

**PROCEDURE**  
**FOR AUTHORIZATION UNDER THE E- WASTE**  
**MANAGEMENT RULES, 2016**  
**IN**  
**ONLINE CONSENT MANAGEMENT &**  
**MONITORING SYSTEM**



**STATE POLLUTION CONTROL BOARD, ODISHA**

(DEPARTMENT OF FOREST & ENVIRONMENT, GOVT. OF ODISHA)  
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# **Procedure for Authorization under E- Waste Management Rules, 2016 in Online Consent Management and Monitoring System**

## **INTRODUCTION**

In order to bring transparency in processing application for Authorization under the E-WASTE MANAGEMENT RULES, 2016, an Online Consent Management and Monitoring System (OCMMS) has been introduced by the Board with effect from \_\_\_\_ .08.2018. The system aims at reducing the processing time of application and related paper works, thereby improving the overall performance. The OCMMS is highly interactive menu driven, user friendly and a customized package which can be used by non-specialists and users. The navigation in the system is user-friendly both for applicants and Boards officials.

The step by step procedure of online Registration under the E-Waste Management Rules, 2016 contain the instructions for the applicant. The State Pollution Control Board officials shall process the application appropriately.

1. For making an application for obtaining E-WASTE Management Rules, 2016, the applicant shall go either through the State Pollution Control Board website at [www.ospcboard.org](http://www.ospcboard.org) or Odisha Online Consent Management & Monitoring System (ocmms website) by [www.odocmms.nic.in](http://www.odocmms.nic.in)



AIR QUALITY INDEX: BHUBANESWAR View All



**Shri Bijayashree Routray**  
Hon'ble Minister of Forest & Environment  
Govt. of Odisha



**Shri R. Balakrishnan, IAS**  
Chairman, SPCB, Odisha



**Shri Debidutta Biswal, IFS**  
Member Secretary, SPCB, Odisha

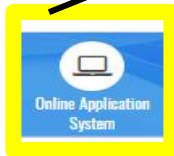
**What's New**

- » Uniform pattern of classification of Industries under Red, Orange, Green and White category as per CPCB
- » List of defaulting Industries under Red, Orange and Green Category in Odisha
- » Notice regarding Pollution Control Excellence Award 2018

**Notices**

- » Uniform pattern of classification of Industries under Red, Orange, Green and White category as per CPCB
- » List of defaulting Industries under Red, Orange and Green Category in Odisha
- » Corrigendum Notice regarding Revised Plastic Waste Management registration fee

**Click here for Online Consent Management & Monitoring system**



**www.ospcb.org website**



**www.odcmms.nic.in website**

2. **Online Registration:** Before making online application for Registration under E-Waste Management Rules, 2016, the applicant has to click on “New Industry Registration” Link to obtain user ID and password.

The screenshot shows the website interface for the Odisha State Pollution Control Board. The main heading is "Online Consent Management & Monitoring System" under the Ministry of Environment, Forest and Climate Change, Government of India. The page includes a navigation menu, a news/press section, and a user login section. The login section has a radio button for "SPCB Login" and a dropdown for "Industry/Mine/HCE/Login". Below these are input fields for "User ID", "Password", and "Captcha Code". There are "Login" and "Forgot Password" buttons. A red button labeled "New Industry Registration" is located at the bottom of the login section, with a black arrow pointing to it from a callout box below the screenshot.

Click on **New Industry Registration** to register the Industry

## STEPS FOR ENTERING DETAIL INFORMATION OF THE UNIT FOR NEW INDUSTRY REGISTRATION

MINING   
  INDUSTRY   
  HEALTH CARE ESTABLISHMENT   
  Local Body

Industry Details   
 Occupier Details

**Industry Name** \* :  (max 50 characters)

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

**City** :  (enter city of industry locality)

**District** \* :

**Tehsil** :  (enter industry tehsil)

**Pin** :  (enter PIN of industry address)

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

**Phone Number** \* :   (STD Code - Number)

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

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

**Category** \* :

**Industry Type** \* :

**Whether industry premises declared as prohibited Area** :

**Working Seasons per year** : From  To

**Scale of Industry** :

**Industry Status** \* :  (select current status)

**Commissioning Month/Year** \* :

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

Enter Capital Investment (in lakhs)				
(Plant & Machinery) *	(Land)	(Building)	(Others)	(Total)
<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>

**Total investment CTE** \* :  (In lakhs)

**Cost Expansion CTE** :  (Enter Number only)

**Cost Expansion CTO** :  (Enter Number only)

**Shifts in Industry** :

**No. of persons attending the factory per day** :

**No. of persons residing in the premises** :

**Whether Cess Paying** :  NO     YES

Fields marked \* are mandatory

**Industry registration page i.e. Industry details**



MINING   
 **INDUSTRY**   
 HEALTH CARE ESTABLISHMENT   
 Local Body

Occupier Name \*:  (maximum 50 chars)  
Name of the Applicant \*:  (maximum 50 chars)  
Designation \*:  (designation of occupant)  
Address \*:  (address, max 100 chars)  
City/Village:  (city of address)  
District \*:  (write district/state)  
Tehsil \*:  (select tehsil)  
Pin:  (PIN of occupant address)  
Phone No. With Code \*:   (STD Code - Number)  
Fax No. With Code :   (STD Code - Number)  
Mobile No:  (occupant mobile no)  
E-Mail Address \*:  e.g. info@abc.com  
Status of Applicant:

Name, Address and Telephone of the Chairman/Managing Director/Managing Partner/Owner/Board of Director:

Example:::-  
Name:-Munish  
Designation:-Chairman  
Address:-Jabalpur  
Period Of Tenures:-25/01/2005 To 21/06/2009  
Telephone:-3234123

Hint Question \*:  (select question)  
Your Answer \*:  (answer of hint question)  
Click to generate Password \*:    
Generated Password \*:  This is one time password  
Do you want to send login Credential in mail?   
 yes   
 no (Click Yes to email registration details)

Fields marked \* are mandatory

*Industry registration page i.e. Occupier details*

- After filling all details in “**Industry Details**” there is an option to fill up “**Occupier details**”. In occupier details “Hint Question” is very important for user because it is required in the case of change in password or reset password when password is forgotten.
- Email address as well as mobile phone number are also equally important in occupier details, because the user receives all related information from OCMMS through SMS or email.

- The existing users who has ID and password they can login directly to OCMMS.
- The applicant can “Reset” the form if he wants any corrections and save it by clicking “Save” button.
- After clicking the “Save” button, user will receive the User ID and Temporary Password as highlighted in the screen.



*Note: Please note down the User ID & Password for future reference*

### **Change Password Option:**

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

### **Industrial Login:**

Industry user need to select “Industrial login” with user ID, password & captcha code to “Login”.

### User Login


SPCB Login

Industry/Mine/HCE/Login


User ID :

Password :

Captcha Code



**Login**



## STEPS FOR FILING OF REGISTRATION APPLICATION ONLINE

1. The applicant can apply for Registration by clicking on E-WASTE and “apply for E-waste”. The applicant has to select E-Waste to apply for Authorization under “E-Waste Management Rule 2016”.



**Online Consent Management & Monitoring System**  
Ministry of Environment, Forest and Climate Change  
Government of India

Home **Consent Management** Laboratory Management Waste Management CESS Management No Increase Pollution E-Waste Knowledge Base Logout

Apply For E-Waste  
Delete Application

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome Test Industry2 Date : 24-8-2018

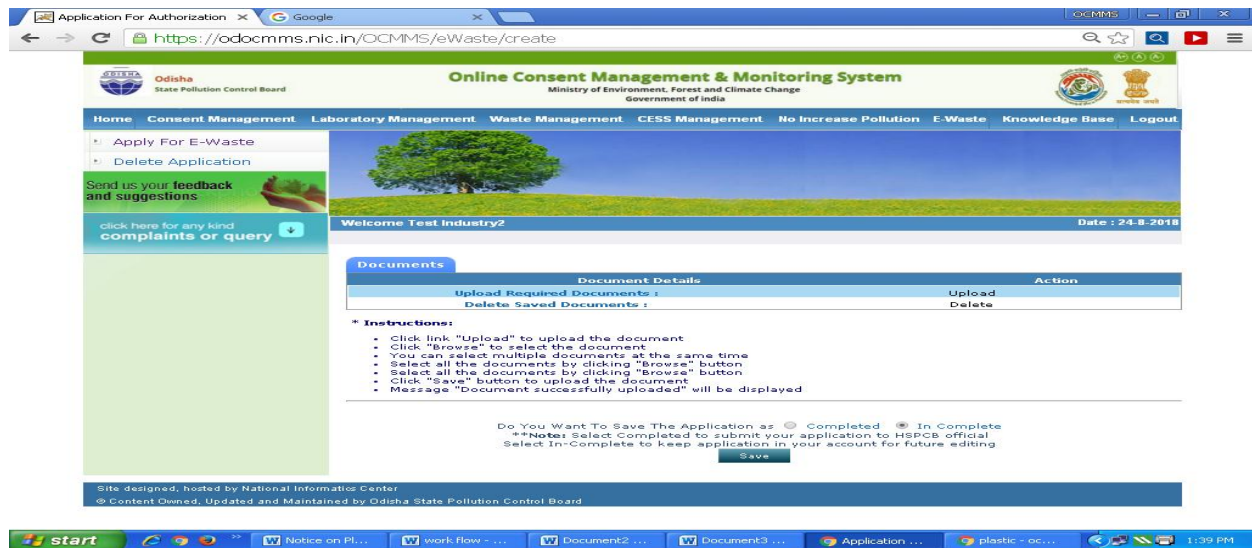
InProgress Application		Completed Application	
Application No	Application For	Application Date	Industry Name
<a href="#">2246330</a>	E-Waste	02-08-2018 12:53	Test Industry2
<a href="#">2263370</a>	E-Waste	21-08-2018 11:48	Test Industry2

**Click on “Apply for E-waste”**



## Steps for filling up the E-Waste Authorization Application form

The features of the application is “Document” tabs to be filled as shown in the following screen.



### Documents:

1. Authorization form for E-Waste
2. Agreement with collection center
3. Agreement with producer
4. Agreement with Brand Owner
5. Copy of valid Consent to Operate under Air & Water Act. And Authorization under HWM rule
6. Certificate of Registration for DIC.

**N.B. The prescribed form in the pdf. Form may be downloaded & convert it into word. Dully filled form may be uploaded again in pdf. Alternatively, scan the filled in from & upload. Hard copy with signature of the occupier along with enclosure is to be submitted to the Board.**

Click on all links one by one (Authorization form for Manufacturer / Refurbisher / Dismantlers / Recycler ) written in red colour to download the Form. Fill up these downloaded forms and upload the filled forms after scanning in .pdf format in the first “choose file” button available in the document path column. Similarly attach required document in other “Choose file ” buttons available in this form.

After uploading all documents, choose the “Completed” radio button available in the bottom of this page and click on “Save” button.

