

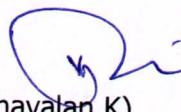
## **SUMMARY OF INTERACTION WITH DIRECTOR (PMS) AND HEADS OF OFFICE OF DFOs ON PMS SCHEME**

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An interaction was held between Director (PMS) and the Heads of Office of all DFOs to discuss key aspects of the PMS Scheme, as per the schedule attached. During the discussion, the following directives and action points were shared by Director (PMS):-

### **Key Directives from Director (PMS):**

- i. Reimbursement Status: All DFOs should ensure that pending reimbursements are completed by 30.06.2025. However, it has been observed that sanctioned amount is still pending with many DFOs. Accordingly, with the directions of Competent Authority, all such DFOs are again directed to ensure to reimburse the sanction issued by this Division by 15.07.2025. The Google Sheet provided should be regularly updated.
  - ii. MSE Account Details: DFOs are advised not to insist on Current Account details from MSEs.
  - iii. Pending Claims: All pending reimbursement claims received from MSEs should be forwarded immediately to PMS Division.
  - iv. Product Clarification: If the product mentioned appears different from the product segment of the fair, a one-time clarification should be sought from the MSE.
  - v. Proposal Submissions: While forwarding proposals for fairs, ensure that rates and area allocations are rational and justified.
  - vi. Participation Limit: The restriction of two fairs per organizer is now in force. All DFOs shall exercise due diligence to comply the instruction issued by this Division.
  - vii. Seminar/Workshop/VDP: The date, venue, and details of National Seminars/Workshops/VDPs must be communicated to O/o DC MSME at least 15 days in advance.
  - viii. Document Requirements: DFOs shall only seek documents mandated under scheme guidelines and instructions issued by O/o DC MSME.
2. All HOOs are requested to ensure the compliance.
  3. This issues with the approval of competent authority.

  
(Dhayalan K)  
Joint Director

To

Head of Office  
All MSME-DFO