

# **STANDARD OPERATING PROCEDURE**

## **[E-waste (Management), 2016]**

### **About H.P. State Pollution Control Board**

The Himachal Pradesh State Pollution Control Board (HPSPCB) is a statutory authority entrusted to implement environmental laws & rules within the jurisdiction of the State of H.P. The Board ensures proper implementation of the statues, judicial and legislative pronouncements related to environmental protection within the state. The Board was established in the year 1975 under the provisions of Water (Prevention & Control of Pollution) Act 1974. Over the years, HPSPCB was entrusted with various responsibilities under different enactments made. Currently HPSPCB is responsible completely or partially for the implementation of following Acts and rules:

- The Water (Prevention & Control of Pollution) Act, 1974 and Rules made there off
- The Air (Prevention & Control of Pollution) Act, 1981 and Rules made there off
- The Environmental Protection Act, 1986 and Rules made there off

- **E-waste (Management) Rules, 2016**

### **Introduction:**

**E-waste (Management) Rules, 2016** came into force from the 1<sup>st</sup> day of October, 2016 which shall apply to every manufacturer, producer, consumer, bulk consumer, collection centres, dealers, e-retailer, refurbisher, dismantler and recycler involved in manufacture, sale, transfer, purchase, collection, storage and processing of e-waste or electrical and electronic equipment listed in Schedule I, including their components, consumables, parts and spares which make the product operational but shall not apply to -

- (a) used lead acid batteries as covered under the Batteries (Management and Handling) Rules, 2001 made under the Act;
- (b) micro enterprises as defined in the Micro, Small and Medium Enterprises Development Act, 2006 (27 of 2006); and
- (c) Radio-active wastes as covered under the provisions of the Atomic Energy Act, 1962 (33 of 1962) and rules made there under.
- (d) Made available application forms and other assistance to the entrepreneurs in the Regional Offices and Head Office of the Board.

**The entrepreneurs are advised to contact the nearest Regional Office for further assistance in any matter related to the authorization mechanism before filing their application for Authorization.**

Granting Consent under the provisions of section 25 and section 21 of the Water (Prevention & Control of Pollution) Act, 1974 and the Air (Prevention & Control of Pollution) Act, 1981 and Authorization under Bio-Medical Waste (Management & Handling) Rules, 1998, the Hazardous Waste (Management, Handling & Transboundary Movement) Rules, 2008, the Municipal Solid Waste (Management and Handling) Rules, 2000 and the E-waste (Management) Rules, 2016 are some of the important functions of the Board. A brief note / guidelines for obtaining the NOC / Consent / Authorization for the entrepreneurs are illustrated below:

### **Water Act**

Control of water pollution is achieved through administering conditions imposed in consent issued under provision of the Water (Prevention & Control of Pollution) Act, 1974. These conditions regulate the quality and quantity of effluent, the location of discharge and the frequency of monitoring of effluents.

### **Air Act**

Under the Air (Prevention & Control of Pollution) Act, 1981 consent of the Board is mandatory for releasing emissions to the atmosphere. The Board issues consent to air polluting industries with conditions to regulate the quality and quantity of emission and stipulate the frequency for monitoring the emissions.

### **Authorization of 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.
- **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 authorizations shall be made in Form-1(a) before one hundred and twenty days of its expiry.
- **Prerequisite documents for application obtaining authorization for “Manufacturer”**
  1. Project Report.
  2. Feasibility Report.
  3. Properly filled in Application Form:
    - Form 1(a)-** Authorization Application for Manufacturer or Refurbishers.  
**(uploaded on HPSPCB website)**
    - Form 4-** Authorization Application for Dismantlers or Recyclers.  
**(uploaded on HPSPCB website)**
  4. Copy of DIC Registration Certificate.
  5. Consent to Establish Order from the SPCB.
  6. Layout map.

7. Land Agreement document (In case of Collection Centers of Authorized Dismantler and Recyclers).

### **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, in Form-4 in triplicate to the concerned State Pollution Control Board accompanied with a copy of the following documents for the grant or renewal of authorization, namely:-
  - (a) consent to establish granted by the concerned State Pollution Control Board under the Water (Prevention and Control of Pollution) Act, 1974, (25 of 1974) and the Air (Prevention and Control of Pollution) Act, 1981(21 of 1981);
  - (b) certificate of registration issued by the District Industries Centre or any other government agency authorized in this regard;
  - (c) proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorized in this behalf;
  - (d) In case of renewal, 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.
- **For Renewal of Authorization:** Every Dismantler or Recycler of e-waste shall make an application for the renewal of authorizations to the concerned Regional office of the State Pollution Control Board and the application shall be made in Form - 4 before one hundred and twenty days of its expiry.
- **Prerequisite documents for application obtaining authorization for “Dismantler or Recycler”**
  1. Project Report.
  2. Feasibility Report.
  3. Properly filled in Application Form:
    - Form 1(a)-** Authorization Application for Manufacturer or Refurbishers.  
**(uploaded on HPSPCB website)**
    - Form 4-** Authorization Application for Dismantlers or Recyclers.  
**(uploaded on HPSPCB website)**
  4. Copy of DIC Registration Certificate.
  5. Consent to Establish Order from the SPCB.
  6. Layout map.

7. Land Agreement document (In case of Collection Centers of Authorized Dismantler and Recyclers).

### **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, in Form 1 (a) in triplicate to the concerned Regional office of the State Pollution Control Board accompanied with a copy of the following documents for the grant or renewal of authorization, namely:-
  - (a) consent to establish granted by the concerned State Pollution Control Board under the Water (Prevention and Control of Pollution) Act, 1974, (25 of 1974) and the Air (Prevention and Control of Pollution) Act, 1981 (21 of 1981);
  - (b) certificate of registration issued by the District Industries Centre or any other government agency authorized in this regard;
  - (c) Proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorized in this behalf.
- **Prerequisite documents for application obtaining authorization for “Refurbisher”**
  1. Project Report.
  2. Feasibility Report.
  3. Properly filled in Application Form:
    - Form 1(a)-** Authorization Application for Manufacturer or Refurbishers.  
**(uploaded on HPSPCB website)**
    - Form 4-** Authorization Application for Dismantlers or Recyclers.  
**(uploaded on HPSPCB website)**
  4. Copy of DIC Registration Certificate.
  5. Consent to Establish Order from the SPCB.
  6. Layout map.
  7. Land Agreement document (In case of Collection Centers of Authorized Dismantler and Recyclers).

## ✓ **Responsibilities of the State Board**

### ➤ **Delegation of powers for implementation of E-waste (Management) Rules in the State:**

- Delegated powers in respect of implementation of all the provisions of E-waste (Management) Rules, 2016 including Grant, Renewal or Refusal, Cancellation or Suspension of Authorization under Rule 13 & 14 of the E-waste (Management) Rules, 2016 to the Regional Officer(s) of the State Board located at Chamba, Dharamshala, Kullu, Bilaspur, Una, Baddi, Parwanoo, Paonta Sahib, Rampur and Shimla. There are two Sub-Regional Office Kala Amb and Nurpur. The list is available on our web portal <http://hppcb.gov.in>.
- The Member Secretary of the State Pollution Control Board is authorized to exercise other provisions under E-waste (Management) Rules, 2016.

### ➤ **Time Frame for grant of fresh/ Renewal Authorization to the Manufacturer:**

- **Fresh Authorization:** On receipt of the application complete in all respects for the authorizations, the concerned Regional Office of the State Pollution Control Board may, after such enquiry as it considers necessary and on being satisfied that the applicant possesses appropriate facilities, technical capabilities and equipment to handle e-waste safely, grant within a period of one hundred and twenty days an authorization in Form 1(bb) to the applicant to carry out safe operations in the authorized place only, which shall be valid for a period of five years;
- **Renewal of Authorization:** The concerned Regional Office of the State Pollution Control Board may renew the authorizations for a period of five years after examining each case on merit and subject to the condition that there is no report of violation of the provisions of the Act or the rules made thereunder or the conditions specified in the authorizations.

### ➤ **Time Frame for grant of fresh/ Renewal of Authorization to the Dismantler or Recycler:**

- **Fresh Authorization:** The concerned Regional Office of the State Pollution Control Board, on being satisfied that the application is complete in all respects and that the applicant is utilizing environmentally sound technologies and possess adequate technical capabilities, requisite facilities and equipment to dismantle or recycle and process e-waste in compliance to the guidelines specified by Central Pollution Control Board from time to time and through site inspection, may grant authorizations to such applicants stipulating therein necessary conditions as deemed necessary for carrying out safe operations in the authorized place only.

The concerned State Pollution Control Board shall dispose of the application for authorizations within a period of one hundred and twenty days from the date of the receipt of such application complete in all respects;

- **Renewal of Authorization:** The concerned Regional Office of the State Pollution Control Board may renew the authorizations for a period of five years after examining each case on merit and subject to the condition that there is no report of violation of the provisions of the Act or the rules made there under or the conditions specified in the authorizations;

➤ **Time frame for the grant of Authorization to the Refurbisher:**

- **Fresh or Renewal of Authorization:** The concerned Regional Office of the State Pollution Control Board, on being satisfied that the application is complete in all respects and complies with the guidelines prescribed by Central Pollution Control Board from time to time, may grant one time authorizations in Form 1 (bb) to such applicants stipulating therein necessary conditions as deemed necessary for carrying out refurbishing activities in the authorized place only. The concerned State Pollution Control Board shall dispose of the application for authorizations within a period of one hundred and twenty days from the date of the receipt of such application complete in all respects;

➤ **Online Consent Management & Monitoring System (OCMMS)**

- The State Board has also developed Online Consent Management & Monitoring System (OCMMS) through which every Manufacturer, Dismantler or Recycler and Refurbisher can apply 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.

**No Fee is being charged for the registration and renewal under e-Waste (Management) Rules 2016.**