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)
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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.ospcboard.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

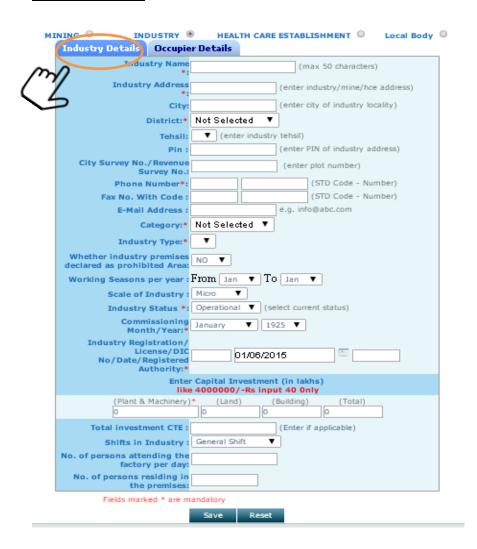
- After filling all details of Industry Details there is an option to fill up Occupier details. In occupier details "Hint Question" is very important for user because it is required in the case of change in password or when password is forgotten.
- ➤ E mail address is also important in occupier details. 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



	● HEALTH CARE ESTABLISHMENT ○ Local Body					
Industry Details Occupi	er Details					
Occupier Name *:	(maximum 50 chars)					
Name of the Applican	(maximum 50 chars)					
Designation *	(designation of occupant)					
Address*	(address, max 100 chars)					
City/Village	(city of address)					
District*	(write district/state)					
Tehsil*	(select tehsil)					
Pin	(PIN of occupant address)					
Phone No. With Code*	(STD Code - Number)					
Fax No. With Code:	(STD Code - Number)					
Mobile No:	(occupant mobile no)					
E-Mail Address*	e.g. info@abc.com					
Status of Applicant	Individual ▼					
Telephone of the Chairman/Managing Director/Managing Partner/Owner/Board of Director:						
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? ▼ (select question)					
Your Answer*	(answer of hint question)					
Click to generate Password*:	Generate Click here to generate password					
Generated Password*	14570 This is one time password					
Do you want to send login Credential in mail?	yes • no (Click Yes to email registration details)					
Fields marked * are r	nandatory					
	Save Reset					

- 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.



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.







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 Generati	on Details	s Hazardous Waste Management Details Fee									
Details Files		, , , , , , , , , , , , , , , , , , ,									
Applicant Details											
Applicant Name*:	ocupier										
Designation*:	CEO										
Address/City:	JKLM										
Tehsil:	SALIPUR										
District:	CUTTACK										
Hazardous Waste Details											
Authorization Required for*:	Collection Reception Treatment Transport Storage Disposal										
Authorization Applied For :	Fresh	h 🔘 Renew 🔍 Yaried									
Hazardous Wastes											
Sources and waste characteristics (Also indicate wastes amenable to recycling, re-processing and reuse):											
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:	(Indicate Status)										
(b) Details of Registered Recycler to what hazardous waste is being sold/to be so											
Import of Hazardous Waste Whether the Industry is importing any hazardous waste(s) and if yes, whether obtained statutory clearance from the MoEF/CPCB/SPCB or not and if yes, ple attach a copy of the same and if not, plindicate the status thereof:	if NO ▼ (Indicate Status)										
Hazardous Waste generated as per the Rules from storage of hazardous chemi defined under manufacture, storage an import of Hazardous chemical Rules, 19											
Is the industry handling the chemicals the quantities for application of Public Insurance Act, 1991:											
Is the industry handling the quantity of hazardous chemicals requiring isolated storage under the provisions of Manufa Storage and import of Hazardous Chem Rules, 1989:											
Is the industry importing hazardous ch satisfying any of the criteria prescribe the Manufacture, Storage and Import o Hazardous Chemicals Rules, 1989:											
	Fields	s marked * are mandatory									

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

General Details	Hazardous Waste (Generation Detail	s Hazard	lous Waste Ma	nagement I	Details Fee					
Details Files											
Hazardous Waste Generation De			ails		Add	View	Delete				
Fields marked * are mandatory											
Do you want to save the application as O Completed O Iyprogress											
Save											
Recordings Walde Generation Softwile # Submitted I											
fines			Name of Happrison	Quantity of Hunardson, Wester generated / to be generated per day	Bern	Quantity of Honordoon Wester generated / to be generated par annum	West				
No Selected					Ment Tomesting	•	Herric Stoney/Dry				
List of Details addod.											
Process	Name of Personal Warris	Extractry, gen-	ventily of Nazardous resided / he be given that	retad yer to	Ti gan	orkits of Nazoritaux Wood orkind / to be generated ; presum					

Click on Hazardous Waste Storage Details and add Hazardous waste storage details



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

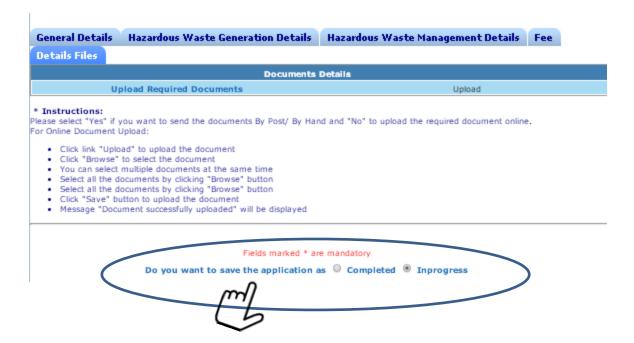


Click Add button enter details Draft number, Date, Bank name, Branch name, Amount, and go to choose file and attach the scanned copy of Demand

Draft/Cheque. **Bank Details** DD No./Cheque Date Bank Name Branch Name Amount(In Rs.) No. ₹ 480000 22/03/2010 BHUBANESWAR 176826 (max 250 chars) (max 250 chars) (max 25 digits) (select date) bbA Please Attach Scan Copy Of all Drafts/Cheques | Choose File | No file chosen Attach ist of DD Details added. Amount(In Rs.) DD No./Cheque No. Date Bank Name Branch Name sbi 18/03/2013 14000.0 Scaned 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



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).



- In progress application will not submitted to OSPCB office and can be modified by the user.
- 3. 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'.



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 ld. 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.