



सत्यमेव जयते

Government of Gujarat



# ***Renewal under Plastic Waste Management Rules, 2016***

**Process Flow, Fee Details and Timelines**

***Government of Gujarat***

## Application Name:

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Renewal under Plastic Waste Management Rules, 2016

## Process Flow:

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Applicant login/register on the Single Window System i.e. IFP portal at <https://ifp.gujarat.gov.in/DIGIGOV/>



From the home page, applicant to scroll down and click on the 'Renewals' tab from the left menu



From the drop-down, applicant to search for '**GPCB – Plastic Waste Renewal**' application



Once the request is submitted, applicant to click on 'APPLY' to start the application process



Applicant to fill in the PWM Form 1/ Form 2 / Form 3, and then click on Final Submit



Application is received by R.O. (Regional Office); Regional Office staff will verify the application and will enter Query/Payment Remarks to inward the application



Upon successful inward of the Application, Applicant will be notified to make the Payment

Upon successful payment by applicant, Regional Officer assigns application for inspection. Officer to carry out inspection and enter inspection details in Daily Monitoring Diary. Applicant gets notified of the Inspection completed

Inspecting officer enters the necessary details in Inspection Report in IND-Inspection (Air/Wat/Haz) and put-up Inspection Report to the Regional Officer.

Regional Officer to review the Inspection Report, PWM Form 1 / Form 2 / Form 3, CCA and then grant the Renewal of Registration.

Upon grant of Renewal of Registration by Regional Officer, Provisional Order is auto-generated by system.

Applicant will be notified that the application is approved and the certificate can be downloaded by IFP

Applicant will login to IFP, visit the list of 'Approved' applications and click on the Plastic Waste Renewal. Applicant will be able to download the final signed provisional order.

## **E Payment Note:**

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1. Allow pop-ups from the browser for <https://ifp.gujarat.gov.in/DIGIGOV/> for payment process.
2. If the money is deducted from your account and on-screen payment status is shown as pending, then visit the payment history section and click on "Check Status" after 30 minutes. Please do not initiate second payment transaction without checking the status of the first transaction.

## **To allow pop-ups:**

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1. To allow pop-up in Google Chrome, click the ellipsis icon (...) in the upper right corner of your web browser, and then click on Settings. In the Advanced settings section, click on view advanced settings. In the Block pop-ups section, change the switch to Off. Pop-ups will now be allowed.
2. To allow pop-up in Internet Explorer, select the Tools button, and then select Internet option. On the Privacy tab, under Pop-up Blocker, select or clear the Turn on Pop-up Blocker check box, and then click on OK.

## **Checklist:**

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### **Form I [For Producers, Brand Owners, Importers – See Rule 13(2)]**

- 1) Previous registration number, date and its compliance (in case of renewal)
- 2) DIC registration
- 3) Date of commencement of production
- 4) Capital investment on the project
- 5) Valid CCA
- 6) Action plan endorsed by competent authority (for producers & brand owners) for back collection of Plastic Waste (Not applicable to compostable plastic).
- 7) List of industrial units with addresses. supplying plastic to be used as raw material to manufacture carry bags, plastic sheet. etc (For producers only)
- 8) List of producers or brand owners with addresses, to whom products will be supplied.

### **Form II [For units engaged in processing or recycling of plastic waste- See Rule 13(3)]**

- 1) Name, address, contact details
- 2) Previous registration number, date and its compliance (in case of renewal)
- 3) DIC registration
- 4) Date of commencement of production
- 5) Capital investment on the project
- 6) Valid CCA
- 7) Manufacturing process flow diagram
- 8) Products & Installed capacity
- 9) Waste management details-type of plastic, collection center, transportation, disposal) facility.

- 10) MoU with local body, gram panchayat, etc. for collection of plastic waste.
- 11) MoU with brand owner or producer for compliance of their EPR liability.
- 12) Details of waste proposed to be acquired (through sale, auction, contractor import) for use as raw material.

**Form III [For manufacturers of plastic raw materials like Granules, Flakes, Lumps, etc. - See Rule 13(4)]**

- 1) Name, address, contact details
- 2) Previous registration number, date and its compliance (in case of renewal)
- 3) DIC registration
- 4) Date of commencement of production
- 5) Capital invested on the project
- 6) Valid CCA
- 7) List of producers and quantum of raw materials supplied to producers

**Fee Details:**

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| <b>Industry Scale</b>  | <b>Registration Fee for one year</b> |
|------------------------|--------------------------------------|
| Small Scale            | Rs. 1000/-                           |
| Medium and Large scale | Rs. 2000/-                           |

**Timeline:**

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The timeline required for completing the process is 90 (Ninety) days.

*Thank You*

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