

Government of Pakistan
Ministry of Commerce
(Textile Wing)
5th Floor, Kohsar Block, Pak Secretariat,
Islamabad

F.No. 9(17) TID/12-RDA

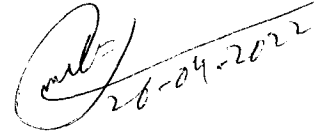
Islamabad, the 26th April, 2022

Subject: **AWARENESS ABOUT "CERTIFICATION INCENTIVE PROGRAMME (CIP) FOR SMEs UNDER PQI INITIATIVE 2025, BEING EXECUTED BY MoST.**

Reference to the above subject and to enclose herewith self-explanatory letter received from Ministry of Science and Technology (MoST) in relation to the awareness about "Certification Incentive Programme (CIP) For SMEs under PQI initiative 2025, being executed by MoST.

2. You are requested to disseminate this information amongst your members in order to fill the attached proforma to avail the benefits as mentioned in the enclosed letter.

Encl: As Above


26-04-2022

(Umar Farooq)
Section Officer (Textile)
051-9217236

Distribution: -

1. The Chairman, Pakistan Textile Exporters Association (PTEA), Faisalabad.
2. The Chairman, Pakistan Hosiery *Manufacturers &* Exporters Association (PHMA), Karachi.
3. The Chairman, Pakistan Readymade Garments Manufacturer Exporters Association (PRGMEA), Karachi.
4. The Chairman, All Pakistan Bedsheets & Upholstery Manufacturers Association, Multan
5. The Chairman, Pakistan Bedwear Exporters Association, Karachi.
- ✓ 6. The Chairman, Towel Manufacturer Association (TMA), Karachi.
7. The Chairman, Pakistan Knitwear & Sweater Exporters Association, Karachi.
8. The Chairman, All Pakistan Cotton Power Looms Association, Karachi.
9. The Chairman, All Pakistan Handloom & Traditional Textiles Manufacturers & Exporters Association, Multan.
10. The Chairman, Pakistan Leather Garments Manufacturers & Exporters Association (PLGMEA), Karachi.
11. The Chairman, Pakistan Tanners Association (PTA), Karachi.
12. The Chairman, Pakistan Footwear Manufacturers Association (PFMA), Lahore.

1-Constitution Avenue, Sector G-5/2
Islamabad, the 21st April, 2022.

✓
Mudassar Raza Siddiqi,
Director (Textile), Textile Wing,
Room No. 517, 5th Floor, Ministry of Commerce,
Kohsar Block, Pakistan Secretariat,
Islamabad.

Subject: AWARENESS ABOUT "CERTIFICATION INCENTIVE PROGRAMME (CIP) FOR SMEs UNDER PQI INITIATIVE 2025" BEING EXECUTED BY MoST.

Dear Sir,

You may be aware that for the promotion of SME sector in the country, a Project entitled "Certification Incentive Programme for SMEs under PQI Initiative 2025" is being executed by Ministry of Science & Technology (MoST) with the following objectives: -

- To guide, support, facilitate & provide incentive grants up to 2050 SMEs for adopting, implementing new certification standards and trends for international competitiveness and to improve product quality as well as industrial productivity.
- The SMEs of Baluchistan, Regions / Areas of Western border (recently merged in KPK Province) and less / under developed areas of KPK, Sindh, AJK and Punjab be Certified and incentivized at project cost.
- To build capacity by organizing training programmes for SMEs / Stakeholders in establishing & maintaining different certification schemes / standards / systems.
- To help improve competitiveness of Pakistani Entrepreneurs / SMEs in global supply chain through Compliance.

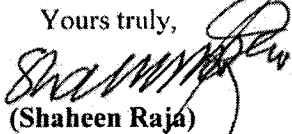
2. I truly believe that the M/O Commerce is doing its level best for the support, development and promotion of SMEs operating in various sectors in the country. It's contribution for promotion of SME sector through various policy interventions and assistance programmes will definitely lead to GDP growth. I take this opportunity to apprise you that the CIP initiative of MoST can best augment the M/O Commerce activities on account of common objectives of SME promotion. Through CIP project, SMEs are being given one time incentive from PKR 0.1-0.4 million upon acquiring certification against any one of the 32 approved schemes / standards.

3. As decided in 9th Project Steering Committee (PSC) meeting, held on 14.04.2022, I am enclosing herewith the project details of the CIP project i.e an Application Form and the CIP brochures (English + Urdu versions) for your information, display and distribution to entrepreneurs / SMEs visiting M/O Commerce office. I would be pleased, if this information is widely spread and these documents are displayed and placed at prominent places within your countrywide operations for the facilitation and common good of SMEs. Further, I would highly appreciate if a link of CIP project website www.cipmost.gov.pk is provided at M/O Commerce website.

4. Should you require any clarification or more information on the CIP initiative of MoST, please feel free to contact the undersigned.

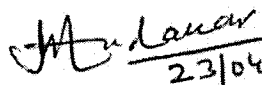

With very best regards.

Encl: as above

Yours truly,

(Shaheen Raja)
Project Manager
Tel. No.051-9216930

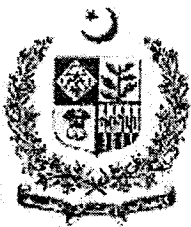
Copy for information to:

1. Additional Secretary, MoST, Islamabad.
2. JEA / CPC (CIP), MoST, Islamabad.
3. P.S to Secretary, MoST, Islamabad.


23/04/2022
So (Textile)

25-04-2022

Director (Textile) Office
Diary No: 991
Date: 22-04-22

Section Officer (Textile)
Diary No: 407
Date: 23-4-22



GOVERNMENT OF PAKISTAN
Ministry of Science & Technology
 1-Constitution Avenue, Sector G-5/2, Islamabad

FOR OFFICE USE ONLY	
App. No.	

**APPLICATION FORM FOR "CERTIFICATION INCENTIVE GRANT / CERTIFICATION FOR SMEs
 UNDER PQI INITIATIVE 2025"**

TO BE FILLED IN BY THE APPLICANT SME

(Please read the guidelines / instructions at page # 3 before filling the application form)

1. Applicant information:

- a. Name of the Company/Firm/SME: _____
- b. Type of Company/ Firm (Public/ Private/Self owned etc.): _____
- c. Nature of Business of the Company/Firm (Manufacturer/ Trader/Service Provider etc.): _____
- d. Nature of Products being Manufactured / Traded: _____
- e. If, involved in Export Business, Target Countries for Export of Products / Services: _____
- f. Permanent Address: _____
 _____ District: _____ Province: _____
- g. Contacts: Work Phone #: _____ Fax #: _____
 Email: _____ Website: _____
- h. Name of CEO/MD/ Director/Proprietor of the Company/Firm: _____
- i. Particulars of the authorized Contact Person:
 Complete Name: _____ CNIC # _____
 Work Phone #: _____ Fax #: _____
 Email: _____ Mobile #: _____
- j. Valid National Tax No. (NTN) of the Company / Firm: _____
- k. Valid General Sales Tax (GST) No. of the Company / Firm: _____
- l. Employment size of the Company / Firm: _____

2. Applicant's Membership details of Local Chambers of Commerce & Industry (CCI) / Trade Bodies:

S.No.	Name of Local Chambers of Commerce & Industry / Trade Bodies	Membership No.

3. Last Year's Annual Sales Turnover (ASTO) of the Company / Firm, in Million Pak. Rupees (M.Rs.):

Local Business	Foreign Business	Total

4. Details of Existing Certification(s) / Accreditation achieved by the Company / Firm / SME, if any.

Sr. #	Title of Certification(s) / Accreditation	Standard(s) Implemented	Name of Certification/ Accreditation Body	Date of Expiry of Certification / Accreditation
i				
ii				
iii				

5. Which Certification / Accreditation you want to have? _____
6. Name the standard against which Certification Incentive grant is required? _____
7. Have you ever availed the Incentive Grant previously? _____
8. How the certification(s) benefitted / paid back, you in business growth? How you rate & measure it?

9. Any suggestion for the improvement of CIP Project / Initiative: _____

CERTIFICATE (To be provided by the Applicant):

I, _____ S/o, D/o, W/o _____
in the capacity of CEO/MD/Director/Proprietor of M/s _____
located at (please mention complete permanent address) _____ do
hereby certify and confirm that the information provided above is correct, complete and nothing has
been concealed or distorted to the best of my knowledge & belief. It is certified that I will retain & maintain
the above said certifications for the complete Certification / Accreditation Cycles and will allow the CIP
team to confirm it through surprise onsite verifications. Further, I render myself liable to any penalty/
censure / withdrawal of Incentive Grant, in case of providing incorrect or misleading information.

Complete Name: _____ Dated Signature & Stamp: _____

VERIFICATION (To be done by C.C.I or T.B / T.A):

It is verified that the applicant M/s _____ located at
_____ is a registered Firm / SME, has
an employment size of.....employees, last year's total Annual Sales Turn Over (ASTO) of Rs.
..... Million and meet the criteria of an SME in Manufacturing & Services / Trading Sector and
holds valid Registration number _____ of _____ Chamber of Commerce & Industry
or _____ Trade Body / Association. It is further certified that the above said applicant
SME has not availed the Incentive Grant previously and will retain & maintain the above said certification
/ Accreditation for the complete Cycle & allow the CIP team to confirm it through surprise onsite
verifications, as & when so required.

Name: _____ Designation: _____ Dated Signature & Stamp: _____

GUIDELINES FOR THE APPLICANT COMPANY/ FIRM / SME

Eligibility of Applicant Company/ Firm to qualify for Incentive Grant:

1. It is an all Pakistan Programme / Scheme administered by Ministry of Science & Technology (MoST).
2. The permanent registered Small & Medium Enterprises (SMEs)/ units are eligible to avail the Incentive Scheme.
3. Only those SMEs will be eligible for the incentive grant who fall within the definition as per the State Bank of Pakistan's document "Revised Prudential Regulation for Small & Medium Enterprises (2016)" wherein SBP broadly categorizes the SMEs, one as Small Enterprises (SEs) with employment size up to 50, having annual sales turnover up to Rs.150.00 million, and the other as Medium Enterprises (MEs) with employment size from 51 to 250 (Manufacturing & Services Sector) and from 51 to 100 (Trading MEs), having annual sales turnover from Rs.150.00 million to Rs.800.00 million.
4. The Programme / Scheme is applicable to those Companies/ Firms /SMEs who have successfully implemented any certification scheme within the scope/ areas of the project.
5. The Programme / Scheme shall provide one incentive grant only against valid Certification(s). Applicant Company / Firm /SME will be provided incentive grant for only **one scheme / Standard** of its choice.
6. The Application Form can be downloaded from the CIP project website (www.cipmost.gov.pk) or project link at website of Ministry of Science & Technology, Government of Pakistan (www.most.gov.pk).
7. The applicant company/ firm should carefully understand the requirements as given in the Application Form.
8. The applicant company/ firm is required to understand the criteria for the selection of Certification Body (CB) as outlined below:-
 - (i) Certification Bodies (CB) operating in Pakistan and accredited by **Pakistan National Accreditation Council (PNAC)** would be preferred and directly approved.
 - (ii) Certification Bodies (CBs) duly accredited by a recognized foreign Accreditation Body (AB), preferably National Accreditation Body, will be considered for qualification of the applicant SME provided that accreditation schemes is not yet launched by PNAC or is outside the scope of PNAC.
 - (iii) Cases where certificates other than PNAC accredited CBs are issued, the CBs operating in Pakistan but accredited directly by foreign Accreditation Bodies should provide the credible evidence that:
 - a. The branch office of CB is accredited for Pakistani location.
 - b. Its AB holds membership of International Accreditation Forum (IAF) and is a signatory to Multilateral Recognition Arrangements (MLA) / enjoys member status for the Pakistani location.
 - c. Credible evidence to the requirements narrated above at "(iii) a" & "(iii) b" is provided.
 - (iv) Individuals/organizations acting as a representative of a foreign CB under a legal agreement and not using the name of the CB will not be considered for this incentive programme / scheme.

Note: The above criteria do not hold for CE Marking, Product Certification and Accreditation of Laboratories and Services.

 - a. For CE Marking, relevant EU Directives will be followed.
 - b. For Product Certification CB must hold Accreditation according to relevant ISO Guidelines.
 - c. For Accreditation of Laboratories & Services, the rules & procedures governed by PNAC will be followed.
9. The filled in Application Form duly completed with all requisite documents be sent (via courier services) at the given below address:-

The Project Manager
Certification Incentive Programme
Ground Floor, Ministry of Science & Technology
1-Constitution Avenue, Sector G-5/2,
ISLAMABAD.
Tel: 051-9216930



**CERTIFICATION INCENTIVE PROGRAMME FOR
SMEs UNDER PQI INITIATIVES 2025**

C.L-1

Revision 3

**CHECKLIST FOR THE APPLICANT COMPANY/ FIRM / SME
APPLYING FOR THE INCENTIVE GRANT UNDER CIP PROJECT**

Dated
01.01.2021

Sr. #.	Requirements	Yes	No
1.	Copies of relevant Certifications / document(s) issued of Certification Body (CB) / Accreditation Body (AB) is / are attached.		
2.	Copies / proofs of the registrations of NTN & GST are attached.		
3.	Complete information of Annual Sales Turn Over (Both Local & Foreign) is true and listed on the Application Form. (Proof Attached)		
4.	Complete information of number of employees is true and listed on the Application Form. (Proof Attached)		
5.	Copy of valid registration(s) with local Chambers of Commerce & Industry (CCI) or SECP is / are attached.		
6.	Copy of valid registration(s) with relevant Trade Association / Body is / are attached.		
7.	Application Form is completely filled-in, dated and signed by the CEO / MD / Director / Proprietor of the applicant Company / Firm / SME.		
8.	All of the relevant documentation is attached herewith and the application is complete in all respect.		
9.	This is not duplicate application and the Applicant Firm has not availed any Incentive Grant previously under the CIP Project / Scheme being executed by Ministry of Science & Technology.		
10.	Duly filled-in Application Form is verified and dated by the authorized officer of the relevant Chambers of Commerce & Industry (CCI) / Trade Association / Body.		