

STEP BY STEP PROCEDURE

1. As per section 25 of the Water Act, 1974 as amended, no person shall without the previous consent of the Tripura State Pollution Control Board (TSPCB), establish or take any steps to establish any industry operation or process or any treatment and disposal system or any extension or addition thereto which is likely to discharge sewage or trade effluent into any stream or well or sewer or on-land. As per Sub Section 2 of Section 25 of the said Act, an application for consent of the TSPCB under Sub Section [1] shall be made in such form and contain such particulars and shall be accompanied by such fees as may be prescribed.
2. As per Section 21 of the Air Act, 1981 as amended, no person shall without the previous consent of the TSPCB, establish or operate any industrial plant for the purpose of any industry specified in an Air Pollution Control area. As per Sub section [2] of section 21 of the said Act, an application for consent of the TSPCB under Sub section [1] shall be accompanied by such fees as may be prescribed and shall be made in the prescribed form and shall contain the particulars of the industrial plant and such other particulars as may be prescribed.
3. As per the Rule (6), Every occupier of the facility who is engaged in handling, generation, collection, storage, packaging, transportation, use, treatment, processing, recycling, recovery, pre-processing, co-processing, utilisation, offering for sale, transfer or disposal of the hazardous and other wastes shall be required to make an application in Form 1 to the State Pollution Control Board and obtain an authorisation from the State Pollution Control Board. The Tripura State Pollution Control Board (TSPCB) enforces the Water Act, 1974 and its amendments, Air Act, 1981 and its amendments and the Environment (Protection) Act, 1986.
4. The industries/units have to apply for Consent to Operate (CTO) under the Water Act, 1974 and its amendments and Air Act, 1981 and its amendments and authorizations under Hazardous and Other Wastes (Management and Transboundary Movement) Rules, 2016 at a time, online through OCMMS or offline method.
5. TSPCB has implemented Online Consent Management & Monitoring System developed by NIC, New Delhi. All the applicants need to register themselves in the online consent management system (OCMMS). The applicants shall fill-up the information related to consent for operation application in the online application form. The system is designed in such a way that based on the information filled-in the system will automatically calculate the necessary fees and category of industry (Red/Orange/Green). The system generates a submission form and once the processing of the submitted form is done within the office of TSPCB an Online Certificate will be issued which may be downloaded by the applicant for their future reference.
6. For offline users, the industry personnel have to physically come down to the head office of Tripura State Pollution Control Board or Zonal Offices of TSPCB, whichever is viable. They have to provide a certain fee to buy the appropriate form and fill up the necessary fields and along with the Fees they have to submit the form in any of the offices (Head Office, North Zonal Office, Central Zonal Office & South Zonal Office) of TSPCB.
7. Once the duly filled in form is submitted by the industry user, the received forms are sent to the In-Charge of Consent Management Division (Scientist-C) by the Receiving Officer (DDO) and then Scientist-C sends the forms to Assistant Environmental Engineer (AEE)/ JEEs /JSs of Head Office/North Zonal Office/ South Zonal Office/Central Zonal Office for inspection/clarification.

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8. AEE distributes those forms to JEEs/JSs/JSA/SLA/JLA for undertaking inspection and providing the Inspection Report/Letter/Draft Certificate/Agenda Notes.
9. The JEEs/JSs/JSA/SLA/JLA does the inspection. During the inspection they check type of Pollution Control Measures taken by the industry/unit.
 - a. Such officer may for that purpose inspect any place where water or sewage or trade effluent is discharged by the applicant or treatment plants, purification works or disposal systems of the applicant, and may require the applicant to furnish to him any plants, specifications and other data relating to such treatment plants, purification works or disposal systems or any part thereof that he considers necessary.
 - b. The officer may inspect any place or premises, their emission from the chimney or fugitive emission from any location within the premises of the industry as also any control devices installed in the said premises, Such officer may for that purpose, inspect any place or premises under the control of the applicant or occupier and may require the applicant to furnish to him any plant specification or other data relating to control equipment or systems or any part thereof that he considers necessary.
 - c. The applicant shall furnish to such officer all information and provide facilities to conduct the inspection. An officer of the State Board may, before or after carrying out an inspection as above, require the applicant to furnish to him, orally or in writing such additional information or clarification, or to produce before him such documents as he may consider necessary for the purpose of investigation of the application and may for that purpose summon the applicant or his authorized agent to the office of the State Board.
10. The JEEs/JSs/JSA/SLA/JLA then submits the Inspection Report/Letter/Draft Certificate/ Agenda Notes to Consent Appraisal Committee for recommendation.
11. The Consent Appraisal Committee after going through the Inspection Report/Letter/Draft Certificate/Agenda Notes gives its recommendation and sends it to Member Secretary.
12. The Member Secretary approves the same & sends them to Chairman for final approval. The Chairman then forwards the same to AEE for issuing the Certificate/Letter to the appropriate industry/unit.
13. AEE forwards the same to JEEs/JSs/JSA/SLA/JLA for preparing and placing the fair copy of Certificate/Letter for final signature.
14. JEEs/JSs/JSA/SLA/JLA prepares and places the fair copy of the Certificate/Letter for final signature to AEE.
15. AEE signs the Certificate/Letter and issues the same to appropriate industry/units

NOTE			
AEE	Assistant Environmental Engineer	JSA	Junior Scientific Assistant
JEE	Junior Environmental Engineer	SLA	Senior Laboratory Assistant
JS	Junior Scientist	JLA	Junior Laboratory Assistant