

**S.O.P. FOR
AUTHORIZATION UNDER
THE BIO-MEDICAL WASTE
MANAGEMENT RULES, 2016**



KERALA STATE POLLUTION CONTROL BOARD

കേരള സംസ്ഥാന മലിനീകരണ നിയന്ത്രണ ബോർഡ്

Pattom P.O., Thiruvananthapuram – 695 004

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KSPCB/1225/2024-SEE-3

Date: 29/07/2024

**STANDARD OPERATING PROCEDURE FOR PROCESSING OF
APPLICATION FOR AUTHORIZATION OF HEALTH CARE FACILITIES
(HCFs) WITHOUT INPATIENT (IP) FACILITY UNDER THE BIO-MEDICAL
WASTE MANAGEMENT RULES, 2016**

1. Background

As per rule 10(1) of the Bio-Medical Waste Management Rules, 2016 one time authorization shall be obtained by Health Care Facilities (HCFs) which are Non- Bedded (without inpatient (IP) facility). Authorization in such cases shall be deemed to have been granted, if not objected by the prescribed authority within a period of ninety days from the date of receipt of duly completed application along with such necessary documents and fees.

Authorization of Health Care Facilities/Hospitals having IP is already integrated with Consent to Establish/Operate under Water (Prevention and Control of Pollution) Act, 1974, the Air (Prevention and Control of Pollution) Act, 1981 and the Environment Protection Act, 1986.

2. Application for Authorization

- Application shall be submitted online through the web portal www.keralapcbonline.com
- The Health Care Facility may use the user account as per the One Time Registration (OTR) if already registered. Or else the company shall be registered.
- The user id of the company will be the industry's PAN
- Log in using the industry PAN. Register the HCFs under the company for which the authorisation are applied for (See user manual on the homepage).
- Submit online application through the “Waste Management” link.

Online application shall be duly filled in with necessary details and the following documents shall be uploaded.

- i. ID proof

- ii. Industry PAN Card
- iii. Site Plan
- iv. Affidavit
- v. Land Tax/Building Tax receipt/Rent agreement
- vi. Affiliation letter/Certificate with the Common Biomedical waste Treatment Facility(CBMWTF).
- vii. Annual report under sections of the BMW in the form for the period from January to December of the previous year (for HCFs in operation)

The details to be filled in the application are as follows:

- i. Activity for which authorisation is sought: Applicant shall select activities from the following
Generation, Segregation, Collection, Storage, Packaging, Reception Transportation, Treatment or processing or conversion, Recycling, Disposal or destruction, Use, Offering for sale, transfer Any other form of handling
- ii. Details of health care facility (HCF);
 - a. Number of beds of HCF
 - b. Number of patients treated per month by HCF
 - c. Category wise Quantity of Biomedical waste handled, treated or disposed: Quantity Generated or Collected in kg/day and Method of Treatment and Disposal (as per Schedule-I, Part-1 of Bio-Medical Waste Management Rules, 2016) shall be correctly entered against concerned type of waste under the specific category (Yellow/Red/White (Translucent)/Blue)
- iii. Details of Mode of transportation (if any) of bio-medical waste
- iv. Details of treatment equipment (Number, type & capacity of each unit) namely Incinerators, Plasma Pyrolysis, Autoclaves, Microwave, Hydroclave, Shredder, Needle tip cutter or destroyer, Sharps encapsulation or concrete pit, Deep burial pits, Chemical disinfection, any other treatment equipment.

3. Fee details

- One time Authorization fee shall be remitted online.
- Use the fee calculator in the homepage of the web portal for fee applicable. The fee may be verified from the link www.keralapcbonline.com
- Since it is a one-time authorization (Perpetual Conditionally), only the authorizations of those institutions which submit annual reports promptly (on or before 30 every year) on or before June 2015 every year will continue to be valid.

- Authorization of the HCFs that fail to submit the annual report on time in any year will become invalid automatically. A fee of Rs.1000/- shall be applicable for revalidation of the Authorization.
- The local self-governing bodies will be notified in order to take appropriate action against unauthorised HCFs (HCFs without valid Authorization).

4. Authorization Issuing Authority

Issuing Authority of the Authorization shall be the Head of Office (Senior Environmental Engineer/Environmental Engineer/Assistant Environmental Engineer) of the District Office concerned.

5. Appellate Authority

The Chief Environmental Engineer of the Regional Office concerned of the Board will be the first appellate authority and The Member Secretary of the Board will be the second appellate authority

6. Time limit for processing of applications

- Applications with all the mandatory details – including necessary documents & fee alone will be considered as complete.
- Date of application will be the date on which a completed application as above is submitted.
- In case an application is returned for clarification, compliance of the same shall be resubmitted with necessary details/documents within 15 days.
- On receipt of an application, the Head of Office shall forward the same to the Assistant Engineer concerned for scrutiny.
- The Assistant Engineer shall scrutinize the application. Incomplete applications shall be returned for correction to the occupier. Authorization shall be generated in the applications that are complete and the file shall be forwarded to the issuing authority for approval
- The issuing authority shall verify the application & approve the Authorization.
- It is the duty of the Head of the District Office concerned to ensure that all completed applications are processed within the time limit notified under the Kerala Right to Service Act (90 days) with respect to Authorization under the BMW Rules.
- The completed applications received through K-SWIFT portal shall be disposed within 30 days.


CHAIRPERSON

To

1. The Chief Environmental Engineer,
Head Office, Thiruvananthapuram
Regional Office, Thiruvananthapuram /Ernakulam/Kozhikode.
2. The Senior Environmental Engineer,
District Office. Kottayam
3. The Environmental Engineer, District Office,
Thiruvananthapuram, Kollam, Pathanamthitta, Alapuzha, Idukki,
Ernakulam-1, Ernakulam-2, Environmental Surveillance Centre Eloor.Thrissur,
Palakkad, Malappuram, Kozhikode, Kannur, Wayanad, Kasargod.

Copy to:-

- 1) All Technical Staff in HO
- 2) IT Cell (for uploading in the website)
- 3) C.A. to CHN & MS