



**HPSPCB**

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**Standard Operating Procedures  
and  
Documentary Requirements  
for  
Various type of  
Consents/Registrations/Authorizations**

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**(For use of Officials )**

**H.P. State Pollution Control Board, Shimla**

**July, 2022**

## **PREFACE**

The Himachal Pradesh State Pollution Control Board was constituted in the year 1975 under the provisions of Water (Prevention and Control of Pollution) Act, 1974. Subsequently, the implementation of Air (Prevention and Control of Pollution) Act, 1981 and The Environment (Protection) Act, 1986 was also entrusted to the State Board.

The prime objective of these acts is to maintain, restore and preserve the wholesomeness of the quality of environment and prevent hazards to the human's beings, terrestrial and aquatic flora and fauna. The involvement of the State Board is right from planning comprehensive programmes for the prevention control or abatement of pollution, advising State Government relating to environmental aspects, collecting and disseminating information relating to environment etc. to enforcing various provisions of the above acts to keep the quality of environment in a healthy condition.

With the passage of time the Pollution Control Board has adopted a major shift in its policy from a regulatory set-up to an interactive facilitator. The State Board firmly believes in partnership approach and a shared vision for pollution abatement.

This publication of **“Standard Operating Procedures and documentary requirements for various type of Consents/Registrations/Authorizations”** is an attempt by the State Board in a direction to disseminate the information relating to the procedures /documentary checklist requirements for obtaining permissions/clearances from State Pollution Control Board under the provisions of various acts and rules framed thereunder. The document, which include notified SOPs, shall be a guiding force for the officials of the State Board and all the stakeholders for timely processing of applications and in further regulation for prevention of pollution.

**APOORV DEVGAN, IAS**

Member Secretary

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## **STANDARD OPERATING PROCEDURE FOR INDUSTRIES/ DEVELOPMENT PROJECTS**

A Consent certificate of the State Board is required by industrial units, tourism projects, mining units, local bodies, hospitals etc. to establish/operate such industry, operation or process or any treatment and disposal system or an extension or addition thereto, which is likely to emit any air pollutant and/or to discharge sewage or trade effluent into a stream, well, sewer or on land.

Granting Consent under the provisions of section 25 and section 21 of the Water (Prevention & Control of Pollution) Act, 1974 and Air (Prevention & Control of Pollution) Act, 1981 respectively and Authorization/Registration under Bio-Medical Waste Management Rules, 2016, the Hazardous and Other Waste (Management and Transboundary Movement) Rules, 2016, Municipal Solid Waste (Management and Handling) Rules, 2016, E-waste Management Rules, 2016, Construction and Demolition Waste Management Rules, 2016 & Plastic Waste Management Rules, 2016 are some of the important functions of the State Board.

Entrepreneurs/ Unit in-charges are advised to contact the nearest Regional Office/Sub-Regional Offices of the State Pollution Control Board as per Annexure-I for further assistance in any matter related to the consent mechanism before filing their online application in Online Consent Management and Monitoring System (OCMMS). The fees approved by the State Board for various such documents is as per Annexure-II.

Primary issues for considering an application for Consent are:

- (i) Assessing potential environmental impacts in terms of water, air and soil pollution;
- (ii) Evaluation of pollution management plan and engineering designs and drawings with reference to the adequacy of the mitigation measures proposed therein;
- (iii) Compatibility and compliance of the proposal to other rules/ regulations/ norms/ standards as notified by the State or the Central Governments.

To establish an industry with potential for water/air pollution prior consent under the Water Act/Air Act, as applicable, is to be obtained in three phases essentially:

- Consent to Establish
- Consent to Operate
- Renewal of Consent to Operate
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All the applications under the provisions of the Water (Prevention and Control Pollution) Act, 1974/

Air (Prevention and Control Pollution) Act, shall be filed online on the **Online Consent Management and Monitoring System** (OCMMS) i.e. <http://hpocmms.nic.in> web portal.

## 1. Consent to Establish (CTE) -Red/ Orange/Green:

The Consent to Establish is to be obtained by any Industry/Development Project prior to establishing the industry under the provisions of Water Act and/or the Air Act. The application form for Consent to Establish under the Water Act/ Air Act is to be submitted online (<http://hpocmms.nic.in>) through the concerned Regional Office of the State Board. On receipt of the application for Consent to Establish complete in all respects, the cases are scrutinized to determine, if the industry is of polluting nature and if so, the nature of pollutants and whether the pollutants can be treated or not. The Consent to Establish can be applied by the Industry/Development Project for minimum of 1 year to maximum of 5 years, after scrutinizing following aspects:

- (i) Consent to Establish is issued with certain conditions if Industry/Development Project does not require Environmental Clearance from the Government of India.
- (ii) In case the **Industry/Development Project requires Environmental Clearance** from Government of India/State as per the EIA, 2006 as amended from time to time, then after the grant of Environmental Clearance the State Board shall grant conditional Consent to Establish for minimum of 1 year upto a maximum of 5 years as applied for by the applicant unit by submitting the requisite fees as per **Annexure-II**.

### **Check List:**

- (i) **Form-I:** Application for Consent under section-21 of Air (Prevention & Control of Pollution) Act, 1981. **(to be filled online in OCMMS).**
- (ii) **Form-XIII:** Application for Consent under section-25/26 of Water (Prevention & Control of Pollution) Act, 1974. **(to be filled online in OCMMS).**
- (iii) Copy of Approval/Provisional Registration Certificate/issued by the Industries Department or by State Level Single Window Clearance & Monitoring Authority. (All projects with investment of more than Rs. 5 Crore(s) as per Department of Industries Notification dated 18-07-2019).

**OR**

Copy of Udhyam Registration/Acknowledgment Certificate **(for micro, small and medium enterprises)** as per Industries Department Notification dated 11-06-2020. **(Mandatory)**

- (iv) Copy of Environmental Clearance, if unit falls under the ambit of EIA, 2006 or its amendment issued from time to time. **(As Applicable)**
- (v) 'Site Plan' showing the location of the proposed Industry and physical, features like streams, villages, towns and distance from the nearest link road

and main road including human habitation, detailed layout plan showing manufacturing units, water supply and waste lines, location of treatment units/air pollution control equipment and solid waste disposal site. **(Mandatory)**

- (vi) Copy of NOC from the Town & Country Planning Department, if the proposed location is outside approved Industrial Area/Estate within a Planning Area. **(As applicable)**
- (vii) Project Report of the proposed Industry duly approved and accepted by the GM Industries Department/certified by Chartered Accountant (CA) which shall include detailed manufacturing process along with flow chart of various operations to be carried out, type of raw materials, details of plant & machinery, material & water balances, Chemical Safety Data Sheet for each chemical to be used in the process, total investment, proposed in the project and the estimated outlay earmarked for pollution control measures. **(Mandatory)**
- (viii) Feasibility report on Pollution Control Devices/Solid Waste Management/Plastic Waste Management/Hazardous Waste Management/Noise Pollution Control Measures. **(Mandatory)**. The report shall include details of Engineering Designs & Drawings of the proposed Pollution Control Measures for treatment and control of wastewater, emissions and solid waste. These proposals are to be supported by information about likely waste water quality/emission quality of air pollutants, safe disposal of hazardous wastes, and efficiency of equipment, mode of final disposal of treated effluent / air emissions and air quality after treatment and before discharge. Water flow meter should be provided at the outlet of STP/ETP/ETP cum STP. Separate energy meter should be provided for STP/ETP/ETP cum STP and air pollution control devices. Log book of ETP/STP/ETP cum STP should be maintained having details regarding daily inflow, energy consumption and chemicals used.
- (ix) Consent Fee as prescribed according to the Rules. **(Mandatory)**
- (x) Source of water information: The water consumption/generation details shall be as per the IS 1172 i.e. "Code of Basic Requirements for Water Supply, Drainage and Sanitation" **(As applicable)**
- (xi) If member of CETP - Copy of CETP membership **(Mandatory)**
- (xii) The unit is required to submit Action Plan for waste generated by their products in the State of HP endorsed by Urban Development Department as per State Board's notification dated 23-02-2022 under Plastic Waste Management Rules, 2016 as amended from time to time, if the unit falls under the definition of Producer, Importer or Brand Owner under PWM Rules. **(As applicable) [Annexure-III]**
- (xiii) In case of **Hydro Power Projects**, the unit shall be required to submit a copy of site plans of muck dumping site. **(Mandatory)**
- (xiv) Copy of Clearance of Joint Inspection Committee in respect **Stone Crushers/Mining Projects/Brick Kilns** etc. **(Mandatory)**
- (xv) Copy of On-Site Emergency Plan, copy of Public Liability Insurance (PLI) in

case the proposed industry fall in the ambit of Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 as per above mentioned rules. **(As applicable)**

**Specific Sector Industries requirements:**

**Stone Crusher:** Copy of Joint Inspection Report of the Site Appraisal Committee, Provisional Registration issued by the Industries Department **in place of (iii). (Mandatory)**

**Mining Projects:** Copy of the Environmental Clearance (EC), Joint Inspection Report of the Site Appraisal Committee, approved Mining Plan, Grant order of Mining **in place of (iii)**. In case of forest land there must be approval under Forest Conservation Act, 1980. **(Mandatory)**

**Building, Construction and Township Projects:** Registration/No Objection Certificate issued by Development Authorities (TCP, MC, SADA, Gram Panchayat(s)) **in place of (iii)**, approved conceptual plan to verify total built up area approved by the Competent Authority, Muck Management Plan and Proposals for installation of STP with complete drawing & design. **(Mandatory)**

**Oil and Gas, Chemicals and Dyes Units:** In addition to above mentioned documents a copy of Onsite/Offsite Emergency Plan, copy of PLI. **(Mandatory)**

**Hot Mix Plant:** Copy of NOC of PWD **in place of (iii)**, Work award letter/letter of intent issued by the Assigning Authority. **(Mandatory)**

**Brick Kiln Units:** Copy of the registration of Food and Civil Supplies Department **in place of (iii)**, Environmental Clearance (EC), Joint Inspection report of the Site Appraisal Committee, approved Mining Plan, Grant order of Mining. **(Mandatory)**

**Hydro Electric Projects:** Copy of implementation agreement with Government of H.P., Copy of Environmental Clearance, Copy of Forest Clearances for muck dumping sites, site plan of muck dumping sites and detailed muck management plan **in place of (iii)**. Details of muck generation during the construction period and utilization done thereof. **(Mandatory)**

**Katha Udyog:** Copy of NOC of Forest Department **in place of (iii) (Mandatory)**

2. **For CTE (expansion): checklist is same as above.** However, in case of the existing operational units going for expansion, the units shall have to submit the compliance report/results of the existing Water and Air Pollution Control Devices. **(as applicable)**

3. **Consent to Operate (CTO)-Red/ Orange/Green:**

Once the Industry or process plant/Development Project is established along with the required pollution control systems, the entrepreneur is required to obtain Consent to Operate. The Consent to Operate is given **for remaining period of the current financial year**, which is mandatory to be renewed regularly thereafter. The Consent to Operate is issued for the remaining period

of the current financial year, which is mandatory to be renewed regularly thereafter. (For instance, a unit applying for CTO from 01-06-2022 onwards shall be granted the first CTO valid up till 31-03-2023 to coincide with the financial year cycle.)

#### Check list:

The application for Consent to Operate for a proposed Industrial Unit/ Development Project shall include the following documents and submitted online in OCMMS in the concerned Regional Office of the State Board under jurisdiction of which the proposed unit shall be located:

- (i) Compliance Status Report on the conditions of Consent to Establish granted by the State Board. **(Mandatory)**
- (ii) Form I and XIII as applicable under Air and Water Act respectively. **(to be filled online in OCMMS).**
- (iii) Copy of Approval/Provisional Registration Certificate/issued by the Industries Department or by State Level Single Window Clearance & Monitoring Authority. (All projects with investment of more than Rs. 5 Crore(s) as per Department of Industries Notification dated 18-07-2019)

**OR**

Copy of Udhyam registration/ Acknowledgment Certificate **(for micro, small and medium enterprises)** as per Industries Department Notification dated 11-06-2020. **(Mandatory)**

- (iv) Copy of Environmental Clearance from the Government of India, if the unit is covered under the related regulations and status report on the conditions of such clearance. **(As applicable)**
- (v) Project Report of the proposed Industry/Development Project duly approved and accepted by the GM Industries Department/Certified by CA **(Mandatory)**
- (vi) Copy of On-Site & Off-Site Emergency Plans, copy of PLI in case the proposed industry fall in the ambit of Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989. **(Mandatory)**
- (vii) The unit is required to submit Action Plan as per State Board's notification dated 23-02-2022 under Plastic Waste Management Rules, 2016 as amended from time to time, if these Rules are applicable to the operational industry. **(As applicable)**
- (viii) Consent Fee as prescribed according to the Rules. **(Mandatory)**
- (ix) If action plan, for waste generated by their products in the State of HP under PWM Rules, 2016 as per State Boards notification dated 23-02-2022, has not been submitted at the time of CTE, the same shall be submitted at this stage. This clause is valid only for units whose CTE stands granted as on date. **(As applicable)**



### Specific Sector Industries requirements:

**Stone Crusher:** Copy of Joint Inspection Report of the Site Appraisal Committee, Provisional Registration issued by the Industries Department **in place of (iii). (Mandatory)**

**Mining Projects:** Copy of the Environmental Clearance (EC), Joint Inspection Report of the Site Appraisal Committee, approved Mining Plan, Grant order of Mining and deed **in place of (iii)**. In case of forest land there must be approval under Forest Conservation Act 1980. **(Mandatory)**

**Building, Construction and Township Projects:** Registration/No Objection Certificate issued by Development Authorities (TCP, MC, SADA, Gram Panchayat(s)) **in place of (iii)**, approved conceptual plan to verify total built up area approved by the Competent Authority, Muck Management Plan and Proposals for installation of STP with complete drawing & design, **completion certificate** from the ibid development authorities. **(Mandatory)**

**Oil and Gas, Chemicals and Dyes Units:** In addition to above mentioned documents a copy of Onsite/Offsite Emergency Plan, copy of PLI. **(Mandatory)**

**Hot Mix Plant:** Copy of NOC of PWD **in place of (iii)**, work award letter/letter of intent issued by the Assigning Authority. **(Mandatory)**

**Brick Kiln Units:** Copy of the registration of Food and Civil Supplies Department **in place of (iii)**, Environmental Clearance (EC), Joint Inspection Report of the Site Appraisal Committee, Approved Mining Plan, Grant order of Mining and deed. **(Mandatory)**

**Hydro Electric Projects:** Copy of implementation agreement with Government of H.P., Copy of Environmental Clearance, Copy of Forest Clearances for muck dumping sites, Site Plan of Muck Dumping Sites and detailed Muck Management Plan **in place of (iii)**. **Hydro Power Projects shall ensure to provide civil structure/real time device which shall online display the reading of mandatory 15% discharge during the lean season. (Mandatory)**

**Katha Udyog:** Copy of NOC of Forest Department **in place of (iii)**. **(Mandatory)**

4. **For CTO (Expansion):** Checklist is same as above.

5. **Renewal of Consent to Establish (RCTE):**

If the Industry/Development Project is still under construction stage, the unit can apply for RCTE for one to five years. (Note: The Consent shall be valid till end of the financial year for the time period chosen. For instance, for a unit applying for RCTE from 01-06-2022 onwards for two years shall be granted RCTE valid up till 31-03-2024 to coincide with the financial year cycle.)

### **Check List:**

- (i) No document is required except Self-Attested Document/Affidavit of no change in process/design/ product capacities. **(Mandatory)**
- (ii) Details of Muck generation during the construction period and utilization done thereof. **(Mandatory)**

### **6. Renewal of Consent to Operate (RCTO):**

Consent to Operate is granted to every Industry/ Development Project for the financial year or part thereof and needs to be renewed for variable periods i.e. **5, 10 and 15 years** according to the category of industry. Primary consideration for the Renewal of Consent to Operate is the compliance status to the norms prescribed for the effluents/emissions/waste, as the case may be, in the previous period at the time of consideration of the renewal.

### **Check List:**

- (i) **Red and Orange- Large & Medium units:** Latest sample analysis report (Water and Air), of State Board laboratory as per sampling schedule. **(Mandatory)**
- (ii) **Orange (Small) and Green Categories:** latest Water sample analysis report of State Board laboratories and Air sample analysis reports of MoEF approved Laboratories (Self emission results) as per sampling schedule. **(Mandatory)**
- (iii) Compliance Status Report on the conditions of Consent to Operate granted by the State Board.
- (iv) Copy of Action Plan duly endorsed to Urban Development Department, H.P., as per Plastic Waste Management Rules, 2016 as amended from time to time, if these Rules apply to the operational Industry. **(As applicable)**
- (v) Environment Statement (Form-V). **(Mandatory)**
- (vi) Self-Attested Document/Affidavit of no change in process/design/ product capacities. **(Mandatory)**
- (vii) Sampling Charges should be auto verified or verified by the concerned Regional Office of the State Board.
- (viii) Consent Fee as prescribed according to the Rules. **(Mandatory)**
- (ix) Action Plan, for waste generated by their products in the State of HP as per Plastic Waste Management Rules, 2016 and notification of the State Board, for renewal time period. **(As applicable)**

### **Specific Sector Industries requirements:**

**Stone Crusher:** Copy of Permanent Registration and valid Mining Lease Deed issued by the Industries Department. **(Mandatory)**

**Mining Projects:** Copy of valid Environmental Clearance (EC), Grant order of Mining and Deed. **(Mandatory)**

**Building, Construction and Township Projects:** Valid Registration/No Objection Certificate issued by Development Authorities (TCP, MC, SADA, Gram

Panchayat(s)), approved conceptual plan to verify total built up area approved by the Competent Authority, **completion certificate** from the ibid Development Authorities.

**Oil and Gas, Chemicals and Dyes Units:** In addition to above mentioned documents a valid copy of Onsite/Offsite Emergency Plan, valid copy of PLI. **(Mandatory)**

**Hot Mix Plant:** Copy of NOC of PWD **in place of (iii)**, work award letter/letter of intent issued by the Assigning Authority.

**Brick Kiln Units:** Valid copy of Environmental Clearance (EC), Grant order of Mining and Deed. **(Mandatory)**

**Hydro Electric Projects:** Valid copy of Environmental Clearance, Copy of implementation agreement with Government of H.P. **Hydro Power Project** shall provide civil structure /provide real time device which shall online display the reading of mandatory 15% discharge during the lean season with **proof of release of discharge. (Mandatory)**

**Katha Udyog:** Copy of valid Forest Department permission. **(Mandatory)**

7. **For RCTO (expansion): checklist is same as above.**

However, in case of the existing operational units going for RCTO expansion, the units shall have to submit the compliance report/results of the existing Water and Air Pollution Control Devices **(as applicable)**.

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# STANDARD OPERATING PROCEDURE FOR TOURISM UNITS

## 1. Consent to Establish:

The consent to establish is to be obtained by Tourism unit/hotel(s) prior to establishing the industry. The proposed hotel shall obtain Consent to Establish under the provisions of Water Act and/or the Air Act. The application form for Consent to Establish under the Water Act / Air Act is to be submitted/ uploaded online (<http://hpocmms.nic.in>) through the concerned Regional Office (**Annexure-I**) of the State Board. The Consent to establish can be applied by the tourism unit for minimum of 1 year up to a maximum of 5 years as applied for by the applicant unit by submitting the requisite fees as per **Annexure-II**.

### **Check List:**

The application for Consent to Establish for a proposed Hotel/Tourism unit shall include the following documents and be submitted to the Regional Office of State Board under jurisdiction of which the proposed unit shall be located.

- (i) General Information Form (**To be filled online in OCMMS**)
- (ii) **Form-I:** Application for Consent under Section-21 of Air (Prevention & Control of Pollution) Act, 1981 (if applicable). (**To be filled online in OCMMS**)
- (iii) **Form-XIII:** Application for Consent under Section-25/26 of Water (Prevention & Control of Pollution) Act, 1974. (if applicable). (**To be filled online in OCMMS**)
- (iv) **Proposed plan approved by TCP or NOC of TCP** (in non TCP area):
  - **Planning area:** Self attested copy of proposed plan/drawings (clearly indicating total built-up area of the project) approved by TCP/competent authority (Municipal Corporation, Municipal Council, SADA etc.)
  - **Non Planning area:** NOC from TCP department (indicating that the area doesn't fall under the preview of planning area) is required along with self- attested drawings (clearly indicating total built-up area of the project). (**Mandatory**)
- (v) **Approval of the project/** provisional registration by the Tourism Department clearly indicating number of rooms based on approved drawing by competent authority. (**Mandatory**)
- (vi) Detailed project report (including value of land, building, furniture & fixtures, equipment(s) & working capital) (**Mandatory**)
- (vii) Feasibility report on Pollution Control Devices/ Solid Waste Management /Plastic Waste Management/ Hazardous Waste/ Noise Pollution Control Measures. (**Mandatory**)

### **Detail of Pollution Control Devices:**

- Air: Chimney/ hood/Scrubber to be provided in kitchen. Adequate stack height for the stack installed in the DG set.
  - Water: Sewage Treatment Plant for domestic sewage / **Effluent Treatment Plant** for treatment of **laundry waste**. Septic tank and soak pit is required for hotels below 25 Double Bed Room (DBRs) and STP/ STP cum ETP is mandatory for hotels above 25 Double Bed Rooms. Water flow meter should be provided at the outlet of STP/ETP/ETP cum STP. Separate energy meter should be provided for STP/ETP/ETP cum STP. Log book of ETP/STP/ETP cum STP should be maintained having details regarding daily inflow, energy consumption and chemicals used. **(Mandatory)**
  - Where there is sewerage line unit shall submit the connectivity certificate from concerned authority and there is no need for providing septic tank and STP/ STP cum ETP. (As applicable)
  - Noise: Acoustic enclosure to be provided over the DG Set. Ambient Noise level shall be maintained as per Noise Pollution (Regulation and Control) Rules, 2000. For Banquet Halls, Noise limiters shall be proposed/provided (As applicable)
  - Solid Waste: Biodegradable and non- biodegradable waste shall be disposed of by means of composting/ organic waste converter/vermicomposting/ incineration or authorized recycler/ local body as per Solid Waste Rules,2016.
  - Hotels with capacity of more than 50 DBRs shall have to provide Bio-degradable Organic Waste Composting/Converter Machine. **(Mandatory)**
  - Plastic Waste Management Rules, 2016: The rules shall be adhered to in terms of products which may be used, EPR policy and disposal of waste as defined in these rules shall be done in a scientific manner as per prescribed norms. (As applicable)
- (viii) Source of water: The water consumption/generation details shall be as per the IS 1172 i.e. "Code of Basic Requirements for Water Supply, Drainage and Sanitation"
- (ix) Location Plan which clearly indicate its location from major land marks
- (x) Consent Fee as approved by the Board under Water Act, 1974/Air Act, 1981 **(Mandatory)**
- (xi) Details of muck generation during the construction period and utilization which shall be done thereof. **(Mandatory)**
- (xii) Copy of Environment Clearance (if total built-up area is more than 20,000 sqm) from the competent authority only in respect of projects requiring Environmental Clearance from Govt. of India as per notification No.SO-1533 (E) dated 14-09-2006 as amended from time to time. **(As applicable)**

## **2. Consent to Operate:**

Once the hotel is established along-with the required pollution control systems, the entrepreneur is required to obtain consent to operate of the State Board prior to initiate the operational activities. Consent to Operate is considered by Pollution Control Board after ensuring installation of all the requisite Pollution Control Devices w.r.t. disposal of waste generated from the operation of the Hotel Industry like sewage/ sullage/ solid waste after proper site inspection which is mandatory. The Consent to Operate is issued for the remaining period of the current financial year, which is mandatory to be renewed regularly thereafter. (For instance, a unit applying for CTO from 01-06-2022 onwards shall be granted the first CTO valid up till 31-03-2023 to coincide with the financial year cycle.)

### **Check List:**

The application for Consent to Operate for a proposed Hotel shall include the following documents and submitted/ uploaded online (<http://hpocmms.nic.in>) through the concerned Regional Office (**Annexure-I**) of the State Board under jurisdiction of which the proposed unit shall be located:

- (i) General Information Form **(To be filled online in OCMMS)**
- (ii) **Form-I:** Application for Consent under Section-21 of Air (Prevention & Control of Pollution) Act, 1981 (if applicable). **(To be filled online in OCMMS)**
- (iii) **Form-XIII:** Application for Consent under Section-25/26 of Water (Prevention & Control of Pollution) Act, 1974. (if applicable). **(To be filled online in OCMMS)**
- (iv) **A copy of Approval/ Completion certificate** from TCP/ Urban Local body for their respective areas or from the certified Architect for remaining areas. **(Mandatory)**
- (v) Compliance Report on installations of the Pollution Control Devices as defined in **check list of CTE at Sr. VII . (Mandatory)**
- (vi) Consent Fee as approved by the Board under Water Act, 1974/Air Act, 1981. **(Mandatory)**

## **3. Renewal of Consent to Operate:**

The Renewal of Consent to operate is required to be obtained by every hotel and needs to be renewed for variable period according to the category and its scale i.e. **5, 10 and 15 years** according to the nature of industry. Primary consideration for the renewal of consent to operate is to check and ensure the compliance status to the norms prescribed for the effluents/emissions/solid waste, as the case may be, in the previous period at the time of consideration of the renewal.

### Check List:

- (i) Copy of Registration of the Tourism Department. **(Mandatory)**
- (ii) Self-attested Affidavit/undertaking clearly stating that there is no change in process, design & product/ capacity of Industry/ development project/hotel **(Mandatory)**
- (iii) **Red and Orange- Large & Medium units:** Latest sample analysis report (Water and Air) of State Board laboratory as per sampling schedule. **(Mandatory)**
- (iv) **Orange (Small) and Green Categories:** Latest Water sample analysis report of State Board laboratories and Air sample analysis reports of MoEF approved Laboratories (Self emission results) as per sampling schedule.**(Mandatory)**
- (v) Consent Fee as approved by the Board under Water Act, 1974/ Air Act, 1981. **(Mandatory)**
- (vi) Environment Statement form (**Form-V** of EP Rules, 1986) **(Mandatory)**
- (vii) All sample testing charges till date have been paid by the Hotel.

#### 4. Renewal of Consent to Establish

If the Tourism unit/Hotel is still under construction stage, the unit can apply for RCTE for One to Five years. (Note: The Consent shall be valid till end of the financial year for the time period chosen. For instance, for a unit applying for RCTE from 01-06-2022 onwards for two years shall be granted RCTE valid up till 31-03-2024 to coincide with the financial year cycle.)

### Check list:

- (i) No document is required except Self-attested Document/Affidavit of no change in process/design/ product capacities. **(Mandatory)**
- (ii) Details of muck generation during the construction period and utilization done thereof. **(Mandatory)**

### EXPANSION CASES

#### 5. Consent to Establish (Expansion)

The procedure to obtain CTE (expansion) shall be same as in case of Consent to establish. However, in case of existing operational units going for expansion, the tourism unit shall have to submit the compliance report/results of the existing water and or air pollution control devices. **(As applicable and mentioned in Point no. iii and iv of checklist of RCTO above)**

#### 6. Consent to Operate (Expansion)

The procedure to obtain CTO (expansion) shall be same as in case of Consent to Operate.

**7. New Cases for the existing/Constructed Buildings:**

- (a) **IF NOT IN OPERATION AS A TOURISM UNIT:** The units shall apply for CTE and CTO separately as per the checklist mentioned at Sr. No. 1 and 2.
- (b) **IF IN OPERATION AS A TOURISM UNIT:** The unit shall apply for CTE with all the checklist as mentioned for CTE at Sr. no. 1 with document of “Completion Certificate by TCP for TCP area/ SADA for SADA area/ Municipal Council/Committee for Municipal area/Certified Architect for other remaining areas” instead of “Approval of the project/ provisional registration by the Tourism Department” as mentioned at (v). CTO and RCTO checklist will be same as per Sr. no. 2 and Sr. no. 3 respectively.”

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## **Standard Operating Procedure (SOP) for HCFs seeking Consent under Water (Prevention & Control of Pollution) Act, 1974 and/or Air (Prevention & Control of Pollution) Act, 1981**

### **A. Consent to Establish/Operate:**

All the bedded HCFs are required to obtain Consent to establish/Operate under the provisions of the Water (Prevention & Control of Pollution) Act, 1974 and/or Air (Prevention & Control of Pollution) Act, 1981. The Consent to Establish is granted for a period of one year from the date of issue of such approval, whereas, Consent to Operate/Renewal is granted for a period of five years.

- (i) All Bedded HCFs are required to set-up systems for treatment of liquid waste (chemical liquid waste and sewage).
- (ii) The HCFs having less than ten beds and operating outside the coverage area of Common sewage Treatment Network may be allowed to dispose-of the liquid waste (Chemical liquid waste after pre-treatment and sewage waste) through a conventional treatment method i.e. septic tank subject to the condition that no liquid waste shall be discharged into the open to comply with the prescribed discharge norms.
- (iii) The HCFs having 10 or more than 10 beds capacity and not connected with the common STP shall ensure pre-treatment of liquid chemical waste and are required to set-up their own treatment system/STP.
- (iv) The HCFs connected with public sewer line (CSTP) or having own STP shall ensure segregation of liquid chemical waste at the source and ensure pre-treatment prior to mixing with other effluent generated from the HCF and before discharging the liquid waste in the public sewer/own STP.

### **Check List for Consent to Establish/Renewal of Consent to Establish:**

The application for Consent to Establish for a proposed/existing HCF shall include the following documents to be submitted online through the Central/Regional Laboratories of the State Board under the jurisdiction of which the proposed HCF/unit is located:

- (i) **Form - I:** Application for Consent under Section-21 of Air (Prevention & Control of Pollution) Act, 1981. (Filled online in OCMMS)
- (ii) **Form- XIII:** Application for Consent under Section-25/26 of Water (Prevention & Control of Pollution) Act, 1974. (Filled online in OCMMS)
- (iii) Copy of Environment Clearance, if the HCF/unit falls under the ambit of EIA, 2006 or its amendment issued from time to time.
- (iv) Consent Fee as prescribed under Acts.
- (v) Project report and site Plan of the proposed/existing HCF.
- (vi) Drawing of Septic tank along with layout plans of pipelines for chemical liquid waste and sewage.

- (vii) Detail of ETP/STP wherever applicable. (HCFs having bed capacity greater than 10 beds).
- (viii) Proof of sewerage connection from MC/IPH for disposal of the sewer through sewer line wherever applicable in case terminal disposal facility for liquid waste is CSTP.
- (ix) Detail of air pollution control measures in case of applicability of Air Act.
- (x) Source of Water information: The water consumption/generation details shall be as per IS 1172 i.e. Code of Basic Requirements for Water Supply, Drainage and sanitation.
- (xi) Self-attested Document/Affidavit of no change in bed capacity in case of renewal of Consent to Establish.
- (xii) Copy of Consent to Establish in case of renewal of Consent to Establish.

### **Check List for Consent to Operate/Renewal of Consent to Operate:**

The application for Consent to Operate for a proposed HCF shall include the following documents and be submitted online through Central/Regional Laboratories of the Board under the jurisdiction of which the proposed unit shall be located:

- (i) **Form – I:** Application for Consent under Section-21 of Air (Prevention & Control of Pollution) Act, 1981. (Filed online in OCMMS)
- (ii) **Form- XIII:** Application for Consent under Section-25/26 of Water (Prevention & Control of Pollution) Act, 1974. (Filed online in OCMMS)
- (iii) Copy of Consent to Establish.
- (iv) Consent Fee as prescribed according to the Rules.
- (v) Detail of Septic tank along with layout plans of pipelines for chemical liquid waste and sewage.
- (vi) Detail of Pre-treatment and STP systems installed as applicable.
- (vii) Proof of sewerage connection from MC/IPH for disposal of the sewer through sewer line, wherever applicable.
- (viii) Copy of agreement with CBWTF for disposal of biomedical waste.
- (ix) Copy of Consent to operate in case of renewal of Consent to Operate.
- (x) Self-attested Document/Affidavit of no change in bed capacity in case of renewal of Consent to Operate.
- (xi) Source of Water information: The water consumption/generation details shall be as per IS 1172 i.e. Code of Basic Requirements for Water Supply, Drainage and sanitation.
- (xii) Environment Statement in Form-V in case of Renewal of Consent to Operate.
- (xiii) Performance Report of the pollution control devices during the preceding year vis-à-vis prescribed norms for effluent/emission along with analysis results in case of Renewal of Consent to Operate.

### **B. Schedule of Sampling and Inspection.**

The sampling and inspection of the HCFs/Units shall be carried out as per prescribed schedule by the State Board, which varies from monthly to yearly, based upon bed capacity of the HCFs. **Copy of Notification is attached at Annexure-IV**

**C. Delegation of Powers.**

The State Board has delegated the powers for inspection, sampling and grant/renewal of authorization under the Water and Air Acts as well as Biomedical Waste Management Rules, 2016. **A copy of the Notifications are attached at Annexure-V.**

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## **Standard Operating Procedure (SOP) for HCFs/Units seeking authorization under the Biomedical Waste Management Rules, 2016**

Every occupier or operator handling bio-medical waste, irrespective of the quantity shall make an application in **Form II** to the prescribed authority i.e. H. P. State Pollution Control Board for grant of authorization. The authorization will be given one time for non-bedded occupiers (HCFs) and for five years in case of bedded Health Care Facilities (HCFs)/Units and to be synchronised with validity of Consent granted under Water/Air Acts.

In case of any change in the bio-medical waste generation, handling, treatment, and disposal for which authorization was earlier granted, the occupier or operator shall intimate the prescribed authority about the change or variation in the activity and shall submit a fresh application in **Form II** for modification of the conditions of the authorization.

### **A. Authorization/Renewal of Authorization under the Biomedical Waste Management Rules, 2016.**

- (i) To submit completely filled **Form-II** on online portal i.e. <http://hpocmms.nic.in/> as prescribed under the Biomedical Waste Management Rules, 2016 through the concerned Central/Regional laboratories of the State Board.
- (ii) Copy of Consent to Establish (CTE) and Consent to Operate (CTO) granted by the State Board under the Water (Prevention and Control of Pollution) Act, 1974 and/or the Air (Prevention and Control of Pollution) Act, 1981 **(Applicable only in case of Bedded HCFs)**.
- (iii) Copy of agreement with authorized Common Biomedical Waste Treatment & Disposal Facility (CBWTF) for collection, transportation and disposal of biomedical waste.
- (iv) Detail regarding captive disposal facility **(If HCF not tied-up with CBWTF)**.
- (v) Copy of previous authorization **(Applicable only in case of Renewal of Authorization)**.

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## **Standard Operating Procedure (SOP) for Units seeking Authorization under the Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016**

Every occupier of the facility who is engaged in handling, generation, collection, storage, packaging, transportation, use, treatment, processing, recycling, recovery, pre-processing, co-processing, utilization, offering for sale, transfer or disposal of the hazardous and other wastes, import of other waste listed in part D of the **Schedule III** is required to make an application in **Form-I** to the State Pollution Control Board on online portal i.e. <http://hpocmms.nic.in/> for authorization from the State Board.

### **A. Authorization under Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016**

1. To submit completely filled application in **Form-I** under HOWMR- 2016 on online portal i.e. <http://hpocmms.nic.in/> through the concerned Regional Office of the State Board, indicating the category and quantity of Hazardous waste for which authorization sought.
2. Copy of Consent to Establish (CTE) granted by the State Board under the Water (Prevention and Control of Pollution) Act, 1974 and/or the Air (Prevention and Control of Pollution) Act, 1981.
3. Copy of Consent to Operate (CTO) granted by the State Board under the Water (Prevention and Control of Pollution) Act, 1974 and/or Air (Prevention and Control of Pollution) Act, 1981.
4. Copy of agreement with authorized disposal/recycling facility for the disposal/recycling/utilization of hazardous waste.
5. Copy of on-site emergency response plan (OSEP) regarding procedures for dealing with emergency situations (viz. spillage/release of hazardous chemicals/waste or fire) as specified in the guidelines of CPCB (refer Sr. No. 4 of part A of Form-I).
6. Undertaking or declaration to comply with all provisions including the scope of submitting bank guarantee in the event of spillage, leakage or fire while handling the hazardous and other waste (refer Sr. No. 5 of part A of Form-I).
7. Process flow sheet indicating equipment details, inputs and outputs (raw materials, chemicals, products, by-products, wastes, emissions, waste water etc. along with quantity) - (refer Sr. No. 1 (b) of part B of Form-I).

## **B. Renewal of Authorization under Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016**

1. To submit completely filled application in **Form-I** under HOWMR- 2016 on online portal i.e. <http://hpocmms.nic.in/> through the concerned Regional Office of the State Board, indicating the category and quantity of Hazardous waste for which authorization sought.
2. Copy of agreement with authorized disposal/recycling facility for the disposal/recycling/utilization of hazardous waste.
3. Copy of on-site emergency response plan (OSEP) regarding procedures for dealing with emergency situations (viz. spillage/release of hazardous chemicals/waste or fire) as specified in the guidelines of CPCB (refer Sr. No. 4 of part A of Form-I).
4. Undertaking or declaration to comply with all provisions including the scope of submitting bank guarantee in the event of spillage, leakage or fire while handling the hazardous and other waste (refer Sr. No. 5 of part A of Form-I).
5. Process flow sheet indicating equipment details, inputs and outputs (raw materials, chemicals, products, by-products, wastes, emissions, waste water etc.) - (refer Sr. No. 1 (b) of part B of Form-I).
6. Self-certified compliance report in respect of the conditions specified in the authorization granted earlier.
7. Copies of Annual Returns on Form-IV of last (preceding) 3 years.
8. Reason/justification for amendment in quantity/category, if any.

## **C. Authorization/Renewal of Authorization/Registration of Units involved in Recycling/Re-processing/Utilization of the hazardous waste**

1. To submit completely filled application in **Form-I** under HOWMR- 2016 on online portal i.e. <http://hpocmms.nic.in/> through the concerned Regional Office of the State Board, indicating the category and quantity of Hazardous waste for which authorization sought.
2. Copy of Consent to Establish (CTE) & Consent to Operate (CTO) granted by the State Board under the Water (Prevention and Control of Pollution) Act, 1974 and the Air (Prevention and Control of Pollution) Act, 1981 clearly indicating the capacity of recycling/utilizing unit.
3. Detail of pollution control systems (Effluent Treatment Plant, Air Pollution Control devices including mode of disposal of category wise hazardous waste generated).

4. Detail of storage facility for raw material and hazardous waste generated.
5. Copy of on-site emergency response plan (OSEP) regarding procedures for dealing with emergency situations (viz. spillage/release of hazardous chemicals/waste or fire) as specified in the guidelines of CPCB (refer Sr. No. 4 of part A of Form-I).
6. Undertaking or declaration to comply with all provisions including the scope of submitting bank guarantee in the event of spillage, leakage or fire while handling the hazardous and other waste (refer Sr. No. 5 of part A of Form-I).
7. Report on the compliance of the guidelines issued by CPCB from time to time, for Environmentally Sound recycling/utilization of Hazardous Waste, in case of utilization/recycling of Hazardous Waste.
8. Self-certified compliance report in respect of CPCB SOPs, effluent, emission standards supported with latest analysis report under Water Act, 1974 and Air Act, 1981 as applicable and the conditions specified in the authorization for hazardous and other wastes along with copies of annual returns of last 3 years (**Applicable only in case of Renewal of Authorization/Registration**).

#### **D. Authorization/Renewal of Authorization of Common Hazardous Waste Treatment, Storage and Disposal Facility (TSDF)**

1. To submit completely filled application in **Form-I** under HOWMR- 2016 on online portal i.e. <http://hpocmms.nic.in/> through the concerned Regional Office of the State Board, indicating the category and quantity of Hazardous waste for which authorization sought.
2. Copy of prior Environmental Clearance (refer Sr. No. 3 of part C of **Form-I**).
3. Copy of Consent to Establish (CTE) & Consent to Operate (CTO) granted by the State Board under the Water (Prevention and Control of Pollution) Act, 1974 and the Air (Prevention and Control of Pollution) Act, 1981 clearly indicating the capacity of Landfill/incineration/recycling/utilization etc.
4. Detail of pollution control systems (Effluent Treatment Plant, Air Pollution Control devices including mode of disposal of category wise hazardous waste generated).
5. Layout/location map of the site.
6. Report on the compliance with the Guidelines regarding development and operation of TSDF issued by Central Pollution Control Board as amended from time to time.
7. Detail of the pre-processing facility.
8. Copy of on-site emergency response plan (OSEP) regarding procedures for

dealing with emergency situations (viz. spillage/release of hazardous chemicals/waste or fire) as specified in the guidelines of CPCB (refer Sr. No. 4 of part A of Form-I).

9. Undertaking or declaration to comply with all provisions including the scope of submitting bank guarantee in the event of spillage, leakage or fire while handling the hazardous and other waste (refer Sr. No. 5 of part A of Form-I).
10. Self-certified compliance report in respect of effluent, emission standards supported with latest analysis report /AAQ and Ground Water Monitoring reports and the conditions specified in the authorization earlier granted and Environmental Clearance where ever applicable along with copies of annual returns of last 3 years (**Applicable only in case of Renewal of Authorization/Registration**).
11. Detail of landfill capacity utilized along with detail of capping of utilized cells (**Applicable only in case of Renewal of Authorization/Registration**).

#### **E. Schedule of Sampling and Inspection.**

The sampling and inspection of the Units shall be carried out as per prescribed schedule by the State Board, which varies from monthly to yearly. Copy of Notification is attached at **Annexure-VI**

#### **F. Delegation of Powers**

The State Board has delegated the powers for inspection, sampling and grant/renewal of authorization under the Hazardous and Other Waste Management Rules, 2016. A copy of the Notifications are attached at **Annexure-VII**.

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## Standard Operating Procedure to obtain authorization under E-waste (Management) Rules, 2016

### E-waste handlers are mainly categorized into following categories:

1. **Producer:** 'producer' means any person who, irrespective of the selling technique used such as dealer, retailer, e-retailer, etc.;
  - a) Manufactures and offers to sell electrical and electronic equipment and their components or consumables or parts or spares under its own brand.
  - b) offers to sell under its own brand, assembled electrical and electronic equipment and their components or consumables or parts or spares produced by other manufacturers or suppliers; or
  - c) offers to sell imported electrical and electronic equipment and their components or consumables or parts or spares;
2. **Manufacturer:** Manufacturer means a person or an entity or a company as defined in the Companies Act, 2013 (18 of 2013) or a factory as defined in the Factories Act, 1948 (63 of 1948) or Small and Medium Enterprises as defined in Micro, Small and Medium Enterprises Development Act, 2006 (27 of 2006), which has facilities for manufacture of electrical and electronic equipment;
3. **Refurbisher:** Refurbisher for the purpose of these rules, means any company or undertaking registered under the Factories Act, 1948 or the Companies Act, 1956 or both or district industries Centre engaged in refurbishment of used electrical and electronic equipment;
4. **Dismantler:** Dismantler means any person or organization engaged in dismantling of used electrical and electronic equipment into their components and having facilities as per the guidelines of Central Pollution Control Board and having authorization from concerned State Pollution Control Board;
5. **Recycler:** Recycler means any person who is engaged in recycling and reprocessing of waste electrical and electronic equipment or assemblies or their components and having facilities as elaborated in the guidelines of Central Pollution Control Board;

## A. Authorization for Manufacturer

- **For fresh Authorization:** The manufacturer shall make an application for authorizations, within a period of ninety days from the date of these rules coming into force in Form 1(a) to the concerned Regional Office of the State Pollution Control Board for grant of authorization.

### Prerequisite documents for application for obtaining authorization for Manufacturer:

1. Valid copy of Consent to Establish and Consent to Operate under Water (Prevention and Control of Pollution) Act, 1974 and Air (Prevention and Control of Pollution) Act, 1981.
2. Properly filled in Application Form: **Form 1(a)** - Authorization Application for Manufacturer (Available online).

### Period of Grant of Authorization: 05 Years

- **For Renewal of Authorization:** The manufacturer shall make an application to the concerned Regional Office of the State Pollution Control board for the renewal of an authorization before one hundred and twenty days of expiry of already issued Authorization.

**Prerequisite documents for application obtaining renewal of authorization for Manufacturer:** In addition to documents mentioned above, the following shall be required:

1. Copy of previous authorization granted by the State Pollution Control Board.

### Period of Grant of Authorization: 05 Years

- **Delegation of Powers:** The State Board vide notification dated 26.05.2016 has empowered Regional Offices to grant authorization and renewal of authorization for “**Manufacturer**”.

## B. Authorization of Dismantler or Recycler

- **For fresh Authorization:** Every Dismantler or Recycler of e-waste shall make an application, within a period of one hundred and twenty days starting from the date of coming into force of these rules, to the concerned State Pollution Control Board. **Prerequisite documents for application obtaining authorization for Dismantler or Recycler:**

1. Valid copy of Consent to Establish and Consent to Operate under Water (Prevention and Control of Pollution) Act, 1974 and Air (Prevention and Control of Pollution) Act, 1981.
2. Properly filled in Application Form: Form 4- Authorization Application for Dismantlers or Recyclers. (Available online)
3. Copy of DIC Registration Certificate any other government agency

authorized in this behalf

4. Proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorized in this behalf
5. Copy of agreement with Recycler in case of Dismantler.
6. Copy of agreement with TDSF for disposal of non-recyclable/ non recoverable/ hazardous components of e-waste.
7. Copy of valid authorization granted by the State Board under Hazardous and Other Waste Rules, 2016.

In case, the recycler or dismantler has a tie up with an authorized producer for the recycling or dismantling of the e-waste collected by the producer as per the approved EPR plan, the same should be supplied at the time of applying for authorization. The Dismantler/Recycler shall also supply copy of agreement with the collection centers as stipulated as per the Rule 6 of E-Waste (Management) Rules 2016, in case there is a tieup of the Recycler/Dismantler with any such collection center. The Recycler/Dismantler can also set up their collection centers, details of which shall be entered in their authorization. **These Collection Centers shall not require separate Authorization.**

**Period of Authorization:** 05 years

- **For Renewal of Authorization:** Every Dismantler or Recycler of e-waste shall make an application for the renewal of authorization to the concerned Regional Office before one hundred and twenty days of expiry of already issued Authorization.

**Prerequisite documents for application obtaining Renewal of authorization for Dismantler or Recycler:** In addition to documents mentioned above, the following shall be required:

1. Copy of previous authorization granted by the State Pollution Control Board.
2. A certificate of compliance of effluent and emission standards, treatment and disposal of hazardous wastes as applicable from the concerned State Pollution Control Board or any other agency designated for this purpose.

**Period of Authorization:** 05 years

- **Delegation of Powers:** The State Board vide notification dated 26.05.2017 has empowered Regional Offices to grant authorization/renewal of authorization for “Dismantler or Recycler”.

### **C. Authorization of Refurbisher**

- **For fresh Authorization:** Every refurbisher of e-waste shall make an application, within a period of one hundred and twenty days starting from the date of coming into force of these rules, to the concerned Regional office of the State Pollution Control Board. **Prerequisite documents for application obtaining authorization for “Refurbisher”**

1. Valid copy of Consent to Establish and Consent to Operate under Water (Prevention and Control of Pollution) Act, 1974 and Air (Prevention and Control of Pollution) Act, 1981
2. Properly filled in Application Form: **Form 1(a)**- Authorization Application for Refurbisher (available online)
3. Copy of DIC Registration Certificate or any other government agency authorized in this behalf.
4. Proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorized in this behalf.
5. Agreement with Dismantler or Recycler for channelizing E-waste which cannot be refurbished.

**Period of Authorization:** The Authorization for Refurbisher is “One Time Authorization” and no renewal shall be necessary for authorization issued under this category.

- **Delegation of Powers:** The State Board vide notification no. dated 26.05.2017 has empowered Regional offices to grant one time authorization for “Refurbisher”.

### **Online Consent Management & Monitoring System (OCMMS) for authorization under E-waste (management) Rules, 2016**

- The State Board has also developed Online Consent Management & Monitoring System (OCMMS) through which every Manufacturer, Dismantler or Recycler and Refurbisher can apply for Consent under Water (Prevention & Control of Pollution) Act, 1974 and Air (Prevention & Control of Pollution) Act, 1981 which is required for obtaining fresh authorization or for the Renewal of Authorization (as the case may be) under E-waste (Management) Rules, 2016.
- Thereafter, authorization under E-waste (management) Rules, 2016 for Manufacturer, Dismantler, Refurbisher and Recycler can also be applied through online applications by applying on OCMMS.
- OCMMS can be accessed at <http://hpocmms.nic.in>

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## Annexure-I

S. No.	Name of Regional Offices	Name of Officer	Telephone/ Mobile Nos.	Area of Jurisdiction
1.	Chief Environmental Engineer, HIMUDA Complex, Top Floor, Phase-I, Baddi, Distt. Solan. E-mail: pcbrobaddi@gmail.com	Er. Praveen Gupta	01795-255653 94180 22055	Baddi, Barotiwala and Nalagarh areas of Distt. Solan.
2.	Environmental Engineer, Near HPPWD Rest House, Dholra, Bilaspur, E-mail: pcbrobilaspur@gmail.com	Er. Atul Parmar	01978-223550 94180 49333	Bilaspur District.
3.	Environmental Engineer, Him Parivesh, Phase-III, New Shimla- 171009. E-mail: pcbroshimla@gmail.com	Er. Lalit Kumar	0177-2673274 70181 68221	Shimla, Chopal, and Rohru Sub-Divisions of Distt. Shimla.
4.	Asstt. Environmental Engineer, Opp. Indira Market Rampur, Distt. Shimla. E-mail: pcbrorampur@gmail.com	Smt. Anju Negi	01782-233987	Rampur Sub-Division of Distt. Shimla & Distt. Kinnaur.
5.	Asstt. Environmental Engineer, VPO Rajpura, District Chamba E-mail: pcbrochamba@gmail.com	Er. Varun Gupta (Additional Charge)	01899-220326 94184 81425	District Chamba.
6.	Asstt. Environmental Engineer, Him Parivesh Bhavan, Dari (Near GSSS Dari), Dharamshala Distt Kangra. E-mail: pcbrojaassur@gmail.com	Er. Varun Gupta	01892-222628 9418012852	District Kangra.
7.	Asstt. Environmental Engineer, SCF 6-8, Sector-4, Parwanoo, Distt. Solan. E-mail: pcbroparwanoo@gmail.com	Er. Pradeep Moudgil	01792-234081 94180 15618	Arki & Kandaghat Sub-Divisions and Parwanoo area of Kasauli Sub-Division of Distt. Solan.
8.	Asstt. Environmental Engineer, HIMUDA Colony, Subhkhera Paonta Sahib, Distt. Sirmour. E-mail: pcbropaonta1@gmail.com	Er. Pawan Sharma	01704-265070 94189 64049	District Sirmour.
9.	Asstt. Environmental Engineer, Phase-IV, Rakkar Colony, Una. E-mail: pcbrouna@gmail.com	Er. Praveen Dhiman	01975-238131 94185 08787	Una and Hamirpur districts
10.	Asstt. Environmental Engineer, HIMUDA Shopping Complex, Hall No. 5, Beasa More, Kullu. E-mail: pcbrokullu@gmail.com	Er. Sunil Sharma	01902-223149 98171 80663	Kullu, Lahaul & Spiti districts.
11.	Environmental Engineer, Opposite Dev Bhumi Hyundai VPO Gutkar, Mandi E-mail: pcbromandi@gmail.com	Er. Atul Parmar	94180 49333	District Mandi
<b>Sub – Regional Office</b>				
11.	Asstt. Environmental Engineer, SWCA Complex, DIC Building, Village Johron, Kala Amb Tehsil Nahan, Distt Sirmour. E-mail: pcbsbrokalaamb@gmail.com	Er. Anil Rao	01702-238045 98051 42034	Kala Amb, Nahan
12.	Asstt. Environmental Engineer, SC/Tribe Bhavan (OBC Hostel) Nurpur, Tehsil Nurpur, Distt Kangra E-mail: pcbsbronurpur@gmail.com	Er. Rahul Sharma	01893-220012 97364 00127	Nurpur, Damtal

**Annexure-II**

Classified details of fee for consent to Establish/Operate as approved by the Board under Water Act/Air Act.

<b>S. No.</b>	<b>Classification (Capital Investment)</b>	<b>Consent Fee (Amt. in Rs.)</b>
1.	All Projects above Rs.10000 Crores.	10,00,000.00
2.	More than Rs.5000 Crores and up to Rs.10000 Crores.	7,50,000.00
3.	More than Rs.1000 Crores and up to Rs.5000 Crores.	5,00,000.00
4.	More than Rs.600 Crores and up to Rs.1000 Crores.	4,00,000.00
5.	More than Rs.300 Crores and up to Rs.600 Crores.	2,50,000.00
6.	More than Rs.100 Crores and up to Rs.300 Crores.	1,50,000.00
7.	More than Rs.50 Crores and up to Rs.100 Crores.	1,00,000.00
8.	More than Rs.5 Crores and up to Rs.50 Crores.	75,000.00
9.	More than Rs. 3 Crores and up to Rs. 5 Crores	25,000.00
10.	More than Rs. 1 Crores and up to Rs.3 Crores.	15,000.00
11.	More than Rs.50 lakhs and up to Rs. 1 Crores.	7,000.00
12.	More than Rs.10 lakhs and up to Rs. 50 lakhs	3,000.00
13.	Minimum Fee.	1,500.00



**Himachal Pradesh State Pollution Control Board,**  
"Him Parivesh", Phase-III, New Shimla -171009  
Phone No. 0177-2673766, 2673032 & Fax: 267301



No. HPSPCB/ Plastic Misc./ Vol.-XV/2021/A

Dated: -

**Notification**

**Whereas**, as per provision of Rule 3 of the Plastic Waste Management Rules, 2016 "Producer" means person(s) engaged in manufacturing or import of carry bags or multi-layered packaging or plastic sheets or like, and includes industries or individuals using plastic sheets or like or covers made of plastic sheets or multi-layered packaging for packaging or wrapping the commodity and "Importer" means a person who imports or intends to import and holds an Importer - Exporter Code number, unless otherwise specifically exempted, whereas "Brand owner" means a person or company who sells any commodity under a registered brand label

**Whereas**, as per Rule 9(2) of the Plastic Waste Management Rules, 2016, "Primary responsibility for collection of used multi-layered plastic sachet or pouches or packaging is of Producers, Importers and Brand Owners who introduce the products in the market. They need to establish a system for collecting back the plastic waste generated due to their products. This plan of collection to be submitted to the State Pollution Control Boards while applying for Consent to Establish or Operate or Renewal."

**Whereas**, as per Rule 13 (6) "State Pollution Control Board or the Pollution Control Committee shall not renew registration of producer unless the producer possesses and action plan endorsed by the Secretary in charge of Urban Development of the concerned State or Union Territory for setting of plastic waste management system".

Therefore, after careful consideration and in order to ensure convenience of all parties concerned, in exercise of powers vested under *section-5 of 'The Environment Protection Act, 1986'*, it is directed that the action plan for the state of H.P. for plastic waste management system to be submitted by all industrial units falling under the definition of Producers, Importers and Brand Owners (PIBOs) as per Plastic Waste Management Rules, 2016 amended till date, in compliance with Rule 9(2) of aforementioned rule shall also be endorsed by Secretary, UD, GoHP (including PIBOs working in more than two States which have obtained PWM registration from Central Pollution Control Board) on the format enclosed as *Annexure-I*, at the time of applying for Consent to Establish, Operate and Renewal as well.


*These directions are subject to amendments of Plastic Waste Management Rules, 2016 as and when issued by Ministry of Environment, Forest & Climate Change.*

**Encl:- As above**

(By Order)  
Chairman, HPSPCB  
Approved vide NN- 20

**Endst: No. HPCPB/ Consent Branch/PIBOs/- 16872 - 16904 Dated: - 23.02.2022**  
Copy to the following for information and necessary action: -

1. The Additional Chief Secretary, Environment Science & Technology, Govt. of H.P.
2. The Pr. Secretary, Urban Development, Govt. of H.P.
3. The Director, Urban Development Department, Talland.
4. The PS to the Hon'ble Chairperson HPSPCB, Shimla.
5. The Chief Environmental Engineer HPSPCB, HQ and Baddi.
6. The Senior Environmental Engineer HPSPCB, Chamba & Dharamshala.
7. The Pr. Scientific Officer/Sr. Scientific Officer/Scientific Officer Shimla, Parwanoo, Paonta Sahib, Dharamshala and Sundernagar.
8. The Environmental Engineers, Regional Office, HPSPCB, Bilaspur and Shimla.
9. The Assistant Environmental Engineer, HPSPCB, Rampur/ Una /Paonta Sahib/Kullu/Parwanoo.
10. The Sr. Law Officer/Joint Controller (F&A)/Assistant Controller (F&A), HPSPCB, Shimla HQ.
11. The System Manager (IT), HPSPCB, Shimla to upload this office order on the website of the State Board for information of all concerned and general public.
12. President Industrial Association Baddi Baritiwal Nalagarh, Parwanoo, Kala Amb, Paonta Sahib, Mehatpur, Haroli, Gagret, Damtal, Bilaspur, Golthai and others for information please
13. The SO (Mass Awareness), HPSPCB, Shimla with a request to give wide publicity to this notification of the State Board through newspapers/media/various associations for information of all concerned.

  
(Apoorv Devgan, IAS)  
Member Secretary  
HPSPCB, Shimla  
4



## Annexure-IV



### H.P. STATE POLLUTION CONTROL BOARD

"HIM PARIVESH" PHASE-III, BELOW BCS, NEW SHIMLA-9  
Ph. No. 0177-2673766, 2673276 Fax No. 2673018

No. HPSPCB/BMW Notification (2)/-

Dated:-

#### NOTIFICATION

In supersession of Notification No. EP & PCB/BMW/(Vol-IV)/06-9334-54 dated 24-05-2006 and pursuance to the decision taken by the State Board in its 77<sup>th</sup> Board meeting vide agenda item no. 77.12 held on 07-07-2017, the following inspection and sampling schedule is hereby approved for effective implementation of the provisions of Bio-medical waste Management Rules, 2016 in the Health Care institutions and other establishments in the State.

Health Care institutions and other establishments	Inspection frequency	Sampling frequency under BMW Rules, 2016 and Water (Prevention and Control of Pollution) Act, 1974 and Air (Prevention and Control of Pollution) Act, 1981 (where applicable)
HCFs having bed capacity equal to or more than 500 beds.	Monthly	Monthly
HCFs having bed capacity equal to or more than 200 beds but less than 500 beds	Bi-monthly	Bi-monthly
HCFs having bed capacity equal to or more than 50 beds but less than 200 beds	Quarterly	Half Yearly
HCFs having bed capacity less than 50 beds	Half Yearly	Half Yearly
HCFs/ Clinics/ Labs./Nursing Homes/Dispensaries/Pathological Laboratories Without beds and other establishments generating the biomedical waste	Yearly	Yearly
Research or Educational Institutions and Research Labs	Half Yearly	--
Common Bio-medical Waste Treatment Facilities (CBWTF)	Monthly	Monthly

In addition to the above prescribed inspection schedule, surprise inspections shall also be carried out besides attending the complaints as and when received, as per area of jurisdiction notified.

By Order  
Hon'ble Chairman  
H.P. State Pollution Control Board, Shimla

Dated:- 19-8-2017

No. HPSPCB/BMW Notification (2)- 10766-10808

Copy forwarded to the following for information and necessary action:

1. The Additional Chief Secretary (Env. S&T) to the Govt. of H.P. Shimla.
2. The Additional Chief Secretary (Industries) to the Govt. of H.P. Shimla.
3. The Pr. Secretary (Health) to the Govt. of H.P. Shimla.
4. The Pr. Secretary (I & PH) to the Govt. of H.P. Shimla.
5. The Director (Environment Science & Tech.), Paryavaran Bhawan, near US Club Shimla-1.
6. The Director (Health Services), SDA Complex, Kasumpti, Shimla.
7. The Director (Medical Education) Directorate of Medical Education & Research, SDA Complex, Shimla.
8. The Director (Health Safety & Regulation), Red Cross Bhawan, Near Raj Bhawan Shimla-2.
9. The Director, Ayurveda/Animal Husbandry, Shimla.
10. The Controller, Printing & Stationary, H.P. Govt. Press, Shimla- 171005 with request that the notification may please be published in the H.P (Gazette) Rajpatra & 5 copies of the same may please be send to this Board along with Charges/ Bill.
11. All the Deputy Commissioners in Himachal Pradesh.
12. All the Laboratory In-charges/Regional Officers H.P State Pollution Control Board.
13. The Sr. Environmental Engineer I&II/Principal Scientific Officer/Sr. Law Officer/Deputy Controller (F&A)/Assistant Controller (F&A)/System Officer HPSPCB, Shimla.
14. Case file/Notice Board, HPSPCB, Shimla.

(Dr. Sanjay Sood) IES  
Member Secretary



### H.P. STATE POLLUTION CONTROL BOARD

"HIM PARIVESH" PHASE-III, BELOW BCS, NEW SHIMLA-9  
Ph. No. 0177-2673766, 2673276 Fax No. 2673018

#### NOTIFICATION

In pursuance to the decision taken by the State Board in its 76<sup>th</sup> Board meeting vide agenda item no. 76.19 held on 26-12-2016, the following officer(s) of the State Board are hereby authorized for grant/ renewal, suspension or refusal, cancellation of authorization under Bio-medical Waste Management Rules, 2016 as under.

Sr. No.	Officer Authorized	Power for grant of authorization under Bio-medical Waste Rules, 2016	Power of grant/ renewal of authorization, suspension or refusal, cancellation of authorization under Bio-medical Waste Management Rules, 2016
1.	Member Secretary	<ul style="list-style-type: none"> <li>All bedded Health Care Institutions/Establishments in the State</li> <li>Operator of Common Bio-Medical Waste Treatment Facilities (CBWTF), Transporters of bio-medical waste.</li> </ul>	<ul style="list-style-type: none"> <li>All Health Care institutions/establishments in the State with more than 50 beds.</li> <li>Operator of Common Bio-medical Waste Treatment Facilities (CBWTF), transporters of bio-medical waste.</li> </ul>
2.	Principal Scientific Officer (Head Office)	-----	<ul style="list-style-type: none"> <li>All Health care institutions/ establishments in the State up to 50 bed capacity.</li> </ul>
3.	Laboratory In-charge (Central/ Regional Laboratory)	<ul style="list-style-type: none"> <li>All non-bedded Health Care institutions/ establishments in the State.</li> <li>Health camps, medical or surgical camps, vaccination camps, blood donation camps, first aid rooms of schools.</li> </ul>	<ul style="list-style-type: none"> <li>All non-bedded Health Care institutions/ establishments in the State.</li> <li>Health camps, medical or surgical camps, vaccination camps, blood donation camps, first aid rooms of schools.</li> </ul>

The Member Secretary of the State Pollution Control Board is authorized to exercise other provisions under Bio-medical Waste Management Rules, 2016.

By Order  
Hon'ble Chairman  
H.P. State Pollution Control Board, Shimla

No. HPSPCB/BMW Notification (2)/- 22426-74 Dated:- 1-3-17  
Copy forwarded to the following for information and necessary action:

1. The Pr. Secretary (Health) to the Govt. of H.P. Shimla
2. The Pr. Secretary (Env. S&T) to the Govt. of H.P. Shimla.
3. The Pr. Secretary (Industries) to the Govt. of H.P. Shimla.
4. The Pr. Secretary (UD) to the Govt. of H.P. Shimla.
5. The Pr. Secretary (MPP & Power) to the Govt. of H.P. Shimla.
6. The Pr. Secretary (I & PH) to the Govt. of H.P. Shimla.
7. The Director (Environment Science & Tech.) Paryavaran Bhawan, Near US Club Shimla-1
8. The Managing Director (HRTC) Shimla.
9. The Director (Health Services), SDA Complex, Kasumpti, Shimla.
10. The Director (Medical Education) Directorate of Medical Education & Research, SDA Complex, Shimla
11. The Director (Health Safety & Regulation), Red Cross Bhawan, Near Raj Bhawan Shimla-2
12. The Director, (Ayurveda)/Director (Animal Husbandry) Shimla
13. The Controller, Printing & Stationary, H.P. Govt. Press, Shimla- 171005 with request that the notification may please be published in the H.P (Gazette) Rajpatra & 5 copies of the same may please be send to this Board along with Charges/ Bill.
14. All the Deputy Commissioners in Himachal Pradesh.
15. All the Regional Officers/Laboratory In-charges H:P State Pollution Control Board.
16. The Sr. Environmental Engineer I & II/Principal Scientific Officer/Sr. Law Officer/Deputy Controller (F&A)/Assistant Controller (F&A)/System Officer, HPSPCB, Shimla.
17. Case file/Notice Board, HPSPCB, Shimla

(Dr. Sanjay Sood) IFS  
Member Secretary  
H.P. State Pollution Control Board, Shimla



## H.P. STATE POLLUTION CONTROL BOARD

"HIM PARIVESH" PHASE-III, BELOW BCS, NEW SHIMLA-9  
Ph. No. 0177-2673766, 2673276 Fax No. 2673018

No. HPSPCB/BMW Notification (2)/-

Dated:-

### NOTIFICATION

In continuation to Notification No HPSPCB/BMW Notification (2)/-22426-74 dated 01-03-2017 and in pursuance to the decision taken by the State Board in its 77<sup>th</sup> Board meeting vide agenda item no. 77.11 held on 07-07-2017, the following officer of the State Board is hereby authorized for grant/renewal, suspension or refusal, cancellation of authorization in respect of Industrial Units and Research Labs where biomedical waste is generated during the industrial process or research activity as per Schedule II under Bio-medical Waste Management Rules, 2016 as under.

Sr. No.	Officer Authorized	Power for grant, renewal of authorization, suspension or refusal, cancellation of authorization under Biomedical Waste Management Rules, 2016.
1.	Member Secretary	All Industrial Units/Research Labs where biomedical waste is generated during industrial process or research activity.

The validity of authorisation in respect of above categories shall be synchronized with the validity of consent under Water (Prevention and Control of Pollution) Act, 1974 and Air (Prevention and Control of Pollution) Act, 1981.

By Order  
Hon'ble Chairman  
H.P. State Pollution Control Board, Shimla

No. HPSPCB/BMW Notification (2)/- 10854-10897

Dated:- 19.8.2017

#### Copy forwarded to the following for information and necessary action:

1. The Additional Chief Secretary (Env. S&T) to the Govt. of H.P. Shimla.
2. The Additional Chief Secretary (Industries) to the Govt. of H.P. Shimla.
3. The Pr. Secretary (Health) to the Govt. of H.P. Shimla.
4. The Pr. Secretary (I & PH) to the Govt. of H.P. Shimla.
5. The Director (Environment Science & Tech.), Paryavaran Bhawan, near US Club Shimla-1.
6. The Director (Health Services), SDA Complex, Kasumpti, Shimla.
7. The Director (Medical Education) Directorate of Medical Education & Research, SDA Complex, Shimla.
8. The Director (Health Safety & Regulation), Red Cross Bhawan, Near Raj Bhawan Shimla-2.
9. The Director, Ayurveda/Animal Husbandry, Shimla.
10. The Controller, Printing & Stationary, H.P. Govt. Press, Shimla- 171005 with request that the notification may please be published in the H.P (Gazette) Rajpatra & 5 copies of the same may please be send to this Board along with Charges/ Bill.
11. All the Deputy Commissioners in Himachal Pradesh.
12. All the Laboratory In-charges/Regional Officers H.P State Pollution Control Board.
13. The Sr. Environmental Engineer I&II/Principal Scientific Officer/Sr. Law Officer/Deputy Controller (F&A)/Assistant Controller (F&A)/System Officer HPSPCB, Shimla.
14. Case file/Notice Board, HPSPCB, Shimla.

(Dr. Sanjay Sood) IFS  
Member Secretary

**HP STATE ENVIRONMENT PROTECTION  
& POLLUTION CONTROL BOARD,  
"Paryavaran Bhawan" Phase-III, New Shimla-171009**

**NOTIFICATION**

Endst.NO.PCB(Engg.)Bd. Mtg.(46)/2001- 10594-10624 Dated: 10-1-2002

The State Board vide notification No. PCB (Engg) Bd. Mtg. (44) / 99-5511-5541 dated 25-08-2000 had adopted the Schedule for regulating the inspection and sampling of industries. As the aforesaid Schedule is based only on the consideration of the potential of pollution in a particular industry in a specified category and does not integrate the magnitude aspect of pollution potential. Therefore, in order to make the Schedule more objective by integrating the magnitude aspect of pollution potential, the Schedule notified earlier is superseded as per decision taken by the State Board in its 46<sup>th</sup> meeting held on 20-11-2001 vide Item No. 46.17 by the following Schedule:

**SCHEDULE**

FREQUENCY	CATEGORY								
	RED			ORANGE			GREEN		
	L	M	S	L	M	S	L	M	S
Inspection	FN	M	BM	M	BM	Q	Q	HY	Y
Sampling	M	BM	Q	BM	Q	HY	HY	Y	Y

Abbreviations used in the Table: L: Large Scale Industry.,  
M: Medium Scale Industry.,  
S: Small Scale Industry.,  
Y: Yearly.,  
HY: Half Yearly.,  
Q: Quarterly.,  
BM: Bi-monthly  
M: Monthly  
FN: Fortnightly.,

Member Secretary  
By Order  
**HP STATE ENVIRONMENT PROTECTION  
& POLLUTION CONTROL BOARD,  
Shimla.**

Endst.NO.PCB(Engg.)Bd. Mtg.(46)/2001- 10594-10624 Dated: 10-1-2002

Copy forwarded to the following for information and necessary action:

1. The Financial Commissioner-cum Secretary (ST&E) to the Govt. of H.P. Shimla.
2. The Director of Industries, H P Udyog Bhawan, Shimla.
3. The Director of Tourism, H P Shimla.
4. The Managing Director, H P Tourism Development Corporation Shimla.
5. The Controller of Printing & Stationary, Govt. of H P Shimla with a request to publish the notification in the Official Gazette.
6. The Environmental Engineers/Assistant Environmental Engineers, Headquarter/Jassur/Parawanoo/Paonta/Shimla/Bilaspur/Kullu/Una/Baddi/Chamba/Rampur.
7. All General Managers, Distt. Industries Centres in Himachal Pradesh.
8. Consent Branch.
9. Law Branch, HPSEP&PCB, SI
10. Guard file.

Member Secretary



## H.P. STATE POLLUTION CONTROL BOARD

"HIM PARIVESH" PHASE-III, BELOW BCS, NEW SHIMLA-9  
Tel: 0177-2673766, 2673276, Fax No. 2673018

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No. PCB/ HWMR/ Recyclers /Vol-I/ 2020- 14115 - 35

Dated: 5.9.2020

### NOTIFICATION

In compliance to the Hon'ble NGT Order passed in O.A. No.804/2017 and for the effective implementation of Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016, the frequency of inspections and sampling in respect of units registered under Rule-9 of the Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016 are prescribed as under:-

FREQUENCY	Category of units registered under Rule-9 of the HOWM Rules, 2016		
	Units Co-processing hazardous waste	Metal Recycling Units	Hazardous Waste Reutilization Units (Drum Washing)
Inspection	Monthly	Monthly	Monthly
Sampling	Air	Quarterly	Half Yearly
	Water	Monthly	Monthly

By Order  
Hon'ble Chairman

No. PCB/ HWMR/ Recyclers /Vol-I/ 2020-

Dated:

Copy forwarded to the following for information and necessary action:

1. The Sr. Environmental Engineer/ Pr. Scientific Officer/Sr. Law Officer/System Manager HPSPCB, Shimla.
2. The Regional Officer, HPSPCB Baddi/Parwanoo/Paonta Sahib/Dharamshala/ Chamba/ Una/ Rampur/Bilaspur/ Kullu/ Shimla.
3. The Lab.In-charge, HPSPCB Parwanoo/ Dharamshala/Sundernagar/Shimla/Paonta Sahib.
4. The Controller of Printing & Stationary, Govt. of HP Shimla with a request to publish the notification in the Extra Ordinary Official Gazette and send 5 copies to this office.
5. Guard File.

Aditya Negi, IAS  
Member Secretary



## H.P. STATE POLLUTION CONTROL BOARD

"HIM PARIVESH" PHASE-III, BELOW BCS, NEW SHIMLA-9  
Ph. No. 0177-2673766, 2673276 Fax No. 2673018

### NOTIFICATION

In pursuance to the decision taken by the State Board in its 76<sup>th</sup> Board meeting vide agenda item no. 76.18 held on 26-12-2016, the following officer(s) of the State Board are hereby authorized for Grant, Renewal, or Refusal, Cancellation or Suspension of Authorization under Rule 6 & 7 of Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016 as under:

Sr. No	Officer Authorized	Delegation of powers for Grant, Renewal, or Refusal, Cancellation or Suspension of Authorization under Rule 6 & 7 of the Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016 for the Industries/ Units falling under the purview of Hazardous and other Wastes (Management and Transboundary Movement) Rules, 2016.
1.	Member Secretary	<ul style="list-style-type: none"> <li>All such Industries/units where power to decide Grant/Renewal of Consent under the Water Act, 1974 and Air Act, 1981 has been delegated to him.</li> <li>Transporters of hazardous waste.</li> <li>Industries/Units carrying out operation requiring recycling of hazardous waste as listed in Schedule IV and or utilization of hazardous waste under Rule 9 of Hazardous and other Wastes (Management and Transboundary Movement) Rules, 2016.</li> </ul>
2.	Member Secretary	<ul style="list-style-type: none"> <li>All such Industries/Units where power to decide Grant/Renewal of Consent under the Water Act, 1974 and Air Act, 1981 has been delegated to concerned Unit Head(s) at Head office level.</li> <li>All such Industries/Units where powers to decide Grant/Renewal of Consent under the Water Act, 1974 and Air Act, 1981 has been delegated to the <b>Senior Environmental Engineer</b> at Regional Office Level.</li> </ul>
3.	Regional Officer (s) (Environmental Engineer /Assistant Environmental Engineer)	<ul style="list-style-type: none"> <li>All such Industries/Units where powers to decide Grant/Renewal of Consent under the Water Act, 1974 and Air Act, 1981 has been delegated to the <b>Environmental Engineer/Assistant Environmental Engineer</b> except the Industries/Units engaged in recycling or reprocessing of hazardous waste under Rule 9 of Hazardous and other Wastes (Management and Transboundary Movement) Rule, 2016.</li> </ul>

The Member Secretary of the State Pollution Control Board is authorized to exercise other provisions under Hazardous and other Wastes (Management and Transboundary Movement) Rules, 2016.

By Order  
Hon'ble Chairman

H.P. State Pollution Control Board, Shimla

No. HPSPCB/Board Meeting Vol-II (Hazardous Waste)/- 23026-55

Dated:- 7.3.2017

Copy forwarded to the following for information and necessary action:

1. The Additional Chief Secretary (Env. S & T) to the Govt. of H.P. Shimla.
2. The Additional Chief Secretary (Industries) to the Govt. of H.P. Shimla.
3. The Additional Chief Secretary (UD) to the Govt. of H.P. Shimla.
4. The Pr. Secretary (MPP & Power) to the Govt. of H.P. Shimla.
5. The Pr. Secretary (I & PH) to the Govt. of H.P. Shimla.
6. The Director (Environment Science & Tech.), Paryavaran Bhawan near US Club Shimla-1.
7. The Managing Director (HRTC) Shimla.
8. The Controller, Printing & Stationary, H.P. Govt. Press, Shimla- 171005 with request that the notification may please be published in the H.P. (Gazette) Rajpatra & 5 copies of the same may please be send to this Board along with Charges/ Bill.
9. All the Regional Officers/Laboratory In-charges H.P State Pollution Control Board.
10. The Sr. Environmental Engineer I&II/Principal Scientific Officer/Sr. Law Officer/Deputy Controller (F&A)/Assistant Controller (F&A)/System Officer HPSPCB, Shimla.
11. Case file/Notice Board, HPSPCB, Shimla

(Dr. Sanjay Sood) IFS  
Member Secretary

H.P. State Pollution Control Board, Shimla

## Standard Operating Procedure for Sampling

Himachal Pradesh State Pollution Control Board is mandated for prevention, control and abatement of pollution in the environment and secure execution thereof. HPSPCB is granting Consents and Authorizations to all such establishments covered under Water (Prevention & Control of Pollution) Act, 1974, Air (Prevention & Control of Pollution) Act, 1981 and Environment (Protection) Act, 1986. State Board is verifying the compliance of establishments by carrying out the sampling of effluents being discharged by these establishments/Units.

As the prime duty of the State Board is to control the pollution by carrying out effluent/emission sampling of industries/healthcare institutions and forwarding the samples through online mode by using Mobile App and Web Application i.e. HPOCMMS to the State Board laboratory for analysis. The State Board has prepared Standard Operating Procedure (SOPs) to carry out the sampling by using this App to ensure transparency in the sampling procedure and accountability. The sampling authority of the State Board will follow the following steps while carrying out sampling of the industries/HCF.

1. In the Mobile App, sampling tab shall be used to submit preliminary information of the sample in HPOCMMS portal.
2. While carrying out the sampling it shall be mandatory to geo tag the sampling point by using above tab of Mobile App by the Sampling authority.
3. Through this App, the Sampling Authority has to enter the Industry ID and other information like the industry name, address, industry category, sample collecting officer name, designation and industry type will appear automatically from the database.
4. Numbered paper seals issued by the State Board shall be utilized for this purpose. One seal shall be used, but more may be used if necessary.
5. Further, each inspecting officer authorized to collect samples shall be issued a personal metallic seal which shall indicate his/her employee number in the seal mark for sealing these samples. The same shall be used to seal the numbered paper seal with the container with melted wax.
6. Sampling authority shall seal the sample at the spot in presence of the Unit's representative, sign it and enter the number of seals, sampling point, sample type etc. through the Mobile App. If number of Seals used are two then Sampling Authority will enter '2' in the field.
7. Two geo tagged photographs which are showing the sampling point and the sealed sample showing the paper seal number & the sampling authority's seal mark is mandatory to upload through Mobile App.
8. The Sampling Authority shall then save the online sample at the spot in partial saving mode.

9. After reaching the office, the Sampling Authority may use the HPOCMMS portal to select further fields like sampling parameter(s), type of sample etc. to submit the sample and generate a QR code.
10. The generated QR code shall be attached to the container for sending the sample to concerned Laboratory.
11. Sample should be in sealed condition as per sampling protocol when received by the concerned Laboratory. The Sample Receiving Officer/Official shall check the physical condition and details on the seal of the container and counter check with information shown on computer screen after scanning the QR code. If the sample is in a sealed condition and its paper seal number(s) and sampling authority seal mark are intact and match the online information, further action shall be taken by the Laboratory to analyze the sample.

\*\*\*\*\*





## *Vision*

Committed to keep Himachal Pradesh  
Pollution free through appropriate  
Environmentally Compatible  
Management Practices.



## *Mission*

To improve the well being of  
the people of the  
State through environmental  
intervention.



**HPSPCB**

**H.P. STATE POLLUTION CONTROL BOARD**

**"HIM PARIVESH" PHASE-III, NEW SHIMLA-171 009 (H.P)**