

GUIDANCE DOCUMENT
for
Centralized EPR Portal for Plastic Packaging



CENTRAL POLLUTION CONTROL BOARD, DELHI

February 2023

TABLE OF CONTENT

Contents

Chapter 1: Registration of Producer / Importer / Brand-owner (PIBO)	1
1.0 Background.....	1
1.1 Sign-up /Login	1
1.2 Filling up of the Application form (Part A, B, C& D)	4
1.2.1 Brand Owner.....	4
1.2.2 PRODUCER:	14
1.2.3 IMPORTER:.....	22
1.3 Late Fees Mechanism.....	24
Chapter 2: Registration of Plastic Waste Processors (PWPs)	25
2.0 Sign up & Login: Same as PIBO	25
2.1 Filling up of the Application form	25
2.1.1Company Details	25
2.1.2 GPS Location:.....	26
2.1.3 Authorized person Details.....	26
2.1.4 Industry details	27
2.1.5 Consents & Authorization	28
2.1.6 Picture/Video of the facility.....	28
2.1.7 Plant Machinery details.....	28
2.1.8 Industry Details	29
2.1.9 Waste Management & Others.....	29
Chapter 3: Generation & Transfer of Certificates by Plastic Waste Processors.....	31
3.0 Background.....	31
3.1 Physical Verification of PWP.....	31
3.2 Generation & Transfer of EPR Certificates by PWP.....	39
3.2.1 Add Procurement Details:	40
3.2.2 Add Production details.....	42
3.3 Inventory & Sales	50
3.4 Wallet:	56
3.5 SPCB / CPCB Dashboard.....	58
Chapter 4: Urban Local Bodies	60
4.0 Background	60
4.1 State Nodal Officer Login	60
4.2 Creation of Login Credential for ULBs	61

4.3 ULB Login & Dashboard	62
4.4 Mechanism 1: EPR Credit exchange with PIBOs/PWPs.....	63
4.5 Mechanism 2: Registration as PWP.....	66
Chapter 5: PIBO Operations, Credit Exchange & Annual Report (PIBO)	68
5.0 Background	68
5.1 Recording Procurement & Sales Operations	68
5.2 Generation & Transfer of Certificates	74
5.2.1 Types of Certificates	74
5.2.2 Generation of Certificates (PWP)	75
5.2.3 Transfer of certificates from PWP to PIBOs.....	76
5.2.4 Certificates generated by PIBOs	79
5.3 Wallet	84
5.3.1 Available details in Wallet	85
5.3.2 Wallet operations.....	85
5.4 Credit Exchange:	88
5.5 Consolidated available certificates:.....	90
5.6 Annual Fillings.....	91
5.6.1 Annual Plastic Consumption	91
5.6.2 State-wise PW Generation.....	92
5.6.3 Brand Owner (Cat 1 Plastic Packaging)	92
5.6.4 Check and Balance:.....	93
5.6.5 Submission of Annual Filings.....	93
5.7. Generation of Reuse / Use of Recycled Plastics (URep) Certificates	93
5.7.1 Reuse Certificates	93
5.7.2 URep Certificates	94
5.8 Annual report:	94
Chapter 6: Third Party Audit	97
6.0 Background.....	97
6.1 Manage Audit Agency.....	97
6.2 Manage Auditor.....	98
6.3 Audit Plan.....	99
6.4 Monitor Audit.....	101
6.5 Conduction of Audit.....	102
6.5.1 Login & Dashboard	102
6.5.2 Auditor's Dashboard	103
6.5.3 Access to Auditee's EPR data	105

6.5.4	Performing the Audit.....	106
Chapter 7: Environmental Compensation		113
7.0	Background	113
7.1	EC levying due to Non-compliance identified during Third Party Audit	113
7.2	Levying of EC for Shortfall in meeting EPR Target	117
7.3	EC Status (SPCB/PCC/CPCB) Dashboard.....	117
7.4	Cancellation / Revocation of Registration	117
7.5	EC Status (PIBO/PWP dashboard)	118

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

The screenshot shows the registration form for a producer, importer, or brand owner. The form is divided into several sections:

- Applicant type:** A dropdown menu asking "Please select one of the following *". Options include "Select", "Manufacturer", "Processor", "Retailer", "Distributor", "Importer", and "Brand Owner". A note says "This field is required".
- Entity Details:** Fields for Legal Name, Trade Name, Type of Business, Supporting Documents for Company (with an "Attach file" button), Registered Address, District, Pin code, PAN, and CIN.
- Authorised person:** Fields for Name, Designation, Mobile No., Aadhaar No., and PAN.
- Login Details:** Fields for Email Id of Authorised Person, Password, and Confirm Password.
- Note:** A note states: "1. Brandowners in Micro & Small Category exempted from EPR Registration
2. Online platforms/marketplaces and supermarkets/retail chain are included".
- Buttons:** "Register" and "Already Registered? [Login Now]".

Figure 1.3: User profile

The dashboard includes:

- Navigation:** Home, Brand Owner, PIBO Operations, and a user icon for BO November.
- Welcome Message:** "Welcome, BO November!"
- Registration Status:** "Initiated".
- Valid Till:** " - ".
- User Type:** "Brand Owner".
- Table:** A table showing recycling targets for different categories:

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
- Buttons:** "User Profile", "Change Password", and "Logout".
- Links:** "Registration / Renewal of Registration" and "Plastic Procurement".

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)

- After Login, PIBO's Dash Board shall appear (**Figure 1.5**). Click on “New Application” to fill the Application Form
- The proforma for PART A: General Information is given in **Figure 1.6**.
- 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)
- Information to be provided in this section shall include:
 - States/UTs where the PIBO is operational
 - Confirmation, if the PIBO , has a production facility
 - Year of Commencement of Operations
 - Details of products produced
 - 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 document 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™

Brand Owner

PIBO Operations

New Application

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 * ⓘ

(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 * ⓘ

View
Change file
Save

* 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)

Aadhaar No.

Please Upload PAN

Please Upload Aadhar

Save

* 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 * ⓘ

No

Yes

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? *

Enter Capital

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

Enter Capital

4 b) Year of Commencement of Operations *

Attach File

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)	Flexible Plastic (Cat-II)	MLP (Cat-III)	Compostable Plastic (Cat-IV)
* Enter value in Tonnes	* Enter value in Tonnes	* Enter value in Tonnes	* Enter value in Tonnes	* Enter value in Tonnes
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

Save

Next

Copyright © 2023 - CPCB. All rights reserved.

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

Water (Act)				Air (Act)			
State	Application Number	Validity of Consent (Water Act)	Water Consent Document	Application Number	Validity of Consent (Air Act)	Air Consent Document	Actions
Select	mm/dd/yyyy		<input type="button" value="Please Upload Combined Consent Copy"/>	mm/dd/yyyy		<input type="button" value="Please Upload Combined Consent Copy"/>	<input type="button" value="Save"/>

* Click here to save and proceed

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

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

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

Activate Windows
Go to Settings to activate Windows

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 selected)
- 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

Figure 1.10: Procurement Details (Registered entity)

Figure 1.11: Procurement Details (Unregistered entity)

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 been confirmed and submitted it cannot be edited/ deleted

Figure1.12: Part D (Brand-owner)

The screenshot shows the EPR Portal For Plastic BO13 application form for Part D (Brand-owner). The form is divided into several sections:

- New Application:** Includes fields for 9 a) Exemption from use of recycled plastic by CPCB (marked as required) and 9 b) Is Cat I packaging used for food contact application (marked as required).
- 9 D) EPR Targets:** A table showing targets for Rigid Plastic (Cat-I), Flexible Plastic (Cat-II), MLP (Cat-III), Compostable Plastic (Cat-IV), and Total EPR target. It shows values for Min Recycling Target + Max EOL Tar... (0), Max EOL Target (NA), and items per page (All, 1-2 items of 2).
- Use of Recycled Material Target:** A table showing targets for Rigid Plastic (Cat-I) For size (>0.9 & < 4.9 L), Rigid Plastic (Cat-I) For size (> 4.9 L), and items per page (All, 1-1 items of 1).
- 10) Please attach Covering Letter(Only PDF) *** (Max file size of PDF is 5 MB): An input field with an 'Attach file' button.
- 11) Please upload signature(Only png / jpeg, jpg, gif) *** (Max file size of image is 150 KB): An input field with an 'Attach file' button.
- 12) Any Other Information & Self declaration of enterprise based upon Audited Statement (Only PDF) (Max file size of PDF is 5 MB):** An input field with an 'Attach file' button.
- Checklist:** A section where users agree to the following points:
 - 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.
- Buttons:** Previous, Save, Submit, and Copyright notice (Copyright © 2023 - CPCB. All rights reserved.).

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

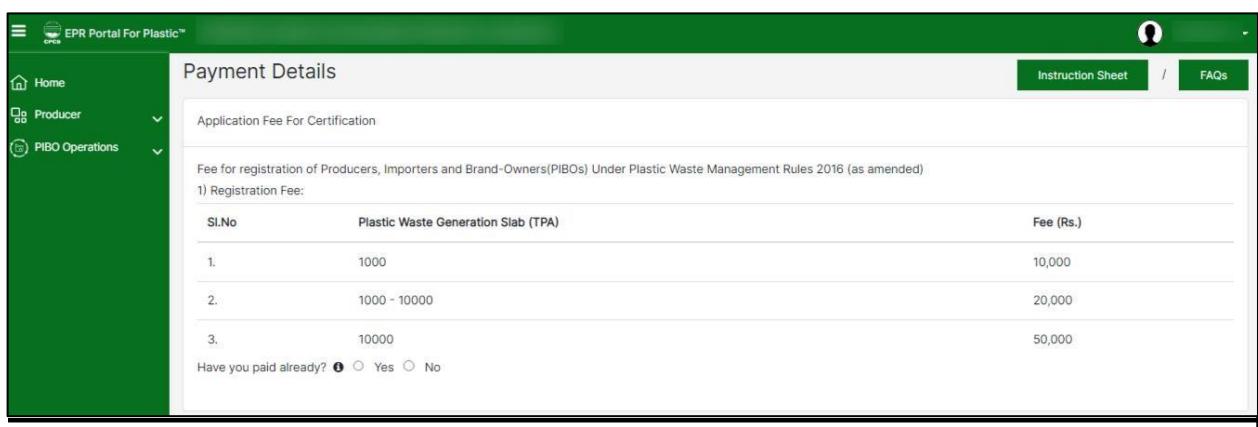
Figure 1.13: Filling of Checklist

Submission Checklist		
Name of the organization <p>Is the name same as the legal name appearing in GST Certificate <input checked="" type="radio"/> Yes <input type="radio"/> No</p>		
PAN <p>Has soft copy of PAN been uploaded <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is it issued in the legal name appearing in GST <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>Is the PAN reported in application same as that on the PAN Card <input type="radio"/> Yes <input type="radio"/> No</p>		
CIN <p>Is your organization covered under the Company Act <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
GST <p>Has soft copy of GST Certificate been uploaded <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Is the legal name appearing in GST same as name of the organization <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Is the GST No. reported in application same as that on the GST Certificate <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
PAN <p>Has soft copy of PAN of Authorized person been uploaded <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Is PAN issued in the Authorized Person's name <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
<p>Is the PAN reported in application same as that on the PAN Card <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
AADHAR Card <p>Has soft copy of Aadhar of Authorized person been uploaded <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Is Aadhar Card issued in the Authorized Person's name <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Is the Aadhar card no. reported in application same as that on the Aadhar card <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
States/UTs in which the producer is operating <p>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 checked="" type="radio"/> No</p>		
Details of type / quantity of products sold/ marketed <p>Have details of the products produced/marketed provided <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Have details regarding quantity of products produced / marketed provided <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Is the Aadhar card no. reported in application same as that on the Aadhar card <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
Total Qty of plastic consumed <p>Is quantity of plastic consumed comparable with the quantity of plastic waste generated as reported in the application <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
Process Flow Diagram <p>Is the Process Flow Diagram compatible with the products produced listed in 5a <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Have complete details regarding input raw material and final products been provided <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
Quantity of plastic waste generated <p>Is category of plastic waste generated compatible with the category of plastic raw material procured <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
Plastic Raw Material / Packaging procurement <p>Is the category of plastic raw material /packaging procured compatible with the category of plastic waste generated <input type="radio"/> Yes <input checked="" type="radio"/> No</p> <p>Is the category of plastic raw material /packaging procured compatible with the products marketed <input type="radio"/> Yes <input checked="" type="radio"/> No</p>		
<input style="margin-right: 10px; background-color: #0070C0; color: white; border: none; padding: 5px; font-weight: bold; border-radius: 5px; width: fit-content; height: fit-content;" type="button" value="Close"/> <input style="background-color: #0070C0; color: white; border: none; padding: 5px; font-weight: bold; border-radius: 5px; width: fit-content; height: fit-content;" type="button" value="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' section of the EPR Portal. The left sidebar has 'Home', 'Producer', and 'PIBO Operations' options. The main area title is 'Payment Details'. It says 'Application Fee For Certification' and 'Fee for registration of Producers, Importers and Brand-owners(PIBOs) Under Plastic Waste Management Rules 2016 (as amended)'. It lists '1) Registration Fee:' with a table:

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

At the bottom, it asks '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

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 * ⓘ
(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 * ⓘ

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)

1 c) Please select the states in which you have production units having consent issued by concerned SPBCB/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 *
(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) * Enter value in Tonnes	Flexible Plastic (Cat-II) * Enter value in Tonnes	MLP (Cat-III) * Enter value in Tonnes	Compostable Plastic (Cat-IV) * Enter value in Tonnes
2020-21	0	0	0	0
2021-22	0	0	0	0

5 d) Process Flow diagram *
(Max file size of PDF is 5 MB) ⓘ

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) *

Copyright © 2023 - CPCB. All rights reserved.

Figure 1.16: Part B & C Producer

EPR Portal For Plastic™

New Application

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

Starred (*) fields are mandatory

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

Water (Act) Air (Act)

State Application Number Validity of Consent (Water Act) Water Consent Document Application Number Validity of Consent (Air Act) Air Consent Document Actions

Select dd----yyyy dd----yyyy

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) *

Pre Consumer Waste Plastic Packaging put in market (Post Consumer)

Sl. No. State Name Year Category of Plastic Plastic Quantity (TPA) Recycled Plastic % Plastic Quantity (TPA) Recycled Plastic % Action

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 *

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 *

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 *

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 *

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

Copyright © 2022 - CPCB. All rights reserved.

Figure 1.17: Plastic material sold (Registered entity)

The screenshot shows the 'Details of Plastic Raw material sold' form for a registered entity. The registration type is 'Registered'. The entity type is 'Select Entity Type'. The name of the entity is required. The address is 'Postal Address'. The state is 'Select State / UT'. The mobile number is required. The plastic material type is 'Select Plastic Material Type'. The category of plastic is 'Select Plastic Category'. The financial year is required. The bank account no. is required. The IFSC code is required. The GST is required. The total plastic quantity (Tons) is required. The % of Recycled Plastic Content (0 value for Virgin material) is required. The invoice number is required. There is an option to upload an invoice or GST E-invoice. The sidebar shows a list of years.

Figure 1.18: Plastic material sold (Unregistered entity)

The screenshot shows the 'Details of Plastic Raw material sold' form for an unregistered entity. The registration type is 'Unregistered'. The entity type is 'Select Entity Type'. The name of the entity is required. The address is 'Postal Address'. The state is 'Select State / UT'. The mobile number is required. The plastic material type is 'Select Plastic Material Type'. The category of plastic is 'Select Plastic Category'. The financial year is required. The bank account no. is required. The IFSC code is required. The GST is required. The total plastic quantity (Tons) is required. The % of Recycled Plastic Content (0 value for Virgin material) is required. The invoice number is required. There is an option to upload an invoice or GST E-invoice. The sidebar shows a list of years.

Figure 1.19: Part D (Producer)

Producer13

New Application

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) *

Plot area in sqm
This field is required

9 b) GPS Location of the unit

Latitude *
Longitude *
This field is required

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

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

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

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

iv. Please enter video link of the plant

Attach file
Please upload image

Attach file
Please upload image

Attach file
Please upload image

Video link of the plant
Save
* Click here to save and proceed

9 d) Plant machinery details

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

* Click here to save and proceed

9 e) Production Details

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

* Click here to save and proceed

9 f) Power Load of the Plant

Sanctioned power load of plant (kWh) *

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

Attach file
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)

Select
Attach file
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... Max EOL Target	0 NA	0 NA	0 NA	0 NA	0 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	0	0	0

Items Per Page: All 1 - 1 items of 1
Prev Next

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

Attach file
This field is required

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

Attach file
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)

Attach file
Save

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
Copyright © 2023 – CPCB. All rights reserved.

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' page of the EPR Portal. The left sidebar has navigation links for Home, Importer, and PBO Operations. The main content area has a header 'IMPORTANT INSTRUCTION' with the note: 'Applicant may keep all the information ready prior to filling up the form, for convenience'. Below this is a note: 'Note: The partwise information to be entered in Importer Registration form.' followed by a list of sections: Part A : General Information, Part B : Pertaining to Liquid Effluent and Gaseous Emissions, Part C : Pertaining to Waste, and Part D : Action plan for implementation of Extended Producer Responsibility (EPR) for Plastic Waste Management (PWM). The 'Part A: General Information' section is active, featuring a green header. It contains fields for '1 a) Entity Details' (Name of the organization (Legal Name) *, Trade Name *, Type of Business *, Registered Address *, Postal Address *), company type (Type of company *), IEC (IEC *, Please upload supporting document for company category *), and documents (PAN, GST, IEC). There are also fields for '1 b) Authorized Person Details' (Name *, Designation *, Mobile No. *, Email *, PAN). A note at the bottom right says: '* Click here to save and proceed'.

Figure 1.21:Procurement Details(Importer)

The screenshot shows a form titled 'Add Material Procurement Details'. It contains several input fields grouped into columns:

- 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-----yyyy
- Quantity (Ton)***: Enter Quantity
- Invoice Number***: Enter Invoice Number
- Upload Invoice ***: A file input field with a placeholder 'Upload Invoice' and a 'Browse' button.
- Submit**: A green button at the bottom left.

Figure1.22 Importer: Raw material sold (Registered entity)

The screenshot shows a form titled 'Details of Plastic Raw material sold'. It contains several input fields grouped into columns:

- 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)**: A file input field with a placeholder 'Upload Invoice' and a 'Browse' button.
- (Max file size of document is 2 MB)**
- Submit**: A green button at the bottom right.

Figure 1.23: Importer Raw material sold (Unregistered entity)

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

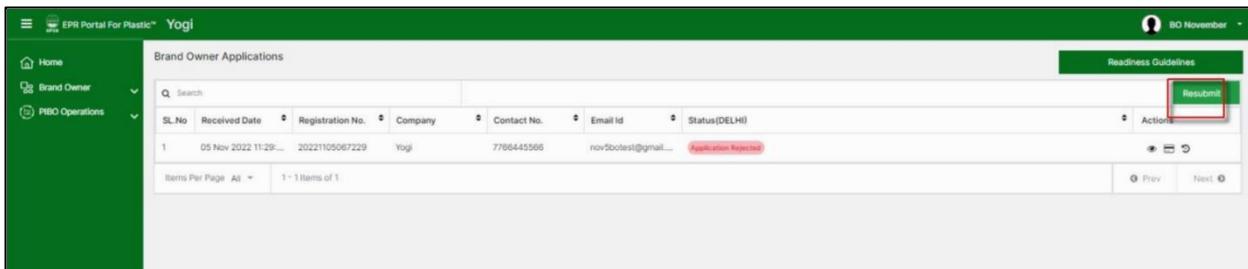


Figure 1.25: Late fees Mechanism

The screenshot shows the 'Payment Details' section of the EPR Portal. It includes a table for 'Application Fee For Certification' and a table for 'Late Fees For Resubmission'. The 'Late Fees For Resubmission' table is highlighted with a red border.

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%

Please proceed to pay INR 2500.0

[Click To Pay](#) [Click To Go Back](#)

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

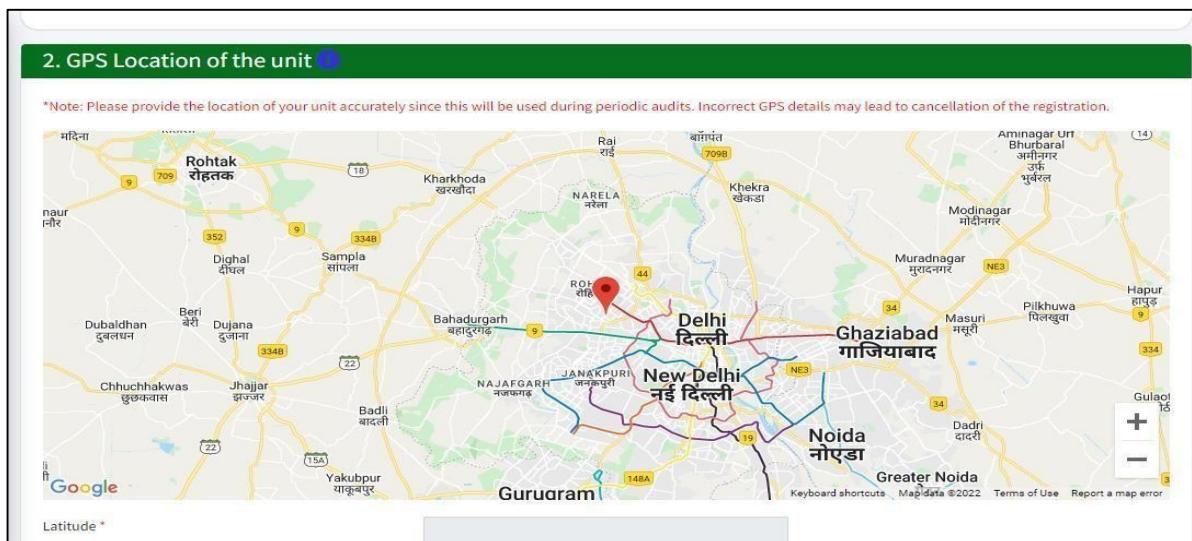
* Marks are Mandatory

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	PWP TEST APPLICATION	
ii. Designation	ASSOCIATE	
iii. Mobile No.	8130421893	
iv. PAN No.	AAAAAA0000T	Upload pdf of Scan * PDF file size must be 2 MB. <input type="button" value="Choose File"/> No file chosen
v. Aadhaar No.	012345678910	Upload pdf of Scan * PDF file size must be 2 MB. <input type="button" value="Choose File"/> No file chosen
vi. Email Id	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="button"/>
6. Renewal of Registration	
Renewal of Registration *	<input type="button"/>
7. Type of facility	
Type of facility *	<input type="button"/>
Manufacturing Process <small> ⓘ</small>	
8. Process flow diagram	
Upload process flow diagram <small> ⓘ</small> * PDF file size must be 2 MB.	<input type="button"/> 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

Choose File No file chosen

ii. Production process
Image file upto size 2 MB

Choose File No file chosen

iii. Products dispatch area
Image file upto size 2 MB

Choose File No file chosen

iv. Please enter video link of the plant 1
Note: <https://www.example.com/>

2.1.7 Plant Machinery details

Proforma given at **Figure 2.7**

Figure 2.7: Plant Machinery Details

11. Plant machinery details					
Picture file upto size 1 MB					
Name of machine *	Power Rating (kWh)*	Operating Hours (h)*	Processing Capacity (TPA)*	Upload Picture of machine *	Add/Remove
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Choose File"/> No file chosen	<input type="button" value="Add"/>

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

12. Plastic Waste Processing Capacity					
PW Category	Process Code	Processing Capacity (TPA) <small>TPA</small>	Product	Production Capacity (TPA / MW(for WtE plants) / MJoules (for co-processing)) <small>TPA</small>	Add/Remove
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Add"/>
13. Power Load of the Plant					
Sanctioned power load of plant (kWh)		<input type="text"/>			
Upload electricity bill* PDF file size must be 2 MB.		<input type="button" value="Choose File"/> No file chosen			
14. Waste Management					
i. Waste generation in processing plastic-waste					
Type of waste *	Quantity (TPA) *	Mode of Treatment/disposal *			Add/Remove
<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.					
<input type="button" value="Choose File"/> No file chosen					

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/Remove
<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.			
<input type="button" value="Choose File"/> No file chosen			
15. Provide details of the disposal facility, whether the facility is authorized by SPCB or PCC			
i. Authorised *			
<input type="text"/>			
ii. Name of Disposal Facility *			
<input type="text"/>			
iii. Please attach analysis report of characterization of waste generated (including leachate test if applicable) * PDF file size must be 2 MB.			
<input type="button" value="Choose File"/> No file chosen			
iv. Occupational safety and health aspects * PDF file size must be 2 MB.			
<input type="button" value="Choose File"/> 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. *			
<input type="text"/>			
ii. Upload File * PDF file size must be 2 MB.			
<input type="button" value="Choose File"/> No file chosen			
iii. Whether unit is in compliance with conditions laid down in the said rules. *			
<input type="text"/>			
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. *			
<input type="text"/>			
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. *			
<input type="text"/>			
17. Disaster management plan			
i. Onsite * PDF file size must be 2 MB.			
<input type="button" value="Choose File"/> No file chosen			
ii. OffSite * PDF file size must be 2 MB.			
<input type="button" value="Choose File"/> No file chosen			
iii. Any other relevant information including fire or accident mitigative measures * PDF file size must be 2 MB.			
<input type="button" value="Choose File"/> 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

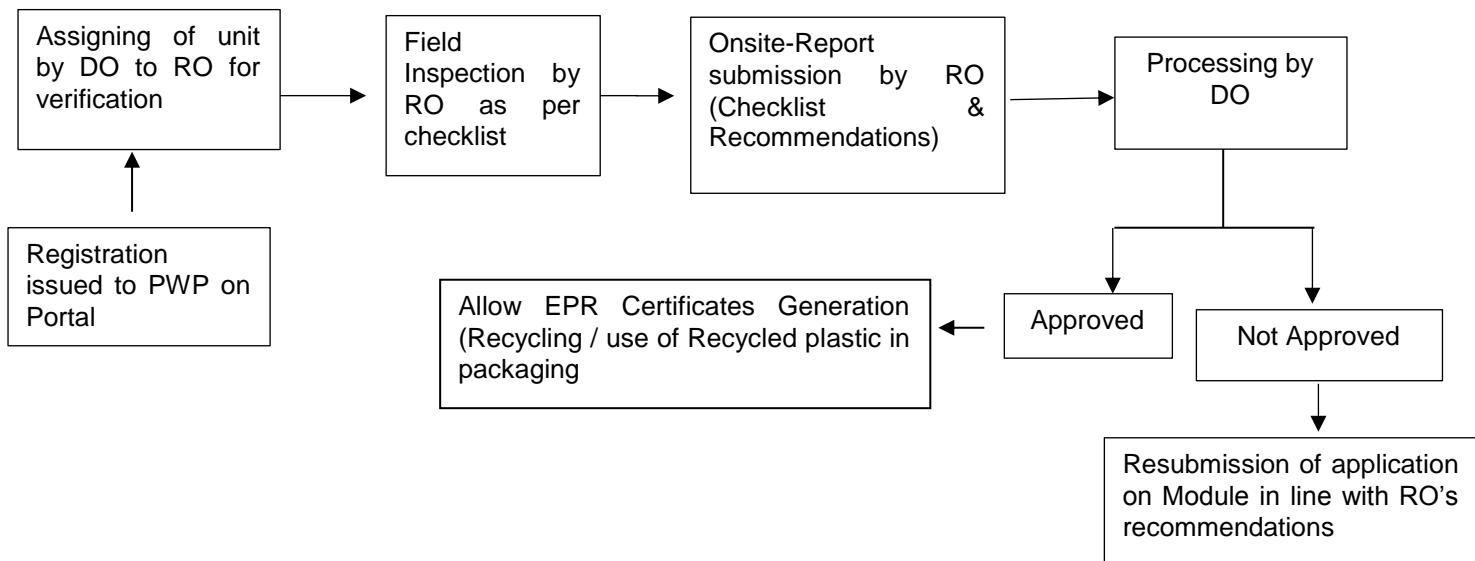


Table 1: PWP Physical Verification Checklist

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	Y/N	Given details	Y/N		
12. Plastic Waste Processing / Packaging Material Production capacity								
PWP	Processing Code		Capacity		Product		Production Capacity	
	Given details	Y/N	Given details	Y/N	Given details	Y/N	Given details	Y/N
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)

The screenshot shows the 'User Management' section of the DO Dashboard. The left sidebar has a green header 'EPR Portal For Plastic' and a menu with items like 'Dashboard', 'PIBO Applications', 'PIBO Reports', 'PWP', 'ULB', 'PWP Reports', 'PWP Physical Verification', and 'ULB Physical Verification'. The main area has a title 'User Management' and a table with columns: SL.No, First Name, Designation, Email, Mobile, User Role, State, and Actions. There are 6 rows of data:

SL.No	First Name	Designation	Email	Mobile	User Role	State	Actions
1	Sr. Mohd. Arif	Sr. Env. Engineer, C...	arif430@gmail.com	8129508995	SPCB - DO	DELHI	<input checked="" type="checkbox"/> <input type="checkbox"/>
2	Aditya RO	Delhi - RO	delhiro@test.com	9090909090	RO	DELHI	<input checked="" type="checkbox"/> <input type="checkbox"/>
3	SPCB Divya Sinha	DO	divyasinha.spcb@k...	9451309836	SPCB - DO	DELHI	<input checked="" type="checkbox"/> <input type="checkbox"/>
4	Madhush RO	RO	md.delhi@ki.com	8456845685	RO	DELHI	<input checked="" type="checkbox"/> <input type="checkbox"/>
5	MS Delhi	MS	ms.delhi@ki.com	9451309836	SPCB - MS	DELHI	<input checked="" type="checkbox"/> <input type="checkbox"/>
6	Dr. K S Jayachandran	Member Secretary...	msdpcc@nic.in	8129508995	SPCB - MS	DELHI	<input checked="" type="checkbox"/> <input type="checkbox"/>

The top right corner shows a dropdown 'DO Delhi' with options 'User Management', 'Change Password', and 'Logout'. A 'Search' button is also visible.

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

The screenshot shows two overlapping windows. The background window is titled 'User Management' and contains a 'Add User' form. The form fields include 'First Name *' (First Name), 'Designation *' (Designation), 'Email *' (do.delhi@kl.com), 'Password *' (*****), 'Mobile *' (Mobile No.), 'State *' (DELHI), and 'User Role *' (Select). A 'Submit' button is at the bottom. The foreground window is a modal titled 'Assign' with the sub-tittle 'PWP Physical Verification Process'. It shows a dropdown 'Assign To:' set to 'RO Delhi'. Below it is a table listing 26 entries. The first entry (SL.No 7) has status 'Under review' (DO Delhi (DO)). The second entry (SL.No 8) has status 'To be Initiated'. The fourth entry (SL.No 10) has status 'Under review' (DO Delhi (DO)). The fifth entry (SL.No 9) has status 'Approved'. The table includes columns for SL.No, Company, Registered Address, State/UT, District, Physical Verification Status Updated on, Physical Verification Status, and Actions.

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

This screenshot shows a table titled 'PWP Physical Verification Process' under the 'PWP Physical Verification' section of the sidebar. The table lists 10 entries. The first entry (SL.No 1) has status 'Assigned' (RO Delhi (Regional Offc)). The second entry (SL.No 2) has status 'Under review' (DO Delhi (DO)). The third entry (SL.No 3) has status 'Under review' (DO Delhi (DO)). The fourth entry (SL.No 4) has status 'Approved'. The fifth entry (SL.No 5) has status 'Approved'. The table includes columns for SL.No, Company, Registered Address, State/UT, District, Physical Verification Status Updated on, Physical Verification Status, and Actions. A 'Search' bar is also present above the table. A black callout box highlights the 'Update Physical Verification Checklist' button next to the second entry's status.

Figure 3.5: Online Filing of Checklist

PWP Physical Verification Checklist				Last updated: 2022-09-18 18:44:11 X																				
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Company Details</th> <th>Value</th> <th>Yes/No</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Company PAN *</td> <td>AAAAAA1234A</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Company CIN (Wherever Applicable) *</td> <td>L21091KA2019OPC141331</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Company GST *</td> <td>22AAAAA0000A1Z5</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Plot Area (sqm) *</td> <td>1000</td> <td>Select ▼</td> <td>This field is required</td> </tr> </tbody> </table>					Company Details	Value	Yes/No	Remarks	Company PAN *	AAAAAA1234A	Select ▼	This field is required	Company CIN (Wherever Applicable) *	L21091KA2019OPC141331	Select ▼	This field is required	Company GST *	22AAAAA0000A1Z5	Select ▼	This field is required	Plot Area (sqm) *	1000	Select ▼	This field is required
Company Details	Value	Yes/No	Remarks																					
Company PAN *	AAAAAA1234A	Select ▼	This field is required																					
Company CIN (Wherever Applicable) *	L21091KA2019OPC141331	Select ▼	This field is required																					
Company GST *	22AAAAA0000A1Z5	Select ▼	This field is required																					
Plot Area (sqm) *	1000	Select ▼	This field is required																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>No. of Workers (including contract labour) *</td> <td>500</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>GPS Location Of Unit *</td> <td>28.658158213966388 - 77.3648564661616</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td colspan="4">Authorized person</td> </tr> <tr> <td>Authorized Person - PAN *</td> <td>AAAAAA1234A</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Authorized Person - Aadhar *</td> <td>465896302548</td> <td>Select ▼</td> <td>This field is required</td> </tr> </tbody> </table>					No. of Workers (including contract labour) *	500	Select ▼	This field is required	GPS Location Of Unit *	28.658158213966388 - 77.3648564661616	Select ▼	This field is required	Authorized person				Authorized Person - PAN *	AAAAAA1234A	Select ▼	This field is required	Authorized Person - Aadhar *	465896302548	Select ▼	This field is required
No. of Workers (including contract labour) *	500	Select ▼	This field is required																					
GPS Location Of Unit *	28.658158213966388 - 77.3648564661616	Select ▼	This field is required																					
Authorized person																								
Authorized Person - PAN *	AAAAAA1234A	Select ▼	This field is required																					
Authorized Person - Aadhar *	465896302548	Select ▼	This field is required																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <tbody> <tr> <td>Registration (Fresh/Renewal) *</td> <td>yes</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Process Flow Diagram *</td> <td>View</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Consent Valid (checkbox) *</td> <td>yes</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Authorization under Hazardous Waste Rules Valid (checkbox/NA) *</td> <td>yes</td> <td>Select ▼</td> <td>This field is required</td> </tr> </tbody> </table>					Registration (Fresh/Renewal) *	yes	Select ▼	This field is required	Process Flow Diagram *	View	Select ▼	This field is required	Consent Valid (checkbox) *	yes	Select ▼	This field is required	Authorization under Hazardous Waste Rules Valid (checkbox/NA) *	yes	Select ▼	This field is required				
Registration (Fresh/Renewal) *	yes	Select ▼	This field is required																					
Process Flow Diagram *	View	Select ▼	This field is required																					
Consent Valid (checkbox) *	yes	Select ▼	This field is required																					
Authorization under Hazardous Waste Rules Valid (checkbox/NA) *	yes	Select ▼	This field is required																					
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">Uploaded Pictures</th> </tr> </thead> <tbody> <tr> <td>Uploaded Pictures - Raw Material *</td> <td>View</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Uploaded Pictures - Production Area *</td> <td>View</td> <td>Select ▼</td> <td>This field is required</td> </tr> <tr> <td>Uploaded Pictures - Packaging Area *</td> <td>View</td> <td>Select ▼</td> <td>This field is required</td> </tr> </tbody> </table>					Uploaded Pictures				Uploaded Pictures - Raw Material *	View	Select ▼	This field is required	Uploaded Pictures - Production Area *	View	Select ▼	This field is required	Uploaded Pictures - Packaging Area *	View	Select ▼	This field is required				
Uploaded Pictures																								
Uploaded Pictures - Raw Material *	View	Select ▼	This field is required																					
Uploaded Pictures - Production Area *	View	Select ▼	This field is required																					
Uploaded Pictures - Packaging Area *	View	Select ▼	This field is required																					

Plant Machinery Details							
	Machine		Power Rating (kWh)		Processing Capacity (TPA)		
S.No	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							
	Processing Code		Capacity (TPA)		Product		Production Capacity (TPA / MW(for WTE plants) / MJoules (for co-processing))
PWP	Given details *	Y/N *	Given details *	Y/N *	Given details *	Y/N *	Given details *
CAT-I	R1 - Recycl	Select	100.0000	Select	HDPE	Select	100.0000
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	
Electricity Bill *				View	Select	This field is required	
Waste Management Details *				Waste Type A	Select	This field is required	

Pollution Control Measures *				yes	Select	This field is required	
Disaster Management Plan							
Disaster Management Plan - Onsite *				View	Select	This field is required	
Disaster Management Plan - Offsite *				View	Select	This field is required	
Overall Recommendation *					Select	This field is required	

Submit
Close

Figure 3.6: Communication of Recommendations of RO to DO

Update Status X

pwp21oct - Delhi

Forward Verification Report to

Enter Comment *

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	pwp21oct	Delhi	DELHI	South Delhi	2022-11-14 11:00:37	Under review DO Delhi (DO)	
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	

Please select any one of the following *

Approved

Not Approved

Submit

3.2 Generation & Transfer of EPR Certificates by PWPs

This section will essentially 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 PWPs 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 PWPs 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

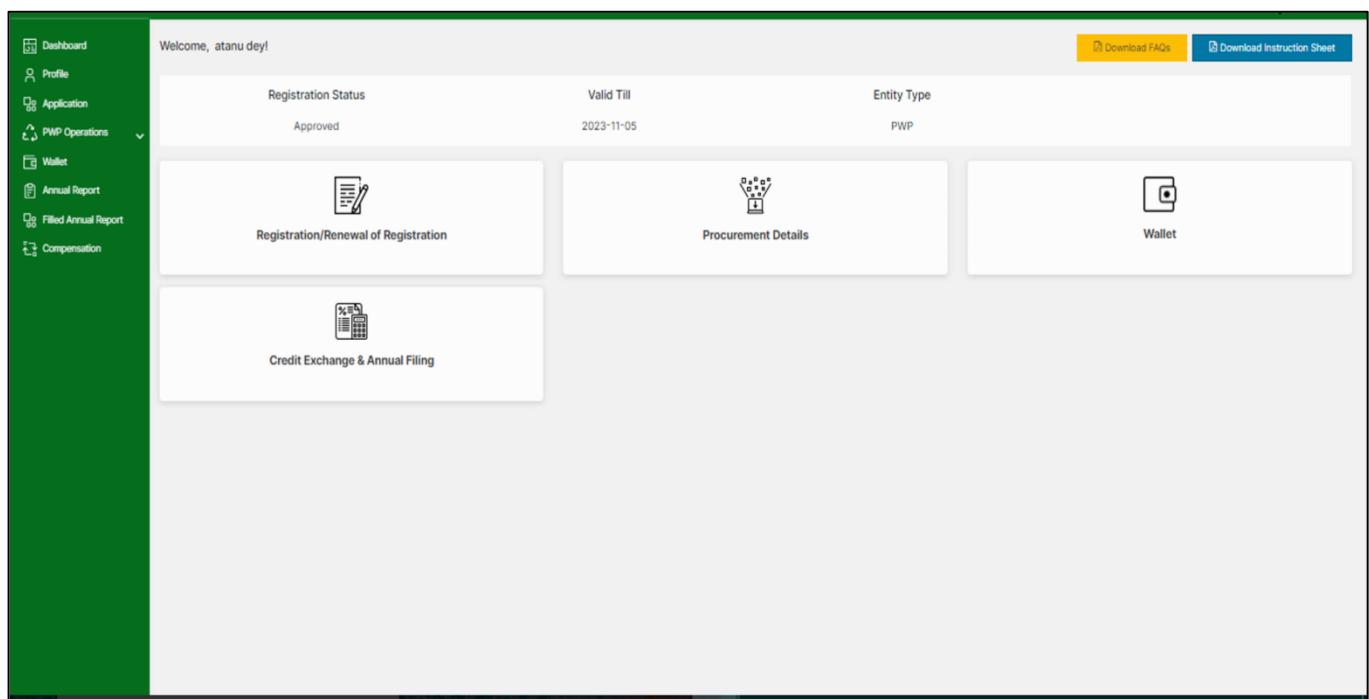


Figure 3.10: Proceeding to Procurement Section

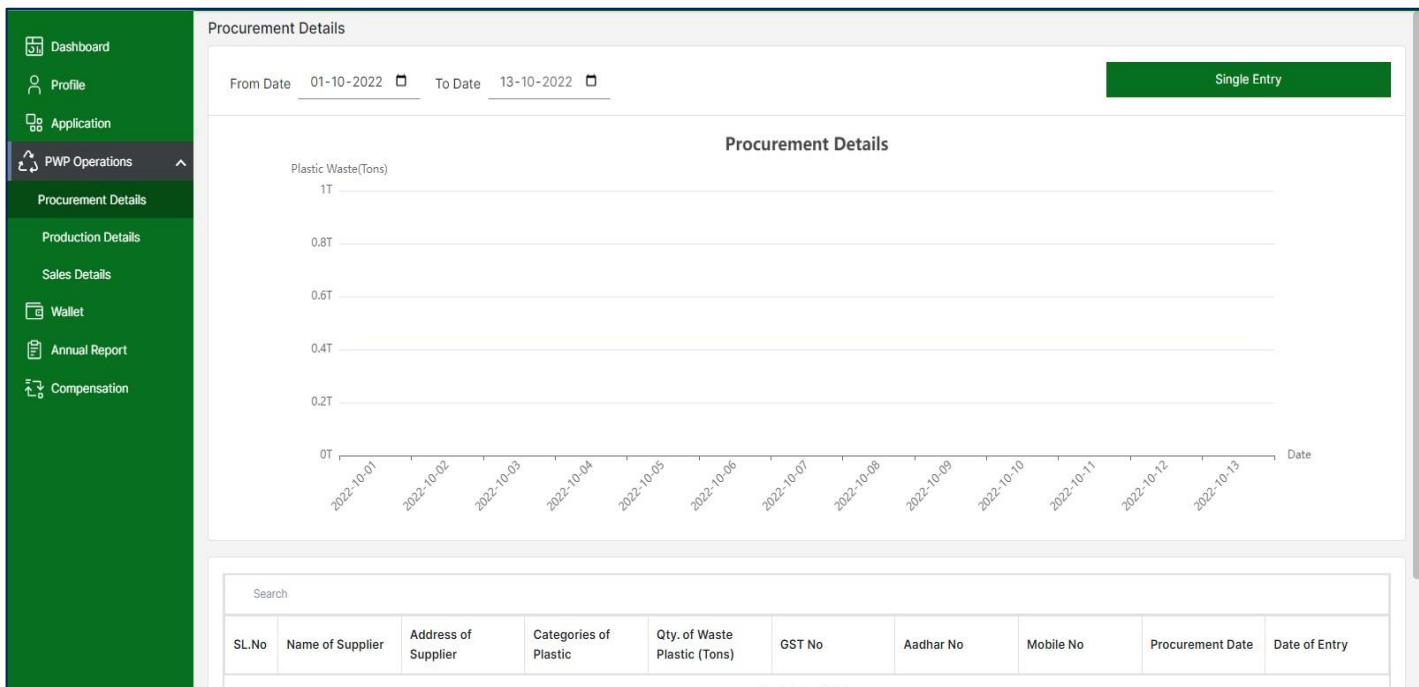


Figure 3.11: Proforma for Addition of PW Procurement details

The screenshot shows the 'Add Procurement Details' form. It includes fields for 'Categories of Plastic', 'Address Line 1', 'Address Line 2', 'City', 'State', 'Pincode', 'Supplier GST Available?', 'Qty. of Waste Plastic(Kg)', 'Invoice No.', 'Date of Entry', 'Procurement date', and an 'Upload Invoice' section with a file input field. A green button at the top right says 'Single Entry'.

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”

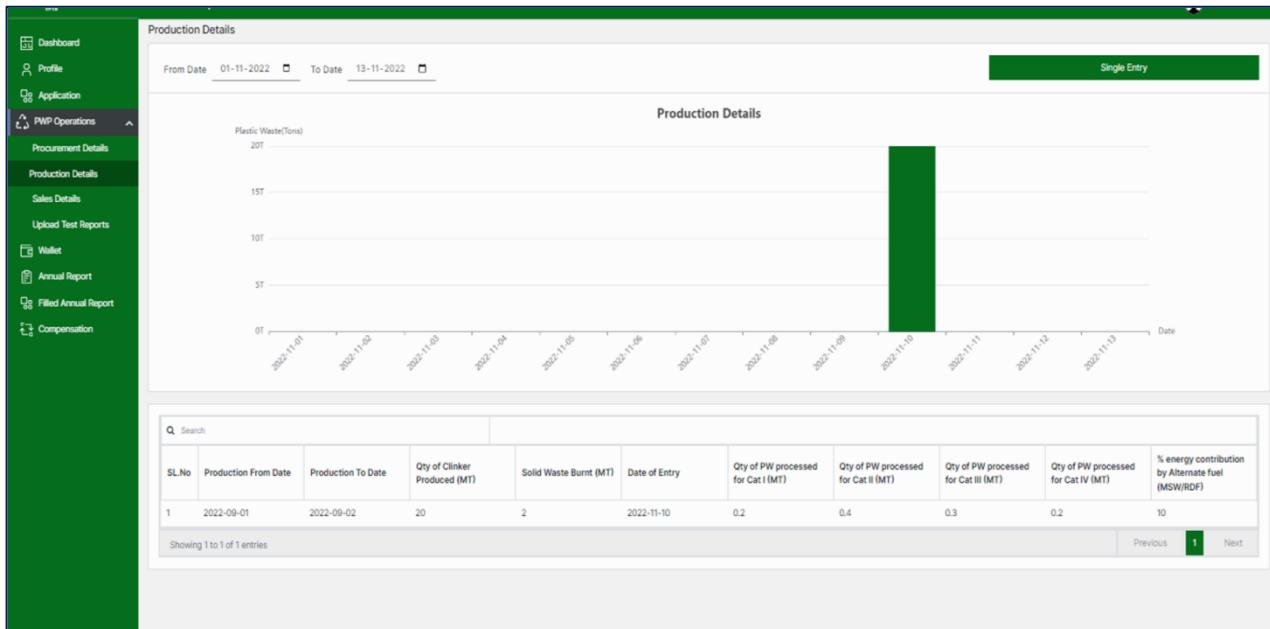


Figure 3.13: Proforma for filing Production details (Recycler)

The screenshot shows the 'Add Production details (Plastic Waste Recycling)' dialog box. It contains fields for 'Categories of Plastic *' (CAT-I), 'Process Code*' (R1 - Recycling - Pellets / Chips (CAT-I)), 'Qty. of Input Waste(MT)' (13.5), 'Product Type *' (Pellets), 'Type of Plastic*' (PET), 'Percentage of Recycled Plastic in Product(%)*' (90), 'Qty. of Product(MT)' (10), and 'Production Date *' (13-11-2022). A 'Submit' button is at the bottom right. In the background, the main production details table is visible with data from Figure 3.12.

Figure 3.14: Proforma for Production details (WtE)

Add Production details (Waste to Energy Plants)

Period

From Date * mm/dd/2022 To Date * mm/dd/2022

Meter reading on end date * Enter power generation(mWh)

Upload meter reading image of start date * Choose File No file chosen

Upload meter reading image of end date * Choose File No file chosen

Upload pdf (any other details) Choose File No file chosen

Power generation (mWh) * Enter power generation(mWh)

Qualifying energy (MJ) : 0

Qualifying solid waste/RDF (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

Figure 3.15: Proforma for Test Report (WtE)

EPR Portal For Plastic™ Madnesh WtE

Upload Test Reports and Values

Calorific value of feed to WtE boiler (KJ/Kg): 10

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

Plastic Content (Cat - I) % : 20

Plastic Content (Cat - II) % : 10

Plastic Content (Cat - III) % : 15

Plastic Content (Cat - IV) % : 0

Energy conversion factor of the Boiler : 0.5

Upload Test Report* View

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

Date	Qty of PW processed for Cat III (MT)	Qty of PW processed for Cat IV (MT)
2022-11-01	0	0
2022-11-06	0	0

Figure 3.17 : Upload Test Report (WtO)

Figure 3.18: Proforma for filing Production details (Coprocessor)

Date	% energy contribution by Alternate fuel (MSW/RDF)
2022-11-12	10
2022-11-13	13

Figure 3.19: Upload Test Report (Coprocessor)

Figure 3.20: Proforma for Production details (composting)

The screenshot shows the 'Production Details' section of the portal. On the left, a sidebar lists various operational modules like Dashboard, Profile, Application, PWP Operations (selected), Procurement Details, Production Details (selected), Inventory & Sales, Upload Test Reports, Wallet, Annual Report, Filled Annual Report, and Compensation. The main area has a search bar and a table with columns: SL.No, Production From Date, Production To Date, Qty of Compost Produced (MT), Solid Waste Burnt (MT), Date of Entry, and Qty of PW processed for Cat IV (MT). Below the table is a pagination bar showing 'Showing 1 to 6 of 6 entries'. A modal window titled 'Add Production details (Industrial Composting)' is open, containing fields for 'From Date' (dd-yyyy), 'To Date' (dd-yyyy), 'Compost production (in tons)' (Enter quantity), 'Qualifying Feed(MT)' (Enter quantity), and 'Qty of PW processed for Cat IV (in MT)' (Enter quantity). There are 'Submit' and 'Cancel' buttons.

Figure 3.21: Upload Test Report (Industrial-composting)

The screenshot shows the 'Upload Test Reports and Values' page. The sidebar is identical to Figure 3.20. The main form includes fields for 'Qty of Feed per Ton of Compost(in MT)' (4), 'Category wise percentage of plastic content in solid waste' (Plastic Content (Cat-IV) %: 30), 'Test Report Validity' (13-Feb-2023), and 'Upload Test Report*' (with a 'View' link). An 'Update' button is located at the top right of the form area.

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 detailsThe 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 Ädd 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**
- o 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

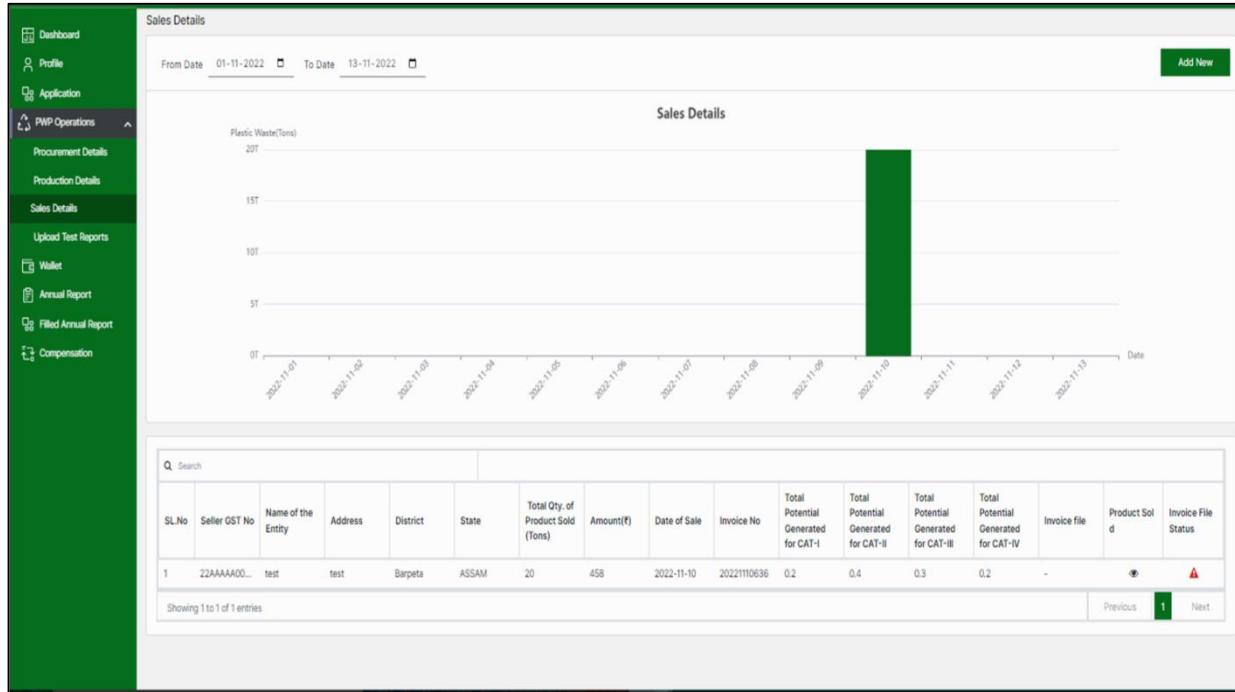


Figure 3.23(a): Inventory Details (Recycler)

The screenshot shows the Production Inventory section. On the left is a sidebar with navigation links: Dashboard, Profile, Application, PWP Operations (selected), Procurement Details, Production Details, Sales Details, Upload Test Reports, Wallet, Annual Report, Filled Annual Report, and Compensation. The main area has tabs for "Sales Details" and "Production inventory". Under "Production inventory", there is a search bar and a table with columns: SL.No, Select, Category, Process Code, Plastic Type, Product, Percentage of Recycled plastic in product, and Available quantity (MT). Five rows are listed: 1. Category CAT-I, Process Code R1, Plastic Type PET, Product Pellets, Percentage 50, Available quantity 20; 2. Category CAT-I, Process Code R1, Plastic Type PET, Product Pellets, Percentage 100, Available quantity 50; 3. Category CAT-I, Process Code R4, Plastic Type PP, Product Packaging (Cat-I)-(Containers > 0.9L and < 4.9 L), Percentage 10, Available quantity 10; 4. Category CAT-I, Process Code R4, Plastic Type PP, Product Packaging (Cat-I)-(Containers > 4.9 L), Percentage 10, Available quantity 60; 5. Category CAT-I, Process Code R4, Plastic Type PP, Product Packaging (Cat-I)-(Containers < 0.9 L), Percentage 100, Available quantity 60. Below this is a table for "Add sales quantity" with columns: SL.No, Category, Process Code, Plastic Type, Product, Percentage of Recycled plastic in product, Available quantity (MT), and Quantity Sold(MT). Two rows are listed: 1. Category CAT-I, Process Code R1, Plastic Type PET, Product Pellets, Percentage 50, Available quantity 20, Quantity Sold 1; 2. Category CAT-I, Process Code R1, Plastic Type PET, Product Pellets, Percentage 100, Available quantity 50, Quantity Sold 2. At the bottom is a "Generate invoice" section with fields for Registration Type (Registered), Entity Type (Producer), Name of the Entity (2022061871760-NV Enterprises), and a timestamp (23:32).

Figure 3.23(b): Inventory Details (WtO)

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

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

Name of the Entity *	Address*	State*
DIVYA SINHA	402-D, RECENT, SHIPRA SUN CITY, INDIRAPURAM	ANDAMAN AND NICOBAR ISLANDS
District*	GST No. of Seller *	Bank Account No*
Nicobar	22AAAAAA0000A1Z7	1234567890123
IFSC Code*	Principal Amount(₹)*	GST Amount(₹)*
UBIN0553271	290	6

Figure 3.23(c): Inventory Details (Coprocessor)

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

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

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

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

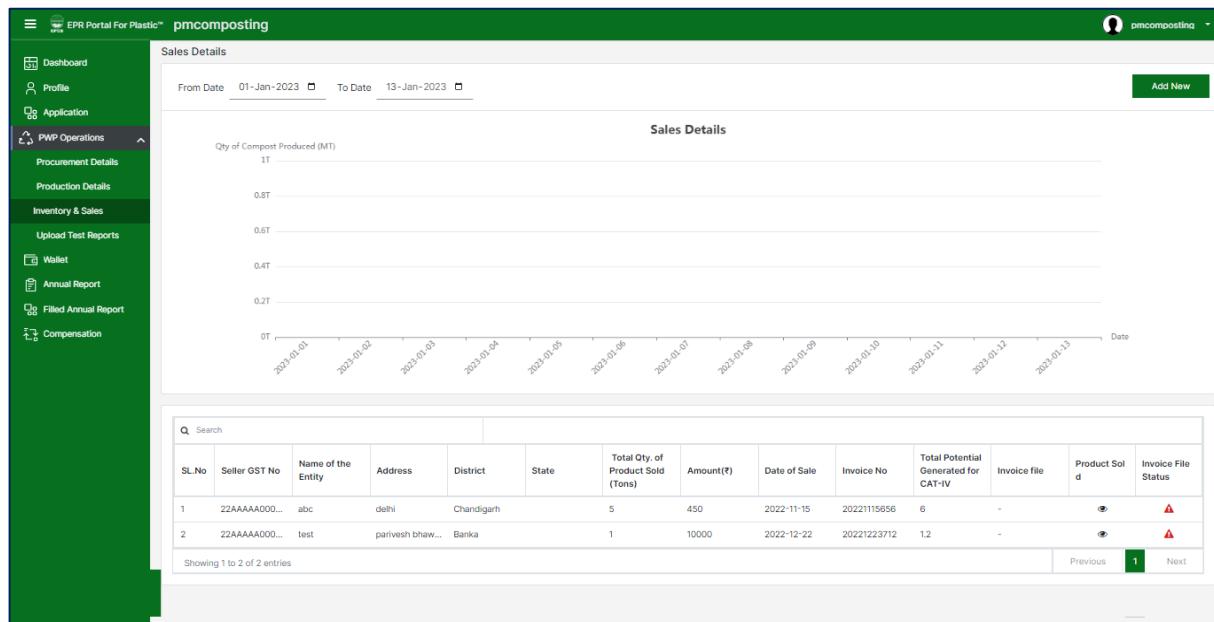


Figure 3.24(a): Proforma for Generating Invoice (Recycler)

The form is part of the EPR Portal. The left sidebar is identical to Figure 3.23(d).

The main form has several sections:

- Add sales quantity:** A table with columns SL.No, Category, Process Code, Plastic Type, Product, Percentage of Recycled plastic in product, Available quantity (MT), and Quantity Sold(MT). Data:

1	CAT-I	R1	PET	Pellets	50	20	1
2	CAT-I	R1	PET	Pellets	100	50	2
- Generate invoice:** Fields for Registration Type (Registered), Address (Plot No 6 Phase I Industrial Estate Gangyal Jammu), GST No. of Seller (22AAAAA0000A1Z7), Principal Amount(₹) (1000), Entity Type (Producer), State (JAMMU AND KASHMIR), Bank Account No (1234567890123), FSC Code (UBIN0553271), Name of the Entity (2022061671760-NV Enterprises), District (Jammu), Sales date (13-11-2022), and a "Generate EPR Invoice Number" button.

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

The screenshot shows the EPR Portal for Plastic interface. On the left, a sidebar lists various menu items under 'PWP Operations'. The main area contains a table for 'Add sales quantity' with columns for 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), and Quantity Sold(MT). Below this is a section for 'Generate Invoice' with fields for 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 (22AAAAA00000A1Z7), Bank Account No (1234567890123), IFSC Code (UBIN0553271), Principal Amount(₹) (290), GST Amount(₹) (6), Sales date (13-11-2022), Total Quantity Sold(MT) (10000), and EPR Invoice Number (20221113646). Buttons for 'Generate EPR Invoice Number' and 'Reset' are at the bottom.

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

The screenshot shows the EPR Portal for Plastic interface. On the left, a sidebar lists various menu items under 'PWP Operations'. The main area contains a table for 'Add sales quantity' with columns for 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), and Quantity Sold(MT). Below this is a section for 'Generate Invoice' with fields for Name of the Entity (DIVYA SINHA), Product Type (Cement), Address (402-D, REGENT, SHIPRA SUN CITY, INDIRAPURAM), State (ANDAMAN AND NICOBAR ISLANDS), District (Nicobar), GST No. of Seller (22AAAAA00000A1Z7), Bank Account No (1234567890123), IFSC Code (UBIN0553271), Principal Amount(₹) (290), GST Amount(₹) (3), Sales date (13-11-2022), Quantity of Clinker sold (2.5), and EPR Invoice Number (20221113646). A note at the bottom right indicates the date and day (13 November 2022 Sunday).

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

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

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

Name of the Entity *	Address*	State*
Atanu Dey	Vill Kumar Bazar	ANDHRA PRADESH
District*	GST No. of Seller *	Bank Account No*
Chittoor	22AAAAA0000A1Z5	985632578
IFSC Code*	Principal Amount(₹)*	GST Amount(₹)*
UTIB0000251	1000	100
Sales date*	Total Quantity of Compost Sold(MT)*	
13-Jan-2023	1	

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

Category		Cat-I End of Life	Category		Cat-II End of Life	Category		Cat-III End of Life	Category		Cat-IV End of Life
Processing Capacity(MT)	2500		Processing Capacity(MT)	2500		Processing Capacity(MT)	5000		Processing Capacity(MT)	0	
Available Potential(MT)	0.2		Available Potential(MT)	0.4		Available Potential(MT)	0.3		Available Potential(MT)	0.2	
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	

Transfer Transactions		Certificates Generations		Certificate Expiry Details	
<input type="text"/> Search					
SL.No	Date	Transaction ID	Transfer To	Status	Amount
No data available.					

Figure 3.26 : Generate Certificate

Category		Total certificate value	
Cat-I Recycling		10	

Denomination	Count	Total
1	X <input type="text" value="10"/>	10
10	X <input type="text" value="0"/>	0
50	X <input type="text" value="0"/>	0
100	X <input type="text" value="0"/>	0
500	X <input type="text" value="0"/>	0
1000	X <input type="text" value="0"/>	0
Total		10

Wallet Details	
Category	Cat-I Recycling
Total Potential	36436.5
Available Potential	36436.5
Used Potential	0
Remaining Potential	36426.5
Certificate to be generated	10

Figure 3.27: Transfer Certificate

Transfer Certificate

Category	Transfer From	Entity Type
Cat-I Recycling	Self	Brand Owner
Entity Name	Total certificate value	
	5	

Denomination Details

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

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 | Prev | Next

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

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 WloE	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	uat_pwp_recycler_6	uat_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

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/Plastic-to-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). PWPs 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/PWPs in accordance with the notified EPR Guidelines. The portal will help in improving accountability, traceability and transparency of fulfilment of EPR Obligations. The portal is planned to have seven modules, which allows registration of PWPs and PIBOs, issue certificates by PWPs & exchange of credits, allows real-time monitoring of transactions between PIBOs and PWPs, 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 PWPs respectively. The remaining modules will be integrated shortly.

Admin Login

Login as : CPCB/State/UT Auditor

Please enter Email ID and password

Email ID*

no.delhi@kl.com

Password*

Forgot Password Home FAQs Instruction Sheet

Sign In

Activate Windows
Go to Settings to activate W

Figure 4.2: Nodal officer Dashboard

Manage ULBs

SL.No	ULB Unique Code	ULB Name	District	State/UT	Actions
1	ULB01	SDMC	south	DELHI	
2	ULB03	NDMC	south delhi	DELHI	
3	ULB02	NDMC	delhi	DELHI	
4	ULB07	new delhi	shahdara	DELHI	
5	ulb06	gazibabad	gazibabad	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

SL.No	ULB Unique Code	ULB Name	District	State/UT	Actions
1	ULB0L01	SDMC	south	DELHI	
2	ULB03	NDMC	south delhi	DELHI	
3	ULB002	NDMC	delhi	DELHI	
4	ULB007	nEW dELHI	shahdara	DELHI	
5	ulb06	gaziaabad	gaziaabad	DELHI	
6	ulbNoida	Noida ULB	NOIDA	DELHI	
7	ULB10	ULB10	test	DELHI	
8	123456	Ataru	delhi	DELHI	
9	0987	City SP	Central delhi	DELHI	

Figure 4.4 : List of ULBs created by State Nodal Officer

SL.No	ULB Unique Code	ULB Name	District	State/UT	Actions
1	ULB0L01	SDMC	south	DELHI	
2	ULB03	NDMC	south delhi	DELHI	
3	ULB002	NDMC	delhi	DELHI	
4	ULB007	nEW dELHI	shahdara	DELHI	
5	ulb06	gaziaabad	gaziaabad	DELHI	
6	ulbNoida	Noida ULB	NOIDA	DELHI	
7	ULB10	ULB10	test	DELHI	
8	123456	Ataru	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

Category	Cat-I Recycling	Cat-II Recycling	Cat-III Recycling	Cat-IV Recycling
Processing Capacity(MT)	0	0	0	0
Available Potential(MT)	0	0	0	0
Used Potential(MT)	0	0	0	0
Total Certificate Value(MT)	0	0	0	0

Figure 4.7: PWP credit transfer to ULB

Denomination	Count	Total	Available
1	X 5	5	41
10	X 1	10	6
50	X 0	0	0
100	X 0	0	0
500	X 0	0	0
1000	X 0	0	0

Total: 15

Available Certificates: 101
Remaining Certificate: 86
No. of Certificates to be transferred: 15

Available Denomination:

Denomination	Count	Available
1 X	41	0
10 X	6	0
50 X	0	0
100 X	0	0
500 X	0	0
1000 X	0	0

Figure 4.8: ULB Wallet (After Transfer)

Category	Cat-I Recycling	Category	Cat-II Recycling	Category	Cat-III Recycling	Category	Cat-IV Recycling
Processing Capacity(MT)	4000	Processing Capacity(MT)	2000	Processing Capacity(MT)	2000	Processing Capacity(MT)	0
Cumulative Certificate Potential(MT)	883.05	Cumulative Certificate Potential(MT)	60	Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	0
Available Potential(MT)	398.05	Available Potential(MT)	20	Available Potential(MT)	0	Available Potential(MT)	0
Used Potential(MT)	485	Used Potential(MT)	40	Used Potential(MT)	0	Used Potential(MT)	0
Total Certificate Value(MT)	86	Total Certificate Value(MT)	0	Total Certificate Value(MT)	0	Total Certificate Value(MT)	0

SL.No	Date	Transaction ID	Transfer To	Status	Amount
1	08/12/2022 15:01:56	TXID2022000203	City SP(ULB)	success	15
2	08/12/2022 11:21:47	TXID2022000200	Innovative Technologies(Brand Own...	success	1
3	01/12/2022 15:12:34	TXID2022000195	Atanu(ULB)	success	12
4	20/11/2022 10:27:25	TXID2022000187	BO Test 14(Brand Owner)	success	100
5	18/11/2022 16:15:29	TXID2022000184	MARICO LIMITED(Brand Owner)	success	5
6	18/11/2022 16:01:03	TXID2022000181	MARICO LIMITED(Brand Owner)	success	50

Figure 4.9: Transfer of Certificates to PIBOs

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

Category	Cat-I Recycling	Category	Cat-II End of Life	Category	Cat-III End of Life	Category	Cat-IV End of Life
Processing Capacity(MT)	0	Processing Capacity(MT)	0	Processing Capacity(MT)	0	Processing Capacity(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

SL.No	Date	Transaction ID	Transfer To	Status	Amount
1	09/12/2022 12:40:11	TXID2022000206	Mayank BO(Brand Owner)	success	3
2	09/12/2022 12:33:45	TXID2022000205	AASTHA SALT INDUSTRIES PVT LTD...	success	2

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)

City SP

3. Authorized Person

Name:
Designation:
Mobile Number:
Email ID:

Date of Commencement:

5. Registration Under Plastic Waste Management Rules

Have you already registered under PWRM Rules 2020? Yes
Registration Number:

6. Renewal of Registration

Renewal of Registration: No

7. Type of Facility

Type of Facility: Plastic waste Recycling
Manufacturing Process: Recycling - Petrol / Oils (CAT-I) (Ref)
 Recycling - Petrol / Oils (CAT-II) (Ref)
 Recycling - Petrol / Oils (CAT-III) (Ref)
 Recycling - Petrol / Oils (CAT-IV) (Ref)
 Recycling - Products (CAT-I) (Ref)
 Recycling - Products (CAT-II) (Ref)
 Recycling - Products (CAT-III) (Ref)

Activate Windows
Go to Settings to activate Windows.

Figure 4.14: Certificate Generation after Physical Verification

Urban Local Body Application Status:

APPLICATION INITIATED PAYMENT COMPLETED APPLICATION SUBMITTED APPLICATION IN-PROCESS REGISTRATION ISSUED PHYSICAL VERIFICATION APPROVED APPROVED FOR CERTIFICATE GENERATION

***Note**
Submitted Date: 01 Dec 2022 02:48 PM
Your Application Has Been Approved By The State Board

Applications

SLNo	ULB Name	ULB Unique Code	District	State/UT	Submission Date	Status/Marked To	Actions
1	Atanu	123456	delhi	DELHI	01 Dec 2022 02:48 PM	Application Approved	

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

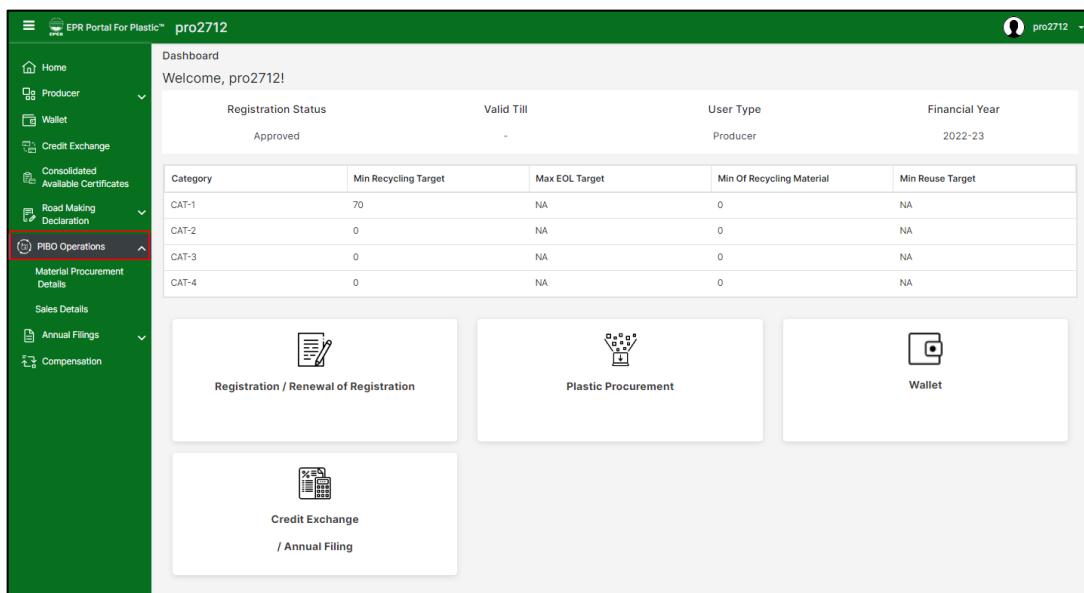
5.1 Recording Procurement & Sales Operations

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

SL.No	Registration Type	Entity Type	Name of the Entity	State	Address	Mobile Number	Plastic Material
1	UnRegistered	Other	Test1	DELHI	test	8877445544	PP

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

Date	Total Plastic Qty (Tons)	Recycled Plastic %	GST	GST Paid	GST E-Invoice No	Invoice File Status
01-08T16:55:00	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 ISL ANDS	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:

- 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-20221228-22ff64074e5147f6ac4b6...	10	Atanu	Cat-II	Recycling	50	40	5	15	55	26/12/20
5	CR-20221228-27158adda7c44b8997db...	1	Atanu	Cat-I	Recycling	29	28	4	5	33	26/12/20
6	CR-20221228-3975d2a511624ca586b8...	1	Atanu	Cat-I	Recycling	28	27	5	6	33	26/12/20
7	CR-20221228-92c753101a44ac9bcc...	1	Atanu	Cat-I	Recycling	27	26	6	7	33	26/12/20
8	CR-20221228-68f235b180c641f9883...	1	Atanu	Cat-I	Recycling	26	25	7	8	33	26/12/20
9	CR-20221227-90840994171249c590...	1	Atanu	Cat-I	Recycling	47	46	19	20	66	27/12/20
10	CR-20221227-dacb55de4d344e7074f...	10	Atanu	Cat-I	Recycling	46	36	20	30	66	27/12/20
11	CR-20221228-7db83c4c176f4a9b632...	1	Mayank	Cat-I	Recycling	5.5	4.5	0	1	5.5	26/12/20
12	CR-20221228-c0571148b6e74146a883...	10	Mayank	Cat-I	Recycling	25	15	8	18	33	26/12/20
13	CR-20221227-423e8e16a2ab4a5abe...	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

SL.No	State	Name	Address	Email	Class	Category	Certificate Available
1	TELANGANA	Sri Chakra Poly Pla...	Plot No.10/R2, Pha...	swaroop.kvr@srich...	Plastic waste Recy...	CAT I	<input checked="" type="checkbox"/>
2	DADRA AND NAGA...	Aero Fibre Pvt Ltd	Survey No.185/2 VI...	msharma@aerofitfib...	Plastic waste Recy...	CAT I	<input type="checkbox"/>
3	GUJARAT	ECOVISION ENVIR...	Survey No.11, 12, 1...	info@eco-vision.co...	Plastic waste Recy...	CAT I, CAT II	<input type="checkbox"/>
4	MADHYA PRADESH	Enviro Recyclan P...	Khasra No. 373/I, ...	Puneet@envirorec...	Plastic waste Recy...	CAT I, CAT II, CAT III	<input type="checkbox"/>
5	HARYANA	RK Plastic Solution...	Plot No - 287, Sect...	rkplastic2712@gm...	Plastic waste Recy...	CAT I, CAT II	<input type="checkbox"/>
6	UTTAR PRADESH	Shree Shyam Pack...	D-3, Site-2, Rania L...	eprrecycle08@gm...	Plastic waste Recy...	CAT III	<input type="checkbox"/>
7	TELANGANA	Hyderabad MSW E...	Survey No.173, CR...	bhaskar.boge@res...	Waste to energy PL...	CAT III	<input type="checkbox"/>
8	GUJARAT	Alliance Fibres Limi...	Block 203 & 208, ...	info@alliancefibres...	Plastic waste Recy...	CAT I	<input type="checkbox"/>
9	MAHARASHTRA	THE SHAKTI PLAS...	GUT NO 159 & 158,...	rahul@shaktiplast...	Plastic waste Recy...	CAT I, CAT II, CAT III	<input checked="" type="checkbox"/>

PWP Application Summary

61	Received
179	In Process
111	Not Approved
1001	Registered
1183	Total

88	Received
251	In Process
155	Not Approved
1502	Registered
1996	Total

61	Received
241	In Process
247	Not Approved
1988	Registered
2537	Total

PWP - Registered

Dashboards / Certificates Available

SL.No	Category	Available Potential(MT)	Used Potential(MT)	Total Certificate Value(MT)
1	Cat-I Recycling	35	31	16
2	Cat-II Recycling	22	33	28
3	Cat-III Recycling	35	25	25
4	Cat-IV Recycling	0	0	0
5	Cat-I End of Life	0	0	0
6	Cat-II End of Life	0	0	0
7	Cat-III End of Life	0	0	0
8	Cat-IV End of Life	0	0	0

Figure 5.9A: Detailed view of PWP generated certificate

SL.No	Category	Available Potential(MT)	Used Potential(MT)	Total Certificate Value(MT)
1	Cat-I Recycling	35	31	16
2	Cat-II Recycling	22	33	28
3	Cat-III Recycling	35	25	25
4	Cat-IV Recycling	0	0	0

- 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

Denomination	Count	Total	Available
1	X 0	0	6
10	X 0	0	1
50	X 0	0	0
100	X 0	0	0
500	X 0	0	0
1000	X 0	0	0

- 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

Category	Cat-I Recycling
Cumulative Certificate Potential(MT)	0
Available Potential(MT)	0
Used Potential(MT)	0
Total Certificate Value(MT)	2
Certificate Available Count	2

Category	Cat-II End of Life
Cumulative Certificate Potential(MT)	0
Available Potential(MT)	0
Used Potential(MT)	0
Total Certificate Value(MT)	0
Certificate Available Count	0

Category	Cat-III End of Life
Cumulative Certificate Potential(MT)	0
Available Potential(MT)	0
Used Potential(MT)	0
Total Certificate Value(MT)	0
Certificate Available Count	0

Category	Cat-IV End of Life
Cumulative Certificate Potential(MT)	0
Available Potential(MT)	0
Used Potential(MT)	0
Total Certificate Value(MT)	0
Certificate Available Count	0

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 screenshot shows the 'Self Declaration Procurement' section of the portal. On the left, a sidebar menu includes options like Home, Producer, Wallet, Credit Exchange, Consolidated Available Certificates, Road Making Declaration, PW Procurement (which is selected and highlighted with a red box), Self Declaration, PIBO Operations, Annual Filings, and Compensation. The main area displays a chart titled 'Procurement Details' showing plastic waste in tons over time from January 1st to January 9th, 2023. Below the chart is a table with columns for SL.No, Name of Supplier, Address of Supplier, Categories of Plastic, Qty. of Waste Plastic (Tons), GST No, Aadhar No, Mobile No, Procurement Date, and Date of Entry. A message 'No data available.' is displayed above the table, which shows 'Showing 0 to 0 of 0 entries'. A green 'Add New' button is located in the top right corner of the main form area.

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

Figure 5.13: Add Procurement details for road construction

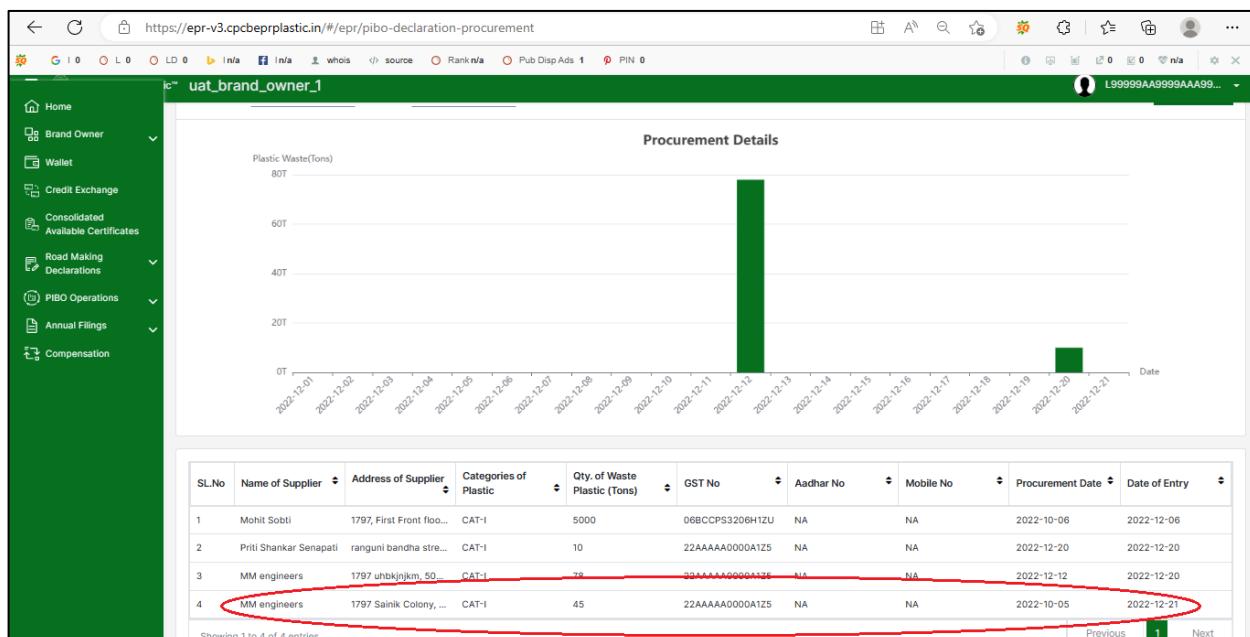
This screenshot shows the 'Add Procurement Details' form. The left sidebar is identical to Figure 5.12. The main form contains fields for 'Categories of Plastic' (dropdown menu), 'Name of Supplier' (text input), 'Address Line 1' (text input), 'Address Line 2' (text input), 'City' (text input), 'State' (dropdown menu), 'Pincode' (text input), 'Supplier GST Number' (dropdown menu), 'Qty. of Waste Plastic(MT)' (text input), 'Procurement date' (date picker), 'Qty. of Waste Plastic(Kg)' (text input), 'Upload Invoice / GST E-Invoice' (file upload field with 'Choose File' button and note about file type), and 'Date' (text input). At the bottom, there are 'Submit' and 'Date of Entry' buttons, along with a note '# As applicable as per GST Act 2017 (as amended)'. The status bar at the bottom indicates 'Showing 0 to 0 of 0 entries'.

- 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 screenshot shows the EPR Portal For Plastic interface. The left sidebar has a dark green background with various menu items: Home, Producer, Wallet, Credit Exchange, Consolidated Available Certificates, Road Making Declaration, PW Procurement, **Self Declaration** (which is highlighted with a red box), PIBO Operations, Annual Filings, and Compensation. The main content area is titled 'Self Declaration' and 'Road Construction'. It features a table with columns: SL.No, Name of Construction Agency, Address of Construction Agency, Qty. Plastic (CAT-I), Qty. Plastic (CAT-II), Qty. Plastic (CAT-III), and Length Road. Below the table, it says 'Showing 0 to 0 of 0 entries' and has navigation buttons for Previous, Next, and a page number indicator (1).

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

- Details of Plastic used:** Quantity of Plastic consumed in each category has to be provided in this section
- Details of Construction Authority**
 - Name of Construction Authority
 - Contact Address
 - Authorised Signatory details (Name/Designation/email/Phone no.)
- 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
- 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

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 *	Name of Construction Authority
ii. Contact Details	
a. Address *	Address
b. State *	Select State
c. Name and Designation *	Name and Designation
d. Email address *	Email address
e. Contact number *	Contact number

Figure 5.18: Self Declaration section III

3. Description of Road Constructed

a. Total Length (M) *	Total length of the road
b. Total Width (M) *	Total width of the road
c. Total Depth (M) *	Total Depth of the road
d. Total Quantity of Bitumen used (T/m3) *	Total Quantity of Bitumen used
e. Total Quantity of Aggregate used (T/m3) *	Total Quantity of Aggregate used
f. Percentage of Bitumen replaced by Plastic *	Percentage of Bitumen replaced by Plastic
g. GPS location(Latitude, Longitude) *	GPS location
	
h. Geo-tagged pictures *	<input type="button" value="Choose File"/> No file chosen
i. Video Link of constructed road *	<input type="button" value="Choose File"/> No file chosen
4. Upload pdf certificate issued by Construction authority (Format as per SOP)	

Submit

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

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 Sobi	1797 First Front floor F block Aravali ...	100	0	0	0
2	MM engineers	1797 uhbkjnkm, 502, high street, de ...	10	0	0	0
3	eli india	1797 Sainik Colony, 502, high street, ...	2	0	0	0

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

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)	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)	2	Total Certificate Value(MT)	0	Total Certificate Value(MT)	0	Total Certificate Value(MT)	0
Certificate Available Count	2	Certificate Available Count	0	Certificate Available Count	0	Certificate Available Count	0

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)	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

Credit Transactions		Debit Transactions	Certificates Generations	Filing Transactions			
SL.No	Date	Transaction ID	Certificate Category	Credited From	Status	Amount	
1	09/01/2023 17:23:49	TX202301099	Cat-I Recycling	Atanu(PWP)	success	2	

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:

- a) Generation of Certificate
- b) 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

Denomination	Count	total	Available
1	X 1	1	10
10	X 0	0	0
50	X 0	0	0
100	X 0	0	0
500	X 0	0	0
1000	X 0	0	0

Total 1

- 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

Denomination	Count	total	Available
1	X 1	1	10
10	X 0	0	0
50	X 0	0	0
100	X 0	0	0
500	X 0	0	0
1000	X 0	0	0

Total 1

- 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

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

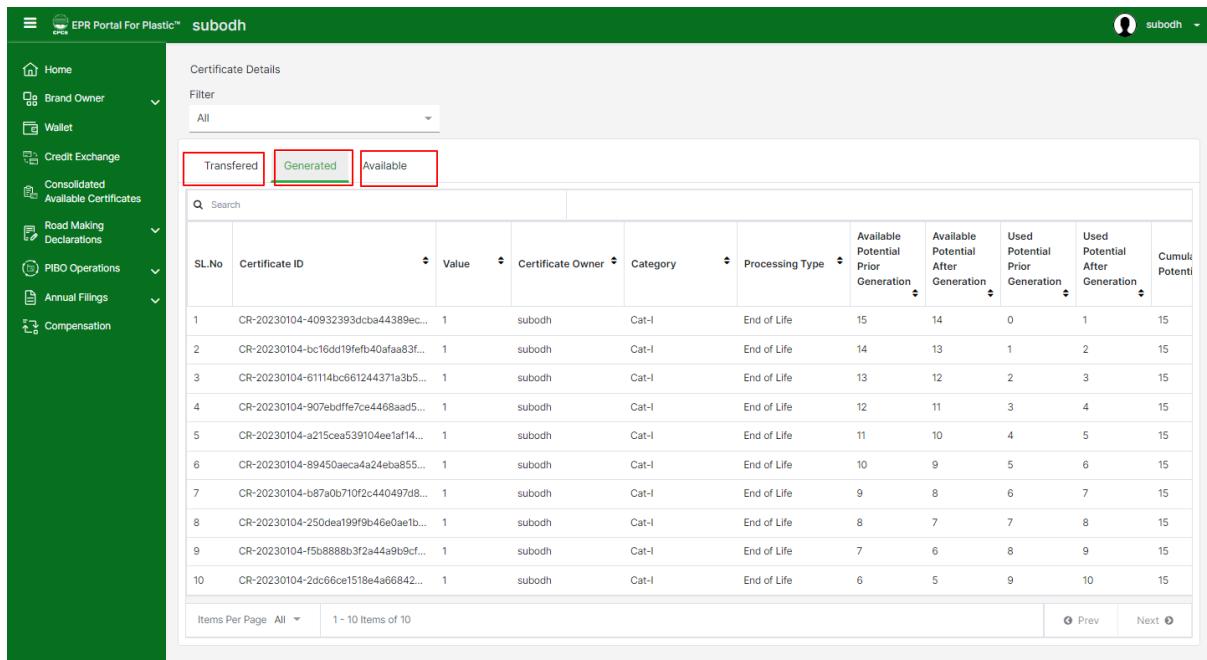
Category		Cat-II End of Life		Cat-III End of Life		Cat-IV End of Life		Cat-I Use of Recycled content		Category	
Cumulative Certificate Potential(MT)	0	Cumulative Certificate Potential(MT)	30	Cumulative Certificate Potential(MT)	0						
Available Potential(MT)	0	Available Potential(MT)	30	Available Potential(MT)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

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

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

Credit Transactions		Debit Transactions		Certificates Generations		Filing Transactions																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">Search</td> </tr> <tr> <th>SL.No</th> <th>Date</th> <th>Transaction ID</th> <th>Certificate Category</th> <th>Credited From</th> <th>Status</th> <th>Amount</th> <th>View</th> </tr> <tr> <td>1</td> <td>25/09/2022 12:45:34</td> <td>TX2022092585</td> <td>Cat-III Recycling</td> <td>PWP Recycler(PWP)</td> <td>success</td> <td>5</td> <td></td> </tr> </table>								Search		SL.No	Date	Transaction ID	Certificate Category	Credited From	Status	Amount	View	1	25/09/2022 12:45:34	TX2022092585	Cat-III Recycling	PWP Recycler(PWP)	success	5	
Search																									
SL.No	Date	Transaction ID	Certificate Category	Credited From	Status	Amount	View																		
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



The screenshot shows a dashboard with a sidebar containing links like Home, Brand Owner, Wallet, Credit Exchange, PIBO Operations, Annual Filings, and Compensation. The main area is titled 'Certificate Details' with a filter dropdown set to 'All'. Below is a table with 10 rows of certificate data. The table has columns for 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, and Cumulative Potential. The 'Generated' button in the top navigation bar is highlighted with a red box.

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-20230104-40932393dcba44389ec...	1	subodh	Cat-I	End of Life	15	14	0	1	15
2	CR-20230104-bc16dd19febf40dfa83f...	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-20230104-907ebdff7ce4468aad5...	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-20230104-89450aeca4a24e8a855...	1	subodh	Cat-I	End of Life	10	9	5	6	15
7	CR-20230104-b87a0b710f2c440497d9...	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-f5b8888b3f2a44a9b9cf...	1	subodh	Cat-I	End of Life	7	6	8	9	15
10	CR-20230104-2dc66ce1518e4a6842...	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

ID	Type of Certificate	Category of Plastic Packaging	Operation Type	Credits Used	Status	Timestamp
117	Plastic Recycling	CAT3	Add to Annual Report	1	success	01 Apr 2023 12:05:54 AM
116	Plastic Recycling	CAT3	Add to Annual Report	1	success	03 Jan 2023 11:53:01 AM

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

The screenshot shows the 'Credit/Debit Operations' form. On the left, a sidebar lists various operational categories. The main form has a 'Type of Certificate' dropdown menu open, showing options like 'Plastic Recycling', 'Plastic Processing (EOL)', etc. A red circle highlights this dropdown. To the right, there are fields for 'Category of Plastic Packaging', 'Available Credits', and 'Credits to be used'. Below these is a table for selecting denominations (1, 10, 50, 100, 500) with their respective counts and totals. A 'Submit' button is at the bottom right.

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

The screenshot shows the 'Credit/Debit Operations' dashboard. The sidebar includes a 'Credit Exchange' option under 'Available Certificates'. The main area displays a table of exchanged operations. One row is highlighted with a red border, indicating a successful transaction. The columns include ID, Type of Certificate, Category of Plastic Packaging, Operation Type, Credits Used, Status (which is 'success'), and Timestamp.

ID	Type of Certificate	Category of Plastic Packaging	Operation Type	Credits Used	Status	Timestamp
117	Plastic Recycling	CAT3	Add to Annual Report	1	success	01 Apr 2023 12:05:54 AM
116	Plastic Recycling	CAT3	Add to Annual Report	1	success	03 Jan 2023 11:53:01 AM

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

The screenshot shows a table titled "Consolidated Certificates Report" with columns for Potential/Credit and various recycling categories (CAT1 Recycling, CAT2 Recycling, CAT3 Recycling, CAT1 EOL, CAT2 EOL, CAT3 EOL, CAT4 EOL, CAT1 URep, CAT2 URep, CAT3 URep). The rows provide details on total certificates procured, self-generated certificates, available certificates, certificates sold, certificates used for annual reports, and certificates used to settle offsets from previous years.

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 Filings

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

The screenshot shows a table titled "Annual Quantity of Plastic Consumed for Plastic Packaging of Commodities (TPA)" with columns for Year, Rigid Plastic (Cat-I), Flexible Plastic (Cat-II), MLP (Cat-III), and Compostable Plastic (Cat-IV). The financial year is set to 2022-23. The "Add Data" button is highlighted with a red circle.

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

Figure 5.29: Filling of total plastic consumption

Total Plastic Quantity Consumed	
Financial Year 2022-23	
Year	Rigid Plastic (Cat-I) (TPA)*
2022-23	10
	Cat II (TPA)* 20
	Cat III (TPA)* 30
	Compostable Plastic (Cat-IV) 40

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

Sl. No.	State Name	Year	Enter State-wise, Category-wise Quantity of Plastic Packaging used			
			Pre Consumer Waste	Plastic Packaging put in market (Post Consumer)	Category of Plastic	Plastic Quantity (TPA)*
1	DELHI	2022-23	0	0	Rigid Plastic (Cat-I)	0
			0	0	Flexible Plastic (Cat-II)	0
			0	0	MLP Cat-III	0
			0	0	Compostable Plastic (Cat-IV)	0

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 screenshot shows the EPR Portal For Plastic interface. The left sidebar has a green header with the portal name and user information (ATanu). The main content area is titled 'Categorywise Plastic Packaging Introduced' and shows a table for the financial year 2022-23. The table has columns for Sl. No., State Name, Year, Category of Plastic, Pre Consumer Waste (TPA), Plastic Packaging put in market (Post Consumer) (TPA), Recycled Plastic %, and Recycled Plastic %. A row for DELHI in 2022-23 lists four categories: Rigid Plastic (Cat-I), Flexible Plastic (Cat-II), MLP (Cat-III), and Compostable Plastic (Cat-IV). The 'Add Cat-I Sub Category Details' button is located at the top right of the table area, highlighted with a red border.

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

Category	Procurement (Tons)	Sales (Tons)	Reuse (Tons)	UREP (Tons)
Cat I	3100.0	1000.0	None	0.00000
Cat II	100.0	NA	NA	NA
Cat III	NA	NA	NA	NA
Cat IV	NA	NA	NA	NA

Category	Target	Achieved	Available Potential	Remarks
Cat 1 - Recycling and End of Life Plastic	70	0	0	EC will be levied
Cat 2 - Recycling and End of Life Plastic	0	0	0	Close
Cat 3 - Recycling and End of Life Plastic	0	0	0	Close

- 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

Category	Target
Cat 1 - Recycling and End of Life Plastic	1500
Cat 2 - Recycling and End of Life Plastic	50
Cat 3 - Recycling and End of Life Plastic	0
Cat 4 - Recycling and End of Life Plastic	0
Cat 1 - Mandated Use of Recycled Plastic	0
Cat 2 - Mandated Use of Recycled Plastic	0
Cat 3 - Mandated Use of Recycled Plastic	0

- 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	lookjjj	8900078889	tyh@hj.com	ANDHRA PRADESH	yuui	yu	ty678	India	(edit)
2	agenccy	23	7890056789	9876556789	agenccy@gmail.com	ANDAMAN AND NICOBAR ISLANDS	no 89	test	city one	India	(edit)
3	agency10	yy	7019998003	7019998003	agency10@gmail.com	KARNATAKA	a2	fg	karnataka	India	(edit)
4	agency2	32dwds	s33332	3424224232	agency2@gmail.com	ANDHRA PRADESH	trtttttrtrty	Extended Producers Responsibility (EPR) regime is	ssssfsfs	India	(edit)
5	agency33	www3	kkskj	7619620809	agency33@gmail.com	KARNATAKA	abc	assd	banglore	India	(edit)
6	charanya	2450werty	Lavanya	9901119609	lavanya.hy@knowledgeelens.com	KARNATAKA	e-city	neeladri road	bangalore	India	(edit)
7	KL	123456	KL	7799246559	jayanth@knowledgeelens.com	KARNATAKA	Konics	Electronic City	Bangalore	India	(edit)

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)

The screenshot shows the 'Add Auditing Agency' form. The form fields include:

- Agency Name *
- Empanelment Letter No. *
- Agency Contact Person *
- Enter Agency Name
- Enter Empanelment Letter No.
- Enter Agency Contact Person
- Agency Phone Number *
- Agency Email Address *
- Address Line 1 *
- Enter Agency Phone Number
- Enter Agency Email Address
- Enter Address Line 1
- City *
- Enter City
- State *
- Select
- Zip Code *
- Enter Zip Code

Below the form is a table listing existing audit agencies:

SL.No	Agency Name	Address Line 2	City	State	Zip Code	Country	Regime				
1	89	Enter Address Line 2	Enter City	Select	Enter Zip Code	India	(EPR) regime is				
2	99					India					
3	ag					India					
4	ag					India					
5	agency33	www3	kkkj	7819620808	agency33@gmail.com	KARNATAKA	abc	assd	banglore	India	
6	charanya	3456werty	Lavanya	9900119909	lavanya.hy@knowledgeliens.com	KARNATAKA	e-city	needadri road	bangalore	India	
7	KL	123456	KL	7799246559	jayanth@knowledgeliens.com	KARNATAKA	Konics	Electronic City	Bangalore	India	

At the bottom, there are buttons for 'Submit' and 'Cancel'. Below the table, it says 'Items Per Page All 1 - 15 items of 15' and has 'Prev' and 'Next' buttons.

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)

The screenshot shows the 'Add Auditor' form. The sections and their fields are:

- General Details**
 - First Name *
 - Last Name *
 - User Name *
 - Enter First Name
 - Enter Last Name
 - Enter User Name
 - Email Address *
 - Phone Number *
 - Type of Auditor *
 - Enter Email Address
 - Enter Phone Number
 - Select Auditor Type
 - Type of Audit *
 - Password *
 - Confirm Password *
 - Select Audit Type
 - Enter Password
 - Enter Confirm Password
- Agency Details**
 - Select Agency *
 - Select Agency
- Operating States**
 - Status *
 - Select Status
- Identification**
 - State *
 - Select State

At the bottom right is a 'Submit' button.

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-WE/PWP-Co-Processing PWP-Waste to Oil PWP-recycling	'OPCB'	7980269390	adityasuri@test.com	pan	Test	AAAAA7878A	active	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

Audit Plan													
Year	Quarter	Total	Not Audited So Far	Not Re-Audited Since Last 12 Months	Total	Not Audited So Far	Not Re-Audited Since Last 12 Months	Total	Not Audited So Far	Not Re-Audited Since Last 12 Months			
2023	q2	868	866	1	612	610	2	894	891	2	714	712	2

Plan Audit for Current Quarter							
Sl.No	Class	Total No. registered entities	No. of Entities not re-audited since last 12 months	No. of Entities not audited so far	Percentage inspection for quarter	No. of Entities Selected	No. Of Entities to be Select Based on Percentage
1	Plastic Waste Processors	868	1	866	0 %	Add Units	0
2	Producers	612	2	610	0 %	Add Units	0
3	Importer	894	2	891	0 %	Add Units	0
4	Brand owner	714	2	712	0 %	Add Units	0

Clicking on this button will schedule as per the allocation
Schedule for Audit

Reset
Submit

Figure 6.6: Criteria based selection of PIBOs

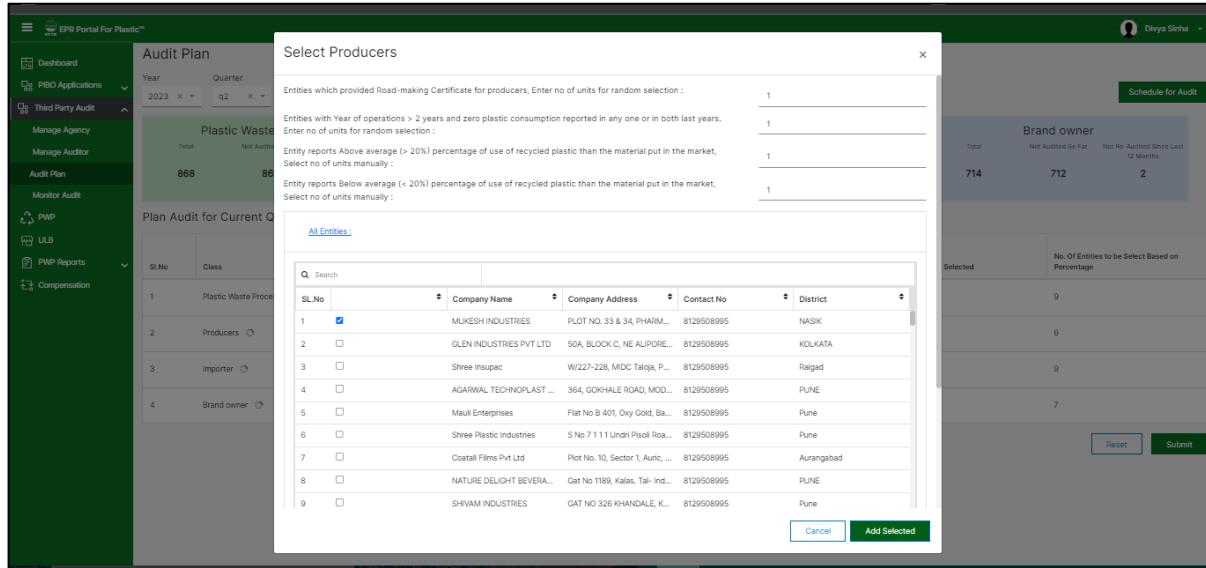
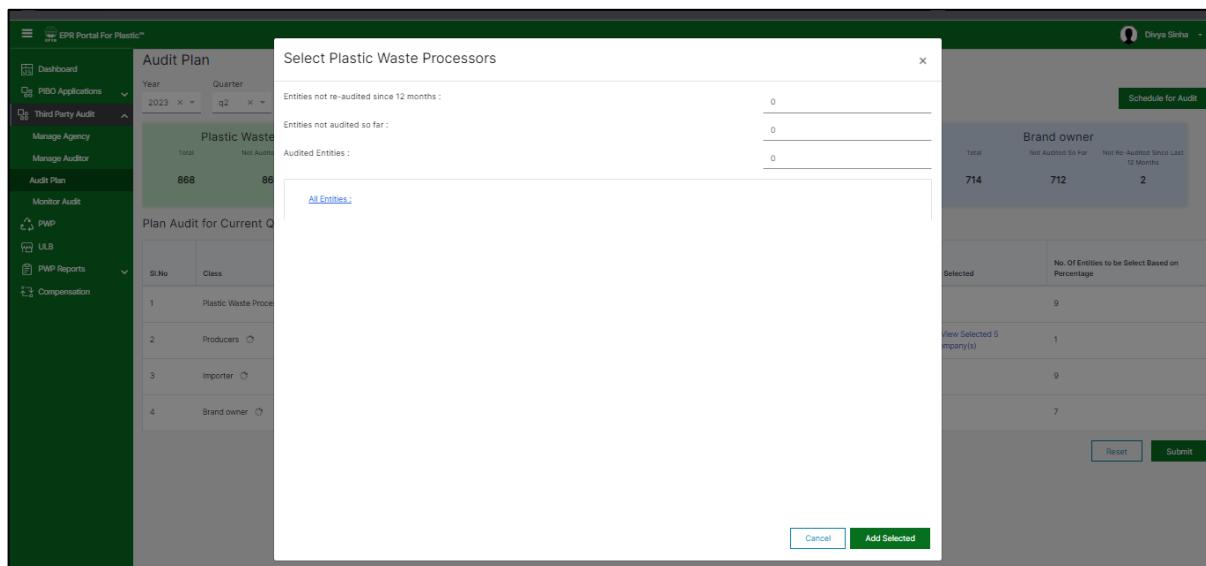


Figure 6.7: Criteria based selection of PWP



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

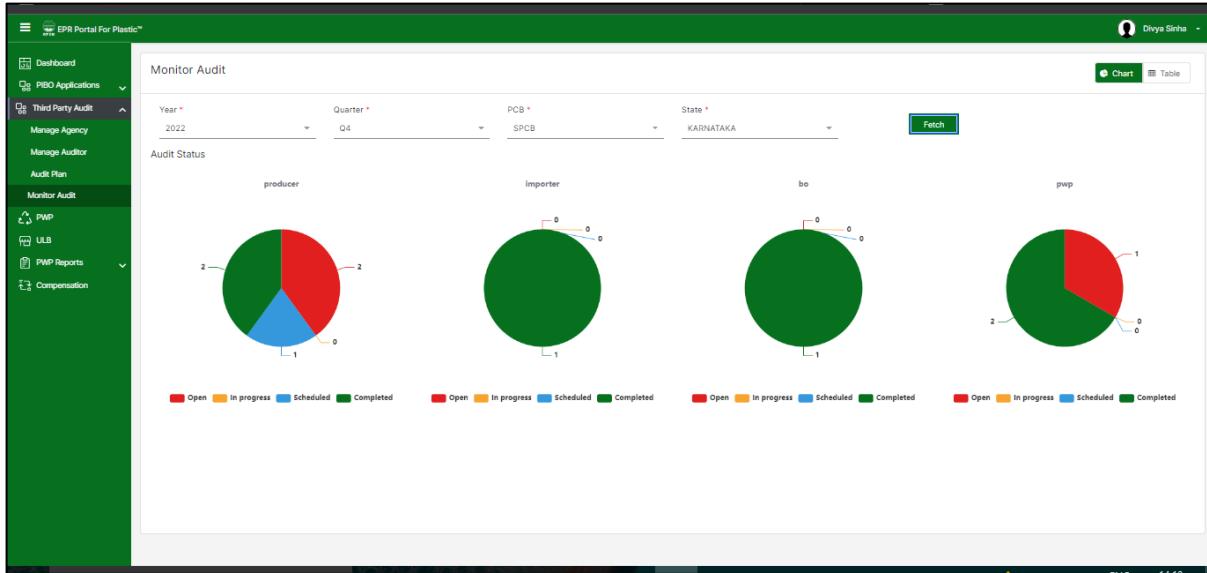


Figure 6.9: Tabular status of conduction of Audit

The screenshot shows the 'Monitor Audit' section with the same filters as Figure 6.8. Below the filters is a table titled 'Audit Status' with one row of data. The table includes columns for SL.No, Company Name, State, Company Email, Address, Audit Status, Entity Type, Scheduled date, Auditor By, and Selection Criteria.

SL.No	Company Name	State	Company Email	Address	Audit Status	Entity Type	Scheduled date	Auditor By	Selection Criteria
1	Priyanka	KARNATAKA	producer210@gmail.com	NO 1/2 BDA road Ladie...	Completed	producer	2022-12-20	Lavanya Gowda	Entities below average ...

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

The screenshot shows the auditor login interface and a list of applications for audit.

Auditor Login:

- Header: Centralized Extended Producers Responsibility Portal for Plastic Packaging
- Form fields:
 - Login as: CPCB/State/UT Auditor (highlighted with a red box)
 - Email ID*
 - Password*
 - Forgot Password | Home | FAQs | Instruction Sheet
 - Sign In

BO Applications:

SL.No	Received Date	Registration No.	Company	Contact No.	Email Id	Certificate	Status	Actions
1	03 May 2022 12:11:22 PM	20220323062	Sheepe Enterprises Private Limited	8129508995	info@aawawater.com	Application Approved	✓ ✉ 🔗	
2	25 Apr 2022 03:22:24 PM	202203240613	Gokul Agro Resources Limited	8129508995	advisor@gokulagro.com	Application Approved	✓ ✉ 🔗	

Showing 1 to 2 of 2 entries

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)

Company	Address	State	District	Entity Type	Created on	Start Date	End Date	Action
Star Flexi firms	Office no 1-112,Amir Industrial Estate,Sunmil Compound,Sunmil Road,Lover Panel	MAHARASHTRA	Mumbai	importer	1st Apr 2023	2023-01-04	2023-01-06	Acknowledge
RAINBOW INTERNATIONAL	SHOP NO. B/6, GALA NO. 7, GAYATRI COMPLEX, NEAR R. P. TRP, BHIVANDI, Thane, Maharashtra, 421302	MAHARASHTRA	Thane	importer	1st Apr 2023	2023-01-07	2023-01-09	Acknowledge
Test Importer2	Andhra Pradesh	ANDHRA PRADESH	Andhra Pradesh	importer	1st Apr 2023	2023-01-10	2023-01-12	Acknowledge

Figure 6.12 : Auditor’s Dashboard (Scheduled Entities)

Company	Address	State	District	Entity Type	Created on	Start Date	End Date	Action	
Sai Ram water supply	new address	UTTAR PRADESH	Bilaspur	importer	1st Apr 2023	2022-01-04	2022-01-05	Re-Schedule Start	
KUNA IMPREX PRIVATE LIMITED	202-203 NARNDHARA B/S, GMFC INFO TOWER, SARAKHEJ GANDHINAGAR HIGHWAY, BODAKDEV AHMEDABAD, GUJARAT, 380054	GUJARAT	AHMEDABAD	bo		22nd Dec 2022	2023-01-18	2023-01-19	Re-Schedule Start
ANSARI TRADERS	BEHIND BLOCK OFFICE, GADARPUR	UTTARAKHAND	U.S.NAGAR	pwp		30th Dec 2022	2023-01-18	2023-01-19	Re-Schedule Start
Ajanta Polymers	PLOT 14/23 & 122, GIDC, CHITRA	GUJARAT	Bhavnagar	pwp		30th Dec 2022	2023-01-24	2023-01-25	Re-Schedule Start
SHREE RADHAKRISHNA SALTS PRIVATE LIMITED	FLAT NO-205, BLOCK-A, 4-PANCHANAN MUKHERJEE ROAD, KOLKATA-70002	GUJARAT	KOLKATA	producer		30th Dec 2022	2023-02-01	2023-02-02	Re-Schedule Start

2022-12-30

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

Company	Address	State	District	Entity Type	Created on	Progress	Action
BD INFRA PROJECTS PVT LTD	77 NS ROAD 4 FLOOR ROOM S-8 KOLKATA-700001	WEST BENGAL	KOLKATA	producer	22nd Dec 2022	<div style="width: 96%;">96%</div>	<button>Continue</button>
ANCHOR CONSUMER PRODUCTS PRIVATE LIMITED	Survey No. 50 to 53, 56, 57, 59, 64 & 65 Bhuj-Bhachau Road, Village: Padharas, Tal.: Bhuj-Kutch, Gujarat-370105.	GUJARAT	KUTCH	importer	30th Dec 2022	<div style="width: 57%;">57%</div>	<button>Continue</button>
uat_producer_2	uat_producer_2	JHARKHAND	South Delhi	producer	30th Dec 2022	<div style="width: 96%;">96%</div>	<button>Continue</button>

Figure 6.14: Auditor's Dashboard (Completed Entities)

Company	Address	State	District	Entity Type	Created on	Status	Action
Priyanka	Electronic city	KARNATAKA	Banglore	pwp	20th Dec 2022	<button>Completed</button>	<button>View</button>
JASMINE PLASTICS	Shed No.323-B,Jokatte Road,Industrial Area,Balkampady, MANGALORE	KARNATAKA	Dakshina Kannada	producer	20th Dec 2022	<button>Completed</button>	<button>View</button>
uat_importer_1	Registered Address	DEHLI	New Delhi	importer	20th Dec 2022	<button>Completed</button>	<button>View</button>
AT India Auto Parts Private Limited	Plot No. 33 & 34 Building #5,TTPL Auto Park, Bidadi Industrial Area, Bidadi	KARNATAKA	Ramanagara	bo	20th Dec 2022	<button>Completed</button>	<button>View</button>
Akash Engineers	408, Sanskar Heights, between Mevd Chowk and Umva Chowk, 150ft Ring Road, Rajkot 360004	GUJARAT	Rajkot	pwp	30th Dec 2022	<button>Completed</button>	<button>View</button>

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 completed Application Approved	
2	Akshar Engineers	408, Sanskar Heights, between Maydi ...	GUJARAT	Rajkot	30 Jul 2022 12:00 AM	Application Checklist completed Application Approved	
3	Ajanta Polymers	Plot-14/23 & 122, SIDC, CHITRA	GUJARAT	Bhavnagar	29 Aug 2022 12:00 AM	Application Checklist completed 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 & PWPs)

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 , eway bill, einvoiceetc 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 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)

The screenshot shows the 'Company Details' section of an audit report. The page has a header with the portal logo and navigation links. On the left, there's a sidebar with 'Sections' (highlighted), 'Audit Progress (0%)', and 'Audit Summary'. The main content area contains four numbered questions:

1. Does auditee company have PAN? If yes, please attach file as a pdf. (info)
 Buttons: Yes, No
 Attach file (Less than 2 MB)
 Buttons: + Add File, J. Start Upload
2. Does auditee company have CIN? If yes, please attach file as a pdf. (info)
 Buttons: Yes, No
 Attach file (Less than 2 MB)
 Buttons: + Add File, J. Start Upload
3. Do auditee company have GST account? If yes, please attach required documents as pdf. (info)
 Buttons: Yes, No
 Attach file (Less than 2 MB)
 Buttons: + Add File, J. Start Upload
4. Do auditee company have GST account? If yes, please attach required documents as pdf. (info)
 Buttons: + Add File, J. Start Upload

At the top right, there are buttons for 'Field Audit Initiated', 'Finish Field Audit', 'Save', and 'Submit'. The user's name 'Aditya Suri' is visible at the top right.

Figure 6.17: Audit Report (Authorized Person details)

Sections / Authorized Person

Audit Progress (21.08%)

Authorized Person

1. Does the authorized person have PAN? If yes, please attach file as pdf. info
Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)
2. Does the authorized person have Aadhar? If yes, please attach file as pdf. info
Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)

Sections / Company Details

Company Details

1. Does auditee company have PAN? If yes, please attach file as a pdf. info
 Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)
[ANNEXURE_1.pdf](#)
2. Does auditee company have DIN? If yes, please attach file as a pdf. info
 Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)
[ANNEXURE_1.pdf](#)
3. Do auditee company have GST account? If yes, please attach required documents as pdf. info
 Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)
[ANNEXURE_1.pdf](#)
4. Do auditee company have OST account? If yes, please attach required documents as pdf. info
 Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)

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

Sections / Company Details

Company Details

1. Does auditee company have PAN? If yes, please attach file as a pdf. info
 Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)
[ANNEXURE_1.pdf](#)
2. Does auditee company have DIN? If yes, please attach file as a pdf. info
 Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)
[ANNEXURE_1.pdf](#)
3. Do auditee company have GST account? If yes, please attach required documents as pdf. info
 Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)
[ANNEXURE_1.pdf](#)
4. Do auditee company have OST account? If yes, please attach required documents as pdf. info
 Yes No
Attach file (Less than 2 MB)
[+ Add File](#) [Start Upload](#)

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

The screenshot displays the 'Audit Report (Site /Plant operations-II)' section of the portal. It includes fields for entering responses and attaching files. Key sections include:

- 5. Plastic Procurement: Questions about Yes/No and file attachments.
- 6. Annual quantity of Packaging material placed on market (sold with commodities) (State-wise) (MT – category wise): A text input field for responses.
- 7. Usage of Single Use Plastic Items: Questions about Yes/No and file attachments.
- 8. Physical Visit to the Facility (Production / warehouse/ if applicable) for confirmation of above details: A text input field for responses and file attachments.

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

The screenshot displays the 'Audit Report (Site /Plant operations-III)' section of the portal. It includes fields for entering responses and attaching files. Key sections include:

- 9. Revise Plan: A text input field for responses.
- 10. Recycled plastic content in Plastic packaging sold: Questions about Yes/No and file attachments.
- 11. Certificate Generation (Mandatory use of plastic): A text input field for responses.
- 12. Certificate Generation (Issue): A text input field for responses.
- 13. Self-Declaration on road construction: A text input field for responses.

6.21: Audit Report – Audit Summary

The screenshot displays the 'Audit Report – Audit Summary' section of the portal. It includes fields for entering responses and attaching files. Key sections include:

1. Is there misreporting in quantity of plastic packaging placed on market? (Radio buttons: Yes/No; Remark: 500)
2. Is there misreporting in use of recycled plastics/reuse of plastics? (Radio buttons: Yes/No; Remark: 50)
3. Any False information thereof? (Radio buttons: Yes/No; Remark: Blank)
4. Any Non-compliance of conditions stipulated in registration certificate? (Radio buttons: Yes/No; Remark: Blank)
5. Overall Summary (Text input field)

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

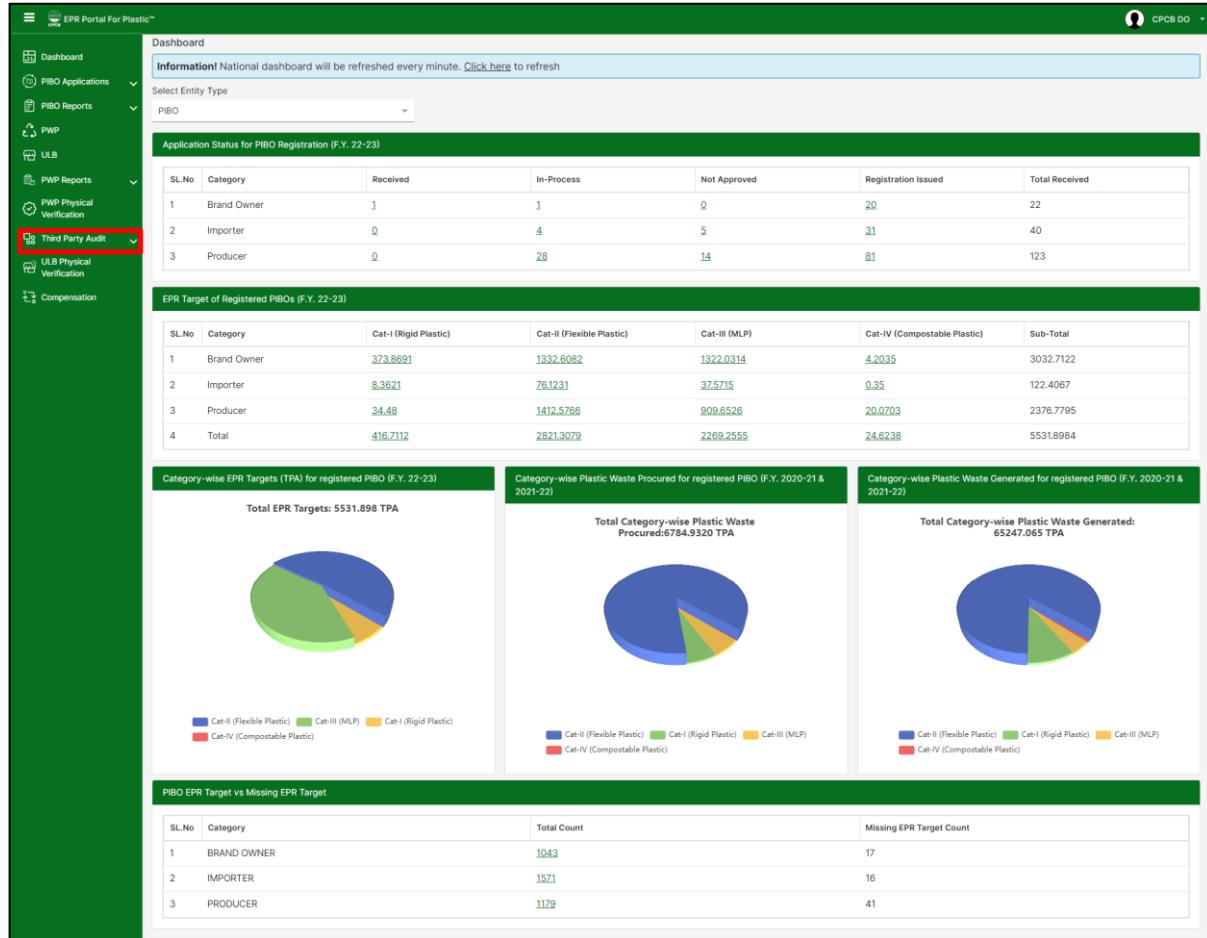


Figure 7.2: Viewing of Audit Report

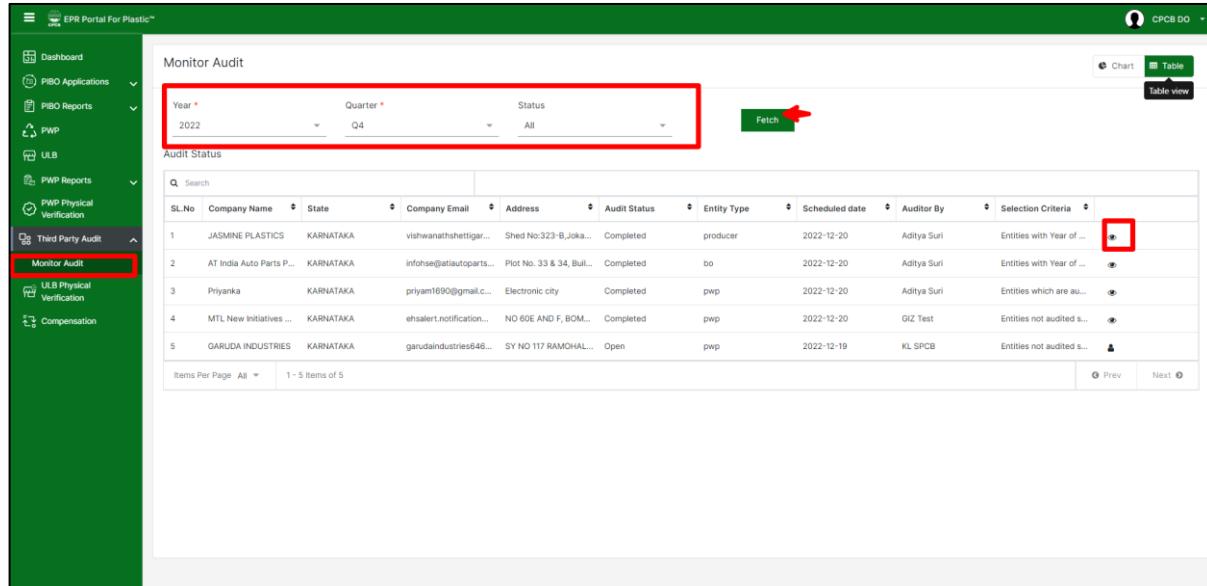


Figure 7.3 : Identification of non-compliance for levying EC

Summary Report

Audit Summary

1. Is there Misreporting in quantity of plastic packaging placed on market? Yes No
If yes, Please specify the deviation in quantity (in ton)
 Levy EC
2. Is there Misreporting in use of recycled plastics/reuse of plastics? Yes No
If yes, Please specify the deviation in quantity (in ton)
 Levy EC
3. Any False Information there? Yes No
Remark
 Remark
4. Any Non-compliance of conditions stipulated in registration certificate? Yes No
Remark
 Remark

Print Previous Cancel

Figure 7.4: Assessment of EC to be levied

Summary Report

Audit Summary

Levy EC

1. Is there Misreporting in quantity of plastic packaging placed on market? Yes No
If yes, Please specify the deviation in quantity (in ton)
 Levy EC
2. Is there Misreporting in use of recycled plastics/reuse of plastics? Yes No
If yes, Please specify the deviation in quantity (in ton)
 Levy EC
3. Any False Information there? Yes No
Remark
 Remark

EC Amount *
 Enter EC Amount
EC Amount is required.

Remark *
 Enter Remark
Remark is required.

Save

Print Previous Cancel

Figure 7.5: Confirmation of EC to be levied

Summary Report

Audit Summary

1. Is there Misreporting in quantity of plastic packaging placed on market? Yes No
If yes, Please specify the deviation in quantity (in ton)
Enter... EC Levied

2. Is there Misreporting in use of recycled plastics/reuse of plastics? Yes No
If yes, Please specify the deviation in quantity (in ton)
Enter... Levy EC

3. Any False information there? Yes No
Remark
Enter your response Levy EC

4. Any Non-compliance of conditions stipulated in registration certificate? Yes No
Remark
Enter your response

Edit Confirm

Levy EC

Print

Previous Cancel

Figure 7.6: Viewing of EC levied in EC Report

Summary Report

Audit Summary

1. Is there Misreporting in quantity of plastic packaging placed on market? Yes No
If yes, Please specify the deviation in quantity (in ton)
Enter... Levy EC

2. Is there Misreporting in use of recycled plastics/reuse of plastics? Yes No
If yes, Please specify the deviation in quantity (in ton)
Enter... Levy EC

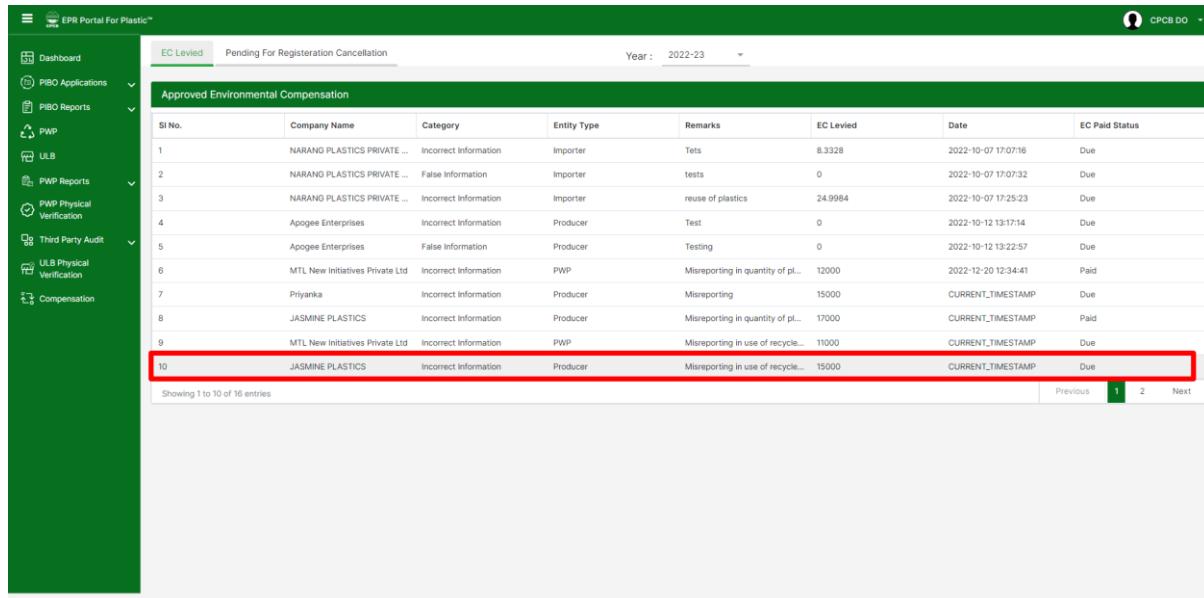
3. Any False information there? Yes No
Remark
Enter your response Levy EC

4. Any Non-compliance of conditions stipulated in registration certificate? Yes No
Remark
Enter your response

Print

Previous Cancel

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



The screenshot shows a dashboard with a sidebar containing various menu items like Dashboard, PIBO Applications, PIBO Reports, PWP, ULB, PWP Reports, PWP Physical Verification, Third Party Audit, ULB Physical Verification, and Compensation. The main content area has tabs for 'EC Levied' (which is selected) and 'Pending For Registration Cancellation'. A dropdown for 'Year' shows '2022-23'. The 'Approved Environmental Compensation' table has columns for Sl No., Company Name, Category, Entity Type, Remarks, EC Levied, Date, and EC Paid Status. The data includes entries from companies like NARANO PLASTICS PRIVATE LTD, Apogee Enterprises, MTL New Initiatives Private Ltd, Priyanka, JASMINE PLASTICS, etc. The last row for JASMINE PLASTICS is highlighted with a red border.

Approved Environmental Compensation							
Sl No.	Company Name	Category	Entity Type	Remarks	EC Levied	Date	EC Paid Status
1	NARANO PLASTICS PRIVATE ...	Incorrect information	Importer	Tets	8.3328	2022-10-07 17:07:16	Due
2	NARANO PLASTICS PRIVATE ...	False Information	Importer	tests	0	2022-10-07 17:07:32	Due
3	NARANO 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 quantity of pl...	12000	2022-10-29 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

SI 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				

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)

The screenshot shows the 'EPR Portal For Plastic' interface for 'JASMINE PLASTICS'. The left sidebar has a green background with various menu items like Home, Producer, Wallet, Credit Exchange, etc. A red box highlights the 'Compensation' button. The main area has a white background with a table titled 'Environmental Compensation Amount to be Paid'. The table has columns: SL.No, Category, Remarks, Amount, Date, and Actions. One row is shown: SL.No 1, Category Incorrect Information, Remarks Misreporting in use of recycled plastics/reuse of plastics, Amount 15000, Date 20 Dec 2022 17:29 PM. Below the table are buttons for 'Items Per Page' (All), 'Prev', and 'Next'.

SL.No	Category	Remarks	Amount	Date	Actions
1	Incorrect Information	Misreporting in use of recycled plastics/reuse of plastics	15000	20 Dec 2022 17:29 PM	

Figure 7.10: Details of EC Levied

A modal window titled 'EC details' displays the following data:

Category	Remarks	Amount	Date
Incorrect Information	Misreporting in use of recycled plastics/reuse of plastics	15000	20 Dec 2022 17:29 PM
Shortfall Amount CAT1 0	Shortfall Amount CAT2 0	Shortfall Amount CAT3 0	Shortfall Amount CAT4 0
Total Shortfall Amount 0			

At the bottom right of the modal is a 'Close' button.

Figure 7.11: Payment of EC

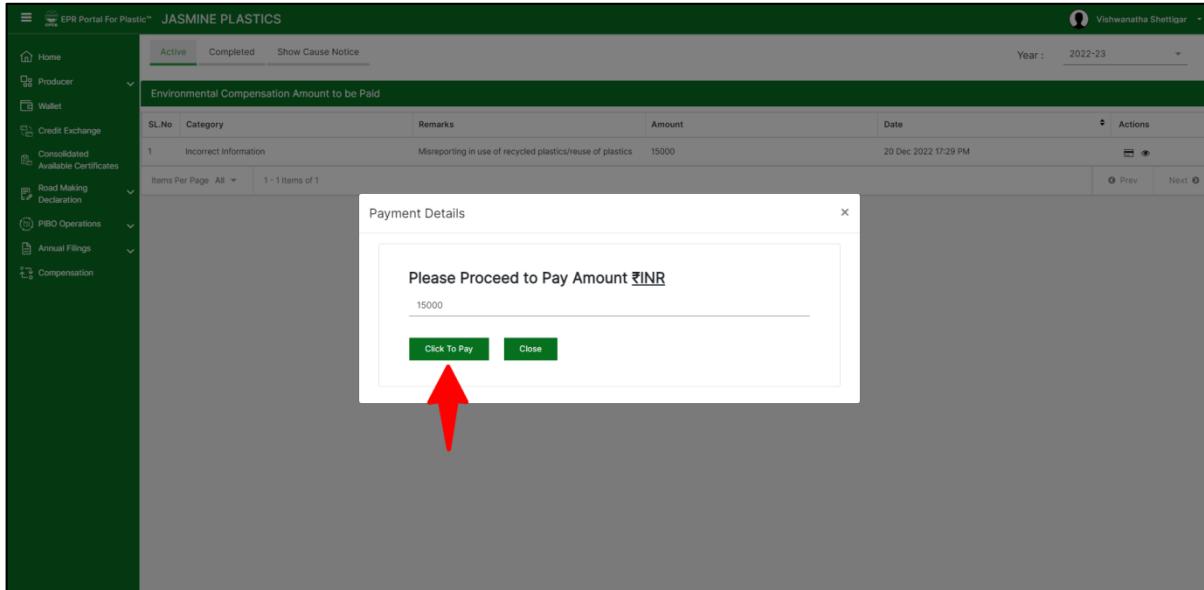


Figure 7.12: Details for Non-compliances for which EC Payment is Complete

