

Jharkhand State Pollution Control Board

Standard Operating Procedures



JHARKHAND STATE POLLUTION CONTROL BOARD

Standard Operating Procedure – AS-IS

Name of Service: Consent to Establish

Sub-services: New Industry Registration / Modernization/ Expansion/ Extension

Previous Approval: EC clearance (refer annexure)

Basis for approval:

Steps	Documents/ Information	
<p>If you are a New user, Click on 'New Industry Registration', fill in the information and login using the credentials created. You will be prompted to change password and login again</p>	<ul style="list-style-type: none"> • Basic information about industry • Occupier details • Product Details • Water Emission/ Discharge details • Air Emission details • Fee details 	
<p>Click on 'Apply for Consent'</p>	<p>Other relevant details</p>	
<p>Select 'CTE' in 'Consent Type' and 'New/ Modernization/ Expansion/ Extension' in 'Application For'</p>		
<p>Fill in the Required Information</p>		
<p>Upload Documents</p>	<ul style="list-style-type: none"> • Environmental Clearance for project under EIA Notification/ Site to forest distance for Non-EIA Project and outside Industrial Area/ Certificate of Industrial Area Development Authority for Non-EIA Project • Project Report • Site location map • Survey Map • Land use map/Lay out plan • Details of production process • Details of pollution control Measures • Certificate from DFO for distance of forest • production figures duly certified by District mining officer • Other Certificate • Agreement for raw material supplier • Report showing project cost • Production process • Measures for preventing pollution at the points where it may occur • Measures for controlling Inevitable pollution • Measures for uplifting ground water table • Measures for Improving content of surface water bodies • Measures for increasing tree and forest cover 	
<p>Payment and Application submission</p>		<p>Review the application and click on 'Completed' to submit application Pay through Net Banking or Debit/Credit Card or RTGS/NEFT through E-Wallet</p>
<p>Process</p>		<p>Application and Inspection Report are received online at Head office</p>
<p>Final CTE</p>		<p>After CTE is granted the applicant receives the digitally signed copy of certificate can be downloaded from the portal</p>

Note:

1. Consent is provided within 120 days, provided the application and the documents are in order.
2. Auto-renewal/ Extension of the period based on self-certification may be availed

Annexure I Regional office wise list of officers for inspection

Standard Operating Procedure – AS-IS

Name of Service: Consent to Operate

Sub-services: New Industry Registration / Modernization/ Expansion

Previous Approval: CTE Clearance

Basis for approval: Compliance of CTE issued

Steps	Documents/ Information	Timelines	Contact Person
Visit the Portal www.advantage.jharkhand.gov.in www.jspcb.org and click on 'Online Consent Management System'	-		
If you are a New user, Click on 'New Industry Registration', fill in the information and login using the credentials created. You will be prompted to change password and login again	-		
Click on 'Apply for Consent'	-		
Select 'CTO' in 'Consent Type', Air, Water, or Both in 'Consent for' and 'Renew' in 'Application For'	-		
Fill in the Required Information	<ul style="list-style-type: none"> • Basic information about industry • Occupier details • Product Details • Water Emission/ Discharge details • Air Emission details • Fee details • Other relevant details 		
Upload Documents	<ul style="list-style-type: none"> • Scheme of Rain water harvesting & water budget • Compliance report of previous NOC/CTO • CTO of raw material supplier • Statement showing measures taken for preventing pollution at the points where it may occur: Material balance in support • Statement showing measures taken for controlling Inevitable pollution: Reports of AAQR, SMR, NLR, EAR, etc in support • Statement showing measures taken for uplifting ground water table • Statement showing measures taken for Improving content of surface water bodies • Statement showing measures taken • increasing tree and forest cover 		
Submission of Application and Payment of fee	Review the application and click on 'Completed' to submit application - Pay through Net Banking or Debit/Credit Card or RTGS/NEFT through E-Wallet		
Process	- Application is received by the Section Head at the Headquarter Ranchi for		

	<p>examination of application and documents If the application found incomplete, than the application is returned to the unit to submit the required information or documents</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p>
Final CTO	<p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: center;">The applicant receives the digitally signed copy of certificate can be downloaded from the portal</p>

Note:

1. Consent is provided within 120 days, provided the application and the documents are in order.
2. Self-Certification is applicable for 'Green' and 'Orange'-low risk industries. Third party certification is applicable for Orange-high risk industries.
3. Consent for Green and Orange Categories is given from the Regional office itself.
4. Auto renewal of CTO may be availed

Standard Operating Procedure – AS-IS

Name of Service: Authorization Hazardous Waste

Sub-services: New Industry Registration / Renewal

Previous Approval:

Basis for approval:

Steps	Documents/ Information		
Visit the Portal www.advantage.jharkhand.gov.in or http://jhkocmms.nic.in/OCMMS/ and click on 'Online Consent Management System'	- <ul style="list-style-type: none"> • General Details (In 'Authorization Renew', select 'No') • Product Details • Fee details 		
If you are a New user, Click on 'New Industry Registration', fill in the information and login using the credentials created. You will be prompted to change password and login again	<ul style="list-style-type: none"> • Hazardous Waste details - 		
Click on 'Apply Authorization' and select 'Hazardous Waste'	<p>Grant of authorization for handling hazardous wastes:</p> <ul style="list-style-type: none"> • Location of site (provide map) • Name of waste processing technology • Details of processing technology • Type and Quantity of waste to be processed per day • Site clearance (from local authority, if any) • Utilization programme for waste processed (Product Utilization) • Method of disposal (details in brief be given) • Quantity of waste to be disposed per day • Nature and composition of waste • Methodology and operational details of land filling/incineration • Measures to be taken for prevention and control of • Environmental pollution Including treatment of leachate • Investment on Project and expected returns • Measures to be taken for safety of workers working in the plant 		
Fill in the Required Information			
Upload Documents	<p>FOR RECYCLING, REPROCESSING OR REUSE OF HAZARDOUS WASTES: Form 5 accompanied with a copy each of the following documents for the grant or renewal of the registration:- (a) consent to establish granted by the State Pollution Control Board (b) certificate of registration issued by the District Industries Centre or any other government agency authorised in this regard; (c) proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorised in this behalf; and (d) in case of renewal, certificate of compliance of effluent, emission standards and treatment and disposal of hazardous wastes, as applicable, from the State Pollution Control Board or the Concerned Zonal Office of Central Pollution Control Board</p>		
Payment of fee	Review the application and click on 'Completed' to submit application Pay through Net Banking or Debit/Credit Card or RTGS/NEFT through E-Wallet - -		

Process	<p style="text-align: center;">-</p> <p style="text-align: center;">Application is received by the Section Head at the Headquarter Ranchi for examination of application and documents</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p>
Final CTE	<p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: center;">-</p> <p style="text-align: center;">The applicant receives the digitally signed copy of certificate can be downloaded from the portal -</p> <p style="text-align: center;">-</p>

Note: Consent is provided within 120 days, provided the application and the documents are in order.

Standard Operating Procedure – AS-IS

Name of Service: Biomedical Waste

Sub-services: New Industry Registration / Renewal

Previous Approval:

Basis for approval:

Steps	Documents/ Information	Timelines	Contact
Visit the Portal www.advantage.jharkhand.gov.in or http://jhkocmms.nic.in/OCMMS/ and click on 'Online Consent Management System' If you are a New user, Click on 'New Industry Registration', fill in the information and login using the credentials created. You will be prompted to change password and login again Click on 'Apply Authorization' and select 'Bio-medical Waste'			
Fill in the Required Information	<ul style="list-style-type: none"> • General Details • Bio-medical Waste details (In 'Authorization Type', select 'Fresh Application/ Renewal') • Fee details 		
Upload Documents	<ul style="list-style-type: none"> • Brief Description of method of Treatment and Disposal • Annual Report • Copy of CTO with compliance with stipulated conditions • Copy of previous Authorization with compliance of stipulated conditions 		
Process	Review the application and click on 'Completed' to submit application Pay through Net Banking or Debit/Credit Card or RTGS/NEFT Application is received by the Section Head at the Headquarter Ranchi for examination of application and documents - If the application found incomplete, than the application is returned to the unit to submit the required information or documents - If application found complete, than it will be sent to corresponding Regional office -		
Final authorization	- - The applicant receives the digitally signed copy of certificate through post/ can download from the portal -		

Note:

*Consent is provided within 90 days, provided the application and the documents are in order.

Standard Operating Procedure – AS-IS

Name of Service: Municipal Solid Waste

Sub-services: New Industry Registration / Renewal

Previous Approval: EC Clearance

Basis for approval:

Steps	Documents/ Information		
Visit the Portal www.advantage.jharkhand.gov.in or http://jhkocmms.nic.in/OCMMS/ and click on 'Online Consent Management System'	-		
If you are a New user, Click on 'New Industry Registration', fill in the information and login using the credentials created. You will be prompted to change password and login again	-		
Click on 'Apply Authorization' and select 'Municipal Solid Waste'	-		
Fill in the Required Information	<ul style="list-style-type: none"> • General Details (In 'Authorization Type', select 'Fresh Application/ Renewal') • Municipal Solid Waste details 		
Upload Documents	<ul style="list-style-type: none"> • Details of Processing Technology • Site clearance (from Local Authority) • Details of agreement between municipal authority and operating agency • Utilization programme for waste processed (Product utilization) • Methodology for disposal of waste processing rejects (quantity and quality) • Details of Existing Site under Operation • Layout maps of site • Details of methodology or criteria followed for site selection • Methodology and operational details of land filling 		
	Application is received at the Headquarter Ranchi for examination of application and documents		
	If the application found incomplete, than the application is returned to the unit to submit the required information or documents -		

The applicant receives the digitally signed copy of certificate can be downloaded from the portal	-	
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Note:

*Consent is provided within 60 days, provided the application and the documents are in order.

Standard Operating Procedure