

GUIDANCE DOCUMENT
for
Centralized EPR Portal for Plastic Packaging



CENTRAL POLLUTION CONTROL BOARD, DELHI
February 2023

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Chapter 1: Registration of Producer / Importer / Brand-owner (PIBO)

1.0 Background

Ministry of Environment, Forest and Climate Change, Government of India, in its fourth Amendment to the Plastic Waste Management Rules, dated February 16, 2022, notified 'Guidelines on Extended Producer Responsibility for Plastic Packaging' in the Schedule II of the Rules. CPCB has developed the Centralized EPR Portal for plastic packaging in accordance with provisions of the notified EPR Guidelines. This Guidance Document (Ver. 1.0) provides details of the EPR Portal. The document shall be subjected to periodic upgradation to enhance user friendly features.

The EPR Portal for Plastic Packaging provides provision for registration of PIBOs/ PWPS in accordance with the notified EPR Guidelines. This Chapter details the procedure for PIBO Registration on the EPR Portal.

1.1 Sign-up /Login

The user can go to the Sign-up page by clicking on "PIBO" & "Register" on the Homepage (**Figure 1.1**). Sign-up form (**Figure 1.2**) shall open up

(a) The user shall provide the following information during Sign-up

(i) Applicant type

- Brand-Owner/Producer/Importer/ Plastic Waste Processor

(ii) Company Details: Following information to be provided

- Legal Name (As per GST)
- Trade Name (As per GST)
- Type of Business (Private/Public/ Proprietorship/ Co-operative etc.)
- Type of Company (Micro/ Small / Medium / large) and Supporting Document
- Registered Address of the entity
- Company PAN Card Number (validated on the Portal)
- Company CIN Number (Mandatory for companies registered under the Company Act and validated on the Portal)

(iii) Authorized Person Details: Following information to be provided

- Name & Designation of Authorized Person
- Mobile Number of Authorized Person
- PAN Details of Authorized person

- Aadhaar details of Authorized person (optional)
- (iv) Login Details:** Following to be provided
- Email ID of Authorized Person
 - Create password and click on 'Register'
- (b) **Document to be submitted during Sign up:** Document supporting category of industry (Small/Micro/Medium/Large)
- (c) Brand-owners in Micro & Small Category exempted from EPR Registration
- (d) Online platforms/marketplaces and supermarkets/retail chain are included in EPR Registration
- (e) **Login the Portal:** After registration, user can enter e-mail address and password and click on "Sign in" on homepage (**Figure 1.1**), OTP shall be sent to the registered mobile number and E-mail ID entered during Sign-up. The user can key in the OTP to login to the application form
- (f) **Change User Profile (if required)**
Applicant can change the user profile (registered mobile and email ID) as per details given below
- Click on the "user profile" to change the Mobile No / email ID of authorized person (**Figure 1.3**)
 - Edit the required details,
 - OTP shall be sent to the new user details (Email id/ Phone no.) to update the credentials. (**Figure 1.4**)

Figure: 1.1: Login in EPR portal



Figure 1.2: Signup page on EPR Portal

Ministry of Environment, Forest and Climate Change
Government of India

Centralized Extended Producers Responsibility Portal for Plastic Packaging

Home | FAQs | Instruction Sheet

Already Registered? [Login](#)

Registration form for Producer, Importer and Brand Owner

Starred (*) fields are mandatory

Applicant type

Please select one of the following *

Select

This field is required

Entity Details

Legal Name *
Legal Name
This field is required

Trade Name *
Trade Name
This field is required

Type of Business *
Select
This field is required

Type of company *
Type Of Company
This field is required

Supporting Documents for Company *
Attach file
This field is required

State/UT *
Select
This field is required

Registered Address *
Registered Address
This field is required

District *
District
The District field may only contain alpha characters & White spaces
This field is required

Pin code *
Pin code
This field is required

PAN *
PAN
This field is required

CIN *
CIN
This field is required

Authorised person

Name *
Name
The Name field may only contain alpha characters & White spaces
This field is required

Designation *
Designation
The Designation field may only contain alpha characters & White spaces
This field is required

Mobile No. *
Mobile No.
This field is required

PAN *
PAN
This field is required

Aadhaar No.
Aadhaar No.
This field is required

Login Details

Email Id of Authorised Person *
Email Id of Authorised Person
This field is required

Password *
Password
This field is required

Confirm Password *
Confirm Password
This field is required

Note:

1. Brandowners in Micro & Small Category exempted from EPR Registration
2. Online platforms/marketplaces and supermarkets/retail chain are included

[Register](#)

Already Registered? [Login Now](#)

Figure 1.3: User profile

EPR Portal For Plastic™ Yogi

BO November

Home

Brand Owner

PIBD Operations

Dashboard

Welcome, BO November!

Registration Status: Initiated

Valid Till: -

User Type: Brand Owner

Category	Min Recycling Target	Max EOL Target	Min Of Recycling Material	Min Reuse Target
CAT-1	700	NA	NA	NA
CAT-2	700	NA	NA	NA
CAT-3	700	NA	NA	NA
CAT-4	175	NA	NA	NA

Registration / Renewal of Registration

Plastic Procurement

User Profile

Change Password

Logout

Figure: 1.4: Update credential of user profile

1.2 Filling up of the Application form (Part A, B, C & D)

1.2.1 Brand Owner

Figure 1.5: PIBO Dashboard (Unregistered)

1.2.1.1 Part A (General Information)

- (a) After Login, PIBO’s Dash Board shall appear (**Figure 1.5**). Click on “New Application” to fill the Application Form
- (b) The proforma for PART A: General Information is given in **Figure 1.6**.
- (c) Information provided during Login shall be auto fetched (Company Details : Legal/ Trade Name of Company/ Type of Company/ Type of Business/CIN/PAN/Registered Address & Authorized Person details: Name / Designation/ Aadhar/PAN/ Mobile no./Email ID)
- (d) Information to be provided in this section shall include:
 - i. States/UTs where the PIBO is operational
 - ii. Confirmation, if the PIBO , has a production facility
 - iii. Year of Commencement of Operations
 - iv. Details of products produced
 - v. Representative Picture of Plastic Packaging /Plastic Packaging for Commodities covering different Categories

- vi. Category-wise Plastic packaging consumed in the last two years
 - vii. Confirmation that the PIBO is not using / producing /selling banned SUP items
- (e) **Documents to be submitted (Part A) Required:** The following documents are required to be submitted during filing of Part A of the Application
- PDF copy of Company's PAN, CIN & GST (Max file size is 5MB)
 - PDF copy of Authorized person PAN & Aadhar (Max file size is 5MB)
 - PDF copy of Registration in case of renewal (if applicable) (Max file size is 5 MB) □ Details (type & quantity) of products produced/ marketed (Max file size is 5MB)
 - Representative picture of Plastic packaging (Plastic packaging covering different EPR categories) (Max file size is 5MB)
 - Registration Certificate of District Industries Centre of the State Government or Union Territory, if applicable. (Max file size is 5MB)
- (f) **Checks & Balances:** If year of commencement of operation is previous to the current year, the portal shall not accept applications zero plastic waste consumption (Section 5c) and waste generation (Section 7)

1.2.1.2 PART B (Pertaining to Liquid Effluent & Gaseous Emissions)

- a) Information under this section is to be provided only by those PIBOs who have production facility
- b) The Proforma for Part B of the Application Pertaining to Liquid Effluent & Gaseous Emissions is given in **Figure 1.7**
- c) The user will have to key in the Consent Application No. which will auto fetch the date of validity of the Consents (Air/ Water Act)
- d) The user shall be able to proceed further with filing of application only if the Consents under Air & Water Act are valid on the date of filing of application.
- e) **Documents required:** The user is required to upload the copy of Consents under this section.

1.2.1.3 PART C: Related to Wastes

- a) Proforma for Sec 7 (Part C) is given in **Figure 1.8**

- b)** Statewise / category wise Pre-consumer & Post consumer plastic packaging waste, recycled plastic content is to be provided for the last two years in Section 7 of the application
- c)** The user can click on “Save” after keying in data for each row to avoid losing data
- d)** Pop-up Message shall be flashed if there is a discrepancy in the data
- e) Checks & Balances:** Category and year wise quantity of Total Pre and Post consumer plastic waste provided in section 7a should be less than or equal to the details provided in section 5c.

Figure 1.6: BRAND-OWNER PART A: General Information

EPR Portal For Plastic™
👤

Home
Brand Owner
PIBO Operations

New Application

[Readiness Guidelines](#) /
 [Instruction Sheet](#) /
 [FAQs](#)

IMPORTANT INSTRUCTION *Applicant may keep all the information ready prior to filling up the form, for convenience*

▶ Note: The partwise information to be entered in Brand Owner Registration form.

Part A : General Information
 Part B : Pertaining to Liquid Effluent and Gaseous Emissions
 Part C : Pertaining to Waste
 Part D : Action plan for implementation of Extended Producer Responsibility (EPR) for Plastic Waste Management (PWM)

Part A: General Information
Starred (*) fields are mandatory

1 a) Entity Details

Name of the organization (Legal Name) *

Trade Name *

Type of Business *

Registered Address *

Postal Address * Enter postal address

PAN * (Max file size of PDF is 2 MB)

GST * (Max file size of PDF is 2 MB)

Type of company *

Please upload supporting document for company category *

* Click here to save and proceed

1 b) Authorized Person Details

Name *

Designation *

Mobile No. *

Email *

PAN * (Max file size of PDF is 2 MB)

Aadhaar (Max file size of PDF is 2 MB)

* Click here to save and proceed

1 c) Select States/UTs in which the Brand Owner is operating *

Select

2) Please indicate if the application is for Renewal of Registration? *

3 a) Does the Brand Owner have a production facility? *

3 b) Is the Production facility registered with the District Industries Centre of the State Government or Union territory? *

4 a) Total Capital Invested in the Project (Rs in Crores) *

4 b) Year of Commencement of Operations *

5 a) Details (type & quantity) of products produced/ marketed * (Max file size of PDF is 5 MB)

5 b) Representative picture of Plastic Packaging / Plastic packaging for commodities covering different EPR categories * (Max file size is 2 MB and file format should be JPEG,JPG,PNG)

5 c) Total Quantity of Plastic Consumed for Plastic Packaging of Commodities (TPA) *

Year	Rigid Plastic (Cat-I) <small>* Enter value in Tonnes</small>	Flexible Plastic (Cat-II) <small>* Enter value in Tonnes</small>	MLP (Cat-III) <small>* Enter value in Tonnes</small>	Compostable Plastic (Cat-IV) <small>* Enter value in Tonnes</small>
2020-21	0	0	0	0
2021-22	0	0	0	0

5 d) Status of compliance with PWM rules- w.r.t Thickness of Plastic Sheets (50 microns) , Carry bags (75 micron w.e.f 30.9.21 & 120 Micron w.e.f from 31.12.2022) , Not Manufacturing/Using/Selling banned SUP items & non-woven Bags with GSM < 60 *

Status of compliance with PWM rules- w.r.t Thickness of Plastic Sheets (50 microns) & Carry bags (75 micron w.e.f 30.9.21 & 120 Micron w.e.f from 31.12.2022) should be YES to proceed further.

5 e) Thickness of Plastic Packaging (in microns) * Enter Thickness of Plastic Packaging

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Figure 1.7: Part B: Pertaining to Liquid Effluent & Gaseous Emissions

Figure 1.8: Part C: Pertaining to Wastes (Section 7)

Sl. No.	State Name	Year	Category of Plastic	Pre Consumer Waste		Plastic Packaging put in market (Post Consumer)		Action
				Plastic Quantity (TPA)	Recycled Plastic %	Plastic Quantity (TPA)	Recycled Plastic %	
1	DELHI	2020-21	Rigid Plastic (Cat-I)	0	0	0	0	Edit
			Flexible Plastic (Cat-II)	0	0	0	0	Edit
			MLP (Cat-III)	0	0	0	0	Edit
			Compostable Plastic (Cat-IV)	0	0	0	0	Edit
		2021-22	Rigid Plastic (Cat-I)	0	0	0	0	Edit
			Flexible Plastic (Cat-II)	0	0	0	0	Edit
			MLP (Cat-III)	0	0	0	0	Edit
			Compostable Plastic (Cat-IV)	0	0	0	0	Edit
Total				0	0	0	0	

1.2.1.4 Part C- Section 8: Filling of Procurement Details: Plastic packaging can be procured from Registered as well as unregistered entities (**Figure 1.9**). The detail of information to be provided is given below:

(a) Procurement from registered entity: In case of procurement from Registered entity “EPR Invoice Number” generated from EPR Portal is to be keyed in and details shall be auto populated. (**Figure 1.10**).

(b) Procurement from unregistered entity: The applicant has the option of providing single invoice procurement details or bulk upload the details of procurement from single entity. The details of the same are given below:

Single invoice details: Proforma for filling in procurement details as illustrated in **Figure 1.11**. The various details which have to be provided include:

- i. Name of entity
- ii. Address
- iii. Mobile No
- iv. Year of procurement
- v. Plastic material Type (Details of one invoice may be s
- vi. Category of plastic (for CAT-I container size(>09L and <4.9L, >4.9L &<0.9L)to be selected)
- vii. GST details of seller
- viii. Total quantity to be procured –
- ix. Percentage of recycled plastic
- x. Invoice No.

The user can view & confirm the details prior to filing the Procurement details. Once the information 'submitted', data filled in this section cannot be edited and deleted by the applicant.

Bulk upload of procurement from an entity (Figure 1.11): The user also has the option to bulk upload the procurement data from a single entity . The format as given in Section 1.10 shall be used for providing the information as per details given below:

- Total plastic quantity procured from the entity in last two years
- Total GST paid in the transactions with the entity in last two years
- Remaining details for any single invoice may be filled in the proforma
- One pdf document giving the following details has to uploaded in " Upload section" in pdf
 - Statement giving procurement from the entity , including date, category & qty of procurement
 - Invoice/GST e-invoice as available with the entity
- Self declaration of enterprise based upon Audited Statement (To be given in section 12 of the Application)

Figure 1.9: Part C(section 8)- Plastic Packaging Procurement

The screenshot shows the EPR Portal For Plastic BO13 interface. At the top, there is a summary table with columns for different plastic categories and their respective quantities. Below the table, there is a note: "Total for each column in 7a will get updated after you click on save." The main content area is divided into two sections: "8 a) Details of Plastic Raw Material/Packaging Procured from Registered Entity" and "8 b) Details of Plastic Raw Material/Packaging Procured from Non-registered Entity". Each section contains a search bar, a table with columns for SL.No, Quantity (Ton), Recycled %, Plastic Category, and Financial Year, and a "Detailed View" button. The tables in both sections currently show "No data available." There are also "Items Per Page" and "Prev/Next" navigation options.

Figure 1.10: Procurement Details (Registered entity)

This screenshot shows the "Details of plastic raw material/packaging procured" form for a registered entity. The form has a green header with the title and a close button. Below the header, there are three main input fields: "Registration Type*" with a dropdown menu set to "Registered", "Procurement Type*" with a dropdown menu set to "Select Entity Type", and "EPR E-Invoice No*" with a text input field "Enter GST E-Invoice No" and a search icon. A "Submit" button is located at the bottom right.

Figure 1.11: Procurement Details (Unregistered entity)

This screenshot shows the "Details of plastic raw material/packaging procured" form for an unregistered entity. The form has a green header with the title and a close button. Below the header, there are several input fields and dropdown menus: "Registration Type*" (Unregistered), "Entity Type*" (Select Entity Type), "Name of the Entity*" (Entity Name), "State*" (Select Entity Name), "Address*" (Postal Address), "Mobile Number*" (Mobile Number), "Plastic Material Type*" (Select Plastic Material Type), "Category of Plastic*" (Select Plastic Category), "Financial Year*" (Select Financial Year), "Date*" (dd-yyy-yyyy), "Total Plastic Quantity (Ton)*" (Enter Total Plastic Quantity), "Recycled Plastic % (0 for virgin material)*" (Recycled Plastic), "GST*" (Enter GST Number), "GST Paid/ Total GST Paid*" (Enter GST Paid), "GST E-Invoice No*" (Enter GST E-Invoice No), and "Upload Invoice/GST E-Invoice/ Bulk invoice& Statement #*" (Upload GST E-Invoice). Each field has a "This field is required" message below it. A "Submit" button is located at the bottom left.

1.2.1.5 Part D: Action plan for implementation of Extended Producer Responsibility (EPR) for Plastic Waste Management (PWM)

- (a)** Category wise EPR Target Auto-generated on the Portal based on information provided in the Application **(Figure 1.12)**.
- (b)** Documents required to be submitted in Part D include the following:
 - PDF copy of Covering letter (Max file size is 5MB)
 - Scanned copy of signature (Only png/jpeg/jpg/gif is allowed having Max file size of 150KB)
 - Any other Information in PDF (Max file size is 5MB)

1.2.1.6 Saving /Confirming Information during Filing of Application

- a) Applicant first may fill the Part-A, Part-B & Part-C (Form-I) of the application form and click on 'save' to save the data.
- b) In case the applicant logs out of the session without conforming the submitted details, he can log back in
- c) After filing in the application (Part A-D) , the applicant can click on "Confirm " to submit application
- d) Once the application has be confirmed and submitted it cannot be edited/ deleted

Figure 1.12: Part D (Brand-owner)

Part D: Action plan for implementation of Extended Producer Responsibility (EPR) for Plastic Waste Management (PWM) for 2022-23

Starred (*) fields are mandatory

9 a) Exemption from use of recycled plastic by CPCB This field is required

9 b) Is Cat I packaging used for food contact application This field is required

9 D) EPR Targets

	Rigid Plastic (Cat-I)	Flexible Plastic (Cat-II)	MLP (Cat-III)	Compostable Plastic (Cat-IV)	Total EPR target
(Min Recycling Target + Max EOL Tar...	0	0	0	0	0
Max EOL Target	NA	NA	NA	NA	NA

Items Per Page: All | 1 - 2 Items of 2 | [Prev](#) | [Next](#)

	Rigid Plastic (Cat-I)	Flexible Plastic (Cat-II)	MLP (Cat-III)
Use of Recycled Material Target			

Items Per Page: All | 1 - 1 Items of 1 | [Prev](#) | [Next](#)

	Rigid Plastic (Cat-I) For size (>0.9 & < 4.9 L)	Rigid Plastic (Cat-I) For size (> 4.9)
Reuse Target	NA	NA

Items Per Page: All | 1 - 1 Items of 1 | [Prev](#) | [Next](#)

10) Please attach Covering Letter(Only PDF) * (Max file size of PDF is 5 MB) Attach file This field is required

11) Please upload signature(Only png / jpeg, jpg, gif) * (Max file size of image is 150 KB) Attach file This field is required

12) Any Other Information & Self declaration of enterprise based upon Audited Statement. (Only PDF) (Max file size of PDF is 5 MB) Attach file

I agree to the following points that:

- 1) I have carefully read and understood the instructions for filling the application as per the Standard Operating Procedure (SOP) for Granting Registration to Producers, Brandowners & Importers(PIBOs) as per PWM Rules framed by CPCB.
- 2) I further undertake that all information provided in this application is correct to the best of my knowledge and undertake that in case any false information is found to be submitted than penal action including cancellation of Registration issued by CPCB may be initiated against my organization.
- 3) If any of the submitted documents is found to be irrelevant or fake, the application would be rejected and the application fee would be forfeited.

[Previous](#) [Submit](#)

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1.2.1.7 Checklist

The user shall fill in the Checklist (Figure 1.13) prior to filing the application to ensure filing of error free application

Figure 1.13: Filling of Checklist

Submission Checklist
✕

Name of the organization		
Is the name same as the legal name appearing in GST Certificate	<input checked="" type="radio"/> Yes	<input type="radio"/> No
PAN		
Has soft copy of PAN been uploaded	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Is it issued in the legal name appearing in GST	<input type="radio"/> Yes	<input type="radio"/> No
Is the PAN reported in application same as that on the PAN Card	<input type="radio"/> Yes	<input type="radio"/> No
CIN		
Is your organization covered under the Company Act	<input type="radio"/> Yes	<input type="radio"/> No
GST		
Has soft copy of GST Certificate been uploaded	<input type="radio"/> Yes	<input type="radio"/> No
Is the legal name appearing in GST same as name of the organization	<input type="radio"/> Yes	<input type="radio"/> No
Is the GST No. reported in application same as that on the GST Certificate	<input type="radio"/> Yes	<input type="radio"/> No
PAN		
Has soft copy of PAN of Authorized person been uploaded	<input type="radio"/> Yes	<input type="radio"/> No
Is PAN issued in the Authorized Person's name	<input type="radio"/> Yes	<input type="radio"/> No

Is the PAN reported in application same as that on the PAN Card	<input type="radio"/> Yes	<input type="radio"/> No
AADHAR Card		
Has soft copy of Aadhar of Authorized person been uploaded	<input type="radio"/> Yes	<input type="radio"/> No
Is Aadhar Card issued in the Authorized Person's name	<input type="radio"/> Yes	<input type="radio"/> No
Is the Aadhar card no. reported in application same as that on the Aadhar card	<input type="radio"/> Yes	<input type="radio"/> No
States/UTs in which the producer is operating		
Please confirm the States/UTs selected in section 1(c) are those in which the producer has production units having Consent issued by SPCB/ PCC (Refer Section 6)	<input type="radio"/> Yes	<input type="radio"/> No
Details of type / quantity of products sold/ marketed		
Have details of the products produced/marketed provided	<input type="radio"/> Yes	<input type="radio"/> No
Have details regarding quantity of products produced / marketed provided	<input type="radio"/> Yes	<input type="radio"/> No
Is the Aadhar card no. reported in application same as that on the Aadhar card	<input type="radio"/> Yes	<input type="radio"/> No
Total Qty of plastic consumed		
Is quantity of plastic consumed comparable with the quantity of plastic waste generated as reported in the application	<input type="radio"/> Yes	<input type="radio"/> No

Process Flow Diagram		
Is the Process Flow Diagram compatible with the products produced listed in 5a	<input type="radio"/> Yes	<input type="radio"/> No
Have complete details regarding input raw material and final products been provided	<input type="radio"/> Yes	<input type="radio"/> No
Quantity of plastic waste generated		
Is category of plastic waste generated compatible with the category of plastic raw material procured	<input type="radio"/> Yes	<input type="radio"/> No
Plastic Raw Material / Packaging procurement		
Is the category of plastic raw material /packaging procured compatible with the category of plastic waste generated	<input type="radio"/> Yes	<input type="radio"/> No
Is the category of plastic raw material /packaging procured compatible with the products marketed	<input type="radio"/> Yes	<input type="radio"/> No

Close
Submit Final Form

1.2.1.8 Payment of Application Fees

- a) After final payment the application shall be submitted with concerned Authority for further review (**Figure 1.14**).
- b) If an entity is required to register in different category (For example an Importer wants to register as brand-owner), it can register on portal with different email addresses for individual category type. Payment of application fees can be bypassed during registration of same entity in another category.

Figure: 1.14: Payment of Application Fees

The screenshot shows the 'Payment Details' page on the EPR Portal For Plastic. The page title is 'Application Fee For Certification'. Below the title, it states 'Fee for registration of Producers, Importers and Brand-Owners(PIBOs) Under Plastic Waste Management Rules 2016 (as amended)'. Underneath, it says '1) Registration Fee:'. A table follows with the following data:

Sl.No	Plastic Waste Generation Slab (TPA)	Fee (Rs.)
1.	1000	10,000
2.	1000 - 10000	20,000
3.	10000	50,000

Below the table, there is a question 'Have you paid already?' with radio buttons for 'Yes' and 'No'.

1.2.2 PRODUCER:

The application would be filled on similar lines as the Brand-owner except for the following difference

1.2.2.1 PARTA: General Information

(a) Following additional information is to be provided

- Production capacity (1(d))
 - Flow diagram of manufacturing process showing input and output in terms of products and waste generated including for captive power generation (5d). (Max file size is 5MB) Remaining documents same as Brand-owner. Proforma for Part A (Producer) is given at **Figure 1.15**

(b) **Additional Documents to be submitted:** Pdf copy of Process Flow Diagram

(c) **Producer with Multiple Units:** Only one state is to be selected in section 1c. Separate Application form is required to be filled in case of multiple manufacturing

units by changing email address. Payment of application fees can be bypassed during registration for other manufacturing units. .

1.2.2.2 Part B: Pertaining to Liquid & Gaseous Emissions No changes
(Figure 1.16)

1.2.2.3 Part C: Pertaining to Waste

- (a) Section 7 :Same as Brand-owner (**Figure 1.16**)
- (b) Section 8 a& b (Procurement from Registered /Unregistered Entity) : Same as Brand-owner; Category of Plastic (Cat I/II/III & IV) has to be selected as the category of the final plastic packaging product (**Figure 1.9-1.11**)
- (c) Section 8c & 8d **Filling of sales Details:** Plastic packaging can be sold to Registered as well as unregistered entities (**Figure 1.17-1.18**). The applicant has the option of providing single invoice procurement sales details or bulk upload the details of sales from single entity. The details of the same are given below:

Single invoice details: Proforma for filling in sales details as illustrated in **Figure 1.17**.The various details which have to be provided include:

- i. Name of entity
- ii. Address
- iii. Mobile No
- iv. Year of sale
- v. Plastic material Type
- vi. Category of plastic (for CAT-I container size(>09L and <4.9L, >4.9L &<0.9L)to be selected)
- vii. GST details of seller
- viii. Total quantity to be procured –
- ix. Percentage of recycled plastic
- x. Invoice No.

In case of sales to registered entity, the entity's name can be selected from the drop-down menu. Contact details (Address & Phone no. shall get auto filled)

The user can view & confirm the details prior to filing the sales details. Once the information 'submitted', data filled in this section cannot be edited and deleted by the applicant.

Bulk upload of sales details to an entity (Figure 1.17): The user also has the option to bulk upload the sales data to a single entity. The format as given in n **Figure 1.18** shall be used for providing the information as per details given below:

- Total plastic quantity sold to the entity in last two years
- Total GST paid in the transactions with the entity in last two years
- Remaining details for any single invoice may be filled in the proforma
- One pdf document giving the following details has to uploaded in “ Upload section” in pdf
 - Statement giving sales to the entity , including date, category & qty of sales
 - Invoice/GST e-invoice as available with the entity
- Self declaration of enterprise based upon Audited Statement (To be given in section 12 of the Application)

(d) Provision to view & confirm before submission of details

(e) **Checks & Balances:**

- Category and year wise quantity of Total Pre and Post consumer plastic waste provided in section 7a should be less than or equal to the details provided in section 5c.
- Category and year wise quantity of Total Post consumer waste provided in section 7a should equal to the plastic material sold to registered and unregistered entity in section 8c& 8d.(For Producer & Importers)

1.2.2.4 Part D: EPR Action plan for implementation of PWM Rules (a) Additional Documents required (Figure 1.19)

- Geo tagged Picture of Facility
- Raw material storage Area
- Production Process
- Product Dispatch Area
- Plant Machinery Details

- Power Load of the plant (Electricity bill)
- Disaster Management Plan
- PDF copy of Covering letter (Max file size is 5 MB)
- Scanned copy of signature (Only png / jpeg/jpg/ gif is allowed having Max file size of 150 KB)
- Any other Information in PDF (Max file size is 5 MB)Figure 16 :Part A (Producer) **Remaining Sections same as Brand-owners**

Figure 1.15 (Part A) Producers

Shel / [User] / [Time]

Home | Producer | RBO Operations

New Application

[Readiness Guidelines](#) / [Instruction Sheet](#) / [FAQs](#)

IMPORTANT INSTRUCTION *Applicant may keep all the information ready prior to filling up the form, for convenience*

Note: The partwise information to be entered in Producer Registration form.

Part A : General Information
 Part B : Pertaining to Liquid Effluent and Gaseous Emissions
 Part C : Pertaining to Waste
 Part D : Action plan for implementation of Extended Producer Responsibility (EPR) for Plastic Waste Management (PWM)

Part A: General Information

Starred (*) fields are mandatory

1 a) Entity Details

Name of the organization (Legal Name) *

Trade Name *

Type of Business *

Registered Address *

Postal Address *

PAN * [View](#)

GST * [View](#)

Type of company *

Please upload supporting document for company category * [View](#)

[Save](#)

* Click here to save and proceed

1 b) Authorized Person Details

Name *

Designation *

Mobile No. *

Email *

PAN * [View](#)

Aadhaar

[Save](#)

* Click here to save and proceed

1 c) Please select the states in which you have production units having consent issued by concerned SPCB/PCC (Refer Sec 6) *

-

1 d) Total Production Capacity (TPA) *

2) Please indicate if the application is for Renewal of Registration? *

3 a) Does the Producer have a production facility? *

3 b) Is the Production facility registered with the District Industries Centre of the State Government or Union territory? *

4 a) Total Capital Invested in the Project (Rs in Crores) *

4 b) Year of Commencement of Operations *

5 a) Details (type & quantity) of products produced/marketed * [View](#)

5 b) Representative picture of Plastic Packaging / Plastic packaging for commodities covering different EPR categories * [View](#)

5 c) Total Quantity of Plastic Consumed for Plastic Packaging of Commodities (TPA) *

Year	Rigid Plastic (Cat-I) <small>* Enter value in Tonnes</small>	Flexible Plastic (Cat-II) <small>* Enter value in Tonnes</small>	MLP (Cat-III) <small>* Enter value in Tonnes</small>	Compostable Plastic (Cat-IV) <small>* Enter value in Tonnes</small>
2020-21	0	0	0	0
2021-22	0	0	0	0

5 d) Process Flow diagram * [View](#)

5 e) Status of compliance with PWM rules- w.r.t Thickness of Plastic Sheets (50 microns) , Carry bags (75 micron w.e.f 30.9.21 & 120 Micron w.e.f from 31.12.2022) , Not Manufacturing/Using/Selling banned SUP items & non-woven Bags with GSM < 60 *

5 f) Thickness of Plastic Packaging (in microns) *

[Save](#) [Next](#)

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Figure 1.16: Part B & C Producer

Atanu Dey

Home Producer PIBO Operations

New Application Readiness Guidelines / Instruction Sheet / FAQs

Part B: Pertaining to Liquid Effluent & Gaseous Emissions from production facility

Starred (*) fields are mandatory

6 a) Details of Consents (Air and Water Act) *

State	Application Number	Water (Act)		Air (Act)		Actions
		Validity of Consent (Water Act)	Water Consent Document	Application Number	Validity of Consent (Air Act)	
Select		dd- ---- -yyyy	Please Upload Combined Consent Copy		dd- ---- -yyyy	Please Upload Combined Consent Copy

[Save](#)

* Click here to save and proceed

Part C: Pertaining to Waste

7 a) State-wise, Category-wise Quantity of (Pre + Post-consumer) PW generated (TPA) *

Sl. No.	State Name	Year	Category of Plastic	Pre Consumer Waste		Plastic Packaging put in market (Post Consumer)		Action
				Plastic Quantity (TPA)	Recycled Plastic %	Plastic Quantity (TPA)	Recycled Plastic %	
1	DELHI	2020-21	Rigid Plastic (Cat-I)	0	0	0	0	Edit
			Flexible Plastic (Cat-II)	0	0	0	0	Edit
			MLP (Cat-III)	0	0	0	0	Edit
			Compostable Plastic (Cat-IV)	0	0	0	0	Edit
		2021-22	Rigid Plastic (Cat-I)	0	0	0	0	Edit
			Flexible Plastic (Cat-II)	0	0	0	0	Edit
			MLP (Cat-III)	0	0	0	0	Edit
			Compostable Plastic (Cat-IV)	0	0	0	0	Edit
Total				0	0	0	0	

Note:
Total for each column in 7a will get updated after you click on save.

8 a) Details of Plastic Raw Material/Packaging Procured from Registered Entity *

Search [Add](#) [Detailed View](#)

SL.No	Quantity (Ton)	Recycled %	Plastic Category	Financial Year
No data available.				

Items Per Page: 1 - 0 Items of 0 [Prev](#) [Next](#)

8 b) Details of Plastic Raw Material/Packaging Procured from Non-registered Entity *

Search [Detailed View](#)

SL.No	Quantity (Ton)	Recycled %	Plastic Category	Financial Year
No data available.				

Items Per Page: 1 - 0 Items of 0 [Prev](#) [Next](#)

8 c) Details of Plastic Raw Material Sold to Registered PIBOs

Search [Add](#) [Detailed View](#)

SL.No	Quantity (Ton)	Recycled %	Plastic Category	Financial Year
No data available.				

Items Per Page: 1 - 0 Items of 0 [Prev](#) [Next](#)

8 d) Details of Plastic Raw material sold to UnRegistered PIBOs

Search [Detailed View](#)

SL.No	Quantity (Ton)	Recycled %	Plastic Category	Financial Year
No data available.				

Items Per Page: 1 - 0 Items of 0 [Prev](#) [Next](#)

Previous Next

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Figure 1.17: Plastic material sold (Registered entity)

Details of Plastic Raw material sold

Registration Type* Registered

Entity Type* Select Entity Type

Name of the Entity* Select Entity Name

Address* Postal Address

State* Select State / UT

Mobile Number* Mobile Number

Plastic Material Type* Select Plastic Material Type

Category of Plastic* Select Plastic Category

Financial Year* Select Financial Year

GST* Enter GST Number

Bank Account No* Enter Account Number

IFSC Code* Enter IFSC code

GST Paid / Total GST Paid* Enter GST Paid

Total Plastic Quantity (Tons)* Enter Quantity

% of Recycled Plastic Content (0 value for Virgin material)* Recycled Plastic

Invoice Number* Enter Invoice Number

Upload Invoice / GST E-Invoice / Bulk Invoice & Statement (Can be uploaded later)

Upload Invoice / GST E-Invoice (Max file size of document is 2 MB)

Submit

Figure 1.18: Plastic material sold (Unregistered entity)

Details of Plastic Raw material sold

Registration Type* Unregistered

Entity Type* Select Entity Type

Name of the Entity* Entity Name

Address* Postal Address

State* Select State / UT

Mobile Number* Mobile Number

Plastic Material Type* Select Plastic Material Type

Category of Plastic* Select Plastic Category

Financial Year* Select Financial Year

GST* Enter GST Number

Bank Account No* Enter Account Number

IFSC Code* Enter IFSC code

GST Paid / Total GST Paid* Enter GST Paid

Total Plastic Quantity (Tons)* Enter Quantity

% of Recycled Plastic Content (0 value for Virgin material)* Recycled Plastic

Invoice Number* Enter Invoice Number

Upload Invoice / GST E-Invoice / Bulk Invoice & Statement (Can be uploaded later)

Upload Invoice / GST E-Invoice (Max file size of document is 2 MB)

Submit

Figure 1.19: Part D (Producer)

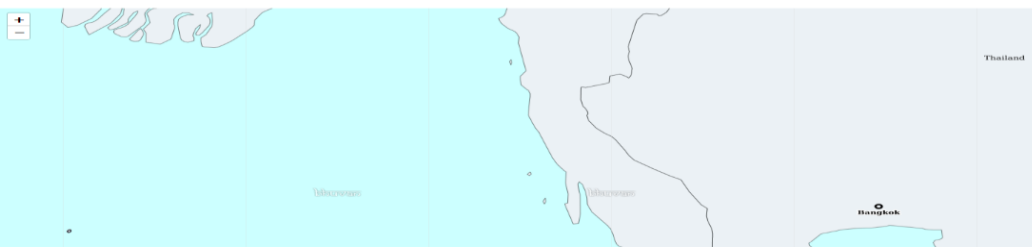
EPR Portal For Plastic
Producer13
Producer13

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Part D: Action plan for implementation of Extended Producer Responsibility (EPR) for Plastic Waste Management (PWM) for 2022-23

9 a) Plot Area of the Facility (sqm) * This field is required

9 b) GPS Location of the unit



Latitude * This field is required

Longitude * This field is required

[Save](#) [Click here to save and proceed](#)

9 c) Upload pictures of the facility (with geo tagging)

i. Raw material storage area *
(Max file size of image is 150 KB)

Please upload image

ii. Production process *
(Max file size of image is 150 KB)

Please upload image

iii. Products dispatch area *
(Max file size of image is 150 KB)

Please upload image

iv. Please enter video link of the plant

[Save](#) [Click here to save and proceed](#)

Starred (*) fields are mandatory

9 d) Plant machinery details

Name of machine *	Power Rating (kW) *	Operating Hours (h) *	Processing Capacity (TPA) *	Upload Picture of machine *	Add/Remove
<input type="text" value="Name of machine"/> <small>This field is required</small>	<input type="text" value="Power rating"/> <small>This field is required</small>	<input type="text" value="Operating hours"/> <small>This field is required</small>	<input type="text" value="Processing Capacity"/> <small>This field is required</small>	<input type="button" value="Choose File"/> <small>No file chosen Please upload image</small>	<input type="button" value="Add"/>

[Save](#) [Click here to save and proceed](#)

9 e) Production Details

Raw Material (Category) *	Type *	Plastic Packaging Category Product *	Production Capacity *	Add/Remove
<input type="text" value="Select"/> <small>This field is required</small>	<input type="text" value="Select"/> <small>This field is required</small>	<input type="text" value="Select"/> <small>This field is required</small>	<input type="text" value="Production Capacity"/> <small>This field is required</small>	<input type="button" value="Add"/>

[Save](#) [Click here to save and proceed](#)

9 f) Power Load of the Plant

Sanctioned power load of plant (kWh) * This field is required

Upload electricity bill *
(Max file size of PDF, PNG, JPEG, JPG is 5 MB)

Please upload file

[Save](#) [Click here to save and proceed](#)

9 g) Disaster management plan

Onsite

Offsite (Max file size of PDF is 5 MB)
This field is required

[Save](#) [Click here to save and proceed](#)

PART E: ACTION PLAN FOR IMPLEMENTATION OF EXTENDED PRODUCER RESPONSIBILITY (EPR) FOR PLASTIC WASTE MANAGEMENT (PWM) FOR 2022-23

10 a) Exemption from use of recycled plastic by CPCB This field is required

[Save](#) [Click here to save and proceed](#)

10 B) EPR Targets

	Rigid Plastic (Cat-I)	Flexible Plastic (Cat-II)	MLP (Cat-III)	Compostable Plastic (Cat-IV)	Total EPR target
Min Recycling Target + Max EOL Tar...	0	0	0	0	0
Max EOL Target	NA	NA	NA	NA	NA
Items Per Page: All	1 - 2 Items of 2				<input type="button" value="Prev"/> <input type="button" value="Next"/>
Use of Recycled Material Target	0	0	0		
Items Per Page: All	1 - 1 Items of 1				<input type="button" value="Prev"/> <input type="button" value="Next"/>

11) Please attach Covering Letter(Only PDF) *
(Max file size of PDF is 5 MB)

This field is required

12) Please upload signature(Only png / jpeg, jpg, gif) *
(Max file size of image is 150 KB)

This field is required

13) Any Other Information & Self declaration of enterprise based upon Audited Statement (Only PDF)
(Max file size of PDF is 5 MB)

[Save](#)

I agree to the following points that:

- I have carefully read and understood the instructions for filling the application as per the Standard Operating Procedure (SOP) for Granting Registration to Producers, Brandowners & Importers (PIBOs) as per PWM Rules framed by CPCB.
- I further undertake that all information provided in this application is correct to the best of my knowledge and undertake that in case any false information is found to be submitted than penal action including cancellation of Registration issued by CPCB may be initiated against my organization.
- If any of the submitted documents is found to be irrelevant or fake, the application would be rejected and the application fee would be forfeited.

[Previous](#) [Next](#)

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1.2.3 IMPORTER:

1.2.3.1. PART A: General Information

(a) Same as Brand Owner except that IEC is required in Entity details
(Figure 1.20)

(b) **Additional Document to be submitted:** Copy of IEC

1.2.3.2 Part B: Pertaining to Liquid & Gaseous Emissions

(a) Not applicable in case of Importer

1.2.3.3 Part C: Regarding Wastes

Same as Producer with the following changes

- i. Country of Origin shall be mentioned in the Procurement Details
(Figure 1.21)
- ii. Recycled plastic content shall not be reported in Sales / Procurement transactions

1.2.3.4 EPR Action Plan & Remaining Sections: (a) Same as brand-owner

Figure 1.20 Part A Importer

The screenshot shows the 'Importer sample' registration form in the EPR Portal. The interface includes a green sidebar with navigation options: Home, Importer, and PIBO Operations. The main content area is titled 'Part A: General Information' and contains several sections:

- IMPORTANT INSTRUCTION:** "Applicant may keep all the information ready prior to filling up the form, for convenience"
- Note:** The partwise information to be entered in Importer Registration form.
- Part A: General Information:**
 - 1 a) Entity Details:**
 - Name of the organization (Legal Name) *: Importer sample
 - Trade Name *: importer sample
 - Type of Business *: Partnership / Proprietorship
 - Registered Address *: sample address
 - Postal Address *: Enter postal address
 - PAN *:** BTXPD0520K (Max file size of PDF is 2 MB) [Please Upload PAN]
 - GST *:** (Max file size of PDF is 2 MB) [Please Upload GST]
 - Type of company *:** Medium
 - IEC *:** (Max file size of PDF is 5 MB) [Please Upload IEC]
 - Please upload supporting document for company category * [Change file]
- 1 b) Authorized Person Details:**
 - Name *: sample importer
 - Designation *: md
 - Mobile No. *: 8700564214
 - Email *: sampleimp@gmail.com
 - PAN *:** BTXPD0520K (Max file size of PDF is 2 MB) [Please Upload PAN]

Additional elements include a 'Save' button and a note: "* Click here to save and proceed". The bottom of the page shows a Windows taskbar with the text 'Central' on the left and '22' on the right.

Figure 1.21: Procurement Details (Importer)

Add Material Procurement Details

Registration Type* Unregistered	Entity Type* Select Entity Type	Name of the Entity* Entity Name
Country* Select Country	Address* Postal Address	Mobile Number* Mobile Number
Plastic Material Type* Select Plastic Material Type	Category of Plastic* Select Plastic Category	Financial Year* Select Financial Year
Date* dd-yy-yy	Quantity (Ton)* Enter Quantity	Invoice Number* Enter Invoice Number

Upload Invoice*
Upload Invoice

Submit

Figure 1.22 Importer: Raw material sold (Registered entity)

Details of Plastic Raw material sold

Registration Type* Registered	Entity Type* Select Entity Type	Name of the Entity* Select Entity Name
Address* Postal Address	State* Select State / UT	Mobile Number* Mobile Number
Plastic Material Type* Select Plastic Material Type	Category of Plastic* Select Plastic Category	Financial Year* 2022-23
GST* Enter GST Number	Bank Account No* Enter Account Number	IFSC Code* Enter IFSC code
GST Paid* Enter GST Paid		
Sales to Registered PIBO		
Total Quantity (Tons)* Enter Quantity	% of Recycled Plastic Content (0 value for Virgin material)* Recycled Plastic	Invoice Number* Enter Invoice Number

Upload Invoice (Can be uploaded later)
Upload Invoice
(Max file size of document is 2 MB)

Submit

Figure 1.23: Importer Raw material sold (Unregistered entity)

Details of Plastic Raw material sold

Registration Type*
Unregistered

Entity Type*
Select Entity Type

Name of the Entity*
Entity Name

Address*
Postal Address

State*
Select State / UT

Mobile Number*
Mobile Number

Plastic Material Type*
Select Plastic Material Type

Category of Plastic*
Select Plastic Category

Financial Year*
2022-23

GST*
Enter GST Number

Bank Account No*
Enter Account Number

IFSC Code*
Enter IFSC code

GST Paid*
Enter GST Paid

Sales to Unregistered PIBO

Total Quantity (Tons)*
Enter Quantity

% of Recycled Plastic Content (0 value for Virgin material)*
Recycled Plastic

Invoice Number*
Enter Invoice Number

Upload Invoice*
Upload Invoice
(Max file size of document is 2 MB)

Submit

1.3 Late Fees Mechanism

Once the application is submitted, it is reviewed by concerned authorities. In case the application is not approved, unit shall resubmit the application by clicking on “Resubmit” (Figure 1.24) within the specified time and application fees as per given late fee mechanism (Figure 1.25)

Figure 1.24: Resubmission of Application

EPR Portal for Plastic Yogi

Brand Owner Applications

Readiness Guidelines

Resubmit

SL No	Received Date	Registration No.	Company	Contact No.	Email Id	Status(DELHI)	Actions
1	05 Nov 2022 11:29:...	20221105067229	Yogi	7768443566	nov5toest@gmail...	Application Rejected	Resubmit

Items Per Page All 1 - 1 Items of 1

Prev Next

Figure 1.25: Late fees Mechanism

The screenshot displays the 'Payment Details' section of the EPR Portal. It features a navigation menu on the left with options like Home, Brand Owner, and PIBO Operations. The main content area is titled 'Payment Details' and includes links for 'Instruction Sheet' and 'FAQs'. The primary section is 'Application Fee For Certification', which details the 'Registration Fee' for Producers, Importers, and Brand-Owners (PIBOs) under Plastic Waste Management Rules 2016. This is followed by a table for 'Late Fees For Resubmission' which outlines the percentage of the previous payment charged as a penalty based on the number of days after the application was not approved. Below the tables, there is a prompt to proceed to pay INR 2500.0 with 'Click To Pay' and 'Click To Go Back' buttons.

Sl.No	Plastic Waste Generation Slab (TPA)	Fee (Rs.)
1.	1000	10,000
2.	1000 - 10000	20,000
3.	10000	50,000

No. of Days after Application was not approved	First Submission	Second Submission	Third Submission onwards
Less than 7 Days	Free	25%	50%
8-14 Days	25%	50%	75%
15-21 Days	50%	75%	100%
22-30 Days	75%	100%	100%
Greater than 30 Days	100%	100%	100%

Chapter 2: Registration of Plastic Waste Processors (PWPs)

2.0 Sign up & Login: Same as PIBO

2.1 Filling up of the Application form

2.1.1 Company Details

(a) Proforma given at **Figure 2.1**

(b) Documents required : Pdf copy of GST, CIN & PAN

Figure 2.1: Company details

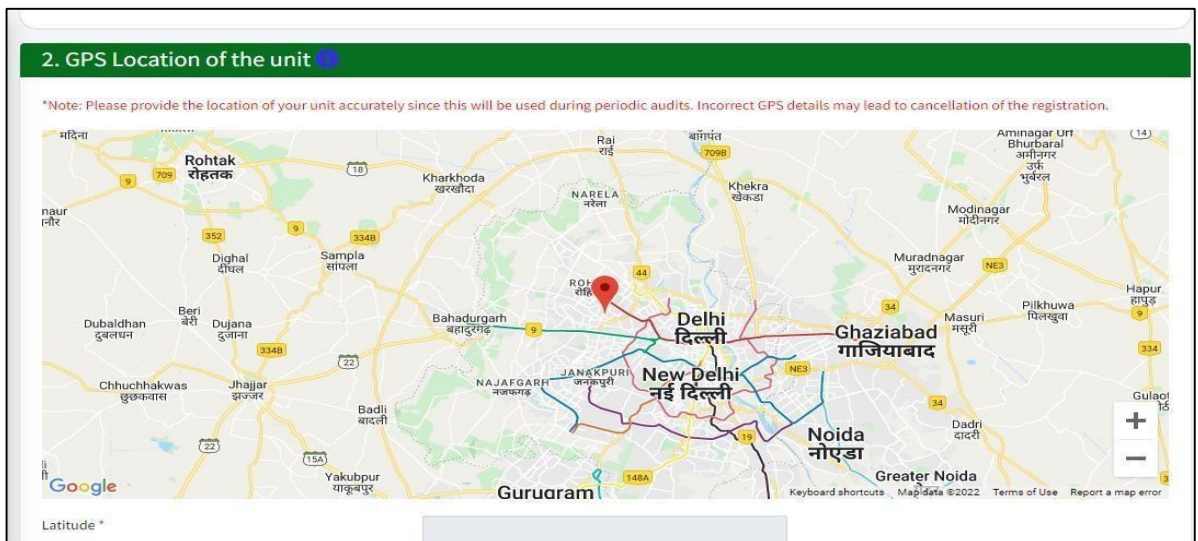
* Marks are Mandatory

1. Company Details			
i. Name	PWP TEST 09-11-2022 001		
ii. Plant Address (same as plant address)	ABC STREET		
iii. State / UT *	DELHI		
iv. District *	East Delhi		
v. Type of Business *	Partnership / Proprietorship		
vi. Pin Code *	110032		
vii. GST No. *	18AABCU9603R1ZM	Upload pdf of Scan GST No. *	View
viii. PAN Number *	ABCTY1234D	Upload pdf of Scan PAN Number. *	View
ix. CIN	U74899DL1989PTC037732	Upload pdf of Scan CIN.	View
x. Registered Address *	ABC STREET, DELHI		
xi. Plot area of the Facility (sqm) *	1000		
xii. No. of workers (including contract labour) *	100		

2.1.2 GPS Location:

GPS Location can be added by selecting location on the map or by adding Latitude & Longitude (Figure 2.2)

Figure 2.2: GPS Location of unit



2.1.3 Authorized person Details

(a) Proforma given at Figure 2.3

(b) Documents required: PDF copy of Aadhar card & PAN card

Figure 2.3: Authorized Person details

3. Authorized person		
i. Name	<input type="text" value="PWP TEST APPLICATION"/>	
ii. Designation	<input type="text" value="ASSOCIATE"/>	
iii. Mobile No.	<input type="text" value="8130421893"/>	
iv. PAN No.	<input type="text" value="AAAAA0000T"/>	Upload pdf of Scan * PDF file size must be 2 MB. <input type="button" value="Choose File"/> No file chosen
v. Aadhaar No.	<input type="text" value="012345678910"/>	Upload pdf of Scan * PDF file size must be 2 MB. <input type="button" value="Choose File"/> No file chosen
vi. Email Id	<input type="text" value="jaheh33900@karavic.com"/>	

2.1.4 Industry details

(a) Information to be provided includes

- Date of Commencement of Operations,
- Existing/Fresh Registration/ Renewal of Registration,
- Type of facility(Process Code as per SOP)
- Process Flow Diagram)

(b) Documents to be submitted:

Copy of existing Registration (as applicable)

(c) Proforma given at Figure 2.4

Figure 2.4: Industry details

5. Registration Under Plastic Waste Management Rules	
Have you already registered under PWM Rules 2016 *	<input type="text"/>
6. Renewal of Registration	
Renewal of Registration *	<input type="text"/>
7. Type of facility	
Type of facility *	<input type="text"/>
Manufacturing Process [?]	
8. Process flow diagram	
Upload process flow diagram [?] PDF file size must be 2 MB.	<input type="button" value="Choose File"/> No file chosen

2.1.5 Consents & Authorization

- a) **Documents to be submitted:** Valid Consents & Authorization
- b) **Proforma given at Figure 2.5**

Figure 2.5: Consents & Authorization

9. Consent/Authorization

a. Consent under Air/Water Act

Whether Consent Obtained *

b. Authorization Under Hazardous Waste Act

Whether Authorization Obtained *

2.1.6 Picture/Video of the facility

(a) **Document to be submitted:**

- Geo tagged pictures of raw material storage area, production area and product dispatch area
- Video link of plant

(b) Proforma given at **Figure 2.6**

Figure 2.6: Plant Pictures/Video

10. Upload pictures of the facility (with geo tagging)

i. Raw material storage area
Image file upto size 2 MB No file chosen

ii. Production process
Image file upto size 2 MB No file chosen

iii. Products dispatch area
Image file upto size 2 MB No file chosen

iv. Please enter video link of the plant
Note: <https://www.example.com/>

2.1.7 Plant Machinery details

Proforma given at **Figure 2.7**

Figure 2.7: Plant Machinery Details

2.1.8 Industry Details

(a) Information to be provided: Plastic waste processing/Production capacity & Power Load of the Plant.

(b) Proforma given at **Figure 2.8**

Figure 2.8: Industry Details 2

2.1.9 Waste Management & Others

(a) Proforma given at **Figure 2.9**

(b) Documents to be submitted

- Analysis report of characterization of waste generated
- Soft copy of documents giving Occupational safety and health aspects
- Soft copy of document giving details of pollution control measures
- Soft copy of onsite/offsite Disaster management plant
- Other documents :Same as PIBO

Figure 2.9: Waste Management & Others

14. Waste Management

i. Waste generation in processing plastic-waste

Type of waste *	Quantity (TPA) *	Mode of Treatment/disposal *	Add/Ret
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>

ii. Waste Collection and transportation*
PDF file size must be 2 MB. No file chosen

15. Provide details of the disposal facility, whether the facility is authorized by SPCB or PCC

i. Authorised *

ii. Name of Disposal Facility *

iii. Please attach analysis report of characterization of waste generated (including leachate test if applicable) *
PDF file size must be 2 MB. No file chosen

iv. Occupational safety and health aspects *
PDF file size must be 2 MB. No file chosen

16. Pollution Control Measures

i. Whether the unit has adequate pollution control systems or equipment to meet the standards of emission or effluents. *

ii. Upload File *
PDF file size must be 2 MB. No file chosen

iii. Whether unit is in compliance with conditions laid down in the said rules. *

iv. Whether conditions exist or are likely to exist of the material being handled or processed posing adverse immediate or delayed impacts on the environment. *

v. Whether conditions exist (or are likely to exist) of the material being handled or processed by any means capable of yielding another material (e.g. leachate) which may possess eco-toxicity. *

17. Disaster management plan

i. Onsite *
PDF file size must be 2 MB. No file chosen

ii. OffSite *
PDF file size must be 2 MB. No file chosen

iii. Any other relevant information including fire or accident mitigative measures *
PDF file size must be 2 MB. No file chosen

Chapter 3: Generation & Transfer of Certificates by Plastic Waste Processors

3.0 Background

This chapter I comprises of two Sections

- Section 1: Physical Verification of PWPs by SPCBs/PCCs
- Section 2: Generation & Transfer of Certificates by PWPs

3.1 Physical Verification of PWPs

Physical verification of PWPs is to be done by SPCBs/PCCs after Registration of the PWP on the EPR Portal. PWP will be able to generate certificates only after approval of physical verification by the respective SPCB/PCC. The feature will remain disabled till the PWP facility gets physically verified.

SPCB/PCC (Designated officer) will get verification request on their login page as soon as they grant registration to a PWP. SPCB/PCC (DO) has to assign the PWP to concern SPCB/PCC (RO) for field verification. SPCB/PCC (RO) to conduct physical verification of PWP premises and verify facility as per a checklist (**Table 1**) and send the recommendations to SPCB/PCC (DO). SPCB/PCC (DO) can approve or reject verification of PWPs based on RO's recommendations. It is to be noted that

“Conversion factor” required for assessment of input plastic waste processed based on output quantity is to be confirmed by RO in this section.

The certificate generation feature will get enabled for PWP upon approval of physical verification. If SPCB/PCC rejects the application, then the certificate generation feature will not be enabled. PWP will then be required to upgrade their facility at their end. Once the PWP is ready for verification, they can re-submit request for the verification process through the portal. PWP will get the status of the verification process through SMS and email notifications. The Physical Verification Workflow is illustrated in **Figure 3.1**

Figure 1: Physical verification Workflow

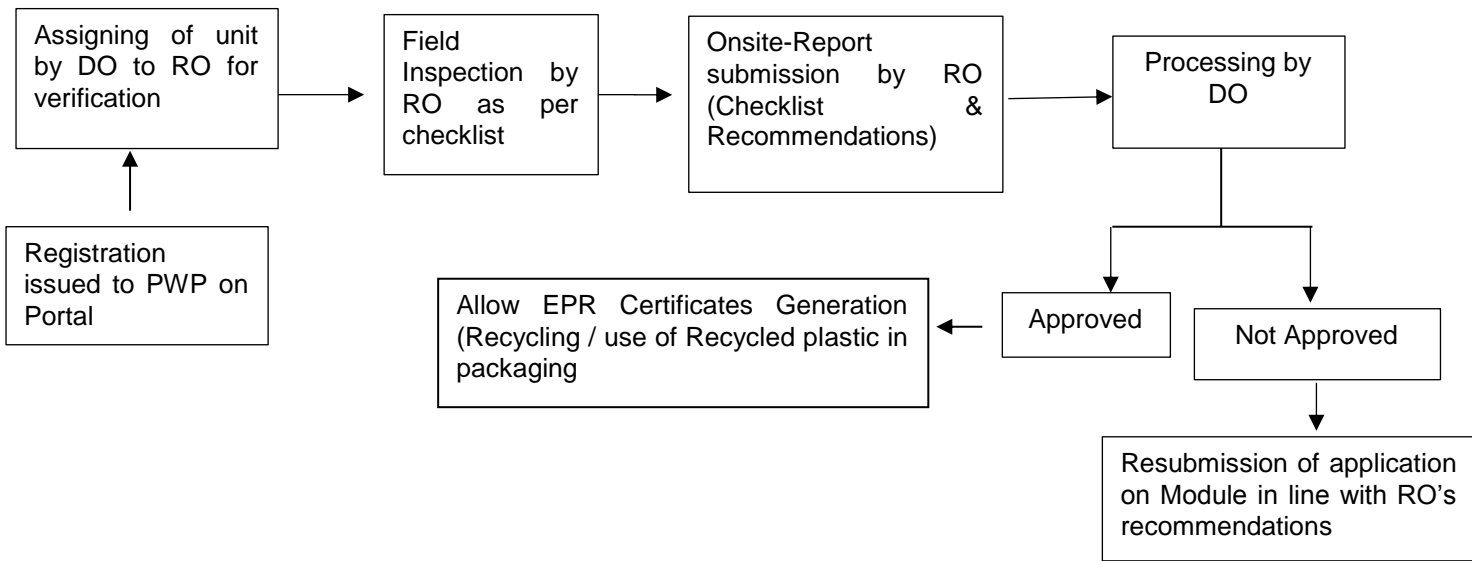


Table 1: PWP Physical Verification Checklist

1.	Company Details	Yes/No	Remarks
	• PAN		
	• CIN (wherever applicable)		
	• GST		
2.	Plot Area		
3.	No. of Workers		
4.	GPS Location of unit		
5.	Authorized person		
	• PAN		
	• Aadhar		
6.	Registration (Fresh/Renewal)		
7.	Process Flow Diagram		
8.	Consent Valid (Yes/No)		
9.	Authorization under Hazardous		

Waste Rules Valid (Yes/No/NA)			
10. Uploaded Pictures			
• Raw Material			
• Production Area			
• Packaging Area			
11. Plant Machinery Details			
S.No	Machine	Power Rating	Processing Capacity
	Given details	Y/N	Given details
12. Plastic Waste Processing / Packaging Material Production capacity			
PWP	Processing Code	Capacity	Product
	Given details	Y/N	Given details
13. Sanctioned Power load		Y/N	Remarks
Electricity Bill			
14. Waste Management Details			
15. Pollution Control Measures			
16. Disaster Management Plan			
Onsite			
Offsite			
17. Overall Recommendation			

Note:

- **Checklist shall autofetch Auto fetch details from application form**
- **Report shall capture GPS location of field officer**
- **Conversion Factor for Generation of Certificates shall be confirmed through Field Verification**

The various steps involved in Physical verification include the following:

- Step 1: Creation of Login Credentials of SPCB/PCC's Regional office (RO) by Designated Officer (DO) (**Figure 3.2**)
- Step 2: Assignment of Registered PWP by DO to concerned RO for Physical verification (**Figure 3.3**)
- Step 3: Conduction of onsite physical verification by RO & Online Filing of Checklist by RO (**Figure 3.4 &3.5**)
- Step 4: Communication of Recommendations of RO to DO (**Figure 3.6**)
- Step 5: Approval /Rejection of Physical Verification of PWPs by DO based on RO's recommendations (**Figure 3.7**)
- Step 6: Activation of Certification Generation function of PWP based on approval of Physical Verification

Figure 3.2: Creation of Login Credentials by DO (DO Dashboard)

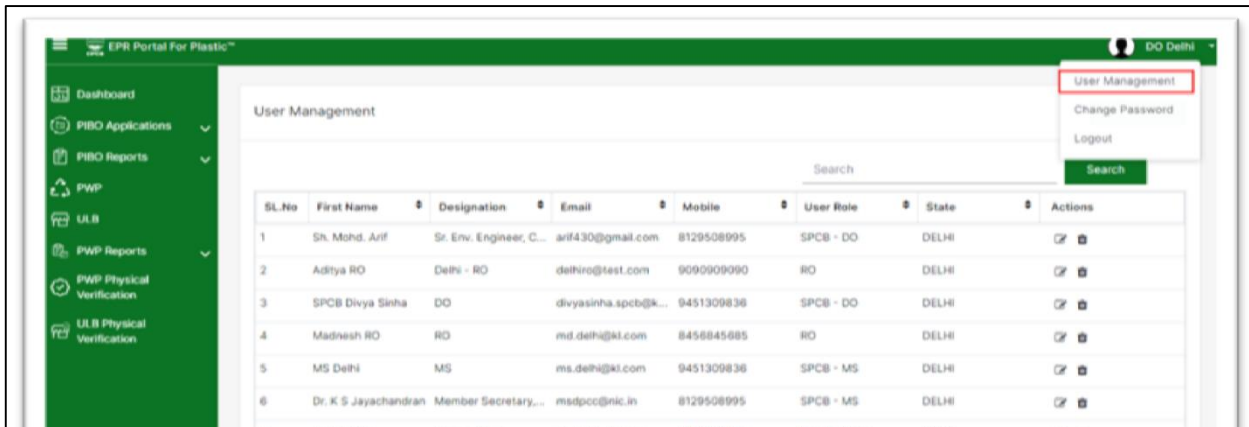


Figure 3.3: Assignment of Registered PWP by DO to concerned RO

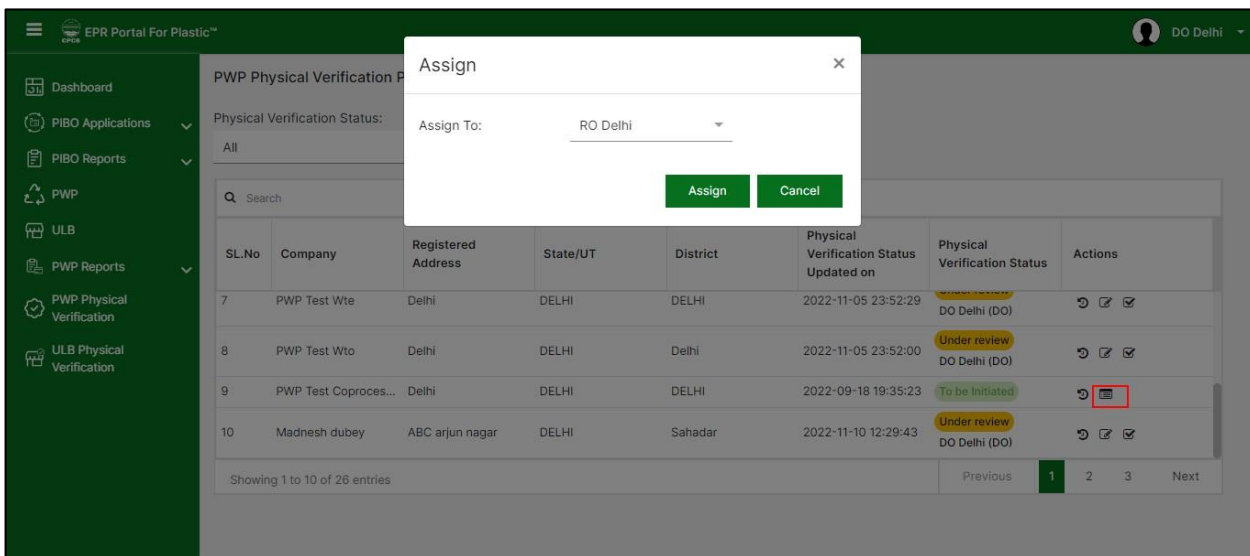
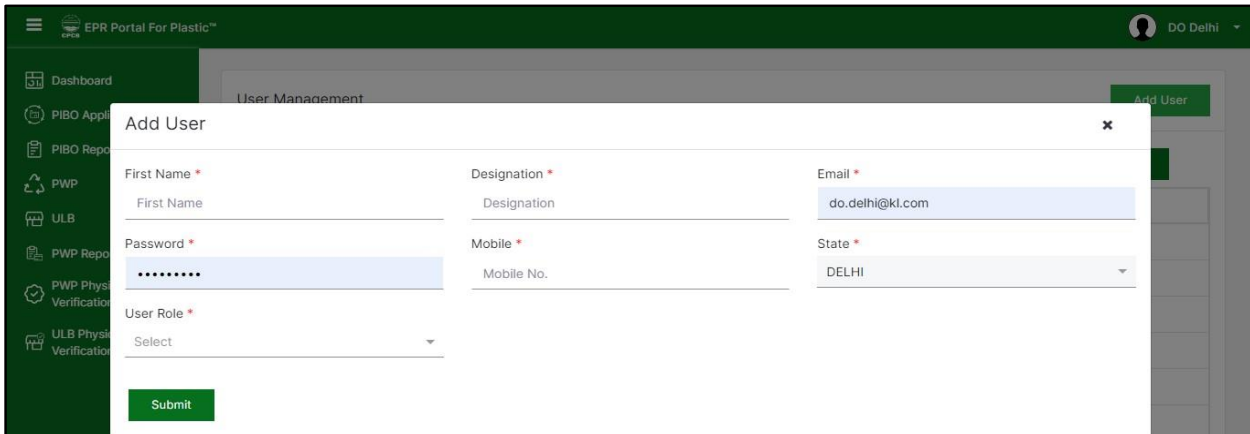


Figure 3.4: Conduction of onsite physical verification by RO & Online Filing of Checklist by RO

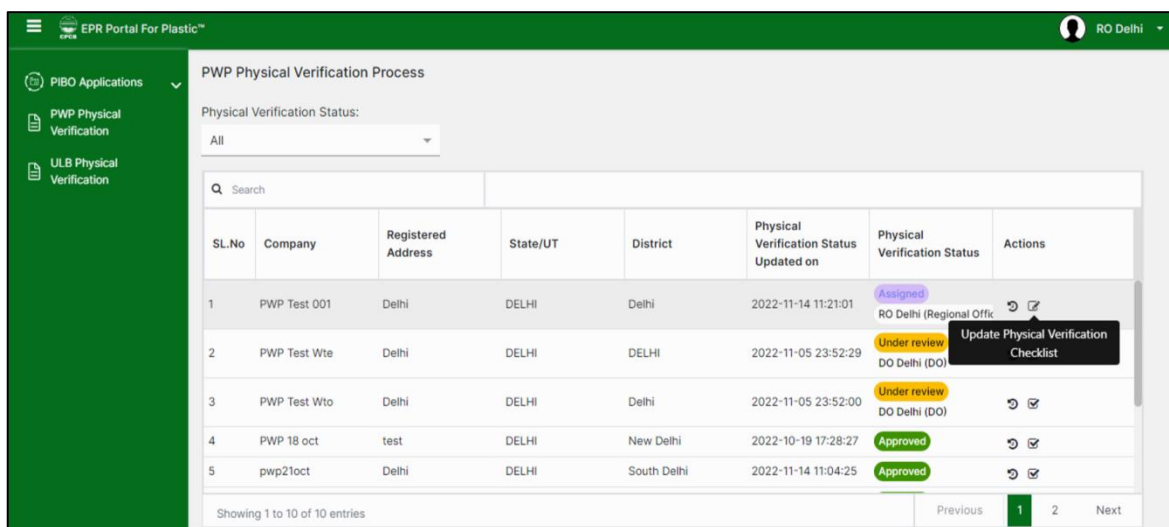


Figure 3.5: Online Filing of Checklist

PWP Physical Verification ChecklistLast updated: 2022-09-18 18:44:11 ✕

Company Details	Value	Yes/No	Remarks
Company PAN *	AAAAA1234A	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Company CIN (Wherever Applicable) *	L21091KA2019OPC141331	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Company GST *	22AAAAA0000A1Z5	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Plot Area (sqm) *	1000	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>

No. of Workers (including contract labour) *	500	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
GPS Location Of Unit *	28.658158213966388 - 77.3648564661616	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Authorized person			
Authorized Person - PAN *	AAAAA1234A	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Authorized Person - Aadhar *	465896302548	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>

Registration (Fresh/Renewal) *	yes	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Process Flow Diagram *	View	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Consent Valid (checkbox) *	yes	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Authorization under Hazardous Waste Rules Valid (checkbox/NA) *	yes	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>

Uploaded Pictures			
Uploaded Pictures - Raw Material *	View	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Uploaded Pictures - Production Area *	View	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>
Uploaded Pictures - Packaging Area *	View	Select ▼ <small>This field is required</small>	<input type="text"/> <small>This field is required</small>

Plant Machinery Details

S.No	Machine		Power Rating (kWh)		Processing Capacity (TPA)	
	Given details *	Y/N *	Given details *	Y/N *	Given details *	Y/N *
1	MachineA	Select ▼	100	Select ▼	500	Select ▼

Plastic Waste Processing / Packaging Material Production capacity

PWP	Processing Code		Capacity (TPA)		Product		Production Capacity (TPA / MW(for WtE plants) / M.Joules (for co-processing))	
	Given details *	Y/N *	Given details *	Y/N *	Given details *	Y/N *	Given details *	Y/N *
CAT-I	R1 - Recycl	Select ▼	100.0000	Select ▼	HDPE	Select ▼	100.0000	Select ▼

Conversion Factor

Category	Process Code	Application Conversion Factor	Conversion Factor
CAT-I	R1 - Recycling - Pellets / Chips (CAT-I)	1.00	

Sanctioned Power load (kWh) *	100.0000	Select ▼ This field is required.	<input type="text"/> This field is required
Electricity Bill *	View	Select ▼ This field is required.	<input type="text"/> This field is required
Waste Management Details *	Waste Type A	Select ▼ This field is required.	<input type="text"/> This field is required

Pollution Control Measures *	yes	Select ▼ This field is required.	<input type="text"/> This field is required
Disaster Management Plan			
Disaster Management Plan - Onsite *	View	Select ▼ This field is required.	<input type="text"/> This field is required
Disaster Management Plan - Offsite *	View	Select ▼ This field is required.	<input type="text"/> This field is required
Overall Recommendation *		Select ▼ This field is required.	<input type="text"/> This field is required

Figure 3.6: Communication of Recommendations of RO to DO

The screenshot shows a web form titled "Update Status" with a close button (X) in the top right corner. Below the title is a green header bar containing the text "pwp21oct - Delhi". The main form area contains the following elements:

- A label "Forward Verification Report to" followed by a text input field and a dropdown arrow.
- A label "Enter Comment *" followed by a large text area for input.
- A green "Submit" button at the bottom left.

Figure 3.7: Approval /Rejection of Physical Verification of PWPs by DO based on RO's recommendations

SL.No	Company	Registered Address	State/UT	District	Physical Verification Status Updated on	Physical Verification Status	Actions
1	pwp2toct	Delhi	DELHI	South Delhi	2022-11-14 11:00:37	Under review DO Delhi (DO)	Review Verification
2	PWP Rec October	test	DELHI	New Delhi	2022-11-04 23:58:00	Approved	
3	WTE	delhi	DELHI	New Delhi	2022-11-05 23:59:12	Approved	
4	Madnesh WtoE	okhla Delhi	DELHI	South Delhi	2022-11-06 00:10:49	Approved	
5	atanucop	delhi	DELHI	New Delhi	2022-11-05 23:52:55	Approved	
6	PWP TEST 09-11-20...	ABC STREET	DELHI	East Delhi	2022-11-10 14:45:06	Approved	

Update Status

PWP Test Wte - Delhi

Please select any one of the following *

Enter Comment *

Approved
Not Approved

Submit

3.2 Generation & Transfer of EPR Certificates by PWPs

This section will essential consist of various segments as given below:

- (a) Plastic Waste Procurement
- (b) Production
- (c) Inventory & Sales
- (d) Wallet : Certificate Potential, Certificate Generation & Transfer

The PWP shall provide requisite details in - Procurement & Production segments – based on which inventory of items shall be generated. Sales items can be selected from the

inventory and Certificate generation potential shall be generated by applying conversion factor (confirmed during the physical verification), which shall be reflected in the wallet. The PWP's can generate certificates of various denominations of 1, 10, 50, 100, 500 & 1000 T based on requirement and transfer it to PIBOs in the Certificate Generation & Transfer Section. The information flow of Module 3 is given in **Figure 3.8**

This section covers different categories of PWP's including Recyclers, Waste to Energy Plants, Waste to Oil plants and Co-processors.

Figure 3.8: Information Flow for Module 3 (Certification Generation & Transfer by PWP)



There are interlinkages between different sections and checks & balances in place which shall be detailed in the subsequent sections

3.2.1 Add Procurement Details:

- a) The PWP's Dashboard after login shall appear as illustrated in **Figure 3.9**.
- b) The user can click on "PWP Operations" and then select "Procurement Details" (**Figure 3.10**) to add details related to Procurement of plastic waste.
- c) Addition of Procurement details can be done by clicking on "Single Entry" at the right side corner (**Figure 3.10**).
- d) Proforma for filling in Plastic PW Procurement details is as illustrated in **Figure 3.11**. The various details which have to be provided include:
 - i. Name & Address of PW Supplier

- ii. Category (I/II/III/IV) & Quantity of PW supplied (Kg/T)
- iii. Date of Procurement of PW/ Date of Entry
- iv. GST of Supplier (If GST is not available then PAN/Aadhar of Supplier has to be provided).

Providing GST details of Supplier is mandatory for WtE/WtO & Co-processors.

Remaining details are same for all categories of PWPs

- e) The user can click “**Submit** “ to confirm the Entry and add another Entry, if required, by clicking on “ Single Entry”
- f) It is to be noted that “**Submit**” Button shall get activated only after complete details are filled in the proforma.
- g) **Checks** : The PWP to ensure that adequate entries for PW procurement has been made before proceeding to the Procurement Section
- h) **Documents**: Copy of invoice/GST e-invoice (as applicable as per GST Act 2017(as amended)) is to be uploaded

Figure 3.9: PWP Dashboard

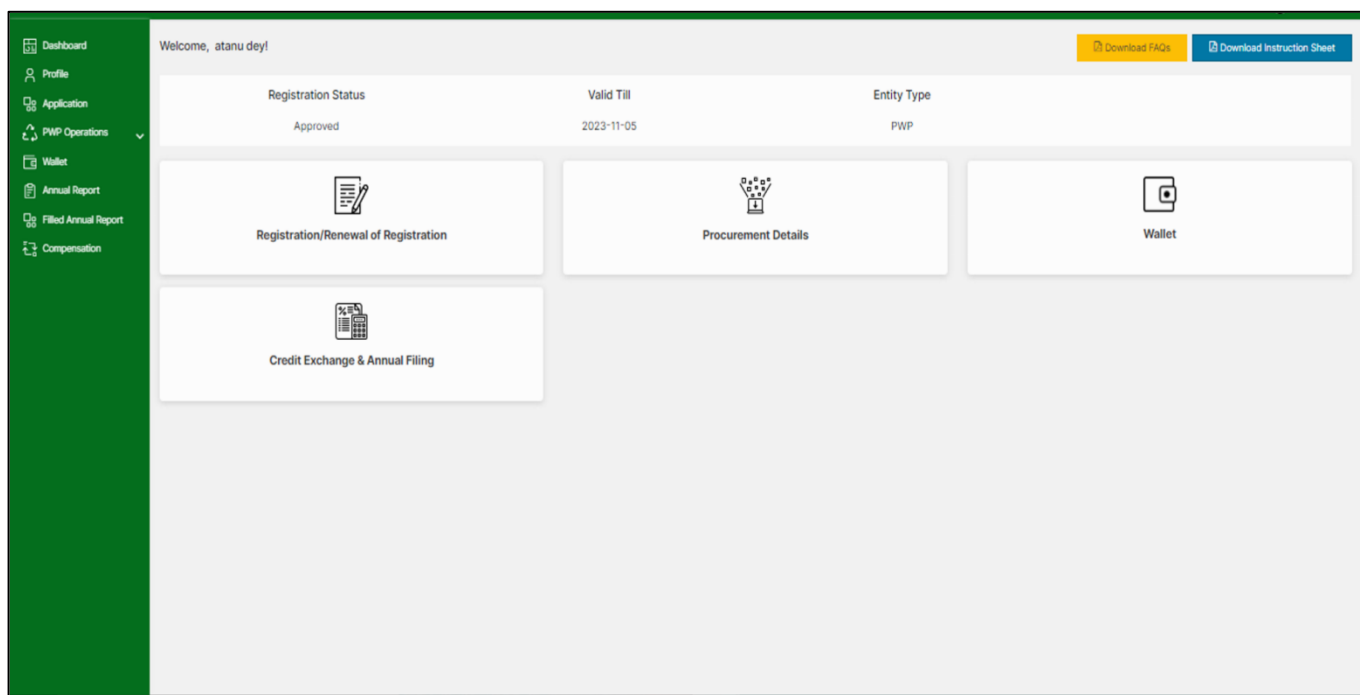


Figure 3.10: Proceeding to Procurement Section

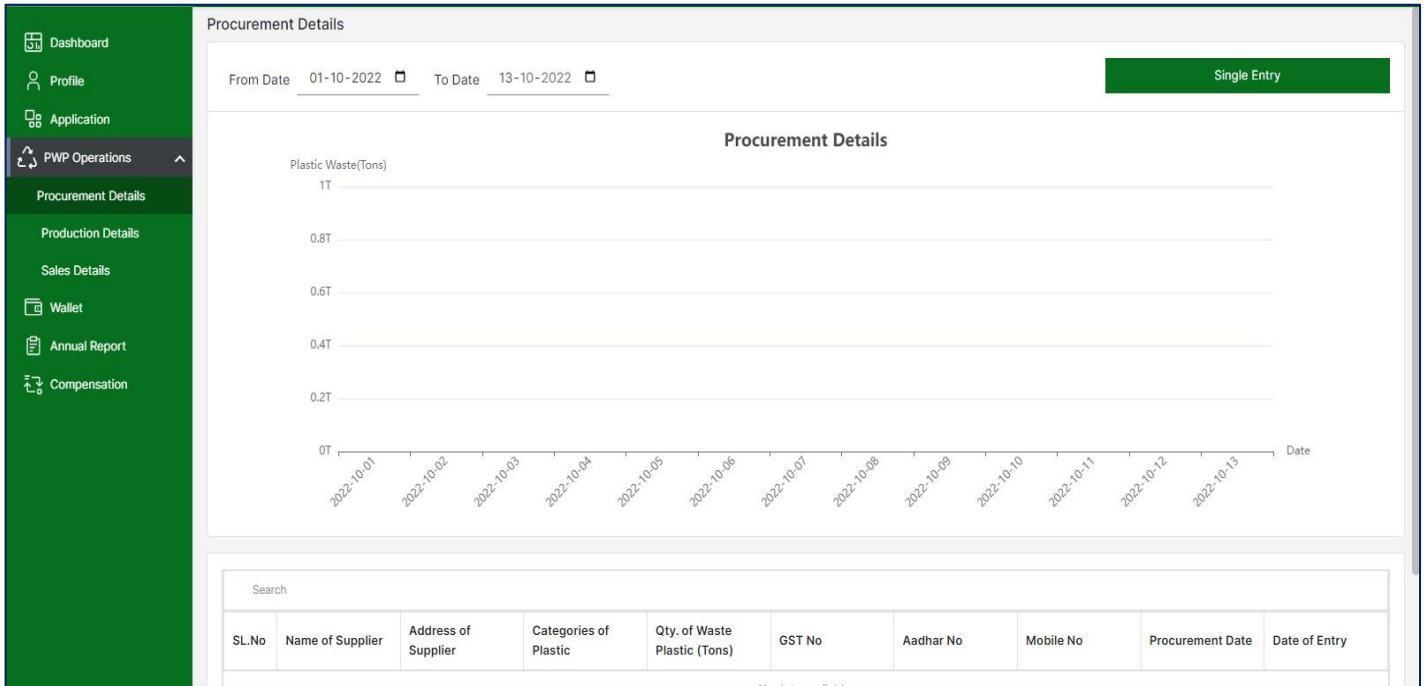
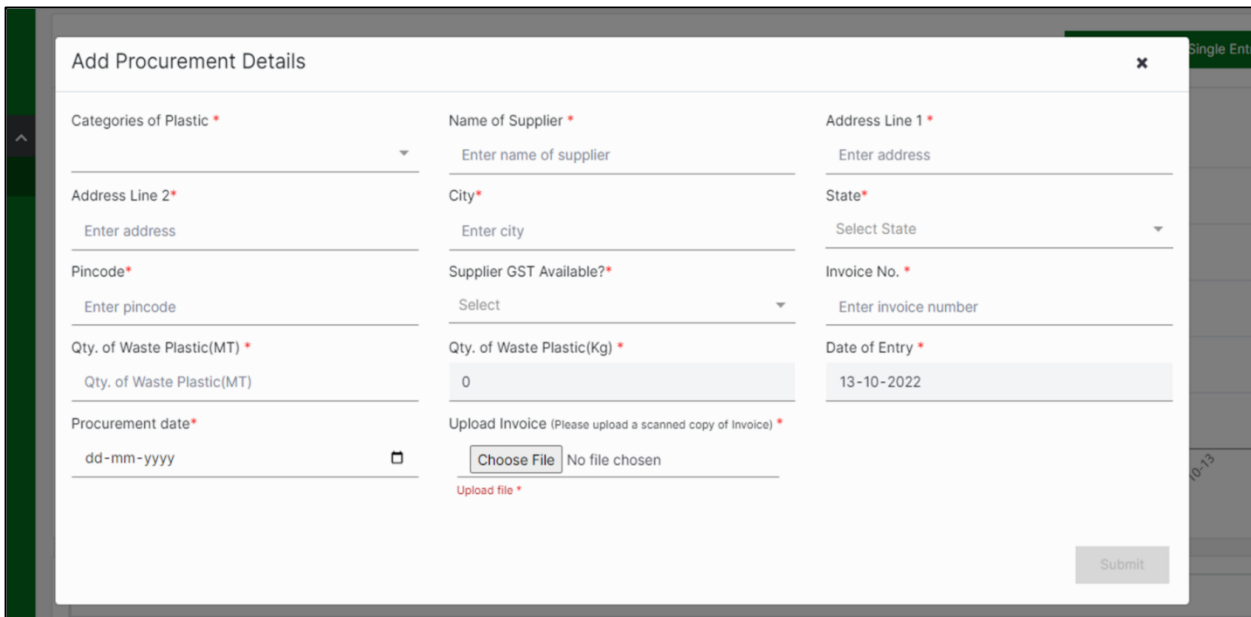


Figure 3.11: Proforma for Addition of PW Procurement details



3.2.2 Add Production details

- The user can click on “PWP Operations” and then select “Production Details” (**Figure 3.12**) to add Production details related to Production.
- Addition of Production details can be done by clicking on “Single Entry “ at the right side corner (**Figure 3.12**).
- Production details format are different for various class of PWP

3.2.2.1: PWP (Recycler)

- a) Proforma for addition of Production details for Recycler is given in **Figure 3.13**.
Input shall include the following:
 - i. Process Code
 - ii. Product (Type & Quantity)
 - iii. Plastic Waste Category (I/II/III/IV)
 - iv. Percentage of recycled plastic in the product
 - v. Production date
- b) Plastic Waste Quantity category shall be auto-calculated as per the confirmed conversion factor during Physical Verification
- c) The user can click “Submit “ to confirm the Entry and add another Entry, if required, by clicking on “ Single Entry”

3.2.2.2 Waste to Energy

- a. **Proforma** for providing production details is given in **Figure 3.14**
- b. Input shall include details related to power generation during a specified period and shall include:
 - i. Dates (From,/ To)
 - ii. Meter Reading at Start & End of the Specified period along with pictures
 - iii. Supporting Document issued by concerned Authority related to claimed power generation
- c. **Output:** The system shall auto-calculate the following:
 - i. Power Generated during the specified period
 - ii. Qualifying Energy & Qualifying feed
 - iii. Corresponding categorywise quantity plastic waste processed during the period.
- d. **Test Report:** Prior to filling in the Production details, the PWP shall have to update the test report of feed as given in **Figure 3.15**. It includes calorific value of the feed and the percentage composition of different category of plastic waste. The Energy conversion factor of the Boiler shall be as confirmed during the Physical Verification of the Plant

3.2.2.3 Waste to Oil

- a) Proforma for filling in Production details in Waste to Oil is given in **Figure 3.16**

- b) Prior to filling in the Production details, the PWP shall have to update the test report of feed in **Figure 3.17**. The test report includes calorific value of the feed and the percentage composition of different category of plastic waste in the feed.
- c) Energy required per ton of Oil, as reported in the WtO report, is as confirmed during Physical Verification report.
- d) The PWP is required to key in the quantity of oil produced. The quantity of different categories plastic is auto-calculated using the information provided in the Test report

3.2.2.4 Co-processing

- a) Proforma for filling in Production details in Co-processing is given in **Figure 3.18**.
- b) Prior to filling in the Production details, the PWP shall have to update the test report as per details given in **Figure 3.19**. It includes calorific value of the feed and the percentage composition of different category of plastic waste.
- c) Energy required per ton of clinker, as reported in the WtO test report, is as confirmed in the Physical Verification report.
- d) The following shall be the input to the proforma
 - i. Clinker Production (T)
 - ii. Percentage of Energy contributed by Alternate Fuel (Plastics)
- e) The Quantity of different quantity of plastic processed shall be calculated based on the above two values as well as the Test Report

3.2.2.5 Waste to Compost

- a) Proforma for filling in Production details in Waste to Compost is given in **Figure 3.20**.
- b) Prior to filling in the Production details, the PWP shall have to update the test report of feed in **Figure 3.21**. The test report includes quality of feed (Tons) required per ton of compost, percentage composition of category IV (compostable) category of plastic waste in the feed.
- c) Fee required per ton of compost, as reported in the Test report, is confirmed during Physical Verification report.
- d) The PWP is required to key in the quantity of compost produced. The quantity of Cat IV plastic is auto-calculated using the information provided in the Test report.

3.2.2.5 Checks & Balances in Production Section

- a) Adequate entries for PW procurement should be made prior to production. There shall be a deduction in the procured waste quantity corresponding to its consumption in Production Section. Eg: If production shows 100 T of Plastic waste, then procurement equal or more than 100 T should have been made. Further, if a procurement of 200 T of Plastic waste has been made and 100 T of plastic waste has been consumed in production , then available plastic waste after production shall be 100 T.
- b) PWP Process Code shall be as per the Registration granted. The plastic waste processed & the product manufactured are linked with the Process code for which the registration is granted. For example , if a PWP is registered under R1 Code(Recycler – Cat 1 Waste to Pellets/Chips), then the processing shall be restricted to Category 1 Plastic waste and production shall be limited to pellets and chips
- c) Cumulative Plastic Waste Processed should not exceed Processing capacity as per Registration. For example, if the processing capacity of the unit is 1000 T of plastic waste, then processing of plastic waste cannot exceed 1000 T during the financial year.
- d) Type & Quantity of Product to be limited by the Production capacity as per the Registration granted. For example, if production capacity of unit is 800 T of pellets, then production of pellets cannot exceed 800 T during the financial year

The system shall display a message, if any discrepancy is observed as per the above listed points

Figure 3.12: Proceeding to “Production Section”

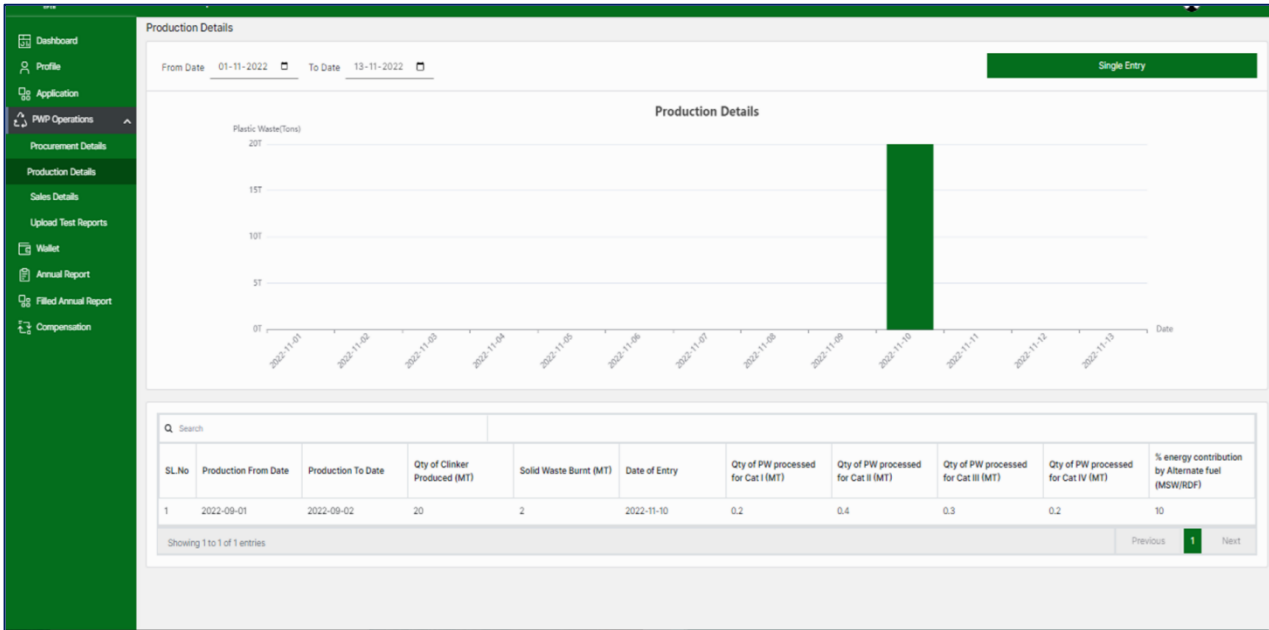


Figure 3.13: Proforma for filing Production details (Recycler)

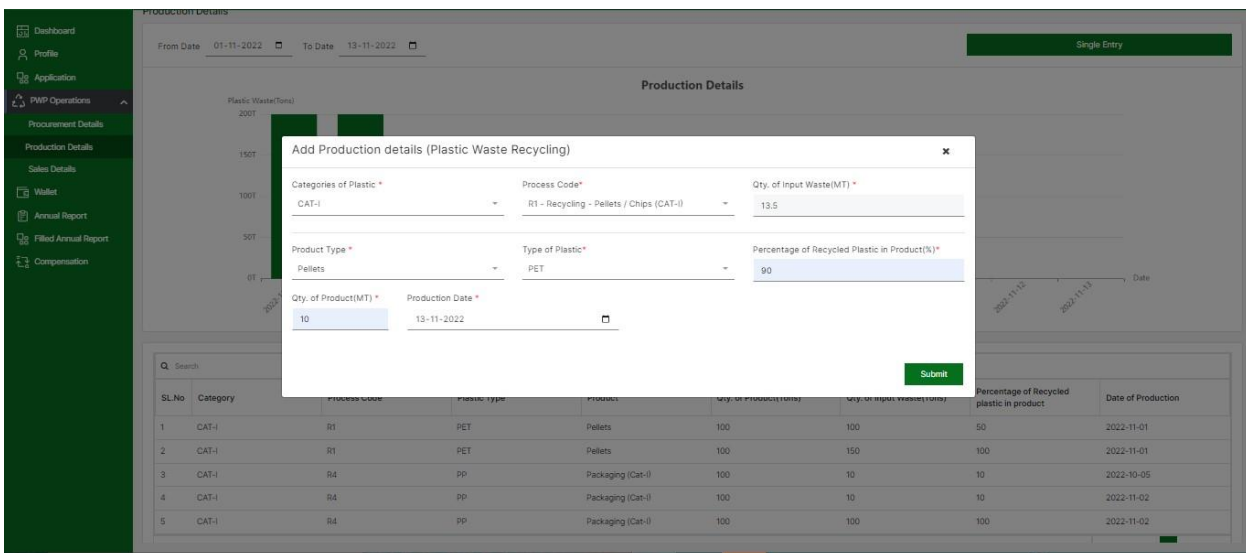


Figure 3.14: Proforma for Production details (WtE)

Add Production details (Waste to Energy Plants)

Period

From Date * To Date * Meter reading on start date *

Meter reading on end date * Upload meter reading image of start date * No file chosen Upload meter reading image of end date * No file chosen

Upload pdf (any other details) No file chosen Power generation (mWh) *

Qualifying energy (Mj) :	<input type="text" value="0"/>
Qualifying solid waste/RDF (MT) :	<input type="text" value="0"/>
Qty of PW processed for Cat I (in MT) :	<input type="text" value="0"/>
Qty of PW processed for Cat II (in MT) :	<input type="text" value="0"/>
Qty of PW processed for Cat III (in MT) :	<input type="text" value="0"/>

Figure 3.15: Proforma for Test Report (WtE)

Upload Test Reports and Values

Last Updated on : 14/11/2022 07:46:57

Calorific value of feed to WtE boiler (KJ/Kg):	<input type="text" value="10"/>
Plastic Content (Cat - I) % :	<input type="text" value="20"/>
Plastic Content (Cat - II) % :	<input type="text" value="10"/>
Plastic Content (Cat - III) % :	<input type="text" value="15"/>
Plastic Content (Cat - IV) % :	<input type="text" value="0"/>
Energy conversion factor of the Boiler :	<input type="text" value="0.5"/>
Upload Test Report*	View

Figure: 3.16 : Proforma for filing Production details (WtO)

The screenshot displays the 'Production Details' section of the EPR Portal. A modal window titled 'Add Production details (Waste to Oil)' is open, allowing users to enter production data. The form includes the following fields:

- Period:** From Date (dd-mm-2022) and To Date (dd-mm-2022).
- Oil production (in tons):** A field labeled 'Enter quantity'.
- Energy contribution from plastics (MJ):** Input field with value 0.
- Qualifying Feed(MT):** Input field with value 0.
- Qty of PW processed for Cat I (in MT):** Input field with value 0.
- Qty of PW processed for Cat II (in MT):** Input field with value 0.
- Qty of PW processed for Cat III (in MT):** Input field with value 0.
- Qty of PW processed for Cat IV (in MT):** Input field with value 0.

A 'Submit' button is located at the bottom right of the modal. The background shows a table with columns for 'SL.No', 'Production From Date', and 'Production To Date', with one entry visible for 2022-11-01 to 2022-11-06.

Figure 3.17 : Upload Test Report (WtO)

The screenshot displays the 'Upload Test Reports and Values' section of the EPR Portal. A modal window titled 'Update Test Report' is open, allowing users to update test report data. The form includes the following fields:

- Calorific value of plastic waste (KJ/Kg):** Input field with value 1000.
- Plastic Content Percentage:**
 - CAT-1: Input field with value 20.
 - CAT-2: Input field with value 20.
 - CAT-3: Input field with value 20.
 - CAT-4: Input field with value 0.
- Test Report Validity:** Input field.
- Energy consumption per ton of oil (in MJ):** Input field.
- Upload Test Report*:** A file upload section with a 'Choose File' button and a 'View' link.

A 'Submit' button is located at the bottom right of the modal. The background shows a table with columns for 'Calorific value of plastic waste (KJ/Kg)', 'Plastic Content Percentage', and 'Test Report Validity'.

Figure 3.18: Proforma for filing Production details (Coproprocessor)

The screenshot shows a web application interface with a sidebar menu on the left containing options like Dashboard, Profile, Application, PWP Operations, Procurement Details, Production Details, Sales Details, Upload Test Reports, Wallet, Annual Report, Filled Annual Report, and Compensation. The main area displays a table of production entries. A modal window titled "Add Production details (Co-processing in Cement Kilns)" is open, containing the following fields:

- Period: From Date * (dd-mm-2022) and To Date * (dd-mm-2022)
- Clinker production (T) * (Enter Clinker Production(T))
- Percentage of energy contribution by Alternate fuel (MSW/RDF) * (Enter Percentage of energy contribution by Alternate fuel (MSW/RDF))
- Energy contribution from feed (MJ) : 0
- Qualifying Feed(MT) : 0
- Qty of PW processed for Cat I (in MT) : 0
- Qty of PW processed for Cat II (in MT) : 0
- Qty of PW processed for Cat III (in MT) : 0
- Qty of PW processed for Cat IV (in MT) : 0

Below the modal, a table shows production data with columns for SL.No, Production From Date, and various metrics. The table has 3 entries. A "Submit" button is located at the bottom right of the modal.

Figure 3.19: Upload Test Report (Coproprocessor)

The screenshot shows the "Upload Test Reports and Values" form. It includes an "Update" button in the top right corner. The form contains the following fields:

- Calorific value of feed (KJ/Kg): 10
- Energy consumption per ton of clinker (in MJ) : 10
- Category wise percentage of plastic content in solid waste:
 - Plastic Content (Cat-I) % : 10
 - Plastic Content (Cat-II) % : 20
 - Plastic Content (Cat-III) % : 15
 - Plastic Content (Cat-IV) % : 10
- Test Report Validity : 08-02-2023
- Upload Test Report* : [View](#)

The form also displays "Last Updated on : 10/11/2022 05:33:21".

Figure 3.20: Proforma for Production details (composting)

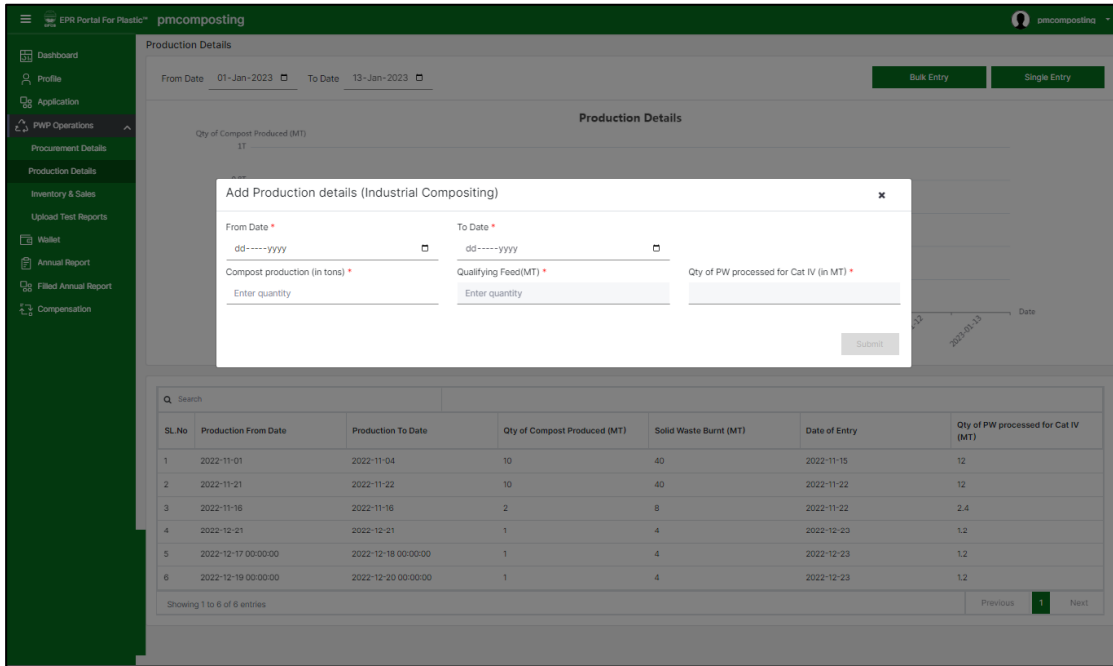
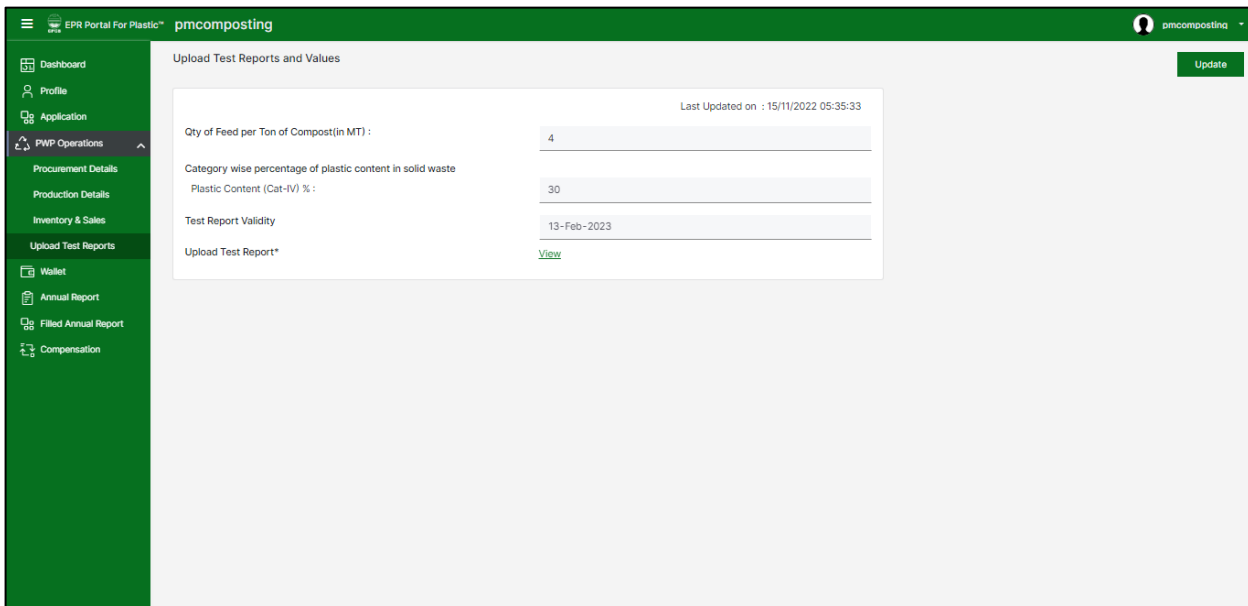


Figure 3.21: Upload Test Report (Industrial-composting)



3.3 Inventory & Sales

- The user can click on “PWP Operations“, and then select “Sales Details” (Figure 3.22) to add Sales details.
- Addition of Sales details can be done by clicking on “Add New “at the right side corner (Figure 3.22).
- This Sales Details page shall have three sections:

- i. **Production Inventory:** Details of Production consignments giving details of product manufactured & corresponding Certificate potential in different category shall be displayed in this section. For example if 50 T of Product 1 with 60% recycled plastic and 60 T of Product 2 with 70% recycled plastic is manufactured,, then they will be listed as two separate items in the inventory section.
- ii. **Add Sales Quantity:** Sales items from different consignments can be selected from the “Available Qty” in the Production inventory. Actual sales quantity will have to be keyed in this section. For example from inventory detailed given at (i) above, 10 T of Product 1 and 20 T of Product 2 can be selected for sales. The format of Production inventory & Add Sales Quantity for Recycling, WtO, Co-processing & Industrial composting is given in **Figure 3.23 a, 3.23 b & 3.23 c & 3.23 d** respectively
- iii. **Generate Invoice** The PWP will have to key in the following details):
 - Production type & Qty
 - GST Details
 - Bank Account details

The user can click “Generate EPR Invoice “ to confirm the Entry and add another Entry, if required, by selecting additional items in”Add Sales Quantity”. The proforma for Invoice Generation for Recycler, WtO, Co-processing & composting is given in **Figure 3.24 a, b, c & d** respectively.

For the cement / clinker sales, an additional parameter- Final product Cement /Clinker has to be selected and qty of clinker in the final product has to be added. It has to be further checked that the clinker sales in the “Generate Invoice Section” is same as that in the “Add Sales Qty”
- d) EPR Invoice No. generation button shall be activated only after complete information has been provided in the proforma.
- e) Certificate Potential shall be generated after GST e-invoice (as applicable as per GST Act 2017 (as amended)) is uploaded in the “Sales Details section” (**Figure 3.22**). EPR invoice No. has to be indicated on the invoice.
- f) **Checks & Balances**
 - The Inventory of different items is linked to the Production section

- The PWP shall ensure that Quantity of Product sold from different consignments in “Add Sales details” is equal to the total product quantity sold in the Invoice Generation Section. “Generate invoice Button” be enabled only after all complete details in the Invoice proforma have been correctly filled in

Figure 3.22: Proceeding to Sales Section

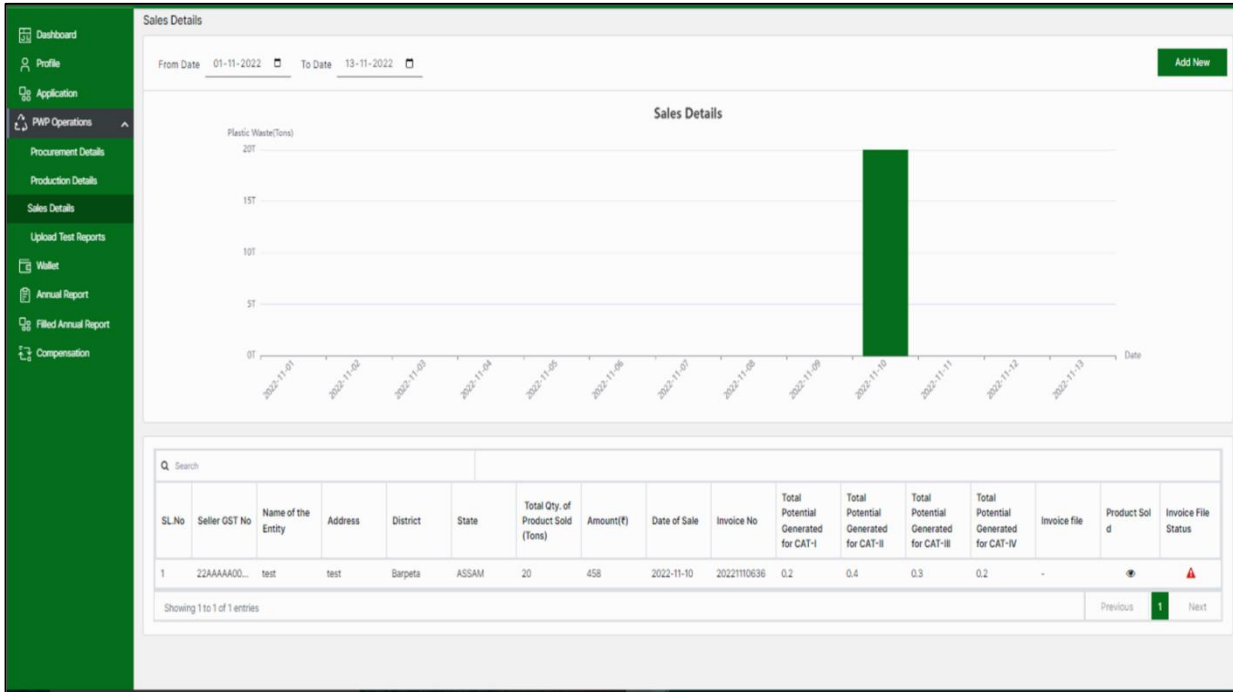


Figure 3.23(a): Inventory Details (Recycler)

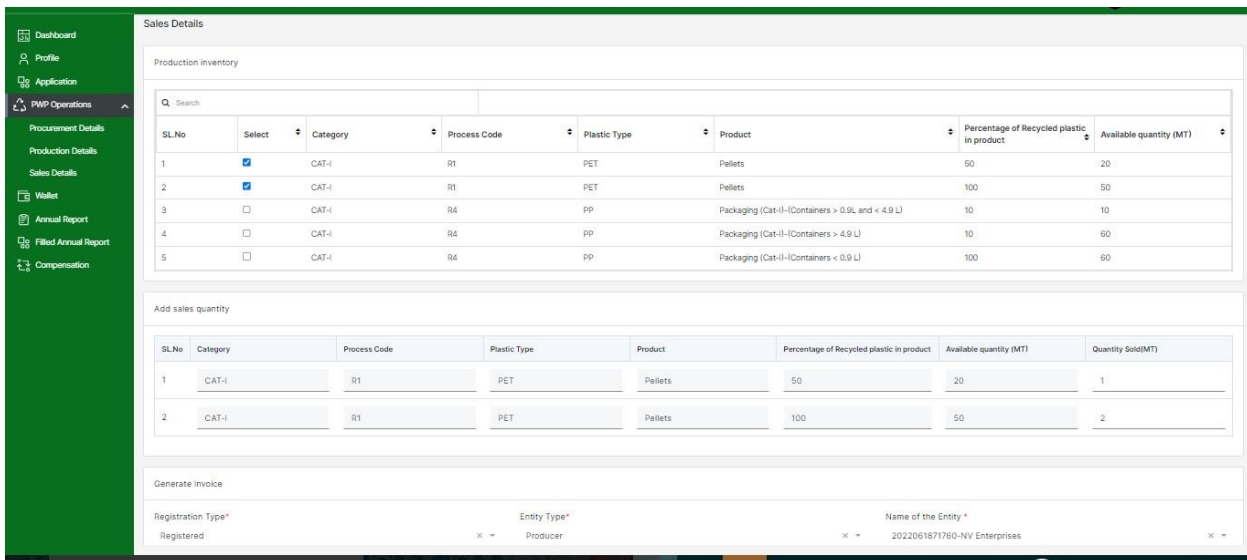


Figure 3.23(b): Inventory Details (WtO)

Production inventory

SL No	Select	Qualifying Feed(MT)	Qty of PW processed for Cat I (MT)	Qty of PW processed for Cat II (MT)	Qty of PW processed for Cat III (MT)	Qty of PW processed for Cat IV (MT)	Available quantity (MT)
1	<input type="checkbox"/>	0	0	0	0	0	50
2	<input type="checkbox"/>	0.09	0.018	0.018	0.018	0	100
3	<input checked="" type="checkbox"/>	9	1.8	1.8	1.8	0	10000

Add sales quantity

SL No	Qualifying Feed(MT)	Qty of PW processed for Cat I (MT)	Qty of PW processed for Cat II (MT)	Qty of PW processed for Cat III (MT)	Qty of PW processed for Cat IV (MT)	Available quantity (MT)	Quantity Sold(MT)
1	9	1.8	1.8	1.8	0	10000	10000

Generate invoice

Name of the Entity * : DIVYA SINHA
 Address * : 402-D, REGENT, SHIPRA SUN CITY, INDIRAPURAM
 State * : ANDAMAN AND NICOBAR ISLANDS
 District * : Nicobar
 GST No. of Seller * : 22AAAAA0000A127
 Bank Account No * : 1234567890123
 IFSC Code * : UBIN0553271
 Principal Amount(₹) * : 290
 GST Amount(₹) * : 6

Figure 3.23(c): Inventory Details (Coprocessor)

Production inventory

SL No	Select	Production Date	Qualifying Feed(MT)	Qty of PW processed for Cat I (MT)	Qty of PW processed for Cat II (MT)	Qty of PW processed for Cat III (MT)	Qty of PW processed for Cat IV (MT)	Available quantity (MT)
1	<input checked="" type="checkbox"/>	2022-11-13	0.26	0.026	0.052	0.039	0.026	2
2	<input type="checkbox"/>	2022-11-13	0.15	0.015	0.03	0.0225	0.015	3

Add sales quantity

SL No	Production Date	Qualifying Feed(MT)	Qty of PW processed for Cat I (MT)	Qty of PW processed for Cat II (MT)	Qty of PW processed for Cat III (MT)	Qty of PW processed for Cat IV (MT)	Available quantity (MT)	Quantity Sold(MT)
1	2022-11-13	0.26	0.026	0.052	0.039	0.026	2	1

Generate invoice

Name of the Entity * : Entity Name
 Product Type * : Select Product Type
 Amount of material sold * : Enter amount
 Percentage of clinker * : Enter percentage
 Address * : Postal Address
 State * : Select State / UT
 District * : Select District
 GST No. of Seller * : Enter GST number
 Bank Account No * : Enter account number

Figure 3.23(d): Inventory Details (Industrial composting)

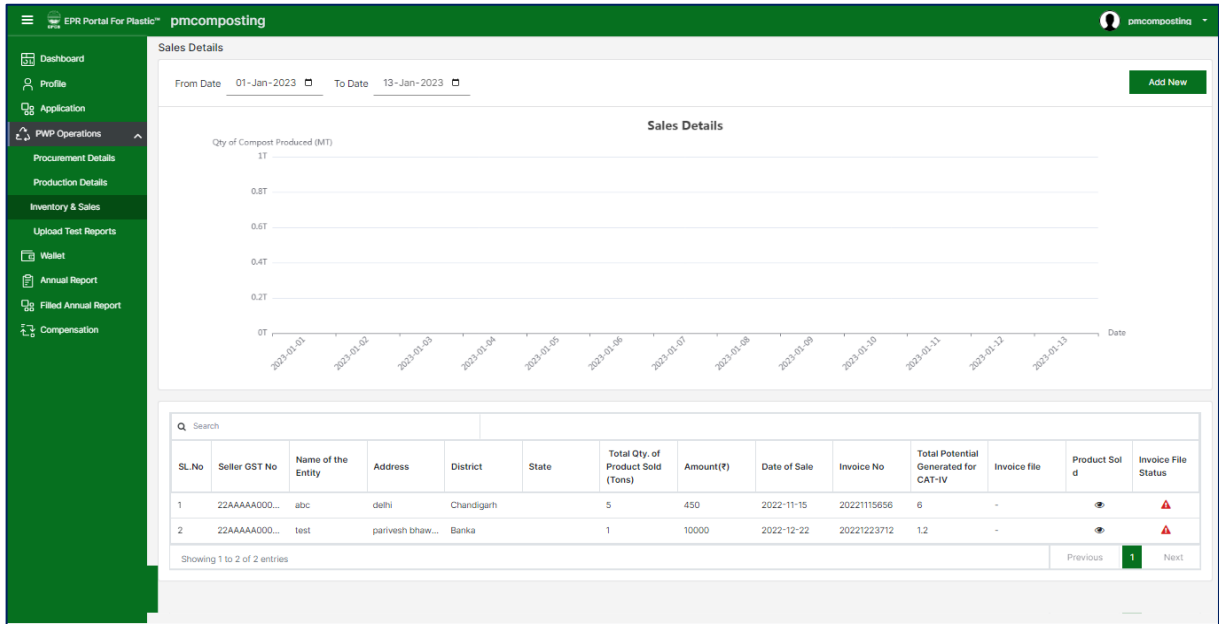


Figure 3.24(a): Proforma for Generating Invoice (Recycler)

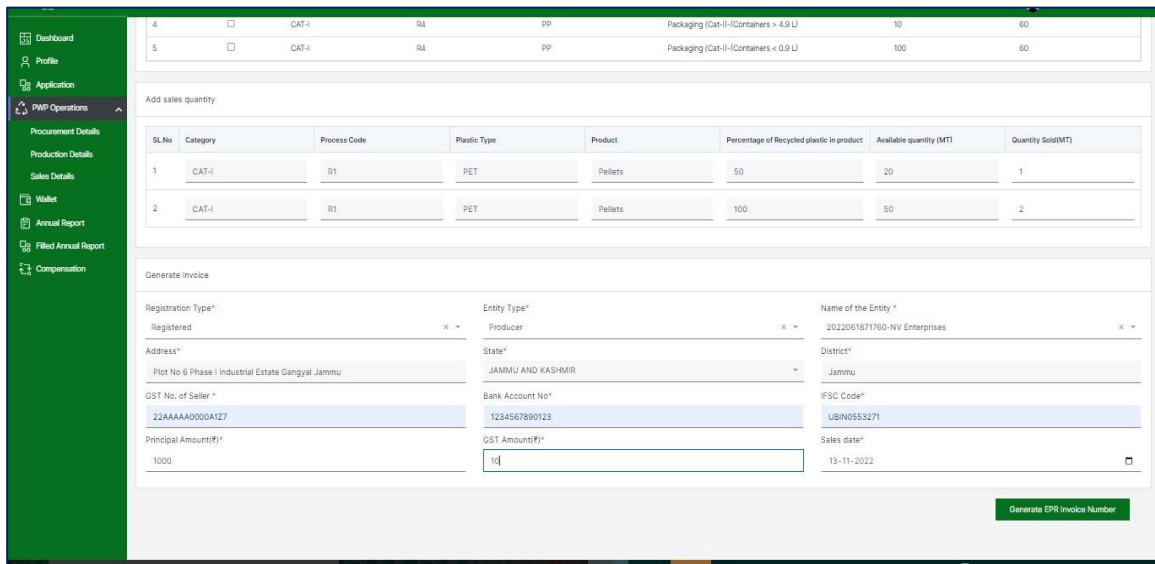


Figure 3.24(b) : Proforma for Generating Invoice (WtO)

2	<input type="checkbox"/>	0.09	0.018	0.018	0.018	0	100
3	<input checked="" type="checkbox"/>	9	1.8	1.8	1.8	0	10000

Add sales quantity

SLNo	Qualifying Feed(MT)	Qty of PW processed for Cat I (MT)	Qty of PW processed for Cat II (MT)	Qty of PW processed for Cat III (MT)	Qty of PW processed for Cat IV (MT)	Available quantity (MT)	Quantity Sold(MT)
1	9	1.8	1.8	1.8	0	10000	10000

Generate Invoice

Name of the Entity * DIVYA SINHA
 Address* 402-D, REGENT, SHIPRA SUN CITY, INDIRAPURAM
 State* ANDAMAN AND NICOBAR ISLANDS
 District* Nicobar
 GST No. of Seller * 22AAAAA0000A1Z7
 Bank Account No* 1234567890123
 IFSC Code* UBIN0553271
 Principal Amount(₹)* 290
 GST Amount(₹)* 8
 Sales date* 13-11-2022
 Total Quantity Sold(MT)* 10000

EPR Invoice Number 20221113646 Generate EPR Invoice Number Reset

Figure 3.24(c) : Proforma for Generating Invoice(Coprocessor)

EPR Portal For Plastic™ atanucop atanu dey

Add sales quantity

SLNo	Production Date	Qualifying Feed(MT)	Qty of PW processed for Cat I (MT)	Qty of PW processed for Cat II (MT)	Qty of PW processed for Cat III (MT)	Qty of PW processed for Cat IV (MT)	Available quantity (MT)	Quantity Sold(MT)
1	2022-11-13	0.26	0.026	0.052	0.039	0.026	2	0.2
2	2022-11-13	0.15	0.015	0.03	0.0225	0.015	3	2.3

Generate invoice

Name of the Entity * DIVYA SINHA
 Product Type * Cement
 Amount of material sold * 5
 Percentage of clinker * 50
 Address* 402-D, REGENT, SHIPRA SUN CITY, INDIRAPURAM
 State* ANDAMAN AND NICOBAR ISLANDS
 District* Nicobar
 GST No. of Seller * 22AAAAA0000A1Z7
 Bank Account No* 1234567890123
 IFSC Code* UBIN0553271
 Principal Amount(₹)* 290
 GST Amount(₹)* 3
 Sales date* 13-11-2022
 Quantity of Clinker sold* 2.5

Generate EPR Invoice Number 13 November 2022 Sunday

Figure 3.24(d) : Proforma for Generating Invoice(Industrial Composting)

Sales Details

Production inventory

SL.No	Select	Production Date	Qualifying Feed(MT)	Qty of PW processed for Cat IV (MT)	Available quantity (MT)
1	<input checked="" type="checkbox"/>	2022-11-15	40	6	5
2	<input type="checkbox"/>	2022-11-22	40	12	10
3	<input type="checkbox"/>	2022-11-22	8	2.4	2
4	<input type="checkbox"/>	2022-12-23	4	1.2	1
5	<input type="checkbox"/>	2022-12-23	4	1.2	1

Add sales quantity

SL.No	Production Date	Qualifying Feed(MT)	Qty of PW processed for Cat IV (MT)	Available quantity (MT)	Quantity Sold(MT)
1	2022-11-15	40	6	5	1

Generate Invoice

Name of the Entity * Address * State *

District * GST No. of Seller * Bank Account No *

IFSC Code * Principal Amount(₹) * GST Amount(₹) *

Sales date * Total Quantity of Compost Sold(MT) *

3.4 Wallet:

- The PWP can proceed to the “Wallet” section by clicking on “Wallet” on the Dashboard. Wallet shall display Available / Used Certificate generation potential corresponding to the sales for different categories of Waste. (**Figure 3.25**)
- Certificate Generation:** The PWP can generate Certificate by clicking on “Generate Certificates” Certificates of different denominations (1, 10, 50, 100, 500 & 1000 T) of different categories can be generated on the portal. (**Figure 3.26**). Category of Certificates and Certificate value shall have to be keyed in by the PWP
- Certificate Transfer:** The PWP can transfer the generated certificates by clicking on “Transfer Certificate”(**Figure 3.27**) to the **Registered PIBO**. Type of certificate, certificate value, entity type & name to which the certificate has to be transferred , has to be entered and specific denominations selected for transfer of certificates

- d) **Certificate Details:** The PWP can view details related to generated, transferred & available certificates in this section by clicking on “Generated”, “Transferred “ & “Available” in this section (**Figure 3.28**). Certificate details (ID / Category/ Value/ Type/Cumulative, Used & Available Potential/ Time of generation, validity etc) can be viewed in this section.

Figure 3.25: Wallet

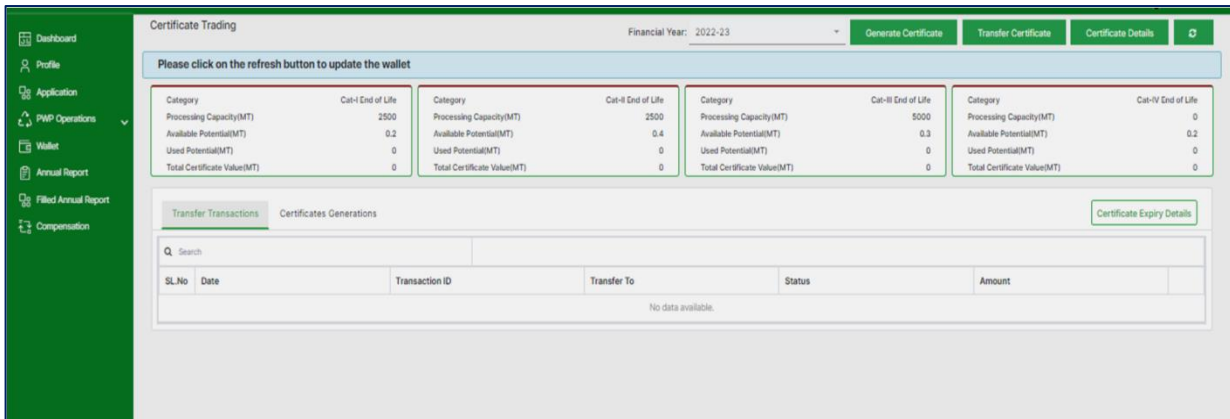


Figure 3.26 : Generate Certificate

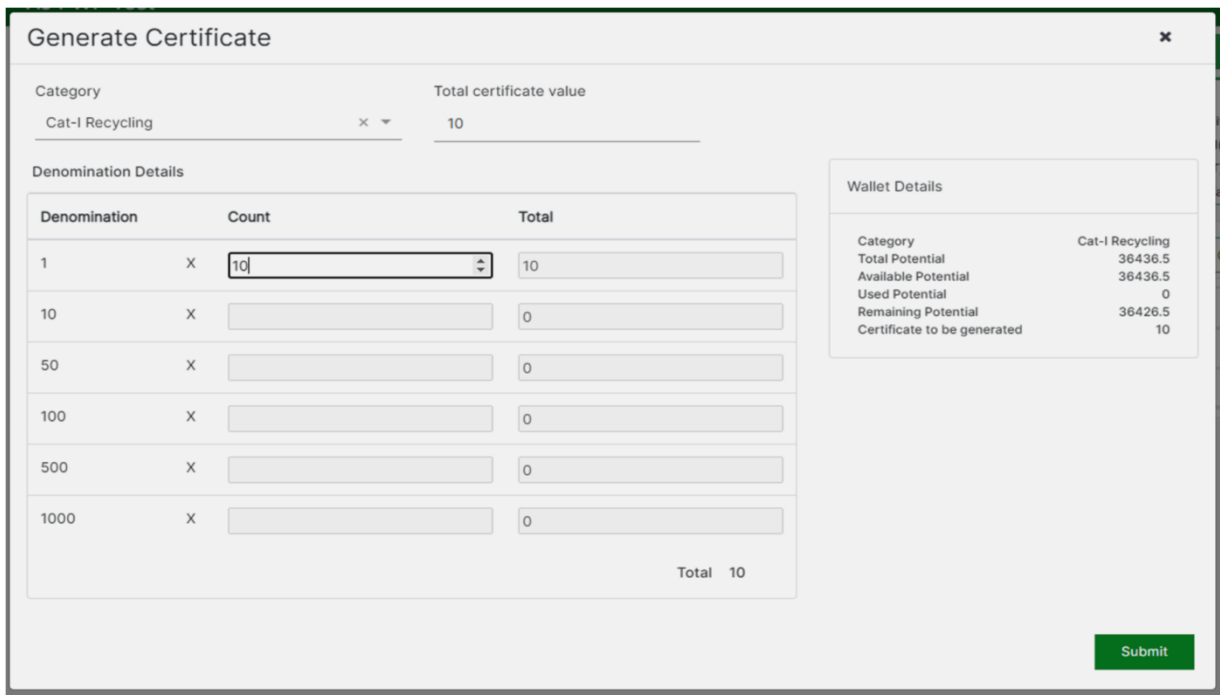


Figure 3.27: Transfer Certificate

Transfer Certificate

Category: Cat-I Recycling | Transfer From: Self | Entity Type: Brand Owner

Entity Name: | Total certificate value: 5

Denomination	Count	Total	Available
1	5	5	10
10	0	0	0
50	0	0	0
100	0	0	0
500	0	0	0
1000	0	0	0
Total			5

Wallet Details

Available Certificates: 10
 Remaining Certificate: 5
 No of Certificate to be transferred: 5

Available Denomination

1 X	10
10 X	0
50 X	0
100 X	0
500 X	0
1000 X	0

Submit

Figure 3.28: Certificate Details

Certificate Details

Filter: All

Transferred | Generated | Available

Q Search

SL.No	Certificate ID	Value	Certificate Owner	Category	Processing Type	Available Potential Prior Generation	Available Potential After Generation	Used Potential Prior Generation	Used Potential After Generation	Cumulative Potential	Generated At	Validity
No data available.												

Items Per Page: 1 - 0 Items of 0

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3.5 SPCB / CPCB Dashboard

- The PIBOs/PWP's dashboard can be accessed by CPCB and the concerned SPCB/PCC which has registered the Entity (**Figure 3.29**).
- The dashboard can be accessed only after issue of Registration Certificate.
- The dashboard can be accessed by clicking on the monitor logo on the dashboard

Figure 3.29: SPCB/CPCB Dashboard showing PWP Dashboard

The screenshot displays the 'PWP Applications' dashboard. On the left is a green sidebar with navigation options: Dashboard, PIBO Applications, Third Party Audit, PWP, ULB, and PWP Reports. The main content area shows a table of applications under the 'All Applications' filter. The table has columns for SI No, Company, Registered Address, State/UT, District, Submission Date, Status/Marked To, and Actions. There are 7 entries listed, with the first six having a status of 'Application Checklist completed' and 'Application Approved', and the seventh having 'Application Checklist Pending' and 'Application Submitted'. A 'PWP Dashboard' tooltip is visible over the first row's actions. At the bottom, it shows 'Showing 1 to 10 of 1257 entries' and a pagination control with 'Previous', '1', '2', '3', '4', '5', and 'Next'.

SI No	Company	Registered Address	State/UT	District	Submission Date	Status/Marked To	Actions
1	PWP TEST 09-11-2022 001	ABC STREET	DELHI	East Delhi	10 Nov 2022 01:08 PM	Application Checklist completed Application Approved	👁️ 🗑️ 📄 🗨️ 📧
2	Madnesh WtoE	okhla Delhi	DELHI	South Delhi	05 Nov 2022 11:59 PM	Application Checklist completed Application Approved	👁️ 🗑️ 📄
3	atanucop	delhi	DELHI	New Delhi	05 Nov 2022 11:30 PM	Application Checklist completed Application Approved	👁️ 🗑️ 📄 🗨️
4	WTE	delhi	DELHI	New Delhi	05 Nov 2022 11:28 PM	Application Checklist completed Application Approved	👁️ 🗑️ 📄 🗨️
5	uaL_pwp_recycler_6	uaL_pwp_recycler_6	RAJASTHAN	Ajmer	05 Nov 2022 10:17 AM	Application Checklist completed Application Approved	👁️ 🗑️ 📄 🗨️
6	PWP Rec October	test	DELHI	New Delhi	04 Nov 2022 11:50 PM	Application Checklist completed Application Approved	👁️ 🗑️ 📄 🗨️
7	KL PWP test comp.	agra	UTTAR PRADESH	Allahabad	04 Nov 2022 02:25 PM	Application Checklist Pending Application Submitted	👁️ 🗑️ 📄

Chapter 4: Urban Local Bodies

4.0 Background

The Plastic Waste Management Rules cast the responsibility of collection, transportation and disposal of plastic waste on the local bodies. The Local bodies can engage in the EPR framework following the two mechanisms described below:

- (i)** Local Bodies provide resources (Plastic Waste / Material Recovery facility/ Transportation facility etc.) to PWPs. PWPs issue certificates to Local Bodies in lieu of facilities provided. Local Bodies can trade these certificates with PIBOs to fulfill their EPR liability
- (ii)** Local Bodies can set up PWP facility and generate EPR Certificates which can be transferred to PIBO to fulfill their EPR liability

In this context, provision for creating Login Credential for State Nodal Officers by CPCB and creation of Login Credentials for ULBs by State Nodal officers has been made on the EPR Portal. Further, the following provisions have been made on the EPR Portal

Mechanism 1:

- Procurement of EPR Certificates from PWP
- Transfer of EPR Certificate to PIBO

Mechanism 2

- Registration as PWP
- Generation of EPR Certificate
- Transfer of EPR Certificate to PIBO

The details of the aforementioned provisions have been detailed in this section

4.1 State Nodal Officer Login

The Login Credentials of the State Nodal officer shall be created by CPCB. The same can be used by State Nodal Officer for login to the Portal (**Figure 4.1**). Details of the Registered ULBs can be viewed on the State Nodal Officer's dashboard (**Figure 4.2**)

Figure 4.1 State Nodal Officer Login

Central Pollution Control Board
Ministry of Environment, Forest and Climate Change
Government of India

EPR Portal for Plastic Packaging

Extended Producers Responsibility (EPR) regime is under implementation in Plastic Waste Management Rules, 2016, according to which it is the responsibility of Producers, Brand-owners and Importers to ensure processing of their plastic packaging waste through recycling, re-use or end of life disposal (such as co-processing/Waste-to-energy/Plastico-oil/roadmaking/industrial-composting).

In order to streamline implementation process of EPR, the Ministry of Environment, Forest and Climate Change, Government of India, in its fourth Amendment to the Plastic Waste Management Rules, dated February 16, 2022, notified 'Guidelines on Extended Producer Responsibility for Plastic Packaging' in the Schedule II of the Rules. As per these guidelines, Producers, Importers and Brand Owners (PIBOs) shall have to register through the online centralized portal developed by the Central Pollution Control Board (CPCB).

Accordingly, this portal has been developed to register PIBOs who are operating in more than two States with CPCB and those operating in one or two States/UTs shall be registered with the concerned State Pollution Control Boards (SPCBs). PWPBs shall also have to register with the concerned SPCB/PCC in accordance with the provisions of the Section 13(3) of the Plastic Waste Management Rules, 2016 on this centralized portal developed by CPCB.

The EPR Portal for Plastic Packaging provides provision for registration of PIBOs/ PWPBs in accordance with the notified EPR Guidelines. The portal will help in improving accountability, traceability and transparency of fulfillment of EPR Obligations. The portal is planned to have seven modules, which allows registration of PWPBs and PIBOs, issue certificates by PWPBs & exchange of credits, allows real-time monitoring of transactions between PIBOs and PWPBs, allows levy of environmental compensation and provides system generated reports and facilitates filing of annual returns for the stakeholders.

This portal has been commenced with two modules for registration of PIBOs and PWPBs respectively. The remaining modules will be integrated shortly.

Admin Login

Login as : CPCB/State/UT Auditor

Please enter Email ID and password

Email ID*

Password*

[Forgot Password](#) [Home](#) [FAQs](#) [Instruction Sheet](#)

Activate Windows
Go to Settings to activate Windows

Figure 4.2: Nodal officer Dashboard

SLNo	ULB Unique Code	ULB Name	District	State/UT	Actions
1	ULBDL01	SOMC	south	DELHI	
2	ULB03	NDMC	south delhi	DELHI	
3	ULB002	NDMC	delhi	DELHI	
4	ULB007	nEW DELHI	shahdara	DELHI	
5	ulb06	gaziabad	gaziabad	DELHI	

4.2 Creation of Login Credential for ULBs

The State nodal officer can create login credentials for the Local bodies by providing requisite information including Unique code nos. , ULB coordinators name designation etc. (Figure 4.3). The list of State ULBs can be viewed on the dashboard (Figure 4.4).

Figure 4.3 Creation of Login Credentials of Local body

Figure 4.4 : List of ULBs created by State Nodal Officer

SLNo	ULB Unique Code	ULB Name	District	State/UT	Actions
1	ULBDL01	SDMC	south	DELHI	
2	ULB03	NDMC	south delhi	DELHI	
3	ULB002	NDMC	delhi	DELHI	
4	ULB007	nEW dELHI	shahdara	DELHI	
5	ulb06	gaziabad	gaziabad	DELHI	
6	ulbNoida	Noida ULB	NOIDA	DELHI	
7	ULB10	ULB10	test	DELHI	
8	123456	Atanu	delhi	DELHI	
9	0987	City SP	Central delhi	DELHI	

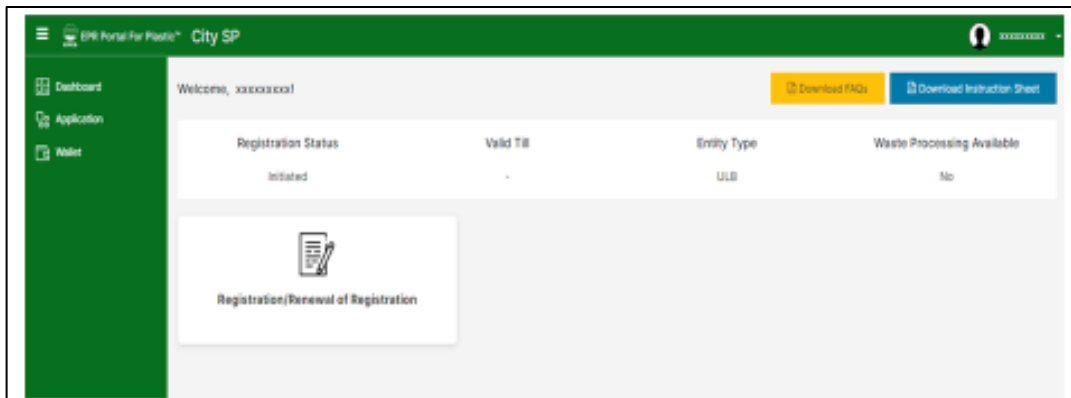
4.3 ULB Login & Dashboard

The Local bodies can login using the login credentials created by State Nodal Officer (Figure 4.5). The ULB Dashboard shall have the Wallet, Registration status etc (Figure 4.6)

Figure 4.5: ULB Login



Figure 4.6: ULB Dashboard



4.4 Mechanism 1: EPR Credit exchange with PIBOs/PWPs

The Wallet (**Figure 4.6A**) gives the different category certificates available with the Local Body. The ULB can transfer certificates in this section. PWPs can transfer EPR Certificates to ULB in lieu of services provided by ULB to the PWP. **Figure 4.7** illustrates certificate transfer from PWP and **Figure 4.8** highlights the corresponding increase in the EPR certificate in the specified category. ULB can transfer the EPR Certificates to PIBOs (**Figure 4.9**) and there is a corresponding decrease in the EPR Certificate in the specified category which has been highlighted in **Figure 4.10**. For details of certificate transfer, Chapter 3 on Certificate generation and transfer may please be referred to. It may be noted that PIBOs can trade certificates between April and June every year, ULBs can trade certificates throughout whole year. Certificate

generation procedure shall be the same as PWP and Chapter 3 may be referred to for further details. ‘

Figure 4.6A ULB Wallet

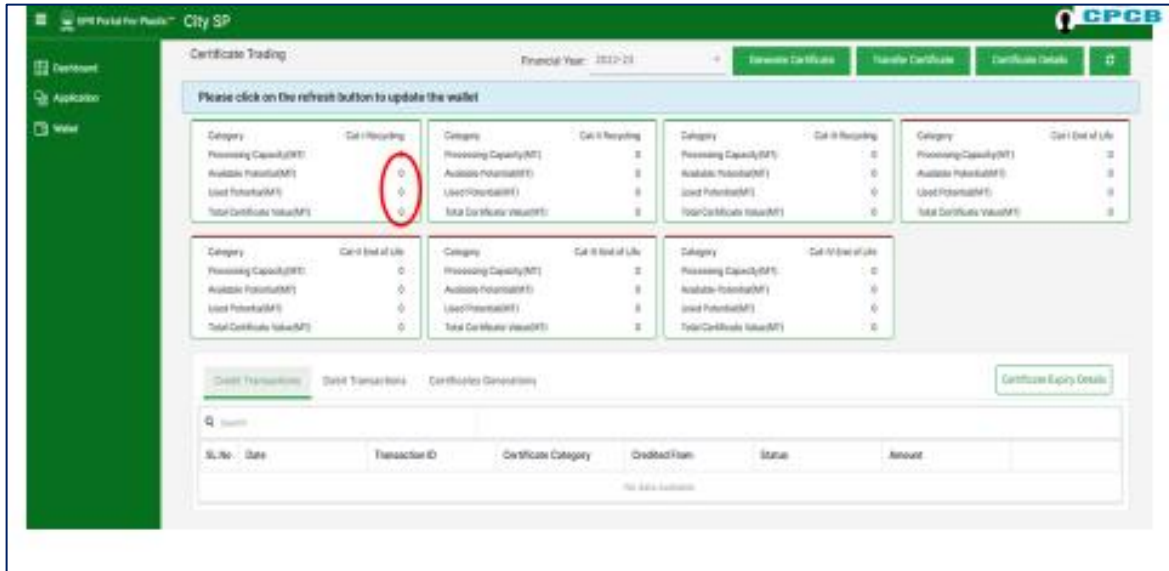


Figure 4.7: PWP credit transfer to ULB

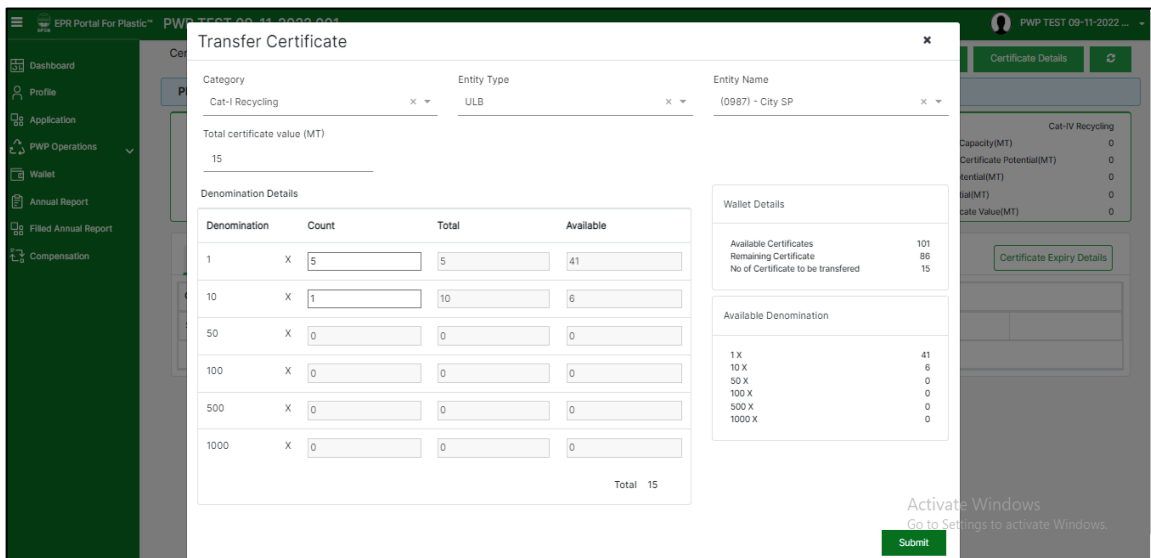


Figure 4.8: ULB Wallet (After Transfer)

Figure 4.9: Transfer of Certificates to PIBOs

Figure 4.10: ULB Wallet (After transfer to PIBO) (decrease in EPR Credits)

4.5 Mechanism 2: Registration as PWP

Application filing can be initiated by ULB by clicking on Application. (**Figure 4.11**) Requisite information including Unique code etc. has to be provided. Authorized person PAN & Aadhar details are not to be provided in case of ULB registration as PWP. Remaining details are the same as PWP (**Figure 4.12-4.13**) Details in Chapter 2 on Registration of PWP may be referred to, Certificate generation function shall be activated after completion of Physical Verification by concerned State Boards (**Figure 4.14**).

Figure 4.11: Initiating Filing of Application

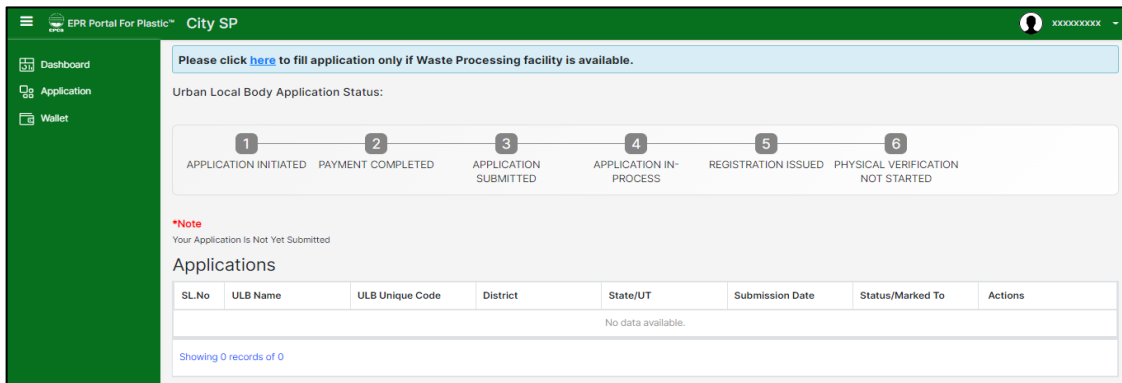


Figure 4.12 : Filing of Application as PWP (Part I)

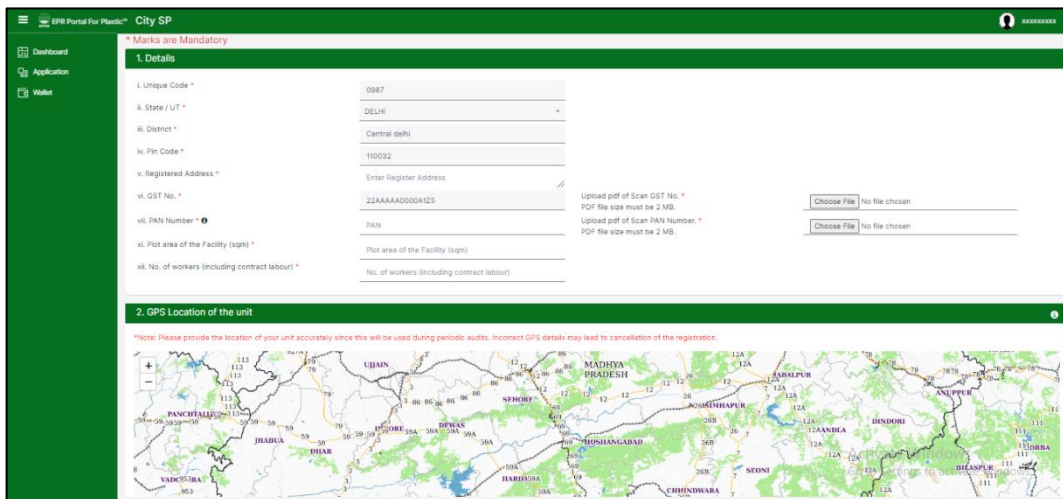


Figure 4.13: Filing of Application as PWP (Part II)

The screenshot shows a web form titled 'City SP' for filing an application as a Plastic Waste Producer (PWP). The form is divided into several sections:

- 3. Authorized Person:** Fields for Name (XXXXXXXX), Designation (REGISTRAR), Mobile Number (XXXXXXXXXX), and Email id (XXXXXXXXXX@XXXXXX.COM).
- 4. Date of Commencement:** A date field set to 06/01/2022.
- 5. Registration Under Plastic Waste Management Rules:** A dropdown menu set to 'No' with the question 'Have you already registered under PWT Rules 2016?'. Below it, a 'Registration Number' field contains 'XXXXXXXXXX'.
- 6. Renewal of Registration:** A dropdown menu set to 'No' with the question 'Renewal of Registration?'. Below it, a 'Renewal of Registration' field contains 'No'.
- 7. Type of Facility:** A dropdown menu set to 'Plastic waste Recycling'. Below it, a 'Manufacturing Process' dropdown menu is open, showing options like 'Recycling - Plastics (G43-01-01)', 'Recycling - Plastics (G43-01-02)', 'Recycling - Plastics (G43-01-03)', 'Recycling - Plastics (G43-01-04)', 'Recycling - Plastics (G43-01-05)', and 'Recycling - Plastics (G43-01-06)'.




The CPCB logo is visible in the top right corner. An 'Activate Windows' watermark is present in the bottom right corner.

Figure 4.14: Certificate Generation after Physical Verification

The screenshot displays the 'Urban Local Body Application Status' page. At the top, a progress bar shows seven steps: 1. APPLICATION INITIATED, 2. PAYMENT COMPLETED, 3. APPLICATION SUBMITTED, 4. APPLICATION IN-PROCESS, 5. REGISTRATION ISSUED, 6. PHYSICAL VERIFICATION APPROVED, and 7. APPROVED FOR CERTIFICATE GENERATION. Step 7 is currently active.

Below the progress bar, a note states: '*Note Submitted Date: 01 Dec 2022 02:48 PM Your Application Has Been Approved By The State Board'.

The 'Applications' section contains a table with the following data:

SL.No	ULB Name	ULB Unique Code	District	State/UT	Submission Date	Status/Marked To	Actions
1	Ataru	123456	delhi	DELHI	01 Dec 2022 02:48 PM	Application Approved	  

Below the table, it says 'Showing 1 records of 1'.

Chapter 5: PIBO Operations, Credit Exchange & Annual Report (PIBO)

5.0 Background

This section details the operations which are to be carried out by PIBOs post-registration on the Centralized EPR portal on Plastic Packaging. The PIBO's operations can broadly be divided into the following categories:

- a. Recording Procurement & Sales Transactions
- b. Transfer of EPR Certificates & Wallet
- c. Certificate Generation
- d. Annual Filings
- e. Credit Exchange & Consolidated Report

This document details the features of each of the above categories

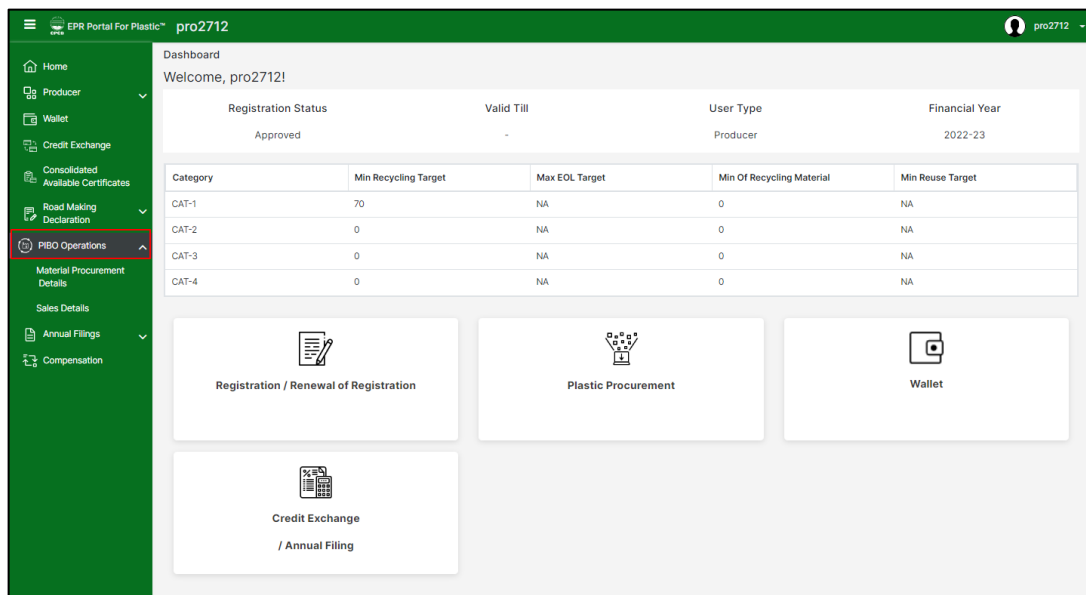
5.1 Recording Procurement & Sales Operations

The Producers & Importers are required to enter the Procurement & Sales transactions for raw material for producing plastic packaging or plastic packaging for the current financial year. The Brand-owners are required to enter only the Procurement details of plastic packaging.

The following steps are to be followed for addition of Procurement Details:

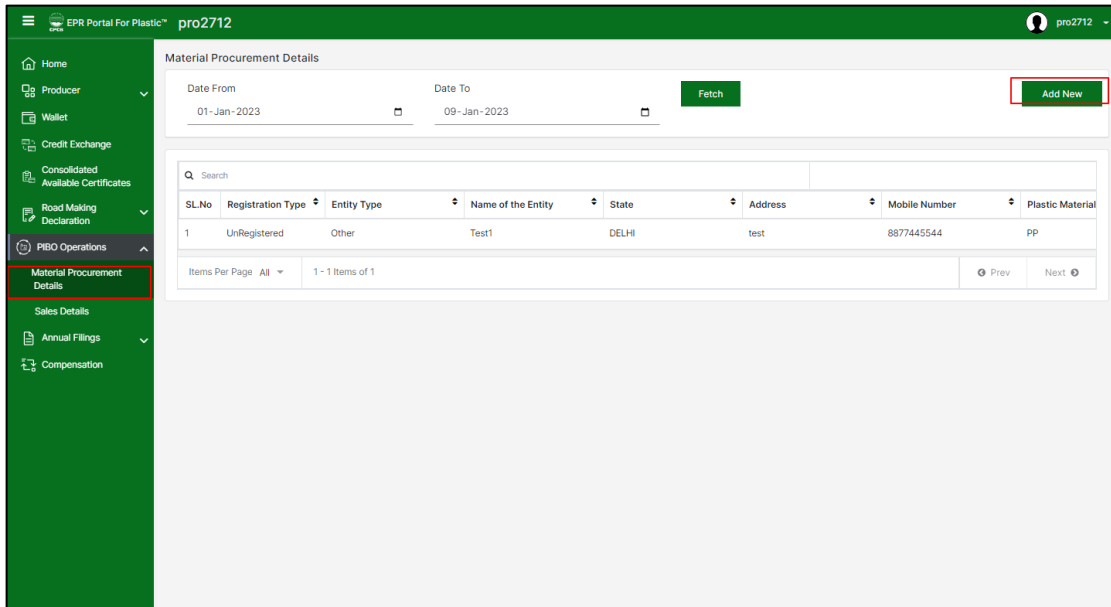
- Step 1:** The PIBOs can make entries in this section by clicking on “PIBO Operations/Material Procurement Details” on their dashboard (**Figure 5.1**).

Figure 5.1: PIBOs Dashboard



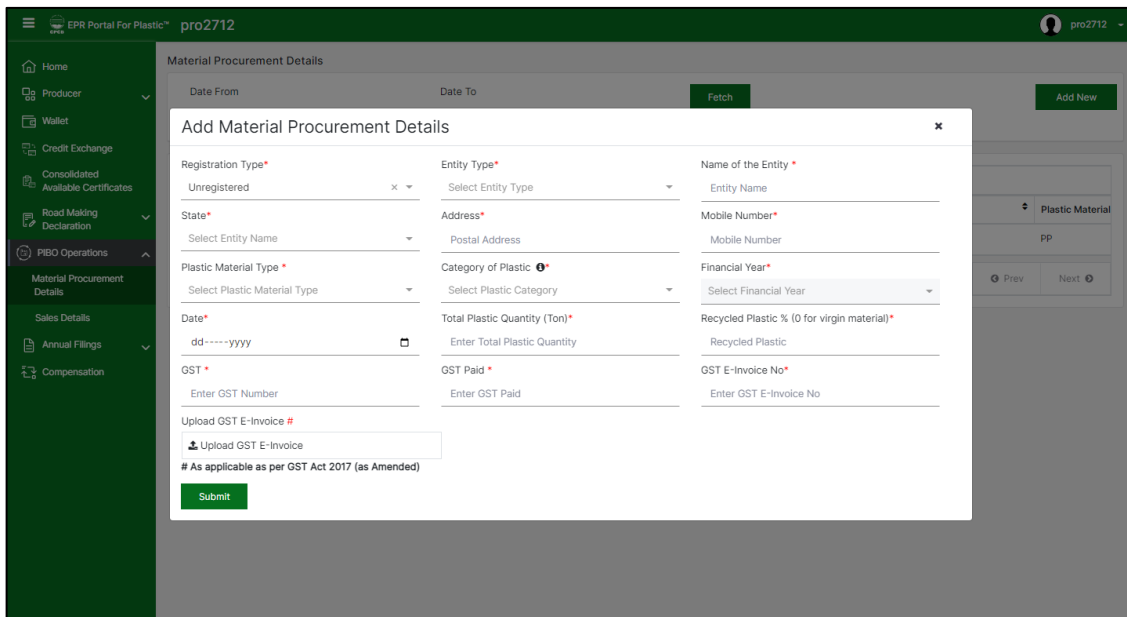
- Step 2:** Each Procurement details of each transaction by clicking on “Add New” (**Figure 5.2**).

Figure 5.2: Materials procurement details



Step 3: The following details have to be entered for each procurement transaction (Figure 5.3).

Figure 5.3: Procurement transaction details



- (a) **Registration type** :“Registered/Unregistered” of seller of plastic material has to be selected from the dropdown menu
- (b) **Entity type**: “PWP/Producer/Importer/ Brand Owner/Manufacturer/ Others” of seller has to be selected from the drop down menu (Brand Owner has to be included in Registered entity)
- (c) **Contact details**: Name, Address, State & Mobile no. of the seller has to be keyed in. Importers have to key in the Country of Import instead of State.

- (d) **Plastic Material Type:** Type of plastic material procured “HDPE/ PET/PP/PS/LDPE/MLP/Others” has to be selected from the drop down menu. In case “Others” has been selected, then Plastic Material Type has to be provided.
- (e) **Category of Plastic:** “Cat I/Cat II/Cat III/Cat IV” of the plastic material procured to be selected from the drop down menu. If producers are procuring raw material which is being used for making plastic packaging – Cat I /Cat II/Cat III/ IV – then the same is to be selected in this section
- (f) **Financial Year:** This section shall be frozen as Procurement details have to be provided for the current financial year
- (g) **Date:** Date of Procurement to be provided
- (h) **Qty of plastic:** Quantity of plastic material procured to be indicated in Tonnes.
- (i) **Recycled Plastic %:** Percentage of recycled plastic, if any, in the plastic material procured has to be provided
- (j) **GST:** GST No. of the Seller has to be keyed in
- (k) **GST Paid :** Amount of GST paid to the seller by the register PIBO has to be keyed in
- (l) **Invoice no. :** It has to be keyed in by the registered PIBO
- (m) **Upload GST e-invoice:** E-invoice of the Procurement transaction has to be submitted

The Procurement transaction details can be submitted by clicking on “Submit”

Step 4: The following details have to be entered for each sales transaction (**Figure 5.4**).

Figure 5.4: Add sales details

- (a) **Registration type** :“Registered/Unregistered” of consumer of plastic material has to be selected from the dropdown menu
- (b) **Entity type**: “Producer/Importer/ Brand Owner” of consumer has to be selected from the drop down menu
- (c) **Contact details**: Name, Address, State & Mobile no. of the consumer has to be keyed in. In case of sales to Registered entity- Address, State & Mobile no of the Registered entity shall be autofilled
- (d) **Plastic Material Type**: Type of plastic material sold “HDPE/ PET/PP/PS/LDPE/MLP/PLA/PBAT/Others” has to be selected from the drop down menu.
- (e) **Category of Plastic** : “Cat I/Cat II/Cat III/Cat IV “ of the plastic material sold to be selected from the drop down menu
- (f) **Financial Year**: This section shall be frozen as Sales details have to be provided for the current financial year
- (g) **Date**: Date of Sales has to be keyed in
- (h) **Qty of plastic** : Quantity of plastic material sold to be indicated in Tonnes
- (i) **Recycled Plastic %**: Percentage of recycled plastic, if any, in the plastic material sold has to be keyed in
- (j) **GST**: GST No. of the Registered PIBO has to be keyed in
- (k) **GST Paid** : Amount of GST paid to the register PIBO has to be keyed in

- (l) **Bank Account No. / IFSC code.** of the seller (in this case the registered PIBO) has to be keyed in by the registered PIBO
- (m) **Generate EPR invoice no. :** Click on “**Generate EPR invoice no**” after providing the above details
- (n) **Uploading GST e-invoice:** The above details including the EPR Invoice no., plastic packaging quantity and the Percentage of recycled plastic have to be included in the GST e-invoice. The GST e-invoice has to be uploaded by clicking on the “Red triangle” in the last column of the “Sales Details” table. The color of the triangle shall turn green upon uploading of the GST e-invoice (Figure 5.5).

Figure 5.5: GST invoice details

	Total Plastic Qty (Tons)	Recycled Plastic %	GST	GST Paid	GST E-Invoice No	Invoice File Status
01-09T16-55:00	40	0	22AAAAA0000A1Z5	50	20230109164	🟢
01-09T17:17:18	40	0	22AAAAA0000A1Z5	50	20230109165	🔴

Step 5: Viewing Procurement & Sales Details

Complete Procurement & Sales Details, including those for previous years, can be seen in the table displayed in **Figure 5.6 & Figure 5.7** respectively.

Figure 5.6: Material Procurement details of PIBOs operation

State	Address	Mobile Number	Plastic Material Type	Category of Plastic	Financial Year	Date
BIHAR	TESTA	3698741025	HDPE	Cat I	2020-21	2022-12-27
DELHI	TESTA	3698741025	HDPE	Cat I	2020-21	2022-12-27
ANDAMAN AND NICOBAR ISLANDS	TESTA	3698521470	HDPE	Cat I	2021-22	2022-12-27
DELHI	test	8877445544	PP	Cat II	2022-23	2023-01-09

Figure 5.7: Sales Details of PIBOs operation

Mobile Number	Plastic Material Type	Category of Plastic	Financial Year	Date	Total Plastic Qty (Tons)	Recycled Plastic
3698741025	HDPE	Cat I	2020-21	2022-12-27T12:25:46	100	0
3698741025	PP	Cat I	2021-22	2022-12-27T12:26:37	100	0
8619664685	PP	Cat II	2022-23	2023-01-09T16:55:00	40	0
8855774488	PP	Cat II	2022-23	2023-01-09T17:17:18	40	0

Procurement & Sales details for a particular period can be filtered by keying in “From” & “To” date and clicking on “Fetch” on

The following points are to be noted:

- a) Sales/ Procurement transaction details have to be provided only for the current financial year

- b) Only details related to plastic packaging/ plastic raw material(for producers) used for plastic packaging have to be provided
- c) A maximum of four entries are permitted for each invoice
- d) Details have to be keyed in on a monthly basis and have to be completed by last day of each month. For the year 2022-23. Invoice uploading can be completed till March 31, 2023.
- e) Recycled plastic percentage details are not to be provided by the importers
- f) For procurement of plastic material by Registered PIBOs from Registered entities (PWP, Producers, Importers) the Procurement details shall be auto filled.
- g) GST e-invoice has to be uploaded for all transactions by all PIBOs and EPR Invoice no., plastic packaging quantity and the Percentage of recycled plastic have to be included in the GST e-invoice.

5.2 Generation & Transfer of Certificates

5.2.1 Types of Certificates

The different category of Certificates which can be procured from PWPs include the following:

- (i)** Cat I (Recycling)
- (ii)** Cat II (Recycling)
- (iii)** Cat III (Recycling)
- (iv)** Cat I (End of Life(EoL))
- (v)** Cat II (End of Life)
- (vi)** Cat III (End of Life)
- (vii)** Cat IV (EoL)
- (viii)** Cat I (Use of recycled plastic (UReP)
- (ix)** Cat II URep
- (x)** Cat III URep
- (xi)** Cat I Reuse (0.9 - 4.9 L)
- (xii)** Cat II Reuse (> 4.9 L)

In additions, PIBOs can generate EoL certificates (Cat I/II/Cat III) if they have provided plastic waste for Road construction based on self declaration. Different categories of Plastic Waste Processors/PIBO registered on Centralized EPR

Portal and the type of Certificates which they can generate is delineated in Table 1.0

TABLE 1.0 : PWP CLASS & TYPE OF EPR CERTIFICATES GENERATED		
Sl. No	Class	Type of EPR Certificate
1	PWP (Recycler)	Recycling (Cat I, II, III)
2	Industrial Composting	Composting (Cat IV)
2	PWP (Cement Co-processor)	EoL (Cat I, II,III, IV)
3	PWP (Waste to Energy)	EoL (Cat I, II, III, IV)
4	PWP (Waste to Oil)	EoL (Cat I, II & III)
5	Producer	UReP (Cat I, II & III), EoL(Road making) (Cat I, II & III)
6	Brandowner	UReP (Cat I/II/III) and Reuse (Cat I (>4.9 L and 0.9- 4.9 L) ; EoL(Road making) (Cat I, II & III)
7	Importer	EoL(Road making) (Cat I, II & III)

5.2.2 Generation of Certificates (PWP)

- The certificates listed at Sl. No 1-5 in Table 1.0 shall be generated by the PWPs on the EPR Portal.
- Each certificate shall have specific Certificate no. generated from the Portal and specific attributes associated with its generation (**Figure 5.8**)

Figure 5.8: Certificate Details

SL.No	Certificate ID	Value	Certificate Owner	Category	Processing Type	Available Potential Prior Generation	Available Potential After Generation	Used Potential Prior Generation	Used Potential After Generation	Cumulative Potential	Generated At
4	CR-20221228-22f64074e5147f6ac4b6...	10	Atanu	Cat-II	Recycling	50	40	5	15	55	26/12/20
5	CR-20221228-271589adda7c44b8997db...	1	Atanu	Cat-I	Recycling	29	28	4	5	33	26/12/20
6	CR-20221228-3975d2a511024ca586b8...	1	Atanu	Cat-I	Recycling	28	27	5	6	33	26/12/20
7	CR-20221228-92c75313011a44ac9bcc...	1	Atanu	Cat-I	Recycling	27	26	6	7	33	26/12/20
8	CR-20221228-68f235b180c641f9883c...	1	Atanu	Cat-I	Recycling	26	25	7	8	33	26/12/20
9	CR-20221227-90840994171249c5900...	1	Atanu	Cat-I	Recycling	47	46	19	20	66	27/12/20
10	CR-20221227-d2ac655de4d344e70874f...	10	Atanu	Cat-I	Recycling	46	36	20	30	66	27/12/20
11	CR-20221226-7db83c4c176f4a9db632...	1	Mayank	Cat-I	Recycling	5.5	4.5	0	1	5.5	26/12/20
12	CR-20221226-c0571148b6e74146a883...	10	Mayank	Cat-I	Recycling	25	15	8	18	33	26/12/20
13	CR-20221227-423e8e16a2ab4a5a8e8...	1	Atanu	Cat-I	Recycling	36	35	30	31	66	27/12/20

- Specific attributes associated with each Certificate shall include the category of certificate, PWP class, Certificate denomination (1T, 10 T, 50 T, 100 T, 500 T.). Source of generation as well as transfer details for each certificate can also be viewed in the Certificate details (Figure 5.8A)

Figure 5.8A: Certificate details section

Certificate Owner	Category	Processing Type	Available Potential Prior Generation	Available Potential After Generation	Used Potential Prior Generation	Used Potential After Generation	Cumulative Potential	Generated At	Validity
Atanu	Cat-II	Recycling	33	32	22	23	55	03/01/2023 11:07:25	03/01/2026 11:07:25

5.2.3 Transfer of certificates from PWP to PIBOs

- The details of EPR Certificates generated by PWPs shall be displayed on the EPR Portal (Figure 5.9 & 5.9A)

Figure 5.9: Certificates viewing section on the National Dashboard

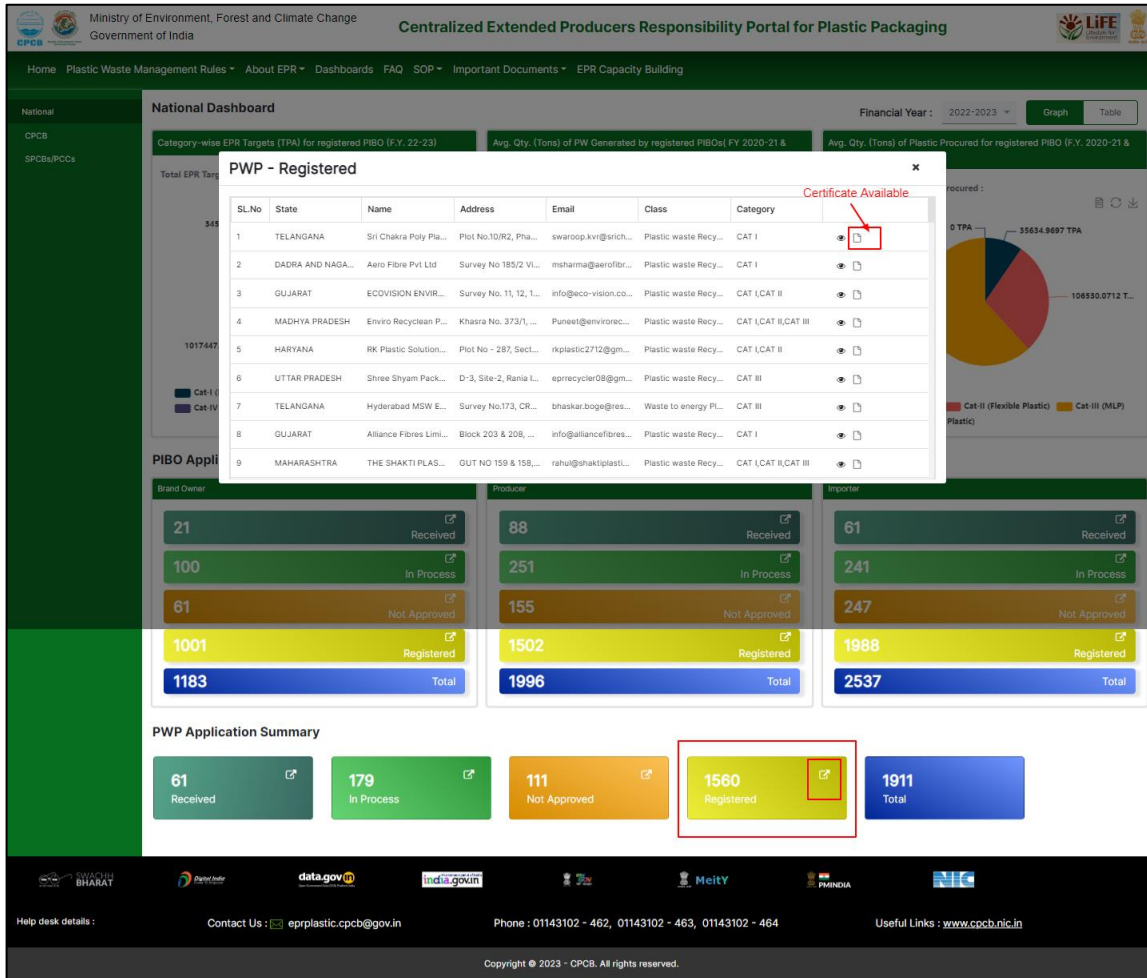
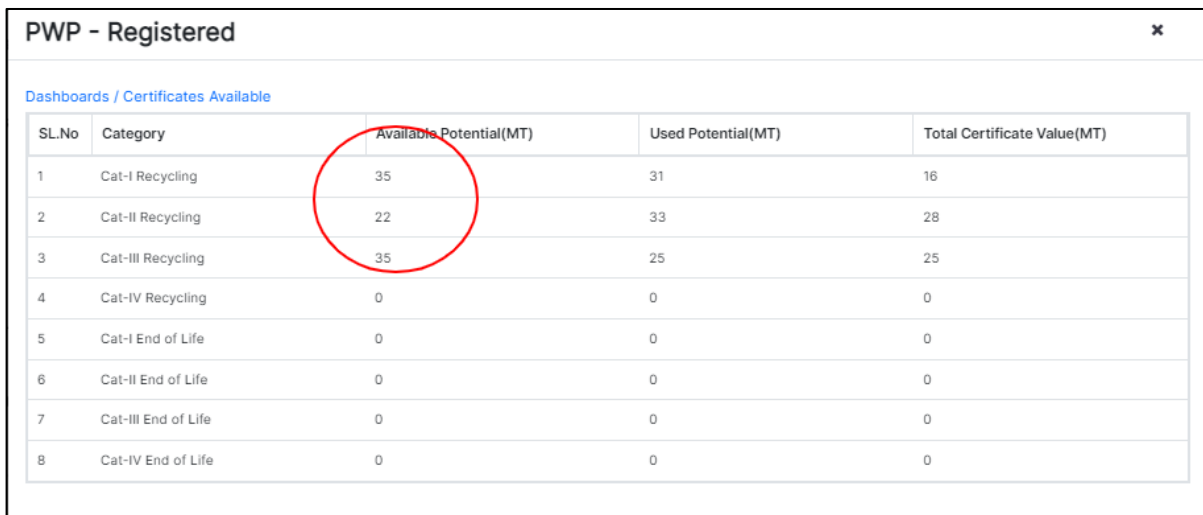
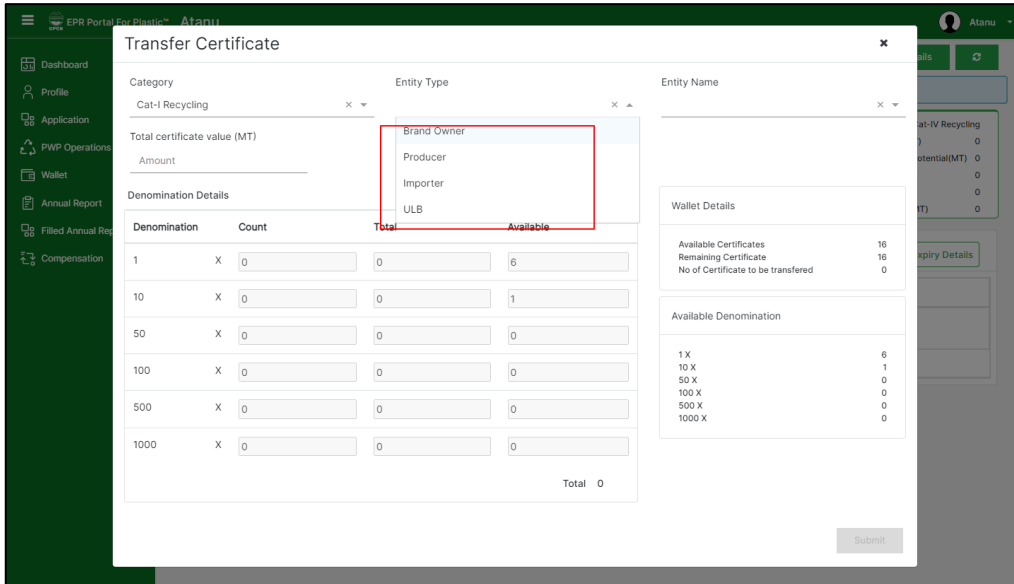


Figure 5.9A: Detailed view of PWP generated certificate



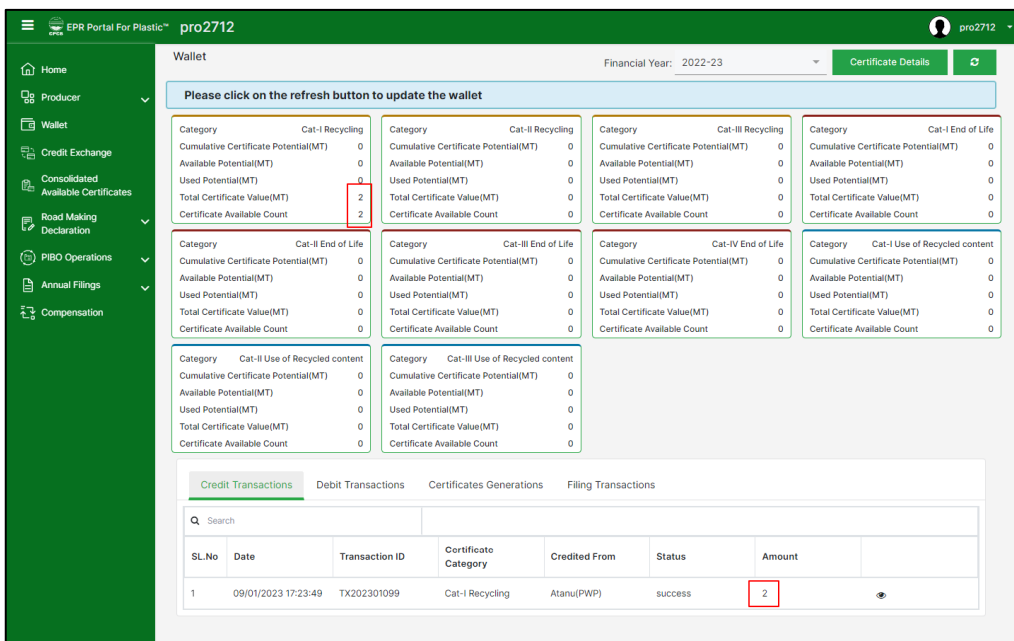
- The concerned PWPs may be contacted by the PIBOs for transfer of certificate of desired category and denomination required as per the assigned EPR target.
- The certificates can be transferred online by PWPs (Figure 5.10) to PIBOs

Figure 5.10: Certificates transfer section of PWPs to PIBOs



- The transferred certificates of certificates of different categories shall be reflected in the PIBO wallet (Figure 5.11). Details of the same shall have been reflected in the subsequent Sections.

Figure 5.11: Wallet of PIBOs



5.2.4 Certificates generated by PIBOs

The following certificates can be generated by PIBOs:

- (i) Self-declaration (Road making)
- (ii) Use of recycled plastic (By producer /brand-owners)
- (iii) Reuse of Rigid plastic (By Cat I Brand-owners)

Certificate listed at (ii) & (iii) shall be generated after the financial year closing on March 31. They shall be discussed in Section 5.8. Procedure for generating EPR Certificate based on Self declaration (Road making) is discussed in this section.

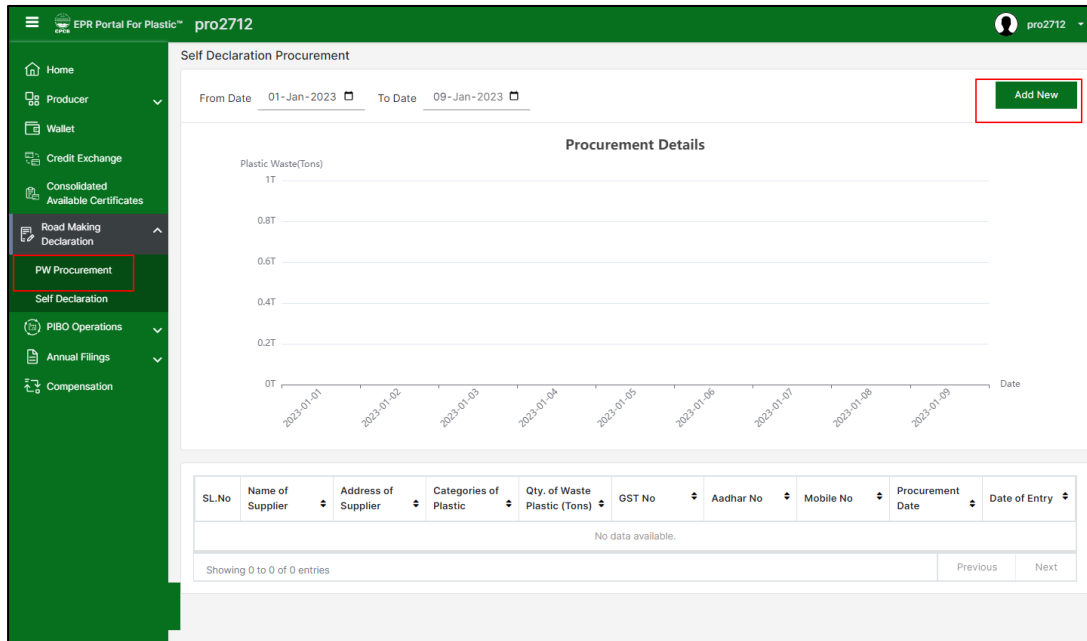
Plastic waste can be used road making in the country. PIBO can provide plastic waste for road making and generate certificate of corresponding category & quantity of plastic. The procedure is divided into two sections

- a) Plastic Waste Procurement section
- b) Self-declaration

5.2.4.1 Plastic Waste Procurement

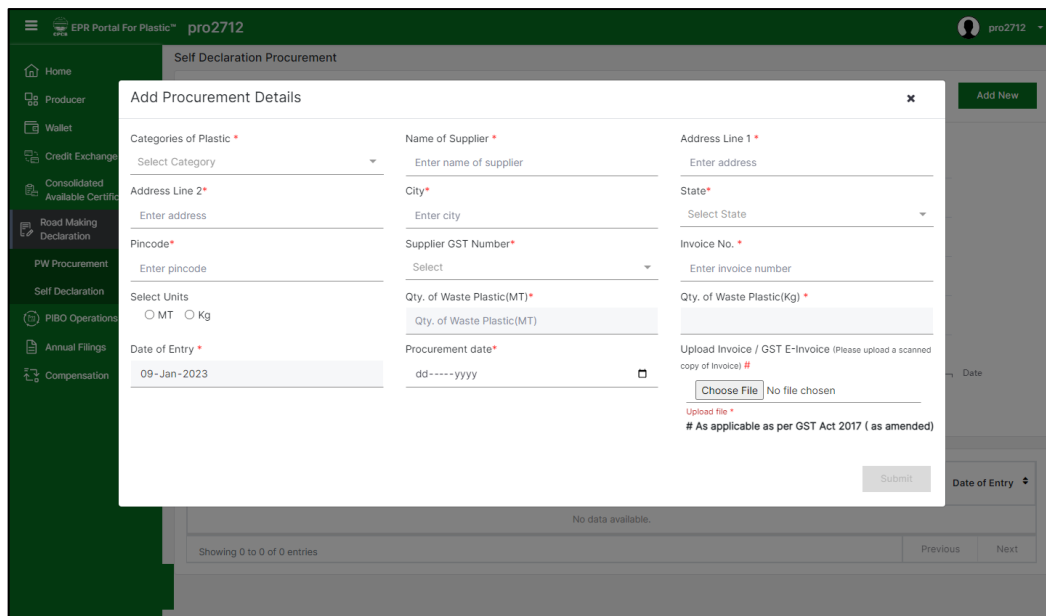
PIBO needs to click on “Road making declaration/PW Procurement” to add details of procurement of plastic waste. PIBO can click on “Add New” to add the details of plastic waste procurement transaction (**Figure 5.12**).

Figure 5.12: Procurement Section of PIBOs for Road Construction



The following details have to be provided in the Procurement Section (**Figure 5.13**):

Figure 5.13: Add Procurement details for road construction

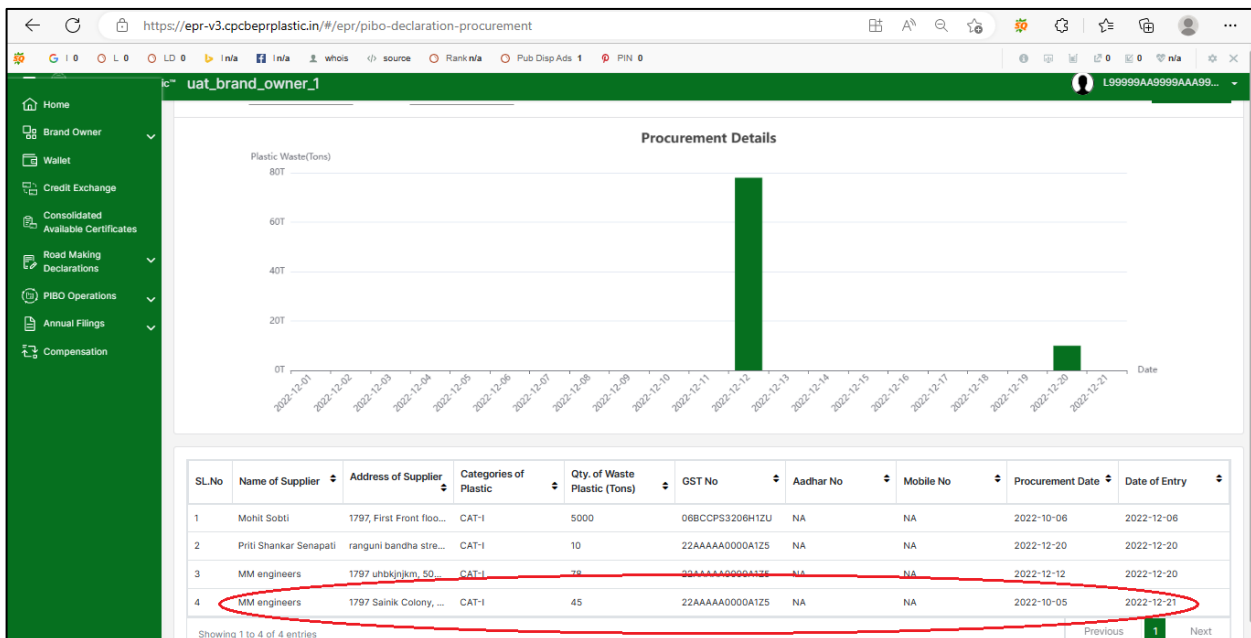


- Category of plastic (CAT I, CAT II & CAT III) to be selected using dropdown menu
- Name of plastic waste supplier
- Address, city, state & pin code of supplier

- Availability of Supplier GST number has to be confirmed by selecting “Yes/No” in the dropdown menu. GST No, if available, has to be provided. Alternatively, mobile no. / Aadhar no. of supplier has to be provided
- Invoice number
- Quantity of waste plastic is to be provide either in Tonnes/ Kg (as applicable)
- Procurement date
- Invoice pdf to be uploaded

Submitted procurement details can be seen in the Road Making PW procurement dashboard (**Figure 5.14**)

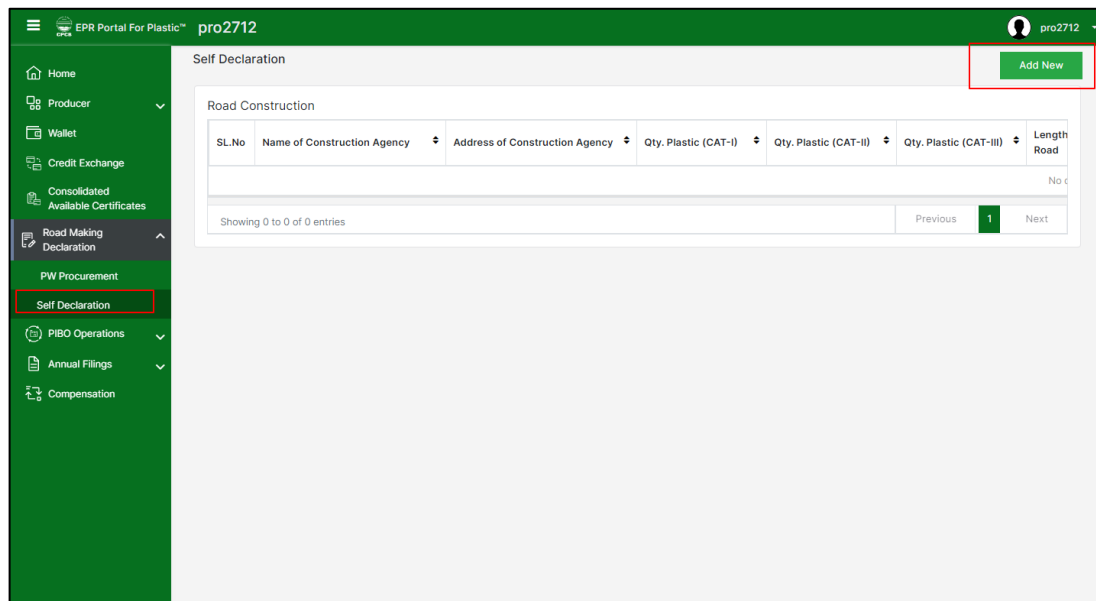
Figure 5.14: Detailed view of procurement section for road construction



5.2.4.2 Self-Declaration:

PIBO can make entries in this section by clicking on “Self declaration” under “Road making declaration “and then on “ Add New” (**Figure 5.15**).

Figure 5.15: Self Declaration section for road construction



The following details have to be provided in the “Self Declaration” Section :

- a) **Details of Plastic used:** Quantity of Plastic consumed in each category has to be provided in this section
- b) **Details of Construction Authority**
 - Name of Construction Authority
 - Contact Address
 - Authorised Signatory details (Name/Designation/email/Phone no.)
- c) **Description of Road Construction**
 - Length (m)
 - Depth (m)
 - Width (m)
 - Quantity of Bitumen used (T/m3)
 - Qty of Aggregate used (T/m3)
 - Percentage of Bitumen (p)
 - GPS location of Road constructed
 - Geotagged Pictures of Road constructed
- d) **Pdf of Certificate issued by Construction Authority to be uploaded (Format given at Annexure I).**

Above details are illustrated in **Figure 5.16-5.18.**

Figure 5.16 : Self declaration section I

For Plastic™ pro2712

Add Self Declaration ✕

1.Details of Plastic Waste Used

Qty. Plastic (CAT-I)	Qty. Plastic (CAT-II)	Qty. Plastic (CAT-III)
Total Quantity	Total Quantity	Total Quantity

Figure 5.17: Self Declaration section II

2.Details of Construction Authority

i. Name of Construction Authority *

ii. Contact Details

a. Address *

b. State *

c. Name and Designation *

d. Email address *

e. Contact number *

Figure 5.18: Self Declaration section III

3.Description of Road Constructed

a. Total Length (M) *

b. Total Width (M) *

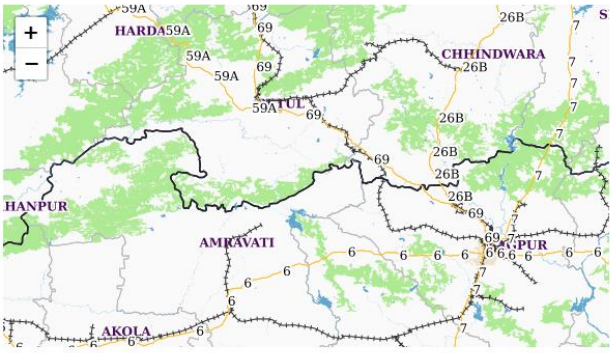
c. Total Depth (M) *

d. Total Quantity of Bitumen used (T/m3) *

e. Total Quantity of Aggregate used (T/m3) *

f. Percentage of Bitumen replaced by Plastic *

g. GPS location(Latitude, Longitude) *



h. Geo-tagged pictures *

i. Video Link of constructed road *

4.Upload pdf certificate issued by Construction authority (Format as per SOP)

After submitting above details, the details can be viewed in Self declaration dashboard as shown in **Figure 5.19**.

Figure 5.19: Dash board of self-declaration section

The screenshot shows a web application interface for 'Self Declaration'. The main content area displays a table titled 'Road Construction' with the following data:

SL.No	Name of Construction Agency	Address of Construction Agency	Qty. Plastic (CAT-I)	Qty. Plastic (CAT-II)	Qty. Plastic (CAT-III)	Qty. Plastic (CAT-IV)
1	Mohit Sobti	1797 First Front floor F block Aravalli ...	100	0	0	0
2	MM engineers	1797 uhhkjnlkm 502 high street da	10	0	0	0
3	ell india	1797 Sainik Colony, 502, high street...	2	0	0	0

The third row of the table is circled in red. Below the table, it says 'Showing 1 to 3 of 3 entries' and has 'Previous', '1', and 'Next' navigation buttons. A green success message 'Success success' is visible in the top right corner.

5.2.4.3 Checks & Balance

- Cumulative plastic used in the plastic waste quantity used in the “Self declaration “ section should be more than the cumulative plastic procured in the Plastic waste in the plastic waste procured
- The amount of plastic waste shown to be used should in “Self declaration “should be less than or equal to actual quantity of plastic used in the road

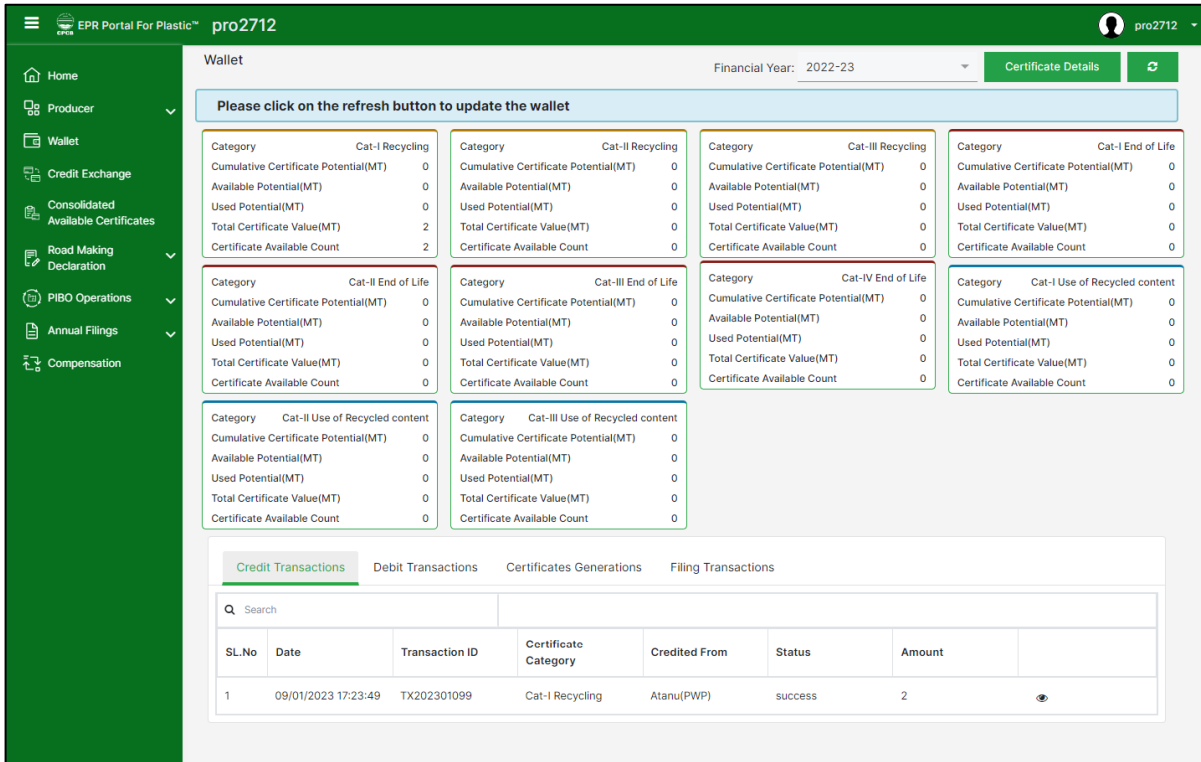
$$\text{Sigma Cat 1-4 (tons)} \leq a*b*p/100$$
- Percentage of bitumen replaced by plastic ≤ 8

Note: The quantity of plastic shown to be used in road construction after the above validations shall get reflected as “Available Potential” in the Wallet section in the Wallet Section.

5.3 Wallet

Details of EPR certificates procured from PWP, potential generated due to use of plastic in road making, reuse & use of recycled plastic (discussed in subsequent sections) are provided in the wallet (**Figure 5.20**)

Figure 5.20: Wallet of PIBOs



5.3.1 Available details in Wallet

The following details are available for different category of certificates in the wallet

- Cumulative Potential (for generating certificates)
- Available Potential (for generating certificates)
- Used Potential (for generating certificates)
- Total Certificate Value
- Certificate No (Available Count) .

5.3.2 Wallet operations

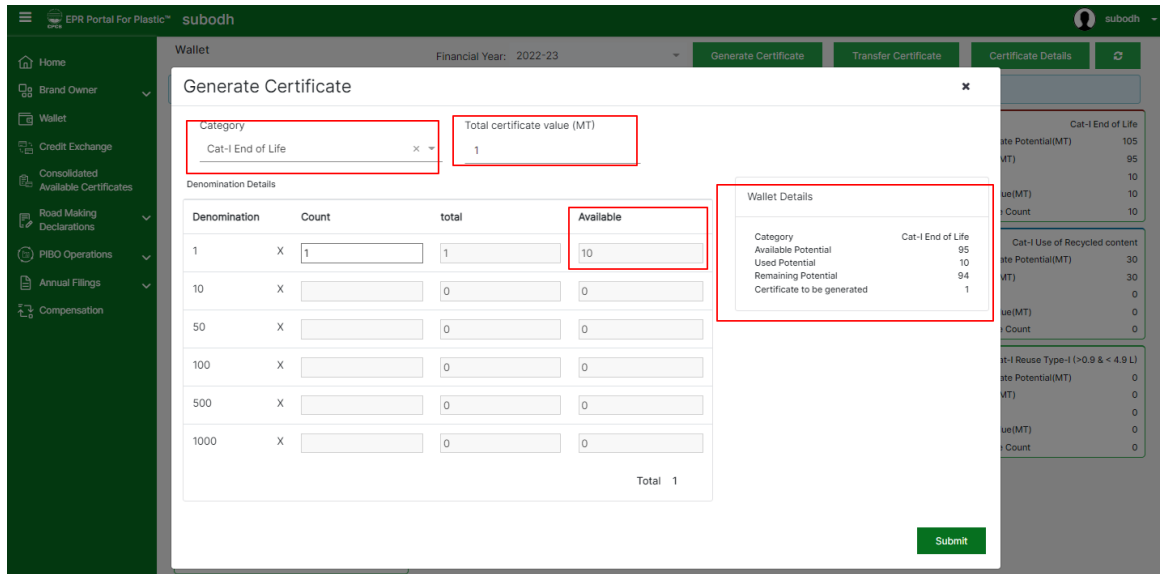
The following operations can be carried out in the wallet:

- Generation of Certificate
- Transfer of Certificates

5.3.2.1 Generation of Certificates

Potential can be generated due to use of plastic in road making, reuse & use of recycled plastic (discussed in subsequent sections). EPR Certificates can be generated from the available certificates using the following steps (**Figure 5.21**).

Figure 5.21: Certificate Generation by PIBOs



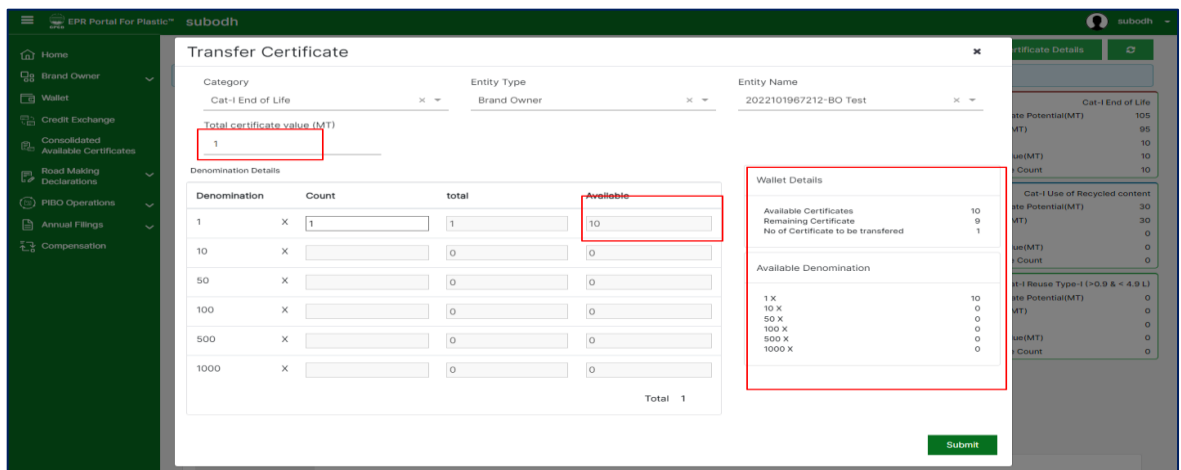
- Select category of certificate from the Drop down menu
- Based on the Available potential in the selected Category of Certificate and the requirement, the PIBO can key in the Certificate value.
- The PIBO can key in the desired Certificate denomination and then click on “Submit” to generated certificate.

The Generated certificates shall be visible in the “Available Certificates” Section. There shall be a corresponding reduction in the “Available Potential” and increase in the “Used Potential”. The cumulative potential shall remain the same.

5.3.2.2 Transfer of Certificates

The PIBOs can transfer surplus EPR certificates to other PIBOs at the end of the Financial year using the following steps (Figure 5.22)

Figure 5.22: Transfer certificate by PIBOs



- Select category of certificate from the Drop down menu
- Select Type of Entity (PIBO) from the Drop down menu
- Select name of the Entity to whom the certificate has to be transferred
- Based on the Available certificates in the selected Category of Certificate and the requirement, the PIBO can key in the Certificate value to be transferred.
- The PIBO can key in the desired Certificate denomination and then click on “Submit” to generated certificate.

The transferred certificates shall be deducted from in the “Available Certificates” Section and shall be visible in the “Available Certificates “ of the PIBO to whom the certificates have been transferred to.

The certificate details section shows the details of “Generated certificates“ / “Transferred certificates” and “Available certificates” at any point of time (**Figure 5.23 & Figure 5.23A**)

Figure 5.23: Certificate details section of PIBOs

The screenshot displays the 'Certificate Details' section of the EPR Portal. The top navigation bar includes 'Home', 'Brand Owner', 'Wallet', 'Credit Exchange', 'Consolidated Available Certificates', 'Road Making Declarations', 'PIBO Operations', 'Annual Filings', and 'Compensation'. The main content area is titled 'Wallet' and shows a 'Financial Year: 2022-23'. A 'Refresh' button is present. Below this, there are several tables showing certificate details for different categories:

Category	Cat-I Recycling	Category	Cat-II Recycling	Category	Cat-III Recycling	Category	Cat-IV End of Life
Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	105
Available Potential(MT)	0	Available Potential(MT)	0	Available Potential(MT)	0	Available Potential(MT)	95
Used Potential(MT)	0	Used Potential(MT)	0	Used Potential(MT)	0	Used Potential(MT)	10
Total Certificate Value(MT)	0	Total Certificate Value(MT)	0	Total Certificate Value(MT)	2	Total Certificate Value(MT)	10
Certificate Available Count	0	Certificate Available Count	0	Certificate Available Count	2	Certificate Available Count	10

Category	Cat-II End of Life	Category	Cat-III End of Life	Category	Cat-IV End of Life	Category	Cat-I Use of Recycled content
Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	30
Available Potential(MT)	0	Available Potential(MT)	0	Available Potential(MT)	0	Available Potential(MT)	30
Used Potential(MT)	0	Used Potential(MT)	0	Used Potential(MT)	0	Used Potential(MT)	0
Total Certificate Value(MT)	0	Total Certificate Value(MT)	0	Total Certificate Value(MT)	0	Total Certificate Value(MT)	0
Certificate Available Count	0	Certificate Available Count	0	Certificate Available Count	0	Certificate Available Count	0

Category	Cat-II Use of Recycled content	Category	Cat-III Use of Recycled content	Category	Cat-IV Use of Recycled content	Category	Cat-I Reuse Type-I (>0.9 & < 4.9 L)
Cumulative Certificate Potential(MT)	8	Cumulative Certificate Potential(MT)	30	Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	0
Available Potential(MT)	0	Available Potential(MT)	0	Available Potential(MT)	0	Available Potential(MT)	0
Used Potential(MT)	0	Used Potential(MT)	0	Used Potential(MT)	0	Used Potential(MT)	0
Total Certificate Value(MT)	0	Total Certificate Value(MT)	0	Total Certificate Value(MT)	0	Total Certificate Value(MT)	0
Certificate Available Count	0	Certificate Available Count	0	Certificate Available Count	0	Certificate Available Count	0

Category	Cat-I Reuse Type-II (> 4.9 L)
Cumulative Certificate Potential(MT)	0
Available Potential(MT)	0
Used Potential(MT)	0
Total Certificate Value(MT)	0
Certificate Available Count	0

At the bottom, there is a 'Credit Transactions' table with the following data:

SL.No	Date	Transaction ID	Certificate Category	Credited From	Status	Amount
1	25/09/2022 12:45:34	TX2022092585	Cat-III Recycling	PWP Recycler(PWP)	success	5

Figure 5.23A: Detailed view of certificate details section

SL.No	Certificate ID	Value	Certificate Owner	Category	Processing Type	Available Potential Prior Generation	Available Potential After Generation	Used Potential Prior Generation	Used Potential After Generation	Cumulative Potential
1	CR-20230104-40932393dcb44389ec...	1	subodh	Cat-I	End of Life	15	14	0	1	15
2	CR-20230104-bc16dd19fefb40afaa83f...	1	subodh	Cat-I	End of Life	14	13	1	2	15
3	CR-20230104-61114bc661244371a3b5...	1	subodh	Cat-I	End of Life	13	12	2	3	15
4	CR-20230104-907ebdffe7ce4468aad5...	1	subodh	Cat-I	End of Life	12	11	3	4	15
5	CR-20230104-a215cea539104ee1af14...	1	subodh	Cat-I	End of Life	11	10	4	5	15
6	CR-20230104-89450aeca4a24eba855...	1	subodh	Cat-I	End of Life	10	9	5	6	15
7	CR-20230104-b87a0b710f2c440497d8...	1	subodh	Cat-I	End of Life	9	8	6	7	15
8	CR-20230104-250dea199f9b46e0ae1b...	1	subodh	Cat-I	End of Life	8	7	7	8	15
9	CR-20230104-f5b888bb3f2a44e9b9cf...	1	subodh	Cat-I	End of Life	7	6	8	9	15
10	CR-20230104-2dc66ce1518e4a66842...	1	subodh	Cat-I	End of Life	6	5	9	10	15

5.4 Credit Exchange:

This section facilitates utilization of EPR Certificates available in the Wallet for meeting the following requirements

- Fulfilling EPR Target in Annual report,
- Offsetting unfulfilled EPR target for the previous (selected) financial year.
- Change in type of Certificates (Reuse category certificates can be converted to Recycle/EoL; Recycle certificates can be converted to End of Life).

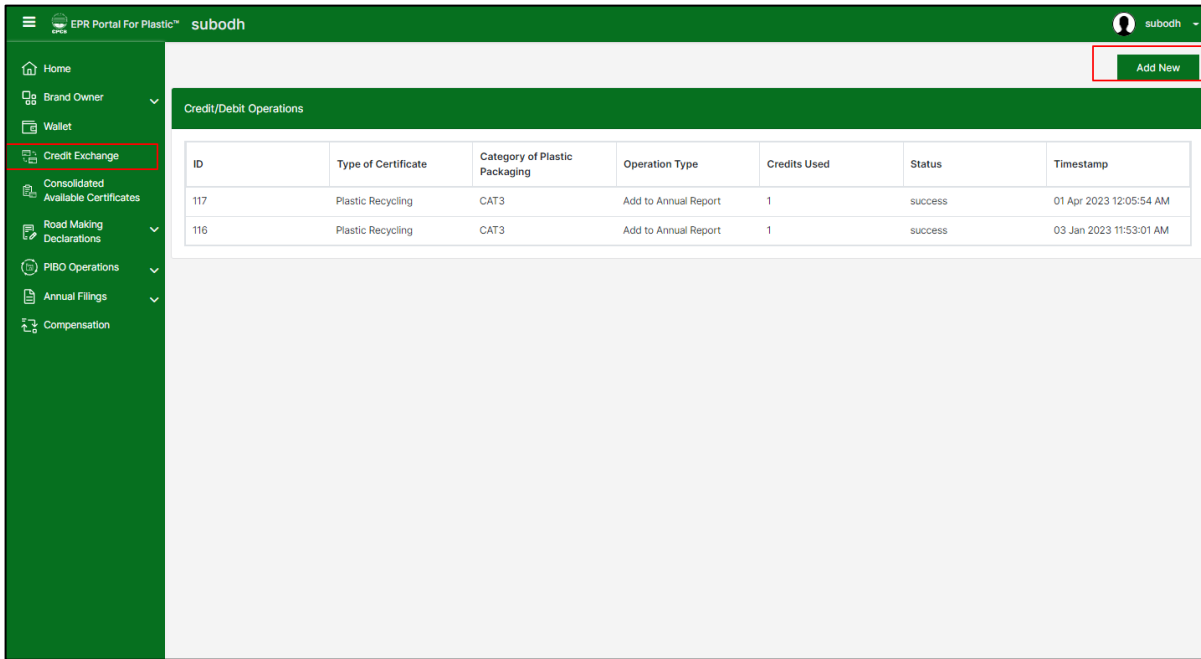
The following points are to be noted

- Reverse conversion i.e from EoL to Recycling & Recycling to Reuse is not possible.
- No change in type of EPR certificate “Use of recycled plastic “ certificate is feasible
- Change in category (Cat I/II/III/IV) of EPR Certificates is not feasible
- Change in type of certificate is possible only after Certificates have been generated from the Available Potential

The following steps are to be followed to carry out operations in this section

Step 1: Click on “Credit Exchange” on the dashboard to enter the Section & then on “Add New” to add a credit exchange operation (**Figure 5.24**).

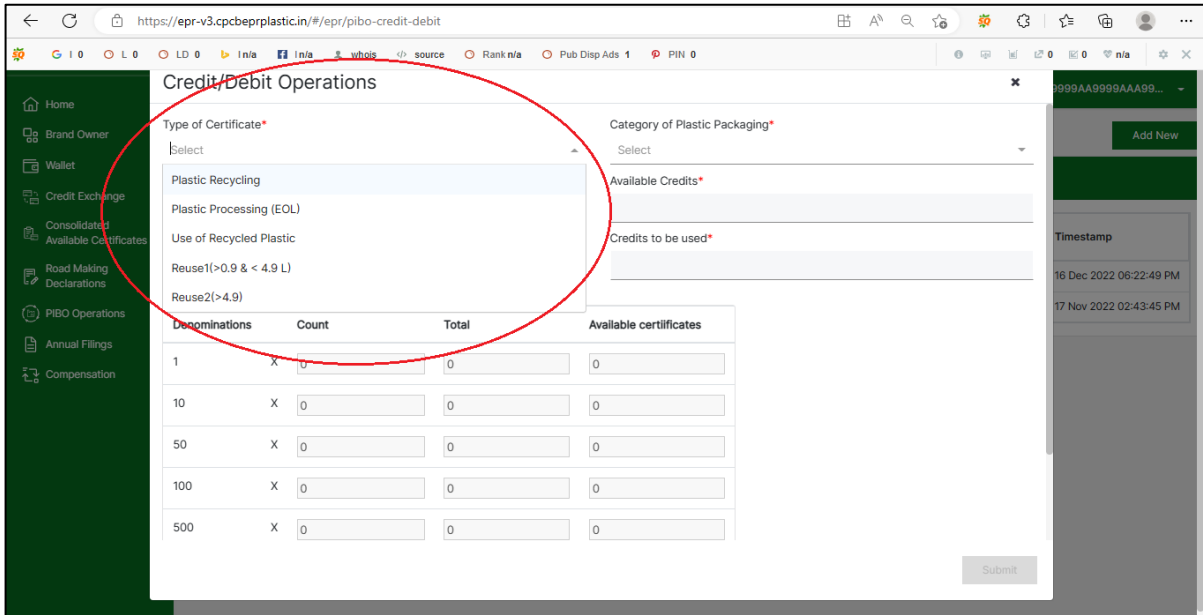
Figure 5.24: Credit/ debit operation section



Step 2 : Fill in the information in the pop-up including the following

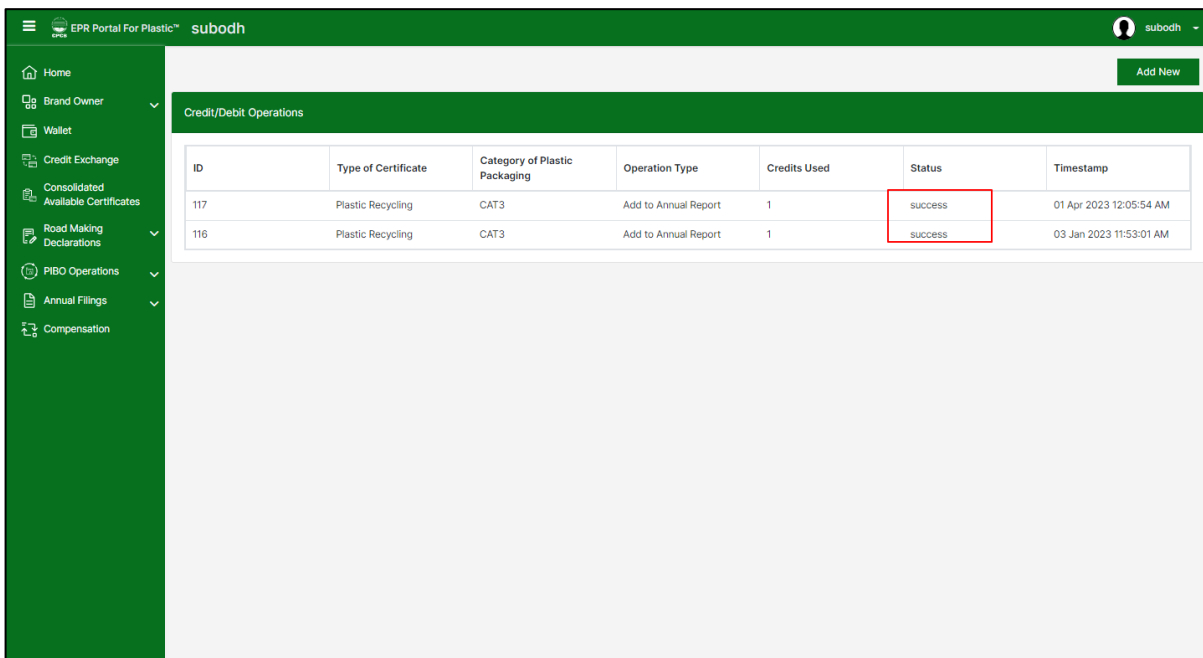
- Type of certificate (from Drop Down) (Recycling/EoL/URep/reuse)
- Category of Certificate (I/II/III/IV) from Drop down
- Type of Operations (Filing of AR/ EC offset/Change in category) from Drop down
- Available Credits shall be displayed and Value of Credit to be transferred will have to be entered
- The denominations of certificates to be transferred can be selected and then click on “Submit “for final submission (**Figure 5.25**)

Figure 5.25: Detailed view of Credit exchange operation section



Step 3: Details of operations carried out is given in the table (Figure 5.26). Exchanged credits can be seen in Credit exchange dashboard with success status.

Figure 5.26: Credit exchange dashboard



5.5 Consolidated available certificates:

This section provide Details of Available certificates in various categories and its utilization for various sections (Figure 5.27)

Figure 5.27: Consolidated section of Available certificates

Potential/Credit	CAT1 Recycling	CAT2 Recycling	CAT3 Recycling	CAT1 EOL	CAT2 EOL	CAT3 EOL	CAT4 EOL	CAT1 URep	CAT2 URep	CAT3 URep
Total certificates procured	28	0	0	38	0	0	0	0	0	0
Self Generated	0	0	0	40	0	0	0	0	0	0
Available certificates	24	0	0	60	0	0	0	0	0	0
Certificates Sold	0	0	0	15	0	0	0	0	0	0
Certificates used for Annual Report	5	0	0	3	0	0	0	0	0	0
Certificates use to settle the offset of previous year	0	0	0	0	0	0	0	0	0	0

5.6 Annual Fillings

The following information is to be provided in this section

- Annual Plastic Consumption (Categorywise)
- Statewise /Categorywise Annual Plastic Waste Generation
- Annual Report

5.6.1 Annual Plastic Consumption

Click on “Annual Consumption” and then click on “Add New” to provide plastic packaging consumption in each category (**Figure 5.28 & 5.29**)

Figure 5.28: Annual filling of PIBOs

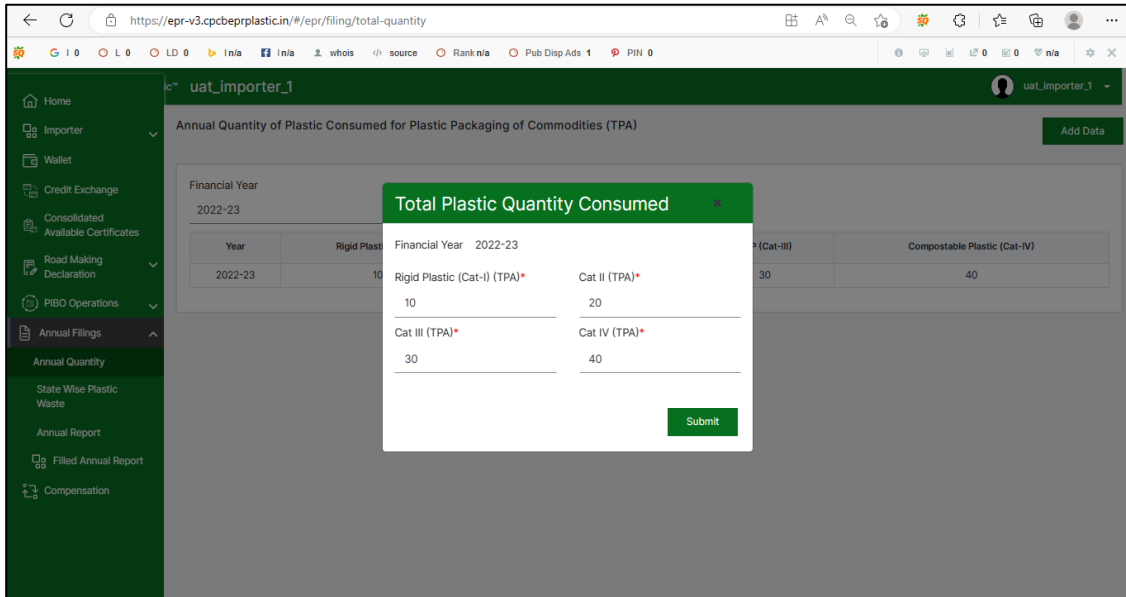
Annual Quantity of Plastic Consumed for Plastic Packaging of Commodities (TPA)

Financial Year: 2022-23

Year	Rigid Plastic (Cat-I)	Flexible Plastic (Cat-II)	MLP (Cat-III)	Compostable Plastic (Cat-IV)
2022-23	10	20	30	40

Add Data

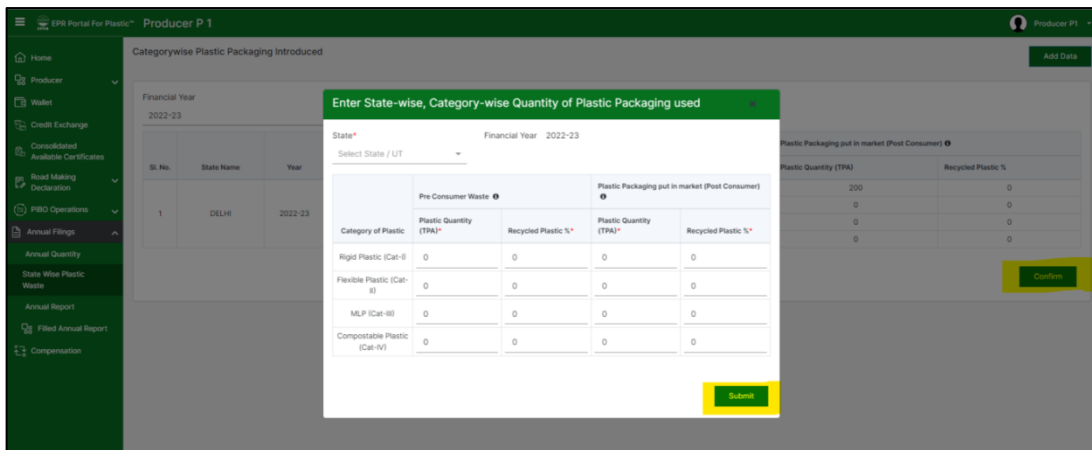
Figure 5.29: Filling of total plastic consumption



5.6.2 State-wise PW Generation

PIBOs are required to fill state-wise plastic waste generated through out the year by clicking “Add new” and providing statewise /category wise pre & post consumer plastic packaging waste generated as well as the recycled plastic content in the packaging. The user has to click on “Confirm” to submit the information (**Figure 5.30**)

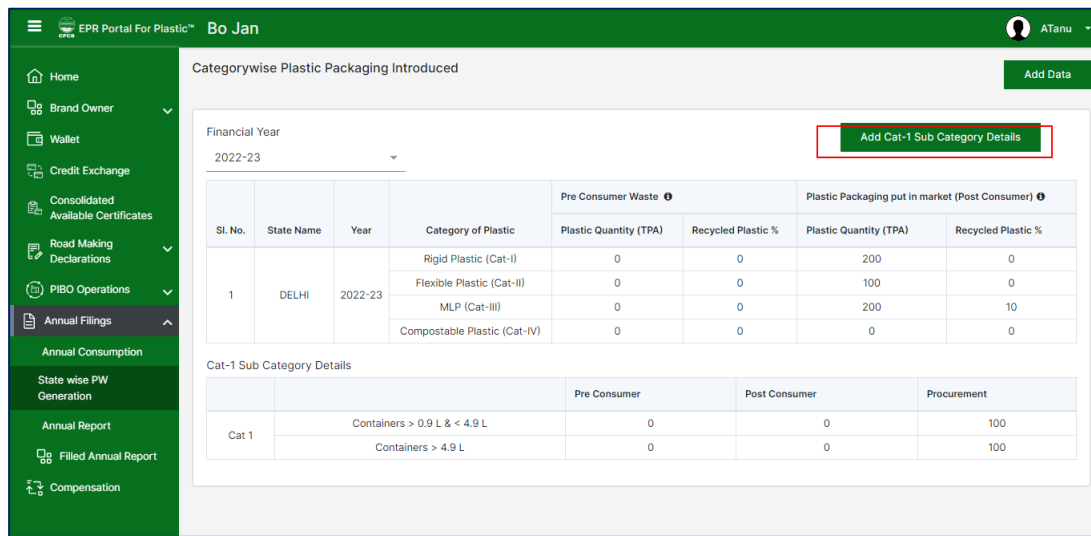
Figure 5.30: Filling of state wise, category wise PW generation



5.6.3 Brand Owner (Cat 1 Plastic Packaging)

Brand-owner using Cat I are further required to provide information related to pre & post –consumer plastic packaging waste generated in two categories viz. > 0.9 L & < 4.9 L & Containers > 4.9 L of Cat-I. (**Figure 5.31**)

Figure 5.31: Add Cat I sub-category details



The user needs to confirm the details entered after filling in the requisite details at the year end closing

5.6.4 Check and Balance:

- Category wise Details provided in the Annual consumption should be equal to the total state-wise and category wise (Cat-II,III &IV) plastic waste generation.
- Total quantity of recycled plastic used in pre and post plastic packaging should be equal to the quantity of recycled plastic material procured.
- Total Quantity of Pre and post plastic waste generated in subcategory (Cat I for BOs) for Containers > 0.9 L &< 4.9 L & Containers > 4.9 L of Cat-I shall be equal to the statewise total quantity of Cat-I provided.
- 20% variation is permissible between Total plastic packaging quantity procurement and total Plastic waste generation (Pre +Post).

5.6.5 Submission of Annual Filings

Click on “ Submit” button to for final submission of Annual Filings.

5.7. Generation of Reuse / Use of Recycled Plastics (URep) Certificates

Reuse / Use of Recycled Plastics (URep) potential shall be generated after the Annual Filing details (Section 3.6) are confirmed

5.7.1 Reuse Certificates

Reuse potential is calculated using the following formula as per EPR Guidelines

$$\text{Reuse} = \text{Total Sales} - \text{Procurement} + \text{Pre-consumer waste}$$

For eg: If Total sales for a BO is 100, Procurement is 80 T and Pre-consumer waste is 10 T then Qty of plastic reused= $100-80+10=30$ T. A total potential of 30 T (Cat I Reuse) shall be reflected in the Wallet Section. Certificates can be generated /transferred using this potential

5.7.2 URep Certificates

URep certificates shall be generated based on the recycled plastic content in the plastic packaging sold in the market. Till 2025, there are no EPR target for URep. Hence entire quantity of recycled plastic shall get reflected in the Wallet as potential for URep certificates. Beyond 2025, the mandated EPR Target shall get deducted and the balance shall get reflected as URep potential. For example if PIBO is using 100 T of recycled plastic and beyond 2025 its EPR Target (URep) is 50 T , then before 2025, its URep Potential shall be 100 T and beyond 2025 the corresponding potential shall be 50 T.

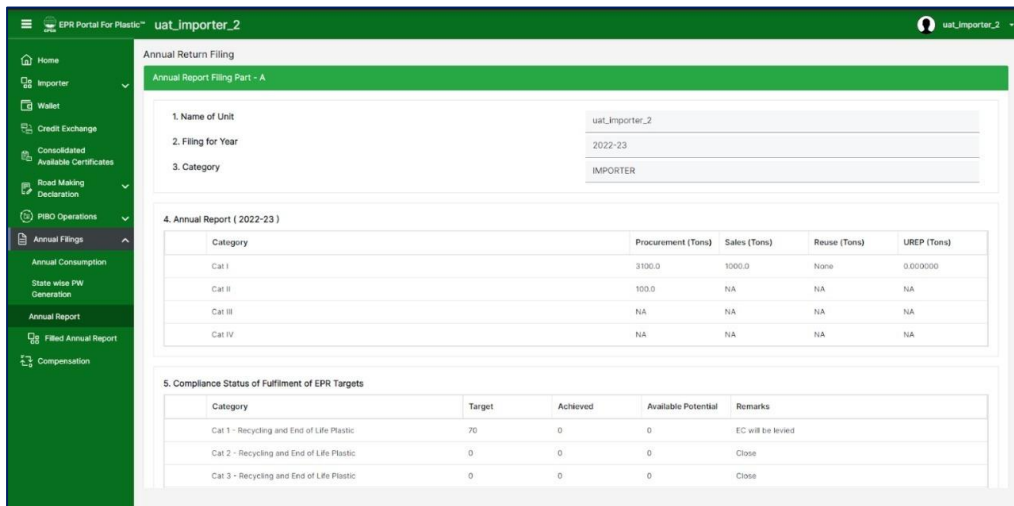
5.8 Annual report:

Provision for filing Annual Report for the current financial year will enabled on April 01 of the next financial year. PIBOs are required to submit Annual report by June 30 every financial year, post which EC as per EC guidelines prepared by shall be levied. Annual report shall be Auto filled by July 15.

The annual report shall have the following sections

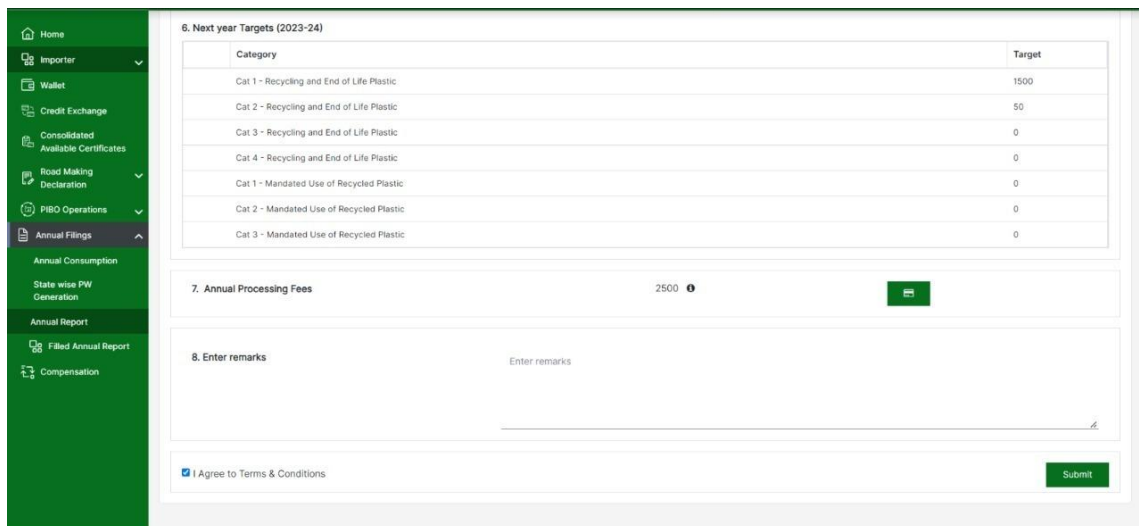
- **Overview of Procurement / Sales:** Annual category wise plastic packaging/raw material procurement, plastic packaging sales, reuse and use of recycled plastic quantity shall be displayed in this section. The data in this section will be auto generated from the Annual Filing Section
- **Compliance Status:** Category-wise EPR Target, EPR Certificates achieved, available Potential and likely EC to be levied shall be displayed in this section. The data in this section will be auto generated from the Annual filing Section as well as the certificates generated/ procured by the PIBO (**Figure 5.32**). The user shall have the option of procuring additional EPR Certificates from PWP/PIBOs to reduce the shortfall in EC target.

Figure 5.32: Annual filling section of PIBOs



- **Next year targets** Based on procurement /sales of plastic packaging made by the PIBOs during the current financial year and the categorywise, EPR targets for the next financial year shall be generated (**Figure 5.33**).

Figure 5.33: Next year target section of PIBOs



- **Confirmation of Annual Report & Payment of Annual Processing Fees:** The User can confirm submission of the Annual Report after the EPR Target fulfilment is final at his/her end. The user will have to make a payment towards the Annual Processing fees for submission of the Annual Report. SOP for Registration of PIBOs/PWPs may please be referred to for details of the fees to be payment.

Organization Letter Head

Annexure-I

Certificate for Road Making issued by the Construction Authority

This is to certify that M/s. (PIBOs Name & Address) with EPR Registration No... ..has provided plastic waste for utilization in construction of Road at Village -..., Distt.-..., State - The Construction of road has been completed on date The details of the same are given below:

Qty. Plastic Utilized (Tons)	Cat-I : Cat-II : Cat-III:
Total Length (M) of Road	
Total Width (M) of Road	
Total Depth (M) of Road	
Total Quantity of Bitumen used (T/m3)	
GPS location	Latitude: Longitude:
Cost of the Project	

The above mentioned details have been verified by the technical professionals of our department/authority during the site inspection dated -----.

(Signature)
Name
Designation

Chapter 6: Third Party Audit

6.0 Background

Audit of Registered PIBOs/PWP shall be conducted on a periodic basis by the Auditors empanelled by CPCB. The Auditors shall be empanelled in offline mode following office procedures. Data base of empanelled Auditing Agency/ empanelled Auditors shall be created on the EPR Portal. They shall carry out Audit of PIBOs/PWP selected on the EPR Portal. The Auditors shall conduct the Audit and submit the Report online which can be monitored by the concerned SPCB/PCC/CPCB. The details of these activities have been delineated in this chapter.

6.1 Manage Audit Agency

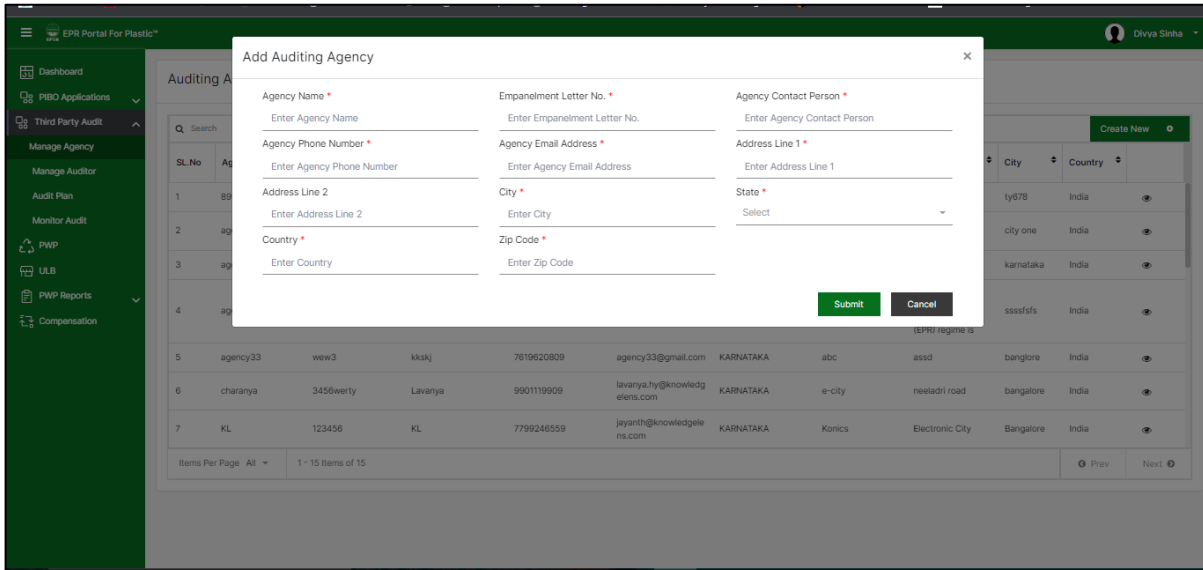
Data base of empanelled Auditing Agency shall be created on the Centralized EPR Portal. The same can be viewed by clicking on “Third Party Audit” and then on “Manage Agency” (**Figure 6.1**)

Figure 6.1 Third Party Audit (Manage Agency)

SL.No	Agency Name	Empanelment Letter No.	Agency Contact Person	Agency Phone Number	Agency Email Address	Agency State	Address Line 1	Address Line 2	City	Country
1	899989	67899	lockij	8900078889	tyh@ij.com	ANDHRA PRADESH	yuul	yu	ty678	India
2	agency	23	7890056789	9876556789	agency@gmail.com	ANDAMAN AND NICOBAR ISLANDS	no 89	test	city one	India
3	agency10	yy	7019998003	7019998003	agency10@gmail.com	KARNATAKA	a2	fg	karnataka	India
4	agency2	32dwd5	s33332	3424224232	agency2@gmail.com	ANDHRA PRADESH	trtrtrtrtr	Extended Producers Responsibility (EPR) regime is	ssssfsfs	India
5	agency33	wew3	kkakj	7619620809	agency33@gmail.com	KARNATAKA	abc	assd	bangalore	India
6	charanya	3456werty	Lavanya	9901119909	lavanya.hy@knowledg elens.com	KARNATAKA	e-city	neeladri road	bangalore	India
7	KL	123456	KL	7799246559	jayarath@knowledgele ns.com	KARNATAKA	Konics	Electronic City	Bangalore	India

Information related to new Agency can be added by clicking on “Create New” and providing the necessary details in format (**Figure 6.2**).

Figure 6.2: Third Party Audit (Add Agency)



6.2 Manage Auditor

Details of the Auditors affiliated with the Auditing agency can be keyed in by clicking on “Manage Auditor/ Add Auditor” **(Figure 6.3)**. The details of the Auditors added shall be visible **(Figure 6.4)**

Figure 3: Manage Auditor (Add Auditor)

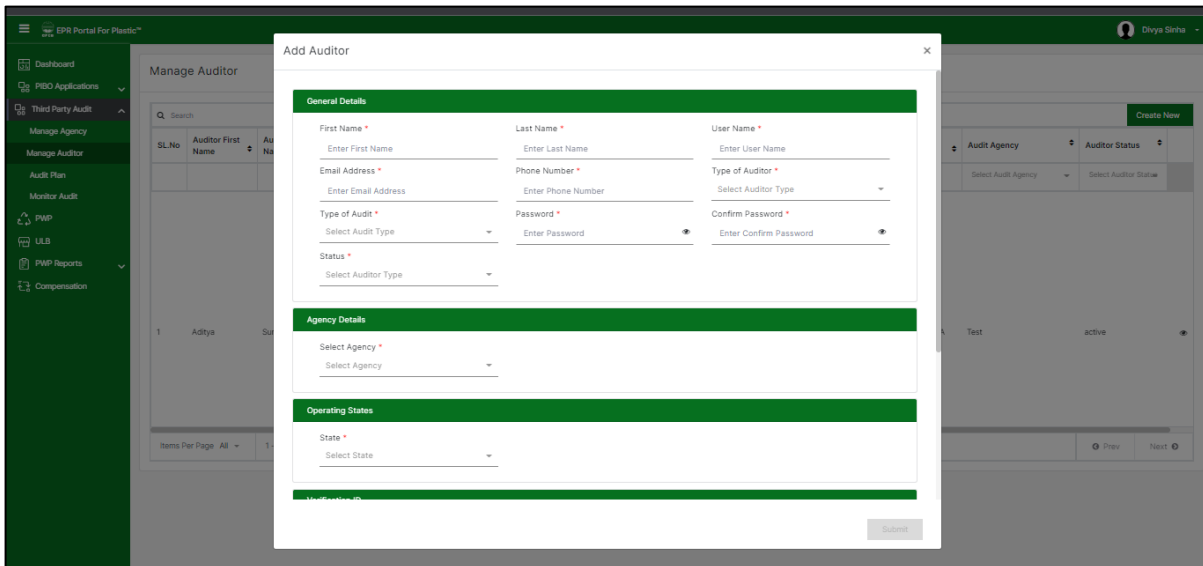


Figure 6.4: Auditor Data Base

SL No	Auditor First Name	Auditor Last Name	Audit Type	Auditor Type	Auditor Phone Number	Auditor Email Address	Auditor Location	Auditor ID Type	Auditor ID Number	Audit Agency	Auditor Status
1	Aditya	Suri	PIBO PWP PWP-WPE PWP-Co-Processing PWP-Waste to Oil PWP-recycling	CPCB	7980259390	adityasuri@rest.c om	MAHARASHTRA MEGHALAYA LAKSHADWEEP KARNATAKA KERALA JHARKHAND JAMMU AND KASHMIR HARYANA HIMACHAL PRADESH GUJARAT ODA DADRA AND NAGAR HAVELI AND DAMAN AND DIU DELHI CHANDIGARH CHHATTISGARH BHAR ASSAM ARUNACHAL PRADESH ANDHRA PRADESH ANDAMAN AND NICOBAR ISLANDS MANIPUR MADHYA PRADESH MIZORAM Nagaland ODISHA PUNJAB PUDUCHERRY RAJASTHAN SIKKIM TAMIL NADU KARNATAKA KERALA	pan	AAAAA7878A	Test	active

6.3 Audit Plan

The Audit Plan for a particular quarter can be prepared by selecting the entities to be audited and assignment of the same to the empanelled auditors for conduction of audit. The following steps have to be followed:

- Click on “Third Party Audit/ Audit Plan”
- Select the “Year “ & “Quarter” for which the “Audit Plan is to be created (**Figure 6.5**).
- Click on “Schedule for Audit” & key in the percentage of units to be audited in each category (PIBO/PWP). The total number of Registered entities, the number of entities audited during last and the number of entities not audited in each category shall be displayed in each category.
- Assign number of entities to be audited each criteria for PIBO (**Figure 6.6**) & PWP (**Figure 6.7**).The criteria for selection of PIBOs/PWP include the following:

PIBO

- Entities which have submitted Road making EPR certificates
- Entities which have reported Use of recycled plastic > 20%
- Entities which have reported Use of recycled plastic < 20%
- Entities which have reported Zero plastic packaging consumption and number of years operation > 2 yrs
- Specific entities to be audited based on VIP Complaint etc.

PWP

- No. of units not re-audited in last 12 months

- No. of units not audited so far
- No, of units audited
- Specific entities to be audited based on VIP Compliant etc.

The remaining number of units shall be selected through random selection. Selection of entities is illustrated in the example below:

- Total number of registered units in a particular category = 1000
- Percentage assigned for audit = 10
- Then Number of units to be audited = 100
- If No. of units to be audited selected on specified criteria = 40
- Then No. of units selected on basis = 60

(e) The Audit Plan can be reset by clicking on “ Reset”. Once the Audit Plan is final, click on “Submit” to confirm the Audit Plan, following which the entities shall be assigned to the empanelled Auditors based on the Type of Auditor, type of Audit and the State/UT in which the Audit is to be conducted.

Figure 6.5 :Preparation of Audit Plan

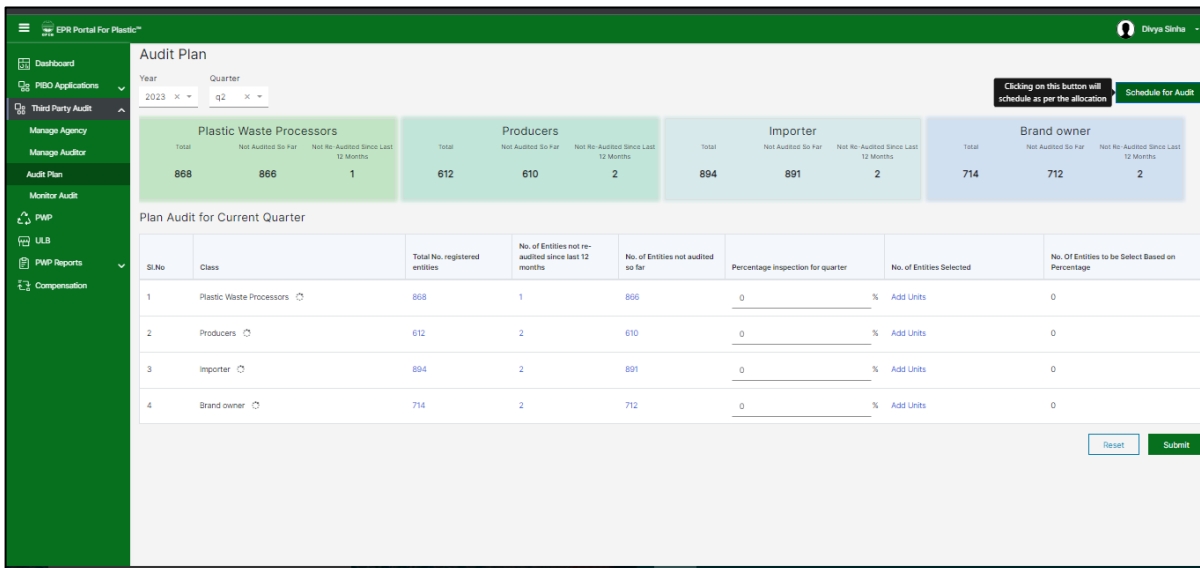


Figure 6.6: Criteria based selection of PIBOs

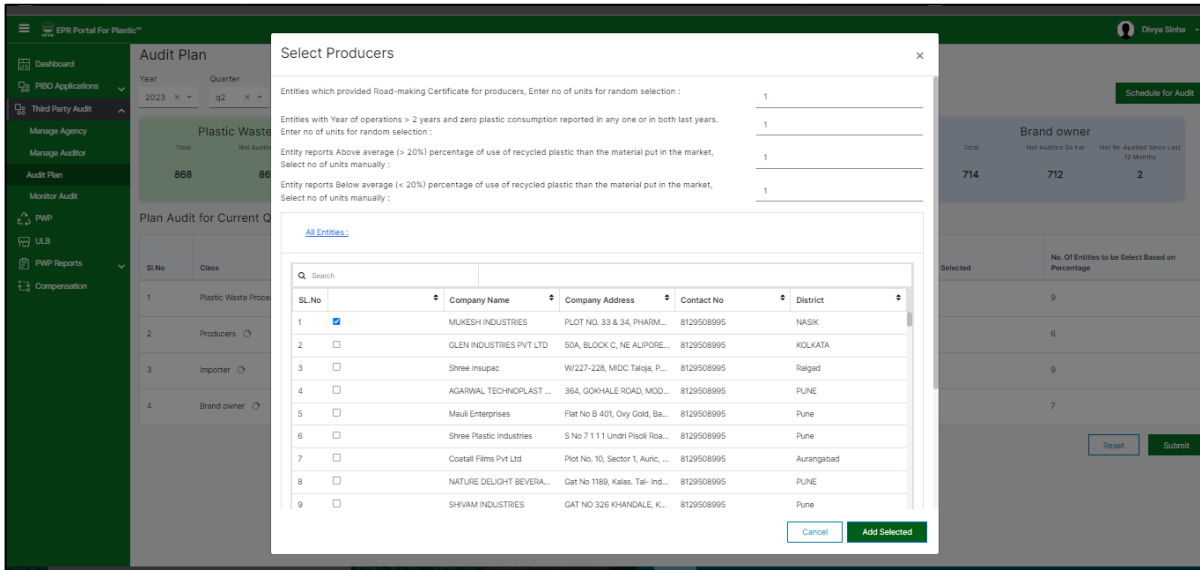
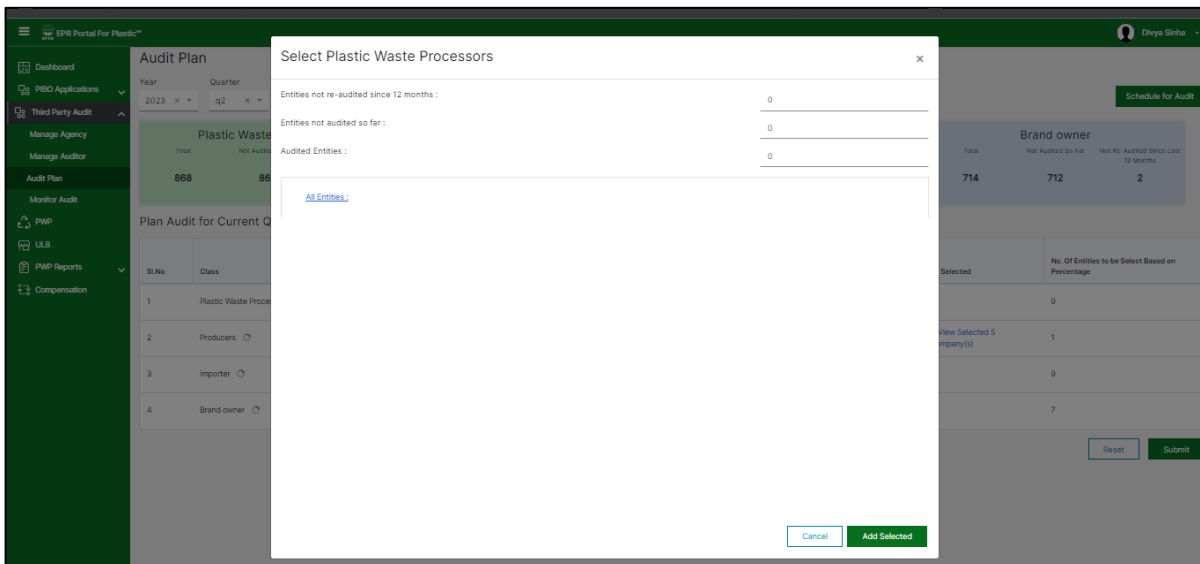


Figure 6.7: Criteria based selection of PWP



6.4 Monitor Audit

The Auditors shall conduct the audit of the entities assigned to them (Discussed in Section 6.4) and submit the Audit report. The status of Audit conducted (Initiated/In-progress/Completed) and the Audit Report (of completed Audit) shall be available under the “Monitor Audit” section. The pictorial graph can be viewed by selecting the Year/ Quarter / CPCB/SPCB and then clicking on “Graph”. Pie Chart displaying no. of Audits Open/ Scheduled/ In-progress/ Completed can be viewed in this section (**Figure 6.8**). The Audit status in tabular form can be viewed by clicking on “Table” (**Figure 6.9**). Audit report of completed Audit can be viewed in this section.

Figure 6.8: Pictorial Status of conduction of Audit

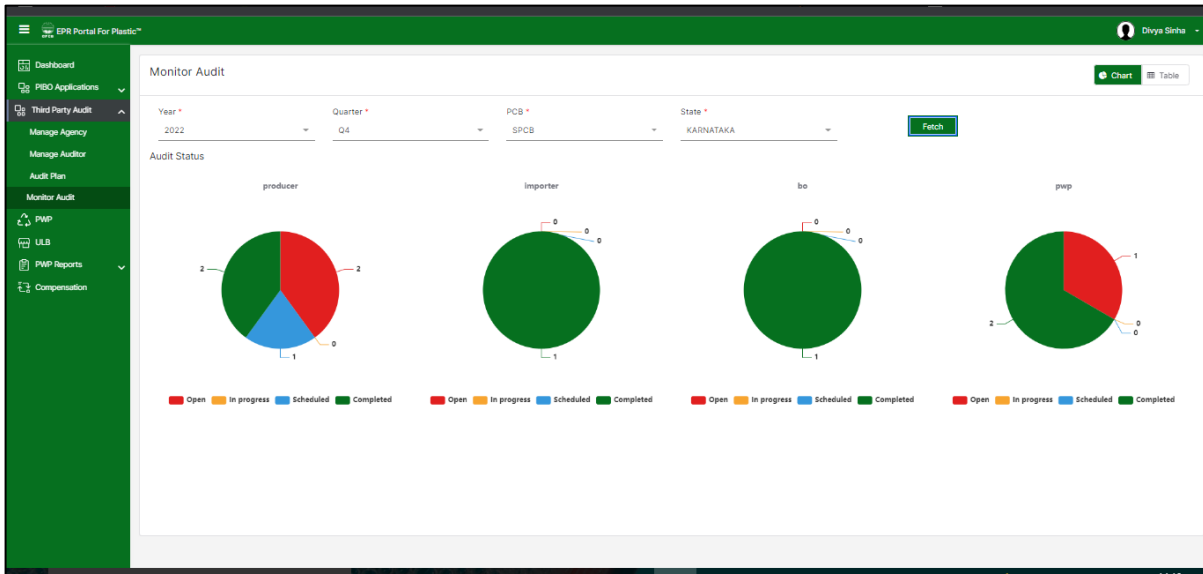
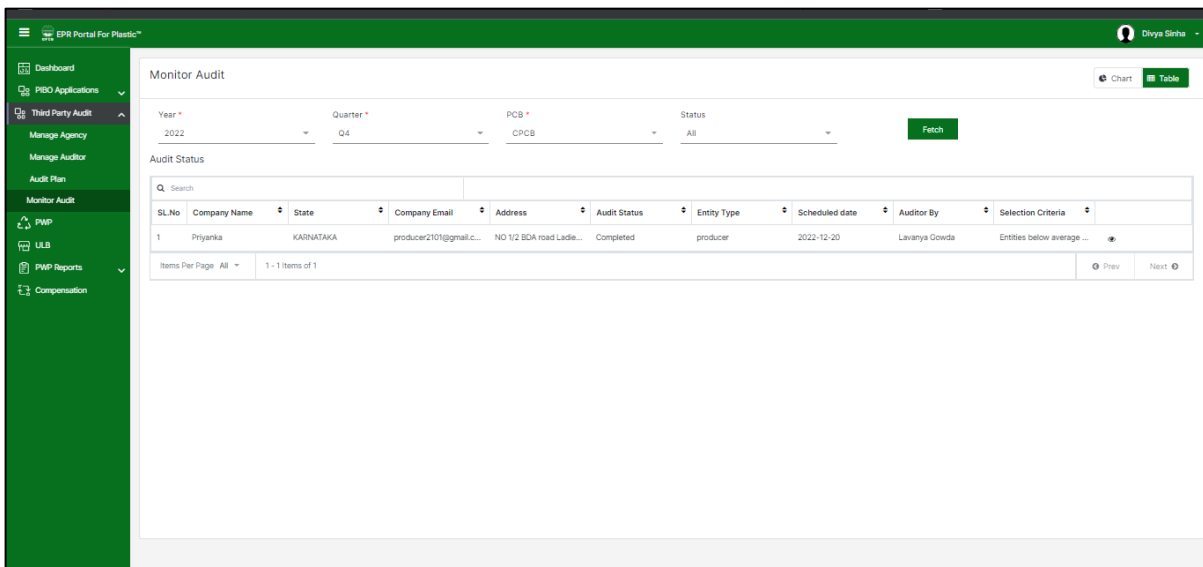


Figure 6.9: Tabular status of conduction of Audit

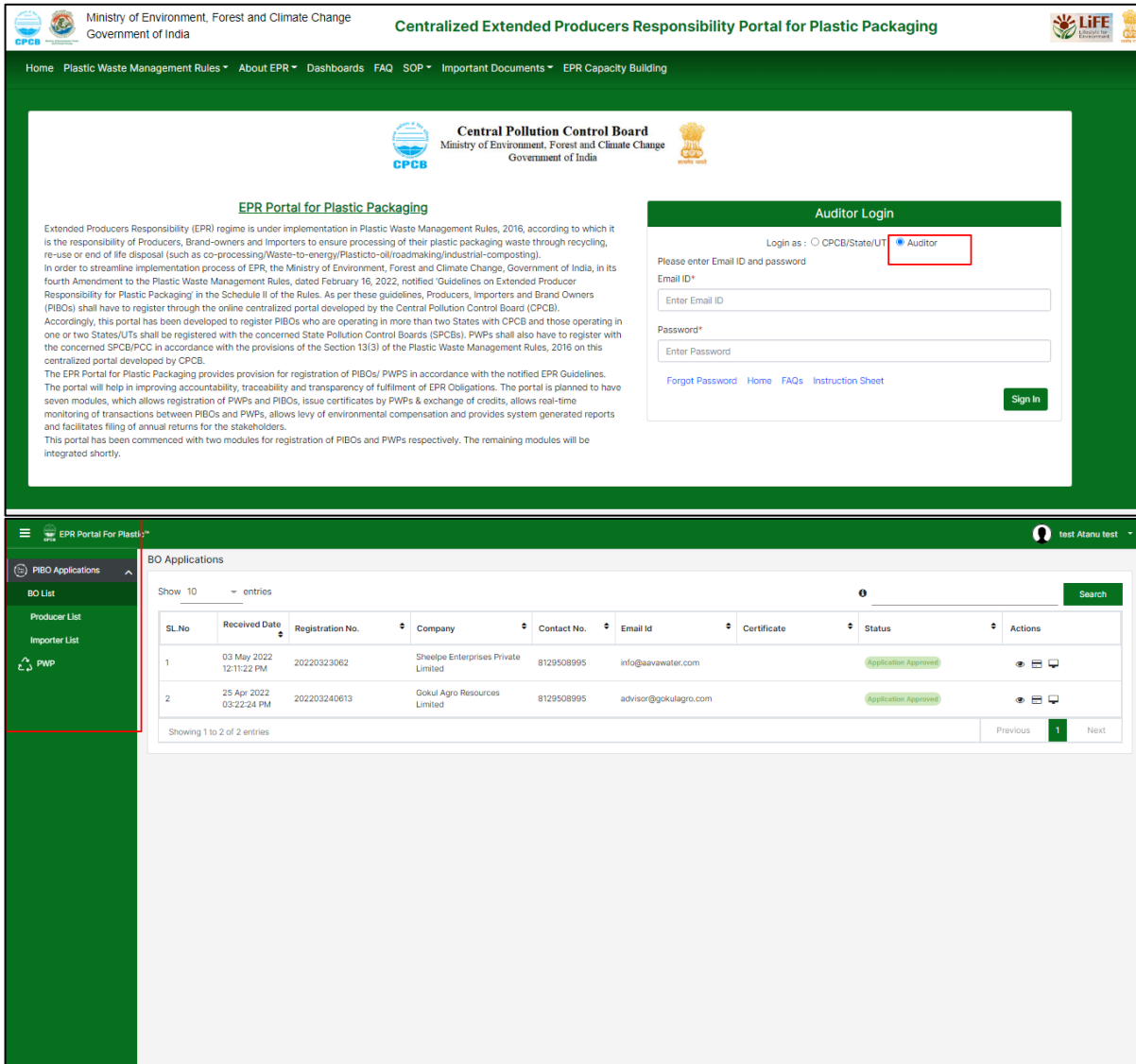


6.5 Conduction of Audit

6.5.1 Login & Dashboard

The login credentials for Auditor shall be created by CPCB. The Auditor can login under the Admin section (**Figure 6.10**) EPR data of entities assigned to the Auditor can be seen upon login.

Figure 6.10: Auditor Login



6.5.2 Auditor’s Dashboard

The following information can be viewed on the Auditors’ Dashboard

- (a) **Open Entities (Figure 6.11):** Entities assigned but yet to be acknowledged by the Auditor. The Auditor can acknowledge the entity assigned for Audit by clicking on the “Acknowledgement” button on the Screen
- (b) **Scheduled Audit (Figure 6.12):** Entities acknowledged by the Auditor along with the schedule (How is the schedule fixed) for inspection shall be listed in this Section. The Auditor can reschedule the Audit by clicking on the “Reschedule” button (??)

(c) In progress (Figure 6.13): Entities for which the Audit is in progress shall be listed in this section. Percentage Audit completed shall also be displayed in this section. The Auditor can continue with the Audit by clicking on “ Continue”

(d) Completed (Figure 6.14) : Entities for which the Audit has been completed shall be displayed in this Section. Audit report of such entities can also be viewed in this section.

Figure 6.11 : Auditor’s Dashboard (Open Entities)

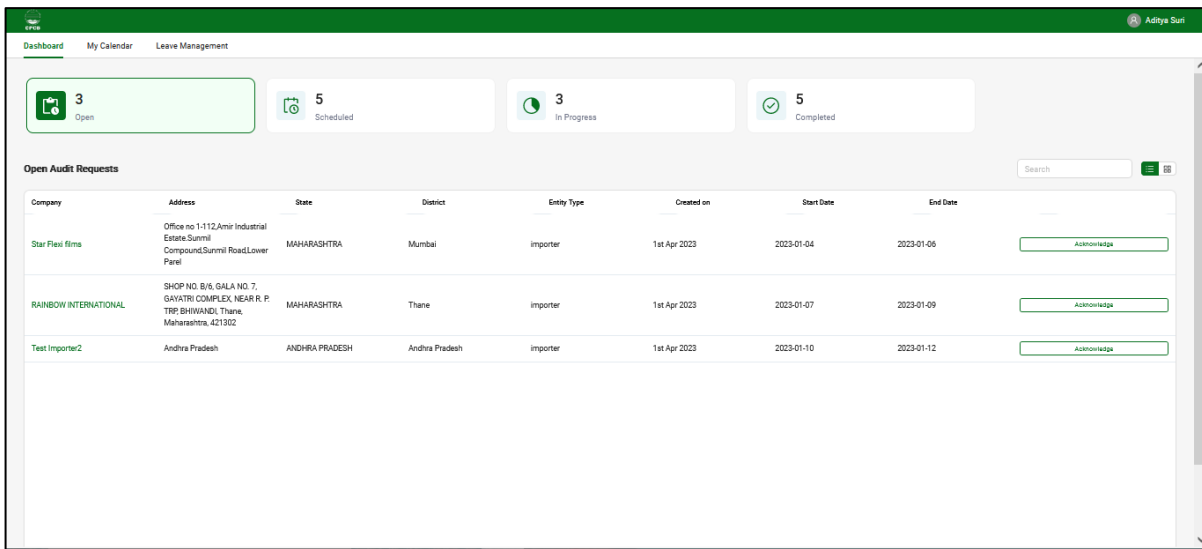


Figure 6.12 : Auditor’s Dashboard (Scheduled Entities)

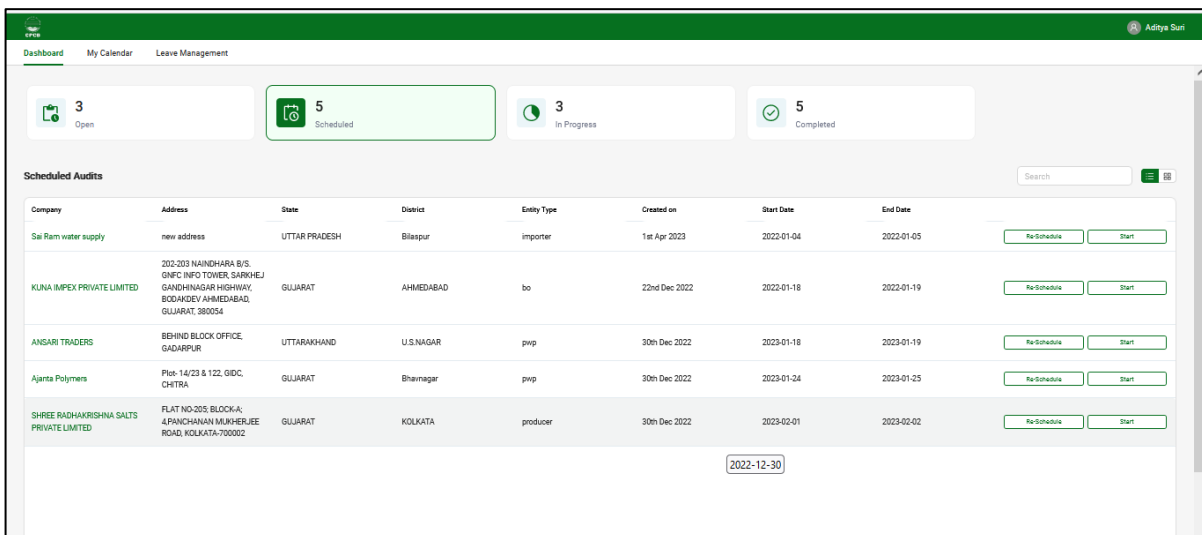


Figure 6.13 : Auditor’s Dashboard (In Progress Entities)

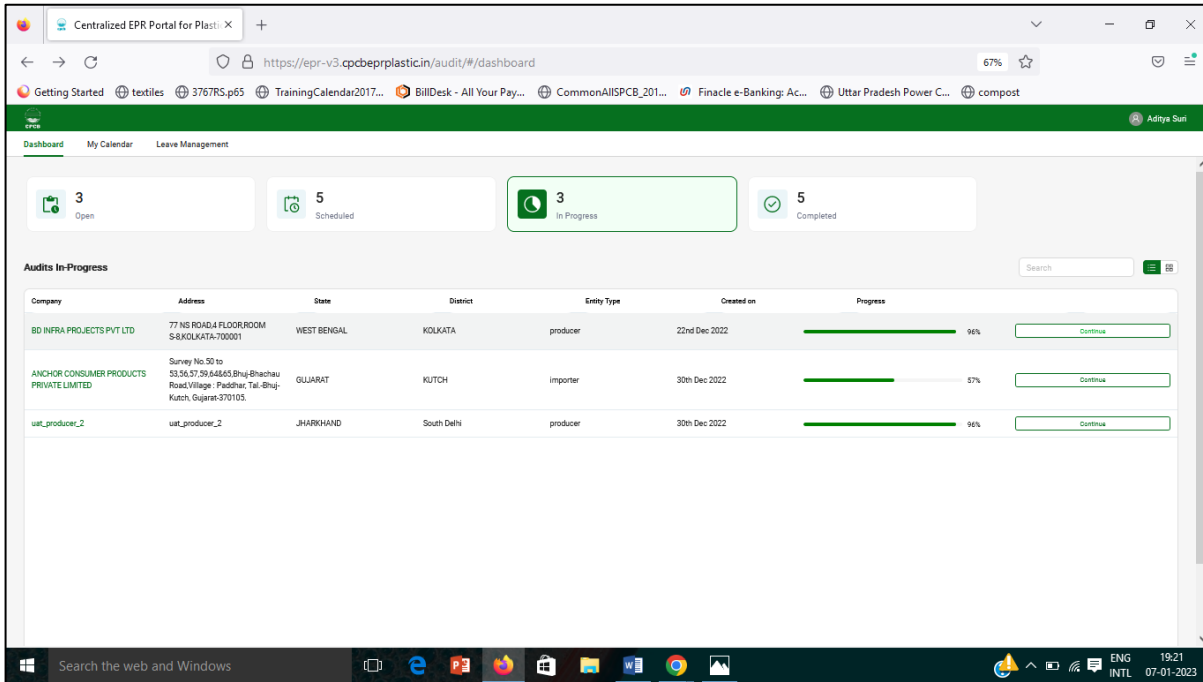
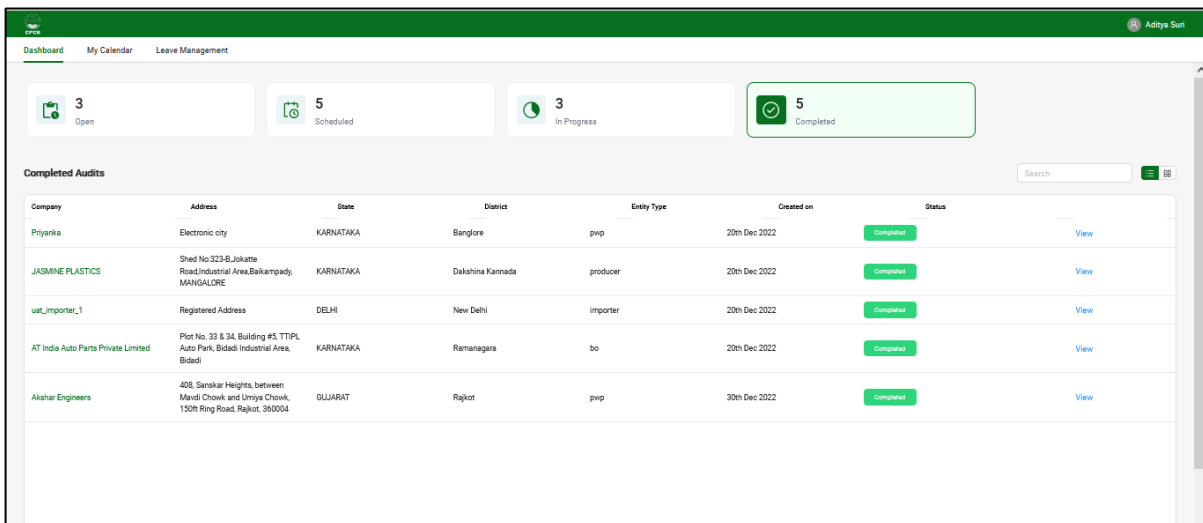


Figure 6.14: Auditor’s Dashboard (Completed Entities)



6.5.3 Access to Auditee’s EPR data

The Auditor shall have access to Auditee entity’s EPR data. This can be viewed on the dashboard (**Figure 6.15**). The application form can be viewed by clicking on the “eye” logo against the entity’s name. The entities dashboard can be accessed by clicking on the “monitor” logo.

Figure 6.15: Auditor’s Dashboard (Entities EPR data)

SI No	Company	Registered Address	State/UT	District	Submission Date	Status/Marked To	Actions
1	ANSARI TRADERS	BEHIND BLOCK OFFICE, GADARPUR	UTTARAKHAND	U.S.NAGAR	01 Jul 2022 12:00 AM	Application Checklist complete Application approved	👁️ 🗨️
2	Aksher Engineers	406, Sanskar Heights, between Mavdi ...	GUJARAT	Rajkot	30 Jul 2022 12:00 AM	Application Checklist complete Application approved	👁️ 🗨️
3	Ajanta Polymers	Plot- 14/23 & 122, GIDC, CHITRA	GUJARAT	Bhavnagar	29 Aug 2022 12:00 AM	Application Checklist complete Application approved	👁️ 🗨️

6.5.4 Performing the Audit

The Audit shall include document as well as field verification of the information provided by the Auditee entity assigned to the Auditor. The Audit shall be conducted onsite. The Audit can be initiated by clicking on the “Start” button listed against the Auditee entity’s name in the Scheduled Audit list (**Figure 6.12**) following which the Auditor can start filling information in the Report. The Auditor’s GPS location at the start and end of the Audit shall be recorded in the Audit report when the Auditor clicks on the “Start” & “End” button respectively.

The Audit Report for PIBO is broadly divided into 4 sections

- (a) Company details
- (b) Authorized Person details
- (c) Site Plant Operations
- (d) Audit Summary
- (e) Additional Plant Information (Producers & PWP)

The Auditor shall verify the online information provided by the Auditee entity with the actual information available onsite and fill in the information in the formats provided (**Figure 6.16- 6.21**). The information provided in the Audit report shall be as per details given in **Table 6.1**. The Auditor can save a partially complete /draft report by clicking on “Save”. The final complete report can be submitted by clicking on “Submit”. The complete reports can be viewed on CPCB/SPCB/PCC (dashboard in the “Monitor Audit Section” and in the “Complete” section of the Auditor’s dashboard. The Auditor report

can be viewed on the dashboard of the SPCB/PCC with which the Auditee agency is registered.’

Table 6.1: Information to be provided in the Audit Report

Sl. No	Details [Upon clicking each detail – auto fetch application data in a window]	verification	Remarks
Section 1: Company details			
1	PAN	Supporting documents & Checks	Yes/ No
2	CIN	-do-	Yes/ No
3	GST	-do-	Yes/ No
Section 2: Authorized Person			
1	PAN	-do-	Yes/ No
2	Aadhar	-do-	Yes/ No
Section 3: Site /Plant Operations			
1	Year of Commencement of Operations (Section 4(b)	Supporting documents to be checked – Assessed year	Misreporting observed. If Yes, please assess Cat/Qty/ Recycled plastic percentage for the corresponding period – enter assessed value
2.	Production details of commodities (Section 5a)	Supporting documents to be checked	Enter assessed value as per “3” above
3	Product packaging details (Section 5 (b)	Actuals to be verified along with photographs	Yes/No
4	Plastic Consumption (Section 5 ©)	Assessment for consumption figures to be verified	Enter assessed value as per “3” above

Sl. No	Details [Upon clicking each detail – auto fetch application data in a window]	verification	Remarks
5	Plastic Procurement (Section 8)	Random Selection of records (Both Registered & Unregistered entity to be verified); GST , away bill, invoice etc to be checked	Discrepancy reported (Yes/No)
6	Annual quantity of Packaging material placed on market (sold with commodities) (State-wise) (MT – category wise)	Assessment for sales figures to be verified	Enter assessed value as per “3” above
7	Usage of Single Use Plastic Items	Check & confirm	Yes/ No
8	Physical visit to the Facility (Production / warehouse/ if applicable) for confirmation of above details	Please attach documentary evidence including transaction receipts, source of procurement, transportation details etc. along with photographs/ videos	Attachment (2-3 photographs) Add remarks
9	Reuse Plan (Rigid category)	Data related to Collection, transportation, processing prior to reuse, cleaning mechanism, , facility inspection for cleaning of containers prior to reuse to be checked.	Misreporting observed. If Yes, please assess discrepancy in Cat/Qty/ Reuse plastic reported for the corresponding period
10	Recycled plastic content in Plastic packaging sold	Check for requisite	

Sl. No	Details [Upon clicking each detail – auto fetch application data in a window]	verification	Remarks
		labeling on the product. Testing of a random sample of packaging material with recycled plastic content.	Yes/No. Upload sample test report
11	Certificate Generation (Mandate use of recycled plastic)	Details of procurement / sales to be cross verified using information in previous sections & actual certificates generated	Misreporting observed. If Yes, please assess discrepancy in Cat/Qty/ Reuse plastic reported for the corresponding period
12	Certificate Generation (Reuse)	Do	-do-
13	Self-Declaration on road construction		Misreporting observed. If Yes, please assess Cat/Qty/ Recycled plastic percentage for the corresponding period – enter assessed value
Section 4: Summary of Auditor Report			
Type of NC observed: (to be linked to EC module #5)			
1	Misreporting in quantity of plastic packaging placed on market	Yes/No	Deviation in quantity
2	Misreporting in use of recycled plastics/ reuse of plastics	Yes/No	Deviation in quantity
3	False information	Yes/No	Remarks

Sl. No	Details [Upon clicking each detail – auto fetch application data in a window]		verification	Remarks
	4	Non-compliance of conditions stipulated in registration certificate	Yes/No	Remarks
	5	Overall Summary	[text that can support up to 1200 words]	

Figure 6.16 Audit Report (Company details)

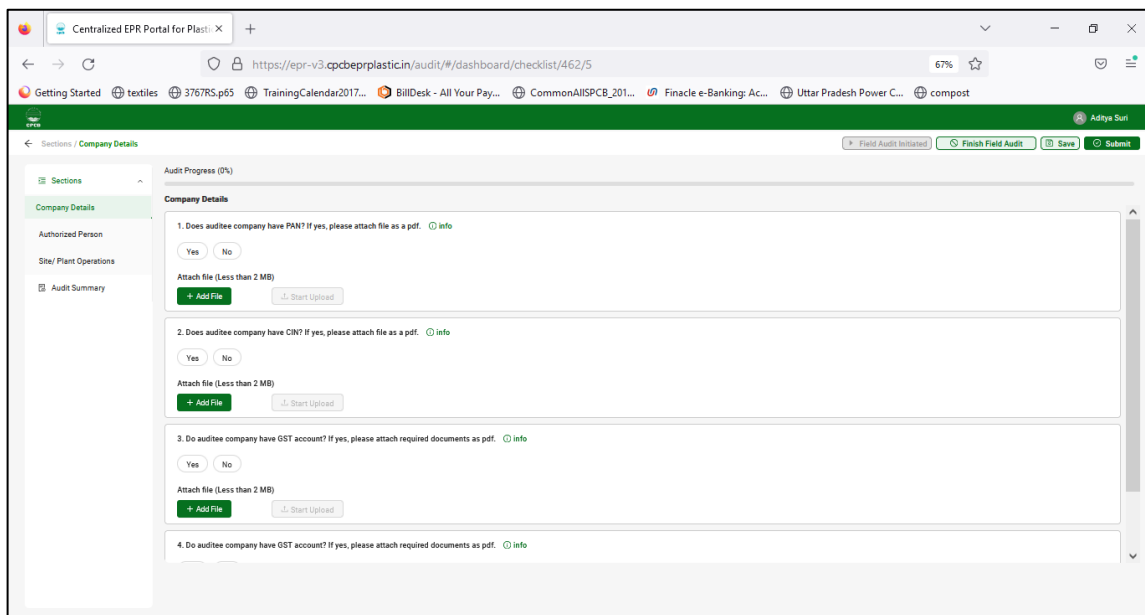


Figure 6.17: Audit Report (Authorized Person details)

The screenshot shows the 'Authorized Person' section of an audit report. The left sidebar has 'Authorized Person' selected. The main content area contains two questions:

1. Does the authorized person have PANIT? If yes, please attach file as pdf. info
 Yes No
 Attach file (Less than 2 MB)
2. Does the authorized person have Aadhar? If yes, please attach file as pdf. info
 Yes No
 Attach file (Less than 2 MB)

The top navigation bar includes 'Finish Audit' and 'Save' buttons.

Figure 6.18: Audit Report (Site /Plant operations-I)

The screenshot shows the 'Company Details' section of an audit report. The left sidebar has 'Company Details' selected. The main content area contains four questions:

1. Does audittee company have PANIT? If yes, please attach file as a pdf. info
 Yes No
 Attach file (Less than 2 MB)

 ANNDLRE_1.pdf
2. Does audittee company have CNIT? If yes, please attach file as a pdf. info
 Yes No
 Attach file (Less than 2 MB)

 ANNDLRE_1.pdf
3. Do audittee company have GST account? If yes, please attach required documents as pdf. info
 Yes No
 Attach file (Less than 2 MB)

 ANNDLRE_1.pdf
4. Do audittee company have GST account? If yes, please attach required documents as pdf. info
 Yes No
 Attach file (Less than 2 MB)

The top navigation bar includes 'Finish Audit' and 'Save' buttons.

Figure 6.19: Audit Report (Site /Plant operations-II)

Figure 6.20: Audit Report (Site /Plant operations-III)

6.21: Audit Report – Audit Summary

Chapter 7: Environmental Compensation

7.0 Background

Environmental Compliance (EC) shall be levied on PIBO/PWP in accordance with provisions of EPR Guidelines notified by MoEF&CC and Guidelines for EC Assessment for violation of PWM Rules prepared by CPCB. EC shall be levied on defaulting PIBOs/PWPs both on account of non-compliances identified during Audit as well as shortfall in fulfilling EPR target. The mechanism for levying EC on the EPR Portal is detailed in this section

7.1 EC levying due to Non-compliance identified during Third Party Audit

The completed audit report can be viewed on the CPCB/SPCB/PCC dashboard with which the Auditee entity is registered. It can be viewed in the Monitor Audit Section of SPCB/PCC/CPCB DO Dashboard (**Figure 7.1**). The following steps are to be followed for levying of EC

- **Viewing of Audit Report:** Under the Third Party/ Monitor Audit Section- select “Year-Quarter- CPCB/SPCB/PCC- Table View”- the list of Audit Entities whose Audit has been completed shall be listed. The Audit report can be viewed by clicking on “Eye”logo (**Figure 7.2**)
- **Non-compliance identification:** Non-compliances, if any, shall be reported in the Summary Section of the Audit Report. Quantity of plastic packaging for which EC is to be levied shall be indicated against the reported non-compliances. Click on Levy EC (**Figure 7.3**) .
- **EC Assessment:** Assess the EC to be levied on the basis of identified non-compliance , fill in the remarks and “Save “ the entry. (**Figure 7.4**)
- **Issue of Show Cause Notice(SCN) :** SCN shall be issued to the unit for identified non-compliances through office procedures. EC shall be levied on the Auditee Entity with approval of Competent Authority. Click on “Confirm “ button to confirm levying of proposed EC(**Figure 7.5**). Post confirmation, the confirmed EC can be viewed in the EC report (**Figure 7.6**) and shall also reflect on the CPCB/SPCB/PCC’s (as applicable)(**Figure 7.7**)as well as the entity’s dashboard(**Figure 7.8**) .

Figure 7.1 : SPCB/PCC/CPCB DO Dashboard

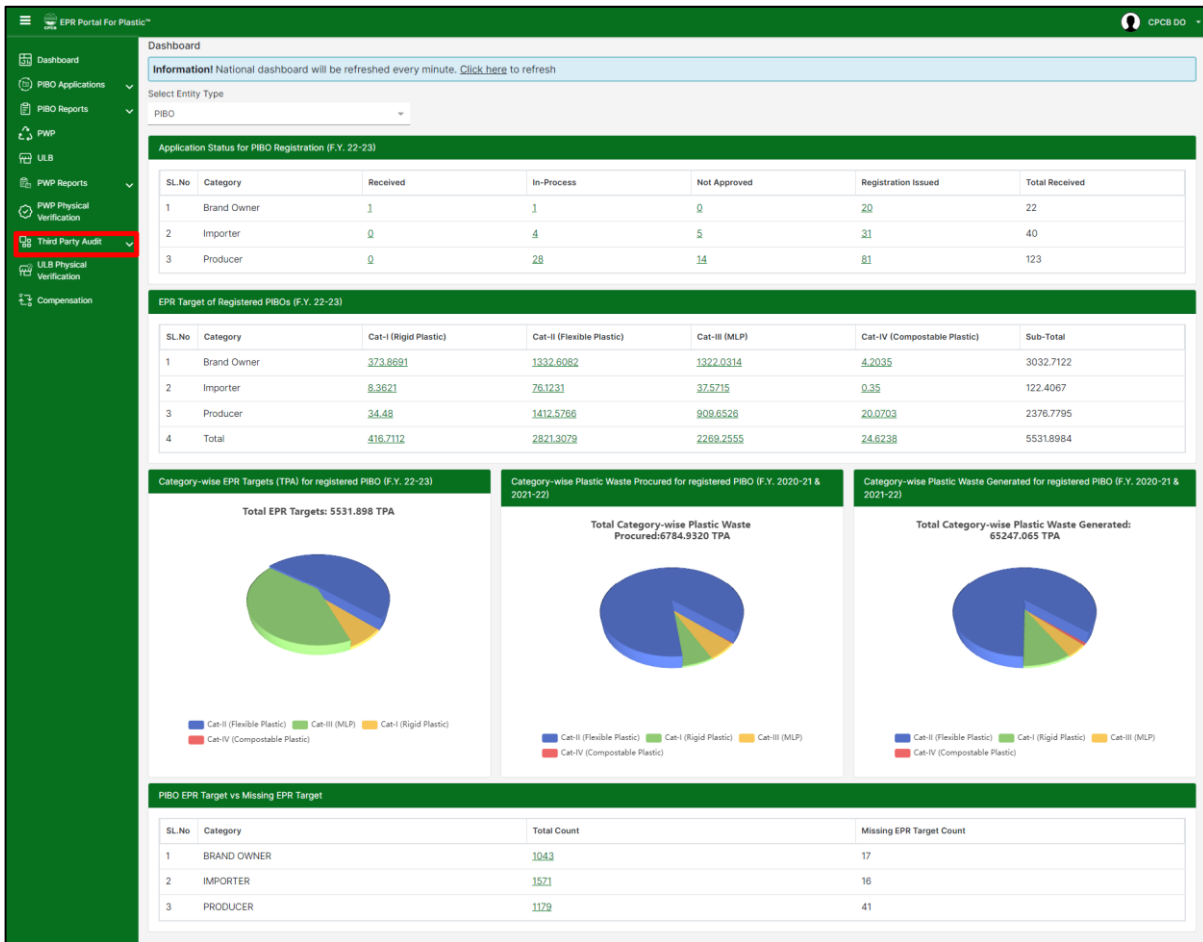


Figure 7.2: Viewing of Audit Report

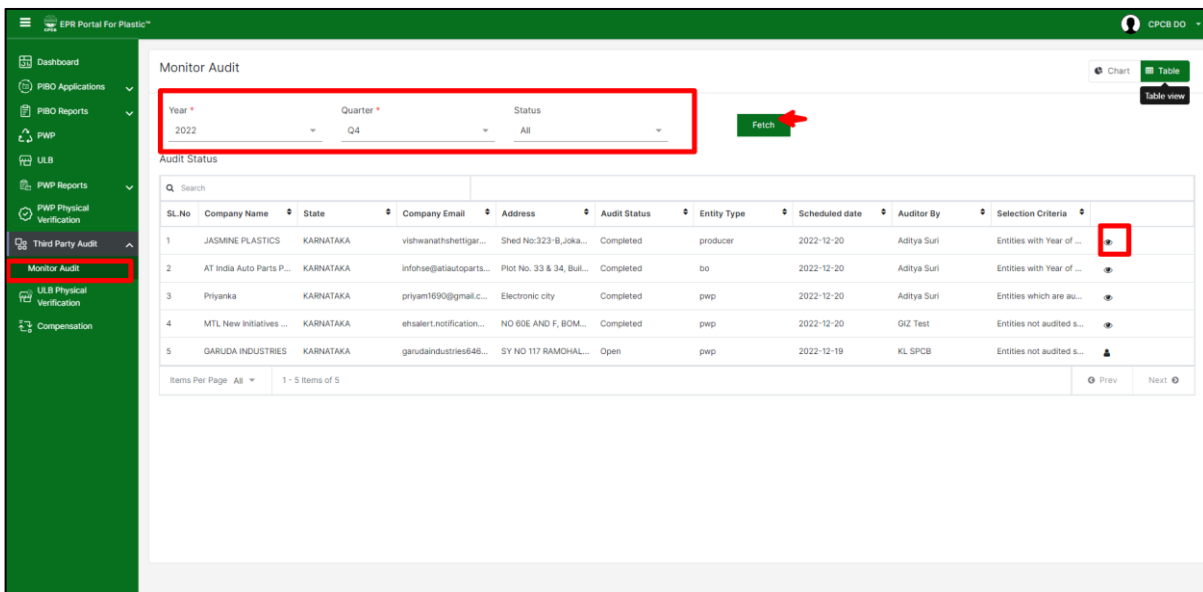


Figure 7.3 : Identification of non-compliance for levying EC

The screenshot shows a 'Summary Report' window with a sidebar on the left containing 'Company Details', 'Authorized Person', 'Site/ Plant Operations', and 'Audit Summary' (highlighted in green). The main area is titled 'Auditor Information' and 'Audit Summary'. It contains four questions with radio buttons for 'Yes' and 'No':

- 1. Is there Misreporting in quantity of plastic packaging placed on market? (Yes selected)
- 2. Is there Misreporting in use of recycled plastics/reuse of plastics? (Yes selected)
- 3. Any False information there? (Yes selected)
- 4. Any Non-compliance of conditions stipulated in registration certificate? (No selected)

For each 'Yes' answer, there is a text input field for 'If yes, Please specify the deviation in quantity (in ton)' and a 'Levy EC' button. A red arrow points to the 'Levy EC' button for question 1. For question 4, there is a 'Remark' text area and a 'Levy EC' button, with 'EC Levied' written in red below it. At the bottom right are 'Previous' and 'Cancel' buttons.

Figure 7.4: Assessment of EC to be levied

This screenshot shows the 'Levy EC' assessment step. A modal window is open with two required fields: 'EC Amount *' and 'Remark *'. Red arrows point to these fields, which contain the text 'Enter EC Amount' and 'Enter Remark' respectively. Below each field is a red error message: 'EC Amount is required.' and 'Remark is required.'. A 'Save' button is visible to the right of the modal. The background shows the same 'Audit Summary' form as in Figure 7.3, but the 'Levy EC' buttons are now disabled. At the bottom right are 'Previous' and 'Cancel' buttons.

Figure 7.5: Confirmation of EC to be levied

The screenshot shows the 'Summary Report' window with the 'Audit Summary' section active. The first question is '1. Is there Misreporting in quantity of plastic packaging placed on market?'. The 'If yes, Please specify the deviation in quantity (in ton)' field contains '15000' and is labeled 'EC Levied' in red. Below this, a 'Levy EC' table is visible with columns for 'EC Amount' (15000) and 'Remark' (MISREPORTING). The 'Confirm' button is highlighted with a red arrow.

EC Amount	Remark
15000	MISREPORTING

Figure 7.6: Viewing of EC levied in EC Report

This screenshot is identical to Figure 7.5, but the 'Levy EC' table is highlighted with a red border, indicating the viewing step.

EC Amount	Remark
15000	MISREPORTING

Figure 7.7: Consolidated status of EC Levied on CPCB/SPCB/PCC Dashboard

SI No.	Company Name	Category	Entity Type	Remarks	EC Levied	Date	EC Paid Status
1	NARANG PLASTICS PRIVATE ...	Incorrect Information	Importer	Tets	8.3328	2022-10-07 17:07:16	Due
2	NARANG PLASTICS PRIVATE ...	False Information	Importer	tests	0	2022-10-07 17:07:32	Due
3	NARANG PLASTICS PRIVATE ...	Incorrect Information	Importer	reuse of plastics	24.9984	2022-10-07 17:25:23	Due
4	Apogee Enterprises	Incorrect Information	Producer	Test	0	2022-10-12 13:17:14	Due
5	Apogee Enterprises	False Information	Producer	Testing	0	2022-10-12 13:22:57	Due
6	MTL New initiatives Private Ltd	Incorrect Information	PWP	Misreporting in quantity of pl...	12000	2022-12-20 12:34:41	Paid
7	Priyanka	Incorrect Information	Producer	Misreporting	15000	CURRENT_TIMESTAMP	Due
8	JASMINE PLASTICS	Incorrect Information	Producer	Misreporting in quantity of pl...	17000	CURRENT_TIMESTAMP	Paid
9	MTL New initiatives Private Ltd	Incorrect Information	PWP	Misreporting in use of recycle...	11000	CURRENT_TIMESTAMP	Due
10	JASMINE PLASTICS	Incorrect Information	Producer	Misreporting in use of recycle...	15000	CURRENT_TIMESTAMP	Due

7.2 Levying of EC for Shortfall in meeting EPR Target

EC shall be levied if a PIBO fails to meet the EPR Target or PIBO/PWP fails to file the Annual Report within the stipulated time frame. The same has been discussed in Chapter 5.0. (Section 5.8). EC shall be levied by default in such cases and no Show Cause Notice shall be issued prior to levying of EC in such cases.

7.3 EC Status (SPCB/PCC/CPCB) Dashboard

As discussed in the above sections EC shall be levied for failure to meet the EPR target not filing Annual Report, non-compliance identified during Third Party Audit etc. Details of EC levied can be viewed on the CPCB/SPCB/ PCC dashboard by clicking on “Compensation / EC levied” on the dashboard. Category and amount of EC levied, payment status of EC and other details shall be displayed against the audited entity’s name (Figure 7.7).

7.4 Cancellation / Revocation of Registration

Show cause notice / Directions for Cancellation (other than that associated with Annual returns) to be issued before levying EC/ cancellation shall be done through e-office. Cancellation of Registration shall be done on the EPR Portal. Cancellation of Registration can be done by clicking on “Cancel” and the closure can be revoked by Clicking on “Revoke” in the Compensation/Cancellation- Revocation of Registration section. (Figure 7.8)

Figure 7.8: Cancellation / Revocation of Registration

Sl No.	Company Name	Category	Entity Type	Remarks	Amount	Date	Actions
1	NARANG PLASTICS PRIVATE L...	Incorrect Information	Importer	Tets	6	2022-10-07 17:07:16	👁️ ✓ ✕ 🗑️
2	NARANG PLASTICS PRIVATE L...	Incorrect Information	Importer	reuse of plastics	18	2022-10-07 17:25:23	👁️ ✓ ✕ 🗑️

Showing 1 to 2 of 2 entries

Previous 1 Next

7.5 EC Status (PIBO/PWP dashboard)

Details of EC levied on the PIBO/PWP can be viewed by clicking on “Compensation / Active” on the Dashboard. Category of EC levied, Amount of EC etc. can be viewed in this section **(Figure 7.9)**. Further details of EC levied can be viewed by clicking on the “Eye” logo **(Figure 7.10)**. EC can be paid by clicking on the “Payment” logo **(Figure 7.11)**. Non-compliances for which EC has been levied and paid can be seen in “Compensation/ Completed” section **(Figure 7.12)**. (Show Cause Notice may be deleted from this Section)

Figure 7.9: Details of EC levied/paid (PIBO/PWP dashboard)

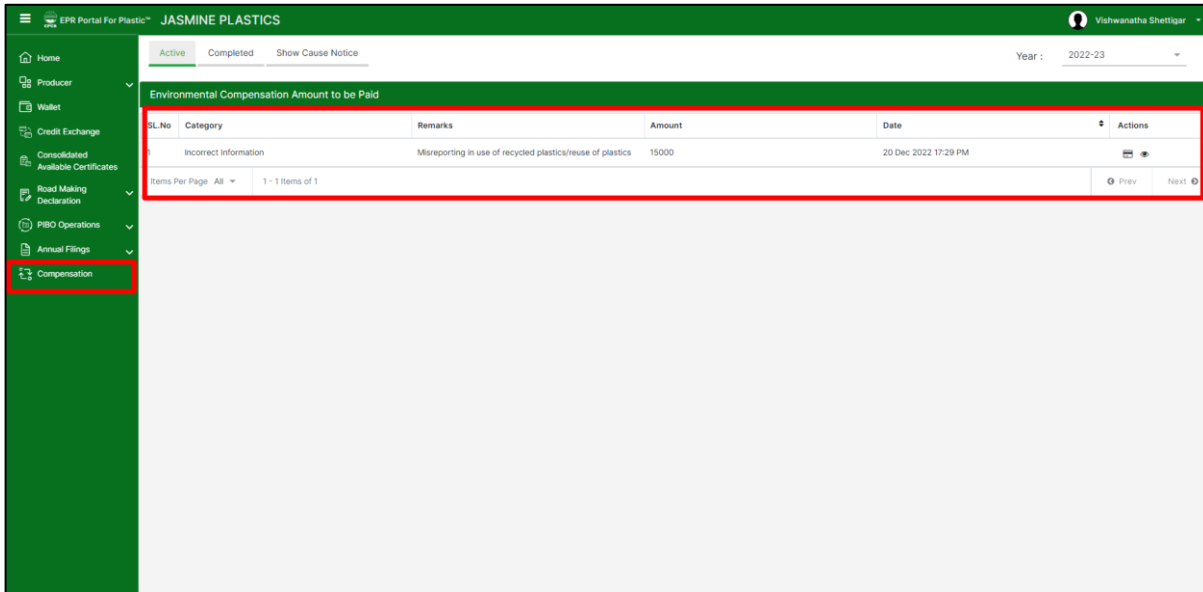


Figure 7.10: Details of EC Levied



Figure 7.11: Payment of EC

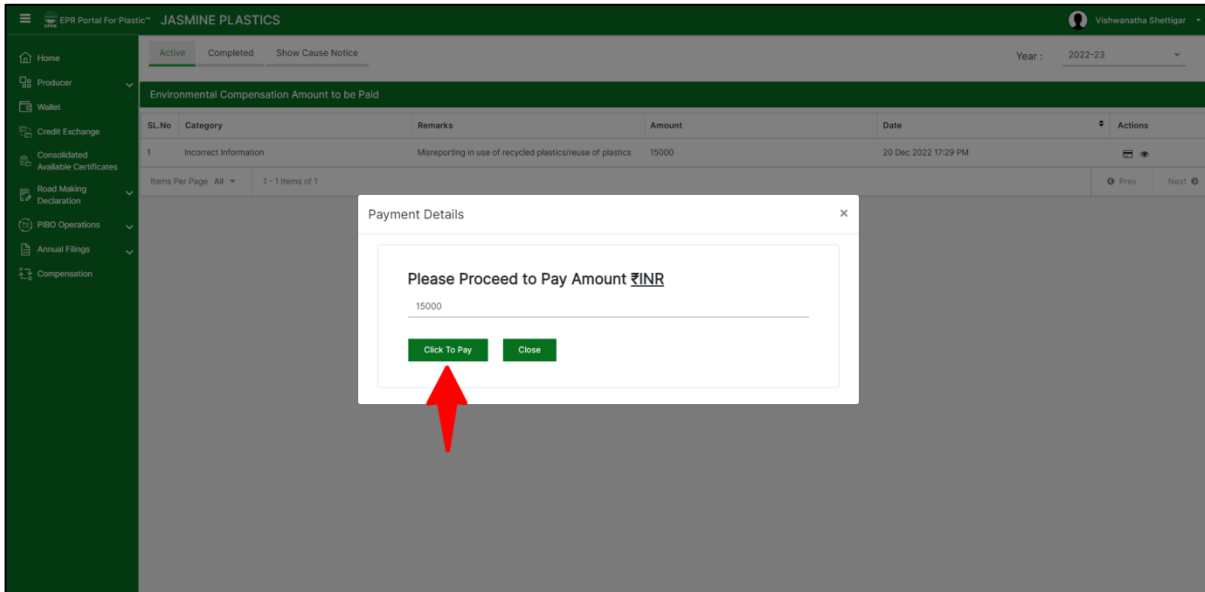


Figure 7.12: Details for Non-compliances for which EC Payment is Complete

