

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

Dated: 27.07.2021

AGENDA FOR 15th MEETING OF THE EXPERT APPRAISAL COMMITTEE (INDUSTRY-3 SECTOR), SCHEDULED TO BE HELD DURING August 10, 2021

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

1. It is informed that the 15th Meeting of EAC is scheduled to be held during **August 10, 2021** through **Video Conferencing Mode** and accordingly all Project Proponents are requested to send all the documents (viz. Presentation, Brief, EIA/EMP Report and other requisite documents) to the **EAC/Ministry immediately or latest by 03.08.2021.**
2. It is requested that the Project Proponent or his/her authorized representative should **participate the presentation meeting of EAC 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. 15.1 (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 (**bulky EIA/EMP reports may be sent in pen drive mentioning the agenda number**) 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. **The documents shall reach the members at earliest.**
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 Ministry in HARD COPY. Documents shall be reach in the Ministry by 03.08.2021.**
7. **Kindly prepare/make the presentation before the EAC based on the template provided at Annexure III. Copy of presentation along with annexures and brief shall be forwarded to the EAC/Ministry immediately or latest by 03.08.2021.**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 forward 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, certified compliance of existing EC/CTO, 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 Sector) 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 03.08.2021.** [Hard copy of

Presentation, brief and other reports and 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 03.08.2021.**
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. **In case of pesticide projects, life cycle analysis study, if any needs to be included in the presentation for appraisal of EAC.**
17. 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>
18. 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 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 03.08.2021.**

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

(Dr. R. B. Lal)
Scientist 'E'/Additional Director &
Member Secretary, EAC (Industry-3 Sector)
Email- rb.lal@nic.in
Tel: 011-24695362

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

AGENDA FOR 15th EXPERT APPRAISAL COMMITTEE (INDUSTRY-3) MEETING TO BE HELD DURING August 10, 2021-DAY 1

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

Time: 10:30 AM onwards

DAY 1 - August 10, 2021 (Tuesday)

Consideration of Environmental Clearance Proposals

- 15.1** Expansion project of Fine Chemicals and Intermediates for API Manufacturing Unit by **M/s OC Specialities Pvt. Ltd.**, located at Plot No. E-16, E-17, E-18, E-22 & T-7, Chincholi MIDC, Tal.:Mohol, Dist.: Solapur, State: Maharashtra.-**Consideration of Environmental Clearance**

[Proposal No.: IA/MH/IND3/216154/2015; File No. IA-J-11011/92/2015-IA-II(I)]

- 15.2** Proposed to establish Bulk Drugs & Drug Intermediates Manufacturing Unit by SVR Drugs & Intermediates by **M/s SVR Drugs & Intermediates**, located at Plot Nos. 165 and 166, Kadechur Industrial Area, Kadechur Village, Yadgir, Karnataka -**Consideration of Environmental Clearance**

[Proposal No.: IA/KA/IND3/210993/2021; File No. J-11011/197/2021-IA-II(I)]

- 15.3** Expansion of High Rubber Graft-HRG (Rubber rich ABS) unit from 15000 TPA to 50000 TPA by **M/s Bhansali Engineering Polymers Limited**, located at Satnoor Plant, Bhansali Nagar, Taluka Sausar, District – Chhindwaram Madhya Pradesh - **Consideration of Environmental Clearance**

[Proposal No.: IA/MP/IND3/220340/2017; File No. IA-J-11011/391/2017-IA-II(I)]

- 15.4** Expansion project for manufacturing of pesticide technical products along with addition of few more projects to widen the range of products in Agrochemicals & intermediates within the existing premises by **M/s Meghmani organics Limited**, located at Plot No. 5001/B, 5027, 5030-5034 & 5037, 4707/B and 4707/B&P GIDC Estate Ankleshwar, District Bharuch, Gujarat -**Consideration of Environmental Clearance**

[Proposal No.: IA/GJ/IND3/213852/2020; File No. IA-J-11011/90/2020-IA-II (I)]

Consideration of TOR

- 15.5** Manufacturing of Formaldehyde 70 TPD at Plot No. F476, RIICO Industrial Area Chopanki, Bhiwadi, Alwar, Rajasthan by **M/s Shri Ramkripa Organics Pvt Ltd. - Consideration of TOR**

[Proposal No.: IA/RJ/IND3/205995/2021; File No. IA-J-11011/130/2021-IA-II(I)]

Consideration of Amendment in EC

- 15.6** EC Amendment due to Plot Addition in Existing Project (Phenol Formaldehyde Resin – 1100 MT/Month Melamine Formaldehyde Resin – 500 MT/Month Urea Formaldehyde Resin – 1200 MT/Month) by **M/s Nelson Laminate Pvt Ltd.**, located at Survey No. 565/p (old 394 Paiki 2), 556/p (old 392, Paiki 1/ Paiki 2), Village: Nava Sadulaka, District: Morbi, Gujarat

[Proposal No.: IA/GJ/IND3/217421/2021; File No. IA-J-11011/35/2015-IA-II(I)]

- 15.7** Any other Items with permission of the Chair

**Subject:.....- Environmental Clearance- reg.
[Proposal NO....., F.NO.....]**

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

- i. The proposal is for environmental clearance/ToR to the project at by M/s.
- ii. The project proposal was considered by the Expert Appraisal Committee (Industry-3) in its.....th meeting held during.....and recommended Terms of References (ToRs) for the Project. The ToR has been issued by Ministry vide letter No.J.....; dated**(In case of EC Proposal)**
- iii. All are listed at S.N. of Schedule of Environment Impact Assessment (EIA) Notification under category 'A' and are appraised at Central Level by Expert Appraisal Committee (EAC).
- iv. Ministry had issued EC earlier vide letter no.; dated to the existing project... ..infavour of M/s (**in Expansion case/if applicable**).
- v. Existing land area is m^2 .,additional m^2 land will be used for proposed expansion.
- vi. Industry has already developed / will develop greenbelt in an area of 33 % i.e.,..... m^2 out of total area of the project.
- vii. The estimated project cost is Rs..... including existing investment of Rs..... crores. Total capital cost earmarked towards environmental pollution control measures is Rs..... and the Recurring cost (operation and maintenance) will be about Rs..... per annum.
- viii. Total Employment will be persons as direct & persons indirect after expansion. Industry proposes to allocate Rs..... @ of % towards CER.
- ix. There are national parks, wildlife sanctuaries, Biosphere Reserves, Tiger/Elephant Reserves, Wildlife Corridors etc. within 10 km distance from the project site. River/ water body..... is flowing at a distance ofin..... direction.
- x. Ambient air quality monitoring was carried out at locations during to and the baseline data indicates the ranges of concentrations as: PM10 (...-..... $\mu g/m^3$), PM2.5 (...-..... $\mu g/m^3$), SO₂ (...-..... $\mu g/m^3$) and NO₂ (...-..... $\mu g/m^3$). AAQ modeling study for point source emissions indicates that the maximum incremental GLCs after the proposed project would be $\mu g/m^3$, $\mu g/m^3$ and $\mu g/m^3$ with respect to PM₁₀, SO_xandNO_x. The resultant concentrations are within the National Ambient Air Quality Standards (NAAQS).**(In case of EC Proposal)**
- xi. Total water requirement is m³/day of which fresh water requirement of m³/day will be met from
- xii. Effluent of quantity will be treated through..... . The plant will be based on Zero Liquid discharge system **(if applicable)**.
- xiii. Power requirement after expansion will be including existing KVA and will be met from State power distribution corporation limited (...SPDCL). Existing unit has DG sets ofcapacity, additionally DG sets are used as standby during power failure. Stack (height.....)will be provided as per CPCB norms to the proposed DG sets.
- xiv. Existing unit has TPH fired boiler. Additionally ----TPH ----fired boiler will be installed. Multi cyclone separator/ bag filter with a stack of height of m will be installed for controlling the particulate emissions within the statutory limit of 115 mg/Nm³ for the proposed boilers..
- xv. Details of Process emissions generation and its management.....
- xvi. Details of Solid waste/ Hazardous waste generation and its management.....
- xvii. Public Hearing for the proposed project has been conducted by the State Pollution Control Board onThe main issues raised during the public hearing are related to.....
- xviii. Details of Certified compliance report submitted by RO, MoEF&CC. **(In case of expansion Proposal)**.
- xix. Status of Litigation Pending against the proposal, if any.
- xx. The details of products and capacity as under:

S. No	Product Details	Existing Quantity	Proposed Quantity	Total Quantity

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 **Environmental Clearance** granted by the Ministry vide letter dated.....for the project.....located at.....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 EC issued by MoEF&CC	Details as per the EC	To be revised/ read as	Justification/ reasons
1.				
2.				
3.				

Template for presentation before the EAC

Slide 1

Agenda No.	Name of the Project (Including Company's Name)
<ul style="list-style-type: none"> ➤ 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: <ul style="list-style-type: none"> • Name • NABET Registration No. • Validity 	<ul style="list-style-type: none"> ➤ 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

2

Slide 3

Introduction of The Project

- | | |
|--|---|
| <ul style="list-style-type: none"> ◆ Brief Description about project ◆ Plot area ◆ % of green belt provided ◆ Land use change required ◆ Sources of Air(+Noise) Pollution | <ul style="list-style-type: none"> ▶ 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 5 Example

Location of Project and its Connectivity



LATTITUDE	22°55'4.07"N
LONGITUDE	69°55'4.06"E
ELEVATION	14 m
Accessibi lity	Connectivity
Highway/ Road	SH-50 – 11 Km NW Road near project – within 1 Km
Railway Station Railway station: 9.4 Km SW
Airport Airport – 16.9 Km SW Airport – 28.8 Km NE



High Tide line	2.7 Km
Low Tide line	4.3 Km

5

Slide 6 : Example

Topographical Map



Particular	Distance and Direction
Water bodies	
Sakra nadi	2.18 Km NW
Chhela nadi	3.10 Km SE
Mitti nadi	4.44 Km SW
Lerakh nadi	7.96 Km NE
High tide line	3.11 Km SE
Forest	
Bhadreshwar reserve forest	3.70 Km SW
Luni reserve forest	7.71 Km SW
Densely populated area	
Bhadreshwar	1.2 Km SW
Tuna	1.95 Km SE
Hatdi	High Tide 2.7 Km NE
line	
Low Tide	4.3 Km
line	

6

Slide 7

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

Slide 8: Engineering layout of the Project site

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

11

Slide 12

BASELINE ENVIRONMENT DETAILS

4. Socio Economic Environment

Areas visited & date

- ▶ Report on collection of Primary & Secondary Data
- ▶ Identification of social requirements based on interview & discussions with the resident of the area.

Social Action Plan

- ◆ Development of social action plan
- ◆ Time frame for completion
- ◆ Estimated budget to be spent year wise(CER)

12

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

13

Slide 14
Water Requirement and its approval status
Water Balance

Slide 15
Waste Water Treatment Technology / Details of ZLD
Details of STP and how treated water is reused

Slide 16
Product wise Raw Material consumption

Slide 17
Details of Green Belt Development Plan

Slide 18
Transportation Plan –Study as per IRC Guidelines

Slide 19
Budget for CER as per Ministry's Circular alongwith Activities and its timelines for commitments

Slide 20

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.

22

Slide 21 : TOR wise compliance presentation

Point Wise Standard TOR Compliance

TOR Point-1: Executive Summary of the Project.

Reply:

TOR Point-2: Introduction i) Details of the EIA consultant including NABET accreditation ii) Information about the project proponent iii) Importance and benefits of the project

Reply:

And so on.....

23

Slide 22

Hazardous Waste Management and Disposal

- List of hazardous waste generation and quantity.
- Disposal- In-house or CHWTDF
- Agreement for hazardous waste management and disposal

24

Slide 23

PUBLIC CONSULTATION

- Public consultation for this project was conducted on at 11:00 A.M. atwhich was presided over by theattended by officers of GPCB, Gandhinagar.
- 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.

25

Slide 24 PUBLIC HEARING MINUTES ITS ACTION PLAN WITH BUDGET ,TIMELINE INCLUDING DISPLY OF PH VIEDEO

S.No.	Issues raised by the Public	Points Represented	Response/ Commitment of Project Proponents along with budget and timelines
1	Mr		
2	X...		
3	Mr		
	Y...		
	Mr		
	Z...		

26

**Slide 25
Public Hearing Photographs**

Slide 26: Other details of Project

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

S.No.	Name of Members	Designation
1.	Prof. (Dr.) A.B. Pandit Vice Chancellor, Institute of Chemical Technology, Mumbai, Sir JC Bose Fellow, Government of India Email: ab.pandit@ictmumbai.edu.in	Interim EAC Chairman
2.	Dr. Ashok Kumar Saxena, IFS Bungalow No. 38, Sector-8A, Gandhinagar, Gujarat – 382008 E-mail: ashoksaxena1159@gmail.com	Member
3.	Prof. (Dr.) S. N. Upadhyay Research Professor (Hon.), Department of Chemical Engineering & Technology, Indian Institute of Technology (Banaras Hindu University), Varanasi E-mail: snupadhyay.che@iitbhu.ac.in	Member
4.	Prof. (Dr.) Suneet Dwivedi, 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	Member
5.	Shri Santosh Gondhalkar 'Shree' Apartment, Flat 401, Plot No. 22, Tukaram Society, Santnagar, Pune- 411009 E-mail: santoshgo@gmail.com	Member
6.	Prof. (Dr.) Pradeep Kumar Mishra Department of Chemical Engineering & Technology, Indian Institute of Technology (BHU) Varanasi, Varanasi - 221005 E-mail: pkmishra.che@itbhu.ac.in / drpkm18@gmail.com	Member
7.	Prof. (Dr.) Vijay S. Moholkar Professor in Department of Chemical Engineering, Block-K (Academic complex), Room No. 111, India Institute of Technology Gawahati, Gawahati – 781039 E-mail: vmoholkar@iitg.ac.in	Member
8.	Dr. Suresh Panwar House No.4, Gayateri Green Society, NH 58 Bypass,Kankerkhara, Meerut, Uttar Pradesh Email-spcppri@gmail.com	Member
9.	Shri Tukaram M Karne "SHREYAS ORNATE" F-1, 95-Tulasibagwale Colony, Sahakarnagar-2, PUNE: 411 009, Maharashtra E-mail: tmkarne@gmail.com	Member

10.	Shri Dinabandhu Gouda 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	Member
11.	Shri Sanjay Bisht 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	Member
12.	Dr. Rakesh Kushwaha, Sr. Scientist, Central Ground Water Authority 18/11, Jamnagar House, Mansingh Road New Delhi - 110011 E-mail ID- kushwaha-cgwb@gov.in	Member
13.	Dr. R. B. Lal Scientist 'E'/Additional Director Ministry of Environment, Forest and Climate Change Indira Paryavaran Bhawan, Room No. V-304, Vayu Wing, Jor Bag Road, New Delhi-110003 Telefax: 011-24695362 E-mail: rb.lal@nic.in	Member Secretary

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.
