



# Haryana Government Gazette

## EXTRAORDINARY

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### HARYANA GOVERNMENT

INFORMATION TECHNOLOGY, ELECTRONICS & COMMUNICATION DEPARTMENT

#### Notification

The 27th September 2022

**No. Admn/459/ISIT/17947.**— In pursuance to the provision under the Definition & Eligibility Section of the Haryana State Startup Policy 2022 notified *vide* No. Admn/459/ 1SIT/17601 dated 07th July 2022, the Governor of Haryana is pleased to notify the “**Startup Registration Scheme**” under the Haryana State Startup Policy 2022. The Scheme related to “Registration of Startups” will be as under:

#### 1. Objective

The Government of Haryana has always followed a proactive approach to facilitate startup entrepreneurs for ease of doing business in Haryana. In order to achieve the same, State has carried out precise policy-level interventions to position Haryana as a pre-eminent investment destination and notified the Haryana State Startup Policy 2022 with a focus on the creation of a world-class ‘Startup Ecosystem’ in the State.

Through this Policy, the State Government aims to boost and nurture the vibrant startup ecosystem in Haryana to stimulate independent thinking and innovative ideas and help budding Startups at different stages of their entrepreneurial journey.

The core objective is to provide Government support to eligible startups based in Haryana at every stage to create a holistic and sustainable ecosystem.

#### 2. Definition of Startups

An entity shall be considered as a Startup:

- (i) Up to a period of ten years from the date of incorporation/ registration, if it is incorporated as a private limited company (as defined in the Companies Act, 2013) or registered as a partnership firm (registered under section 59 of the Partnership Act, 1932) or a limited liability partnership (under the Limited Liability Partnership Act, 2008) in India.
- (ii) Turnover of the entity for any of the financial years since incorporation/ registration has not exceeded one hundred crores rupees.
- (iii) Entity is working towards innovation, development, or improvement of products or processes, or services.
- (iv) Provided that an entity formed by splitting up or reconstruction of an existing business shall not be considered a ‘Startup’.

### 3. Eligibility Conditions for Registration of Startups under Startup Haryana Cell, DITECH

(i) Startups will be registered under two categories in accordance with the eligibility conditions as follows:

(a) **Category 1 – Startups** as registered with Startup Haryana Cell under the aegis of the Department of Information Technology, Electronics & Communication, Haryana (DITECH) in accordance with eligibility criteria as mentioned below:

- (i) The entity should be registered & recognized as Startup from DPIIT and
- (ii) Location: The address of the Registered Office of the Startup entity should be in Haryana.

**Startups under this category will be eligible for the following benefits:**

- (i) All types of direct fiscal benefits/ Incentives provisioned under the Haryana State Startup Policy 2022 and any other benefits/ Incentives notified by the State Government Departments for the eligible Startups.
- (ii) All types of Indirect/ Non-Monetary benefits extended under the Haryana State Startup Policy 2022 or by other Departments like Relaxation in Public Procurement Norms, Subsidized Incubation Space, Access for Participation in Events, Workshops, or any Startup Specific Programs etc.

(b) **Category 2 – Startups** as registered with Startup Haryana Cell under the aegis of the Department of Information Technology, Electronics & Communication, Haryana (DITECH) in accordance with eligibility criteria as mentioned below:

- (i) The entity should be registered & recognized as Startup from DPIIT and
- (ii) Location: The Startups having a registered office outside Haryana but till the time they are working through Government owned / Supported operational Incubators located in the State of Haryana.

**Startups under this category will be eligible for the following benefits:**

- (i) All types of Indirect/ Non-Monetary benefits extended under the Haryana State Startup Policy 2022 or by other Departments like Relaxation in Public Procurement Norms, Subsidized Incubation Space, Access for Participation in Events, Workshops, or any Startup Specific Programs etc.
- (ii) The policy /scheme is sector-agnostic and applicable to all startups irrespective of their domains(s).
- (iii) Benefits/ Incentives can be availed under one policy only in the State viz Haryana State Startup Policy 2022 or HEEP 2020 or MSME or IT & ESDM Policy or any other State Policy.

### 4. Certification/ Registration of Startups for Haryana Startup Policy Benefit

Certificates shall be issued to Startups in accordance with the Definition and Eligibility conditions as per the categories defined in the Haryana State Startup Policy 2022. All the startups have to mandatorily register with the Startup Haryana Cell under the aegis of the Department of Information Technology, Electronics & Communication, Haryana (DITECH) to get eligible for various benefits offered under the policy.

### 5. Exit Conditions for Startups

- (i) If the company is found guilty on any charges of fraud or if the company is found to have made any false declarations to claim any benefits from or derived under this policy. Legal action shall be initiated to recover all financial assistance provided to such an entity.
- (ii) Once an entity ceases to be recognized as a Startup; the Government or entity through which the Government makes its investment will be eligible to exit its investment in the Startup and guidelines for exit will be framed for channelizing investments into the Startup.
- (iii) An entity shall cease to be a Startup on completion of ten years from the date of its incorporation/ registration or if its turnover for any previous year exceeds one hundred crores rupees.

### 6. Procedure for Registration of Startups

- (i) The Startup entity/applicant shall apply online on the Startup Haryana Portal for the “**Registration of Startup**” under Haryana State Startup Policy 2022 in the prescribed format (as per **Annexure-I**) along with the requisite supporting documents as prescribed under this document.

- (ii) The application received shall be examined by Startup Haryana Cell, DITECH. The deficiencies, if any, will be communicated to the Startup entity/applicant, and the applicant shall rectify the same within the prescribed timelines. The Startup entity (if required) may be called for a presentation to understand their entity working towards innovation, development, or improvement of products or processes, or services.
- (iii) In case the deficiencies are not removed by the Startup entity/applicant within the prescribed timelines, the application shall be deemed rejected/closed.
- (iv) The application will then be placed before the competent authority in DITECH for consideration & final approval.
- (v) Based on the decision taken on the application, a communication will be sent to the Startup entity/applicant and if eligible, they would be able to download the Registration Certificate from the Portal as per **Annexure-V** of this scheme.

#### 7. Commencement

This scheme is applicable for a period of 05 years from the date of notification of Haryana State Startup Policy 2022 i.e. 07.07.2022 or the date of any new policy/ amendment, introduced by the Government of Haryana, whichever is earlier.

#### 8. Timelines for Processing & Decision of Registration Applications

S. No.	Particulars	Time Limit (in working Days)
1	For processing & decision of applications: (i) In a case where no deficiency is found; <b>or</b> (ii) After removal of deficiencies/submission of complete application form/additional information;	30 Days
2	Removal of deficiencies/ submission of additional information by the applicant.	10 Days

**Note:** If an applicant/entity is unable to remove deficiencies or fails to submit requisite additional information within 10 working days of the communication from the Startup Haryana Cell, DITECH, the application shall be deemed rejected/closed.

#### 9. Interpretation/Clarification/Modification

Department of Information Technology, Electronics, and Communication, Haryana (DITECH) will be the final authority for clarifying/resolution of any doubts relating to the interpretation of any term or any provision arising under this scheme. The decision in this matter shall be final and binding for all stakeholders in such cases.

#### 10. Appeal

An applicant may file an appeal to the Administrative Secretary, Department of Information Technology, Electronics and Communication, Haryana (DITECH) against an order passed by the Competent Authority within a period of 30 days from the date of communication of the order. The order(s) passed by the Administrative Secretary, DITECH in appeal shall be final.

#### 11. Penal Action

At any time, if it is found that the Startup entity has registered with Startup Haryana Cell, DITECH, or claimed/availed any form of assistance/benefit (Fiscal/Non-Fiscal) from the Government based on any false/fabricated information or involved in any malpractices/fraudulent activities; the registration of the Startup entity with the Startup Haryana Cell, DITECH will be summarily revoked and the Startup entity shall refund the entire amount of the assistance granted with the compound rate of interest @ 12% per annum.

In addition, the Startup entity/applicant shall also be liable to face legal action and will be debarred to avail of any incentives/ assistance under any other policies/schemes of the State Government in the future.

ANAND MOHAN SHARAN,  
Additional Chief Secretary to Government of Haryana,  
Information Technology, Electronics & Communication Department.

## Annexure 1 – Application Form for Registration of Startups

Section 1 – Details of Startup Entity			
1.	Name of the entity as per Certificate of Incorporation/ Registration		
2.	Whether the entity recognized as Startup with DPIIT	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2.1.	If yes, then the DPIIT Recognition Certificate number		
2.2.	Date of Recognition (dd/mm/yyyy)	__/__/____	
3.	Type of Incorporation / Registration Authority	ROC – MCA	<input type="checkbox"/>
		ROF – State Government	<input type="checkbox"/>
4.	Type of entity	Private Limited Company (under The Companies Act, 2013)	<input type="checkbox"/>
		Partnership Firm (under section 59 of the Partnership Act, 1932)	<input type="checkbox"/>
		Limited Liability Partnership (under The Limited Liability Partnership Act, 2008)	<input type="checkbox"/>
5.	Corporate Identity Number (CIN) / LLP Identity Number (LLPIN) / Registration Number of Partnership firm		
6.	Date of Incorporation / Registration of entity		
7.	PAN of Entity		
8.	TAN of Entity		
9.	Turnover of the entity for all the previous financial years since incorporation/ registration	Year 1:	
		Year 2:	
		Year 3:	
		Year n:	
10.	Complete Address of the Registered office of the Startup entity		
10.1.	State		
10.2.	District		
10.3.	City/ Town/ Village		
10.4.	Name of the Block		
10.5.	Category of Block (A/B/C/D)		
10.6.	Postal code		
10.7.	GIS location of the Registered Office of the Entity	_____ Latitude	_____ Longitude

<b>11.</b>	<b>Complete Address of Operational/Working office of Startup Entity</b>		
<b>11.1.</b>	<b>State</b>		
<b>11.2.</b>	<b>District</b>		
<b>11.3.</b>	<b>City/ Town/ Village</b>		
<b>11.4.</b>	<b>Name of the Block</b>		
<b>11.5.</b>	<b>Category of Block (A/B/C/D)</b>		
<b>11.6.</b>	<b>Postal code</b>		
<b>11.7.</b>	<b>GIS location of the Operational/ Working office of the Entity</b>	<b>_____ Latitude</b>	<b>_____ Longitude</b>
<b>12.</b>	<b>Authorized Representative Details</b>		
<b>12.1.</b>	<b>Name of Authorized Representative</b>		
<b>12.2.</b>	<b>Designation of Authorized Representative</b>		
<b>12.3.</b>	<b>Contact Details of the Authorized Representative</b>	<b>Mobile</b>	<b>1.</b>
		<b>Landline (with STD Code)</b>	<b>2.</b>
<b>12.4.</b>	<b>Aadhar Number of Authorized Representative</b>		
<b>12.5.</b>	<b>E-mail ID (s) of Authorized Representative</b>		
<b>13.</b>	<b>Website of Entity</b>		
<b>14.</b>	<b>Startup Entity Incubation Details</b>		
<b>14.1.</b>	<b>Are you an incubate/startup working through any of the Government owned / Supported operational Incubators located in the State of Haryana</b>	<b>Yes</b> <input type="checkbox"/>	<b>No</b> <input type="checkbox"/>
<b>14.2.</b>	<b>If yes, Name of the Incubator</b>		
<b>14.3.</b>	<b>If yes, complete Address of the Incubator</b>		
<b>14.4.</b>	<b>State</b>	<b>HARYANA</b>	
<b>14.5.</b>	<b>District</b>		
<b>14.6.</b>	<b>City/ Town/ Village</b>		
<b>14.7.</b>	<b>Postal code</b>		
<b>14.8.</b>	<b>Name of Incubator Manager</b>		
<b>14.9.</b>	<b>Contact Details of Incubator Manager</b>	<b>Mobile</b>	<b>1.</b>
		<b>Landline (with STD Code)</b>	<b>2.</b>

<b>14.10.</b>	<b>Start Date of incubation</b>	
<b>14.11.</b>	<b>End Date of Incubation</b>	
<b>15.</b>	<b>Supporting Documents</b>	<ul style="list-style-type: none"> <li><b>i) Copy of Incorporation / Registration Certificate of entity</b></li> <li><b>ii) Copy of PAN &amp; TAN Number of Entity</b></li> <li><b>iii) Copy of Memorandum of Association (MoA) and Articles of the Association (AoA) or Partnership Deed (As applicable)</b></li> <li><b>iv) Copy of the Balance Sheet of the Entity since Incorporation / Registration (if applicable)</b></li> <li><b>v) Copy of DPIIT Certificate of Recognition as Startup</b></li> <li><b>vi) Letter of authorization (As per Annexure- II)</b></li> <li><b>vii) Aadhar Card &amp; Passport size Colored Photograph of the Authorized Representative</b></li> <li><b>viii) Undertaking (As per Annexure- III)</b></li> <li><b>ix) Certificate from Incubator (As per Annexure-IV)</b></li> </ul>

<b>Section 2 – Details of Directors/ / Designated Partners / Partners in the Startup Entity (All)</b>			
<b>1.</b>	<b>Total Number of Director(s) / Designated Partner(s) / Partner(s)</b>		
<b>2.</b>	<b>Name of the Director / Designated Partner / Partner</b>		
<b>3.</b>	<b>Designation</b>		
<b>4.</b>	<b>Category (Founder or Co-Founder)</b>		
<b>5.</b>	<b>Gender</b>		
<b>6.</b>	<b>Nationality</b>		
<b>7.</b>	<b>DIN/DPIN of Director / Designated Partner / Partner</b>		
<b>8.</b>	<b>PAN of Director / Designated Partner / Partner</b>		
<b>9.</b>	<b>Aadhar Number of Director / Designated Partner / Partner</b>		
<b>10.</b>	<b>Complete Residential Address</b>		
<b>10.1.</b>	<b>State</b>		
<b>10.2.</b>	<b>District</b>		
<b>10.3.</b>	<b>City/ Town/ Village</b>		
<b>10.4.</b>	<b>Postal code</b>		
<b>10.5.</b>	<b>Contact Detail</b>	<b>Mobile</b>	<b>1.</b> <b>2.</b>
		<b>Landline (with STD Code)</b>	
<b>10.6.</b>	<b>Email</b>		
<b>11.</b>	<b>Supporting Documents</b>	<ul style="list-style-type: none"> <li><b>i) Copy of ID Proof of each Director / Designated Partner/ Partner</b></li> <li><b>ii) Copy of Residential Proof of each Director / Designated Partner/ Partner</b></li> <li><b>iii) Copy of DIN/DPIN / Unique ID of Partners in case of Partnership Firm</b></li> <li><b>iv) Copy of PAN Card &amp; Aadhar Card of each Director / Designated Partner/ Partner</b></li> <li><b>v) Passport size Colored Photograph of the Director/ Designated Partner / Partner</b></li> </ul>	

*Note: In case of more than one director or partner or member, kindly provide details of the individual Director/Partner/Designated Partner.*

<b>Section 3 – Details of Business</b>			
<b>1.</b>	<b>Name of the Product/ Process/ Service</b>		
<b>2.</b>	<b>Industry of the product/ process/service</b>		
<b>3.</b>	<b>Sector / Domain of the product/ process/service</b>		
<b>4.</b>	<b>Current stage of your startup (Ideation/ Validation/ Early Traction / Scalable)</b>		
<b>5.</b>	<b>Brand Name of Startup Entity (If any)</b>		
<b>6.</b>	<b>Number of Employees (Including Founder and co-founders)</b>	<b>Male</b>	<b>Female</b>
<b>7.</b>	<b>What is the problem the startup is solving?</b>		
<b>8.</b>	<b>How does your startup propose to solve this problem?</b>		
<b>9.</b>	<b>Brief description of the product/ process/ service</b>		
<b>10.</b>	<b>Please explain how your startup entity is working towards innovation, development, or improvement of products or processes, or services.</b>		
<b>11.</b>	<b>Is it a new product/ process/ service development or an improvement in an existing product/ process/ service?</b>		
<b>12.</b>	<b>What is the uniqueness of your product/ process/ service?</b>		
<b>13.</b>	<b>Target market and users of the product/ process/ service</b>		
<b>14.</b>	<b>Any similar product(s) / process(s) / service (s)available in the market (Yes/No)</b>		
<b>15.</b>	<b>What will be the revenue model? (Revenue Model: A framework for generating financial income and identifying the sources of revenue for a product or process or service.)</b>		
<b>16.</b>	<b>Supporting Documents</b>	Detailed Project Report w.r.t. product(s)/ process (s) / service(s) covering Description, Business Model, Features, Technology & Infrastructure Architecture, IPR, Innovativeness,scalability, potential employment etc.	



**Annexure II - Letter of Authorization**

**Letter of Authorization for Representative**

To,

The Officer In-charge,  
Startup Haryana Cell, DITECH

<Name> ----- <Designation>----- is hereby **authorized to sign & stamp requisite documents on behalf** of our Startup Entity (**Name of an entity as given on Certificate of Incorporation / Registration**) for applying for Registration of Startup under the Haryana State Startup Policy 2022. He is also authorized to attend meetings and provide additional documents in case any clarifications are required by the concerned authority.

Thanking you,

<p><b>Signature and seal of the Director(s)/ Partner(s)</b></p> <p>&lt;Name&gt;</p> <p>&lt;Designation&gt;</p> <p>&lt;Mobile&gt;</p> <p>&lt;Seal&gt;</p>	<p>Signature of the person authorized by the Startup (<b>Name of the entity</b>)</p> <p><b>&lt;Authorized Representative Name&gt;</b></p> <p>&lt;Designation&gt;</p> <p>&lt;Mobile&gt;</p> <p>&lt;Seal&gt;</p>
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**Annexure III - Undertaking**  
**UNDERTAKING**  
**TO WHOMSOEVER IT MAY CONCERN**

- i) I / We, < Director / Designated Partner / Partner >, solemnly declare, that the information given herein regarding our Startup Entity <**Name of the entity as given on Certificate of Incorporation / Registration**> & as stated in the registration form is correct and true to the best of my knowledge and belief, and nothing relevant information has been suppressed.
- ii) I / We, are aware that furnishing of any false or incorrect particulars of any information or suppression of any material information shall attract punishment for fraud and that we will be held liable for it. We understand that if found guilty of furnishing false information or any other fraudulent activity, we will be barred from applying for registration/availing benefits under the Haryana State Startup Policy 2022 for this entity and any other entity that I/we are part of and will further be liable for the penal action as defined under the “*Startup Registration Scheme*”.
- iii) I / We, have gone through the Haryana State Startup Policy 2022 and this “*Startup Registration Scheme*” and ensure full adherence to the definition, eligibility, exit & other conditions for Startups and understand the registration of the startup entities under Category 1 and Category 2.
- iv) I / We, hereby declare that our Startup Entity products or processes, or services do not infringe upon any intellectual property right of any other entity’s products or processes, or services.
- v) I / We, are aware that mere registration of a Startup under the Haryana State Startup Policy 2022 does not confer any right or entitle our entity for suo-moto sanction/ release of incentives/ benefits nor is it obligatory for sanction of such claim/ request/ release of incentive on the part of Startup Haryana Cell, DITECH.
- vi) I / We, hereby give authorization to Startup Haryana Cell, DITECH for use of our entity logo and other relevant details for the purpose of the dissemination of information on the State Government portal(s) as well as in any brochures/information booklets, etc. published/released by the State Government from time to time.
- vii) I / We hereby certify that all Director(s)/ Designated Partner(s)/ Partner(s)/ Authorised Representative in our Startup entity have given written consent to provide their Aadhaar number and also for use of their Aadhaar Number, Biometric, and/or One Time Pin (OTP) data for Aadhaar based authentication to verify individual identity and to determine eligibility across different Government Schemes. I/We understand that Startup Haryana Cell, DITECH shall ensure the security and confidentiality of my/our personal identity data provided for the purpose stated above.

Dated:

**Signature and seal**  
of the Director(s)/ Designated Partner(s)/ Partner(s)/  
<Name and Designation>

**Annexure- IV - Certificate from Incubator****CERTIFICATE FROM INCUBATOR**  
**(On Letter Head of Incubator Entity)**

To,

The Officer In-charge,  
Startup Haryana Cell, DITECH

I, <Name>working as <Designation> at <Incubator name> located at <address>registered with Startup Haryana Cell, DITECH vide Incubator Registration Number \_\_\_\_\_, do hereby certify that < Startup Entity Name > is incubated at our incubator from <Start Date> to < End Date>.

- i) The Details of the team members of the above-mentioned Startup Entity working in our Incubator is as mentioned below:

S.No.	Name of Team Members	Working through Incubator since
1.		
2.		

- ii) The Brief about the Startup Entity (upto 50 words) is as mentioned below:

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We wish them all the best in their endeavors.

Dated:

**Signature and seal** of the Incubator  
Authorized Signatory  
<Mobile Number>

## Annexure- V - Certificate of Registration from Startup Haryana Cell, DITECH

	Department of <b>Information Technology</b> <b>Electronics &amp; Communication</b> Government of Haryana	 <b>STARTUP HARYANA</b> FIRST STEP OF SUCCESS
<b>CERTIFICATE OF REGISTRATION</b> <b>NO: .....</b>		
This is to certify that <i>&lt;Name of entity&gt;</i> incorporated/registered as a <i>&lt;Type of entity&gt;</i> on <i>&lt;Date&gt;</i> with <i>DPIIT Recognition Certificate Number: _____</i> , is registered as a "STARTUP" by Startup Haryana Cell, DITECH under Category <i>&lt;One / Two&gt;</i> Startup and is valid till <i>&lt;Date&gt;</i> .		
Date of Issue: DD-MM-YYYY Place of Issue: Chandigarh		
<b>Note:</b> <ul style="list-style-type: none"><li>• Authorities accepting this Certificate may check its authenticity/validity by scanning the QR code or online through Startup Haryana Portal</li><li>• This is a system generated certificate and hence does not require physical signature</li><li>• If such registration is found to have been obtained on the basis of false/manipulated information, DITECH reserves the right to revoke the registration certificate without any prior notice or reason.</li></ul>		