

File No: **41(0008-K)/ISO/Agra/2011**

Reminder-1

Dated: 18/01/2012

To

**M/s KAN PLAST (P) LTD...
19/154-198, R. K. Puram,
Agra Road,
Aligarh- 201 001
Uttar Pradesh**

Subject: Reimbursement for ISO 9000/14001/HACCP Certification Expenses.

Sir,

Please refer to your application received by this office on **30/11/2011** and the letter dated 14/12/2011 on the above subject. Your letter/application along with the documents submitted has been examined and the following Documents/ deficiency have been found deficient as per the prevailing guidelines/ formats prescribed by O/o the DC(MSME), New Delhi (These guidelines are displayed on the website: www.msmediagra.gov.in or www.dcmsme.gov.in).

1. **Invoice for the Payments Issued by Certification Body (attested copy)** ---- has not been received (attested by GM/DIR state/DIR(MSME-DI)/C.A.with name+ Membership No. + Full Signature).
2. **Receipts for the Payments Received by Certification Body (attested copy)** ---- has not been received (attested by GM/DIR state/DIR(MSME-DI)/C.A.with name+ Membership No. + Full Signature).

You are requested to please correct the above mentioned anomalies and provide proper documents **on or before 02/02/2012** to this office, failing which your case is liable to be closed. Please mention File No. indicated in this letter to enable us to process your case with ease.

You may check your status of your application on the institute's website : www.msmediagra.gov.in----
--ISO Status at MSME-DI, Agra).

Yours Faithfully

**Sd/-
(A. K. Gautam)
Asstt. Director & Nodal Officer(ISO)
for Director**