



KERALA STATE POLLUTION CONTROL BOARD

Standard Operating Procedure for Consent Management

Consent /Authorization application submission procedure for Applicant

Application for	Consent to Establish/Consent to Operate/Authorization
Mandatory supporting documents to be attached	<ol style="list-style-type: none"> 1. Site plan showing residences, water bodies, roads and structures within 100 metres radius (200 metres for crusher industry). 2. Affidavit in INR 200 stamp paper or chartered accountant’s certificate as evidence on gross fixed capital investment. (The gross fixed capital investment shall include the cost of land, buildings, plant, machinery, etc. without depreciation upto the date of application. If the land is on lease 5 times of the annual lease amount shall be taken as cost of land.) Registered lease agreement shall be attached. 3. Layout plan showing location of effluent treatment plant, outlets and emission sources, in A3/A4 size.(if applicable) 4. Process flow diagram and proposal for effluent treatment plant with design details.(if applicable) 5. Details of water and air pollution control measures proposed. 6. Details of waste management . 7. Copy of land tax receipt and/or Possession Certificate.
Process description	<p>— Step 1: Login to keralapcbonline.com (https://www.keralapcbonline.com/pcb/welcome) First time registrants may register process description using the “One Time Registration” link in the same URL.</p> <p>— Step 2: Fill the application form for the type of industry for which consent/ authorization is sought . The type of Industry is available in the drop-down button of Establishment-Type Remit application fee through the online payment option available in keralapcbonline.com and submit application.</p> <p>— Step 3: Scrutiny of application and supporting documents by the Board</p> <p>— Step 4: Site inspection by the authorised Officer.</p>

	— Step 5: Disposal of consent Authorization application by the Board based on pre-defined criteria. (Copy of the Consent/Authorization if granted, can be downloaded by the occupier from the keralapcbonline.com website)
Procedure for Fees payment	<u>Fee shall be remitted through the online fee payment option available in keralapcbonline.com using credit card/debit card/net banking/ NEFT/RTGS.</u>
List of Reference Documents	<p>The Water (Prevention and Control of Pollution) Act, 1974</p> <p>The Air (Prevention and Control of Pollution) Act, 1981</p> <p>The Environment (Protection) Act, 1986</p> <p>The Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016</p> <p>The Biomedical Waste Management Rules, 2016</p> <p>The Plastic Waste Management Rules, 2016</p> <p>The Solid Waste Management Rules, 2016</p>
Time line for completing the process	Minimum 30 days and up to a maximum of 120days from the date of submission of completed application. The date on which the application is made complete in all respect will only be counted as the date of Submission of completed application.
Checking of Application Status	Available in the website of the URL - www.keralapcbonline.com Industry shall log in to the user account and check status in the Completed Applications tab.
Key Contact Person from department	Concerned District Officer – details available in Board’s website http://kspcb.kerala.gov.in

**Departmental
Work Flow**

District Office:

Environmental Engineer -> Assistant Engineer/Assistant Environmental Engineer -> Environmental Engineer ->Disposal(Approval or Refusal of Consent)/Forwarded to Regional Office or Head Office if District Officer is not the consent issuing Authority.

Regional Office:

Chief Environmental Engineer->Assistant Engineer/Assistant Environmental Engineer -> Chief Environmental Engineer for final disposal of application.

Head Office:

Chairman/ Member Secretary ->Environmental Engineer ->Assistant Engineer ->Assistant Environmental Engineer -> Environmental Engineer -> Chief Environmental Engineer -> Member Secretary / Chairman-> final disposal of application.