GOVERNMENT OF INDIA MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE (IA DIVISION-INDUSTRY-3 SECTOR)

Dated: 08.02.2021

AGENDA FOR 6th MEETING OF THE EXPERT APPRAISAL COMMITTEE (INDUSTRY-3 SECTOR), SCHEDULED TO BE HELD DURING 22 -23rd February, 2021

Instructions: Project Proponents are requested to strictly follow the following instructions:

- 1. It is informed that the 6th Meeting of EAC is scheduled to be held during **22-23th February**, **2021** through <u>Video Conferencing Mode</u> and accordingly all Project Proponents are requested to send all the documents (viz. Presentation, Brief, EIA/EMP Report and other requisite documents) to the <u>EAC/Ministry immediately or latest by 15.02.2021</u>.
- 2. It is requested that the Project Proponent or his/her authorized representative should <u>participate</u> <u>the presentation meeting of EAC</u> through Video Conferencing (preferably not more than three representatives) who can make a presentation on their behalf on the salient features of the project, the related environmental issues, proposed Environmental Management Plan and also respond to the queries/suggestions of the Committee. The name of representatives may be communicated in advance.
- 3. NIC, MoEFCC will moderate the Video Conferencing meeting. The Guidelines related to connecting VC is annexed herewith. PP has to communicate the name of person and his mobile number attending the EAC meeting and be ready before 1 hour of the slot allowed to them. If any problem faced please contact Mr. Kamal, Moderator, NIC (Mobile No. 8800225087, email-support-ipb@nic.in). PP is requested to join the meeting in VC with Agenda No. [(for ex. 6.1 (Name of PP)& Name of Consultant].
- 4. The Project Proponents are requested to circulate the documents either in pen drive or hard copy whichever is convenient (<u>bulky EIA/EMP reports may be sent in pen drive mentioning the agenda number</u>) for the projects included in the Agenda given below to the Chairman and Members of the Committee (as per list given below) immediately. The proponents shall not wait for individual letters to be issued. <u>The documents shall reach the members at earliest</u>.
- 5. All the documents including the hard copy of the presentation material should be legible and printed on both sides on ordinary paper. In case the members of the **Expert Appraisal Committee do not receive the proposals, the Committee will not consider the project.**
- 6. The Project Proponents are requested to send one set of complete documents to the <u>Ministry in HARD COPY</u>. Documents shall be reach in the Ministry by <u>15.02.2021</u>.
- 7. Kindly prepare/make the presentation before the EAC based on the template provided at Annexure III. Copy of presentation and brief shall be forwarded to the EAC/Ministry immediately or latest by 15.02.2021. The soft copies sent by the PPs/consultants are most of the time do not open especially in ZIP / RAR, therefore PP is requested to send hard copy of the PPT by Post or Email (.pdf/power point). PP shall not send the link to download the documents.
- 8. The project proponents applied their on-line application should submit the Form-2, Pre-feasibility report, approval from concerned department/states, compliance of existing EC, Environment Impact Assessment (EIA/EMP) Report, public hearing report, queries subsequently raised by the Ministry, if any, and your para-wise comments thereto etc., in accordance with Environment Impact Assessment Notification, 2006 are required to be forwarded to the Chairman/Members of the Expert Appraisal Committee (Industry-3) including details of the court matters/Orders of the Court pertaining to the project, if any. Accordingly, I request you to forward a copy of each of these documents to the Chairman/members of the Expert Appraisal Committee and Ministry, at earliest or latest by <u>15.02.2021</u> [Hard copy or soft copy]. List of Committee

Members is attached herewith.

- 9. During presentations all the important features such as National Parks, Wildlife Sanctuary, Mangroves, Biosphere Reserves/Bio-diversity, Heritage sites, Reserve Forests, Rivers, water Bodies, Highways, Railway line, Habitations, Critically Polluted Areas (CPA) etc. should be clearly indicated in an area of 10 km radius of the proposed site. The KML/Shape files should be emailed on the below mentioned email addresses immediately or before <u>15.02.2021</u>.
- 10. In accordance with the circular no. J-11011/618/2010-IA.II (I) dated 30.5.2012, in case of expansion project, for which environment clearance was issued earlier, the project proponent shall submit a certified report of the status of compliance of the conditions stipulated in the environment clearance for the on-going / existing operations of the project by the Regional Offices of Ministry of Environment, Forest and Climate Change. In case of Unit is operating with CTO, a certified compliance report from the SPCB needs to be submitted as per TOR granted to the project. The status of compliance of the conditions stipulated in the EC/TOR as highlighted in the report(s) will be discussed by the EAC during appraisal of the project.
- 11. The Project Proponents shall ensure that the reports / documents uploaded in the website of the Ministry, circulated to the EAC members and hard copy submitted to the Ministry are the same. In case of discrepancy, the project will not be considered.
- 12. The Consultant shall include an **undertaking in the EIA report that the prescribed TOR have been complied with and that the data submitted is factually correct** and also an undertaking shall be submitted owning the contents (information and data) in the EIA/EMP report.
- 13. The Project Proponents shall submit the detailed availability/facility/capacity of the treatment of waste water in the CETP and its working status from the concerned authority /SPCB, in case of the treatment of waste water through CETP.
- 14. The Consultants are now being graded based on the EIA/EMP Report, Impact assessment and its mitigation measures to the projects and its presentation made before the EAC. Therefore, the Consultant shall follow all the Rules/Guidelines issued by the Ministry from time to time and make the correct Report, failing which necessary action against the consultant may be taken accordingly.
- 15. PP shall submit the detailed green belt development plan along with details of species, timelines, budget provisions and also implementation status (for existing unit)
- 16. Any changes/modification with respect to the Agenda, Venue etc., would be indicated in Ministry's website. You are also requested to keep track of the status of your project from the Ministry's Website i.e., https://parivesh.nic.in
- 17. Kindly send a brief write up/ Executive Summary of 3-4 pages (in Word Format only)as per following format (Annexure -'I' in respect of the proposals for Environmental clearance and Annexure-'II' in respect of the project for amendment/corrigendum in ToR/EC)to the EAC secretariat. Information should be sent in word format only on following e-mails including Members of the EAC immediately or latest by <u>15.02.2021</u>

rb.lal@nic.in nobi.ep@nic.in ritin.raj@gov.in

(Dr. R. B. Lal) Scientist 'E'/Additional Director & Member Secretary, EAC (Industry-3 Sector)

Note: The items listed for environmental clearances will be taken up for appraisal only on fulfilment of relevant instruction given above.

AGENDA FOR 6th EXPERT APPRAISAL COMMITTEE (INDUSTRY-3) MEETING TO BE HELD DURING 22nd – 23rd February <u>2021</u>

Venue: Ministry of Environment, Forest and Climate Change, Indira Paryavaranv Bhawan, Jor Bagh Road, New Delhi-110003 through Video Conferencing (VC)

Time: 10:30 AM onwards

DAY 1: 22nd February, 2021 (Monday)

- (i) Opening Remarks by the Chairman
- (ii) Confirmation of the Minutes of the 5th Meeting of the EAC (Industry-3) held during 1st -2nd February, 2021 at MoEFCC through VC.

Consideration of Environmental Clearance

- 6.1 Proposed to establish API Manufacturing Unit at Plot Nos. 61 to 66, APIIC Industrial Park, Tirumalagiri Village, Jaggaiahpeta Mandal Andhra Pradesh by **M/s SR Qualichem** -Consideration of Environment Clearance [IA/AP/IND2/195990/2021, IA-J-11011/22/2021-IA-II(I)]]
- 6.2 PROPOSED EXPANSION FOR MANUFACTURING OF SYNTHETICORGANIC CHEMICALS 1071 TPM TO 5050 TPM IN EXISTING UNIT PLOT NO. 24, 24/1, GIDC INDUSTRIAL ESTATE, PANOLI-394116, TAL: ANKLESHWAR, DIST: BHARUCH, GUJARAT **by M/s MERCHEM LIMITED** - Consideration of Environment Clearance [IA/GJ/IND3/196414/2020, No.IA-J-11011/70/2020-IA-II(I)]
- 6.3 Proposed to establish API manufacturing unit located at Sy Nos: 320-14 & 320-15,Bhimolu (V),Gopalapuram (M), West Godavari (Dist.) Andhra Pradesh by **M/s MRR Labs Private Limited** - Consideration of Environment Clearance [IA/AP/IND2/194794/2021, IA-J-11011/52/2021-IA-II(I)]
- 6.4 Expansion of Fertilizer Unit with addition of Chemical Unit (MBAPL Unit II) Located at Plot No.A-1 & A-2, Sorai Industrial Area, Village–Sorai, Tehsil - Banda, District -Sagar, Madhya Pradesh by M/s Madhya Bharat Agro Products Limited - Consideration of Environment Clearance [IA/MP/IND2/191211/2019, IA-J-11011/314/2019-IA-II(I)]
- 6.5 Expansion of Organic Intermediates AtPlot No.: 902/ A, Phase III, Notified Industrial Area,GIDC Vapi –396195, Tal.: Pardi, Dist.: Valsad, Gujarat by **M/s CHIRAG ORGANICS PVT LIMITED**- Consideration of Environment Clearance [IA/GJ/IND3/181673/2020, IA-J-11011/58/2020-IA-II(I)]
- 6.6 PROPOSED NEW TECHNICAL GRADE PESTICIDE PLANT located at Khatauni No. 1426-1431; Khata No. 83 Gata No. 337, Rakba No. 279, Lagan 29.10 and Khata No. 168, Gata No. 332, Rakba No. 1.099, Lagan No. 39.70, Rakba No. 2.378, Village-Akbarpur Amla, Tehsil-Najibabad, District-Bijnor-Uttar Pradesh by M/s M/s CROP CARE ORGANICS LLP- Consideration of Environment Clearance [IA/UP/IND2/114245/2019, IA-J-11011/254/2019-IA-II(I)]

DAY 2: 23rd February, 2021 (Tuesday)

- 6.7 Proposed to establish API manufacturing unit located at Sy.Nos.: 320-16& 320-19,Bhimolu (V),Gopalapuram (M), West Godavari (D), Andhra Pradesh by **M/s KVR Drugs Private Limited** – Consideration of Environment Clearance [IA/AP/IND2/192617/2021, IA-J-11011/53/2021-IA-II(I)]
- 6.8 Proposed to establish Active Pharmaceuticals Ingredients (API)manufacturing unit located at Sy. Nos.: 384/1, 388/1, 389 & 391, Mellavagu Village, Bollapalli Mandal, Guntur District, Andhra Pradesh by **M/s SVR PharmatechPvt. Ltd.** Consideration of Environment Clearance

[IA/AP/IND2/195461/2021, IA-J-11011/54/2021-IA-II(I)]

- 6.9 Proposed to establish Active Pharmaceuticals Ingredients (API)Manufacturing Unit located at Sy. Nos.: 117/1, 117/2A & 117/3, Jayanthipuram Village, Jaggaiahpeta Mandal, Krishna District, Andhra Pradesh by **M/s Sridev Pharma Pvt. Ltd-** Consideration of Environment Clearance [IA/AP/IND2/195366/2021, IA-J-11011/55/2021-IA-II(I)]
- 6.10 PROPOSED MANUFACTURING OF FORMALDEHYDE (200 TPD), UREA FORMALDEHYDE RESIN MANUFACTURING (10 TPD) & PHENOLIC FORMALDEHYDE RESIN (10 TPD).Plot No. F-58 & 59 Kaharani (Bhiwadi Ext), RIICO Industrial Area, Tehsil-Tijara, Dist.-Alwar State Rajasthan by **M/s DIPIN CHEMICALS PVT LTD** - Consideration of Environment Clearance [IA/RJ/IND3/192391/2019, No.IA-J-11011/269/2019-IA-II(I)]
- 6.11 MANUFACTURING OF ACTIVE PHRMA INGREDIENTS)at Plot No. T-2 Tarapur M.I.D.C, Boisar, Palghar **M/s SNA Healthcare Pvt Ltd** - Consideration of Environment Clearance [IA/MH/IND2/192358/2021, IA-J-11011/50/2021-IA-II(I)]
- 6.12 Proposed Dyes & Intermediates manufacturing project of 150 MT/Month (Crude) [{Disperse Azo Dyes (All colours) 100 MT/Month, Coumarine Dyes (All colours)- 25 MT/Month & Methine Dyes (All colours) -25 MT/Month}], at Khasara no 670/521 of Revenue Village Untwalia, Tehsil & District Churu, (Rajasthan) by M/s Krishnum Dyes & Intermediate Pvt. Ltd- Reconsideration of Environment Clearance [IA/RJ/IND2/74141/2018, IA-J-11011/134/2018-IA-II(I)]
- 6.13 Establishment of Active Pharmaceuticals Ingredients (API)manufacturingunit located at Sy No. 160 & Parts, Nallamattipalem Village, Buchirajupeta Panchayat, Nakkapalli Mandal, Visakhapatnam District, Andhra Pradesh by **M/s DSN Labs** - Consideration of Environment Clearance [IA/AP/IND2/195158/2021, IA-J-11011/51/2021-IA-II(I)]

Modification/Amendment/Validity in Environment Clearance

- 6.14 Expansion of Chemical Manufacturing Unit capacity (91,338 TPA to 183,272 TPA) by **M/s Excel Industries Limited** located at Plot no. 112, 20/1 & OS-2, MIDC Dhatav, Raigad, Maharashtra – Amendment in Environment Clearance regarding. [IA/MH/IND2/191436/2021, IA-J-11011/139/2020-IA-II(I)]
- 6.15 Any other Items with permission of the Chair

Subject:- Environmental Clearance- reg. [Proposal NO.....]

The Project Proponent and the accredited Consultant M/s., made a detailed presentation on the salient features of the project and informed that:

prese	ntation of	on the salient	t feature	es of the	e project ar	nd inforr	med th	nat:			
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ii.		oject proposa									
	meeting	g held during		and re	ecommend	ed Term	ns of R	References (T	oRs) fo	or the Pro	oject. The
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xx. The details of products and capacity as under:

S. No	Product Details	Existing Quantity	Proposed Quantity	Total Quantity
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Total	 	

S. No.	Activity	Amount allocated in Rs.
1. Total Cost		
2. EMP Cost		
3. Recurring cost		
4. CER Cost		
5. Land		
6. P. H. Commitment		
7.Green belt		
8. Conservation plan		

Annexure-II

The proposal is for amendment in the <u>Terms of Reference/Environmental Clearance</u> granted by the Ministry vide letter dated......for the project.....in favour of M/s

2. The project proponent has requested for amendment in the ToR/EC with the details are as under;

S.No.	Para of ToR/EC issued by MoEF&CC	Details as per the ToR/EC	To be revised/ read as	Justification/ reasons
1.				
2.				
3.				

Template for presentation before the EAC

Slide 1

Agenda No.

- > Date of Application Submission
- > ADS if any including date of reply
- Date of Acceptance
- > New Project/Expansion Project
- Product Mix or Change in Technology
- > Existing & Proposed Capacity
- > Forest Area/Wildlife/ESZ if any
- > Name of EIA Coordinator
- **CONSULTANT:**
 - Name
 - NABET Registration No.
 - Validity

Name of the Project (Including Company's Name)

- Date of Public Hearing (P.H.) Conducted
- > Level of Officer conducted P.H.
- Status of Forest Clearance (FC)
- Applicability of Coastal Regulatory Zone (CRZ) if any
- > Whether located in Critically Polluted Area (CPA).
- > Certified Compliance submitted

Slide 2

Details of Earlier ECs with Past Productions Details

Details of Earlier CTOs with Past Productions Details

Details of Certified Compliance of Earlier EC/CTO

Slide 3

Introduction of The Project

- Brief Description about project
- Plot area
- Land use change required.
- Sources of Air(+Noise) Pollution
- Estimated Project Cost
- EMP Cost
- CER Cost
- Manpower
- Details of Environment Officers with qualifications

Slide 4

Introduction of The Project

- Water Consumption/day
- Source of water
- Permission from CGWA or any other agency
- Energy Consumption
- Kind of Fuel used
- Quantity of fuel used

- Waste Water Generated/day
- Treatment facility with capacity and current operational capacity
- Mode of discharge

Slide 5Example

Location of Project and its Connectivity



Slide 6 : Example

Topographical Map



Particular [Variable]	Distance and			
	Direction			
Water bodies				
Sakra nadi		2.18 Kn	n NW	
Chhela nadi		3.10 Kn	n SE	
Mitti nadi		4.44 Kn	n SW	
Lerakh nadi		7.96 Kn	n NE	
High tide line		3.11 Kn	n SE	
Forest				
Bhadreshwar reserve		3.70 Km SW		
forest				
Luni reserve forest	7.71 Km SW			
Densely populated a	rea			
Bhadreshwar		1.2 Km	SW	
Tuna	1.95 Kn	n SE		
Hatdi High Tide	2,5 Km	NE		
line	. / Kill			
Low Tide line	4.	.3 Km		

Slide 7 Project Site to be shown on Google Earth/DSS through KML/SHP File

Slide 9

BASELINE ENVIRONMENT DETAILS

1. AIR QUALITY (shall attach copy of NABL or MOEF approval)

Period of monitoring

- Table of Parameters Monitored as per TOR including Noise.
- Comparison of AQM data from Upstream & down stream Station.
- Minimum detectable Limit of various methods.
- Prediction of max. GLC(DG sets & from other sources)
- Incremental Pollution load.

Wind Rose / Impact

- Location specific Wind Rose be given based on which AQM station Setup.
- Map of AQM Station be given superimposed with respective monitored value + wind rose on one corner of the map.
- Impact of dust, smoke, gas ,fumes & odour

Slide 10

BASELINE ENVIRONMENT DETAILS 2.WATER (Surface + Ground) Environment

Date of monitoring

- Table of Parameters Monitored as per TOR/CPCB
- Comparison of data from Upstream & down stream sampling Station
- Minimum detectable Limit of various methods.
- Incremental pollution Load from waste water generation.

- Sampling Location Map
- Map of sampling area with specific location of collection. Superimposed with respective monitored value
- Attach copy of NABL or MOEF approval.
- Fresh water reduction due to recycling/reuse of wastewater.

Slide 11

BASELINE ENVIRONMENT DETAILS 3. Soil and Biological Environment

Soil

- Location Map of Sampling points
- Sampling result
- Shall describe quality of soil as per standard (IARC) method

Biological

- Map of study area be attached.
- Biodiversity index with its interpretation be given

Slide 12

BASELINE ENVIRONMENT DETAILS 4. Socio Economic Environment

Areas visited & date

- Report on collection of Primary & Secondary Data Data
- Identification of social requirements based on interview & discussions
 Time frame for completion
 Estimated budget with the resident of the area.
- **Social Action Plan**
- Development of social action plan

 - Estimated budget to be spent year wise(CER)

Slide 13

BASELINE ENVIRONMENT DETAILS 5. RISK STUDIES & DISASTER MANAGEMENT

Hazardous Substances

- List of Hazardous Substances and quantity stored.
- Assumptions and Worst case scenario.
- Risk assessment be done by 3-D (CFD)Capable Software.

Risk Assessment

- Prevailing Risk from existing facilities
- Perceived risk from the proposed facilities.
- Societal Risk
- Cumulative risk
- Details of Onsite mitigation measures/ DMP

Slide 14

Details of National Park/Sanctuary/Forest Land/Schedule-I Species/ESZ Notification/No **Development Zone If any**

Slide 15 **Process Flow Chart** Slide 16 Water Requirement and its approval status Water Balance

Slide 17 Waste Water Treatment Technology / Details of ZLD Details of STP and how treated water is reused

Slide 18 Product wise Raw Material consumption

Slide 19 Details of Green Belt Development Plan

Slide 20 Transportation Plan –Study as per IRC Guidelines

Slide 21 Budget for CER as per Ministry's Circular alongwith Activities and its timelines for commitments

Slide 22

Environment Management Plan

Shall cover details on following pollution control measures linking with baseline studies ,raw material and products with involved risk :

- AIR Pollution Control measures including devices proposed with capacities & cost.
- Water and Waste Water treatment and disposal , if any
- Solid Waste / Sludge Disposal if any .
- % reduction due to proposed devices
- Details of Environment Personnel (Environment Engineers and Environment Scientist) posted in Environment Management Cell.

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Slide 23 : TOR wise compliance presentation



- Disposal- In-house or CHWTDF
- Agreement for hazardous waste management and disposal

Slide 25

PUBLIC CONSULTATION

- The public hearing was attended by
- Requisite publicity through local newspapers/ media i.e.Dated was given 30 days in advance of the date; .
- The project proponent has given commitment to fulfil the environmental and social responsibility for development of community of nearby villages.

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PUBLIC HEARING MINUTES ITS ACTION PLAN WITH BUDGET ,TIMELINE INCLUDING DISPLY OF PH VIEDEO

Slide 27 Public Hearing Photographs

List of member of Expert Appraisal Committee in respect of Industry-3 Sector

S.No.	Name of Members	Designation
1.	Dr. Rajashekar P. Mandi	Chairman
	Director, School of Electrical &	
	Electronics Engineering, REVA University, Bangalore - 64	
	E-mail: rajashekarmandi@yahoo.com	
2.	Dr. Ashok Kumar Saxena, IFS	Member
	Bunglow No. 38, Sector-8A, Gandhinagar,	
	Gujarat – 382008	
	E-mail: ashoksaxena1159@gmail.com	
3.	Prof. (Dr.) A.B. Pandit	Member
•••	Vice Chancellor, Institute of Chemical Technology, Mumbai, Sir	
	JC Bose Fellow, Government of India	
	Email: ab.pandit@ictmumbai.edu.in	
4.	Prof. (Dr.) S. N. Upadhyay	Member
4.	Research Professor (Hon.),	Member
	Department of Chemical Engineering & Technology,	
	Indian Institute of Technology (Banaras Hindu University),	
	Varanasi	
5	E-mail: snupadhyay.che@iitbhu.ac.in	Member
5.	Prof. (Dr.) Suneet Dwivedi,	Wember
	Professor in K Banerjee Centre of Atmospheric and Ocean	
	Studies, University of Allahabad, Allahabad - 02	
	Uttar Pradesh	
	E-mail:dwivedisuneet@rediffmail.com	
	/suneetdwivedi@gmail.com	
6.	Prof. (Dr.) Arvind K. Nema	Member
	Professor, Department of Civil Engineering	
	Indian Institute of Technology, Delhi, Hauz Khas,	
	New Delhi -110 016	
	Email: aknema@civil.iitd.ac.in / aknema@gmail.com	
7.	Shri Santosh Gondhalkar	Member
	'Shree' Apartment, Flat 401, Plot No. 22, Tukaram Society,	
	Santnagar, Pune- 411009	
	E-mail: santoshgo@gmail.com	
8.	Prof. (Dr.) Pradeep Kumar Mishra	Member
	Department of Chemical Engineering & Technology, Indian	
	Institute of Technology (BHU) Varanasi,	
	Varanasi - 221005	
	E-mail: pkmishra.che@itbhu.ac.in / drpkm18@gmail.com	
9.	Prof. (Dr.) Vijay S. Moholkar	Member
	Professor in Department of Chemical Engineering,	
	Block-K (Academic complex), Room No. 111, Inidia Institute of	
	Technology Gawahati, Gawahati – 781039	
	E-mail: vmoholkar@iitg.ac.in	
10.	Dr. Suresh Panwar	Member
	House No.4, Gayateri Green Society, NH 58	-
	Bypass,Kankerkhera, Meerut, Uttar Pradesh	
	Email-spcppri@gmail.com	
11.	Shri Dinabandhu Gouda	Member
• • •	Additional Director, DH IPC-I, Room No. 309A, Third Floor,	
	Central Pollution Control Board, Parivesh Bhawan, East Arjun	
	Nagar, Delhi – 110032	

	E-mail: dinabandhu.cpcb@nic.in	
12.	Shri Tukaram M Karne	Member
	Director Technical Sugar, Hon. Management Technical Advisor	
	Kamuli Sugar Ltd. Uganda.	
	Nagpur, Maharashtra	
	E-mail: tmkarne@gmail.com	
13.	Shri Sanjay Bisht	Member
	Scientist 'E', Room No. 517, Office of the Director General of	
	Meteorology, Indian Meteorological Department, Musam	
	Bhawan, Lodhi Road, New Delhi -110003	
	E-mail: sanjay.bist@imd.gov.in	
14.	Dr. Uma Kapoor	Member
	Regional Director, CGWA, 18/11, Jamnagar House, Mansingh	
	Road, New Delhi	
	E-mail: Uma-cgwb@nic.in	
15.	Dr. R. B. Lal, Scientist 'E'/Additional Director	Member
	Indira Paryavaran Bhawan,	Secretary
	Ministry of Environment, Forest and Climate Change	
	Room No. V-304, Vayu Wing,	
	Jor Bag Road, New Delhi-110003	
	Telefax: 011-24695362	
	E-mail: rb.lal@nic.in	

Quick User Manual to use Desktop Videoconference

NIC, MoEFCC will moderate the Video Conferencing meeting. The Guidelines related to connecting VC is annexed herewith. PP will be ready before 10 minutes of the slot allowed to them. If any problem faced please contact **Mr Kamal**, **Moderator**, **NIC** (Mobile No. 8800225087, email-support-ipb@nic.in).

- PP/Consultant who want to make presentation during EAC, they have to download/install VidyoApp on desktop/Laptop.
- A web Link will be shared by Member Secretary/Moderator before the EAC meeting. It is requested to be ready before 10 minutes as per slot provided to you.
- Joining from Mobile devices : Click on the link on your mobile device. It will asked you to join the conference. It may asked installed Mobile App (VidyoMobile). Installed the VidyoMobile and click on link to join VC.
- Please see the control menu to manage the conference. Keep your microphone muted and unmute only when you speak. You can chat or share desktop screen.
- User should have minimum Internet connection of 2 Mbps from any service provider (Broadband/4G etc)
- A Desktop/Laptop working in windows (Recommended).
- Wired Earphone/Headphones with Microphone (Strongly recommended) or External USB camera & Speaker cum microphone.
