printed Film	22	Hydraulically Operated Surgical Table
7	Soap	23	Measuring Tape (Steel)
8	Soya Based Food Products	24	Mosquito Coil Stand
<b>ELECTRICAL</b>		25	Offset Printing Press
9	Bi-Metallic Thermostats & Thermal Cut Outs	26	Piston Ring
10	Electric Toaster	27	Room Coolers (Desert Type)
11	HRC Fuse Links	<b>METALLURGY</b>	
12	PVC Cables	28	Heavy Casting of Grey Cast Iron
13	Starter For Fluorescent Tubes	29	Investment Casting
<b>ELECTRONICS</b>		30	Malleable Iron Casting
14	Assembling/Mounting of Electronics Components on PCB	<b>TAILORING</b>	
15	CCTV Camera	31	Bed Sheet With Pillow Cover Set
<b>GLASS &amp; CERAMICS</b>		32	Uniform Manufacturing
16	Monolithic Refractories		

Sl. No.	Service Project Profile
1	Advertising Services
2	Air Condition & Refrigeration Installation & Repair
3	Book Binding
4	Catering and Decorating Service
5	Centre for Servicing CCTV System
6	Centre for Servicing of Laptop/Notebook
7	Coffee House
8	Computer Hardware Maintenance & Networking Service
9	Computerized Wheel Balancing and Wheel Alignment Workshop
10	Crank Shaft Re-Grinding
11	Cyber Cafe
12	Cycle Repairing Shop
13	Gymnasium
14	Hiring of Concrete Mixer
15	Internet Cafe Cum Photocopier Shop
16	Laundry and Dry Cleaning
17	Mini Wheat Flour Mill
18	Mobile Phone Repairing Centre
19	Mustard Oil Expeller
20	Poultry Feed
21	Repair & Servicing of Electrical Appliances
22	Repair & Servicing of Microwave Oven
23	Road Side Modern Dhaba
24	Screen Printing
25	Servicing of Tractor & Trolleys
26	Software Development Centre
27	Vulcanization of Auto Tyre Tubes
28	Web Page Designing
29	Xerox Service

## Workshops at the Institute

The Institute has following workshop facilities

- Tool Room & Machine Shop
- Lens Manufacturing (Grinding & Polishing)
- Ceramics

The workshops undertake job works for Micro & Small Enterprises through its Common Facility Services. The workshops also provide skill development training (SDP) in various trades to unemployed youths including women, persons sponsored through Micro & Small Enterprises and also Defence personnel. A qualitative improvement was made in organizing & conducting various skill development programmes. The course curriculum was suitably modified keeping in view the existing needs of Micro & Small Enterprises.

Common facility		SDPs	
Number of Jobs undertaken	45	Number of SDP Programme	04
		Number of person trained	15
Revenue earned	Rs. 7,28,366	Revenue earned	Rs. 17,500

### Skill Development Programmes (SDP) offered & organised:

Sl. No.	Programme	Duration	No. of Programmes offered	No. of Prog. organised
1	Lens Grinding & Polishing	Six Months	02	02
2.	Ceramics	Do	01	01
3.	Tool & Die Making	Do	02	01
4.	Machine Shop Practice	Do	02	01

### Workshops at MSME-DI Extension Centre, C.P., New Delhi

The workshops at MSME-DI Extension Centre, Connaught Place, New Delhi provided Skill Development Training (SDP) and also undertook job works through common facility services.

Common facility		SDPs	
Number of Jobs undertaken	267	Number of SDP Programme	12
		Number of person trained	267
Revenue earned	Rs. 1,06,595	Revenue earned	Rs. 2,73,750

### Skilled Development Training programmes Organized

Sl. No.	Programme	Duration	No. of Programmes Organized
1	Carpentry	Six Months	02
2.	Cutting & Tailoring	Do	02
3.	Fashion Dress Designing	Do	02
4.	General Electronics	Do	02
5.	General Electrical	Do	02
6.	Book Binding	Do	02

### Detail of Skill Development Training programme for Balsahyog Children

Sl. No.	Programme	Duration	No. of Programmes Organized
1	Cutting & Tailoring	Three Years	01
2.	General Electronics	Do	01

## Training Support

The Micro, Small & Medium Enterprises under the jurisdiction of this institute are manufacturing variety of items and catering to the needs of the Consumers, Medium/ Large Sectors and other establishments. It is also contributing significantly to the Export Market and offers a great potential for the employment generation.

However, with the changing scenario due to liberalisation and globalisation, Micro, Small Enterprises needs to build-up its competence and capabilities. In order to gear up with the global market, there is a need for the Micro & Small Enterprises to improve upon the product design, quality, productivity, cost minimization, better packaging, energy conservation, waste minimization, marketing & management etc.

With the objective to help the industry, MSME-DI organised Training Programmes, Workshops, etc. for disseminating techno managerial information and provided training support to Micro & Small Enterprises. The Institute also organized programmes for motivating and guiding the educated unemployed youth towards self-employment and generating employment.

### Entrepreneurship Development Programmes (EDPs)

The Institute made special emphasis to make its EDPs more effective by providing first hand information. The main thrust was on guiding and educating prospective entrepreneurs to enable them to set-up their own Micro/Small Scale enterprises.

#### Brief of EDP's organized during the year 2014-15

Sl. No.	Venue	Duration	Participants	Revenue	Expe. (Rs)	Coordinator Shri/Smt.
1	MSME-DI, ND	15.09.14 to 26.09.14	21	1850	20,000	A.K.Jain Asstt. Director (Chem.)
2	MSME-DI, EC, ND	28.10.14 to 12.11.14	21	1350	19,226	NISHA Investigator (Mech.)
<b>Total</b>			<b>42</b>	<b>3,200</b>	<b>39,226</b>	

EDP: 02 Nos.

Total Participants: 42 Nos.

Revenue: Rs. 3,200/-

Expenditure: Rs. 39,226/-



*Photograph of EDP from 28<sup>th</sup> October, 2014 to 12<sup>th</sup> November, 2014*

### Entrepreneurship Skill Development Programmes (ESDPs)

The Institute made special emphasis to make its ESDPs more effective by providing first hand information, practical demonstration, field visits to Micro & Small Enterprises and the concerned Departments/Agencies. The main thrust was on guiding and educating prospective entrepreneurs in more practical ways to enable them to set-up their own Micro/Small Scale enterprises.

#### Brief of ESDPs Organized during the year 2014-15

Sl. No	Programme	Venue	Duration	Participants	Revenue	Expe. (Rs)	Coordinator Shri/Smt.
1	Optical Techniques and Lens Manufacturing	MSME-DI, New Delhi	04.08.14 to 16.09.14	22	2,000	47,542	Ambrose Royson AD (G&C)
2	Desktop Publishing & Screen Printing	JIT, Malviya Nagar, New Delhi	11.08.14 to 22.09.14	21	1,700	58,720	Ajay Misra AD (Chem.)
3	Conventional Milling	MSME-DI, New Delhi	14.08.14 to 29.09.14	24	2,600	47,566	Abhishek Singh AD (Mech.)
4	Garment Manufacturing	MSME-DI, EC, New Delhi	19.08.14 to 29.09.14	24	1,600	59,220	Karun Kumar AD (IMT)
5	Mobile Phone Repairing	MSME-DI, EC, New Delhi	19.08.14 to 29.09.14	24	1,400	57,857	KL Narang Instructor
6	Electric Gadget Repairing	MSME-DI, New Delhi	19.08.14 to 29.09.14	18	1,200	53,575	Sanjeev Kumar AD (Elect.)
7	Mobile Phone Repairing	MSME-DI, EC, New Delhi	21.08.14 to 1.10.14	22	1,000	56,759	Kuldeep Instructor
8	Garment Manufacturing	MSME-DI, EC, New Delhi	21.08.14 to 1.10.14	25	2,200	58,800	Nisha Inv. (Mech.)
9	Computer Accounting with Tally	ICT, Nangloi, New Delhi	25.08.14 to 08.10.14	25	0	77,518	Ravi Ranjan Inv. (Mech.)
10	Computer Hardware, Maintenance & Networking	MSME-DI, New Delhi	25.08.14 to 08.10.14	19	0	53,350	Harpal Singh AD (IMT)
11	Electric Gadget Repairing	MSME-DI, New Delhi	25.08.14 to 08.10.14	22	3,300	47,000	S. K. Kapoor AD (Elect.)
12	Computer Hardware, Maintenance & Networking	MSME-DI, New Delhi	25.08.14 to 08.10.14	23	2,800	57,159	Md. Shahid AD (Mech.)

Sl. No	Programme	Venue	Duration	Participants	Revenue	Expe. (Rs)	Coordinator Shri/Smt.
13	Computer Hardware, Maintenance & Networking	Shakti Khand, Indrapuram, Ghazibad	10.09.14 to 27.10.14	29	3,400	58,404	Brajendra Kumar AD (Chem.)
14	Garment Manufacturing	Wing Education, Sangam Vihar, New Delhi	11.09.14 to 28.10.14	18	1,000	51,258	V. M. Jha DD (Met.)
15	Basic Welding	Badli Indl. Area, Badli, New Delhi	15.09.14 to 30.10.14	21	3,800	59,960	Brajendra Kumar AD (Chem.)
16	Food Processing	MSME-DI, New Delhi	18.09.14 to 05.11.14	25	3,000	55,141	Vanshi Uniyal Inv. (Chem.)
17	Computer Hardware, Maintenance & Networking	MSME-DI, New Delhi	18.09.14 to 05.11.14	24	3,600	59,700	Anurag Srivastava AD (Stat.)
18	Electric Gadget Repairing	MSME-DI, New Delhi	18.09.14 to 05.11.14	17	2,000	49,820	Neeraj Kumar Sharma AD (C&T)
19	Conventional Milling	MSME-DI, New Delhi	30.09.14 to 18.11.14	22	2,400	44,240	Harinder Kumar Inv. (Mech.)
20	Garment Manufacturing	MSME-DI, EC, New Delhi	14.10.14 to 24.11.14	23	1,400	59,928	Karun Kumar AD (IMT)
21	Computer Accounting with Tally	ICT, Nangloi, New Delhi	07.11.14 to 18.12.14	25	0	77,324	Ravi Ranjan Inv. (Mech.)
22	Webpage Designing and Website Maintenance	SDTVE, Palam Colony, New Delhi	17.11.14 to 29.12.14	20	0	58,268	Sunil Arora Inv. (Mech.)
23	Food Processing	MGI, Narela, New Delhi	17.11.14 to 29.12.14	25	0	76,785	Dinesh Kumar Inv. (Mech.)
<b>TOTAL</b>				<b>518</b>	<b>40,400</b>	<b>13,25,894</b>	

**ESDP: 23 Nos.**

**Total Participants: 518 Nos.**

**Revenue: Rs. 40,400/-**

**Expenditure: Rs. 13,25,894/-**



*Photograph of ESDP on Optical Techniques and Lens Manufacturing from 4<sup>th</sup> August, 2014 to 16<sup>th</sup> September, 2014*



*Photograph of ESDP on Food Processing organized from 17<sup>th</sup> November to 29<sup>th</sup> December, 2014*

### Industrial Motivation Campaign (IMCs)

The Institute has organized 20 Industrial Motivational Campaigns at different places of the area under the jurisdiction of this institute. Total 1,620 educated unemployed youths participated in the campaigns and interacted with officials present there. The basic objective of these campaigns was to provide information to the participants for self-employment to start their own enterprises. Most of the participants were final year students of various disciplines of the institutes.

During the year under review, the IMC's were successfully organised in various educational institutions namely:

Sl. No.	Venue	Date	Participants	Expenditure (Rs)	Coordinator (Shri/Smt.)
1	BVIM&R, New Delhi	06.08.14	60	7,991	Ravi Ranjan Inv. (Mech.)
2	BSAP, uttam Ngr, New Delhi	13.08.14	87	7,776	Abhishek Singh AD (Mech.)
3	Community Centre, Inderpuri, New Delhi	19.08.14	40	7,565	Md. Shahid AD (Mech.)
4	BBDIT, Ghaziabad	20.08.14	140	7,993	Major Singh DD (Electx.)
5	RKGIT, Meerut Road, Ghaziabad	20.08.14	91	7,985	Neeraj Kumar Sharma AD (C&T)
6	DITE, Okhla, New Delhi	21.08.14	80	5,755	V. M. Jha DD (Met.)
7	DAVIM, NIT, Faridabad.	03.09.14	53	7,929	Anurag Srivastava AD (Stat.)
8	DB,ITI, Okhla, New Delhi	10.09.14	46	7,974	Sunil Arora Inv. (Mech.)
9	MIT, Modi Ngr, Ghaziabad	12.09.14	64	7,935	Vanshi Uniyal Inv. (Chem.)
10	GITI, Jaffarpur, New Delhi	15.09.14	108	7,977	Dinesh Kumar Inv. (Mech.)
11	GND, Rohini, New Delhi	18.09.14	120	7,980	Ravi Ranjan Inv. (Mech.)
12	AIT, Vasant Kunj, New Delhi	20.09.14	68	8,000	Abhishek Singh AD (Mech.)

Sl. No.	Venue	Date	Participants	Expenditure (Rs)	Coordinator (Shri/Smt.)
13	ITI, Malviya Ngr., New Delhi	25.09.14	60	7,934	Harinder Kumar Inv. (Mech.)
14	RD Engg. Collage, Ghaziabad	29.09.14	224	7,949	Sanjeev Kumar AD (Elect.)
15	BTC, Pusa, New Delhi	30.09.14	101	7,945	Ravi Ranjan Inv. (Mech.)
16	ITI, pusa, New Delhi	17.10.14	73	7,800	Sunil Arora Inv. (Mech.)
17	G.B. Pant, New Delhi	21.10.14	42	7,060	Ambrose Royson AD (G&C)
18	MIT, Maharani Bagh, New Delhi	11.11.14	72	6,475	Harpal Singh AD (IMT)
19	ITI, Nizamuddin, New Delhi	14.11.14	39	7,820	Ajay Misra AD (Chem.)
20	LLD,IMS, Mandi, New Delhi	18.11.14	52	7,990	Sanjeev Kumar AD (Elect.)
<b>Total</b>			<b>1620</b>	<b>1,53,833</b>	

**IMC: 20 Nos.**

**Total Participants: 1,620 Nos.**

**Expenditure: Rs. 1,53,833/-**



*Industrial Motivational Campaign  
on 13<sup>th</sup> August, 2014*



*Industrial Motivational Campaign  
on 21<sup>st</sup> October, 2014*

### Certificate Course under PD Account

1. Certificate Course in Radio Jokey & Script Writing	01
2. Certificate Course in Automotive Journalism	01
3. Certificate Course in TV Journalism	01
4. Certificate Course in Print & Electronics Journalism	01
5. Certificate Course in Print & Electronics	01

<i>Courses conducted</i>	<b>: 05</b>
<i>Participants</i>	<b>: 15</b>
<i>Revenue</i>	<b>: Rs. 5,10,158/-</b>

### Marketing Support to Micro & Small Enterprises

The Institute provided marketing related assistance to entrepreneurs. Which include registration under Single Point Govt. Purchase Programme through NSIC, market related information, participation in domestic & overseas exhibitions.

- NSIC - Single Point Govt. Purchase Programme

<i>No. of Units Registered</i>	<b>: 208</b>
<i>Revenue Earned</i>	<b>: Rs. 5,52,867/-</b>

### International Trade Fairs

From March, 2007 this institute has been acting as Nodal Agency for NCR Region for participation of Micro & Small Enterprises in the International Trade Fair. The Institute has pursued Micro & Small Enterprise for participation and display of the products manufactured by them in the International Trade Fairs. The detail of the International Trade Fair/ Exhibitions organized /amount reimbursed during the year 2014-15 are given below

Sl. No.	Name & address of the Unit	Name of the Fair/ Exhibitions	Duration	Amount Reimbursed (Rs.)
1	M/s Vikas Rubber Industries, 50 C & D Rama Road, New Delhi	International Technical Fair 2013, Plovdiv, Bulgaria organized by EEPC	30-09-2013 to 05-10-2013	36,824
2	M/s Tathya Overseas, 13 Inderlok Colony Opp. Gali No.4 Swarg Ashram Road, Hapur	Thessaloniki International Fair at Thessaloniki (Greece) organized by ITPO	07-09-2013 to 15-09-2013	17,000
3	M/s Himalayan Shawls, E137 Kalka Ji New Delhi	AFL Artigiano in Fiera International fair at Milan, Italy organized by ITPO	01-12-2012 to 09-12-2012	3,900

Sl. No.	Name & address of the Unit	Name of the Fair/ Exhibitions	Duration	Amount Reimbursed (Rs.)
4	M/s Myesha Exports, Plot no. 415, F.I.E., Patparganj Industrial Area, Delhi-110092	AF'L Artigiano in Fiera - International Fair, Milan (Italy), organized by ITPO	30-11-2013 to 08-12-2013	2,000
5	M/s Anju art, H.No. 152 Amang Pur Diary Near Sec-37 Faridabad	AF'L Artigiano in Fiera - International Fair, Milan (Italy), organized by ITPO	30-11-2013 to 08-12-2013	2,000
6	M/s Fair & More Inc., 297, Flat No.6, Street Sujan Rai, Delhi Gate, Darya Ganj. New Delhi	AF'L Artigiano in Fiera - International Fair, Milan (Italy), organized by ITPO	30-11-2013 to 08-12-2013	46,230
7	M/s Shivani Handicraft, Plot No 6, 755 Stayam Enclaves New Koat Gawn Ghaziabad U.P.	AF'L Artigiano in Fiera - International Fair, Milan (Italy), organized by ITPO	30-11-2013 to 08-12-2013	2,000
8	M/s Ruchi Art, H.No. 150 Amang Pur Diary Near Sec-37 Faridabad	AF'L Artigiano in Fiera - International Fair, Milan (Italy), organized by ITPO	30-11-2013 to 08-12-2013	2,000
9	M/s JMD Overseas, Shop no. B-4, Ramanujdayal Market Ramte Ram Road Ghaziabad	AF'L Artigiano in Fiera - International Fair, Milan (Italy), organized by ITPO	30-11-2013 to 08-12-2013	34,487
10	M/s Medhavi Boutique & Handicraft, Shop No. 10, Aggarwal Dharma Shala, Chawala Colony, Ballabgarh, Faridabad	Fiera Del Levante, Bari (Italy) organized by ITPO	13-09-2014 to 21-09-2014	20,000
11	M/s Shaheen handicrafts, C-204/18 Nehru Gali No. 2 Chauhan Bangur, Delhi-110053	AFL Artigiano in Fiera - 19th International Crafts Selling Exhibition, Milan (Italy) organized by ITPO	29-11-2014 to 08-12-2014	21,150
12	M/s Gipsy Arts & Crafts, H. No. 1500 Kotana Suiwalan Delhi -110006	AFL Artigiano in Fiera - 19th International Crafts Selling Exhibition, Milan (Italy) organized by ITPO	29-11-2014 to 08-12-2014	15,863

Sl. No.	Name & address of the Unit	Name of the Fair/ Exhibitions	Duration	Amount Reimbursed (Rs.)
13	M/s Riyash International , D-8&9, Greater Noida Export Promotion Indl. Park, Grater Noida Gautambudh Nagar	IGA Perth Royal Show 2014 in Australia, organized by ITPO	27-09-2014 to 04-10-2014	58,000
14	M/s DK International Handicrafts, KH. No. 261 Plot No. 13 Inderlok colony Opp. Gali No. 4 Swarg Ashram Road , Hapur	IGA Perth Royal Show 2014 in Australia, organized by ITPO	27-09-2014 to 04-10-2014	35,704
15	M/s Tushar International, 49 Chandan Nagar, Ghaziabad -110012	MUBA Basel (Switzerland) Consumer Goods fair organized by ITPO	06-02-2015 to 15-02-2015	10,000
16	M/s Krafts India , C-267, Panchwati Colony Ghaziabad U.P.	MUBA Basel (Switzerland) Consumer Goods fair organized by ITPO	06-02-2015 to 15-02-2015	10,000

**Total amount reimbursed (Rs.) 3,17,158/-**

### Economic Investigation / Coordination Work

- ◆ Preparation of Monthly Progress Report/ Quarterly Progress Report in Respect of EM - Part-II
- ◆ Preparation of Monthly Progress Report/ Quarterly Progress Report in respect of MSEFC
- ◆ Guidance & Consultancy to prospective entrepreneurs regarding financial and other government schemes to set up their enterprises.
- ◆ Information was collected & compiled pertaining to MSME Association/NGOs.
- ◆ Liaisoning work related to upgradation of database & MSME Census, Parliament Questions.
- ◆ Works related to different schemes of Govt. of India, M/o MSME, i.e. TREAD, Capacity Building, CLCSS, PMEGP etc.,
- ◆ Preparation of Monthly Progress report of the Institute regularly during the year alongwith Highlights.
- ◆ Preparation of Annual Report of the Institute.
- ◆ Participation in RBI Empower Committee Meeting as MSMEs for NCT of Delhi.
- ◆ Participation in State Level Bankers Committee Meeting.

## VI. Specialized Programmes

### A. Quality Management Standards & Quality Technology Tools (QMS/QTT)

Sl. No.	Programme	Venue	Duration	Participants	Coordinator Shri/Smt.
1	Awarness Programme on QMS/QTT	Express Sarovar Portico, Surajkund, Faridabad	27 <sup>th</sup> August, 2014	90	Major Singh Dy. Director
2	Two Day Workshop on QMS/QTT	India Habitat Centre, Lodhi Road, New Delhi	17 <sup>th</sup> March & 18 <sup>th</sup> March, 2015	100	Abhishek Singh Asstt. Director
3	National Workshop on QMS/QTT	MSME-DI Extension Centre, Connaught Place, New Delhi	19 <sup>th</sup> March 2015	108	Abhishek Singh Asstt. Director



*Photograph of Awarness Progrmme on QMS/QTT*



*Photograph of Two Day Workshop on QMS/QTT*



*Photograph of National Workshop on QMS/QTT*

## B. Awareness Programme on Product Certification

To sensitize the MSEs about the importance of product certification and the financial support provided by Ministry of MSME through Technology & Quality Upgradation Support component of National Manufacturing Competitiveness Scheme (NMCP) MSME - Development Institute, New Delhi organised 4 Nos. of Awareness programmes on Product Certification.

Sl. No.	Venue	Date	Participants	Coordinator Shri/Smt.
1	Confederation of Indian Industry, Lodhi Road, New Delhi	15 <sup>th</sup> October, 2014	41	Ambrose Royson Asstt. Director
2	IPEC, Sahibabad	12 <sup>th</sup> February, 2015	40	Harpal Singh Asstt. Director
3	Baba Banarasidas Institute of Technology, Ghaziabad	18 <sup>th</sup> February, 2015	58	Md. Shahid Asstt. Director
4	Confederation of Indian Industry, B-9/A, 7 <sup>th</sup> Floor, Tower B, Green Boulevard, Sector -62, Noida.	13 <sup>th</sup> March, 2015	34	Abhishek Singh Asstt. Director



*Photograph of Awareness Programme on Product Certification on 15<sup>th</sup> October, 2014*

### C. Awareness Programme on Energy Efficient Technology

MSME-DI, New Delhi organised 4 nos. of Awareness Programme on Energy Efficient Technology to sensitize the MSEs about the importance of energy efficiency and the financial support provided by Ministry of MSME through Technology & Quality Upgradation Support component of National Manufacturing Competitiveness Scheme (NMCP).

Sl. No.	Venue	Date	Participants	Coordinator Shri/Smt.
1	Hotel Abhinandan, Neelam-Bata Road, NIT Faridabad	20 <sup>th</sup> November, 2014	39	Ambrose Royson Asstt. Director
2	Confederation of Indian Industry, Lodhi Road, New Delhi	30 <sup>th</sup> January, 2015	50	Ravi Ranjan Investigator
3	FICOM, Sanjay Colony, Faridabad	12 <sup>th</sup> February, 2015	37	Brajendra Kumar Asstt. Director
4	Fan Market Manufacturers Association, Basai Darapur, Delhi	17 <sup>th</sup> March, 2015	101	Mahesh Kumar Sharma Asstt. Director



*Photograph of Awareness Programme on Energy Efficient Technology on 20<sup>th</sup> November, 2014*

### D. Awareness Programme on Bar Code

Sl. No.	Venue	Date	Participants	Coordinator Shri/Smt.
1	Lawrance Road, New Delhi	08 <sup>th</sup> August, 2014	25	Ravi Ranjan, Investigator
2	Industrial Area, Lodhi Road, New Delhi	01 <sup>st</sup> September, 2014	30	Major Singh Dy. Director
3	FSIA Park, Opp. Plot No.23, Sector 24, Faridabad -121005	25 <sup>th</sup> September, 2014	25	Abhishek Singh Asstt. Director
4	MSME-DI, New Delhi	09 <sup>th</sup> January, 2015	27	V.M. Jha, Dy. Director
5	Footwear Design & Development Institute, Sector-24, Noida	28 <sup>th</sup> January, 2015	26	Tarsem Lal, Dy. Director
6	CETP Plant, Mangolpuri Industrial Area, Phase-1&2, New Delhi	16 <sup>th</sup> February, 2015	25	Ravi Ranjan Investigator
7	Kavi Nagar Industrial Association, Ghaziabad	23 <sup>rd</sup> kFebruary, 2015	18	Brajendra Kumar Asstt. Director
8	Timber Market Association, Kriti Nagar, New Delhi	09 <sup>th</sup> March, 2015	24	Ajay Misra Asstt. Director



*Photograph of Awareness Programme on Bar Code on 01<sup>st</sup> September, 2014*

### E. National Level Vender Development Programme (NVDP)

To identify potential & genuine MSE vendors for specific items and services required by respective Govt. Departments and CPSUs, this institute organized four National Level Vendor Development Programme (NVDP) during 2014-2015. In these VDPs Buyers & Sellers Meets are also to be organized to discuss various procurement issues related to quality, cost, delivery terms & conditions including payment in time to the MSEs by the Buyers.

#### NVDP No. 1:

<b>Venue</b>	RKGIT, Merut Road, Ghaziabad
<b>Date</b>	10 <sup>th</sup> & 11 <sup>th</sup> October , 2014
<b>Supporting Agencies</b>	Ordnance Factory, BEL & NSIC
<b>Participants</b>	75 Nos.
<b>Expenditure (Rs.)</b>	8,09,974
<b>Revenue (Rs.)</b>	6,14,800

#### NVDP No. 2:

<b>Venue</b>	MSME-DI, New Delhi
<b>Date</b>	10 <sup>th</sup> & 11 <sup>th</sup> December, 2014
<b>Supporting Agencies</b>	EIL, IOCL & NSIC
<b>Participants</b>	77 Nos.
<b>Expenditure (Rs.)</b>	8,54,871
<b>Revenue (Rs.)</b>	7,05,000
	gobs1101

#### NVDP No. 3:

<b>Venue</b>	MSME-DI, New Delhi
<b>Date</b>	19 <sup>th</sup> & 20 <sup>th</sup> February, 2015
<b>Supporting Agencies</b>	Northern Railway, RCF Kapurthala, NSIC & Laghu Udyog Bharathi
<b>Participants</b>	75 Nos.
<b>Expenditure (Rs.)</b>	8,21,171
<b>Revenue (Rs.)</b>	6,02,500

#### NVDP No. 4:

<b>Venue</b>	Saroj Vatika, Sohna Road, Faridabad
<b>Date</b>	24 <sup>th</sup> & 25 <sup>th</sup> March, 2015
<b>Supporting Agencies</b>	NTPC, NHPC, NSIC, FICOM & Sarurpur Industries Association
<b>Participants</b>	41 Nos.
<b>Expenditure (Rs.)</b>	4,26,608
<b>Revenue (Rs.)</b>	3,02,000



*Photograph of NVDP on 10<sup>th</sup> & 11<sup>th</sup> October, 2014*



*Photograph of NVDP on 10<sup>th</sup> & 11<sup>th</sup> December, 2014*



*Photograph of NVDP on 19<sup>th</sup> & 20<sup>th</sup> February, 2015*



*Photograph of NVDP on 24<sup>th</sup> & 25<sup>th</sup> March, 2015*

**F. State Level Vendor Development Programme (SVDP)**

Programme No.	Venue	Date	Supporting Agencies	Participants	Expen. (Rs.)
I.	MMTC LTD, Core-1, Scope Complex, Lodhi Road, New Delhi	23 <sup>rd</sup> September, 2014	MMTC LTD	32 Nos	15,000/-
II	ONGC Videsh Limited, K.G. Marg, New Delhi	24 <sup>th</sup> September, 2014	ONGC Videsh Limited	36 Nos.	15,000/-
III	IRCTC Railneer Plant, Nangloi, Delhi	16 <sup>th</sup> October, 2014	IRCTC	46 Nos.	15,000/-
IV	BHEL, PEM Plot No. 25, Sector-16A, Noida	19 <sup>th</sup> November, 2014	BHEL & NSIC Ltd.	100 Nos.	13,537/-
V	GAIL Training Institute, Plot No.24, Sector 16A, Noida	12 <sup>th</sup> December, 2014	GAIL & NSIC Ltd.	44 Nos.	12,113/-
VI	Shangri-La Hotel, New Delhi	19 <sup>th</sup> December, 2014	Confederation of Indian Industry	200 Nos.	13,850/-
VII	Conference hall, 4 <sup>th</sup> Floor, IRCON Saket, New Delhi.	20 <sup>th</sup> January, 2015	IRCON	100 Nos.	9,783/-
VIII	Training Room, Local Purchase section, Air India, Northern Region, IGI Airport Terminal 1, Palam, New Delhi.	22 <sup>nd</sup> January, 2015	Air India Limited	21 Nos.	7,272/-
IX	Conference Hall, MSME-DI, Okhla, New Delhi	04 <sup>th</sup> February, 2015	PEC Ltd., Barakhamba Road, Delhi	20 Nos.	9,463/-
X	Jawahar Vyapar Bhawan, Janpath, New Delhi-110001	6 <sup>th</sup> February, 2015	Central Cottage Industries Corporation of India	43 Nos.	10,000/-
XI	Delhi Milk Scheme, West Patel Nagar New Delhi.	11 <sup>th</sup> February, 2015	Delhi Milk Scheme	38 Nos.	9,808/-
XII	ONGC, Scope Minar, Laxmi Nagar, New Delhi	28 <sup>th</sup> February, 2015	ONGC & NSIC Ltd.	106 Nos.	10,000/-

Programme No.	Venue	Date	Supporting Agencies	Participants	Expen. (Rs.)
XIII	Lawrence Road Industrial Entrepreneurs Association, Lawrence Road Industrial Area, New Delhi	28 <sup>th</sup> February, 2015	Lawrence Road Industrial Entrepreneur Association	50 Nos.	15,000/-
XIV	Industrial Association Sahibabad	11 <sup>th</sup> March, 2015	Industrial Association Sahibabad	35 Nos.	12,000/-
XV	Bharat Petroleum Corporation Ltd., Sec-1, Noida	13 <sup>th</sup> March, 2015	Bharat Petroleum Corporation Ltd.	56 Nos.	15,000/-
XVI	NHPC Limited, Faridabad	16 <sup>th</sup> March, 2015		32 Nos.	8,270/-
XVII	Mangolpuri Industrial Area Association Phase I & II, CET Plant, Mangolpuri Industrial Area, Delhi	16 <sup>th</sup> March, 2015	Mangolpuri Industrial Area Association Phase I & II	40 Nos.	15,000/-
XVIII	TCIL Bhawan, Conference hall, G.K.-1, New Delhi-110048	17 <sup>th</sup> March, 2015	Telecommunication, G.K.-1, New Delhi-110048	50 Nos.	15,000/-
XIX	PHD Chamber of Commerce and Industry, PHD House, Shriram Hall, 4/2 Siri Institutional Area, August Kranti Marg, New Delhi.	17 <sup>th</sup> March, 2015	H.D.F.C. Bank Ltd.	72 Nos.	15,000/-
XX	Mohan Leela Banquet Hall, A 8/3, Wazirpur, Industrial Area, Delhi -110058	23 <sup>rd</sup> March, 2015	Wazirpur Industrial Association, WASME & MSME Chamber of Commerce	68 Nos	15,000/-



*Photograph of SVDP on 19<sup>th</sup> December, 2014 at Shangri-La Hotel, New Delhi*



*Photograph of SVDP on 20<sup>th</sup> January, 2015 at IRCON, Saket, New Delhi*

### G. Packaging for Export

To educate the various aspects of Packaging for Export MSME-DI, New Delhi organised Three days Training Programme on Packaging for Export from 6<sup>th</sup> - 8<sup>th</sup> January, 2015.

Venue	Date	Participants	Revenue (Rs.)	Expenditure (Rs.)
MSME-DI, New Delhi	06 <sup>th</sup> to 08 <sup>th</sup> January, 2015	26 Nos.	14,700/-	68,000/-



*Photograph of Training Programme on Packaging for Exports*

## VII. Officers Training

The Officers and staff were nominated for training to upgrade their knowledge and techno managerial capabilities.

Sl. No.	Name of the Officer (Sh./Smt.)	Training Programme Attended	Training Institute	Duration
1	Neeraj Sharma	Capacity Building	Deutsche Gesellschaft fjr International Zusammenarbeit (GIZ) Gmbh,	19 & 20 May, 2014
2	Harinder Kumar	Capacity Building		19 & 20 May, 2014
3	Anurag Sirvastava	Capacity Building		19 & 20 May, 2014
4	Md. Shahid	Capacity Building		19 & 20 May, 2014
5	Abhishek Singh	Gren Productivity	Asian Productivity Organisation	26 May,14 to 20 June, 14
6	Sandeep Aggarwal	Trainers training on Entrepreneurship with emphasis on Marketing of Products and services of MSME	NIESBUD, Noida	14 to 18 July, 2014
7	V. M. Jha	6 Sigma Black Belt	PPDC, Agra	25 to 31 August, 2014
8	Neeraj Sharma	Marketing and Branding for Clusters	NI-MSME, Hyderabad	23 to 27 September, 2014
9	Sanjeev Kumar	ISO-5001 Energy Management System	PPDC, Agra	13 to 17 October, 2014
10	Ravi Ranjan	Project Management	PPDC, Agra	10 to 14 November, 2014
12	V. M. Jha	Export Procedures & Documentation for MSME-DO Officers	NIESBUD, Noida	17-19 December, 2014
13	Vanshi Uniyal	Export Procedures & Documentation for MSME-DO Officers	NIESBUD, Noida	17-19 December, 2014
11	Abhishek Singh	Drafting & Filing Pattern	NLSIU, Bengaluru	01-05 January, 15
14	Mahesh Sharma	Techno-Commercial Advance of Spices and Aromatherapy	FFDC, Kannauj	13-16 January, 2015
15	Karun Kumar	IPR Challenges & Prospects	NI-MSME, Hyderabad	16-20 February, 2015

## VIII. Other Meetings

Important meeting attended during the year 2014-15:

- ◆ Shri R.P. Vaishya, Director, MSME-DI, Okhla, New Delhi attended the Virtual Cluster meeting with Secretary, MSME on 03.04.2014 & 21.04.2014.
- ◆ Chemical Division of this Institute arranged a meeting on OGTC Cluster for the delegation of Tunisian Govt. on 03.04.2014 at Faridabad
- ◆ Shri V.M. Jha, Deputy Director (Met.) along with Mrs. Shivani, Asstt. Director (E.I) attended MSME Empowered Committee meeting on 17.04.2014 at Reserve Bank of India, New Delhi.
- ◆ Shri Kamal Singh , Deputy Director ( Mechanical ) attended the High Power Committee meeting on 07.05.2014 at Udyog Sadan, Patparganj under Chairmanship of Commissioner of Industries, NCT Delhi for grant of permission to run the Industries in residential Areas
- ◆ Shri Kamal Singh, Deputy Director ( Mechanical ) attended the meeting of AIMA SME Committee at AIMA Office, New Delhi on 09.05.2014.
- ◆ Shri R.P. Vaishya, Director, attended the 75th Meeting of State Level Bankers Committee, NCT of Delhi on 15.05.2014 alongwith Smt. Shivani, Asstt. Director (E.I). Shri R.P. Vaishya requested the banks to come forward to organize the workshop for awareness of Public Procurement Policy amongst the officers & staffs of the banks.
- ◆ Shri Kamal Singh, Deputy Director ( Mechanical ) attended the High Power Committee Meeting held on 21.05.2014 in conference Hall of Commissioner of Industries NCT Delhi for grant of permission to run the Industries in residential areas under jurisdiction of EDMC ( East Delhi Municipal Corporation )
- ◆ Shri R.P. Vaishya, Director, attended the first core committee meeting on effective implementation of scheme of Interest subsidy eligibility certification operated by KVIC and PMEGP held on 22.05.2014 in office of Oriental Bank of Commerce, Connaught Place, New Delhi. Director suggested that suitable ESDP/ EDP candidates may be selected for PMEGP Scheme. Shri Vaishya requested the banks to organize the workshops for awareness of Public Procurement Policy amongst the officers and staffs of the bank involved in procurement.
- ◆ Shri Kamal Singh, Deputy Director (Mechanical) attended the meeting on Land dispute in the O/o Commissioner of Industries, Patparganj, Delhi on 25.06.2014.
- ◆ A meeting was convened by FICCI on 23.06.2014 under the chairmanship of this Institute Director, regarding review of progress of facilitation Centre on IPR setup by FICCI. Shri Sandeep Kumar Agrawal, Asstt. Director (Chemical) also attended this meeting.
- ◆ SAMSUNG- ARISE Labs at MSME Extension Centre (Balshayog) New Delhi is going to set inaugurated on 04.08.2014 by Shri Kalraj Mishra, Honorable Minister MSME. MSME-DI, New Delhi is facilitating and maintaining the setting up of lab under guidance of Shri R.K. Rai, Director, Headquarter office.

- ◆ Shri V.M. Jha, Deputy Director (Met.) and Shri Brajendra Kumar, Asstt. Director (Chemical) attended 2<sup>nd</sup> Indo German SME Forum organized by German International Co-operation from 22<sup>nd</sup> September to 23<sup>rd</sup> September 2014 at Hotel Lalit, Barakhamba Avenue, Connaught Place, New Delhi. Secretary, MSME attended the inaugural session and addressed the participants on MSME Development Framework
- ◆ Shri M.K. Sharma, Asstt. Director (Chemical) attended meeting Implementation of HRD-Scheme- A centrally sponsored schme under National mission on Food Processing (NMFP) at Commissioner of Industries, Udyog Sadan, Patparganj, Delhi on 04.09.2014.
- ◆ One Task Force Committee meeting on PMEGP was attended on 31.10.2014 by Shri M. Sharma, Asstt. Director (Chemical) at O/o District Magistrate, South East, New Delhi. 57 persons were called for the interview 24 cases recommended to Banks.
- ◆ Dr. Amar Nath, Asstt. Director (Met.) attended Seminar on Business Incubation for new and innovative ideas to convert into business venture at RKGIT, Pilkhuwa, Ghaziabad. Dr. Amar Nath delivered talk on Incubator Scheme of Development Commissioner (MSME).
- ◆ Shri V.M. Jha, Deputy Director attended the Empowered Committee meeting at RBI, New Delhi for MSME on 18.12.2014. Shri Jha raised the issue faced by the applicants of PMEGP. Export finance issue was also addressed to enhance the expert O/o for MSME Sector.
- ◆ Shri V.M. Jha, Deputy Director (Met.) along with Ms. Vanshi, Investigator (Chemical) attended the meeting on 24.12.2014 (HRD components promotional activities under NMFP) at office of Commissioner of Industries, Patparganj, New Delhi. The meeting was chaired by Director NMFP cum special Secretary, Industries, Govt. of NCT Delhi.
- ◆ Quarterly meeting of Rajbhasha implementation committee was held on 30.12.2014 under Chairmanship of Director MSME-DI New Delhi.

## IX. हिन्दी कार्य

### वर्ष 2014-15 की वार्षिक रिपोर्ट

हिन्दी के प्रचार तथा प्रसार व संघ के विभिन्न सरकारी प्रयोजनों के लिए व इसके उत्तरोत्तर प्रयोग में गति लाने हेतु प्रत्येक वर्ष शीर्ष निकाय राजभाषा विभाग, गृह मंत्रालय, भारत सरकार द्वारा वार्षिक कार्यक्रम निर्धारित किया जाता है, जो संघ के सभी मंत्रालयों, विभागों व अधीनस्थ कार्यालयों में लागू किया जाता है। वर्ष 2014-15 के वार्षिक कार्यक्रम के अनुसार संस्थान ने राजभाषा विभाग के निर्धारित लक्ष्यों को प्राप्त करने का सफल प्रयास किया। संदर्भाधीन अवधि के दौरान चारो तिमाहियों का हिन्दी के मूल पत्राचार राजभाषा विभाग द्वारा निर्धारित लक्ष्य 100 % की तुलना में 72 % समेकित रहा। निर्धारित लक्ष्य को प्राप्त करने के लिए संस्थान प्रयासरत है।

इस संस्थान ने हिन्दी के प्रसार व विकास एवं इसके उत्तरोत्तर प्रयोग में गति लाने के उद्देश्य से वर्ष 2014-15 में निम्न कार्य किए:

यह संस्थान राजभाषा अधिनियम 10(4) के अंतर्गत राजपत्र में अधिसूचित है। इस संस्थान में राजभाषा अधिनियम 1963 की धारा 3(3) के अंतर्गत आने वाले सभी सरकारी दस्तावेजों का शत-प्रतिशत पालन किया जा रहा है। संस्थान में मूल रूप से हिन्दी में कार्य प्रचुर मात्रा में हो रहा है, जैसे कि वेतन प्रपत्र, यात्रा भत्ता बिल, वेतन बिल रजिस्टर में हिन्दी में पूर्णतया प्रविष्टि की जाती है एवं सामान्य भविष्य निधि बिलों का निर्माण हिन्दी में होता है, एवं सरकारी खरीद कार्यक्रम के अंतर्गत रिपोर्ट आदि हिन्दी में तैयार की जाती हैं। संस्थान के सभी वर्ग के अधिकारियों एवं कर्मचारियों की सेवा पंजिका में हिन्दी में प्रविष्टि की जा रही है। तृतीय श्रेणी कर्मचारियों की सेवा पंजिका अनिवार्यतः हिन्दी में तैयार की जाती है तथा संस्थान में सभी प्रकार की मुहरें, नामपट्ट द्विभाषी रूप में बनाए जा चुके हैं।

राजभाषा नियम 8(4) के अधीन हिन्दी में प्रवीणता प्राप्त सभी कर्मचारियों/अधिकारियों को मूल रूप से हिन्दी में कार्य करने हेतु आदेश कार्यालय अध्यक्ष के हस्ताक्षर से व्यक्तिशः जारी किए गए। साथ ही संस्थान के सभी प्रभागों को शत-प्रतिशत कार्य हिन्दी में करने के लिए विनिर्दिष्ट किया जा चुका है। राजभाषा विभाग के निदेशानुसार संस्थान के लगभग सभी कंप्यूटरों में *मंगल फॉन्ट पर कार्य करने की सुविधा प्रदान की कर दी गई है।*

## हिन्दी दिवस एवं हिन्दी पखवाड़े का आयोजन

सरकारी कामकाज में हिन्दी के प्रति रुझान एवं जागरूकता पैदा करने के उद्देश्य से इस संस्थान में 14 सितम्बर को हिन्दी दिवस एवं 15 से 29 सितम्बर, 2014 तक हिन्दी पखवाड़े का आयोजन तथा 23 सितम्बर, 2014 को एक अर्ध दिवसीय हिन्दी कार्यशाला का आयोजन भी किया गया ।

हिन्दी दिवस एवं हिन्दी पखवाड़े का उदघाटन संस्थान के निदेशक श्री रामप्रकाश वैश्य के उदबोधन से हुआ । उन्होंने हिन्दी दिवस के अवसर पर अपर सचिव एवं विकास आयुक्त द्वारा दिए गए संदेश का वाचन किया । संदेश इस प्रकार है:

भारत कई भाषाओं और विविध संस्कृतियों वाला देश है । कहते हैं कि यहां हर 10 कोस पर भाषा और पानी का स्वाद बदल जाता है । इस विशाल देश और बहुभाषी राष्ट्र के नागरिकों को एकता के सूत्र में बांधने में हिन्दी का अत्यंत महत्वपूर्ण योगदान रहा है । आज हिन्दी भाषा, रेडियो, टेलीविजन, समाचार पत्र, पत्रिकाओं, विज्ञापनों और चलचित्र जैसे विभिन्न माध्यमों से काफी लोकप्रिय हो चुकी है । इसका एक महत्वपूर्ण कारण यह है कि हिन्दी ने देश की सभी भाषाओं का सम्मान दिया है, उनके प्रचलित शब्दों को अपने में समाहित किया है । साथ ही हिन्दी हमारे राष्ट्रीय चिंतन और भावनाओं को अभिव्यक्त करने में भी पूर्णतया सफल रही है ।

वस्तुतः सरकारी काम-काज में हिन्दी का प्रयोग करने से सरकार और जनता के बीच परस्पर विश्वास और संवाद बढ़ता है जो लोकतंत्र की नींव को मजबूत बनाए रखने में सहायक है । मेरा मानना है कि हिन्दी में कार्य करना अत्यंत सुगम है, विशेषकर यदि इसका प्रयोग मूल लेखन में हो और अनुवाद का सहारा कम से कम लिया जाए । टिप्पणियों तथा पत्रादि के मसौदों में हम आसानी से समझ में आने वाली सरल एवं सहज हिन्दी भाषा का प्रयोग करें । बैठकों, चर्चाओं आदि में हिन्दी में बातचीत किए जाने को तरजीह दी जाए । स्वयं अधिकारी हिन्दी को अपनाकर अपने सहयोगियों के लिए मिसाल पेश कर सकते हैं ।

इसी परिप्रेक्ष्य में, हम कार्यालय में 15 से 30 सितम्बर, 2014 तक हिन्दी पखवाड़े का आयोजन कर रहे हैं । इस पखवाड़े के दौरान कार्यालय के सभी कार्मिकों में हिन्दी के प्रति और अधिक रुचि जगाने तथा उन्हें अपना अधिक से अधिक काम-काज मूल रूप से

हिन्दी में करने के लिए प्रेरित करने के उद्देश्य से हिन्दी की विभिन्न प्रतियोगिताएं आयोजित की जा रही हैं । आशा है कि आप इन कार्यक्रमों में बढ-चढकर हिस्सा लेंगे ।

हिन्दी दिवस, 2014 के इस अवसर पर मैं आप सभी को हार्दिक शुभकामना देता हूँ ।

हिन्दी दिवस एवं पखवाड़े के उदघाटन के अवसर पर श्री वी एम झा, उपनिदेशक (धातु) ने संस्थान के निदेशक श्री आर पी वैश्य एवं उपस्थित अधिकारियों एवं कर्मचारी का स्वागत करते हुए हिन्दी के प्रति किए जा रहे कार्यों एवं गतिविधियों पर प्रकाश डाला और सभी स्टॉफ सदस्यों से अनुरोध किया कि हिन्दी पखवाड़े के दौरान अपना कार्य अधिक से अधिक हिन्दी में करने का प्रयास करें साथ ही हिन्दी पखवाड़े के दौरान आयोजित प्रतियोगिताओं में बढ-चढकरभाग लें ।

संस्थान के निदेशक श्री आर पी वैश्य द्वारा हिन्दी पखवाड़े का औपचारिक रूप से हिन्दी पखवाड़े का उदघाटन किया गया। उन्होंने संस्थान के सभी कार्मिकों को इस अवसर पर बधाई दी और अपर सचिव एवं विकास आयुक्त के संदेश को सभी कार्मिकों को अमल करने के लिए आह्वान किया। अपने अध्यक्षीय भाषण में उन्होंने संस्थान के सभी अधिकारियों/कर्मचारियों को संबोधित करते हुए कहा कि हिन्दी में काम करना आसान है बस संकल्प लेने की आवश्यकता है। हिन्दी केवल 14 सितम्बर को हिन्दी दिवस के रूप में न मनाकर पूरे वर्ष हिन्दी में काम करके हिन्दी वर्ष मनाएं। उन्होंने आगे कहा कि हिन्दी बड़ी सरल भाषा है इसे उपयोग में लाकर प्रत्येक कर्मचारी को देश की राजभाषा नीति को आगे बढ़ाना चाहिए। स्वतंत्रता प्राप्ति के पश्चात हिन्दी को राजभाषा बनाने में देश को कई समस्याओं का सामना करना पड़ा चूंकि देश बहुभाषी है यहां भाषा और रीति रिवाज अलग-अलग हैं इसलिए एक सर्वमान्य भाषा के रूप में एक भाषा को अपनाने की आवश्यकता महसूस की गई। सरकारी कामकाज में सर्वमान्य भाषा हिन्दी को अपनाया गया और राष्ट्रभाषा के रूप में हिन्दी आज भी प्रतिष्ठित नहीं है। पूर्वोत्तर क्षेत्र में हिन्दी के प्रचार-प्रसार के बारे में चर्चा करते हुए अध्यक्ष महोदय ने बताया कि अरुणाचल प्रदेश व अन्य पूर्वोत्तर क्षेत्रों में संपर्क भाषा के रूप में हिन्दी का वर्तमान में अधिक महत्व हो गया है। परस्पर बोलचाल की भाषा में भी इसका प्रयोग किया जा रहा है। अपने अरुणाचल प्रवास पर चर्चा करते हुए उन्होंने कहा कि पिछले 30 वर्षों में हिन्दी भाषा ने

प्रगति की है। इस प्रगति का श्रेय सिनेमा, दूरदर्शन, टी वी सीरियल को जाता है। वर्तमान में मोबाइल, कंप्यूटर आदि भी इसको गति प्रदान कर रहे हैं।

अपने अध्यक्षीय भाषण में आगे बोलते हुए उन्होंने कहा कि संस्थान में वर्तमान में हिन्दी में कार्य अधिक हो रहा है ऐसा मुझे मेरे पास आने वाली फाइलों से ज्ञात हुआ है। पिछले 4 जून, 2014 को आयोजित कार्यशाला में दिए गए व्याख्यान और जानकारी द्वारा कर्मचारियों के कार्यों में प्रगति दिखाई देती है। कार्यशाला का मुख्य उद्देश्य ही हिन्दी को प्रगति की ओर ले जाना है। उन्होंने सभी अधिकारियों और कर्मचारियों से हिन्दी पखवाड़े अर्थात् 15 दिन तक मूल रूप से पत्राचार व हस्ताक्षर आदि हिन्दी में करने व अधिक से अधिक कार्य हिन्दी में करने का अनुरोध किया।

अंत में अपने अध्यक्षीय भाषण में संस्थान द्वारा प्रकाशित गृह पत्रिका (लघु उद्योग वाटिका के द्वितीय अंक के सभी लेखकों/रचनाकारों को यथासमय रचनाएं उपलब्ध कराने हेतु धन्यवाद दिया और इस कार्य के लिए संपादक मंडल को भी बधाई दी।

कार्यक्रम के अंत में हिन्दी अधिकारी डॉ० रमेशचन्द्र उपाध्याय ने संस्थान के निदेशक एवं उपस्थित सभी अधिकारियों/कर्मचारियों का धन्यवाद ज्ञापित करते हुए संस्थान के हिन्दी दिवस मनाने के औचित्य पर प्रकाश डाला तथा राजभाषा विभाग द्वारा प्रदत्त वार्षिक कार्यक्रम 2014-15 के दिशा निदेशों की जानकारी दी। उन्होंने संस्थान में हिन्दी में किए जा रहे कार्यों का संक्षिप्त ब्योरा भी प्रस्तुत किया। संस्थान में हिन्दी पखवाड़े के दौरान आयोजित होने वाली विभिन्न प्रतियोगिताओं के बारे में जानकारी दी एवं सभी अधिकारियों से अनुरोध किया कि हिन्दी से संबंधित सभी प्रतियोगिताओं में बढ-चढकर भाग लें।

## हिन्दी कार्यशाला (दिनांक 23.9.2014)

दिनांक 23.9.2014 को संस्थान के संगोष्ठी कक्ष में “सरकारी कामकाज में हिन्दी का प्रयोग” विषय पर एक अर्ध दिवसीय हिन्दी कार्यशाला का आयोजन किया गया। इस कार्यशाला में संस्थान के 25 अधिकारियों/कर्मचारियों ने भाग लिया। कार्यक्रम की अध्यक्षता संस्थान के वरिष्ठ उपनिदेशक श्री तरसेमलाल ने की अपने अध्यक्षीय भाषण में श्री तरसेम लाल जी ने उपस्थित प्रतिभागियों को अपना अधिक से अधिक कार्य हिन्दी में

करने का आह्वान किया साथ ही उन्होंने अपने कार्यकाल के दौरान विभिन्न कार्यालयों में किए गए कार्य और वहां के राजभाषा हिन्दी के प्रति लोगों के रूझान और कठिनाइयों के बारे में विस्तार से चर्चा की। उन्होंने आगे कहा कि हिन्दी देश की सबसे अधिक बोली और समझी जाने वाली भाषा है। अतः यह संपर्क भाषा के रूप में सर्वमान्य होनी चाहिए।

इस अवसर पर संस्थान के उपनिदेशक श्री मेजर सिंह ने अपने संबोधन में कहा कि इस संस्थान में हिन्दी में कार्य अधिक से अधिक हो रहा है, किन्तु जब हम इसको प्रतिशत में दर्शाते हैं तो राजभाषा के निर्धारित लक्ष्य तक नहीं पहुँच पाते इसका मूल कारण है कि फाइलों में तो अधिक कार्य हो रहा है, किन्तु पत्राचार तकनीकी संस्थान होने की वजह से कम हो रहा है। हमें मूल पत्राचार अधिक से अधिक कर निर्धारित लक्ष्य को प्राप्त करना होगा, इसके लिए सभी अधिकारी/कर्मचारी सहयोग करें। पत्रों के अनुवाद की स्थिति आने पर संस्थान के हिन्दी अनुभाग की सेवाएं अवश्य लें। मुझे विश्वास है कि आगामी तिमाही में पत्राचार में अवश्य वृद्धि होगी।

“सरकारी कामकाज में हिन्दी का प्रयोग” विषय पर बोलते हुए संस्थान के हिन्दी अधिकारी डॉ. रमेशचन्द्र उपाध्याय ने राजभाषा विभाग द्वारा प्रेषित वर्ष 2014-15 के वार्षिक कार्यक्रम के लक्ष्यों को पढ़कर सुनाया तथा राजभाषा हिन्दी के नियम, उपनियम, उपबंधों की जानकारी दी। कार्यशाला के दौरान उन्होंने यह भी बताया कि संघ की राजभाषा हिन्दी है और संविधान की 8 वीं अनुसूची में कुल 21 भारतीय भाषाएं हैं। उन्होंने यह भी बताया कि भाषायी आधार पर 3 वर्गों में इसे बांटा गया है (क) क्षेत्र में सारे हिन्दी भाषी क्षेत्र तथा (ख) क्षेत्र में महाराष्ट्र, गुजरात, पंजाब व संघ शासित क्षेत्र शामिल हैं। शेष अर्थात् गैर हिन्दी भाषी क्षेत्र शामिल हैं। आगे बोलते हुए उन्होंने प्रतिभागियों को हिन्दी में काम करने में आ रही परेशानियों पर चर्चा की। उन्होंने पत्र लेखन जैसे कि अर्ध शासकीय पत्र, आंतरिक पत्र, ज्ञापन आदि पर अभ्यास कराते हुए विस्तार से चर्चा की।

## हिन्दी पखवाड़े का समापन व पुरस्कार वितरण एवं संस्थान द्वारा प्रकाशित लघु उद्योग वाटिका के द्वितीय अंक का विमोचन (दिनांक 29.9.2014)

हिन्दी पखवाड़े के समापन समारोह का संचालन करते हुए संस्थान के उपनिदेशक व प्रभारी हिन्दी अनुभाग श्री वी एम झा ने कार्यक्रम के मुख्य अतिथि श्री लक्ष्मण प्रसाद, ग्रुप डायरेक्टर(आर एण्ड डी), राजकुमार गोयल इंस्टीट्यूट ऑफ टैक्नोलोजी, गाजियाबाद, का इस अवसर पर उनकी उपस्थिति के लिए आभार व्यक्त किया संस्थान के निदेशक श्री आर पी वैश्य ने इस अवसर पर पुष्प गुच्छ देकर मुख्य अतिथि का स्वागत किया तदुपरांत श्री झा ने संस्थान में हिन्दी कार्य की प्रगति पर प्रकाश डाला तथा संस्थान में हिन्दी पखवाड़े के अवसर पर आयोजित विभिन्न प्रतियोगिताओं के बारे में विस्तार से बताया उन्होंने यह बताया कि हिन्दी पखवाड़े के दौरान संस्थान के अधिकारियों/कर्मचारियों को हिन्दी के प्रति जागरूक करने के उद्देश्य से दिनांक 23.9.2014 को एक अर्ध दिवसीय हिन्दी कार्यशाला का आयोजन किया गया । उन्होंने बताया कि संस्थान में हिन्दी में कार्य अधिक से अधिक मात्रा में किया जा रहा है इसका श्रेय संस्थान के निदेशक को जाता है उन्हीं की प्रेरणा और मार्ग निर्देशन से संस्थान में पूर्व वर्ष में लघु उद्योग वाटिका नामक पत्रिका का प्रकाशन प्ररम्भ किया गया । पूर्व वर्ष की भाँति इस वर्ष भी लघु उद्योग वाटिका के द्वितीय अंक का प्रकाशन किया गया, जिसमें संस्थान के लगभग सभी अधिकारियों ने अपनी रचनाएं प्रेषित कीं और 38 रचनाओं के साथ इस द्वितीय अंक का प्रकाशन संभव हो पाया ।

इस अवसर पर मुख्य अतिथि डॉ. लक्ष्मण प्रसाद जी ने हिन्दी पखवाड़े के दौरान आयोजित प्रतियोगिता के विजेता प्रतिभागियों को नकद पुरस्कार प्रदान किए तथा मूल रूप से हिन्दी में काम करने की पुरस्कार योजना 2013-14 के प्रतिभागियों को नकद पुरस्कार व प्रमाण-पत्र प्रदान किया ।

कार्यक्रम में अध्यक्षीय भाषण देते हुए संस्थान के निदेशक श्री आर पी वैश्य ने मुख्य अतिथि श्री लक्ष्मण प्रसाद, जी का अपने व्यस्त कार्यक्रम में से इस संस्थान के लिए समय निकालने के लिए आभार व्यक्त किया साथ ही उन्होंने हिन्दी पखवाड़े के आयोजकों व आयोजन के दौरान प्रतिभागियों व विजेता प्रतिभागियों का धन्यवाद ज्ञापन

किया । इस अवसर पर उन्होंने संस्थान की हिन्दी प्रगति पर संक्षिप्त प्रकाश डालते हुए सभी अधिकारियों व कर्मचारियों से अनुरोध किया कि राजभाषा विभाग द्वारा निर्धारित पत्राचार के लक्ष्य को प्राप्त करने के लिए सतत प्रयास करें ।

निदेशक महोदय ने संस्थान द्वारा प्रकाशित गृह पत्रिका के द्वितीय अंक के प्रकाशन पर संपादक मंडल व पत्रिका के लेखकों/रचनाकारों का समय पर रचनाओं को देने व टंकण तथा प्रूफ रीडिंग आदि कार्य के लिए हार्दिक धन्यवाद किया और संपादक मंडल से यह भी अपेक्षा की कि “लघु उद्योग वाटिका के आगामी अंक को समयबद्ध तथा नए कलेवर में आएगी ।

कार्यक्रम के मुख्य अतिथि श्री लक्ष्मण प्रसाद, ग्रुप डायरेक्टर(आर एण्ड डी), राजकुमार गोयल इंस्टीट्यूट ऑफ टैक्नोलोजी, गाजियाबाद ने अपने संबोधन में कहा कि हिन्दी को संविधान में राजभाषा का दर्जा प्राप्त है हमें आदर के साथ इसे अपनाना चाहिए । मातृभाषा जो भी हो किन्तु राजभाषा व राष्ट्रभाषा सभी के लिए एक होनी चाहिए । माननीय प्रधान मंत्री श्री अटल बिहारी वाजपेयी जी ने हिन्दी को विश्वपटल पर स्थापित करने का कार्य किया । उन्होंने संयुक्त राष्ट्र संघ में हिन्दी में भाषण देकर हिन्दी को नया आयाम दिया । अभी कुछ दिन पहले संयुक्त राष्ट्र संघ में वर्तमान प्रधान मंत्री श्री नरेन्द्र मोदी जी ने सभा में हिंदी में भाषण देकर हिन्दी को गौरवान्वित किया । जब तक हिन्दी के प्रति समर्पण की भावना नहीं होगी तब तक हिन्दी सर्वमान्य भाषा अर्थात् राष्ट्रीय भाषा नहीं हो सकती । उन्होंने आगे यह भी कहा कि केन्द्र सरकार में कार्यरत सभी अधिकारियों व कर्मचारियों को हिन्दी के कठिन शब्दों के स्थान पर सीधी सरल भाषा का प्रयोग करना चाहिए, यदि हिन्दी के शब्दों को प्रयोग करने में कठिनाई आ रही हो तो अंग्रेजी शब्दों का हिन्दी में लिप्यांतरण करना चाहिए । भाषा तभी समृद्ध होती है जब अन्य भाषाओं से शब्दों का ग्रहण किया जाए । अंग्रेजी में हिन्दी व अन्य भाषाओं का समावेश इसका उदाहरण है ।

अंत में उन्होंने उपस्थित कर्मचारियों/अधिकारियों का कार्यक्रम में प्रतिभागिता के लिए व संस्थान के निदेशक को हिन्दी के कार्य में गति लाने के उद्देश्य से किए जा रहे कार्यों की सराहना की । लघु उद्योग वाटिका के द्वितीय अंक के प्रकाशन व लिखे गए लेखों पर विचार व्यक्त करते हुए कहा कि यह पत्रिका जनमानस व उद्योग कर्मियों के

लिए अवश्य लाभदायक सिद्ध होगी । कार्यक्रम के समापन पर संस्थान के हिन्दी अधिकारी ने उपस्थित मुख्य अतिथि श्री लक्ष्मण प्रसाद जी का पुनः आभार व्यक्त किया व मंच पर आसीन निदेशक व वरिष्ठ अधिकारियों का धन्यवाद ज्ञापित किया साथ ही कार्यक्रम में उपस्थित प्रतिभागियों व स्टॉफ का भी धन्यवाद किया ।

## X. Conclusion

The Institute during the year significantly contributed towards the promotion and development of MSMEs in NCT of Delhi, Faridabad district of Haryana, Ghaziabad and Gautam Budh Nagar Districts of U.P.

Initiatives were taken by this Institute in conducting programmes with new themes, thus exploring new areas of the programmes and organized a series of programmes during the year. Skill Development Programmes through our workshop, both at the Institute and at the Extension Centre significantly contributed towards training to the unemployed youths for better employment and self-employment opportunities. For effective implementation of Public Procurement Policy and to bring the stakeholders of the policy viz. vendors and vendees in a common platform to have B2B interaction this institute organised 4 National Level and 20 State Level Vendor Development Programmes in association with various CPSUs in the jurisdiction of this Institute. Also, to make MSEs competitive various programmes were organised to sensitize and motivate the MSEs to come forward to avail the benefits of the National Manufacturing Competitiveness Programme scheme.

The Institute completed all its targeted programmes & activities and also significantly generated revenue from its activities. In the year under review the Institute earned revenue of the tune of Rs. 44,98,086/-. Thus, there has been an increase in the activities, overall programmes, and quality of the programmes.



## Annexure: I

**Staff Position at MSME-DI, Okhla  
and its Extension Centre at Connaught Place, New Delhi is as under**

Sl. No.	Gr of Post A/B/C	Gazetted /Non Gazetted	No of sanctioned posts	No of employees in position	No of vacant posts
1. Director	Gr-A	G	1	0	1
2. Industrial Designer	Gr-A	G	2	0	2
3. Dy Director	Gr-A	G	10	3	7
4. Asstt. Director Gr-I	Gr-A	G	3	1	2
5. Hindi Officer	Gr-A	G	1	1	0
6. Asstt. Director Gr-II	Gr-B	G	30	13	17
7. Sr. Hindi Translator	Gr-B	NG	1	1	0
8. Office Suptd	Gr-B	NG	3	2	1
9. D/men Gr-I	Gr-B	NG	9	1	8
10. Investigator	Gr-B	NG	10	6	4
11. Steno Gr-I	Gr-B	NG	8	1	7
12. Steno Gr-II	Gr-C	NG	5	4	1
13. Instructor	Gr-C	NG	35	24	11
14. UDC	Gr-C	NG	18	14	4
15. Driver Gr-II	Gr-C	NG	1	1	0
16. LDC	Gr-C	NG	11	6	5
17. S/worker Gr-II	Gr-C	NG	3	2	1
18. Sr. G/Operator	Gr-C	NG	1	1	0
19. Helper Gr-I	Gr-C	NG	1	0	1
20. MTS	Gr-C	NG	30	24	6
<b>Total</b>			<b>183</b>	<b>105</b>	<b>78</b>



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