



# H.P. STATE POLLUTION CONTROL BOARD

## हिमाचल प्रदेश राज्य प्रदूषण नियंत्रण बोर्ड

### USER MANUAL

**Registration/Renewal under The E-waste  
(Management and Handling) Rules, 2011 (under  
Chapter III) (effective from May 2012)**

## Himachal Pradesh State Pollution Control Board

**Homepage URL:**

<https://hppcb.nic.in/>

<http://hpocmms.nic.in/>

GOVERNMENT OF HIMACHAL PRADESH

## TABLE OF CONTENTS

	Page No.
1. Checklist and Applicable Fee.....	01-03
2. Submission of Application .....	03-08
3. Track Status of Application .....	09
4. Third Party Verification.....	10
5. Download the Final Signed Certificate .....	11

## SUPPORTING DOCUMENTS

### Authorization of Manufacturer

- **For fresh Authorization:** The manufacturer shall make an application for authorizations, within a period of ninety days from the date of these rules coming into force in Form 1(a) to the concerned Regional Office of the State Pollution Control Board for grant of authorization.
- **For Renewal of Authorization:** The manufacturer shall make an application to the concerned Regional Office of the State Pollution Control board for the renewal of an authorizations shall be made in Form-1(a) before one hundred and twenty days of its expiry.
- **Prerequisite documents for application obtaining authorization for “Manufacturer”**
  1. Project Report.
  2. Feasibility Report.
  3. Properly filled in Application Form:
    - Form 1(a)-** Authorization Application for Manufacturer or Refurbishers.  
(uploaded on HPSPCB website)
    - Form 4-** Authorization Application for Dismantlers or Recyclers.  
(uploaded on HPSPCB website)
  4. Copy of DIC Registration Certificate.
  5. Consent to Establish Order from the SPCB.
  6. Authorization processing fees.

### Authorization of Dismantler or Recycler

- **For fresh Authorization:** Every Dismantler or Recycler of e-waste shall make an application, within a period of one hundred and twenty days starting from the date of coming into force of these rules, in Form-4 in triplicate to the concerned State Pollution Control Board accompanied with a copy of the following documents for the grant or renewal of authorization, namely:-
  - (a) consent to establish granted by the concerned State Pollution Control Board under the Water (Prevention and Control of Pollution) Act, 1974, (25 of 1974) and the Air (Prevention and Control of Pollution) Act, 1981(21 of 1981);
  - (b) certificate of registration issued by the District Industries Centre or any other government agency authorized in this regard;
  - (c) proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorized in this behalf;
  - (d) In case of renewal, a certificate of compliance of effluent and emission standards, treatment and disposal of hazardous wastes as applicable from the concerned State Pollution Control Board or any other agency designated for this purpose.
- **For Renewal of Authorization:** Every Dismantler or Recycler of e-waste shall make an application for the renewal of authorizations to the concerned Regional office of the State Pollution Control Board and the application shall be made in Form - 4 before one hundred and twenty days of its expiry.
- **Prerequisite documents for application obtaining authorization for “Dismantler or Recycler”**
  - 1. Project Report.
  - 2. Feasibility Report.
  - 3. Properly filled in Application Form:
    - Form 1(a)-** Authorization Application for Manufacturer or Refurbishers.

### Authorization of Refurbisher

- **For fresh Authorization:** Every refurbisher of e-waste shall make an application, with in a period of one hundred and twenty days starting from the date of coming into force of these rules, in Form 1 (a) in triplicate to the concerned Regional office of the State Pollution Control Board accompanied with a copy of the following documents for the grant or renewal of authorization, namely:-
  - (a) consent to establish granted by the concerned State Pollution Control Board under the Water (Prevention and Control of Pollution) Act, 1974, (25 of 1974) and the Air (Prevention and Control of Pollution) Act, 1981 (21 of 1981);
  - (b) certificate of registration issued by the District Industries Centre or any other government agency authorized in this regard;
  - (c) Proof of installed capacity of plant and machinery issued by the District Industries Centre or any other government agency authorized in this behalf.
- **Prerequisite documents for application obtaining authorization for “Refurbisher”**
  - 1. Project Report.
  - 2. Feasibility Report.
  - 3. Properly filled in Application Form:
    - Form 1(a)-** Authorization Application for Manufacturer or Refurbishers.  
**(uploaded on HPSPCB website)**
    - Form 4-** Authorization Application for Dismantlers or Recyclers.  
**(uploaded on HPSPCB website)**
  - 4. Copy of DIC Registration Certificate.
  - 5. Consent to Establish Order from the SPCB.

## FEES DETAILS

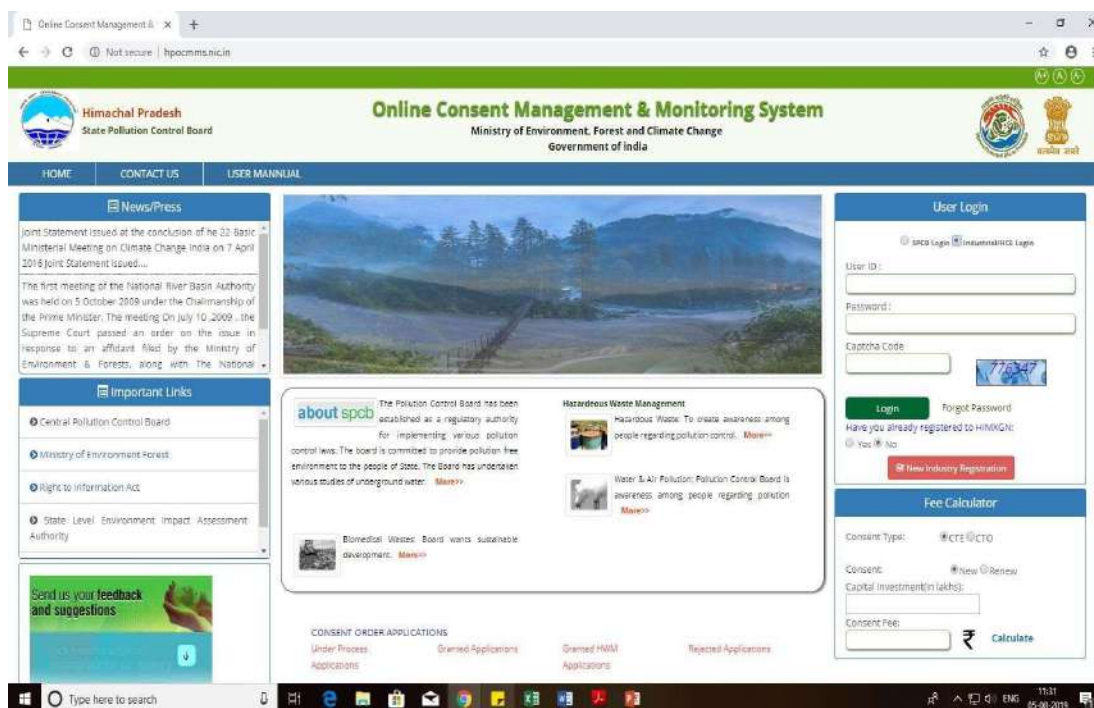
There's no fee levied by the department for the service.

## ONLINE SUBMISSION OF APPLICATION

Visit the Department's website following the link <https://hppcb.nic.in/>. Now, go to "Sign in OCCMS" tab and click on it.



HPOCMMS Login Window (<http://hpocmms.nic.in/>)



## Registration Process:

The screenshot shows a registration form titled "Registration" with a sub-header "Registration For: Health Care Establishment" and a radio button selected for "INDUSTRY". The form contains the following fields:

- Applicant Name: \*
- Mobile No.: \*
- District: \* (Not Selected) (select district)
- Block: \* (select industry block)
- Hint Question: \* (What is your Nickname?) (select question)
- Hint Answer: \*

Below the form, there is a red instruction: "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."

At the bottom, there are two buttons: "Generate OTP" (with a link "Click here to generate OTP") and "Enter OTP". A "Submit" button is located below the "Enter OTP" field.

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

This screenshot is identical to the previous one, but it includes a success message at the top: "Industry Registration completed successfully as User ID: PB01119646 and Temporary Password: 43198. Please change your password within 15 Days from Today."

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

The screenshot shows a form titled "Profile Details" with the following fields:

- Industry/HCE Name: \*
- Category: \* (Not-Selected) Please select the Category
- Industry Type: \*
- Capital Investment (Rs in Lakhs): \*

At the bottom, there are two buttons: "Submit" and "Reset".

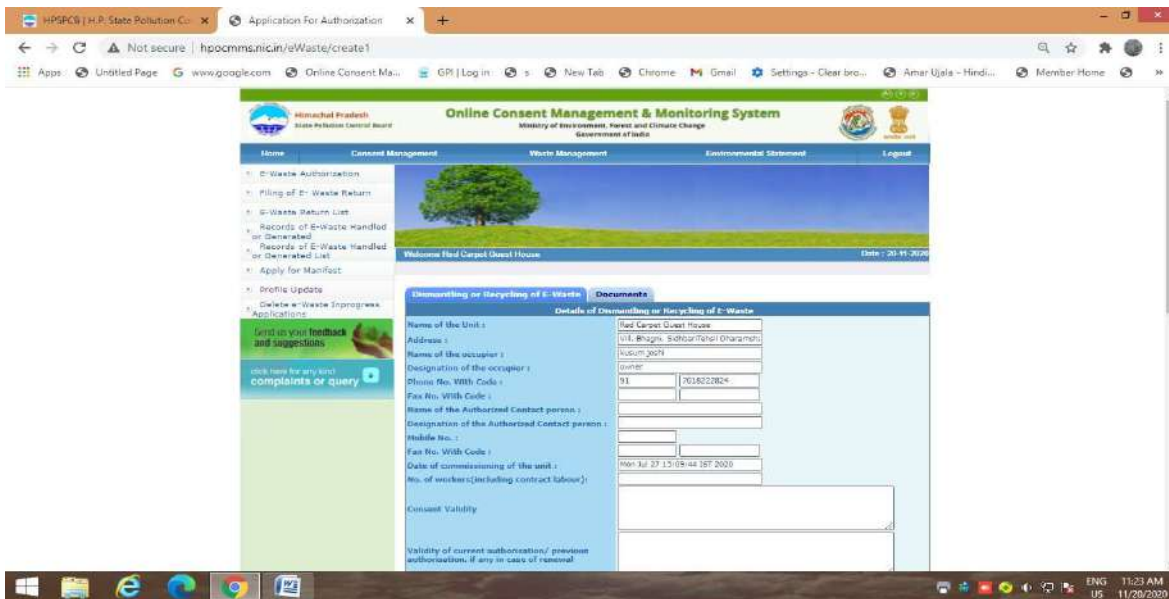
For e-waste authorizations, you will click on waste management tab and then click on Apply Authorization



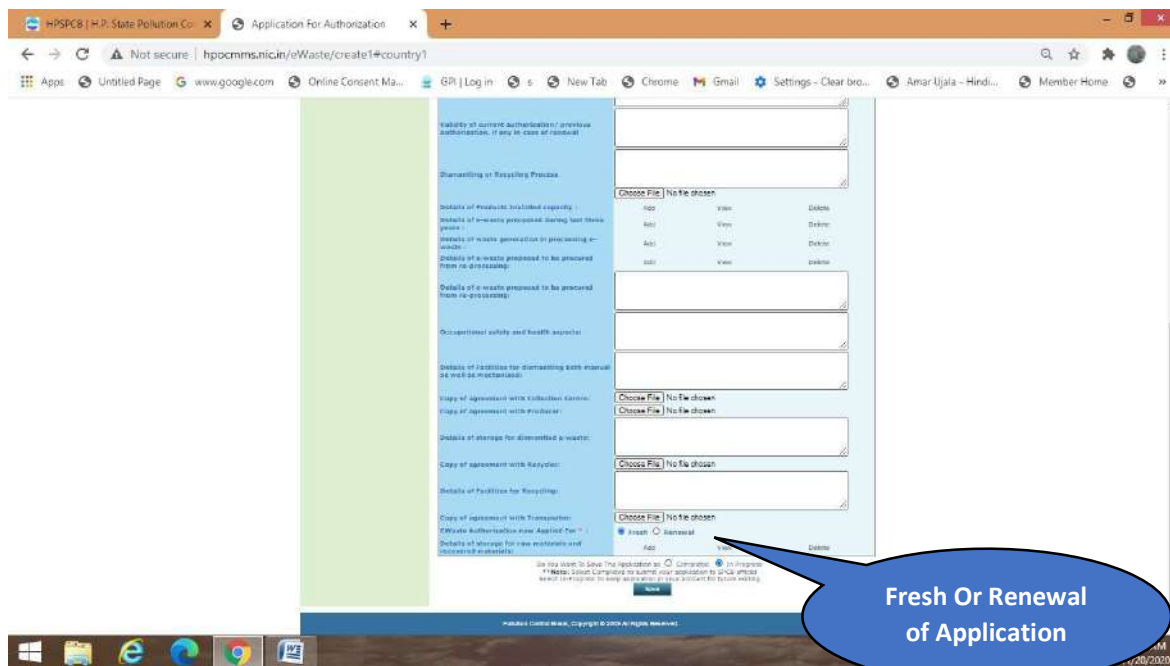
After clicking on e-waste authorization, drop down window will appear and then you will select the option for which case you want to apply



Applicant will fill all the required details as mentioned below



Applicant will choose for **Fresh or Renewal** of License as mentioned below



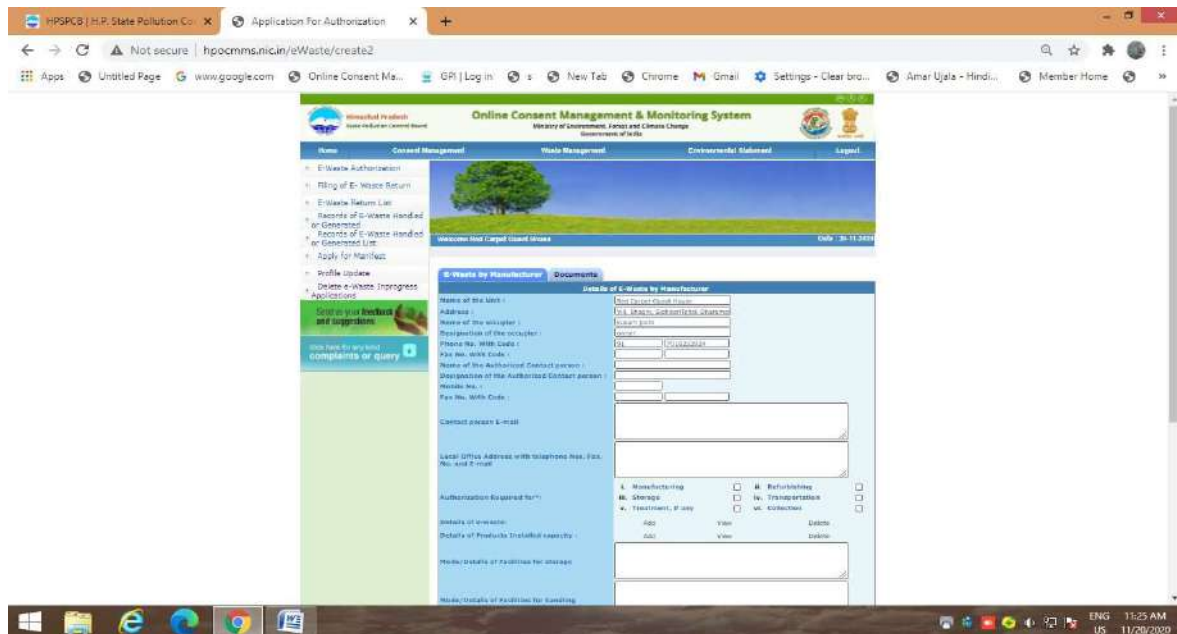
Applicant can submit the required documents online



Then you will click on completed tab and click on save button. Your application will be submitted automatically.

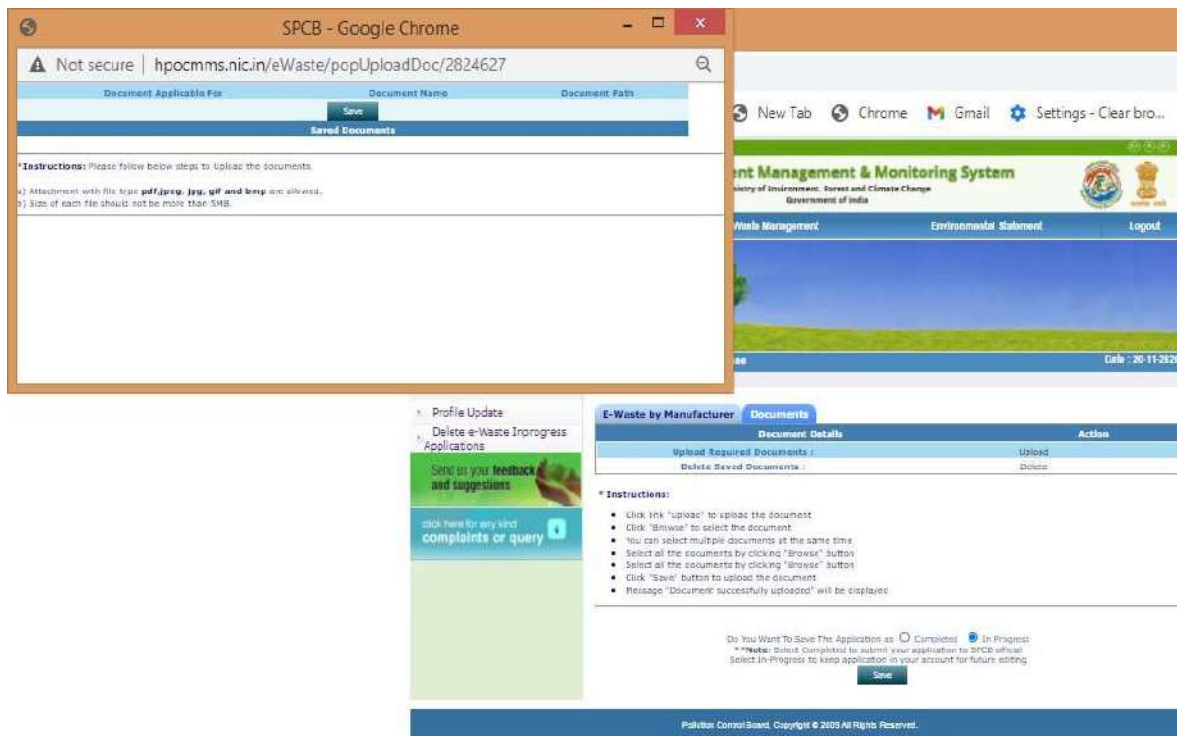
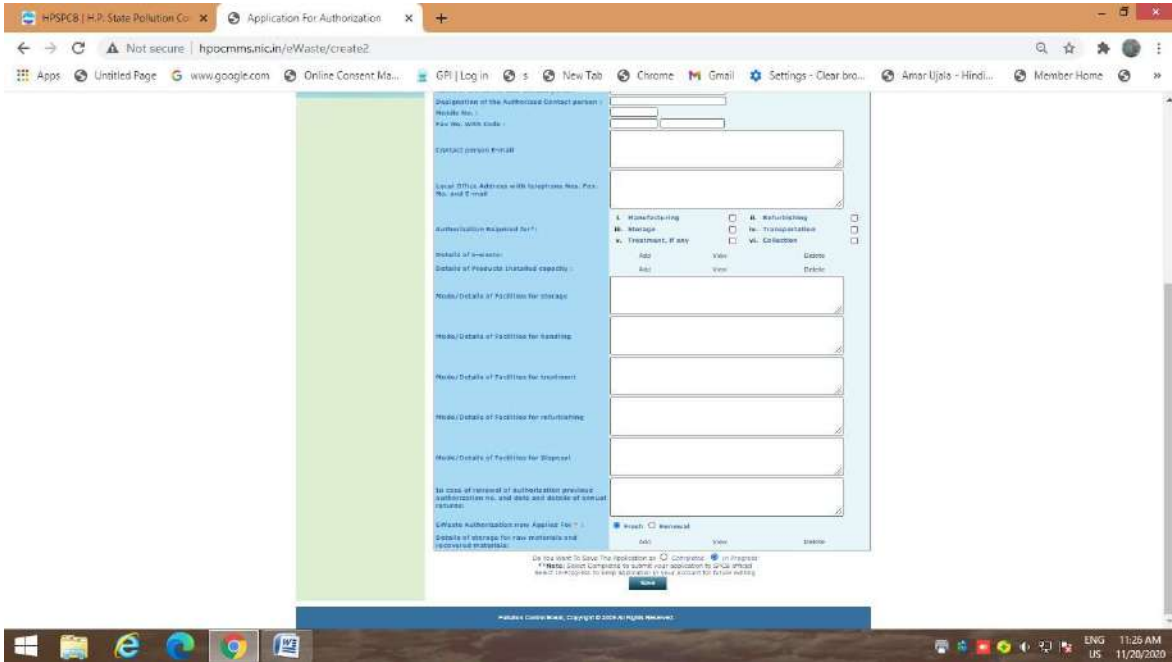
### e-waste authorization for Manufacturer/Refurbishes

Applicant will submit all the necessary details required





Applicant will choose for **Fresh or Renewal** of License as mentioned below



## Tracking Application on OCCMS under E-Waste Authorization

Go to <http://hpocmms.nic.in/index.gsp> and click on Waste App Status

Search Waste Authorization			
Start Date :*	<input type="text" value="01/01/2021"/>	End Date :*	<input type="text" value="01/01/2021"/>
Application For :	<input type="text" value="All"/>	District :	<input type="text" value="All"/>
Status :	<input type="text" value="All"/>	Category :	<input type="text" value="All"/>
<input type="button" value="Search"/>		<input type="button" value="Back"/>	

From **04-08-2020** To **01-01-2021**

Application For : **EWaste**

District : **All**

Status : **All**

Category : **All**

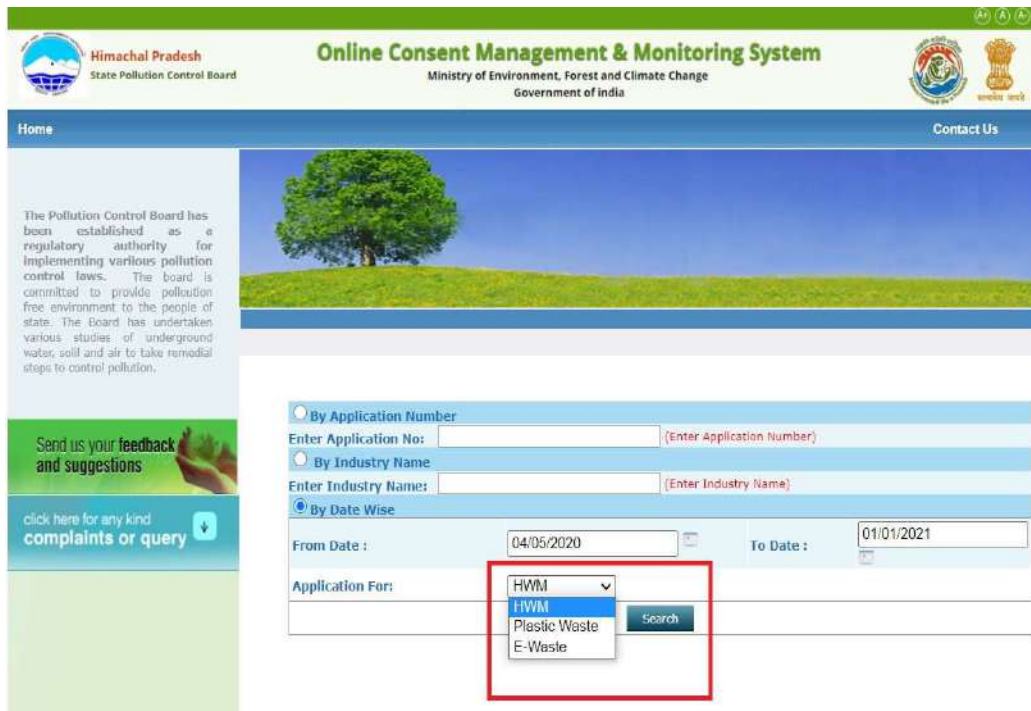
S.No	Industry Name	Address	Application No	Application for	District	Category	Application Date	Status	Approval Date
1	Indian Oil Corporation Ltd	Industrial Area, BaddiBaddiBaddi	2876457	EWaste	Solan Baddi	RED	05-12-2020	Pending	
2	Shivalik Solid Waste Management Limited Unit II	Vill- Uppera Nangal, Tehsil Nalagarh Distt Solan	2403225	EWaste	Solan Baddi	RED	04-12-2020	Pending	
3	Shivalik Solid Waste Management Limited Unit II	Vill- Uppera Nangal, Tehsil Nalagarh Distt Solan	2406444	EWaste	Solan Baddi	RED	03-12-2020	Pending	
4	xzczczxc		2810800	EWaste	Chamba	RED	16-11-2020	Pending	
5	BWIN CREATION	KHASRA NO.613, BADDI- BAROTIWALA ROAD, NEAR SIKKA HOTEL, BADDI, DISTT- SOLAN, H.P- 173205	2524133	EWaste	Solan Baddi	GREEN	13-10-2020	Rejected	

## Third Party Verification

Go to Waste App Status Tab and click on Granted Authorization




Applicant can select the Application category from dropdown list



Select E-Waste Authorization

## Download the Final Signed Certificate



**Himachal Pradesh**  
State Pollution Control Board

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




Home
Contact Us

The Pollution Control Board has been established as a regulatory authority for implementing various pollution control laws. The board is committed to provide pollution free environment to the people of state. The Board has undertaken various studies of underground water, soil and air to take remedial steps to control pollution.

Send us your feedback and suggestions

click here for any kind complaints or query

No applications in this range (from 03/02/2020 to 01/01/2021) for E-Waste Application is Authorized yet

By Application Number

Enter Application No:

(Enter Application Number)

By Industry Name

Enter Industry Name:

(Enter Industry Name)

By Date Wise

From Date :

To Date :

Application For:



**H.P.STATE POLLUTION CONTROL BOARD**  
HIM PARIVESH, PHASE-III, NEW SHIMLA-171009.  
Website:- <http://hppeb.nic.in>

**HPSPCB No :** 12513 **Date:** 04/01/2021  
**Industry Registration ID:** HP0337004 **Application No :** 45674

**To,** M/s  
TestHim  
Address  
Lahaul, Distt. Lahaul Spiti (HP)

**Subject:** Authorization for operating a facility for Collection, Storage and Dismantling of E-Waste under E-Waste (Management) Rules, 2016.

Your application has been processed under Rule 13 (3) of E-Waste (Management) Rules, 2016, and you are registered as a E-Waste Dismantler.

**1. Particulars of Registration**

Authorization No.	45674
Valid from :	04/01/2021
Valid upTo :	04/01/2021
Authorization Type :	fresh
Previous Authorization No. & Validity :	
Period of Authorization:	3

**2. Particulars of the Industry**

<b>Name &amp; Designation of the Applicant</b>		TestingHim, (fsdfjfdj)	
<b>Address of Industrial premises</b>		TestHim, Address, Jawbogh, Lahaul Spiti-110003	
<b>Capital Investment of the Industry</b>		950.0 lakhs	
<b>Category of Industry</b>		ORANGE	
<b>Type of Industry</b>		2002-Bakery and confectionery units with production capacity > 1 TED (With ovens / furnaces)	
<b>Scale of the Industry</b>		Medium	
<b>Office District</b>		Lahaul Spiti	
<b>Capacity</b>		24	
<b>Products (Name with quantity)</b>			
<b>Categories of electrical and electronic equipment's covered under the rules</b>	<b>Product</b>	<b>EECode</b>	<b>Capacity</b>
Electronic Wastes or rejects			
<b>EE code</b>	<b>Quantity of ewaste raw marerial</b>	<b>Mode of storage within the plant</b>	<b>Provision made for treatment of e-waste</b>

### Sample Certificate