



# Handbook of Services Provided by the Ministry of Industries 2023



Ministry of Industries  
73/1, Galle Road,  
Colombo 3

## Industria Ditat! (Industry enriches)

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*A nation that does not innovate  
Perishes where the begging fails  
The nation's voice dies unheeded  
'Pundits' emerge and glorify the alien  
- Translation*

Once upon a time, many centuries ago, Sri Lanka was a hub of technology, innovation and of knowledge.

Over 2500 years before, the Sri Lankans became the pioneers in constructing large tanks / reservoirs, utilizing a unique technology to regulate the pressure of water on the bund of the tank. The stupas built during the ancient times are still amongst the tallest brick structures in the world. The remains of probably the world's first hospital could be witnessed even today, complete with the basic amenities that we see in any modern hospital, while several metal surgical instruments have been found on the site. Two of the world's oldest Buddhist monasteries cum universities; the Mahavihara and Abhayagiriya, were not limited to the education based on the doctrine of Buddhism, but spread across to other disciplines of technical and industrial knowledge. Sri Lankans were skillful ship builders and historic records of Buddhaghosa, Pliny, Cosmas, Ibn Batuta and others, testify to the fact that these ships were amongst the most sought after, by the neighbouring countries.

The above is a cross section of the technological glory that existed in Sri Lanka, in the days of yore.

However, foreign invasions during the past few centuries, transformed Sri Lanka from an innovative, technologically advanced, independent and a proud nation, to a country heavily dependent on the economic and the social inheritance that the Western rulers have left behind.

Thus, the skillful and innovative nature of the Sri Lankan people - which was left redundant for centuries – could only be unleashed by creating a “culture of production”.

As policy makers of the country, the public service has a pivotal role to play, in restoring our lost glory by re-creating an innovative culture to fully capture the skillfulness of our people, for the advancement of the country.

This is an up-hill, but an inevitable task that we **must** execute. The key-word is ‘**confidence**’, in our people and in ourselves. Let me echo the famous words of the former President of the USA, John F. Kennedy, to motivate you to take this great leap forward: “*We choose to go to the moon. We choose to go to the moon in this decade and do the other things, not because they are easy, but because they are hard*”(1962).

Inoka de Alwis  
Director (Policy Development) - II

# **Hand book of Services provided by the Ministry of Industries**

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# 1. Starting Point

## 1.1 Registration of industries

<b>Nature of the Facility</b>
<b>Registration of Industrial Undertakings as per the Industrial Promotion Act No. 46 of 1990 under the Ministry of Industries</b>
<b>Target Industry / ies</b>
All manufacturing industries in Sri Lanka
<b>Eligibility Criteria</b>
<ul style="list-style-type: none"> <li>• Should be a manufacturing industry</li> <li>• Not registered under BOI</li> <li>• At least one Director in the Director Board should be a Sri Lankan</li> <li>• Cottage Industries are exempted</li> </ul>
<b>Fee / Cost of Service</b>
<ul style="list-style-type: none"> <li>• Free of Charge</li> </ul>
<b>Details of services provided</b>
<ul style="list-style-type: none"> <li>• Registration of manufacturing industrial undertakings</li> <li>• Renewal of Temporary Registration Certificates</li> <li>• Amendment of Registration Certificates</li> <li>• Collection of Annual Reports</li> <li>• Maintaining the Industrial Database</li> </ul>
<b>Contact details of the responsible official /s</b>
<p>Ms. B. Kunalini  Assistant Director  Industry Registration Division  Ministry of Industries  73/1, Galle Road, Colombo 03  Tel: 0112 44 8 467 (Ext. 299)  Fax: 0112 54 2 708  Email: <a href="mailto:industry.regist@gmail.com">industry.regist@gmail.com</a>  Website: <a href="http://www.industry.gov.lk">www.industry.gov.lk</a></p>

## 1.2 Credit facilities available for industries

<b>Target Industry / ies</b>
<b>SMILE III – Revolving Fund (RF) Loan Scheme</b> – Any manufacturing industry/ manufacturing-based services
<b>E-Friends II – Revolving Fund (RF) Loan Scheme</b> – any manufacturing or industrial enterprise
<b>Eligibility criteria</b>
<b>SMILE III – RF Loan Scheme</b> - The investment in fixed assets, excluding land and buildings (owned or leased) at original book value should not exceed Rs. 150.0 million on completion of the subproject only.
<b>E-Friends II – RF Loan Scheme</b> – The investment in fixed assets (excluding land and building) at original book value should not exceed Rs. 250 mn. after completion of the sub project. The investment of high polluting industries should not exceeded Rs. 500 million (excluding land and building).
<b>Fee / Cost of Service</b>
Free of charge
<b>Details of services provided (in brief)</b>
<b>SMILE III – RF Loan Scheme</b> - entrepreneurs will be given loans at concessionary interest rates for the establishment of new entrepreneurships, the development and expansion of businesses.
<b>E-Friends II – RF Loan Scheme</b> – entrepreneurs will be given loans at concessionary interest rates to: <ul style="list-style-type: none"> <li>• mitigate environmental pollution caused by industrial production processes,</li> <li>• prevent industrial pollution</li> <li>• reduce energy consumption</li> <li>• environmental improvement initiatives such as waste minimization, resource recovery &amp; savings, pollution control, and comply with the regulations and standards of the Central Environmental Authority (CEA) under the National Environment Act.</li> <li>• produce environmentally friendly alternative products instead of harmful products.</li> </ul>
<b>Contact details of the responsible official / s</b>
Deputy Director Project Management Unit, SMILE III / E-Friends Tel – 011 2 329 722 Fax – 011 2 436 662 E mail – <a href="mailto:pmu116mic@gmail.com">pmu116mic@gmail.com</a>

## **1. Small & Micro Industries Leader & Entrepreneur Promotion Project – III (SMILE III) Loan Scheme by the Project Management Unit of the Ministry of Industries**

Financial assistance is provided to establish new Industries, to enhance their productivity or their level of operation & improve the quality of their products.

### **Two main loan schemes under the project**

- General Loan Scheme
- Technical Transfer Assistance Loan Scheme (TTAS)

#### **1.1. General Loan Scheme**

##### **Objectives**

- to generate additional productive capacity or
  - to increase level of operation or
  - to improve the quality of products or
  - to improve the price competitiveness of products
- 
- Maximum Loan Amount - Rs. 25 Mn
  - Annual Interest Rate - 8%
  - Loan Repayment period - 10 Years including a two (2) years' grace period

#### **1.2. Technical Transfer Assistance Loan Scheme (TTAS)**

##### **Objectives**

- to upgrade accounting, managerial and technical skills of industry personal
  - to facilitate operation, management and implementation of projects, by way of consultancy
- 
- Maximum loan amount - Rs. 2.5 Mn
  - Interest Rate - 5%
  - Repayment period - 7 Years including a two (2) years' grace period

#### **Eligible manufacturing industry sectors covered under the SMILE III Loan scheme**

1. Coir Products
2. Rubber Products
3. Plastic Products
4. Textile & Garments
5. Food Processing, Beverage and Tobacco
6. Leather & allied Products
7. Printing & Paper Products



8. Wood & Wood Products
9. Metal Products
10. Construction Materials
11. Chemical & Chemical Products
12. Agro-based Industries
13. Fisheries
14. Animal husbandry/ Horticulture/ Aquarium
15. Tourism & Hotel
16. Manufacturing-based Service Industry
17. Miscellaneous (Clay, Ceramic, Glass, Handicrafts, Herbal, Gem & Jewellery etc.)

### **Eligibility criteria for the SMILE III Loan scheme**

The investment in fixed assets, excluding land and buildings (owned or leased) at original book value should not exceed Rs. 150.0 Million on completion of the subproject only.

### **Participating Credit Institutes (Banks)**

1. Bank of Ceylon
2. People's Bank
3. Regional Development Bank
4. National Development Bank
5. DFCC Bank
6. Sampath Bank
7. Seylan Bank
8. Hatton National Bank
9. Commercial Bank
10. SDB Bank

### **2. E-Friends II (Revolving Fund)**

Financial assistance is provided to implement projects for waste minimization, resource recovery, energy saving, pollution control and the production of alternative products instead of harmful products and comply with the regulations and standards of the Central Environmental Authority (CEA) under the National Environment Act.

### **Two main loan schemes under the project**

- General Loan Scheme
- Technical Transfer Assistance Loan Scheme (TTAS)



## 2.1 General Loan Scheme

Under this loan scheme, entrepreneurs will be given loans at concessionary interest rates to:

- mitigate environmental pollution caused by industrial production processes,
- prevent industrial pollutions
- reduce energy consumptions
- Environmentally Improvement initiatives such as waste minimization, resource recovery & savings, pollution control, and comply with the regulations and standards of the Central Environmental Authority (CEA) under the National Environment Act.
- Produce environmentally friendly alternative products instead of harmful products.

### Eligible investments

- a) Equipment for end of pipe treatment and equipment that will lead to reduced emissions or to lower production of wastes by the enterprises which enable the industries to comply with the National Environmental Standards.
- b) Equipment that leads to a substantial reduction in the use of resources or the phasing out of hazardous substances.
- c) Equipment that substantially improves the safety of workplace with particular emphasis on exposure of workers to potentially hazardous substances or noise.
- d) Relocation of highly polluting industries to special estates that are equipped with waste treatment plants and investments by enterprises that set up and operate such waste treatment plants.
- e) Equipment for the monitoring of pollutants in relation to a, b, c and d above.
- f) Facilities that would save/reduce consumption of energy and/or save/reduce usage of resources that produce energy.

Eg.: wastewater treatment plants, biogas generators, painting chambers, dryers, recycling, energy saving, resource saving, resource recycling, the use of environmentally friendly substances instead of environmentally harmful substances.

- Maximum loan amount - Rs. 30 Mn
- Interest Rate - 6.5 %
- Repayment period - 10 Years Including a two (2) years grace period)

## **2.2 Technical Transfer Assistance Loan Scheme (TTAS)**

This is a loan to cover the cost of consultancy services directly related to the investigation of pollution control measures, waste minimization, end of pipe treatments etc. as well as other consultancy services associated with resource recovery and savings, pollution control and abatement, the design, supervision of installation and commissioning of the equipment financed under the E- Friends II (RF) Fund.

- Maximum loan amount - Rs. 1 Mn
- Interest Rate - 2 %
- Repayment period - 5 Years Including a one (1) year grace period)

### **Eligibility criteria**

Any manufacturing or manufacturing base services enterprise, whose investment in fixed assets (excluding land and building) at original book value should not exceed Rs. 250 mn. after completion of the sub project and High pollution industries should not exceeded Rs. 500 million (excluding land and building).

### **Participating Credit Institutes (Banks)**

1. Bank of Ceylon
2. People's Bank
3. Regional Development Bank
4. National Development Bank
5. DFCC Bank
6. Sampath Bank
7. Seylan Bank
8. Hatton National Bank
9. Commercial Bank
10. People's Leasing & Finance PLC
11. LOLC Finance PLC

Applications for the above credit facilities could be obtained from the PMU of the Ministry of Industries and its Regional Offices or from any of the above Participating Credit Institutes (Banks) or by downloading the application form from the website of the Ministry.

Link: [www.industry.gov.lk/web/applications/](http://www.industry.gov.lk/web/applications/). (Applications>Loan Applications)

Applications can be forwarded to any branch of the Participating Credit Institutions (PCI) / Banks mentioned above or directly to the Project Management Unit (PMU) of the Ministry of Industries or Regional Office of the Ministry.

**Project Director**

**Project Management Unit**

**Ministry of Industries**

**73/1, Galle Road**

**Colombo – 03**

## 1.3 Provision of Land and infrastructure

<b>Target Industry / ies</b>
Manufacturing industries
<b>Eligibility criteria</b>
Investors are selected by the Regional Industrial Service Committee (RISC) on the basis of the investment, employment, export orientation, impact on the environment, import substitution, source of credit, electricity consumption etc.
<b>Fee / Cost of Service</b>
35-year long term lease (4% of annual tax based on total valuation of the Land)
<b>Details of services provided</b>
As per <b>Table</b> on pages 11 to 13
<b>Contact details of the responsible official / s</b>
Director, Industrial Estates Development Division Tel: 0112 441490 Fax: 0112 423965 E-mail: <a href="mailto:idmic110@gmail.com">idmic110@gmail.com</a>

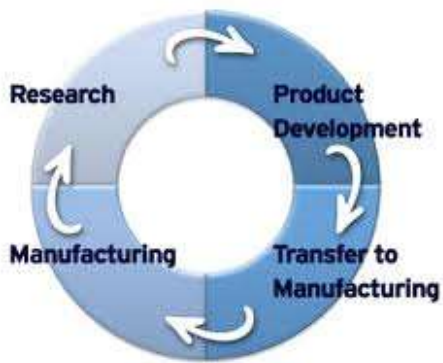
### Facilities provided through industrial estates

Province	District	Name of the Industrial Estate	Facilities provided				No. of plots in the Industrial Estate	No. of plots available for investment as at 2023
			Internal roads	Electricity	Water	Other(see below for description)		
Western	Colombo	Kolonnawa	Provided	Provided	PipeBorne	SF, SR, G	15	-
		Ratmalana	-do-	-do-	PipeBorne	SF, SR, G	38	-
		Templeburg	-do-	-do-	PipeBorne	SF, G	55	-
	Gampaha	Minuwangoda	-do-	-do-	PipeBorne	SF, SR, G	16	1
		Mahara	-do-	-do-	PipeBorne	-	09	-
	Kalutara	Kalutara	-do-	-do-	PipeBorne	SF, SR, G	86	1
		Mathugama	-do-	-do-	GroundWater	SF, AB	21	-
		Millewa	-do-	-do-	PipeBorne	SF, SR, G	18	-
	North Western	Puttlam	-do-	-do-	PipeBorne	SF, SR, AB, G	45	1
		Puttlam	-do-	-do-	Tube well Water	Ground Water	41	02
		Nurani	-do-	-do-	PipeBorne	-	16	-
		Kurunegala	-do-	-do-	Ground Water	-	09	-

		(East)						
		Makandura	-do-	-do-	Ground Water	-	22	-
		(West)						
		Dambadeniya	-do-	-do-	Ground Water	Gravel access road	04	-
		Nikaweratiya	-do-	-do-	Ground Water	-	01	-
North Central	Polonnaruwa	Lakshauyana	-do-	-do-	PipeBorne	SF, SR, AB, G	62	1
Central	Matale	Nalanda	-do-	-do-	PipeBorne	SF, G	38	01
	Kandy	Ulapane	-do-	-do-	PipeBorne	SF, G, RR	30	03
Southern	Matara	Udukawa	-do-	-do-	Ground Water	SF	10	-
	Galle	Karandeniya	-do-	-do-	PipeBorne	SF, SR, AB, G	40	10
	Hambantota	Bata-Atha	-do-	-do-	PipeBorne	SF, SR, G	42	12
Eastern	Ampara	Nawagampura	-do-	-do-	PipeBorne	SF, SR, AB, G	48	09
	Trincomalee	Trincomalee	-do-	-do-	PipeBorne	SF, SR, AB, G	32	01
	Batticaloa	Thiraimadu	-do-	-do-	PipeBorne		22	01
Sabaragamuwa	Ratnapura	Nalanda Ellawala stage 1	-do-	-do-	PipeBorne	SF, SR, AB, G	45	02

	Ratnapura	Nalanda Ellawala stage 2	-do-	-do-	PipeBorne	SF,SF,G	49	-
	Ratnapura	Embilipitiya	-do-	-do-	–	SF, SR, AB, G	45	-
	Kegalle	Galigamuwa	-do-	-do-	PipeBorne	SF, SR, AB, G	40	-
Uva	Monaragala	Buttala	-do-	-do-	PipeBorne	SF, SR, RR, AB, G	43	03
	Badulla	Uva Paranagama	-do-	-do-	PipeBorne	SF, SR, G	06	-
Northern	Mannar	Mannar	-do-	-do-	PipeBorne	SF, SR, AB, G	23	19
	Mulathi	Welioya	-do-	-do-	PipeBorne	SF, SR, AB, G	10	07

- SF – Security Fence
- SR – Security Room
- G - Gates
- RR – Rest Room
- AB – Administration
- Building



## 2. Manufacturing



## 2.1 Facilities Provided by the Development Divisions

The industry sub-sectors facilitated by the three Development Divisions	Facilities provided by the three Development Divisions
<p><b><u>Development Division I</u></b></p> <ul style="list-style-type: none"> <li>i. Packaging industries</li> <li>ii. Spices and Allied industries</li> <li>iii. Value added tea industries</li> <li>iv. Coir &amp; coconut-based industries</li> </ul> <p><b>Contact details:</b>  Director, Development Division I  Tel: 011 2432750  Fax: 011 2432750  E-mail: <a href="mailto:sector1mid@yahoo.com">sector1mid@yahoo.com</a></p> <p><b><u>Development Division II</u></b></p> <ul style="list-style-type: none"> <li>i. Rubber &amp; Plastic Sector</li> <li>ii. Automobile Assembling &amp; Automobile components sector</li> <li>iii. Electric &amp; Electronic Sector</li> <li>iv. Boat Building &amp; Allied Industries</li> <li>v. Wood &amp; wood-based Industry Sector</li> <li>vi. Ceramics, Porcelain, Tiles &amp; Granite Sector</li> <li>vii. Paint, Chemical &amp; Printing</li> <li>viii. Mineral &amp; Mineral-based products</li> </ul> <p><b>Contact details:</b>  Director, Development Division II  Assistant Director (Acting)  Tel: 011 2 333312  Fax: 011 2 333312  E-mail: <a href="mailto:sector2@gmail.com">sector2@gmail.com</a></p> <p><b><u>Development Division III</u></b></p> <ul style="list-style-type: none"> <li>i. Footwear and Leather industries</li> <li>ii. Cosmetics industry</li> <li>iii. Textile and Apparel industry</li> <li>iv. Metal, Die and Mold and Machinery industry</li> </ul> <p><b>Contact details:</b>  Director, Development Division III  Tel: 011 2328973  Fax: 011 2432250  E-mail: <a href="mailto:ind.sector4@gmail.com">ind.sector4@gmail.com</a></p>	<ul style="list-style-type: none"> <li>(a) TIEP facilitation for export industries [Please refer section 3.1 hereto]</li> <li>(b) Recommendation of Customs duty exemption / concession for certain imported inputs used by local industries. [Please refer Section 2.3 (ii) hereto.]</li> <li>(c) Local &amp; international technical training and skilled development assistance.</li> <li>(d) Product quality standards improvements and food safety certification related activities.</li> <li>(e) Local and international trade exhibition organizing and export promotion activities. [Please refer Section 2.8 hereto].</li> <li>(f) Recommendation of residence visa for foreign investors and technical resource persons of local industries. [Please refer Section 2.4 hereto.)</li> <li>(g) Machinery development and technology upgrading assistance</li> <li>(h) Assistance to resolve any other policy issues.</li> <li>(i) Data and information collection, processing, analyzing for future planning and development activities.</li> </ul>

<b><u>Development Division IV</u></b> i. Food processing industry ii. Pharmaceutical industry iii. Minerals and allied products  <b>Contact details:</b> Director, Development Division IV Tel: 011 2327398 Fax: 011 2432750 E-mail: <a href="mailto:ind.sector4@gmail.com">ind.sector4@gmail.com</a>	
<b>Eligibility Criteria</b>	Manufacturing industries registered under the Ministry of Industries
<b>Fees / Cost of Service</b>	Free of charge

## 2.2 Provision of Inputs for industries

### (i) National Paper Company Limited

<b>Nature of the Facility</b>
Provision of paper as an input for the printing and packaging industries
<b>Target Industry / ies</b>
Printing and packaging industries
<b>Eligibility criteria</b>
None
<b>Fee/Cost of Service</b>
Current / prevailing market prices of the products
<b>Details of Services Provided</b>
The production of different types of paper such as: corrugated paper, craft paper, cover paper, lunch wrapping paper, white bank paper.
<b>Contact details of the responsible official /s</b>
Logistic Manager – 0717651839 Chief Accountant /HR Manager – 0714163901 National Paper Company Ltd Address: No. 61, Stratford Avenue, Colombo 05 Tel: 011-2556465 Fax: 011-2556461 E-mail: <a href="mailto:ca@npc.lk">ca@npc.lk</a>

## **(ii) Paranthan Chemicals Company Limited**

<b>Nature of the Facility</b>
The Supply of chemicals required by industries.
<b>Target Industry/ies</b>
Water treatments, Textiles, Rubber, Soap, Food, Metal Finishing and House-hold Chemicals
<b>Eligibility Criteria</b>
None
<b>Fee/Cost of Service</b>
Current / prevailing market prices of the products
<b>Details of Service Provided</b>
Supply of essential industrial chemicals such as Liquid Chlorine, Caustic soda flakes, Bleaching liquid, Alum, Hydrated Lime, Poly Aluminium Chloride, Sulfuric Acid, Hydrochloric Acid, Hydrogen Peroxide
<b>Contact Details of the responsible official/s</b>
General Manager - 011 2 437556 DGM (Engineering) - 011 2 324464 AGM (Administration) - 011 2 324466

## **2.3 Duty concessions for value added industries**

### **(i) Excise duty concession / exemption for locally value-added motor vehicles and electrical & electronic goods**

<b>Nature of the Facility</b>
<b>(1) Recommendation of Excise Duty Concession for Locally Value-added Motor Vehicles</b>  As per the item No. 2 of the Schedule A of the Gazette (Extraordinary) No. 2222/03 dated 05.04.2021 (and subsequent regulations), locally assembled /manufactured vehicles using new vehicle components with a domestic value addition, are granted a concessionary rate of Excise Duty, on the recommendation made by the Minister-in-

charge of the subject of Industries, subject to the conditions stipulated in the schedule B of the afore-said Gazette notification.

**(2) Recommendation of Excise duty Exemption for Locally Value-added Electrical and Electronic Equipment under HS Chapters 84 & 85**

As per the item no. 3 of the Extraordinary Gazette Notification No. 1992/30 dated 10.11.2016 (and subsequent regulations), locally assembled/manufactured electrical and electronic equipment classified under the H. S. Chapters 84 and 85, with not less than 30% domestic value addition, are exempted from the payment of Excise Duty, on the recommendation of the Minister-in-charge of the subject of industries.

**Target Industry/ies**

Automobile manufacturing / assembly industries and Electrical and Electronics manufacturing industries

**Eligibility Criteria**

As per the prevailing regulations published in the Extraordinary Gazette notifications.

**Fee/Cost of Service**

None

**Details of Service Provided**

Recommendation of excise duty concession or exemption for the eligible industries.

**Contact Details of the responsible official/s**

Director (Policy Development) - I  
Policy Development Division  
Tel: 011 2390141  
Fax: 01102347393  
E-mail: [118policy@gmail.com](mailto:118policy@gmail.com)

**(ii) Recommendation of Customs duty exemption and concession of imported inputs for domestic industries**

<b>Nature of Facility</b>	Recommendation of Customs duty exemption and concession of imported raw materials, intermediate inputs and packaging materials for the use of domestic industries.
<b>Target industry / services</b>	Manufacturing industries registered under the Ministry of Industries which are qualified to receive the duty exemption / concession under the prevailing regulations.
<b>Eligibility Criteria</b>	Manufacturing industries registered under the Ministry of Industries which are eligible for the duty exemption / concession under Annex I (Import Duty Concessions) and Annex II (Import Duty Exemptions) of the Revenue Protection Order published under Revenue Protection Act No. 19 of 1962, issued by way of the Extraordinary Gazette Notification No. 2312/75 dated 01.01.2023 and any subsequent Gazette notifications.
<b>Details of the services provided.</b>	<p>A letter of recommendation signed by the Director will be issued to the Director General of Sri Lanka Customs.</p> <p><b>Required documents:</b></p> <ul style="list-style-type: none"> <li>• Registration Certificate issued by the Ministry of Industries</li> <li>• Form No. 20 / Board Directors Registration (Required at the first request only)</li> <li>• Company Profile</li> <li>• Request Letter</li> <li>• Commercial Invoice</li> <li>• Copy of Packing List</li> <li>• Copy of Bill of Lading / Airway Bill</li> </ul>
<b>Fees / Cost of service</b>	Free of charge
<b>Contact details</b>	Directors of the Development Divisions I, II, III & IV (Please refer the contact details of the Director in charge of the relevant industrial sector, which are given under 2.1 hereto).

**2.4 Recommendation for Entry and Residence Visa**

<b>Nature of Facility</b>	Entry and Residence Visa Recommendation
<b>Target industry / services</b>	Manufacturing industries which require the assistance of foreign investors, executives, technical workers and skilled workers.

<b>Eligibility Criteria</b>	Must be a registered industry under the Ministry of Industries.
<b>Details (service provide)</b>	<p>Issuance of entry and residence / extension of residence visas for expatriates considering the requirement of the industrial undertaking with the approval of Visa Recommendation Review Committee and Hon. Minister's endorsement.</p> <p><b>Required Documents</b></p> <p><u><b>For Entry &amp; Residence Visa</b></u></p> <ul style="list-style-type: none"> <li>• Registration Certificate of the Ministry of Industries (First time)</li> <li>• Request letter</li> <li>• Company profile</li> <li>• Completed application form</li> <li>• Copies of passports</li> <li>• Educational Qualifications (Specialized industries)</li> <li>• Previous work experience</li> <li>• Evidence of efforts made by the local industry to recruit Sri Lankans for the relevant vacancies</li> <li>• Police Clearance Report (Should be obtained from the relevant country)</li> <li>• A copy of letter of appointment or contract agreement issued by the recruitment agent</li> </ul> <p><u><b>For Visa Extension</b></u></p> <ul style="list-style-type: none"> <li>• Request letter.</li> <li>• Completed application form.</li> <li>• Company profile.</li> <li>• Copies of passports.</li> <li>• Copies of previous visa endorsement.</li> <li>• Copies of previous visa recommendation letter.</li> <li>• Police clearance report obtained from the relevant police station.</li> <li>• Copies of Employees Provident Fund (EPF) Payment Receipts of last 03 months.</li> <li>• A copy of extension letter of appointment or contract agreement issued by the recruitment agent.</li> <li>• Responsibility undertaking Affidavit for foreign workers issued by the Board of Directors.</li> </ul>

	<p><u><i>If necessary</i></u></p> <ul style="list-style-type: none"> <li>• Board of Directors Registration (Form 1/20) If applying for a foreign Director.</li> <li>• Marriage certificate.</li> <li>• Birth Certificate.</li> </ul>
<b>Fees / Cost of service</b>	Free of charge
<b>Contact details</b>	Directors of the Development Divisions I, II, III & IV Please refer the contact details of the Director in charge of the relevant industrial sector, which are given under 2.1 hereto.

## 2.5 Entrepreneurship Development / Market Linkage Programmes

### 1. National Enterprise Development Authority (NEDA) under the Ministry of Industries

<b>Nature of the Facilities</b>
Promote, support, encourage, and facilitate enterprise development addressing Micro, Small and Medium Enterprises (MSMEs): Facilitate to access local & international markets, Entrepreneur knowledge & skill development – Entrepreneur capacity development, Encourage & facilitate educated youths toward entrepreneurs.
<b>Target Industry / ies</b>
Micro, Small and Medium Entrepreneurs
<b>Eligibility criteria</b>
Micro, Small & Medium Entrepreneurs in Sri Lanka – Registered entrepreneurs in NEDA
<b>Fee / Cost of Service</b>
Depends on the service
<b>Details of services provided</b>
<p><b>1.0 Facilitate to access local &amp; international markets</b></p> <p><b>1.1 “Made in Sri Lanka” Trade Portal</b></p> <p>“Made in Sri Lanka” Trade Portal is an efficient and effective trade portal to create market opportunities for Sri Lankan products and to increase the market opportunities by registering entrepreneur’s products in the trade portal. Main objective is to provide a digital platform for businesses to businesses (B2B) and Businesses to customers of Micro, Small, Medium and Large-scale Enterprises. Entrepreneurs can register their products on the portal with the support of the Enterprise Development officers</p>



working in Divisional Secretariats or NEDA Head office.

### **1.2 Promotion & offering “Made in Sri Lanka” Logo**

Though there are several businesses producing goods locally, using local resources, there is less recognition for local products when compared with imports. As a result, there is a preference for imports over those manufactured in the country, since there is a misconception amongst consumers that imported goods are of a higher quality. This has resulted in a decrease of demand for goods produced in Sri Lanka. Hence, NEDA has taken steps to promote locally produced goods by introducing a logo to depict the degree of localness of products. After receiving applications through Enterprise Development officers working in Divisional Secretariats or the NEDA Head office, eligible entrepreneurs’ products would be selected by a committee of specialists.

### **1.3 “Made in Sri Lanka” Trade Fairs**

NEDA is offering “Made in Sri Lanka” logo with the aim of promoting and developing genuine products of Sri Lankan Micro, Small & Medium Enterprises (MSME) with high value addition. In parallel with this initiative, NEDA organizes trade fairs to uplift these Sri Lankan products to the international market. NEDA provides this opportunity for selected entrepreneurs through the NEDA head office. In addition, NEDA provides opportunities for entrepreneurs to participate in regional micro level trade fairs organized at Divisional Secretariat level.

### **1.4 Promotion of franchise shops under “Made in Sri Lanka” logo**

“Made In Sri Lanka” franchise shops will be established in places which are most attractive to customers. These shops would be operated by the Private Sector with the objective of assisting MSMEs to improve market linkages throughout the country. Further, the suppliers with “Made in Sri Lanka” logo will have the opportunity to showcase their products in franchise shops and thus, enhance the generation of revenue.

## **2.0 Entrepreneur knowledge & skills development – Capacity development program**

### **2.1 Relational Entrepreneurship Development program**

NEDA has identified that entrepreneurs in the regions have business-related issues such as lack of knowledge on entrepreneurship, marketing, technical and financial management etc. NEDA Development officers working at regional level are providing solutions for the issues faced by entrepreneurs.

### **2.2 Business Cluster development program**

MSMEs in Sri Lanka are isolated and have to work-up unassisted along the value chain. MSMEs functioning individually are often not in a position to develop its

capacity to continuously respond to competitive pressure. To overcome this issue, cluster/sector-based approach to MSME development is being explored by NEDA, due to its many advantages. MSME clusters can achieve training and technological innovation, easier access to finance and greater institutional support.

Facilities/ services for target groups include: Capacity development programs for entrepreneurs (entrepreneurship & capacity development trainings for target groups), technological improvement programs, business planning, financial assistance, market development, counseling etc.

### **3.0 Encourage & facilitate educated youths towards entrepreneurship**

#### **3.1 “Upadhidhari Wyawasayaka Udanaya” Program (“Brain in to Business”)**

NEDA launched this entrepreneurship development program along with Universities to facilitate graduates to enter into the business arena and to promote them as successful entrepreneurs.

#### **Other programs**

**Entrepreneur Award Ceremonies:** NEDA conducts Entrepreneur Award Ceremonies at provincial level, with the objective of recognizing, rewarding and motivating Entrepreneur, who have profoundly contributed to the economic development of Sri Lanka.

**MSME Data Base:** A database dedicated to the MSME sector, consisting of information on entrepreneurs, to facilitate policy makers to take accurate decisions and measures for the development of the sector.

#### **Contact Details**

Director  
National Enterprise Development Authority  
No.561/3, Elvitigala Mw, Colombo 05.  
Tel : 011 344 3570  
Fax : 011 236 8393  
E-mail : [chairman@neda.gov.lk](mailto:chairman@neda.gov.lk)  
Web : [www.neda.gov.lk](http://www.neda.gov.lk)

## 2.6 Training Programmes

### (i) Training Services Offered to the Textile & Apparel Industry

<b>Heading / Nature of the Facility</b>
Training programmes and Testing facilities
<b>Target Industry / ies</b>
Textile, Apparel, Footwear & Leather
<b>Eligibility criteria</b>
Depends on the programme
<b>Fee / Cost of Service</b>
Depends on the service
<b>Contact details</b>
Director General Sri Lanka Institute of Textile & Apparel Kandawala Estate No. 2 Gen. Sir John Kotelawala Road Ratmalana Sri Lanka Tel : 011 2 632406, 011 2 636917 Fax : 011 2636337, 011 2636916, 011 2622897 E-mail : <a href="mailto:director@textile-clothing.lk">director@textile-clothing.lk</a> Web : <a href="http://www.textile-clothing.lk">www.textile-clothing.lk</a>

### Training Services Offered to the Textile & Apparel Industry

#### Degree Programme

B.Sc in Fashion Design programme in Collaboration with Lovel Professional University (LPU), India. A 3-year degree programme with the final year in LPU India and 1<sup>st</sup> and 2<sup>nd</sup> year studies at SLITA.

#### Diploma courses

- Dip. in Textile & Apparel Technology (F/T)
- Dip. in Textile & Apparel Technology (P/T)
- Advanced Dip. in Textile Coloration & Finishing (P/T)
- Dip. in Merchandising Management for Apparel Industry (P/T)

- Dip. in Textile Testing and Quality Assurance (P/T)
- Advanced Dip. in Management for Textile & Apparel Sector (P/T)
- Diploma in Work Study (P/T)
- Diploma in Clothing Technology (P/T)

### **Certificate Courses**

- Cert. in Textile Coloration & Finishing Technology (P/T)
- Cert. in Work Study for Apparel Industry (F/T)
- Cert. in Merchandising Management (F/T)
- Cert. in Garment Production Management (F/T)
- Cert. in Pattern Cutting Grading and Styling Development (F/T)
- Cert. in Quality Management (F/T)
- Cert. in Clothing Technology (F/T)
- Cert. in Footwear Manufacturing Technology (F/T)
- Cert. in Footwear Designing Technology (P/T)
- Cert. in Product Development and Designing (F/T)
- Cert. in Garment Production Management (P/T)
- Cert. in Merchandising Management (P/T)
- Cert. in Garment Quality Management (P/T)
- Cert. in Pattern Cutting Grading and Styling Development (P/T)
- Cert. in Work Study and Factory Management (P/T)
- Cert. in Garment Washing and Dyeing Technology (P/T)
- Cert. in Fabric Technology (P/T)
- Cert. in Knitting Technology (P/T)
- Cert. in Textile Technology for Hotels and Hospitals (P/T)
- Cert. in Basic Fashion Designing Product Development (F/T)

### **Other Courses**

- Textile Technology for Uniform and Textile Procurement (F/T)
- Com. Aided Pattern Drawing, Grading and Marker Making (Gerber) (F/T)
- Com. Aided Pattern Drawing, Grading and Marker Making (Lectra) (F/T)
- Yarn Dyeing for Hand Loom Industry (F/T)
- Batik Dyeing for Export (F/T)
- Sewing Machinist Instructor Training (F/T)
- Sewing Machine Engineering and Maintenances (F/T)
- Production Supervisory Management (F/T)
- Textile Technology for Executives (F/T)
- Jigs and Attachment Technology (F/T)
- Circular Knitting Technology (F/T)
- Quality Aspects of Labels (F/T)
- Advance Attachment Technology (F/T)

- Dyeing and Garment Accessories (F/T)
- Garment Printing and Dyeing Technology (F/T)
- Warp Knitting Technology (F/T)
- Colour Theory and Colour Matching for Textile Dyeing (F/T)
- Quality Aspect of Knitted Fabric (F/T)
- Product Development for Textiles (F/T)
- Sewing Machine Maintenance (Lockstitch, Over Lock, Lockstitch Button Hole) (P/T)
- Sewing Machine Maintenance (Lockstitch, Button Hole, Bar Tack) (P/T)
- Sewing Machine Maintenance (Double Needle, Flat Lock, Multi Needle Chain Stitch) (P/T)
- T-Shirt Pattern Cutting and Grading (P/T)
- Fabric Inspection for Textiles and Garments (P/T)
- Management Skill Development for Supervisors (P/T)
- Lean Manufacturing (P/T)
- Advance Pattern Technology for Intimate Apparels (P/T)
- Quality Aspects of Fabrics and Garments (P/T)

F/T – Full Time, P/ T – Part Time

### **Skilled Development Training in the Textile and Apparel SME Sector**

Special training programmes are offered to the Textile and Apparel Small and Medium sector factories to enhance the skills of the human resources with a view of upgrading the knowledge of the production staff, these programmes are aimed to support the SME sector factories to change the attitudes and also to enhance the knowledge of their production staff in order to be competitive in the industry.

Manufacturers can request specialized / customized training as per their interest which the institute could provide at a concessionary fee basis.

### **Consultancy Services Offered to the Industry**

SLITA provides consultancy on requests made by the industry, in the areas of Handloom & Textile, Apparel Technology and Management.

### **Technical Services Offered to the Industry**

- Modular Production System Installation
- Pattern Cutting & Grading for the given specifications
- Lay Out Planning for production orders
- Lectra system and Gerber system for pattern production
- Implementation of Industrial Engineering practices
- Fusing Facility

- Skill evaluation
- Valuation of machinery
- Diagnostic studies
- Consultancy on productivity improvement
- Consultancy on implementation of quality system (IS) 9001:2008, ISO 17025:2005)
- Hiring of special sewing machines
- Testing of textile and garments
- Sample Dyeing
- Colour Matching
- Feasibility Studies
- Training needs analysis

## **(ii) Training Services Offered to the Gem and Jewellery Industry**

<b>Nature of the Facilities</b>
Skills Development
<b>Target Industry / ies</b>
<p>To provide training facilities to laymen and those engaged in the following sectors of the gem and jewellery industry.</p> <ol style="list-style-type: none"> <li>1. Gem mining</li> <li>2. Gem identifying/ valuing/ marketing/ exporting etc.</li> <li>3. Lapidary</li> <li>4. Gem Carving</li> <li>5. Geuda Heat Treatment</li> <li>6. Jewellery Designing (Manual)</li> <li>7. Computer Aided Jewellery Designing and Manufacturing (CAD/CAM)</li> <li>8. Jewellery Manufacturing</li> <li>9. Jewellery Stone Setting</li> <li>10. Jewellery Casting and Electroplating</li> </ol>
<b>Eligibility criteria</b>
Educational Qualifications or age level are not considered for certificate level training programmes
<b>Fee / Cost of Service</b>
Subsidiary Cost
<b>Details of services provided</b>

Programme/s		Course fee (Rs.) in 2023
Diploma Programmes	Dip. In Professional Gemmology	130,000.00
	Diploma in Professional jewellery designing and Manufacturing(NVQ 5)	130,000.00
Certificate Programmes	Cert. in Basic Gemmology	21,000.00
	Cert. in Gemmology	26,000.00
	Cert. in Colour Grading and Marketing	15,000.00
	Cert. in Gem Cutting and Polishing (NVQL 04)	26,000.00
	Cert. in Gem Cutting and Polishing (NVQL 03)	16,000.00
	Cert. in Gem Cutting and Polishing Short course	10,000.00
	Cert. in Gem Carving and Pearl jewellery Manufacturing	20,000.00
	Cert. in Geuda Heat Treatment	26,000.00
	Cert. in Jewellery Designing	12,500.00
	Cert. in Computer Aided Jewellery	30,000.00
	Cert. in Costume Jewellery Manufacturing	20,000.00
	Cert. in Jewellery Stone Setting (NVQ 3)	12,500.00
	Cert. in Jewellery Manufacturing (NVQ 4)	25,000.00
	Cert. in Casting and Electroplating	20,000.00
In addition to the pre-designed courses, tailor made training programmes can be designed to cater to special requirements of the industrialists.		
<b>Contact Details</b>		
Director - Training and Development Gem and Jewellery Research and Training Institute No. 73/5A, Walivita, Kaduwela Tel: 011 2 579180, 011 2 579182, 011 2 579184 Web: <a href="http://www.gjrti.gov.lk">www.gjrti.gov.lk</a>		



**(iii) Skills development programmes for rubber, plastic, wood, automotive, electrical and electronic sectors**

<b>Nature of Facility</b>
Skill development programmes
<b>Target Industry /services</b>
To provide training facilities to employees who are engaged in the Rubber & Plastic Sector (PRI)
<b>Eligibility Criteria</b>
Manufacturing industries registered under the Ministry of Industries
<b>Fees / Cost of Service</b>
On sharing basis (between the Ministry of Industries and the Industry)
<b>Contact details of the responsible officials</b>
Director Development Division II Tel.: 011-2333312, Fax: 011-2333312 E- mail: <a href="mailto:sector2@gmail.com">sector2@gmail.com</a>

## 2.7 Laboratory and special facilitation centers

**(i) Reference Pharmaceutical Analytical Laboratory in collaboration with the University of Colombo**

<b>The laboratory provides analytical services, mainly to the pharmaceutical industry and entertains requests from other industries.</b> The laboratory assists both pharmaceutical manufactures & importers to produce / supply drugs at an affordable price and to maintain and improve the quality of drugs and related products manufactured in Sri Lanka.
<b>Target Industry /services</b>
Pharmaceuticals industry
<b>Eligibility Criteria</b>
Industrialists who are involved in the pharmaceutical and as well as cosmetics and related industries.
<b>Fees / Cost of Service</b>
Depends on the testing of a product or the research analytical services

**Contact details**

Director,  
Development Division IV  
Tel: 011 2 327398  
Fax: 011 2 432750  
E-mail: [sectordivision4@gmail.com](mailto:sectordivision4@gmail.com)

**Or**

Sri Lanka Pharmaceutical Laboratory  
Department of Chemistry  
Faculty of Science  
University of Colombo  
Tel: 011 2 503367  
Fax: 011 2 503367  
E-mail : [slpl@che.cmb.ac.lk](mailto:slpl@che.cmb.ac.lk) and [office@chem.cmb.ac.lk](mailto:office@chem.cmb.ac.lk)

**(ii) Testing Facilities for Food Products**

**Implemented by the Ministry of Industries in collaboration with the Industrial Development Board (IDB)**

**Target Industries**

Food manufacturing industries in Small and Medium Industry (SMI) sector

**Services provided**

Testing of:

- The level of sugar, salt & fat,
- Nutritional composition for labelling
- Shelf life
- Food spoilage
- Food safety
- Pesticide residues, heavy metals & antibiotics

AND

- Testing for SLS & other international standards

**Eligibility Criteria**

SMIs which are engaged in food manufacturing

**Fees / Cost of Service**

Depends on the Services obtained

**Contact details**

Food Laboratory  
Industrial Development Board  
615, Galle Road, Katubedda,  
Moratuwa  
Tel :011-2605010, 011-2605992  
011-2605323 (Ex-215)  
E- mail: [foodlab@idb.lk](mailto:foodlab@idb.lk)

**OR**

Director,  
Development Division IV  
Tel: 011 2327398  
Fax: 2432750  
E-mail: [sectordivision4@gmail.com](mailto:sectordivision4@gmail.com)

**(iii) Die & Mould facilitation & Development Centre of University of Moratuwa**

The facilitation Centre provides facilities to uplift the local Die & Mould manufacturing industries and to improve the quality of their products.

**Target Industry /services**

Die and mould manufacturing industry as well as die and mould users.

**Eligibility Criteria**

None

**Fees / Cost of Service (provided at a concessionary rate)**

Depends on the cost of dies and moulds

**Contact details**

**Director, Die and Mould Facilitation Centre ,**  
University of Moratuwa,  
Tel – 0112640475,0112640470  
E-mail- [diemould@mech.mrt.ac.lk](mailto:diemould@mech.mrt.ac.lk)

**OR**

**Director, Development Division II,**  
Tel: 011-2333312, Fax: 2333312,  
E-mail: [sector2@gmail.com](mailto:sector2@gmail.com)

**(iv) Testing Services Offered to the Textile and Apparel Industry by the State-of-the-Art Testing Laboratory with ISO Certification\*\***

1. Colour Fastness Tests
2. Dimensional Stability & Appearance Tests
3. Water Resistant Tests
4. Fabric Construction Tests
5. Performance Tests
6. Wear Resistance Tests
7. Fabric Handle Tests
8. Yarn Tests
9. General Tests
10. Limited Brand Standards

\*\* Fees Apply

**Contact details**

Technical Manager

Testing Laboratory

Sri Lanka Institute of Textile & Apparel

Kandawela Estate, No. 02

Sir John Kothalawala Road

Ratmalana.

Tel: 011 2 632406, 011 2 636837

Web: [www.textile-clothing.lk](http://www.textile-clothing.lk)

E-mail: [testlab@textile-clothing.lk](mailto:testlab@textile-clothing.lk)

**(v) Gem and Jewellery Research and Training Institute: Laboratory and Special facilitation center**

<b>Nature of the Facility</b>
<ul style="list-style-type: none"><li>▪ Laboratory Analytical Services</li><li>▪ Geuda Heat Treatment Services</li><li>▪ Private Land Survey</li></ul>
<b>Target Industry /services</b>
Gem and Jewellery Industry

<b>Details of Services provided:</b>		
<b>Facility</b>	<b>Service</b>	<b>Rate per sample (Rs) in 2023</b>
Laboratory Analytical Services	XRF Spectrophotometric Analysis	8,000.00
	Laser Diffraction particle size analysis Services	8,000.00
	Sieve Analysis	6,000.00
	Magnetic Separation analysis Services	8,000.00
Gem Identifying services	Raman Spectroscope	2,500.00
	FTIR Spectroscope (Fourier transform infrared)	2,500.00
	UV Visible Spectroscope	2,500.00
Geuda Heat Treatment Services	Normal Service	240.00 for 1 ct
	Special Service	12,000.00 for 1ct to 150ct (damaged less stones over 1 ct)
	Relief service	2,000.00 up to maximum 5ct
Private Land Survey	Survey on private lands (From 1 to 160 perches)	40,000.00 + Transport charges (Rs.60 per 1km)
*10% Discount for local universities, higher education institutes and postgraduate institutes		
<b>Contact details</b>		
Mr. Naleen Jayasinghe, Director (Research) Laboratory and Special facilitation center Gem and Jewellery Research and Training Institute No. 73/5A, Walivita, Kaduwela 077-3262622 011-2579185		

## (vi) Standard certification for automobile components

<b>Nature of Facility</b>
Provide Standard certification for manufactured products (Sri Lanka Automotive Component Manufactures Association) (SLACMA) and Ministry of Industries
<b>Target Industry /services</b>
To obtain International standard (IATF) for Automobile component manufactures.
<b>Eligibility Criteria</b>
Must be a registered industry under the Ministry of Industries
<b>Fees / Cost of Service</b>
Sharing basis
<b>Contact details of the responsible officials</b>
Director Development Division II Tel: 011 2333312, Fax: 011 2333312, E-mail: <a href="mailto:sector2@gmail.com">sector2@gmail.com</a>

## 2.8 Annual exhibitions / fairs facilitated by the Ministry of Industries

- 1) **Annual Footwear and Leather Fair** organized by the Export Development Board, Ministry of Industries, Industrial Development Board and Sri Lanka Footwear and Leather products manufactures Association.
- 2) **“Ransalu” National Textile and Apparel Exhibition and Handloom Fashion Show** – an annual event organized by the Department of Textile Industries of the Ministry of Industries.
- 3) **Machinery, Technology and Services Exhibition** – an annual event facilitated by the Ministry of Industries and organized by the Federation of Chambers of Commerce & Industry of Sri Lanka (FCCISL) and its Small and Medium Enterprise Developers (Project SMED). (*Development Division III*)
- 4) **“Boat Show”**, organized by the Boat-Building Technical Improvement Institute, in association with the Ministry of Industries and the Export Development Board is held once in two years. (*Development Division II*)
- 5) **Pro Food Pro Pack Exhibition** – an annual event organized by the Sri Lanka Food Processors Association and facilitated by the Ministry of Industries, Ministry of Agriculture, National Agribusiness Council and the Processed Foods Development Initiatives (Pvt) Ltd. (*Development Division I*)



### **3. Going global**



### 3.1 Tax incentives for exports

#### Issuing recommendations for export industries under the Temporary Importation for Export Processing (TIEP) Scheme of the Department of Sri Lanka Customs

<b>Nature of Facility</b>	Goods imported as inputs to manufacture / process / add value / assemble products to be exported from Sri Lanka, are granted an exemption from the payment of Fiscal Levies, if the conditions specified in the Gazette Notification no. 1053 / 11 of 11.11.1998 published under section 22A of the Customs Ordinance were complied with.
<b>Target Industry /services</b>	All manufacturing industries which are direct or indirect exporters
<b>Eligibility Criteria</b>	<p><b>Direct Exporters</b></p> <p>Manufacturers who manufacture goods for exports</p> <p><b>Indirect Exporters</b></p> <p>Manufacturers who produce goods as inputs for other industries manufacturing goods for exports. Indirect exporter can supply goods to following direct exporters</p> <ul style="list-style-type: none"> <li>• Customs approved bondsman.</li> <li>• TIEP certificate holder</li> <li>• BOI enterprise approved under section seventeen of the BOI Act (with in zones / outside zones)</li> <li>• Customs approved industries who are operating under Infac (Investor Facilitation Center) procedure</li> </ul> <p>* An operator utilizing the TIEP scheme to manufacture any product for export shall not be entitled to operate under duty rebate scheme, Manufacture-in-Bond scheme or any other scheme for the temporary importation of inputs for manufacture and exports of an identical product. All TIEP approval are required to be Tax incentives for exports.</p>
<b>Fees / Cost of Service</b>	-
<b>Contact details of the responsible officials</b>	Directors of the Development Divisions I, II, III & IV (Please refer the contact details of the Director in charge of the relevant industrial sector, which are given under 2.1 hereto.)

## Recommendation for importing TS items

<b>Nature of Facility</b>	Issuance of letters of recommendation to import raw materials in the list of temporarily suspended items (which are unavailable in Sri Lanka) published by the Department of Imports and Export Control.
<b>Target industry / services</b>	Manufacturing industries registered under the Ministry of Industries
<b>Eligibility Criteria</b>	Registered manufacturing industries manufacturing good with more than 35% local value addition
<b>Details of services provided</b>	<p>As per the decision of Import Restriction Review Committee, a letter of recommendation signed by the Secretary to the Ministry of Industries will be forwarded to the Director General of Sri Lanka Customs, with copy to the Controller of Imports and Exports and applicant.</p> <p><b>Required documents:</b></p> <ul style="list-style-type: none"> <li>• Registration Certificate of the Ministry of Industries</li> <li>• Form No. 20 (Board of Director - Form 20)</li> <li>• Company Profile</li> <li>• Request Letter</li> <li>• Local value addition report certified by a Chartered Accountant (that ensures the local value addition is over 35% )</li> <li>• Performa Invoice or Commercial Invoice</li> </ul>
<b>Fees / Cost of service</b>	Free of charge
<b>Contact details</b>	<p>Director / Development Division III, Ministry of industries Tele : 011 2328973, fax: 011 2432250 E- mail: <a href="mailto:ind.sector4@gmail.com">ind.sector4@gmail.com</a></p>



## **4. Get connected**

#### 4.1 (a) The Institutions that come under the purview of the Ministry of Industries

	Institution & Address	Contact person & Designation	Contact Details
1.	Industrial Development Board (IDB) 615, Galle Road, Katubedda, Moratuwa	Dr. Saranga Alahapperuma <b>Chairman</b>	Tel: 071-4275188 : 011-2605887 Fax: 011-2607002 Email: <a href="mailto:chairman@idb.gov.lk">chairman@idb.gov.lk</a>
2.	Industrial Technical Institute (ITI) 363, Bauddhaloka Mawatha, Colombo 7	Dr. G. A. S. Premakumara <b>Chairman</b>	Tel : 011-2379801 0777316563 0714433299 Fax: 011-2686567 Email : <a href="mailto:chairman@iti.lk">chairman@iti.lk</a>
3.	National Enterprise Development Authority (NEDA) 561/3, Elvitigala Mawatha, Colombo 05.	Mr. Sunil Jayarathne <b>Chairman</b>	Tel : 077-7484664 :011-2369792 Fax: 011-2369792 Email : <a href="mailto:jaysunil23@ymail.com">jaysunil23@ymail.com</a> <a href="mailto:chairman@neda.lk">chairman@neda.lk</a>
4.	Sri Lanka Institute of Textile & Apparel (SLITA) Kandawala Estate, No.2, Gen. Sir John Kotalawela Road, Rathmalana.	Mr.Sarath Fernando <b>Director General</b>	Tel : 071-4338747 : 011-2635370 Fax : 011-2636337
5.	Department of Textile Industries (DTI) Level 3, Secretariat Building, Maligawatta, Colombo 10	Ms. D. N. Kulathilaka <b>Director</b>	Tel : 071-8050373 : 011-2322897 Fax : 011-2322896/97 Email: <a href="mailto:dimuthuk75@gmail.com">dimuthuk75@gmail.com</a>
6.	Laksala (Sri Lanka Handicrafts Board) No.215, Bauddhaloka Mawatha, Colombo 07	Mr. Lakmal Wickramaarachchi <b>Chairman</b>	Tel : 077-6343332 : 011-2588400 Fax : 011-2594872 Email: <a href="mailto:lakmalwa@yahoo.com">lakmalwa@yahoo.com</a>

7.	National Design Centre (NDC) No.10, De Mel Road, Katubedda, Moratuwa	Ms. P.K.N Asangika <b>Director</b>	Tel : 071-9994532 : 011-2607814 Fax : 011-2607111 Email: <a href="mailto:nishamasangi@gmail.com">nishamasangi@gmail.com</a>
8.	National Gem and Jewellery Authority (NGJA) Macksons Tower, Alfred House Gardens, Colombo 03	Mr.Thilak Weerasinghe <b>Chairman</b>	Tel : 0112329352 / 0112390650 Fax :0112320971 / 0112328936 Email : <a href="mailto:chairman@ngja.gov.lk">chairman@ngja.gov.lk</a>
9.	Gem and Jewellery Research Institute (GJRTI) 73/5/A, Low Level Road, Welivita, Kaduwela	Mr. P.G.R.Dharmaratne <b>Chairman</b>	Tel :011-2579341 Fax : 011-4324660 Email : <a href="mailto:chairman@girti.gov.lk">chairman@girti.gov.lk</a>

#### 4.1 (b) The State-Owned Enterprises that come under the purview of the Ministry of Industries

	Institution & Address	Contact person & Designation	Contact Details
1.	National Paper Company Limited No. 61, Stratford Avenue, Colombo 05	Mr. K. A. W. Rupasinghe <b>Chairman</b>	Tel : 077- 7347707 :011- 2556465 :011-2554189 Fax : 011-2556461 Email : <a href="mailto:ca@npc.lk">ca@npc.lk</a>
2.	National Salt Limited 561/3, Elvitigala Mawatha, Colombo 05	Mr. D.R.A. Bandara <b>Chairman</b>	Tel : 077- 7071308 : 011 -2368998 Fax :011-2368974 Email : <a href="mailto:nschairman@gmail.com">nschairman@gmail.com</a>
3.	Sri Lanka Cement Corporation 27, Vauxhall street, Colombo 02	Mr. Jagatha Saman Dharmapriya <b>Chairman</b>	Tel : 077-7843003 : 076-4416300 :011-2440203 Fax : 011-2448866

			Email: <a href="mailto:dharmapriyajs@ymail.com">dharmapriyajs@ymail.com</a> <a href="mailto:srilankacementcorporation@gmail.com">srilankacementcorporation@gmail.com</a>
4.	Lanka Mineral Sands Ltd. (LMSL) 341 / 21, Sarana Mawatha, Rajagiriya.	Dr. Udeni J. Dasanayake <b>Chairman</b>	Tel : 076-9088811 : 011-2883968 Fax : 011-2882668 Email: <a href="mailto:minsand@sltnet.lk">minsand@sltnet.lk</a> <a href="mailto:ujd201@nyu.edu">ujd201@nyu.edu</a>
5.	Paranthan Chemicals Company Ltd. (PCCL) L3, 446, Galle Road, Rathmalana	Mr. Sudesh Kumara Nandasiri <b>Chairman</b>	Tel: 077-7999238 011- 2435473 Fax: 0112 437 830 Email: <a href="mailto:sudesh@ewaste.lk">sudesh@ewaste.lk</a>
6.	Kahatagaha Graphite Lanka Ltd. (KGLL) 561/3, Elvitigala Mawatha, Colombo 05	Mr. Thusira Malawwethantri <b>Chairman</b>	Tel : 077- 7698090 : 011- 2368738 Fax : 011- 2368737 Email: <a href="mailto:lawpractice@yahoo.com">lawpractice@yahoo.com</a>
7.	Ceylon Ceramics Corporation No.561/3, Elvitigala Mawatha, Colombo 05	Mr. Ajith Nilanga Ruwan Munasinghe <b>Chairman</b>	Tel: 0778617416 : 011 4063617 Fax: 011 4506415 Email: <a href="mailto:ruwanmun68@gmail.com">ruwanmun68@gmail.com</a>
8.	BCC Lanka Ltd. P.O.Box 281, Hultsdorp Mills, Meeraniya Street, Colombo 12.	Mr. D.P. De Kams <b>Chairman</b>	Tel : 077-3926553 :011-2435195 Fax : 011-2447139 Email: <a href="mailto:chairman.bcclanka@gmail.com">chairman.bcclanka@gmail.com</a>
9.	Lanka Leyland Ltd. 80/12, Rubber Watta Road, Gangodavila, Nugegoda.	Mr. A.K.S.A. Jayasena <b>Chairman</b>	Tel: 076-2107522 Email: <a href="mailto:shanthaj@lal.lk">shanthaj@lal.lk</a>
10.	Ashok Leyland Ltd No.41, Edward Lane, Colombo 03.	Mr. A.K.S.A. Jayasena <b>Chairman</b>	Tel: 076-2107522 : 011-2502532 Fax : 011-2502286 Email: <a href="mailto:shanthaj@lal.lk">shanthaj@lal.lk</a>

11.	Lanka Salusala Ltd 93 Jawatta Rd, Colombo 5	Mr. Denzil Perera <b>Chairman</b>	Tel : 077-9966541 : 0112562378 Email: <a href="mailto:chairmanlankasalu@gmail.com">chairmanlankasalu@gmail.com</a>
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## 4.2 Advisory Committees formed by the Ministry of Industries

Industry Sector	Chairman / Contact person & Designation	Contact Details
Packaging Sector	Mr. Anuradha Jayasinghe Chairman Sri Lanka Institute of Packaging	077-7513072 <a href="mailto:slip@sltnet.lk">slip@sltnet.lk</a> <a href="mailto:anuradhajayasinghe303@gmail.com">anuradhajayasinghe303@gmail.com</a>
Value Added Tea Industry Sector	Mr. Jayantha Karunaratna Chairman Imperial Teas Group	077-7323319 011-2904023 <a href="mailto:jayanthak@impratea.lk">jayanthak@impratea.lk</a>
Coir Sector	Mr. Tissa Kumarasiri Chairman Cocotech Export (Pvt) Ltd	033-2248848 077-7762508 <a href="mailto:info@cocotechlanka.com">info@cocotechlanka.com</a>
Processed Food Sector	Mr. Maliek De Alwis Director MA'S Tropical Food Processing (Pvt) Ltd	070-3440546 072-2440546 011-7602200 <a href="mailto:maliek@masfoods.lk">maliek@masfoods.lk</a> <a href="mailto:info@mas.kitchen">info@mas.kitchen</a>
Spice Sector	Mr. Nanda Kohona Chairman International Commodity Export (Pvt) Ltd.	011-7389385 071-8681602 071-9297324 <a href="mailto:nandab.kohona@gmail.com">nandab.kohona@gmail.com</a> <a href="mailto:nanda@samagispice.com">nanda@samagispice.com</a>
Gem and Jewellery Industry	Mr. Punsiri Tennakoon Managing Director Piripun holdings (pvt) ltd	077-7512551 <a href="mailto:punsiri@punsirigems.com">punsiri@punsirigems.com</a>
Milk & Milk Based Product	Mr. Binesh Pananwala CEO Watawala Plantations PLC	011-4772501 077-3958694 <a href="mailto:binesh.pananwala@sunshineholdings.lk">binesh.pananwala@sunshineholdings.lk</a>

Paint, Chemical & Printing	Mr. Gamini Gunasekera Chairman Jat Holdings (Pvt) Ltd.	077-7515224 077-7344536 <a href="mailto:gamini@ucll.lk">gamini@ucll.lk</a> <a href="mailto:info@jatholdings.com">info@jatholdings.com</a>
Rubber & Plastic	Mr. Kaushal Rajapaksha Chairman Chamber of Marine Industries	077-7390590 071-535 9663 <a href="mailto:indhra@sltnet.lk">indhra@sltnet.lk</a> <a href="mailto:indhra.k.rajapaksa@gmail.com">indhra.k.rajapaksa@gmail.com</a>
Wood & Wood Based industrial sector	Mr. Channa Wijesekera Chairman Leema Creations (Pvt) Ltd	011-4722875 071-2202927 <a href="mailto:channa@leema.lk">channa@leema.lk</a>
Boat Building & Allied Industry Sector	Mr. Sumithra Fernando CEO Dhanusha Marine (Pvt) Ltd	038-2297908 077-7722958 <a href="mailto:dhanushamarine@ow.lk">dhanushamarine@ow.lk</a> <a href="mailto:gsfernando@sltnet.lk">gsfernando@sltnet.lk</a>
Automotive Components Manufacturing & Assembling	Mr. Dimantha Jayawardana CEO Accolade Ventures Group	077-1005555 <a href="mailto:president@slacma.lk">president@slacma.lk</a>
Ceramic, Tiles, Porcelain & Granite	Mr. Anura Warnakulasooriya Managing Director Midaya Ceramics (Pvt) Ltd	077-7320061 <a href="mailto:anuraw@midaya.com">anuraw@midaya.com</a>
Electrical & Electronic industries	Mr. Dhammika Samarawickrama Chairman Micro Electric International (Pvt.) Ltd.	077-7574297 011-2385112 <a href="mailto:dhammika@micro.lk">dhammika@micro.lk</a> <a href="mailto:info@micro.lk">info@micro.lk</a>
Mineral & Allied industries sector	Dr. Sandun Dalpatadu Managing Director Damsila Resources (Pvt) Ltd Krishna Mining Company (Ceylon) Ltd	077-3170017 <a href="mailto:sandund@damsila.com">sandund@damsila.com</a>
Footwear & Leather Products Sector	Mr. P.G.D. Nimalasiri Managing Director P.G.Martin Industries Ltd	077-7684235 011-2575160 <a href="mailto:pgnimalasiri@gmail.com">pgnimalasiri@gmail.com</a>



Cosmetics sector	Mr. Samantha Kumarasinghe Managing Director Nature's Beauty Creations Ltd.	077-7320247 011-5675334 034-2253302 <a href="mailto:samantha@nbc.lk">samantha@nbc.lk</a> <a href="mailto:cosmetics-moi@nbc.lk">cosmetics-moi@nbc.lk</a>
Pharmaceuticals sector	Mr. Sirimal Ranjith Fernando CEO/ Director Astron Limited	077-7707543 <a href="mailto:sirimal@astron.lk">sirimal@astron.lk</a>
Textile and Apparel Industry	Mr. Hemantha Perera Managing Director Sarasavi industries	077-4441140 0112855023 <a href="mailto:hemanthaperera@isabella.lk">hemanthaperera@isabella.lk</a>
Metal, Die and Mold and Machinery sector	Mr. Athula Haputantri Managing Director Tantri Trailers (Pvt) Ltd	077-7324380 071-0324380 <a href="mailto:athula@tantri.lk">athula@tantri.lk</a>

### 4.3 Chambers of Commerce / Industry / Exporters in Sri Lanka

Institution & Address	Contact Details
Secretary General & CEO <b>Ceylon Chamber of Commerce (CCC)</b> No. 50, Nawam Mawatha, Colombo 02.	Tel : 011-5588845 E-mail: <a href="mailto:ceo@chamber.lk">ceo@chamber.lk</a> Web: <a href="http://www.chamber.lk">www.chamber.lk</a>
President <b>National Chamber of Commerce of Sri Lanka (NCC)</b> No. 450, D. R. Wijewardena Mawatha, Colombo 10.	Tel : 011 4741788 / 011 2689600 Fax : 011-2434406 Email: <a href="mailto:sg@nationalchamber.lk">sg@nationalchamber.lk</a> Web: <a href="https://nationalchamber.lk">https://nationalchamber.lk</a>
President <b>Federation of Chamber of Commerce &amp; Industry of Sri Lanka (FCCISL)</b> "Federation House" No : 17/1, 1 <sup>st</sup> Lane, Gothami Road, Colombo 08	Tel : 011 739 0860 Email: <a href="mailto:info@fccisl.lk">info@fccisl.lk</a> Web: <a href="http://www.fccisl.lk">www.fccisl.lk</a>

President <b>National Chamber of Exporters of Sri Lanka (NCE)</b> No. 131/6, Elvitigala Mawatha, Colombo 08	Hotline: 011-4651765 Fax: 011-2372818 E-mail: <a href="mailto:nce@nce.lk">nce@nce.lk</a> Web: <a href="https://nce.lk">https://nce.lk</a>
Chairman <b>The Ceylon National Chamber of Industries (CNCI)</b> No. 52, Galle Face Court 2, Colombo 03.	Tel : 011 2452181 0112331444 0112339200 Fax: 011 2331443 Email : <a href="mailto:cnci@slt.lk">cnci@slt.lk</a> <a href="mailto:sgcnci@slt.lk">sgcnci@slt.lk</a> <a href="mailto:accnci@slt.lk">accnci@slt.lk</a> <a href="mailto:po@cnci.lk">po@cnci.lk</a> Web: <a href="https://cnci.lk">https://cnci.lk</a>
Chairman <b>Chamber of Young Lankan Entrepreneurs (COYLE)</b> No. 24, Baddegana Road, Kotte.	Tel : 011-7538615 Fax : 011-7538616 Email : <a href="mailto:admin@coyle.lk">admin@coyle.lk</a> Web: <a href="http://www.coyle.lk">www.coyle.lk</a>
Chairperson <b>Women's Chamber of Industry and Commerce (WCIC)</b> No. 96/25, Kithulwatte Road, Colombo 08	Tel: 011-2671762 766848080 Fax: 0112669074 Email : <a href="mailto:wcicsl1@sltnet.lk">wcicsl1@sltnet.lk</a> <a href="mailto:wcicrilanka@gmail.com">wcicrilanka@gmail.com</a> Web: <a href="http://www.wcicsl.lk">www.wcicsl.lk</a>



The Hand Book was compiled by  
the Policy Division of the  
Ministry of Industries