

PROCEDURE  
FOR AUTHORIZATION UNDER MUNICIPAL SOLID WASTES (MANAGEMENT AND  
HANDLING) RULES, 2000  
IN  
ONLINE CONSENT MANAGEMENT & MONITORING SYSTEM



**STATE POLLUTION CONTROL BOARD, ODISHA**  
(DEPARTMENT OF FOREST & ENVIRONMENT, GOVT. OF ODISHA)  
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**PROCEDURE FOR AUTHORIZATION UNDER MUNICIPAL SOLID WASTES (MANAGEMENT AND HANDLING) RULES, 2000 IN ONLINE CONSENT MANAGEMENT AND MONITORING SYSTEM**

**INTRODUCTION**

In order to bring transparency in processing application for authorization Municipal Solid Wastes (Management and Handling) Rules, 2000 and amended thereof , an Online Consent Management and Monitoring System (OCMMS) has been introduced by the Board with effect from 10.06.2015 to dispose authorization application under Municipal Solid Wastes (Management and Handling) Rules, 2000 . The system aims at reducing the processing time of application and related paper works, thereby overall performance will improve. The OCMMS is highly interactive menu driven, user friendly and a customized package which will be used by non-specialists and users. The navigation in the system is user friendly both for applicants and Boards officials.

There are two parts of operational procedure of on line Municipal Solid Waste Authorization system. Part-A of the procedure contains the instruction for the applicant who makes the application online and Part-B is for the officials of State Pollution Control Board, Odisha who will process the application. The step by step procedure in both the sections are presented so that a non-specialist can easily navigate through all the instructions for making a successful application to the Board and the State Pollution Control Board officials can process the application early.

**PART - A**

1. For making an application for obtaining authorization under Municipal Solid Waste the applicant shall go through the State Pollution Control Board website at URL <http://www.ospcboard.org> or <http://www.odocmms.nic.in> in the home page of the URL. Please click on “online application”.



Registration : Before submitting the application online, the applicant has to register , for the new users user ID and password is to be generated by clicking on the “ New Urban Local Body Link of the website”

### **STEPS FOR ENTERING LOCAL BODY DETAIL INFORMATION FOR NEW URBAN LOCAL BODY REGISTRATION**

Enter ULB details

MINING  INDUSTRY  HEALTH CARE ESTABLISHMENT  Local Body

**Local Body Details** **Officer Details**

Name of Local Body  (max 50 characters)

Address  (enter industry/mine/hce address)

City:  (enter city of industry locality)

District: \*  ▼

Tehsil:  (enter industry tehsil)

Classification of Local Body: \*  ▼  
Please select classification of Local Body

Class of Local Body: \*  ▼  
Please choose category to populate the Industry Type

Whether Cess Paying :  NO  YES

Pin :  (enter PIN of industry address)

Phone Number \* :   (STD Code - Number)

Fax No. With Code :   (STD Code - Number)

E-Mail Address :  e.g. info@abc.com

Commissioning Month/Year: \*  ▼  ▼

Fields marked \* are mandatory

MINING  INDUSTRY  HEALTH CARE ESTABLISHMENT  Local Body

**Local Body Details** **Officer Details**

Nodal Officer/In-charge Name  (maximum 50 chars)

Designation \* :  (designation of occupant)

Address \* :  (address, max 100 chars)

City/Village:  (city of address)

District \* :  (write district/state)

Tehsil \* :  (select tehsil)

Pin:  (PIN of occupant address)

Phone No. With Code \* :   (STD Code - Number)

Fax No. With Code :   (STD Code - Number)

Mobile No:  (occupant mobile no)

E-Mail Address \* :  e.g. info@abc.com

Hint Question \* :  ▼ (select question)

Your Answer \* :  (answer of hint question)

Click to generate Password \* :  Click here to generate password

Generated Password \* :  This is one time password

Do you want to send login Credential in mail?  yes  no (Click Yes to email registration details)

Fields marked \* are mandatory

- After filling all details of Local bodies there is an option to fill up Officer details. In officer details “Hint Question” is very important for user because it is required in the case of change in password or when password is forgotten.
- E mail address is also important in occupier details. Because of this mail address user will receive information from OCMMS.

- The next important point is “Do you want to send login credential in mail?” To receive information by E-mail ‘Yes’ is selected

After clicking the “Save” button, user will receive the used ID and temporary password as highlighted on screen.



**NOTE:-Please note down user ID & password for further reference**

### Change Password Option

On home page, the applicant has to select “industrial login”, and user ID and password with captcha code are to be entered and login to be clicked. The first login shall be with auto generated password, however this password should be changed for security aspects

### Home Page - Online Consent Management & monitoring system

The applicant r need to select “Industrial login” after registration to fill up their application immediately after signing up with OCMMS website and same login and password is to be used for subsequent applications.

**ODISHA** Odisha State Pollution Control Board  
(Department of Forest and Environment)  
Government of Odisha

*Online Consent Management & Monitoring System*

Supported by MoEF, Govt. of India

Home

SPCB Login **Industrial Login**

User ID:   
Password:   
Enter:  Login

841799

Enter code shown below  
New Industries/MS/HC/Local Body Registrations  
Forgot Password

Send us your **feedback and suggestions**

Consent Applications Under Process | Consent Granted Applications | Registered Industries & Mines

Hazardous Waste: To create awareness among people regarding pollution control. [More..](#)

Water & Air Pollution: Pollution Control Board is awareness among people regarding pollution. [More..](#)

Biomedical Waste: Board wants sustainable development. [More..](#)

Fee Calculator

Consent Type:  CTE  CTO  
Consent For:  Air  Water  Both  
Ind Category:  Red  Orange  Green

CAPITAL INVESTMENT  
(in Lakhs):   
Consent Fee:  ₹

Calculate

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## STEPS FOR FILING OF Authorization APPLICATION ONLINE

The applicant can apply their authorization application by clicking on “apply for authorization. The applicant has to select hazardous waste to apply for authorization .

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

Apply Authorization  
Waste Management  
Authorization Applications

Welcome SLP Date : 1-8-2015

Application No	Application For	Authorization Required For	Application Date
Hazardous Waste Applications			
280273	Hazardous Waste		01-06-2015 01:01
280274	Hazardous Waste		01-06-2015 01:01
Municipal Solid Waste Application List Is Empty			
Bio-Medical Waste Application List Is Empty			

odocmms.nic.in/OCMMS/hazardousWasteAuthApp/list

**Odisha State Pollution Control Board**  
(Department of Forest and Environment)  
Government of Odisha

*Online Consent Management & Monitoring System*

Supported by MoEF, Govt. of India

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

Apply Authorization

**Hazardous Waste**

Non-Medical Waste

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome SLP Date : 1-6-2015

InProgress Application	Completed Application		
Application No.	Application For	Authorization Received For	Application Date
Hazardous Waste Applications			
250213	Haza-Benzo Waste		01-06-2015 01:03
250212	Hazardous Waste		01-06-2015 01:01
250209	Hazardous Waste		01-06-2015 01:23
Municipal Solid Waste Application List Is Empty			
Bio-Medical Waste Application List Is Empty			

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## STEPS REQUIRED BY THE USER FOR FILLING UPMUNICIPAL SOLID WASTE APPLICATION

- Click on General Details and it will retrieve data from Local Body Registration format

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

Apply Authorization

Waste Management Authorization Applications

Send us your feedback and suggestions

click here for any kind complaints or query

Welcome SLP Date : 1-6-2015

**General** | **Municipal Solid Waste**

Name of Municipal Authority/ Name of the agency appointed by the Municipal Authority :	SLP
Correspondence Address :	SALIPUR
City :	SALO
District :	CUTTACK
Tehsil :	SALIPUR
Pin :	754201
Telephone Number:	285112
Fax Number:	
Mobile:	
E-mail Address:	

**General** **Municipal Solid Waste**

Nodal Officer Details ( Officer authorised by the municipal authority or agency responsible for operation of processing or disposal facility):	
Name of Nodal officer*:	<input type="text"/>
Designation of Nodal officer*:	<input type="text"/>
Authorization Applied for*:	<input checked="" type="radio"/> Setting up & operation of waste processing facility <input type="radio"/> Setting up & operation of disposal facility
Authorization Type*:	<input checked="" type="radio"/> fresh application <input type="radio"/> Renewal application
Processing of waste	
Location of Site*:	<input type="text"/>
Quantity of waste to be processed per day*:	Quantity : <input type="text"/> Unit : Metric Tonnes/Day ▼
Measures to be taken for prevention and control of environmental pollution*:	m1 ▲ m2 ■ m3 ■ m4 ▼
Measures to be taken for safety of workers working in the plant*:	m1 ▲ m2 ■ m3 ■ m4 ▼
Investme on Project (In Lakhs)*:	<input type="text"/>
Expected Return from Project (In Laks)*:	<input type="text"/>
Name of Waste Processing Technology*:	<input type="text"/>
Details of Processing Technology:	<input type="button" value="Choose File"/> No file chosen
Site clearance (from Local Authority):	<input type="button" value="Choose File"/> No file chosen
Details of agreement between municipal authority and operating agency:	<input type="button" value="Choose File"/> No file chosen
Utilization programme for waste processed (Product utilization):	<input type="button" value="Choose File"/> No file chosen
Methodology for disposal of waste processing rejects (quantity and quality):	<input type="button" value="Choose File"/> No file chosen



Number of sites indentified:	<input type="text"/>
Quantity of waste to be disposed per day:	Quantity : <input type="text"/> Unit : <input type="text"/> Metric Tonnes/Day ▼
Nature of waste:	<input type="text"/>
Composition of waste:	<input type="text"/>
Details of Existing Site under Operation:	<input type="button" value="Choose File"/> No file chosen
Measures taken to check enviornmental pollution*:	m1 ▲ m2 ■ m3 ▼ m4 ▼
Layout maps of site:	<input type="button" value="Choose File"/> No file chosen
Details of methodology or criteria followed for site selection:	<input type="button" value="Choose File"/> No file chosen
Methodology and operational details of landfilling:	<input type="button" value="Choose File"/> No file chosen
Do You Want To Save The Application as <input type="radio"/> Completed <input checked="" type="radio"/> In Progress	
<small>Fields marked * are mandatory</small>	
<input type="button" value="Save"/>	

The user can save this application in his account for making some changes in application, user need to save this application by selecting “In progress”(at the bottom of page).

Do You Want To Save The Application as  Completed  In Progress

In progress application will not submitted to OSPCB office and can be modified by the user.

Once the applicant filled up the application form completely and upload all the required documents the applicant can select button ‘completed’ and followed by ‘save’.

Do You Want To Save The Application as  Completed  In Progress

Then application will be automatically submitted to the Head Office.

## STATUS OF APPLICATION

The status of application can be seen by login the website. The user can see the application status by in their user id Here the status of application is shown at the home page of user Id. There are two tabs 1st is “In progress Application” and the second one is “completed Application. “Completed Application “ is to know with whom the file is pending.

### **In progress Application / Completed Application**

After submission of application online, the applicant is required to take a print out of the application form filed online and sign the hard copy of the application and send it to the Board.

After receiving authorization application online, the application will be processed on line by the Board officials. Any clarification / decision on grant /refusal will be communicated to the proponent online.

