

STANDARD OPERATING PROCEDURE FOR CONSENT UNDER WATER (PREVENTION & CONTROL OF POLLUTION) ACT, 1974 AND AIR (PREVENTION & CONTROL OF POLLUTION) ACT, 1981

About Meghalaya State Pollution Control Board:

The Meghalaya state Pollution Control Board (MSPCB) is a statutory Authority established in the year 1983 under the provision of the water (Prevention & Control of Pollution) Act, 1974. The main function of the board is to ensure the effective enforcement and implementation of the statutes, judicial and legislative pronouncement related to abatement, prevention and control of environmental pollution within the state. Over the years, MSPCB was entrusted with various responsibilities under different environmental enactments including Rules/Notification made there under. Currently, the MSPCB is responsible completely or partially for the implementation of the following Act & Rules:

- The Water (Prevention & Control of Pollution) Act, 1974
- The Air (Prevention & Control of Pollution) Act, 1981
- The Public Liability Insurance Act, 1991
- The environment (Protection) Act, 1986 and Rules made there under:
 - i. Manufacture, Storage and Impact of Hazardous Chemical Rules, 1989 (as amended to date)
 - ii. Noise Pollution (Regulation and Control) Rules, 2000
 - iii. Batteries (Management and Handling) Rules, 2001
 - iv. Hazardous and other waste (Management & Transboundary Movement) Rules, 2016
 - v. Solid Waste Management Rules, 2016
 - vi. Bio-medical Waste Management Rules, 2016
 - vii. Plastic waste Management Rules, 2016
 - viii. E-Waste Management Rules, 2016
 - ix. Construction and Demolition Waste rules, 2016
 - x. Environment Impact Assessment Notification, 2006 (as amended to date)

Introduction:

Under the provision of section 25 of the Water (Prevention & Control of Pollution) Act, 1974 and section 21 of the Air (Prevention & Control of Pollution) Act, 1981, the previous consent of the State Pollution Control Board is required by every industry to establish/operate such industry, operation or process or any treatment and disposal system or an extension or addition thereto, which is likely to emit air pollutant and/or to discharge sewage or trade effluent into stream, well, river or on land. In order to streamline the consent mechanism for effective implementation of the provision of the Acts, the Board has notified the Water & Air Acts into Red, Orange and Green category according to their pollution potential.

The primary issues for considering an application for consent of the board are:

- (i) Assessing potential impacts of the environment in term of water, air and noise pollution;
- (ii) Evaluation of Pollution Management Plan with reference to the adequacy of the mitigation measures proposed therein;
- (iii) Compatibility and compliance of the proposal to other rules/regulation/norms/standards as notified by the state or the central governments

With a view to simplify the procedures of the consent management in term of the principle of Ease of Doing Business, the Board has introduced the Online Consent Management and Monitoring System (OCMMS) since 2017.

Standard Operating Procedure for Online Consent Management and Monitoring System

1. Standard Operating Procedure on application for Consent to Establish (CTE)

Steps	Information/Documents
1. Registration	<ul style="list-style-type: none"> Login to the website https://www.megocmms.nic.in for Online Consent Management and Monitoring System (OCMMS) New user may register using the "New Industry Registration" link in the same URL Fill in basic information and save. User ID and password will be generated. Click in "Industry Login" and login using the credentials created (you may be prompted to change password and login again)
2. Fill in the consent application form	<ul style="list-style-type: none"> Once login click on "Apply for Consent" and select CTE -> NEW Fill in the required information in the consent form: <ul style="list-style-type: none"> - Industry Details - Occupier Details - Other Details - Product Details - Water Emission/Discharge Details - Air Emission Details - Fee Details - Other relevant Details
3. Upload documents as per industry type (in pdf format)	Documents to be uploaded (Industry type wise) listed at ANNEXURE
4. Submission of application	<p>Save application as 'Completed' for final submission else Save application as 'In Progress' if any correction/changes.</p> <p>Note: Once the application is save as 'Completed' it will redirect to the payment mode and no changes/correction can be made thereafter.</p>
5. Payment of fee	<ul style="list-style-type: none"> For payment click on 'Online' Choose your mode of payment either Debit/Credit Card or Net Banking <p>Note: For Mining Projects the consent fees will be calculated based on the production capacity i.e; 10 paise per tonne for minor minerals and 20 paise per tonne for major minerals. If the calculated fees is less than 5000 then the minimum fees to be paid will be ₹5000. No additional fees will be calculated</p> <p>For other projects the fees will be calculated based on the capital investment</p>
6. Processing of the consent application	<ul style="list-style-type: none"> Application is received at the Head Office of the Board, Shillong Scrutiny of the application and supporting documents by the Engineering Branch of the Board. If the application is found to be incomplete, then the application is returned to the applicant to submit the required information or documents Site inspection by the authorised Officer and uploading of Inspection Report When application is complete in all respect, the application is placed before the consent committee for disposal Copy of 'Consent To Establish', if granted, can be downloaded by the applicant/occupier from the OCMMS website of the Board

7. Timeline for completing the process	4(Four) months from the date of receipt of "Complete application" is the maximum time (The date on which complete information/documents are received by the Board will only be counted as the date of receipt of 'complete application')
8. Checking of application status	Status will be available in the OCMMS website. Applicant shall log in to the user account and check status in the Completed Application tab

2. Standard Operating Procedure on application for Consent to Operate (CTO)

Steps	Information/Documents
1. Login	<ul style="list-style-type: none"> Login to the website https://www.megocmms.nic.in for Online Consent Management and Monitoring System (OCMMS) Click in "Industry Login" and login using the credentials
2. Fill in the consent application form	<ul style="list-style-type: none"> Once login click on "Apply for Consent" and select CTO -> NEW Fill in the required information in the consent form: <ul style="list-style-type: none"> - Industry Details - Occupier Details - Other Details - Product Details - Water Emission/Discharge Details - Air Emission Details - Fee Details Other relevant Details <p>Note: For Mining Projects the production capacity should always be entered in Tonnes Per Annum (TPA) as mentioned in the EC.</p>
3. Upload documents as per industry type (in pdf format)	Documents to be uploaded (Industry type wise) listed at ANNEXURE
4. Submission of application	<p>Save application as 'Completed' for final submission else Save application as 'In Progress' if any correction/changes.</p> <p>Note: Once the application is save as 'Completed' it will redirect to the payment mode and no changes/correction can be made thereafter.</p>
5. Payment of fee	<ul style="list-style-type: none"> For payment click on 'Online' Choose your mode of payment either Debit/Credit Card or Net Banking <p>Note: For Mining Projects the consent fees will be calculated based on the production capacity i.e; 10 paise per tonne for minor minerals and 20 paise per tonne for major minerals. If the calculated fee is less than 5000 then the minimum fees to be paid will be ₹5000. No additional fees will be calculated</p> <p>For other projects the fees will be calculated based on the capital investment</p>
6. Processing of the consent application	<ul style="list-style-type: none"> Application is received at the Head Office of the Board, Shillong Scrutiny of the application and supporting documents by the Engineering Branch of the Board. If the application is found to be

	<p>incomplete, then the application is returned to the applicant to submit the required information or documents</p> <ul style="list-style-type: none"> • Site inspection by the authorised Officer and uploading of Inspection Report • Copy of 'Consent To Operate', if granted, can be downloaded by the applicant/occupier from the OCMMS website of the Board
7. Timeline for completing the process	4(Four) months from the date of receipt of "Complete application" is the maximum time (The date on which complete information/documents are received by the Board will only be counted as the date of receipt of 'complete application')

3. Standard Operating Procedure on application for Renewal of Consent to Operate (RCTO)

Steps	Information/Documents
1. Login	<ul style="list-style-type: none"> • Login to the website https://www.megocmms.nic.in for Online Consent Management and Monitoring System (OCMMS) • Click in "Industry Login" and login using the credentials
2. Fill in the consent application form	<ul style="list-style-type: none"> • Once login click on "Apply for Consent" and select CTO ->RENEW • Fill in the required information in the consent form: <ul style="list-style-type: none"> - Industry Details - Occupier Details - Other Details - Product Details - Water Emission/Discharge Details - Air Emission Details - Fee Details • Other relevant Details <p>Note: For Mining Projects the production capacity should always be entered in Tonnes Per Annum(TPA) as mentioned in the EC.</p>
3. Upload documents as per industry type (in pdf format)	Documents to be uploaded (Industry type wise) listed at ANNEXURE
4. Submission of application	<p>Save application as 'Completed' for final submission else Save application as 'In Progress' if any correction/changes.</p> <p>Note: Once the application is save as 'Completed' it will redirect to the payment mode and no changes/correction can be made thereafter.</p>
5. Payment of fee	<ul style="list-style-type: none"> • For payment click on 'Online' • Choose your mode of payment either Debit/Credit Card or Net Banking <p>Note: For Mining Projects the consent fees will be calculated based on the production capacity i.e; 10 paise per tonne for minor minerals and 20 paise per tonne for major minerals. If the calculated fees is less than 5000 then the minimum fees to be paid will be ₹5000. No additional fees will be calculated</p> <p>For other projects the fees will be calculated based on the capital investment</p>

6. Processing of the consent application	<ul style="list-style-type: none"> • Application is received at the Head Office of the Board, Shillong • Scrutiny of the application and supporting documents by the Engineering Branch of the Board. If the application is found to be incomplete, then the application is returned to the applicant to submit the required information or documents • Site inspection by the authorised Officer and uploading of Inspection Report • Copy of 'Consent To Operate', if granted, can be downloaded by the applicant/occupier from the OCMMS website of the Board
7. Timeline for completing the process	4(Four) months from the date of receipt of "Complete application" is the maximum time (The date on which complete information/documents are received by the Board will only be counted as the date of receipt of 'complete application')

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LIST OF DOCUMENTS TO BE SUBMITTED/UPLOADED WITH THE APPLICATION FOR CONSENT TO ESTABLISH

Sl.No	Documents	Type of Industries/Projects
1.	Project Report/Project Prefeasibility Report including the remediation and restoration measures for any environmental pollution caused in the surrounding area due to emission/effluent emitted/discharged into the environment and sketch map with boundary description and GPS Coordinates of land where project/industry is proposed	All type of Projects/Industries
2.	Land Document	All type of Projects/Industries
3.	Architectural Site Plan and Plan Layout	All type of Projects/Industries
4.	Detailed drawing of Air Pollution Control Measures with Flow chart	All industries using fossil fuel/generating dust emission
5.	Detailed drawing of Effluent Treatment Plant/Sewage Treatment Plant with Flow Chart	All industries generating sewage and trade effluent
6.	Approval letter along with Approved Mining Plan	Mining of Major/Minor Minerals
7.	Single Window Agency (SWA) Clearance	Projects/Industries for: i) Tribal Entrepreneur where investment in Plant & Machineries is more than ₹25 lakhs ii) Non Tribal Entrepreneur irrespective of the investment. Note: Not applicable for Mining Projects
8.	Forest Clearance/Non Forest Land Certificate	All Projects/Industries falling under Forest Regulation
9.	Trading License from Autonomous District Councils	All companies and non-tribal entrepreneurs
10.	Trading License from Municipal Authorities	All projects located within the municipal areas
11.	Letter of Intent/Mining Lease	All mining projects
12.	Building permission from MUDA	All projects located within municipal areas/master plan areas
13.	Permission for extraction of ground water	Units drawing ground water less than 10KLD from District Authorities and more than 10KLD from Central Ground Water Authority
14.	Environmental Clearance	All Projects/Industries tested in the schedule of the EIA notification, 2006
15.	No Objection Certificate from Autonomous District Council	All Projects/Industries falling under the regulation of the Autonomous District Council

16.	Bio-Medical Waste Management Plan/Agreement with Common Biomedical Waste Treatment Facility for disposal of Biomedical Waste	Health Care Establishments/Facilities
17.	Partnership Deed/Memorandum of Association	All Companies/Partnership/Limited Liability Partnership(LLP)/Public Private Partnership(PPP)
18.	Notarised affidavit to show that raw material is being procured from legal sources and notarised affidavit from the mining lease holder for supply of stone boulder mentioning annual quantity approved under mining plan, whether he is supplying boulder to other stone crushers and details of stone crusher and annual quantity supplied	Stone Crushing Unit

LIST OF DOCUMENTS TO BE SUBMITTED/UPLOADED WITH THE APPLICATION FOR CONSENT TO OPERATE

Sl.No	Documents	Type of Industries/Projects
1.	Compliance Report to the Terms & Conditions of CTE	All type of Projects/Industries
2.	Certificate of installation & commissioning of Air Pollution Control Device	All industries using fossil fuel/generating dust emission
3.	Certificate of installation & commissioning of Effluent Treatment Plant (ETP)/Sewage Treatment Plant (STP)	All industries generating/discharging trade effluent/ sewage
4.	Order on grant of Mining Lease	Mining Projects
5.	License/NOC of Chief Inspector of Boilers & Factories	Units falling under the regulation of Factories Act
6.	Occupancy certificate from Municipal Authority/MUDA	All units located in Municipal Areas/Master Plan Areas
7.	On site/Off site Emergency Plan	Units using/handling Hazardous chemicals listed in the schedules of the manufacture, storage and import of Hazardous Chemical Rules, 1989
8.	Application for grant of Authorisation under Bio Medical Waste (BMW) Rules, 2016	Health Care Establishment/Facilities
9.	Application for grant of Authorisation under Hazardous & Other Wastes (Management & Transboundary Movements) Rules, 2016	Units generating Hazardous wastes listed in the schedule of the Hazardous & Other Wastes (Management & Transboundary Movements) Rules, 2016
10.	Application for registration under Plastic wastes Management Rules, 2016	Plastic products manufacturing units
11.	Commissioning Report for installation of OCEMS	17 th Categories Projects/Industries & Coke Units