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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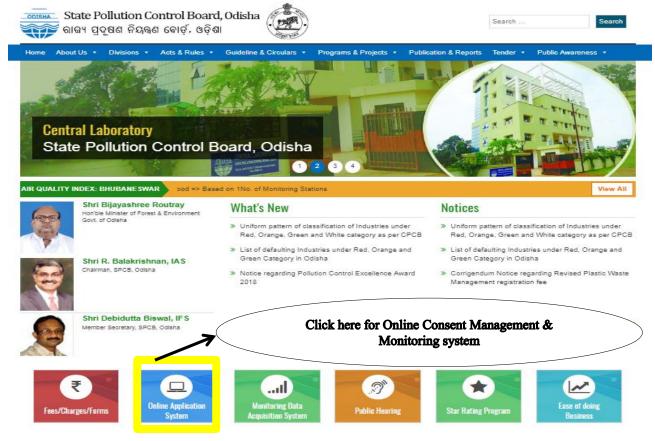Website:- www.ospcboard.org

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 or Odisha Online Consent Management & Monitoring System (ocmms website) by www.odocmms.nic.in
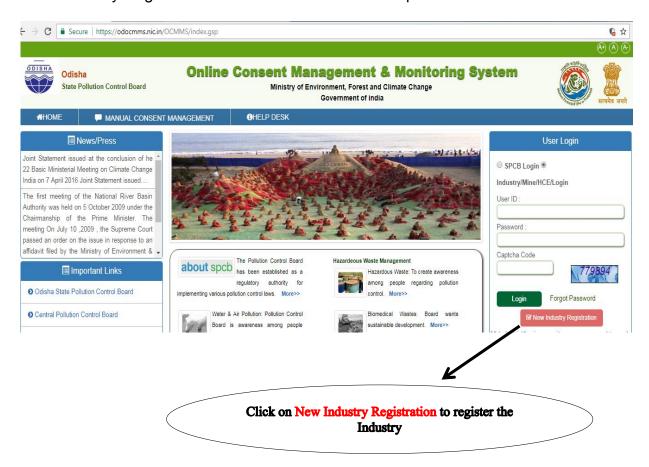
www.ospcboard.org website

www.odocmms.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.

Click on New Industry Registration to register the Industry

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

Industry registration page i.e. Industry details

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".

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".

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.

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)

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	
Registration For Producer /Brand Owner		
Registration for recycling of plastic waste		
Registration for plastic raw material		
	Save	
	Uploaded Documents Details	

Documents:

1. Registration form for Plastic Waste.
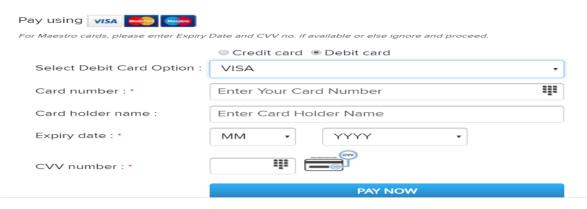2. Copy of valid Consent to Operate under Air & Water Act.
3. Action Plan for management of Plastic Waste under Extended Producer Responsibility.
4. Certificate of Registration for DIC.

> **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 VISA [Mastercard] [Maestro]

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 :	VISA ▾
Card number : *	Enter Your Card Number
Card holder name :	Enter Card Holder Name
Expiry date : *	MM ▾ YYYY ▾
CVV number : *	

PAY NOW

Payment by e-wallet

e-Wallet (NEFT/RTGS)

Submit   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**

Submit   Back

Date : 29-3-2018   Date : 29-3-2018

<div style="text-align:center">

Payment Challan   **Payment Challan**

</div>

Challan Details	Challan Details
Bank Copy	Customer Copy

Payment to be made as per details given below if paying through NEFT/RTGS

Beneficiary Name :	Odisha State Pollution Control Board
Pay To Account Number :	OPCBI18749833
Bank Name :	ICICI Bank
IFSC Code :	ICIC0000104
Payable Amount(in Rs.) :	

1. Please fill the Amount.
2. Kindly visit your bank branch and initiate NEFT/RTGS against this challan

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Print   Exit