

**Jharkhand State Pollution Control Board  
Government of Jharkhand**



**DIPP Point No. 316**

Question	Remarks
9n. Compliance Inspection under The Water (Prevention and Control of Pollution) Act, 1974  <b>Q:</b> Publish a well-defined inspection procedure and checklist on department's web site	Well defined inspection procedure and checklist is published on the department's website
URL: <a href="http://jhkocmms.nic.in/OCMMS/userMaster/Sop.gsp">http://jhkocmms.nic.in/OCMMS/userMaster/Sop.gsp</a>	



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# Jharkhand State Pollution Control Board Government of Jharkhand



## INSPECTION PROCEDURE

*[Under Water (Prevention and Control of Pollution) Act, 1974 and Air (Prevention and Control of Pollution) Act, 1981]*

Regular inspection of Red, Orange-high risk and Orange-low risk industries shall be conducted at the end of 2 years, 3 years and 5 years respectively. For Green category, inspection shall be done once in 15 years. Date of inspection shall be calculated from the last inspection done.

List of establishments to be inspected is generated based on computerized risk based assessment on following parameters for regular inspection:

- Categorization of industries into Red, Orange (low and high) and Green
- Previous compliance (Based on Checklist)
- Time period of inspection lapsed

Weightage of these parameters is as follows:

Parameter	Weightage
Categorization : Red	0.40
Categorization : Orange-High Risk	0.30
Categorization : Orange-Low Risk	0.20

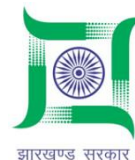
following criteria:

- In case of Consent to Establish (CTE) with total investment more than 20 Lakhs, two officers from Regional office including Regional Officer along with one officer from Head office shall do inspection. Allocation of inspectors shall be done at Head office
- In case of Consent to Establish (CTE) with total investment less than 20 Lakhs, two officers from Regional office including Regional Officer shall do inspection. Allocation of inspectors shall be done at Head office

- Incase of Consent to Operate (CTO) and Authorizations:

- If **RED** industry falls in "CAT 17 GPI" (refer to annexure I), one officer from Head office and two officers from Regional Office shall do inspection. Allocation of inspectors shall be done at Head office
- For others, two officers from Regional Office shall do

# Jharkhand State Pollution Control Board Government of Jharkhand



## During Inspection

- Inspection shall be made during regular working hours of the establishment / industry except when special circumstances indicate otherwise
- Before entering into the industry, the Inspector shall inspect surrounding areas along the boundary of the industry to verify if there is any discharge of effluents or dumping of solid or hazardous waste
- Thereafter, the inspector shall inspect the industry. At the beginning of the inspection, the inspector shall locate the occupier / representative of the occupier / person in charge of the industry and inform about the purpose of the proposed inspection
- The inspector shall inspect following areas in the industry premises, in addition to other areas as required, to verify compliance status:
  - Manufacturing area
  - Raw materials and finished products storage area
  - Water storage area
  - Effluent generating sources
  - Effluent collection, storage, treatment and disposal areas
  - Air pollution sources and control systems
  - Solid and hazardous waste generation sources, storage and
- At the end of the inspection, the Inspector may inform the representative of the industry about apparent non-compliance observed during inspection so that industry may initiate necessary corrective action wherever required
- Signed copy of the report is given to the establishment

## 1. Post-inspection activities:

- The inspector shall carefully record all the information collected and observation made during the inspection
- Any additional information may be recorded under remarks
- The inspection report shall be carefully checked and then submitted online within 48 hours of the inspection
- The supporting documents and photographs obtained during inspection, if any shall be uploaded along with the inspection report
- An intimation is sent to the establishment with a copy of the inspection report so that it may log onto the portal and view the submitted inspection report

# **SUPPORTING DOCUMENT**

## INSPECTION PROCEDURE

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Regular inspection of Red, Orange-high risk and Orange-low risk industries shall be conducted at the end of 2 years, 3 years and 5 years respectively. For Green category, inspection shall be done once in 15 years. Date of inspection shall be calculated from the last inspection done.

List of establishments to be inspected is generated based on computerized risk based assessment on following parameters for **regular inspection**:

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- Previous compliance (Based on Checklist)
- Time period of inspection lapsed

Weightage of these parameters is as follows:

Parameter	Weightage
Categorization : Red	0.40
Categorization : Orange-High Risk	0.30
Categorization : Orange-Low Risk	0.20
Categorization : Green	0.10
Previous compliance (Based on Checklist) : Non Compliance	0.40
Previous compliance (Based on Checklist) : Partial Compliance	0.20
Previous compliance (Based on Checklist) : Full Compliance	0.0
Time lapsed (0-15 days)	0.05
Time lapsed (16-30 days)	0.10
Time lapsed (31-45 days)	0.15
Time lapsed (46 days and above)	0.20

**For new industry registration, following shall be the risk parameters**

- Categorization of industries into Red, Orange (low and high) and Green
- Time period of inspection lapsed

Weightage of these parameters is as follows:

Parameter	Weightage
Categorization : Red	0.40
Categorization : Orange-High Risk	0.30
Categorization : Orange-Low Risk	0.20
Categorization : Green	0.10
Time lapsed (1-15 days)	0.15
Time lapsed (16-25 days)	0.30
Time lapsed (26-35 days)	0.45
Time lapsed (36 days and above)	0.60

The establishments are categorized into High, Medium and Low risk establishment as per the following definition:

Risk Type	Range
High Risk	0.70 to 1.0
Medium Risk	0.4 to 0.65
Low Risk	0.0 to 0.35

a) Computerized allocation of Inspectors shall take place based on the following criteria:

- In case of Consent to Establish (CTE) with total investment more than 20 Lakhs, two officers from Regional office including Regional Officer along with one officer from Head office shall do inspection. Allocation of inspectors shall be done at Head office
- In case of Consent to Establish (CTE) with total investment less than 20 Lakhs, two officers from Regional office including Regional Officer shall do inspection. Allocation of inspectors shall be done at Head office

- In case of Consent to Operate (CTO) and Authorizations:
  - If **RED** industry falls in “CAT 17 GPI” (refer to annexure I), one officer from Head office and two officers from Regional Office shall do inspection. Allocation of inspectors shall be done at Head office
  - For others, two officers from Regional Office shall do inspection. Allocation of inspectors shall be done at Regional office

### **During Inspection**

- Inspection shall be made during regular working hours of the establishment / industry except when special circumstances indicate otherwise
- Before entering into the industry, the Inspector shall inspect surrounding areas along the boundary of the industry to verify if there is any discharge of effluents or dumping of solid or hazardous waste
- Thereafter, the inspector shall inspect the industry. At the beginning of the inspection, the inspector shall locate the occupier / representative of the occupier / person in charge of the industry and inform about the purpose of the proposed inspection
- The inspector shall inspect following areas in the industry premises, in addition to other areas as required, to verify compliance status:
  - Manufacturing area
  - Raw materials and finished products storage area
  - Water storage area
  - Effluent generating sources
  - Effluent collection, storage, treatment and disposal areas
  - Air pollution sources and control systems
  - Solid and hazardous waste generation sources, storage and disposal areas
  - Environment management cell to verify record maintenance

- The inspector shall verify all the records pertaining to production, water pollution & control, air pollution & control, management of solid and hazardous waste
- The inspector shall verify and collect specific information on the following points:
  - Operational status of the industry (whether in operation / seasonal / sick / closed, etc)
  - Production records for a period of last six months (RG-I copies)
  - Consumption quantities of major raw materials during a period of last six months
  - Fresh water source and storage capacity along with details of tanks.
  - Status of flow meters provided for recording water consumption for various purposes along with meter readings at the time of inspection.
  - Details of Water Cess assessment and payment
  - Effluent generation sources and quantities (as per records)
  - Effluent collection, treatment and disposal details.
  - Operation and maintenance of effluent treatment systems.
  - Status of flow meters provided for recording effluent generation, treatment and disposal along with meter readings at the time of inspection.
  - Air pollution sources and control measures.
  - Operation and maintenance of air pollution control equipment / systems.
  - Status of energy meters provided for effluent treatment and air pollution control systems along with meter readings at the time of inspection
  - Details of solid and hazardous waste generation, storage and disposal
- The Inspector shall collect photographic evidence for observations of noncompliance
- The inspector may seek information / clarifications or documentary evidence from the industry to ascertain compliance status
- If any representative / occupier of the industry willfully delays or obstructs the inspector in carrying out inspection, the same shall be



recorded in the inspection report for taking further necessary action in the matter

- During inspection, the Inspector shall take all safety precautions required such as PPE, helmets, masks, goggles, etc
- At the end of the inspection, the Inspector may inform the representative of the industry about apparent non-compliance observed during inspection so that industry may initiate necessary corrective action wherever required
- Signed copy of the report is given to the establishment

**1. Post-inspection activities:**

- The inspector shall carefully record all the information collected and observation made during the inspection
- Any additional information may be recorded under remarks
- The inspection report shall be carefully checked and then submitted online within 48 hours of the inspection
- The supporting documents and photographs obtained during inspection, if any shall be uploaded along with the inspection report
- An intimation is sent to the establishment with a copy of the inspection report so that it may log onto the portal and view the submitted inspection report

# **SUPPORTING DOCUMENT**

## **Checklist of CTE**



# JHARKHAND STATE POLLUTION CONTROL BOARD

T.A. DIVISION BUILDING (GROUND FLOOR), H. E. C. DHURWA, RANCHI-834004  
Phone 24000852, 2400851, Fax:- 0651- 2400850

## CHECK-LIST FOR NOC

(To be filled up by Site Selection Committee)

NOC under section 25 & 26 of water (Prevention and Control of Pollution) Act, 1974 & under section 21 of Air (Prevention and Control of Pollution) Act, 1981.

Name of Proposed Industries .....

Address .....

Application No. .... Date .....

Site .....

Proposed Investment in Lacs in digit and words.....

Brief description of Process .....

Name of Production and By-Product with Capacity .....

Unit Category as per NOC guidelines .....

1.

Sl. NO.	Documents to be submitted	Yes/ No	Page no.	Observation
(i)	Application in prescribed form and fee			
(ii)	Project Report (Technical Report)			
(iii)	Site Location Map			
(iv)	Full Survey map is 3 copies, Full signature of applicant and plot marked by red colour			
(v)	Land use map/ Lay out Plan			
(vi)	Details of Production process			
(vii)	Details of source Pollution and its Control Measures			
(viii)	Land related documents (With details of plot for which NOC application has been made)			
(ix)	Scheme of tree plantation			
(x)	Agreement on affidavit with raw material supplier (With quantity) and copy of CTO order			
(xi)	Distance of Forest site from D. F. O			
(xii)	Affidavit for plantation of 100 saplings with detail of land and commitment for protecting them for 5 years.			
(xiii)	Storage license issued by concerned D. M.O. (For such industries which use any mineral as their raw material)			

**N. B. – Proponent may write 'Not applicable' against any information which is not required.**

2. For Stone Mines and all other mines of minor minerals/major minerals (area < 5 Ha) following additional information has to be given :-

Sl. NO.	Documents to be submitted	Yes/ No	Page no.	Observation
(i)	Copy of lease deed with full signature on all pages by the applicant			
(ii)	Annual production figure from date of sanction of mining lease till 27.02.2012 by concerned D. M. O.			

3. For Crusher/Refractory/Hard Coke/Soft Coke plants etc which use mineral as raw mineral as raw material as source, following additional information has to be given :-

Sl. NO.	Documents to be submitted	Yes/ No	Page no.	Observation
(i)	Source of raw materials and their agreement with applicant			
(ii)	Copy of C. T. O. issued to the raw material supplier			
(iii)	Distance from forest issued by concerned D. F. O			
(iv)	Storage license issued by concerned D. M. O.			

4. Major impacts are on Land/Air/Water

5. Whether Industry will have

(a) Odor problem : Yes/No

(b) Noise problem : Yes/No

6. Name of industry (and their product) located/proposed within 100 meter radius from the site.

N ..... Product .....

S ..... Product .....

W ..... Products .....

E ..... Products .....

7. The distance of the battery from the landmarks specified in the guideline :

Sl.	Distance of the landmark from followings	Actual Distance found	Standard (in mtr)	Ok/Not Ok
(i)	National Highway			
(ii)	State Highway			
(iii)	District metalled road			
(iv)	Railway Line			
(v)	River / Water bodies			
(vi)	Any other river			
(vii)	Habitation (More than 200 Population)			
(viii)	Forest of Forest land			

8. Space for green belt
- In North ..... Meter
- Outside the battery limit
- In South ..... Meter
- But within the site
- In West ..... Meter
- In East ..... Meter
9. Whether Industry shall alter natural features? ..... Yes/No
10. Whether layout conform to the landscape ..... Yes/No
11. (a) Whether physiographic barrier exist between industry and captive colony ..... Yes/No
- Distance of site from captive colony ..... Yes/No
12. Operational Status .....
13. Employment during construction ..... During Operation .....
14. Prevalent wind direction .....
15. Whether stipulation to be laid down in NOC include submission of
- (a) E. I. A and EMP ..... Yes/No
- (b) Waste Management Scheme ..... Yes/No
16. Whether required NOC fee has been paid ..... Yes/No
17. Whether New/Expansion/Modernization/Diversification/Alteration Project ..... Yes/No
18. Remarks of authorized committee, with signature and date .....

# **SUPPORTING DOCUMENT**

## **Checklist for CTO**



# झारखण्ड राज्य प्रदूषण नियंत्रण पषर्षद

## Jharkhand State Pollution Control Board

Regional Office-Cum-Laboratory

Ref. No. ....

Dated : .....

### INSPECTION REPORT (Air/Water)

Date of Inspection :

#### (A) GENERAL INFORMATION

1. Name & Address of Industry : M/s
  - (i) New/Existing/Expansion/ Modernization :
  - (ii) Date of Commissioning :
  - (iii) Large/Medium/Small :
  - (iv) Red/Orange/Green :
2. Name designation & full address with Tel. No. of :
  - (i) Occupier :
  - (ii) Over all In charge of Industry :
3. Name & designation of person (s)  
Present during Inspection :
4. Operation status : Full/Partial/Closed  
(i) If partial, which part is closed :
5. Production capacity per day/month in tone :
  - (i) Name of product with their actual  
Production per day/month :
  - (ii) Name of the raw materials with their actual  
Consumption/per day/month in tone :
6. Manufacturing Process :

#### (B) WATER POLLUTION CONTROL

1. Source of effluent generation. :

(i) Industrial :	Source	Quantity/KLD
	(a) .....	.....
	(b) .....	.....
(ii) Domestic :		
	(a) .....	.....
	(b) .....	.....

2. Treatment facility

(i) Industrial : .....

(ii) Domestic : .....

3. Operational status of E.T.P. : Full/Partial/Closed (?)

(i) Industrial : (a) If partial, which part is non-functional :

(ii) Domestic : (a) If partial, which part is non-functional :

4. Number of outlets

(i) Industrial : Nos .....

(a) Origin of each outlets : .....

(ii) Domestic Nos:- .....

Origin of each outlets : .....

5. Disposal : (1) Industrial (a) Mode : .....

(b) Site : .....

(2) Domestic (a) Mode : .....

(b) Site : .....

6. Sampling :

(i) Industrial :-

i) Indicate outlet, as under Sl. No. 4

ii) Comparative flow condition with reference to SL. No. B.1  
Excessive/Normal/negligible

(ii) Domestic :

i) Indicate outlet, as under Sl. No. 4

ii) Comparative flow condition with reference to SL. No. B.1  
Excessive/Normal/negligible

7. Compliance of condition/direction :

(i) Whether applied for consent (for period from ..... to ..... ) Yes/No

If yes : Pending with H.Q./to be forwarded by R.O. .... ) Yes/No

(ii) Discharge Consent :

Conditions

Compliance

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9. Compliance of N.O.C. conditions/direction (Vide letter no.

dated-

**Conditions**

**Compliance**

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(D) Solid waste management (Other than those covered under the hazardous waste (M&H) rules, 1989.

(I) Details of solid waste :

	Source	Type	Quantity (t/day)	Quantity recycled (t/day)
i)	Process			
ii)	Pollution control facility			

2) Disposal :

- i) Quantity/day
- ii) Site
- iii) Any other Mode

(E) HAZARDOUS WASTE MANAGEMENT :

(I) Details of Hazardous waste :

(I) Details of solid waste :

	Source	Type	Quantity t/day	Quantity recycled t/day
(i)	Process			
(2)	Mode of treatment :			
(3)	Storage		t/day. How	
(4)	Disposal			
	(i) Quantity/day			
	(ii) Site			

5. Whether authorization obtained : Yes/No -

6. Compliance of conditions/directions :

.....

.....

(F) WATER CESS

1. Source of water supply & quantity (in KLD)
- |                                     | Industrial<br>Cooling spraying<br>in mine pit or<br>boiler feed. | Domestic<br>Purpose | Processing<br>Whereby water<br>gets polluted<br>& the<br>pollutants are<br>easily<br>biodegradable | Processing<br>Whereby water<br>gets polluted<br>the pollutants<br>are not easily<br>biodegradable<br>& are toxic |
|-------------------------------------|--|---------------------|--|--|
| (i) Municipal water<br>Supply Mains | .....  | .....               | .....  | .....  |
| (ii) Well/Tube-well                 | .....  | .....               | .....  | .....  |
| (iii) Canal                         | .....  | .....               | .....  | .....  |
| (iv) River                          | .....  | .....               | .....  | .....  |
| (v) Any other                       | .....  | .....               | .....  | .....  |
2. Method of measurement : Water meter / venture meter/notch/  
Office meter / any other
3. Operational status of measuring the device : Functional / Non-functional
4. Last date of water cess paid :

(G) LAND AVAILABLE FOR GREEN BELT DEVELOPMENT

- (i) Existing : Sq. m
- (ii) Available for future development :

(H) PUBLIC COMPLAINTS (if any)

1. Nature of complaint
2. Number of residential units within 100 mt from boundary of the unit.  
-----N.A.-----

(I) COMMENTS OF :

(A) INSPECTING OFFICER :

(B) REGIONAL OFFICER'S Recommendation : As above.

Regional Officer