



Pollution Control Committee

UT's of Daman & Diu and Dadra & Nagar Haveli
Silvassa - 396 230.

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Visit us at www.pccdaman.info

CITIZEN'S CHARTER

1. Aims and Objectives:

- a. To strive towards protection and improvement of the environment (Air, Water & Land) of both the union territories.
- b. To regulate/monitor various functioning of industries in both UTs and to ensure compliance of environmental standards prescribed under various acts/ rules from time to time.
- c. To regulate/monitor treatment, storage and disposal of Hazardous Wastes.
- d. To regulate/monitor air and water quality of both UTs.
- e. To regulate/monitor disposal of Bio-Medical Wastes.
- f. To regulate import of Non-Ferrous metals in both the UTs.

2. Activities undertaken by the Pollution Control Committee under various Acts:

- a. As such, the Administration has categorized various industries vide notifications dated 11/10/1994, 13/05/1996, 05/09/1997 and 12/11/1997 based on its potential pollution hazard. The industries have been reclassified in to White, Green, Orange & Red/Banned categories vide notification dated 03/05/1999 and the Red/Banned category of industries were not granted consent to establish since then.
- b. Issuances of consent to Establish/ Operate/ Renewal under Water (Prevention & Control of Pollution) Act, 1974 and under Air (Prevention & Control of Pollution) Act, 1981.
- c. Disposal of Bio-Medical Wastes under the Bio-Medical Wastes (Management & Handling) Rules, 1998.
- d. To coordinate management and handling of Municipal Solid Wastes as per Municipal Solid Waste (Management & Handling) Rules, 2000.
- e. Regulation and monitoring under Hazardous Wastes (Management & Handling) Rules, 1989 and as amended

during 2000 & 2003 for those who use/ generate/ handle Hazardous Wastes.

- f. The TSDF (Treatment, Storage and Disposal Facility) site for Hazardous Wastes in Dadra & Nagar Haveli in consultation with Gujarat Enviro Protection Infrastructure Ltd., Surat has commenced the operation at Mota Randha.
- g. To facilitate Collection of Water Cess under the Water (Prevention and Control of Pollution) Cess Act, 1977.
- h. The Pollution Control Committee has established its Laboratory and analyzing Water Pollutants and Air Pollutants.
- i. To follow the provisions of the Recycled Plastic Manufacture & Usage Rules, 1999 and as amended from time to time.
- j. To follow the provisions of Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989 as amended from time to time.
- k. And all other activities under the Environmental Protection Act, 1986 and the rules made there under.
- l. The Batteries (Management & Handling) Rules, 2001 as amended from time to time.
- m. The Noise Pollution (Regulation & Control) Rules, 2000 as amended from time to time.
- n. The PCC has its own website www.pccdaman.info through which the public/citizen can have the information details of the Pollution Control Committee, Daman, Diu and Dadra Nagar Haveli.
- o. The PCC has launched an online application system/mechanism/facility through which the applicant/ industrial entrepreneur can apply any application i.e. for consent to establishment/operate/ renewal etc. E-Consents are issued for only green and white category industries (excluding certain cases such as texturising and pickling process etc which requires field monitoring).
- p. In addition to the above online facility the PCC has also provided SMS and Email alert facility for informing the entrepreneurs about the status of their application from time to time.
- q. In the online facility public grievances/ complaint cell/ window is also provided through which the public/industrial entrepreneur can put on their grievances at any time and get the prompt reply to their grievances.

The Pollution Control Committee has its head office at Daman and has its regional office at Silvassa. The activities are carried out in a time bound manner.

The Detail activities with checklist and time limits are as follows:

CHECK LIST – CONSENT TO ESTABLISH

Flag No.	Details
A	Duly filled in application FORM No. XIII under Water Act *
B	Duly filled in application FORM No. I under Air Act *
C	Consent fee under Water Act and Air Act in the form of demand draft in favor of “Pollution Control Committee” payable at Silvassa or Daman. #
D	Notarized affidavit in Twenty Rupee stamp paper giving details of capital investment including land, building and plant & machinery without depreciation.
E	Copy of Land sale/lease agreement.
F	Copy of Provisional registration/In principal clearance issued by District Industries Centre (DIC).
G	<p>Comprehensive project report including the following:</p> <ul style="list-style-type: none"> (i) List of products to be manufactured. (ii) List of raw materials to be used (product-wise) & quantity required per month. (iii) List of plant & machinery to be installed. (iv) Details of Boilers/Thermic Fluid Heaters/DG Sets to be installed and their capacity, fuel to be used and fuel consumption. (v) Details of hazardous chemicals, chemical name and its Boiling Point (“C), Flash Point (“C) and storage capacity (Tones) at any given time. @ (vi) Material Safety Data Sheet (MSDS) of hazardous chemicals as per Schedule 9 of the Manufacture, Storage and Import of Hazardous Chemicals Rules, 1989. @ (vii) Detailed manufacturing process (product-wise) including chemical reactions. (viii) Process Flow Chart (product-wise). (ix) Source of waste generation and its quantity. (x) Quality of effluent generation before and after treatment and discharge point. (xi) Details of Effluent Treatment Plant including design, blue print and treatment process. (xii) Details of solid wastes generation (non-hazardous)- type, quantity and method of collection, storage, treatment and disposal. (xii a) The unit generating hazardous waste irrespective of the quality and quantity is required to submit copy of Membership letter from the authorized agency M/s. Gujarat Enviro Protection Infrastructure (DNI) Pvt. Ltd of the TSDF (Treatment, Storage, Disposal facilities) site established at village Mota Randha, Dadra Nagar Haveli for safe disposal of Hazardous Waste. Further the applicant shall submit a separate application for hazardous waste authorization along with establish, operate and renewal applications with dully filled in forms. (xiii) Details of hazardous waste generation- type, quantity, physical form, chemical composition and method of collection, storage, treatment and disposal. ## (xiv) Details of stack and the process equipment/machinery to be attached with it and “Air Pollution Control Devises” to be installed including blue print. (xv) Quantity and quality of stack emission before and after treatment.
H	Memorandum of Articles Association/Partner Ship Deed (Signed).
I	Authorization letter to sign/receive documents.
J	To submit clearance certificate from DCF (WL) Forest Department that the land does not fall within the Buffer Zone of Wildlife Sanctuary.

CHECK LIST – CONSENT TO OPERATE

Flag No.	Details
A	Duly filled in application FORM No. XIII under Water Act *
B	Duly filled in application FORM No. I under Air Act *
C	Consent fee under Water Act and Air Act in the form of demand draft in favor of “Pollution Control Committee” payable at Silvassa or Daman. #
D	Notarized affidavit in Twenty Rupee stamp paper giving details of capital investment including land, building and plant & machinery without depreciation.
E	Copy of “establishment consent” order issued under Water Act
F	Copy of “establishment consent” order issued under Air Act
G	Copy of building occupancy certificate issued by PWD
H	Architect’s certificate regarding soak pit and septic tank.
I	Copy of explosive/storage licenses issued by local/national agencies regarding handling petrochemicals.
J	Copy of “factory license” issued by Chief Inspector of Factories & Boilers.
K	Copy of Power Sanction Order issued by Electricity Department.
L	Feasibility report of the pollution control system installed to treat water/air pollution including copy of ETP/APCD drawings.
M	Solid Waste Management Plan (Hazardous and Non-Hazardous) including its collection, storage, transport, treatment and disposal. ##
N	Major accident hazardous and steps taken to prevent the same if industry handles any hazardous chemical. ^a
O	Safety report. Safety Audit Report and onsite emergency plan.
P	Application for authorization to handle hazardous wastes under the Hazardous Wastes (Management & Handling) Rules, 1989. ##
P (a)	The unit generating hazardous waste irrespective of the quality and quantity, is required to submit copy of Membership letter from the authorized agency M/s. Gujarat Enviro Protection Infrastructure (DNH) Pvt. Ltd of the TSDF (Treatment, Storage, Disposal facilities) site established at village Mota Randha, Dadra Nagar Haveli for safe disposal of Hazardous Waste. Further the applicant shall submit a separate application for hazardous waste authorization along with establish, operate and renewal applications with dully filled in forms.
Q	Application as per FORM – I of Recycled Plastic Manufacturing and Usage (Amendment) Rules, 2003 for grant of registration to manufacturing of plastic carry bags and containers.

CHECK LIST – RENEWAL OF CONSENT TO OPERATE

Flag No.	Details
A	Duly filled in application FORM No. XIII under Water Act *
B	Duly filled in application FORM No. I under Air Act *
C	Consent fee under Water Act and Air Act in the form of demand draft in favor of “Pollution Control Committee” payable at Silvassa or Daman. #
D	Notarized affidavit in Twenty Rupee stamp paper giving details of capital investment including land, building and plant & machinery without depreciation.
E	Copy of “operate or renewal consent” order issued under Water Act
F	Copy of “operate or renewal consent” order issued under Air Act
G	Documentary proof towards payment of Water Cess.
H	Copy of renewal license issued by Chief Inspector of Factories & Boilers.
I	Monthly Analysis Report of treated effluent from Effluent Treatment Plant.
J	Monthly Stack Monitoring Report.
K	Monthly Ambient Air Quality (within the factory premises) monitoring report.
L	Monthly ground water quality monitoring report from the nearest bore-well.
M	Environment Statement for the financial year ending 31 ST March as per FORM V of the Environment (Protection) Rules, 1989.
N	Application for renewal of authorization to handle Hazardous Wastes ^{##} along with the following: Copies of register showing records of hazardous wastes maintained at factory (As per Form 3). Returns regarding handling of hazardous wastes (As per Form 4). Copies of Hazardous Wastes Manifest (As per Form 9). Copy of registration received from MoEF/CPCB regarding possession of Environmentally sound management facilities (As per Form 12). Returns of Auction/Sale of Non-Ferrous Metal Wastes/Used Oil/Waste Oil (As per Form 13).
N(i)	The unit generating hazardous waste irrespective of the quality and quantity, is required to submit copy of Membership letter from the authorized agency M/s. Gujarat Enviro Protection Infrastructure (DNH) Pvt. Ltd of the TSDF (Treatment, Storage, Disposal facilities) site established at village Mota Randha, Dadra Nagar Haveli for safe disposal of Hazardous Waste. Further the applicant shall submit a separate application for hazardous waste authorization along with establish, operate and renewal applications with dully filled in forms.
O	Application as per FORM – I of Recycled Plastic Manufacturing and Usage (Amendment) Rules, 2003 for grant of registration to manufacturing of plastic carry bags and containers alongwith copy of registration certificate issued earlier.

Note:

⇒ Time limit for the disposal of the consent is 90 days.

⇒ White Category industries need not submit application under Air Act (i.e. Flag- B).

* No column in the application should be left blank. Words such as “as per project report”, “as given earlier” or other similar words should not be used while filling the application forms.

The consent fee structure is on the basis of the capital investment, which include land, building, plant & machinery without depreciation, Demand Draft for payment of consent fee shall made as per Schedule V of Notification No. PCC/DMN/13-iii/1999- dated 03/05/1999.

Please refer the Hazardous Waste (Management & Handling) Rules, 1989 as amended from time to time.

Contact Persons/ Officers:

1. Member Secretary
Pollution Control Committee
DD & DNH
Daman/Silvassa

2. Environment Engineer
Pollution Control Committee
DD & DNH
Daman/Silvassa

Phone & Fax Nos.

Silvassa: on Tuesday & Friday

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Daman:

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Member Secretary
Pollution Control Committee
Regional Office
DD & DNH
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