

SCREEN SHOTS FOR FILING EWA APPLICATION

1. The applicant shall use only one User Id for the industry location and the same User Id has to be used for filing all applications for all the time in OCMMS. All the applications for Consent and EWA have to be submitted using the same user Id only all the time through OCMMS. For the same industry, the applicants shall not submit the applications for Consent, PWR using different user Id under any circumstances since it would create duplicate Industry files in OCMMS.
2. If the industry has already applied for Consent or PWR through OCMMS previously, already User Id must be available for the industry which has to be used for filing any of the application for Consent and EWA through OCMMS.
3. If the industry has not applied for Consent and EWA through OCMMS previously and has not obtained User Id for the industry from OCMMS, then the industry shall follow the following procedure for Industry Registration to obtain User Id for the industry from OCMMS once.

REGISTRATION OF INDUSTRY

There are 2 tabs. “Industry Details” and Occupier Details”

The items which are mandatory are marked as *. The mandatory items shall be filled for successful submission of Application.

The screenshot shows a web browser window with the URL ocmms.tn.gov.in/OCMMS/industryRegMaster/create. The page has a blue header with navigation links: Home, FAQs, Environment Act & Rules, Guidelines, Notices, Contact Us, and Help Desk. A sidebar on the left contains a message about the Pollution Control Board and a 'Send us your feedback and suggestions' button. The main content area is titled 'INDUSTRY' and has two tabs: 'Industry Details' (selected) and 'Occupier Details'. A note states 'Fields marked * are mandatory'. The 'Industry Details' tab contains the following fields:

Industry Name *	<input type="text" value=""/>	(max 250 characters)
Industry Location-Postal Address *	<input type="text" value=""/>	
Pin Code *	<input type="text" value=""/>	
Revenue District *	<input type="text" value="Not Selected"/>	
Taluk *	<input type="text" value="Not Selected"/>	
Village *	<input type="text" value=""/>	
SF No of the Industry location/Plot No in case of Govt Industrial Estates *	<input type="text" value=""/>	
Local Body Type *	<input type="text" value="Not Selected"/>	
Local Body *	<input type="text" value=""/>	
Category *	<input type="text" value="Not Selected"/>	
Industry Type *	<input type="text" value=""/>	
Industry Status *	<input type="text" value="Operational"/>	

The Windows taskbar at the bottom shows the date and time as 16:07 on 30-06-2020.

Occupier Details Tab Shall Be Filled and “Save “Button Shall Be Clicked for Registration to Be Completed

INDUSTRY

Fields marked * are mandatory

Industry Details **Occupier Details**

Registered Office Address *

Pin Code *

Occupier Name *

Designation *: Select Designation

Nationality :

Phone No. With Code :

Fax No. With Code :

Mobile No. *: (max 10 digits)

e-mail Address *: e.g. xyz@abc.com

Hint Question *: What is your Nickname?

Your Answer *

Enter Captcha Code *: 768342

Do you want to send login Credential in mail? ☒ yes ☐ no

Save Reset

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When the registration is complete, user ID and temporary password will be displayed as below as well as the details will be sent as SMS to occupier mobile and occupier e-mail ID.

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

Home

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, solid and air to take remedial steps to control pollution.

Send us your feedback and suggestions

Industry Registration completed successfully. Your User ID and password has been sent to Registered Email id and Mobile No. of Occupier. Please change your password within 15 Days from Today.

Industry Details **Occupier Details** Print

Industry Name:	TEST INDUSTRIES
Industry Location-Postal Address:	No 1 Guindy
Pin Code:	600004
Revenue District:	Chennai
Taluk :	AMINJIKARAI
Village :	AMINJIKARAI
SF No of the Industry location/Plot No in case of Govt Industrial Estates :	
Local Body Type :	Corporation
Local Body :	CHENNAI
Category :	RED
Industry Type :	1002-Automobile Manufacturing plants (integrated facilities) having either one or combinations of polluting activities namely washing, metal surface finishing operations, pickling, plating, electroplating, phosphating, painting, heat treatment etc. H
Date of Commissioning :	09-07-2020

Activate Windows
Go to PC settings to activate Windows.

Click on the print button and save the details of registration as PDF for future use by the industry.

Re: Correction in Air Consent Or... x SPCB x TEST INDUSTRIES.pdf x Online Consent Management & x

C:\Users\Vijayarajan%20AEE\Downloads\TEST%20INDUSTRIES.pdf

Online Industry Registration Receipt

Date: 9/7/2020

OCMMS Login ID: R20CHN172931 Temporary Password: Mq1q6G65

Your industry has been successfully registered for the use of 'Online Consent Management & Monitoring System' under the Following Details

Industry Details	
Industry Name :	TEST INDUSTRIES
Industry Postal Address :	No 1 Guindy
Pincode :	600004
Revenue District :	Chennai
Taluk :	AMINIKARAI
Village :	AMINIKARAI
SF No of the Industry location/Plot No in case of Govt Industrial Estates :	
Local Body Type :	Corporation
Local Body :	CHENNAI
Industry Registration/License No. :	
Category :	RED
Industry Type :	1002-Automobile Manufacturing plants (integrated facilities) having either one or combinations of polluting activities namely washing, metal surface finishing operations, pickling, plating, electroplating, phosphating, painting, heat treatment etc. H
Scale of Industry :	Small
Date Of Commissioning :	09/07/2020

1

Scale of Industry :	Small
Date Of Commissioning :	09/07/2020
Industry Status :	Operational
Gross Fixed Assets-cost without Depreciation :	400.0 (In Lakhs) As On: 09/07/2020
Plants & Machinery cost without Depreciation :	12.0 (In Lakhs) As On: 09/07/2020
Phone Number :	-
Fax Number :	3-22333
e-mail Address:	
Jurisdiction Office:	CHENNAI

Occupier Details

Registered Office Address :	No 2 Santhome
Pincode :	600004
Occupier Name :	Dhana
Designation :	The Proprietrix
e-mail Address:	tpcbscmms@gmail.com
Mobile No :	9877777777
Phone Number :	-

1

Fax Number :	222233-
Nationality :	

Password Recovery Details

Hint Question :	What is your Nickname?
Answer :	TEST

"For future use of an application please use above mentioned login-ID. Please be communicated that password given is temporary and valid for 15 days only. Please change the password in first login due to security reasons."

TEST INDUSTRIES.pdf

2:56 PM 09-Jul-20

2:57 PM 09-Jul-20

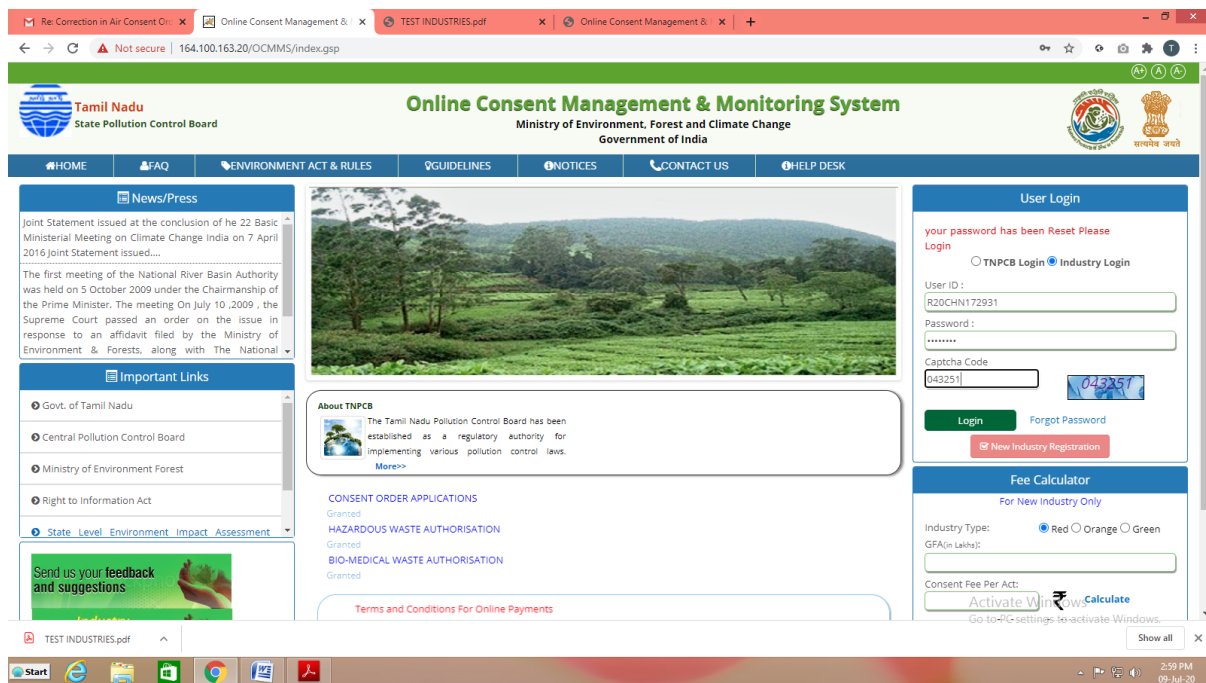
The password generated is temporary and has to be changed within 15 days of registration as detailed below. Using the user ID and password login to OCMMS.

The screenshot shows the OCMMS login page. The header includes the Tamil Nadu State Pollution Control Board logo and the system title. The navigation bar contains links for Home, FAQ, Environment Act & Rules, Guidelines, Notices, Contact Us, and Help Desk. The main content area is divided into three columns. The left column has a 'News/Press' section with a joint statement and a 'Send us your feedback and suggestions' button. The middle column features a large landscape image, an 'About TNPCB' section, and a 'Consent Order Applications' section with links for Hazardous Waste and Bio-Medical Waste Authorisation. The right column contains a 'User Login' section with fields for User ID, Password, and Captcha Code, and a 'Fee Calculator' section for new industries. The bottom of the page shows a Windows taskbar with various application icons and a system clock.

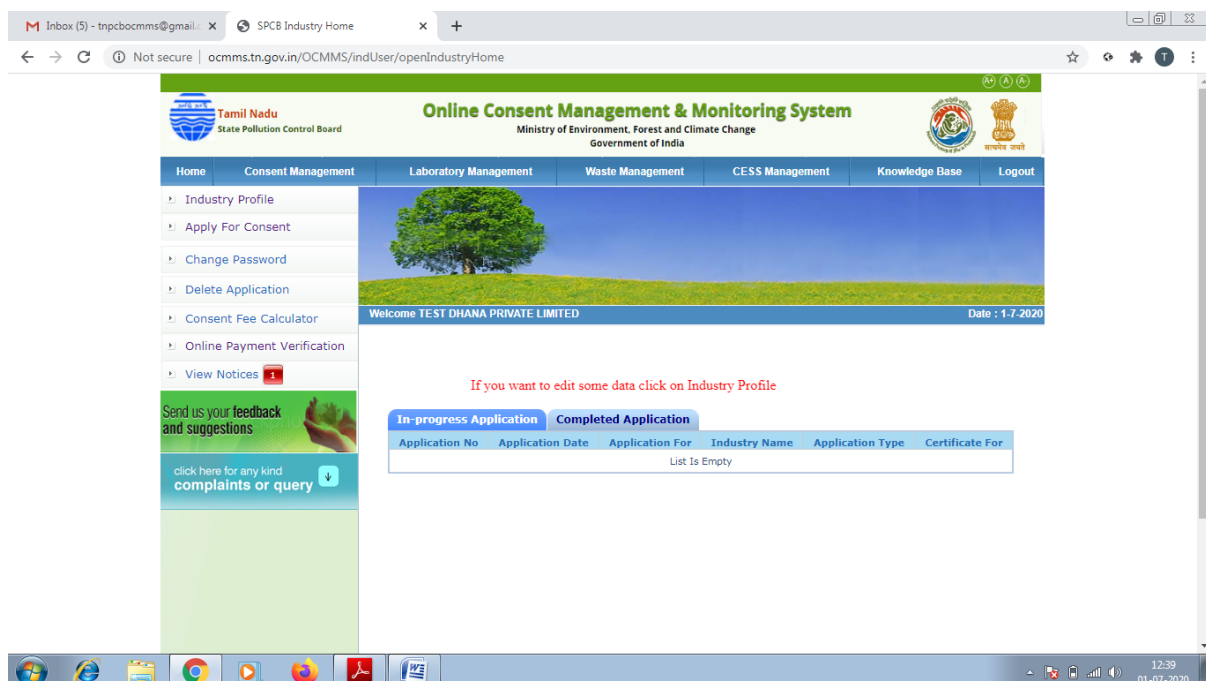
A new screen will appear. Fill up the details and enter new password.

The screenshot shows the password change screen. The header is the same as the login page. The main content area is divided into two columns. The left column has a 'Home' section with a brief description of the board and a 'Send us your feedback and suggestions' button. The right column features a large landscape image and a 'Welcome TEST INDUSTRIES' message. Below the welcome message is a 'Please Change Your Password For Security Purpose' section with a 'Change Password' button. The form contains fields for User Id, Old Password, Enter New Password, Re-type New Password, and Enter Captcha Code. A note at the bottom states: '*Please follow the password format as (1 Special character(only @, #, \$), 1 number and min 8 character in length and maximum 15 character in length)'. The bottom of the page shows a Windows taskbar with various application icons and a system clock.

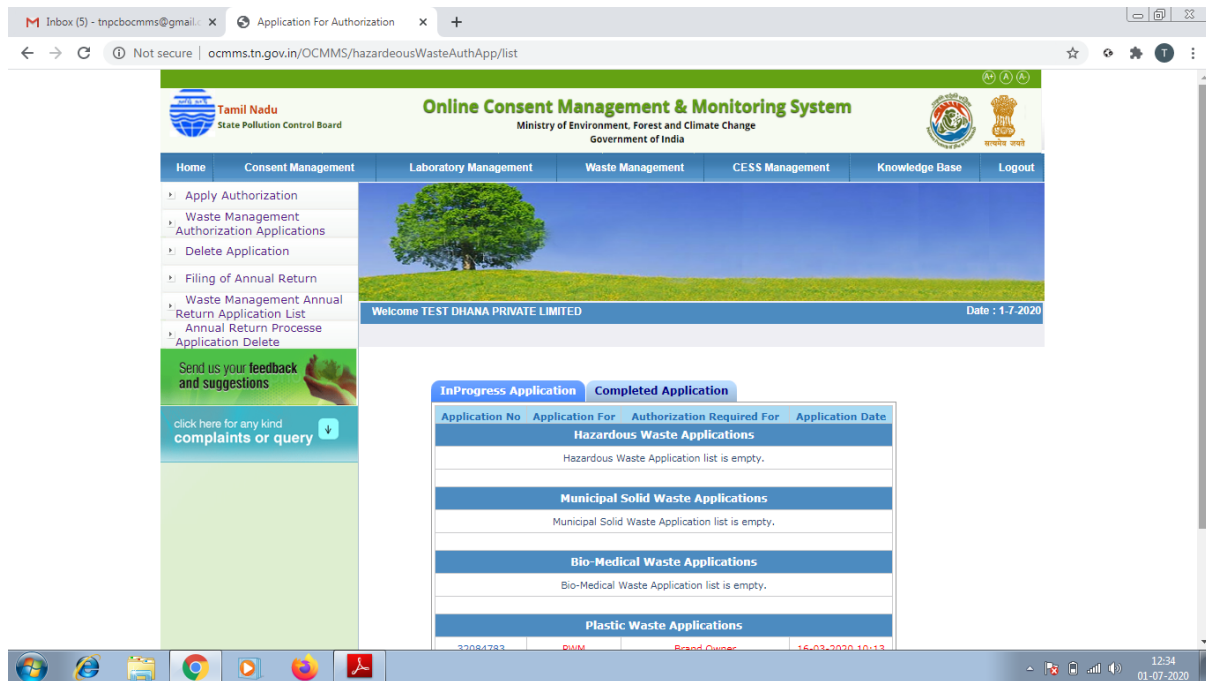
Again login to OCMMS using the user ID and the new password



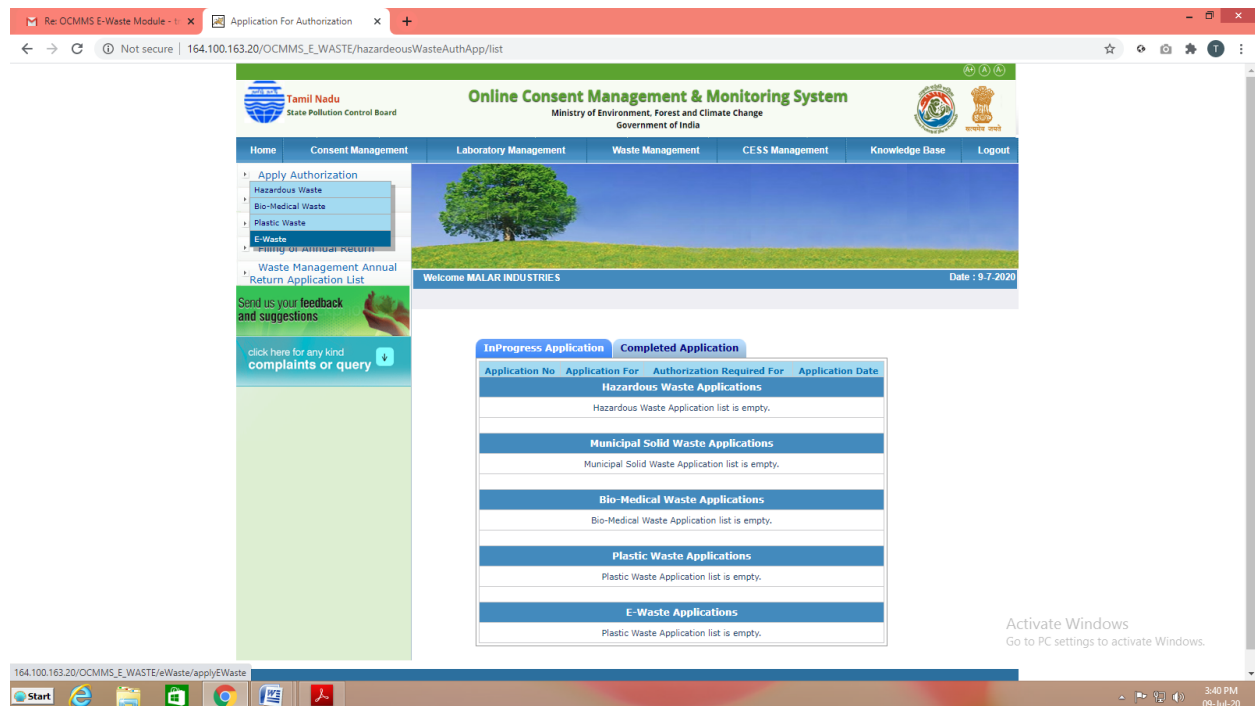
Click on “**Waste Management**” button



New screen will appear as below



Click on “**Apply for Authorization**” and select **E-waste**



A new screen will appear as below

Select (Manufacturer or Refurbisher) / Dismantler/Recycler and click Proceed.

Re: OCMMS E-Waste Module - 1 x SPCB Admin Home x +

← → ↻ ⓘ Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/applyEWaste ☆ ⚙ 🔍 ⓘ

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

- Apply Authorization
- Waste Management Authorization Applications
- Delete Application
- Filing of Annual Return
- Waste Management Annual Return Application List
- Send us your feedback and suggestions
- click here for any kind complaints or query

Welcome **MALAR INDUSTRIES** Date : 9-7-2020

Application for Registration details: Please Select
Please Select
Proceed
Manufacturer or Refurbisher
Dismantler or Recycler

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Activate Windows
Go to PC settings to activate Windows.

FOR MANUFACTURER OR REFURBISHER

Re: OCMMS E-Waste Module - 1 x SPCB Admin Home x +

← → ↻ ⓘ Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/applyEWaste ☆ ⚙ 🔍 ⓘ

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- click here for any kind complaints or query

Welcome **MALAR INDUSTRIES** Date : 9-7-2020

Application for Registration details: Manufacturer or Refurbisher
Proceed


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Activate Windows
Go to PC settings to activate Windows.

Fill up General Tab

Re: OCMMS E-Waste Module - x SPCB Industry Home x +

← → ↻ Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/saveEWaste



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

- Apply Authorization
- Waste Management Authorization Applications
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- Waste Management Annual Return Application List

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome MALAR INDUSTRIES Date : 9.7.2020

General Waste Management Documents

Name of the unit :	MALAR INDUSTRIES
Address of the unit :	Villivakkam, 600004
Contact Person :	MALAR
Designation :	The Proprietor
Phone Number :	9790789636
Email:	dhanaannamalai@gmail.com
E-Waste Authorization now applied for * :	<input checked="" type="radio"/> Fresh <input type="radio"/> Renewal
Authorisation required for * :	<input type="checkbox"/> Generation during manufacturing or Refurbishing <input type="checkbox"/> Treatment if any <input type="checkbox"/> Collection Transportation Storage <input type="checkbox"/> Refurbishing
Status of CTE/CTO, latest consent type issued date and validity date :	

Fields marked * are mandatory

Do you want to save the application as ☐ Completed ☒ Inprogress

Save

Activate Windows
Go to PC settings to activate Windows.

Start | 3:41 PM 09-Jul-20

Fill up Waste Management Tab

Re: OCMMS E-Waste Module - x SPCB Industry Home x +

← → ↻ Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/saveEWaste#country2



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

- Apply Authorization
- Waste Management Authorization Applications
- Delete Application
- Filing of Annual Return
- Waste Management Annual Return Application List

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome MALAR INDUSTRIES Date : 9.7.2020

General Waste Management Documents

E-Waste Details * :	Add	View	Delete
Attach details of waste collection and transporting:	Attached		

Fields marked * are mandatory

Do you want to save the application as ☐ Completed ☒ Inprogress

Save

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Activate Windows
Go to PC settings to activate Windows.

Start | 3:41 PM 09-Jul-20

Click Add in E waste Details and fill up the details

164.100.163.20/OCMMS_E_WASTE/eWaste/popProductDetailsInsAdd/172886 - Google Chrome

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/popProductDetailsInsAdd/172886

E-Waste Details							
Total quantity E-Waste Generated	Unit	Quantity Refurbished	Unit	Quantity sent for Recycling	Unit	Quantity sent for Disposal	Unit
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Add](#)

E-Waste Details

Total quantity E-Waste Generated	Unit	Quantity Refurbished	Unit	Quantity sent for Recycling	Unit	Quantity sent for Disposal	Unit
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Activate Windows
Go to PC settings to activate Windows.



Click on “**Documents**” and click “**upload**” button

Re OCMMS E-Waste Module - x SPCB Industry Home x +

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/saveEWaste#country6

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

- Apply Authorization
- Waste Management Authorization Applications
- Delete Application
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- Waste Management Annual Return Application List

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome **MALAR INDUSTRIES** Date : 9.7.2020

General Waste Management Documents

Documents Details	
Upload Required Documents	Upload
Delete Saved Documents	Delete

*** Instructions:**

- 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

Fields marked * are mandatory

Do you want to save the application as ☐ Completed ☒ Inprogress

[Save](#)

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Activate Windows
Go to PC settings to activate Windows.



New screen will appear as below.

Upload the documents requested. **There are mandatory documents to be uploaded.** These documents must be uploaded for successful submission of application.

The screenshot shows a web browser window with the address bar displaying the URL: 164.100.163.20/OCMMS_E_WASTE/eWaste/popUploadDocEWM?id=172886&pwm=Manufacturer or Refurbisher - Google Chrome. The page title is "Uploaded Documents Details". The form contains a table with three columns: S.NO, Document Name, and Document Path. There are three rows of data, each with a "Choose file" button and "No file chosen" text. The document names are "Covering Letter*", "Copy of Latest consent order/Renewal Issued*", and "Details of facilities for storage/handling/treatment/refurbishing*". Below the table is a "Save" button. The Windows taskbar at the bottom shows the Start button, several application icons, and the system clock indicating 3:42 PM on 09-Jul-20.

S.NO	Document Name	Document Path
1	Covering Letter*	<input type="button" value="Choose file"/> No file chosen
2	Copy of Latest consent order/Renewal Issued*	<input type="button" value="Choose file"/> No file chosen
3	Details of facilities for storage/handling/treatment/refurbishing*	<input type="button" value="Choose file"/> No file chosen

Uploaded Documents Details

Click on “**Save**” button. A new screen will appear as below. Any additional documents to be uploaded can be uploaded by naming the file and attaching the appropriate file and then click save to add another document. After completing the uploading process, click “Exit” button.

The screenshot shows a web browser window with the address bar displaying the URL: 164.100.163.20/OCMMS_E_WASTE/eWaste/saveDocs/general - Google Chrome. The page title is "SPCB - Google Chrome". The form contains a text input field with the placeholder "Add More Document". To the right of the input field is a "Choose file" button and "No file chosen" text. Below the input field are "Save" and "Exit" buttons. The Windows taskbar at the bottom shows the Start button, several application icons, and the system clock indicating 3:42 PM on 09-Jul-20.

No file chosen

Now select “**Complete**” button and save.

The application will be submitted successfully. Once the Application status is approved on clicking the application below screen appears

Re: OCMMS E-Waste Module - x SPCB Industry Home x +

← → ↻ ⓘ Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/show/172616

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

- Apply Authorization
- Waste Management Authorization Applications
- Delete Application
- Filing of Annual Return
- Waste Management Annual Return Application List

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome MALAR INDUSTRIES Date : 9-7-2020

View Authorisation Order| View Inspection Report| View Digitally Signed Certificate |

General Waste Management Documents Print Form

Name of the unit :	MALAR INDUSTRIES
Address of the unit :	Villivakkam, 600004
Contact Person :	MALAR
Designation :	The Proprietor
Phone Number :	9790789636
Email:	dhanaanamalai@gmail.com
E-Waste Authorization now applied for* :	Renewal View
Authorisation required for * :	Generation during manufacturing or Refurbishing, Treatment if any, Refurbishing
Status of CTE/CTO, latest consent type issued date and validity date :	

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Activate Windows
Go to PC settings to activate Windows.

Start | 3:42 PM
09-Jul-20

FOR DISMANTLER OR RECYCLER

Re: OCMMS E-Waste Module - x SPCB Admin Home x +

← → ↻ ⓘ Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/applyEWaste

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

- Apply Authorization
- Waste Management Authorization Applications
- Delete Application
- Filing of Annual Return
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Welcome MALAR INDUSTRIES Date : 9-7-2020

Application for Registration details: Dismantler or Recycler

Proceed

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Activate Windows
Go to PC settings to activate Windows.

Start | 3:43 PM
09-Jul-20

Fill up General Tab

Re OCMMS E-Waste Module - 1 x SPCB Industry Home x +

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/saveEWaste

Delete Application
Filing of Annual Return
Waste Management Annual Return Application List
Send us your feedback and suggestions
click here for any kind complaints or query

Welcome MALAR INDUSTRIES Date : 9-7-2020

General Waste Management Other Documents

Name of the unit : MALAR INDUSTRIES
Address of the unit : Villivakkam, 600004
Contact Person : MALAR
Designation : The Proprietor
Contact Number : 9790789636
Date of Commissioning : 2020-05-20 00:00:00.0
No of workers(including Contact labour) :
E-Waste Authorization now applied for * : ☒ Fresh ☐ Renewal
Consent Validity for Water : 09/07/2020
Consent Validity for Air : 09/07/2020
Validity of current Authorisation : 09/07/2020
Authorisation required for * : ☐ Collection ☐ Storage ☐ Dismantling ☐ Segregation ☐ Disposal
Status of CTE/CTO, latest consent type issued date and validity date :
Dismantling and Recycling Process: Attached
Installed Capacity in MT/year: Add View Delete
E-Waste Processed during last three year: Add View Delete
Fields marked * are mandatory
Do you want to save the application as ☐ Completed ☒ Inprogress
Save

Activate Windows
Go to PC settings to activate Windows.

Installed Capacity in MT/Year → Add

164.100.163.20/OCMMS_E_WASTE/eWaste/popProductProDetailsAdd/172888 - Google Chrome

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/popProductProDetailsAdd/172888

Product	Installed Capacity (MTA)	Unit

Add

List of Products and Installed Capacity Details added.

Product	Installed Capacity (MTA)	Unit
---------	--------------------------	------

Activate Windows
Go to PC settings to activate Windows.

E-Waste Processed during last three years→ Add

164.100.163.20/OCMMS_E_WASTE/eWaste/popTotalQuantityOfRawAdd/172888 - Google Chrome

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/popTotalQuantityOfRawAdd/172888

E-Waste Processed Details			
Year	Product	Quantity	Unit
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Add

List of E-Waste Processed Details.

Year	Product	Quantity	Unit
------	---------	----------	------

Activate Windows
Go to PC settings to activate Windows.

Start | 3:43 PM 09-Jul-20

Fill up Waste Management Tab

Re OCMMS E-Waste Module - x | SPCB Industry Home x | +

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/saveEWaste#country2

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

Apply Authorization
Waste Management Authorization Applications
Delete Application
Filing of Annual Return
Waste Management Annual Return Application List

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome MALAR INDUSTRIES Date : 9-7-2020

General | Waste Management | Other | Documents

Waste generation in processing E-Waste * : Add View Delete

Provide details of disposal residue :

Name of treatment storage and Disposal Facility utilized for :

Details of E-Waste proposed to be procured from re-processing :

Occupational safety and health aspect :

Details of Facility for Dismantling both manual as well as mechanised:

Fields marked * are mandatory

Do you want to save the application as ☐ Completed ☒ Inprogress

Save

Activate Windows
Go to PC settings to activate Windows.

Start | 3:43 PM 09-Jul-20

Waste Generation in Processing E-Waste → Add

164.100.163.20/OCMMS_E_WASTE/eWaste/popGenerationAdd/172888 - Google Chrome

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/popGenerationAdd/172888

E-Waste Processed Details
Click Add button to enter multiple details

Total Quantity E-Waste Received	Unit	Quantity Dismantled	Unit	Quantity sent for Recycling	Unit	Quantity sent for Disposal	Unit
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Add

List of E-Waste Processed Details.

Total Quantity E-Waste Received	Unit	Quantity Dismantled	Unit	Quantity sent for Recycling	Unit	Quantity sent for Disposal	Unit

Activate Windows
Go to PC settings to activate Windows.

Start | 3:43 PM 09-Jul-20

Fill up Other Tab

Re OCMMS E-Waste Module - x | SPCB Industry Home x | +

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/saveEWaste#country3

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Apply Authorization
Waste Management Authorization Applications
Delete Application
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Waste Management Annual Return Application List

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome MALAR INDUSTRIES Date : 9.7.2020

General | Waste Management | Other | Documents

Copy of agreement with Collection Center. :	Attached
Copy of agreement with Producer. :	Attached
Details of storage for dismantled e-waste:	<input type="text"/>
Copy of agreement with Recycler. :	Attached
Details of Facilities for Recycling:	<input type="text"/>
Details of storage for raw materials and recovered materials:	<input type="text"/>

Fields marked * are mandatory

Do you want to save the application as ☐ Completed ☒ Inprogress

Save

Activate Windows
Go to PC settings to activate Windows.

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Start | 3:44 PM 09-Jul-20

Click on “Documents” and click “upload” button

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Government of India

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

Welcome MALAR INDUSTRIES Date : 9-7-2020

General Waste Management Other Documents

Documents Details

Upload Required Documents	Upload
Delete Saved Documents	Delete

* Instructions:

- 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

Fields marked * are mandatory

Do you want to save the application as ☐ Completed ☒ Inprogress

Save

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New screen will appear as below

Upload the documents requested. There are mandatory documents to be uploaded. These documents must be uploaded for successful submission of application.

164.100.163.20/OCMMS_E_WASTE/eWaste/popUploadDocEWM?id=172888&pwmm=Dismantler or Recycler - Google Chrome

Not secure | 164.100.163.20/OCMMS_E_WASTE/eWaste/popUploadDocEWM?id=172888&pwmm=Dismantler%20or%20Recycler

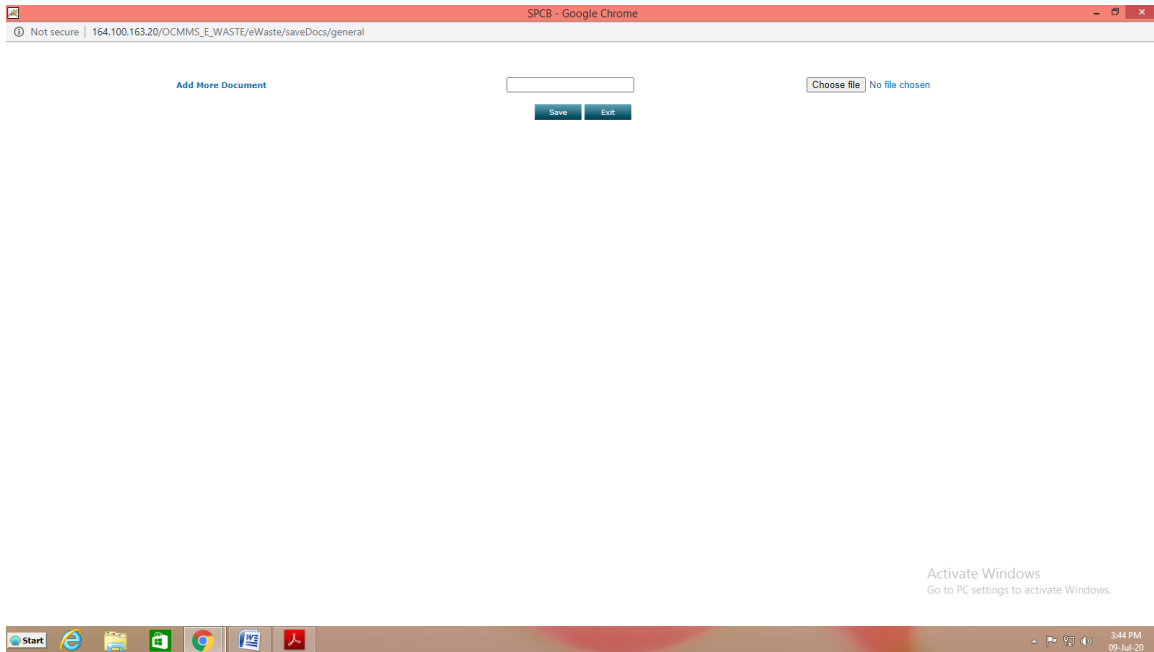
S.NO	Document Name	Document Path
1	Covering Letter*	<input type="button" value="Choose file"/> No file chosen
2	Copy of Latest consent order/Renewal Issued*	<input type="button" value="Choose file"/> No file chosen
3	Copy of Dismantling or Recycling process*	<input type="button" value="Choose file"/> No file chosen
4	Copy of agreement with collection center*	<input type="button" value="Choose file"/> No file chosen
5	copy of agreement with producer*	<input type="button" value="Choose file"/> No file chosen
6	Copy of agreement with Recycler*	<input type="button" value="Choose file"/> No file chosen

Save

Uploaded Documents Details

Click on “**Save**” button.

A new screen will appear as below. Any additional documents to be uploaded can be uploaded by naming the file and attaching the appropriate file and then click save to add another document. After completing the uploading process, click “**Exit**” button.



Now select “**Complete**” button and save. The application will be submitted successfully

