

To,
All the members,

Subject: Reimbursement of Membership / Subscription / Entry Fee under National SC-ST Hub (NSSH) Scheme of Ministry of MSME.

Dear Member,
Greetings from Services Export Promotion Council (SEPC)!

This is to inform all members that the Ministry of Micro, Small and Medium Enterprises (MSME), Government of India, under its National Scheduled Caste and Scheduled Tribe Hub (NSSH) scheme, provides financial assistance towards reimbursement of membership / subscription / entry fees paid by SC/ST Micro and Small Enterprises (MSEs) to various Export Promotion Councils (EPCs), including SEPC.

The scheme, implemented by the National Small Industries Corporation (NSIC) through a dedicated NSSH Cell, aims to enhance the participation of SC/ST entrepreneurs in India's export ecosystem and build their capacities for global trade.

Key Details of Assistance:

- Eligible Beneficiaries: SC/ST owned Micro and Small Enterprises (MSEs) registered with SEPC.
- Extent of Reimbursement: 80% of the annual membership subscription fee / one-time subscription charges/entry fee or ₹20,000 (excluding GST and all other applicable taxes), whichever is less, per financial year.
- Mandatory Requirement: Submission of an attested copy of valid Registration-Cum-Membership Certificate (RCMC) issued by SEPC along with the reimbursement claim.

We encourage all eligible SEPC members belonging to SC/ST categories to avail the benefits of this scheme and strengthen their export capabilities through enhanced institutional support.

For further information and application procedure, members may contact the National SC-ST Hub (NSSH) at NSIC or visit the official NSSH portal: <https://www.scsthub.in>. Mentioned below are some important points for your reference please.

Let us collectively work towards empowering SC/ST entrepreneurs and strengthening India's services export sector.

With best regards,

Yours sincerely,

Team SEPC

Eligibility criteria and process to claim reimbursement under “Interventions to enhance competitiveness of SC-ST MSEs”

The respective applicant MSEs are requested to consider and visit on the relevant website pages of the said scheme (Ctrl+Click to open the below links):

- To know the details about the said scheme, [CLICK HERE](#).
- Applicants may file and submit offline application form as per [Annexure-1](#).
- To submit online application form <https://www.scsthub.in/nssh-schemes/>
- To know about your Nearest NSSO office, you are requested to kindly search the required details through the link: <https://www.scsthub.in/content/point-interest>.

Reimbursement of membership /subscription/entry fee of Export Promotion Council:

- Self-certified copy of Udyam Registration.
- Self-certified copy GST Number, if applicable.
- Self-certified copy PAN card case of proprietorship, PAN card of SC/ST proprietor ought to be submitted.
- Self-certified copy of Caste certificate of proprietor/ all partners/ directors.
- Details of shareholding in case of partnership / Pvt. Ltd / LLP firm. In case of partnership concerns, shareholding of the enterprise would be required to ascertain status of the MSE as SC/ST MSE (shareholding of SC/ST entrepreneur to be > 51%).
- Attested copy of Partnership Deed for Partnership Firm / Memorandum and Article of Association in case of LLP/Private Limited Company are required.
- Attested copy of Certificate of valid Import & Export Code (IEC) allotted by the concerned office of the Joint/ Dy. Director General of Foreign Trade (DGFT).
- Attested copy of valid Registration Cum Membership Certificate (RCMC) issued by the respective Export Promotion Council (EPC) post registration.
- Original/ Attested copy of Registration Cum Membership Certificate (RCMC) issued earlier by the respective EPC, in case of existing members renewing their memberships.
- Proof of transferred amount as reimbursement by NSSHO/ NSIC through PFMS under the scheme, where any such assistance is availed earlier with in the same financial year.
- Attested (signature with stamp) or original copy of membership fee payment receipt and system generated GST invoice (with breakup of fees paid (entrance fee, annual membership/subscription fee)) for total amount paid to respective Export Promotion Councils (EPCs).
- Cancelled Cheque of the current account of the enterprise from which the EPC membership fee has been debited.
