

User Manual For Online Consent Management & Monitoring System

Presented To:

Ministry of Environment & Forest

June 9, 2020



Online Consent Management & Monitoring System

Index

1. Introduction	02
2. Online Industry Registration	04
3. Login Process	07
4. Features of Industry User	12
5. Consent Management	13

Online Consent Management & Monitoring System

INTRODUCTION

Online Consent Management & Monitoring System is a web based application for Consent Management developed for the SPCB (State Pollution Control Board), Ministry of Environment & Forest.

Application is divided in to the two parts as given below.

1. ASPCB User
2. Industry User

Consent Management includes:

- Issue of “**Consents to Establish**” and “**Consents to Operate**” in respects of industries, mining projects etc.
- Assessment and monitoring the quality of water, ambient air and stack emissions
- Inspection of sites proposed for setting up of industries to verify the suitability of the same from environmental point of view
- Ambient air quality monitoring under National Air Monitoring Program (NAMP)
- Offering guidance to industries and local bodies on statutory provisions
- Inspection of industries for effective monitoring and evaluation

Features of OCMMS

- Unified Global online application/ portal
- Role based application access
- Multi level Security Enabled System
- Online Industry Registration
- Online Submission of Application, Approval, Clarification and other activities for CFE, CFO for all category of Industries/Institutions
- Consent Management
- Laboratory Management
- Waste Management
- Reports

Online Consent Management & Monitoring System

Online Industry Registration

Industry registration is an online feature; which will enable Industry applicant to register himself online to use the application for applying for Consents (CTE/CTO), Authorization and other features. Using this Industry will be able to generate the temporary user name and password; which he needs to use within the stipulated time. Once Industry uses the temporary user name and password for Consent Application; documents/details provided with this will be validated and user name will be confirmed and made available to him for future use. If Industry fails to use the temporary user name within the given time frame, then this user name will be deleted from the database and applicant will have to re-register himself to use the online application.

Steps to use this feature:

- ✓ User opens the URL in browser.
- ✓ Click “New Registration”
- ✓ New Registration form will be displayed.
- ✓ User fills the asked information and click “Submit”.
- ✓ Once submitted, System will validate the input data.
- ✓ If data is incorrect or mandatory filled not filled then system will prompt user to correct the information.
- ✓ If data filled by applicant is correct then System will generate Temporary user name and password and will be displayed on screen.
- ✓ Process of N
- ✓ New Industry Registration is given below.

Online Consent Management & Monitoring System

- Open Home Page by entering URL in Browser.

The screenshot shows the home page of the Online Consent Management & Monitoring System. The header includes the Assam State Pollution Control Board logo and the Ministry of Environment, Forest and Climate Change, Government of India. The navigation bar contains links for HOME, FAQ, GRIEVANCE/SUGGESTIONS, ENVIRONMENT POLICY, TENDERS, CONTACT US, and HELP DESK. The main content area is divided into several sections: News/Press, Important Links, About SPCB, Hazardous Waste Management Granted Applications, and a User Login section. The User Login section includes fields for ASPCB Login, Industry Login, User ID, Password, and Captcha Code, along with a 'New Industry Registration' button. A 'Fee Calculator' button is also visible at the bottom right.

Click on New Industry Registration to register Industry

Screen Shot: Home Page

- Click on New Industry Registration link on Home Page.

Online Consent Management & Monitoring System

Registration

Registration For:*	<input checked="" type="radio"/> INDUSTRY
Applicant Name:*	<input type="text"/>
Mobile No.:*	<input type="text"/>
District:*	<input type="text" value="Not Selected"/> (select district)
Local body:*	<input type="text"/> (select industry Taluka)
Hint Question:*	<input type="text" value="What is your Nickname?"/> (select question)
Hint Answer:*	<input type="text"/>

For Verification of your mobile no. OTP will be generated on clicking Generate OTP Button below. After getting OTP, Please enter OTP in below textbox and Submit.

[Click here to generate OTP](#)

Enter OTP

Screen Shot: Industry Registration Window

- After filling the mandatory Industry Details, Generate OTP and then fill the OTP and save it.
- It gives User ID and Temporary Password.

Online Consent Management & Monitoring System

Industry Registration completed successfully as User ID:
I2020CA230 and Temporary Password: 83288.

Registration

Registration For:*	<input checked="" type="radio"/> INDUSTRY
Applicant Name:*	<input type="text"/>
Mobile No.:*	<input type="text"/>
District:*	<input type="text" value="Not Selected"/> (select district)
Local body:*	<input type="text"/> (select industry Taluka)
Hint Question:*	<input type="text" value="What is your Nickname?"/> (select question)
Hint Answer:*	<input type="text"/>

For Verification of your mobile no. OTP will be generated on clicking Generate OTP Button below. After getting OTP, Please enter OTP in below textbox and Submit.

<input type="button" value="Generate OTP"/> Click here to generate OTP
<input type="text"/> Enter OTP
<input type="button" value="Submit"/>

Screen Shot: Industry Registration Window

3. Profile Details

- When you are login as Industry User with this User ID and Password, firstly user have to fill the Profile Details

Online Consent Management & Monitoring System

Profile Details

Industry Name:*	<input type="text"/>
Industry Type:*	Airports and Commercial Air Strips <input type="button" value="v"/>
Category:*	Not Selected <input type="button" value="v"/>
Capital Investment of Plant & Machinery(Rs in Lakhs) * :	<input type="text"/>

4. Features of Industry User:

After Login, Industry User home page is given below.

The screenshot shows the user interface of the Online Consent Management & Monitoring System. At the top, there is a header with the system name and logos of the State Pollution Control Board (ASSAM) and the Ministry of Environment, Forest and Climate Change, Government of India. Below the header is a navigation menu with options: Home, Consent Management, BANK GURANTEE, Environmental Statement, Monitoring Report, and Logout. The main content area features a large image of a tree on a hill. Below the image, there is a welcome message "Welcome DocTest" and the date "Date : 9-6-2020". On the left side, there is a sidebar with a list of links: Apply For Consent, Industry Profile, Change Password, Fee Calculator, and Delete InProgress Applications. Below the sidebar, there is a section for feedback and suggestions, with a button to click for complaints or queries. In the center, there are two tabs: "In-progress Application" and "Completed Application". Below the tabs is a table with columns: Application No, Application Date, Application For, Industry Name, Type, Certificate For, and File No. The table currently displays "List Is Empty".

Screen Shot: Industry User Home Window

Online Consent Management & Monitoring System

Modules for Industry User

- Consent Management
 - Apply For Consent
 - Industry Profile
 - Change Password
 - Delete Application
 - Consent Fee Calculator

5. Consent Management

Screen Shot: Consent Management Window

ASSAM ASSAM State Pollution Control Board

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

Home Consent Management BANK GURANTEE Environmental Statement Monitoring Report Logout

Apply For Consent
Industry Profile
Change Password
Fee Calculator
Delete InProgress Applications

Welcome DocTest Date : 9-6-2020

In-progress Application Completed Application

Application No	Application Date	Application For	Industry Name	Type	Certificate For	File No.
List Is Empty						

Click here to Apply for Consent

After clicking on Apply for Consent Below window will appear.

Online Consent Management & Monitoring System

5.1. Apply For Consent

The screenshot displays the 'Apply For Consent' form within the Online Consent Management & Monitoring System. The system is identified as ASSAM State Pollution Control Board, Ministry of Environment, Forest and Climate Change, Government of India. The navigation menu includes Home, Consent Management, BANK GURANTEE, Environmental Statement, Monitoring Report, and Logout. The main content area shows a 'Welcome DocTest' message with the date 9-6-2020. The 'Apply For Consent' form has the following fields:

- Consent Type*:** Radio buttons for CTE (selected) and CTO.
- Consent For*:** Radio buttons for CTE Fresh (selected) and CTE Re-apply/Reconsider.

A 'Next' button is located below the form fields.

Consent

After consent application below window will appear.

Online Consent Management & Monitoring System

Home Consent Management BANK GURANTEE Environmental Statement Monitoring Report Logout

Apply For Consent
Industry Profile
Change Password
Fee Calculator
Delete InProgress Applications

Welcome DocTest Date : 9-6-2020

Send us your **feedback and suggestions**

click here for any kind **complaints or query**

Part A Part B Part C Part D Part E Documents Fee

General Details

1. Name, designation, office address with telephone number, e-mail of the Applicant

Name:

Designation:

Street Name 1:

Street Name 2:

Village/Town:

District:

Pin code:

Mobile:

Phone Number :

Email-id:

2. (a) Name and location of the industrial unit / premises for which the application is made. (Give revenue Survey Number, Gate number, name of Village and District also telephone number)

Screen Shot: Consent Application Window

Online Consent Management & Monitoring System



ASSAM
State Pollution Control Board

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




Home
Consent Management
BANK GURANTEE
Environmental Statement
Monitoring Report
Logout

- [Apply For Consent](#)
- [Industry Profile](#)
- [Change Password](#)
- [Fee Calculator](#)
- [Delete InProgress Applications](#)

Send us your **feedback and suggestions**

click here for any kind **complaints or query**

Welcome DocTest Date : 9-6-2020

Part A

Part B

Part C

Part D

Part E

Documents

Fee

Waste water aspects

16. Water consumption for different uses (in m3 / day)

(i) Industrial cooling, spraying - in mine pits or boiler feeds.	<input type="text"/>
(ii) Domestic purpose	<input type="text"/>
(iii) Processing whereby water gets polluted and the pollutants are easily biodegradable	<input type="text"/>
(iv) Processing whereby water gets polluted and the pollutants are not easily bio-degradable and are toxic	<input type="text"/>
(v) Others such as agriculture, gardening etc. (specify)	<input type="text"/>
Total	<input type="text"/>

17. Source of water supply. Name of authority granting permission if applicable and quantity permitted

[Add](#) [View](#) [Delete](#)

Source of water supply. Name of authority granting permission if applicable and quantity permitted		
Source of water supply	Name of authority granting permission if applicable	Quantity permitted (in m3/day)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="button" value="Add"/>		
Source of water supply Details added.		
Source of water supply	Name of authority granting permission if applicable	Quantity permitted (in m3/day)
testing	Testing name	987

Online Consent Management & Monitoring System



ASSAM
State Pollution Control Board

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




सत्यमेव जयते

Home
Consent Management
BANK GUARANTEE
Environmental Statement
Monitoring Report
Logout

- [Apply For Consent](#)
- [Industry Profile](#)
- [Change Password](#)
- [Fee Calculator](#)
- [Delete InProgress Applications](#)

Send us your **feedback** and suggestions

click here for any kind **complaints or query**

Welcome DocTest Date : 9-6-2020

Part A
Part B
Part C
Part D
Part E
Documents
Fee

Air Emission	Action
Stack Details	Add View Delete
Fuel Consumption	Add View Delete
Attach specifications including residue management systems of each of the control equipment indicating inlet/ outlet concentrations of relevant pollutants)	<input type="text"/>
27.(B) Whether any release of odoriferous compounds such as Mercaptans, Phorate etc. are coming out	<input type="text"/>
28. Do you have adequate facility for collection of samples of emissions in the form of port holes, platform, ladder etc. as per Central Board Publication "Emission Regulations Part-III" December 1985)	<input type="text"/>
29. Quality of treated flue gas emissions and process emissions. (Specify concentration of criteria pollutants and industry / process-specific pollutants stack-wise. Enclose a copy of the latest report of	<input type="text"/>

Online Consent Management & Monitoring System



ASSAM
State Pollution Control Board

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



Home
Consent Management
BANK GURANTEE
Environmental Statement
Monitoring Report
Logout

- [Apply For Consent](#)
- [Industry Profile](#)
- [Change Password](#)
- [Fee Calculator](#)
- [Delete InProgress Applications](#)

Send us your **feedback** and suggestions

click here for any kind complaints or query



Welcome DocTest Date : 9-6-2020

Part A
Part B
Part C
Part D
Part E
Documents
Fee

Hazardous waste aspects

30. Whether the unit is generating hazardous waste as defined in the Hazardous Waste (Management and handling) Rules, 1989, as amended.	<input type="text" value="Yes"/>
If so, the category No.:	<input type="text"/>
31. Authorization required for	<input type="text"/>
32. Quantity of hazardous waste generated (in kg / day) or (in mt / month)	<input type="text"/>
33. Characteristics of the hazardous waste(s). Specify concentration of relevant pollutants. Enclose a copy of the latest report of analysis from the laboratory approved by State Board/Central Board/ Central Government in the Ministry of Environment and Forests). For proposed units furnish expected characteristics.	<input type="text"/>
34. Mode of storage (intermediate or final) (describe area, location and	<input type="text"/>

Online Consent Management & Monitoring System



ASSAM
State Pollution Control Board

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



Home
Consent Management
BANK GURANTEE
Environmental Statement
Monitoring Report
Logout

- ▶ [Apply For Consent](#)
- ▶ [Industry Profile](#)
- ▶ [Change Password](#)
- ▶ [Fee Calculator](#)
- ▶ [Delete InProgress Applications](#)

Send us your **feedback and suggestions**

click here for any kind **complaints or query**



Welcome DocTest Date : 9-6-2020

Part A
Part B
Part C
Part D
Part E
Documents
Fee

Additional information

37. (a) Do you have any proposals to upgrade the present system for treatment and disposal of effluent/ emission and / or hazardous waste	<input type="text"/>
37. (b) If yes, give the details with time-schedule for the implementation and approximate expenditure to be incurred on it.	<input type="text"/>
38. Capital and recurring (O & M) expenditure on various aspects of environment protection such as effluent, emission ,hazardous waste, solid waste, tree plantation, monitoring, date acquisition etc. (give figures separately for items implemented / to be implemented).	<input type="text"/>
39. To which of the pollution control equipment, separate meters for recording consumption of electric energy are installed ?	<input type="text"/>

Online Consent Management & Monitoring System

Delete InProgress Applications
Welcome DocTest
Date : 9-6-2020

Send us your **feedback** and suggestions

click here for any kind **complaints or query**

Part A
Part B
Part C
Part D
Part E
Documents
Fee

Documents Details

[Upload Required Documents](#)
[View Documents](#)

[Upload](#)
[View](#)

47. I / We further declare that the information furnished above is correct to the best of my / our knowledge.		<input type="checkbox"/>
48. I / We hereby submit that in case of any change from what is stated in this application in respect of raw materials, products, process of manufacture and treatment and / or disposal of effluent, emissions, hazardous wastes etc. in quality and quantity; a fresh application for Consent / Authorization shall be made and until the grant of fresh Consent / Authorization no change shall be made.		<input type="checkbox"/>
49. I / We undertake to furnish any other information within one month of its being called by the Board / Committee.		<input type="checkbox"/>
50. I / We agree to submit to the Board an application for renewal of consent / authorization in two months in advance before the date of expiry of the consent / authorization validity period:		<input type="checkbox"/>

*** Instructions:**

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

Application For	Document Name	Document Name
CTE	Project Report containing the detailed Environment Management Plan	<input type="button" value="Choose File"/> No file chosen
CTE	Site plan prepared by Competent Engineer.	<input type="button" value="Choose File"/> No file chosen
CTE	Land documents such as Sale deed, Jamabandi, Type Map, Non-encumbrance Certificate and Revenue Clearance Certificate of the proposed plot.(if the plot is rented/lease hold then in addition to the above documents Rent deed/ Lease deed should be submitted) or Allotment letter of designated authority for the site of project, if located in the designated industrial area/ industrial estate.	<input type="button" value="Choose File"/> No file chosen
CTE	Layout plan showing location of the Units/Stack/Chimney/Emission points	<input type="button" value="Choose File"/> No file chosen
CTE	Layout plan showing location of the Drainage and final disposal for liquid effluent.	<input type="button" value="Choose File"/> No file chosen
CTE	Layout plan showing location of the Solid waste collection/storage/disposal facility	<input type="button" value="Choose File"/> No file chosen
CTE	Layout plan showing location of the demarcation of open area in the industry premises and green belt within the compound with dimensions.	<input type="button" value="Choose File"/> No file chosen
CTE	Non-agricultural land certificate from circle officer if the land is classified as agriculture land.	<input type="button" value="Choose File"/> No file chosen
CTE	Copy of article and memorandum of Association/Partnership deed/deed of Attorney (except Proprietorship Firm.	<input type="button" value="Choose File"/> No file chosen
CTE	Registration Certificate of DIC.	<input type="button" value="Choose File"/> No file chosen
CTE	Consent fees in favour of Member Secretary, Pollution Control Board, Assam payable through online banking/credit card/debit card, based on the investment of the project as per latest notification.	<input type="button" value="Choose File"/> No file chosen
CTE	Environmental Clearance Certificate(EC) if the proposed industry is required to obtain prior EC from MoEF & CC/SEIAA as per EIA Notification 2006 in force.	<input type="button" value="Choose File"/> No file chosen
CTE	Copy of details of the planning permission obtained from the local body / Town and Country Planning authority / metropolitan development authority / designate authority	<input type="button" value="Choose File"/> No file chosen
CTE	If the site is situated in notified industrial estate, copy of details of proposed arrangement.	<input type="button" value="Choose File"/> No file chosen
CTE	Description of process of manufacture for each of the products showing input, output, quality and quantity of solid, liquid and gaseous wastes, if any from each unit process. (To be supported by flow sheet and / or material balance and water balance sheet).	<input type="button" value="Choose File"/> No file chosen
CTE	Copy of water budget calculations accounting for difference between water consumption and effluent generated	<input type="button" value="Choose File"/> No file chosen
CTE	A schematic diagram of the treatment scheme of trade effluent with inlet / outlet characteristics of each unit operation / process including details of residue management system (ETP sludges)	<input type="button" value="Choose File"/> No file chosen



Online Consent Management & Monitoring System

The screenshot displays the user interface of the Online Consent Management & Monitoring System. The top navigation bar includes links for Home, Consent Management, BANK GURANTEE, Environmental Statement, Monitoring Report, and Logout. A left sidebar contains a menu with options: Apply For Consent, Industry Profile, Change Password, Fee Calculator, and Delete InProgress Applications. Below the menu is a feedback section with the text "Send us your feedback and suggestions" and a "click here for any kind complaints or query" link. The main content area features a "Welcome DocTest" message with the date "9-6-2020". A horizontal menu below the welcome message includes "Part A", "Part B", "Part C", "Part D", "Part E", "Documents", and "Fee". The "Fee" section is titled "Fee Details" and contains a form with the following fields: "Number of Years*" with a value of "1", and "Total Fees" with a currency symbol "₹" and a "Calculate (Click to calculate fee)" button. Below the form, there are instructions: "* Instructions: To enter the Fee details, use the link as follows: click 'Add' add details, 'View' to view details and 'Delete' link to delete details. To update the details, first delete you want to edit and then add new one." At the bottom of the form, there is a question "Do You Want To Save The Application as" with two radio button options: "Completed" and "In Progress". A "Save" button is located below the radio buttons.

Select Completed and Click Save Button

Online Consent Management & Monitoring System

Home Consent Management Laboratory Management Waste Management CESS Management Knowledge Base Logout

- Apply For Consent
- Industry Profile
- Change Password
- Online Payment Verification
- e-Wallet Management
- Fee Calculator
- Delete Inprogress Application

Send us your **feedback and suggestions**

click here for any kind **complaints or query**



Welcome Ritesh Pvt Ltd Date : 2-1-2017

If the Details mentioned below are correct then select your Payment Mode to start the Fee Payment Process.

Merchant Name:	BSPCB
Application Id:	28245
Applied For:	CTE - both - new
Payable Amount(in Rs.):	50000.0 ₹
Select your Payment Mode:	<input checked="" type="radio"/> Online

Make Payment

Please verify your Details	
Application Id :	28245
Applied For :	CTE - both - new
PRN No. :	814044008
Payable Amount(in Rs.) :	50000.0 ₹

Select your payment mode and click 'Submit'	
<input checked="" type="radio"/> Net Banking / Credit / Debit Cards	
<input type="radio"/> e-Wallet (NEFT / RTGS)	

[Terms and Conditions](#)

Pollution Control Board, Copyright © 2009 All Rights Reserved NIC India

Online Consent Management & Monitoring System

ASSAM STATE POLLUTION CONTROL BOARD Reference No : 814044008
Amount : 50000.00

CARDS
NET BANKING

Pay using

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

Credit card Debit card

Select Credit Card Option : --Select--

PAY NOW
[Cancel](#)

Your transaction is processed through a secure 2048 bit https internet connection based on secure socket layer technology. For security purposes, your following details have been logged.
IP address 164.100.176.181 and access time Mon Jan 02 13:26:48 IST 2017.

Copyright © 2014 TechProcess Payment Services Ltd. All rights reserved.

Online Consent Management & Monitoring System

Ministry of Environment, Forest and Climate Change
Government of India

Home
Consent Management
BANK GUARANTEE
Environmental Statement
Monitoring Report
Logout

- ▾ Apply For Consent
- ▾ Industry Profile
- ▾ Change Password
- ▾ Fee Calculator
- ▾ Delete InProgress Applications

Send us your **feedback and suggestions**

click here for any kind **complaints or query**

Consent Application Details

Application No : **6136**

Congratulations! Application submitted successfully.

Your Consent Application application has been received under the Application Number **6136**. *(Note this number for future communication and know the online status of the application submitted)*

Submitted application is under processing. Please send the following documents by post/by hand. You may ignore sending the documents which have been uploaded online.

To view the submitted application form click onto "View Application Form" and To print the application form click onto "Print Application Form"

[View Application Form](#)
[Download Application Form](#)



Thank You!