

**PROCEDURE**  
**FOR REGISTRATION UNDER THE PLASTIC**  
**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 Plastic Waste Management Rules, 2016 in Online Consent Management and Monitoring System**

## **INTRODUCTION**

In order to bring transparency in processing application for Registration under THE PLASTIC WASTE MANAGEMENT RULES, 2016, an Online Consent Management and Monitoring System (OCMMS) has been introduced by the Board with effect from 01.08.2018. 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 Plastic 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 Registration under the Plastic 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

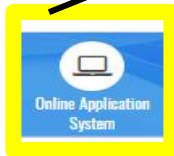
**What's New**

- 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.ospcbboard.org website**



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

2. **Online Registration:** Before making online application for Registration under Plastic 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 bar with "HOME", "MANUAL CONSENT MANAGEMENT", and "HELP DESK". On the left, there are sections for "News/Press" and "Important Links". The central area contains a large image of a beach cleanup and several informational articles. On the right, there is a "User Login" section with fields for "Industry/Mine/HCE/Login", "User ID", "Password", and "Captcha Code". 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.

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)
0.0	0.0	0.0	0.0	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

**Industry Details**   
 Occupier Details

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

Login

[Forgot Password](#)

## STEPS FOR FILING OF REGISTRATION APPLICATION ONLINE

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



**Odisha**  
State Pollution Control Board

**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 Authorization/Registration

Online Payment Verification

Waste Management Authorization Applications

Send us your feedback and suggestions

click here for any kind complaints or query



Welcome Test Industry2 Date : 21-8-2018

InProgress Application

Completed Application

Application No	Application For	Authorization Required For	Application Date
		Household Waste Applications	

**Click on “Apply Authorization” for Application**



## Steps for filling up the Plastic Waste Registration Application form

The important features of the applications i.e. Fee, Document tabs to be filled as shown in the following screen.

The screenshot shows the 'Online Consent Management & Monitoring System' interface. The header includes the Odisha State Pollution Control Board logo and the Ministry of Environment, Forest and Climate Change, Government of India. The navigation menu includes Home, Consent Management, Laboratory Management, Waste Management, CESS Management, No Increase Pollution, E-Waste, Knowledge Base, and Logout. The main content area displays the 'Fee' tab with a form for entering the number of years and the starting and ending dates. The 'Number of Year' is set to 1, the 'Starting Date' is 01/04/2018, and the 'Ending Date' is 31/03/2019. The 'Fee Applicable Rs.' is Rs.2000. There are radio buttons for 'Completed' and 'Inprogress', with 'Inprogress' selected. A 'Save' button is at the bottom.

Number of Year:	Starting Date	Ending Date
1	01/04/2018	31/03/2019

Fee Applicable Rs: Rs.2000

Do you want to save the application as  Completed  Inprogress

Save

Choose Number of years from the drop down and verify the starting date and Ending date. If these dates are incorrect then write the required date in these date fields.

→ After completion of Fee tab, Click on Document tab. The following screen will appear

## Procedure of Online payment for Plastic waste Management (Rs. 2000/- per annum)

The screenshot shows the 'Documents' tab of the application. It features a 'Documents Details' table with 'Upload Required Documents' and 'Delete Saved Documents' buttons. Below the table, there are instructions for uploading documents online. The 'Inprogress' radio button is selected, and a 'Save' button is at the bottom.

Documents Details	
Upload Required Documents	Upload
Delete Saved Documents	Delete

**\* Instructions:**  
Please select "Yes" if you want to send the documents By Post/ By Hand and "No" to upload the required document online.  
For Online Document Upload:

- Click link "Upload" to upload the document
- Click "Browse" to select the document
- You can select multiple documents at the same time
- Select all the documents by clicking "Browse" button
- Select all the documents by clicking "Browse" button
- Click "Save" button to upload the document
- Message "Document successfully uploaded" will be displayed

Do you want to save the application as  Completed  Inprogress

Save

S.NO	Document Name	Document Path
1	Registration form for Plastic Waste	Choose file No file chosen
2	Consent Order	Choose file No file chosen
3	Action Plan of Management of Plastic Waste	Choose file No file chosen
4	DIC Registration	Choose file No file chosen
Downloads Documents First		
<a href="#">Registration For Producer /Brand Owner</a>		
<a href="#">Registration for recycling of plastic waste</a>		
<a href="#">Registration for plastic raw material</a>		
<input type="button" value="Save"/>		
Uploaded Documents Details		

## Documents:

1. Registration form for Plastic Waste.
2. Copy of valid Consent to Operate under Air & Water Act.
3. Action Plan for management of Plastic Waste under Extended Producer Responsibility.
4. 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 (Registration for Producer/Brand Owner, Registration for recycling of plastic waste and Registration for plastic raw material) written in red colour available in this form. A form will open for each link which is to be downloaded. 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. Then a page for payment will display where you can pay your fees.

### Payment by Credit/Debit Card

Pay using   

For Maestro cards, please enter Expiry Date and CVV no. if available or else ignore and proceed.

Credit card    Debit card

Select Debit Card Option :

Card number : \*

Card holder name :

Expiry date : \*  

CVV number : \*

## Payment by e-wallet

<input checked="" type="radio"/> <b>e-Wallet (NEFT/RTGS)</b>
<input type="button" value="Submit"/> <input type="button" value="Back"/>

Welcome ABC INDUSTRY PATIA

Date : 29-3-2018

### Manage e-Wallet

Select your Option and click 'Submit'

- Add Amount to your e-Wallet
- Refund Your e-Wallet
- Check e-Wallet Balance

Date : 29-3-2018

Date : 29-3-2018

## Payment Challan

## Payment Challan

Challan Details	Challan Details																				
<u>Bank Copy</u>	<u>Customer Copy</u>																				
<p>Payment to be made as per details given below if paying through NEFT/RTGS</p> <table><tr><td>Beneficiary Name :</td><td>Odisha State Pollution Control Board</td></tr><tr><td>Pay To Account Number :</td><td>OPCBI18749833</td></tr><tr><td>Bank Name :</td><td>ICICI Bank</td></tr><tr><td>IFSC Code :</td><td>ICIC0000104</td></tr><tr><td>Payable Amount(in Rs.) :</td><td></td></tr></table> <p>1. Please fill the Amount. 2. Kindly visit your bank branch and initiate NEFT/RTGS against this challan</p>	Beneficiary Name :	Odisha State Pollution Control Board	Pay To Account Number :	OPCBI18749833	Bank Name :	ICICI Bank	IFSC Code :	ICIC0000104	Payable Amount(in Rs.) :		<p>Payment to be made as per details given below if paying through NEFT/RTGS</p> <table><tr><td>Beneficiary Name :</td><td>Odisha State Pollution Control Board</td></tr><tr><td>Pay To Account Number :</td><td>OPCBI18749833</td></tr><tr><td>Bank Name :</td><td>ICICI Bank</td></tr><tr><td>IFSC Code :</td><td>ICIC0000104</td></tr><tr><td>Payable Amount(in Rs.) :</td><td></td></tr></table> <p>1. Please fill the Amount. 2. Kindly visit your bank branch and initiate NEFT/RTGS against this challan</p>	Beneficiary Name :	Odisha State Pollution Control Board	Pay To Account Number :	OPCBI18749833	Bank Name :	ICICI Bank	IFSC Code :	ICIC0000104	Payable Amount(in Rs.) :	
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