

**PROCEDURE  
FOR AUTHORIZATION UNDER HAZARDOUS MANAGEMENT  
MANAGEMENT, HANDLING AND TRANS BOUNDARY MOVEMENT) RULES, 2008  
IN  
ONLINE CONSENT MANAGEMENT & MONITORING SYSTEM**



**STATE POLLUTION CONTROL BOARD, ODISHA**  
(DEPARTMENT OF FOREST & ENVIRONMENT, GOVT. OF ODISHA)  
PARIBESH BHAWAN, A/118, NILAKANTHA NAGAR, UNIT- VIII,  
BHUBANESWAR – 751 012, ODISHA.,  
E-mail:-[paribesh1@ospcboard.org](mailto:paribesh1@ospcboard.org), [ocmms@ospcboard.org](mailto:ocmms@ospcboard.org)  
Web site:-<http://www.ospcboard.org>

**PROCEDURE FOR AUTHORIZATION UNDER HAZARDOUS WASTE (MANAGEMENT,  
HANDLING AND TRANS BOUNDARY MOVEMENT) RULES, 2008 IN ONLINE CONSENT  
MANAGEMENT AND MONITORING SYSTEM**

**INTRODUCTION**

In order to bring transparency in processing application for authorization under Hazardous Waste (Management, Handling and Trans boundary Movement) Rules, 2008 and Amended thereof , an Online Consent Management and Monitoring System (OCMMS) has been introduced by the Board with effect from 10.06.2015 to dispose authorization application under Hazardous Waste (Management, Handling and Trans boundary Movement) Rules, 2008. The system aims at reducing the processing time of application and related paper works, thereby overall performance will improve. The OCMMS is highly interactive menu driven, user friendly and a customized package which will be used by non-specialists and users. The navigation in the system is user friendly both for applicants and Boards officials.

There are two parts of operational procedure of on line Hazardous Waste Authorization system. Part-A of the procedure contains the instruction for the applicant who makes the application online and Part-B is for the officials of State Pollution Control Board, Odisha who will process the application. The step by step procedure in both the sections are presented so that a non-specialist can easily navigate through all the instructions for making a successful application to the Board and the State Pollution Control Board officials can process the application early.

## PART - A

1. For making an application for obtaining authorization under Hazardous waste the applicant shall go through the State Pollution Control Board website at URL <http://www.ospcbboard.org> or <http://www.odocmms.nic.in> in the home page of the URL. Please click on “online application”.



2. Registration : Before submitting the application online, the applicant has to register , for the new users user ID and password is to be generated by clicking on the “ New Industry Link of the website” .

## STEPS FOR ENTERING INDUSTRY DETAIL INFORMATION FOR NEW INDUSTRY REGISTRATION

- After filling all details of Industry Details there is an option to fill up Occupier details. In occupier details “Hint Question” is very important for user because it is required in the case of change in password or when password is forgotten.
- E mail address is also important in occupier details. Because of this mail address user will receive information from OCMMS.
- The next important point is “Do you want to send login credential in mail?” To receive information by E-mail ‘Yes’ is selected
- 

3. The existing users who has ID and password they can login directly to OCMMS.




# Home Page - Online Consent Management & monitoring system

## STEPS FOR ENTERING INDUSTRY DETAIL INFORMATION FOR NEW INDUSTRY REGISTRATION

MINING ● INDUSTRY ● HEALTH CARE ESTABLISHMENT ● Local Body ●

**Industry Details**   **Occupier Details**



Industry Name:  (max 50 characters)

Industry Address:  (enter industry/mine/hce address)

City:  (enter city of industry locality)

District:  ▼

Tehsil:  (enter industry tehsil)

Pin:  (enter PIN of industry address)

City Survey No./Revenue Survey No.:  (enter plot number)

Phone Number\*:   (STD Code - Number)

Fax No. With Code:   (STD Code - Number)

E-Mail Address:  e.g. info@abc.com

Category:  ▼

Industry Type:  ▼

Whether industry premises declared as prohibited Area:  ▼

Working Seasons per year: From  ▼ To  ▼

Scale of Industry:  ▼

Industry Status\*:  ▼ (select current status)

Commissioning Month/Year\*:  ▼  ▼

Industry Registration/ License/ DIC No./Date/Registered Authority\*:

**Enter Capital Investment (in lakhs)**  
**like 400000/-Rs input 40 Only**

(Plant & Machinery)*	(Land)	(Building)	(Total)
<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

Total investment CTE:  (Enter if applicable)

Shifts in Industry:  ▼

No. of persons attending the factory per day:

No. of persons residing in the premises:

Fields marked \* are mandatory

**Industry Details** **Occupier Details**

Occupier Name *	<input type="text"/>	(maximum 50 chars)
Name of the Applicant *	<input type="text"/>	(maximum 50 chars)
Designation *	<input type="text"/>	(designation of occupant)
Address *	<input type="text"/>	(address, max 100 chars)
City/Village:	<input type="text"/>	(city of address)
District *	<input type="text"/>	(write district/state)
Tehsil *	<input type="text"/>	(select tehsil)
Pin:	<input type="text"/>	(PIN of occupant address)
Phone No. With Code *	<input type="text"/>	(STD Code - Number)
Fax No. With Code :	<input type="text"/>	(STD Code - Number)
Mobile No:	<input type="text"/>	(occupant mobile no)
E-Mail Address *	<input type="text"/>	e.g. info@abc.com
Status of Applicant:	Individual <input type="button" value="v"/>	
Name, Address and Telephone of the Chairman/Managing Director/Managing Partner/Owner/Board of Director:	<div style="border: 1px solid black; height: 100px;"></div>	
Example:::- Name:-Munish Designation:-Chairman Address:-Jabalpur Period Of Tenures:-25/01/2005 To 21/06/2009 Telephone:-3234123		
Hint Question *	What is your Nickname? <input type="button" value="v"/>	(select question)
Your Answer *	<input type="text"/>	(answer of hint question)
Click to generate Password *	<input type="button" value="Generate"/> Click here to generate password	
Generated Password *	14570 <input type="text"/>	This is one time password
Do you want to send login Credential in mail?	<input type="radio"/> yes <input checked="" type="radio"/> no (Click Yes to email registration details)	

Fields marked \* are mandatory

- After filling all details of Industry Details there is an option to fill up Occupier details. In occupier details “Hint Question” is very important for user because it is required in the case of change in password or when password is forgotten.
- E mail address is also important in occupier details. Because of this mail address user will receive information from OCMMS.
- The next important point is “Do you want to send login credential in mail?” To receive information by E-mail ‘Yes’ is selected
- The applicant can “Reset” the form if he wants any corrections and save if by clicking “Save” button.
- “Save” button is used to save document

After clicking the “Save” button, user will receive the used ID and temporary password as highlighted on screen.



**NOTE:-Please note down user ID & password for further reference**

### Change Password Option

On home page, the industrial user has to select “industrial login”, and user ID and password with captcha code are to be entered and login to be clicked. The first login shall be with auto generated password, however this password should be changed for security aspects

### Home Page - Online Consent Management & monitoring system

- Industry user need to select “Industrial login” after registration to fill up their application immediately after signing up with OCMMS website and same login and password is to be used for subsequent applications.



ODISHA Odisha State Pollution Control Board (Department of Forest and Environment) Government of Odisha

Online Consent Management & Monitoring System

Supported by MoEF, Govt. of India

Home

SPCB Login  Industrial Login

User ID:

Password:

841799

Enter:  Login

Enter code shown below

New Industries/Mine/HCE/Local Body Registration

Forget Password

Send us your feedback and suggestions

Consent Applications Under Process | Consent Granted Applications | Registered Industries & Mines

Hazardous Waste: To create awareness among people regarding pollution control. [More..](#)

Water & Air Pollution: Pollution Control Board is awareness among people regarding pollution. [More..](#)

Biomedical Waste: Board wants sustainable development. [More..](#)

Fee Calculator

Consent Type:  CTE  CTG

Consent For:  Air  Water  Both

Ind Category:  Red  Orange  Green

CAPITAL INVESTMENT (in Lakhs):

Consent Fee:  ₹

Calculate

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## STEPS FOR FILING OF Authorization APPLICATION ONLINE

1. The applicant can apply their authorization application by clicking on “apply for authorization. The applicant has to select hazardous waste to apply for authorization .

Home Consent Management Laboratory Management Waste Management CESS Management Knowledge Base Logout

Apply Authorization

Waste Management

Authorization Applications

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome SLP

Date : 1-8-2015

InProgress Application Completed Application

Application No.	Application For	Authorization Required For	Application Date
Hazardous Waste Applications			
280273	Hazardous Waste		01-06-2015 01:01
280274	Hazardous Waste		01-06-2015 01:01
Municipal Solid Waste Application List Is Empty			
Bio-Medical Waste Application List Is Empty			



Odisha State Pollution Control Board  
(Department of Forest and Environment)  
Government of Odisha

Online Consent Management & Monitoring System

Supported by MoEF, Govt. of India

Home Consent Management Laboratory Management Waste Management CESS Management Knowledge Base Logout

Apply Authorization  
Hazardous Waste  
Bio-Medical Waste  
Municipal Solid Waste  
Suggestions  
click here for any kind complaints or query

Welcome SLP Date: 14-2015

InProgress Application		Completed Application	
Application No.	Application For	Authorization Required For	Application Date
Hazardous Waste Applications			
20127	Hazardous Waste		01-06-2015 01:01
20124	Hazardous Waste		01-06-2015 01:00
20120	Hazardous Waste		01-06-2015 01:21
Municipal Solid Waste Application List Is Empty			
Bio-Medical Waste Application List Is Empty			

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Odisha State Pollution Control Board  
(Department of Forest and Environment)  
Government of Odisha

Online Consent Management & Monitoring System

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Home Consent Management Laboratory Management Waste Management CESS Management Knowledge Base Logout

Apply Authorization  
Hazardous Waste  
Bio-Medical Waste  
Municipal Solid Waste  
Suggestions  
click here for any kind complaints or query

Welcome SLP Date: 14-2015

InProgress Application		Completed Application	
Application No.	Application For	Authorization Required For	Application Date
Hazardous Waste Applications			
20127	Hazardous Waste		01-06-2015 01:01
20124	Hazardous Waste		01-06-2015 01:00
20120	Hazardous Waste		01-06-2015 01:21
Municipal Solid Waste Application List Is Empty			
Bio-Medical Waste Application List Is Empty			

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## STEPS REQUIRED BY THE USER FOR FILLING UP HAZARDOUS WASTE APPLICATION

- Click on General Details and select authorization required for enter hazardous waste details

General Details		Hazardous Waste Generation Details		Hazardous Waste Management Details		Fee	
Details Files							
<b>Applicant Details</b>							
Applicant Name*:	<input type="text" value="ocupier"/>						
Designation*:	<input type="text" value="CEO"/>						
Address/City:	<input type="text" value="JKLM"/>						
Tehsil:	<input type="text" value="SALIPUR"/>						
District:	<input type="text" value="CUTTACK"/>						
<b>Hazardous Waste Details</b>							
Authorization Required for*:	<input type="checkbox"/> Collection <input type="checkbox"/> Reception <input type="checkbox"/> Treatment <input type="checkbox"/> Transport <input type="checkbox"/> Storage <input type="checkbox"/> Disposal						
Authorization Applied For :	<input checked="" type="radio"/> Fresh <input type="radio"/> Renew <input type="radio"/> Varied						
<b>Hazardous Wastes</b>							
Sources and waste characteristics (Also indicate wastes amenable to recycling, re-processing and reuse):	<input type="text"/>						
Re-cycling/ Re-processing/ Re-using of Hazardous Waste	(a) Whether the Industry is recycling/ reprocessing/ reusing the hazardous waste(s) covered under Schedule-IV of the Hazardous Wastes (Management, Handling and Trans-boundary Movement)) Rules, 2008 and if yes, whether it has obtained Registration/Actual User Certificate from the CPCB under Rule 8 of the said Rules and if yes, please attach a copy of the same and if not, please indicate the status thereof : if <input type="text" value="NO"/> (Indicate Status)						

(b) Details of Registered Recycler to whom the hazardous waste is being sold/to be sold :	<input type="text"/>
<b>Import of Hazardous Waste</b>	
Whether the Industry is importing any kind of hazardous waste(s) and if yes, whether it has obtained statutory clearance from the MoEF/CPCB/SPCB or not and if yes, please attach a copy of the same and if not, please indicate the status thereof :	if <input type="text" value="NO"/> (Indicate Status)
Hazardous Waste generated as per these Rules from storage of hazardous chemicals as defined under manufacture, storage and import of Hazardous chemical Rules, 1989:	<input type="text"/>
Is the industry handling the chemicals with the quantities for application of Public Liability Insurance Act, 1991:	<input type="text"/>
Is the industry handling the quantity of hazardous chemicals requiring isolated storage under the provisions of Manufacture, Storage and import of Hazardous Chemicals Rules, 1989:	<input type="text"/>
Is the industry importing hazardous chemicals satisfying any of the criteria prescribed under the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989:	<input type="text"/>

Fields marked \* are mandatory

- Click on Hazardous Waste Management Details and add Hazardous waste generation details I,e (Schedule, Waste, Nature ,quantity of generation )

General Details | **Hazardous Waste Generation Details** | Hazardous Waste Management Details | Fee

Details Files

**Hazardous Waste Generation Details** Add View Delete

Fields marked \* are mandatory

Do you want to save the application as  Completed  Inprogress

Save

Hazardous Waste Generation Details					
Schedule I <input checked="" type="radio"/> Schedule II <input type="radio"/>					
Process	Name of Hazardous Waste	Quantity of Hazardous Waste generated / to be generated per day	Unit	Quantity of Hazardous Waste generated / to be generated per annum	Unit
Not Selected			Metre, Tonnes/Day		Metre, Tonnes/Day

List of Details added.

Process	Name of Hazardous Waste	Category	Quantity of Hazardous Waste generated / to be generated per day	Unit	Quantity of Hazardous Waste generated / to be generated per annum	Unit
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- Click on Hazardous Waste Storage Details and add Hazardous waste storage details

General Details | Hazardous Waste Generation Details | **Hazardous Waste Management Details** | Fee

Details Files

**Storage/Disposal Details** Add View Delete

Fields marked \* are mandatory

Hazardous Waste Generated

Total Quantity as on 31st march of Last Financial Year(attached form 4)  (in Tonnes/Numbers/Kilo Itrs.)  No file chosen

Nature of Hazardous Waste

Mode of Disposal

Quantity of Hazardous Waste (shifted to common TSDF)  Quantity of Hazardous Waste (being managed in the premises)

Storage Details

Storage Capacity (in months.)  Size of Room/Shed (in L\*B\*H)

Add

Please first fill Hazardous Waste Generation Details

List of Details added.

Hazardous Waste Generated	Category	Nature of Hazardous Waste	Total Quantity as on 31st march of Last Financial Year (in Tonnes/Numbers/ Kilo Itrs.)
Mode of Disposal			
Quantity of Hazardous Waste (shifted to common TSDF)	Quantity of Hazardous Waste (given to regd. Recycler)	Quantity of Hazardous Waste (given to in-house incineration)	Quantity of Hazardous Waste (being managed in the premises)
Storage Details			
Quantity of Hazardous Waste (shifted to common TSDF)	Quantity of Hazardous Waste (given to regd. Recycler)	Quantity of Hazardous Waste (given to in-house incineration)	Quantity of Hazardous Waste (being managed in the premises)
Storage Capacity (in months.)	Size of Room/Shed (in L*B*H)		

- Click on Fee it will select number of years the fee will be calculated based on number of years

General Details	Hazardous Waste Generation Details	Hazardous Waste Management Details	Fee
<b>Details Files</b>			
Total Investment :	<input type="text" value="0"/>	(In Lakhs)	
Number of Years*:	<input type="text"/>	(Enter no of yrs)	
Fee Applicable :	<input type="text"/>	Calculate (Click to calculate fee)	
<b>Bank Details</b>			
<a href="#">Add</a>	<a href="#">View</a>	<a href="#">Delete</a>	
Fields marked * are mandatory			

Click Add button enter details Draft number, Date, Bank name, Branch name, Amount, and go to choose file and attach the scanned copy of Demand

#### Draft/Cheque.

Bank Details				
DD No./Cheque No.	Date	Bank Name	Branch Name	Amount(In Rs.)
<input type="text" value="176826"/>	<input type="text" value="22/03/2010"/> <small>(select date)</small>	<input type="text" value="PNB"/> <small>(max 250 chars)</small>	<input type="text" value="BHUBANESWAR"/> <small>(max 250 chars)</small>	<input type="text" value="₹ 480000"/> <small>(max 25 digits)</small>
<a href="#">Add</a>				
Please Attach Scan Copy Of all Drafts/Cheques <a href="#">Choose File</a> No file chosen <a href="#">Attach</a>				
<b>List of DD Details added.</b>				
DD No./Cheque No.	Date	Bank Name	Branch Name	Amount(In Rs.)
67	18/03/2013	sbi	b	₹ 14000.0
Scanned Copy of Drafts/Cheques :				

- Click “upload” button to documents
- Document checklist window, upload the documents here, and if any required document is not mentioned in the check list then click the save button.

And user will see an option for attach more document. Here user can attach multiple documents one by one, click “Choose File” and select the desired file from computer. Then type the name of document in the text box and click ‘save’ After this, software will ask for the next document. If they don’t need to attach more document then click exit

[General Details](#)
[Hazardous Waste Generation Details](#)
[Hazardous Waste Management Details](#)
[Fee](#)

[Details Files](#)

**Documents Details**

[Upload Required Documents](#)
[Upload](#)


**\* Instructions:**  
 Please select "Yes" if you want to send the documents By Post/ By Hand and "No" to upload the required document online.  
 For Online Document Upload:

- Click link "Upload" to upload the document
- Click "Browse" to select the document
- You can select multiple documents at the same time
- Select all the documents by clicking "Browse" button
- Select all the documents by clicking "Browse" button
- Click "Save" button to upload the document
- Message "Document successfully uploaded" will be displayed

---

Fields marked \* are mandatory

Do you want to save the application as  Completed  Inprogress



1. The user can save this application in his account for making some changes in application, user need to save this application by selecting "In progress"(at the bottom of page).

Do You Want To Save The Application as  Completed  In Progress

[Save](#)

- In progress application will not submitted to OSPCB office and can be modified by the user.
- Once the applicant filled up the application form completely and upload all the required documents the applicant can select button 'completed' and followed by 'save'.

Do You Want To Save The Application as  Completed  In Progress

[Save](#)

Then application will be automatically submitted to the Head Office.

### STATUS OF APPLICATION

The status of application can be seen by login the website. The user can see the application status by in their user id Here the status of application is shown at the home page of user Id. There are two tabs 1st is “In progress Application” and the second one is “completed Application. “Completed Application “ is to know with whom the file is pending.

#### **In progress Application / Completed Application**

After submission of application online, the applicant is required to take a print out of the application form filed online and sign the hard copy of the application and send it along with the original Demand Draft to the Board.

After receiving authorization application online, the application will be processed on line by the Board officials. Any clarification / decision on grant /refusal will be communicated to the proponent online.