No. IA-22/01/2021-IA-III Government of India Ministry of Environment, Forest & Climate Change (IA. III Division)

Indira Paryavaran Bhawan Aliganj, Jor Bagh Road New Delhi-110 003

Dated: 18th September, 2023

OFFICE MEMORANDUM

Sub: Standard Operating Procedure for Registration of Project Proponents on PARIVESH 2.0-reg.

Ministry had launched PARIVESH, a Single-Window portal for dealing with applications for Environment Clearance (EC), Forest Clearance (FC), Wildlife Clearance (WL) and Coastal Regulatory Zone (CRZ) clearance. To further facilitate the stakeholders and technical appraisals in more scientific and transparent manner, Ministry is in the process of expanding the scope of existing PARIVESH, leveraging on emerging technologies such as GIS, Advance Data Analytics, IoT etc.

2. Development of PARIVESH 2.0 with all envisaged functionalities is under development. However, key functionalities, *inter-alia*, including Registration, update e-KYC, KYA, submission of new application forms by the Project Proponents, have been already integrated in the PARIVESH.

3. Ministry had made the registration of entity/company/individual mandatorily with PAN/or CIN. Instances have been brought to the notice of the Ministry wherein it was observed that many entities/individuals/ have registered on PARIVESH 2.0 wrongly by using "Other" option available in the drop down under entity type although they were having PAN/CIN number. This tantamounts to false declaration on part of entities.

4. In addition to above, Ministry while rolling out the Registration module in PARIVESH 2.0, migrated the bulk users already registered in existing PARIVESH 1.0. It has been observed that many entities/companies are registered multiple times by their employees using different email Ids and again without PAN, thereby defeating the overall objective of registration of users with unique identifier.

5. Above issue has been deliberated in the Ministry. Accordingly, all entities / companies /individual /trust/etc are hereby directed to revalidate the registration credentials with PAN/CIN using "Update **Registration**" option provided in login of respective user within one month from the date of issue of this OM.

6. In addition, all entities/companies which are registered multiple times on PARIVESH 2.0 without PAN are directed to assign Super User & re-validate the registration with PAN or CIN, as applicable within one month from the date of issue of this OM. After successful re-validation, Superuser who has registered the entity shall create the project and map the employee(s) to the created project(s).

7. Login credentials of users registered on PARIVESH without PAN/or CIN will be temporarily closed after period of one-month. Detailed step by step guidance for registration, re-validation, creation of project, adding and mapping of employee is given in the Annexure.

8. This issues with the approval of the Competent Authority

psoxene.

(Dr Mohit Saxena) Scientist 'D' Email Id: mohit.saxena@gov.in

To,

All Project Proponents

Copy for information:

- 1. Sr PPS to Secretary, EF&CC
- 2. Sr PPS to DG&SS, Forest
- 3. Sr PPS to AS(TK)
- 4. Sr. PPS to JS(SKB)
- 5. Shri Alok Tiwari, Scientist G
- 6. Dr R B lal, Scientist F/Director PARIVESH
- 7. NIC for uploading on PARIVESH portal





Ministry of Environment, Forest and Climate Change



MANUAL FOR REGISTRATION

VES

(PARIVESH 2.0)

e-Payments

CPC GREE

SEPTEMBER 2023



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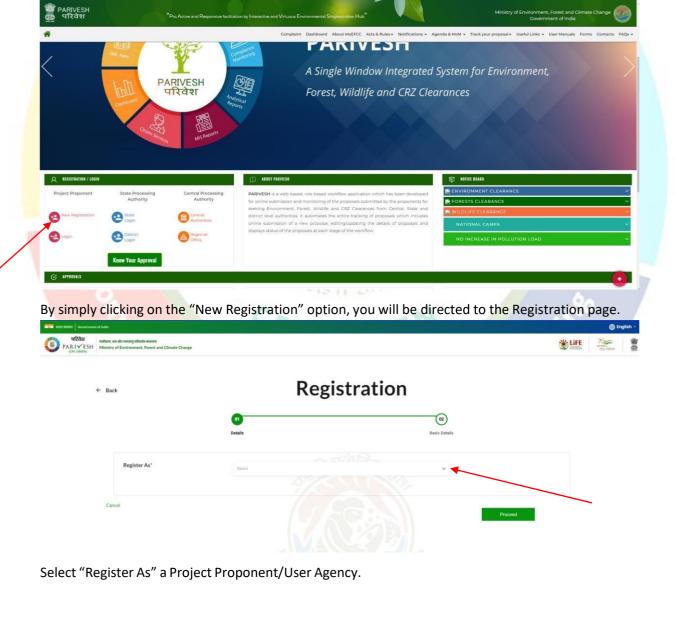
(A) New Registration of User

(i) Central / State PSU / Private Limited / Joint Venture / Trust Association /Others:

The user, who has registered on PARIVESH with unique identifier (PAN/CIN), would be the Super User. After successful registration, Super User would be given the following rights.

- (A) Creation of Project
- (B) Adding of Employee
- (C) Mapping of onboarded employee to the created project
- (D) Additionally Super User can also time to time update the registration details of the company by clicking on update the details of onboarded employee

Let's understand the process for registration of company/entity/individual by the super user. Go to the home page of the PARIVESH Portal (through the link '*https://parivesh.nic.in/*'). On the top right corner of the screen, you will find a "Register" button under the "Registration/Login" tab.



https://parivesh.nic.in

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← Back	Registration	
	Details Basic Details	
Register As*	Select Characted Consultant Organization Project Program User Agency	
Cancel		Proceed
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← Back	Registration	
	(1)	
	Details Basic Details	
Register As" Entity Type"	Project Proponent/Main Agency:	
Is CIN available to the	Central Government (Department/Jutionmous body) Central FSU (pg. NHA, ALK, NTP CLL SALL) Individual Joint Ventue (Gov. + Gov.) Joint Ventue (Gov. + Ac.)	
Entity?*	Joint Vienture (Pvt. + Pvt.) LIP Others	
Entity?" PAN of Entity *	Private United State Covernment (Department (Austronomous body) State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp) Q	
Entity?*	Wate Limited State Conversional (Department Ausphoneous bods) State Conversional (Department Ausphoneous bods) The Instance Sub-Conversion Cited on State th buttors to write (PANNos (Mandatory)	

https://parivesh.nic.in

Cancel

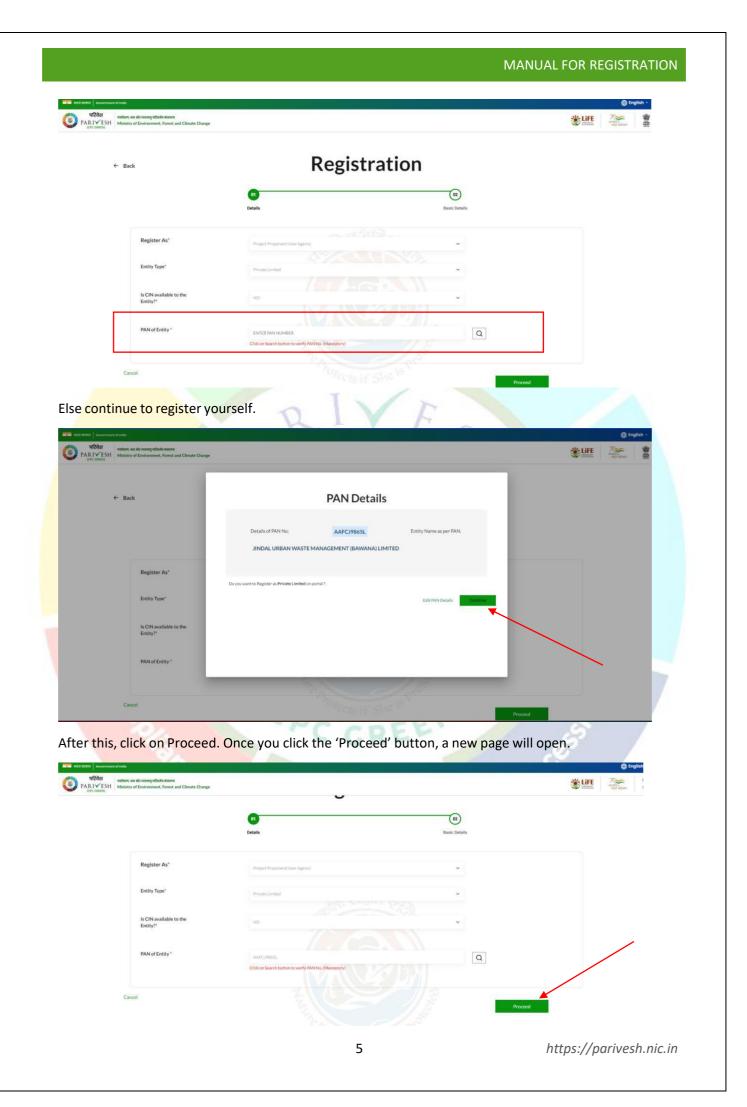
If Super User selects 'yes' as an option, he/she is required to enter CIN and year of incorporation. If he/she selects 'no' for CIN availability, Page can proceed but required to fill PAN. PAN is mandatory. Enter your PAN and click on the search icon

	<u> </u>		
	0	(02)	
	Details	Basic Detalls	
Register As*	Project Proponent/User Agency	*	
Entity Type*	Private Limited	~	
Is CIN available to the Entity?"	YES	~	
CIN of Entity *	ENTERCIN		
Year of Incorporation *	ENTER YEAR OF INCORPORATION	2 * 2 N 1 I	
PAN of Entity *	ENTER PAIN NUMBER Click on Search button to verity PAIN No, (Mandatory)		

By clicking the search icon, a dialogue window will open to verify the PAN details, where either you can edit your PAN details or continue.

VR2er outlines, sa abit average value for atoms PARIVESH Ministry of Environment, Forest and Climate Change		0		₩ Life	Receiption of the second
		PAN Details			
Register As*	Details of PAN No:	AAFCJ9865L	Entity Name as per PAN:		
Entity Type*	JINDAL URBAN WASTE	MANAGEMENT (BAWANA) LIM	ITED		
Is CIN available to the Entity?".	Do you want to Register as Private Limited or	n portal ?	Edit PAN Details Continue		
PAN of Entity *					
Cancel					
				roceed	

If you click on the 'Edit PAN Details', a page will direct you to the previous page where you can edit PAN.



Name of Project Proponent Entity will be auto-populated. You need to fill First line of address, Select 'State' and 'District' via dropdown. Enter Pincode, website which is optional. Enter Organisation Email Id, Name of the person registered the entity, designation and mobile number.

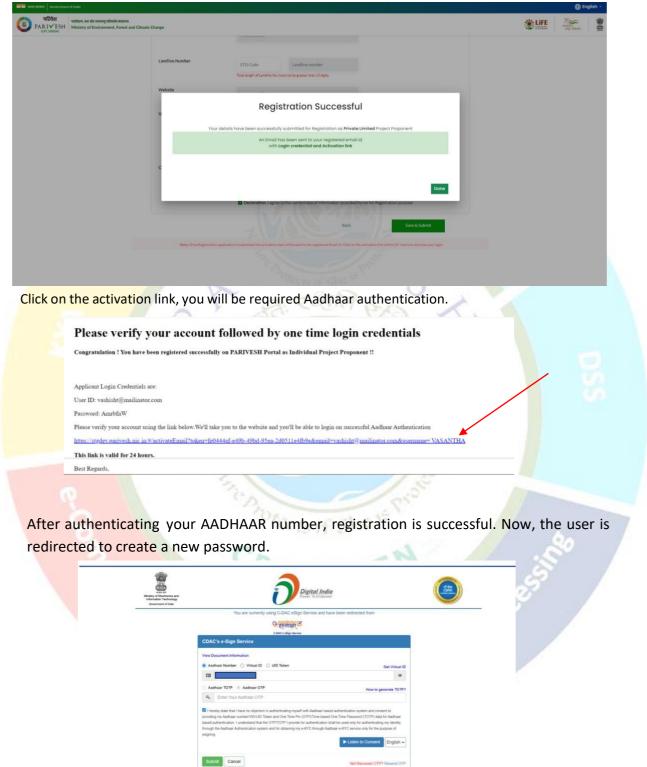
Newson of Developed Developed Developed			
Name of Project Proponent Entity*	LOTUS TRANS TRAVEL PVT LTD		
First Line of Address*	Max 250 characters only		
		ĥ	
State/UT*	Select	~	
District*	Select	· ·	
Pincode*	Enter PIN code		
Website	www.example.com		
Organisation Email Id *	Enter Organisation Email ID		
	Use only organization-level email IDs f suggested format is "CompanyName_F	Parivesh@abc.com".	
Name of the person registered the entity*	Enter name		
Designation*	Enter Designation		

Select check if your mobile number is linked with your Aadhaar and, also ensure that the email entered should be an organizational email id (suggested format for email id:

parivesh_companyname@gmail.com or any other domain) not a personal. You can fill landline number which is optional. Role is auto populated as 'Super User'. Also, you are required to upload authority letter by the company head authorizing the person registering the entity on behalf of the company and will also be a Super User for creating the project and onboarding/mapping of employee. After this, enter CAPTCHA. Once you are done with filling all the mandatory fields, click on 'Save & Submit'

		K211		
Designation"	Enter Designation			
Mobile No.*	Tick to confirm	n if your mobile no, is linked with Aadhar		
	Mobile No.			
Landline Number	STD Code	Landline number		
	Total length of Landline	No. must not be greater than 13 digits.		
Role	Super User			
Upload Authority Letter *		Browse or drop your file here		
		Only pdf file(s) are allowed. Maximum t	Ale size is 1 MB.	
		Authorisation Letter from the Departmental head of the company authors on company's behalf	orising the person to do the registration	_
Captcha Code*	tzeZFi	© Refresh Enter Captcha		
	🗌 Declaration: I aş	gree to the correctness of information provided by me for Registrat	tion purpose	
		Back	Save & Submit	

As you click on 'Save & Submit', a dialogue box will open to ensure that the details have been submitted successfully. And the email will be sent to the registered email id with login credentials and activation link.



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PARIVESH Ministry of Environment, Forest and Climate Change Change Password (mol. * vashield emolinator.com	Activation successful.
tmail * vashishtemalingtor.com	ELEC and a set of the
Old Password * Old Password	
New Password * New Password	
Confirm Password * Confirm Password Submit	

After registration and generating a new password, you can visit the PARIVESH home page and log in from the Log in Tab on the left side. Now you are registered and can monitor all the details and updates related to your Project.



Once you click on the 'State PSU', some new fields will be populated. Super User is required to select 'yes/no' via dropdown for 'Is CIN available to the Entity'.

legister As*	Project Proponent/User Agency	~
ntity Type*	State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp.)	~
: CIN available to the ntity?*	Select YES	~
AN of Entity *	NO ENTER PAN NUMBER Click on Search button to verify PAN No. (Mandatory)	

If Super User selects 'yes' as an option, he/she is required to enter CIN and year of incorporation. If he/she selects 'no' for CIN availability, Page can proceed but required to fill PAN. PAN is mandatory. Enter your PAN and click on the search icon

Register As*	Project Proponent/User Agency	×
Entity Type*	State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp)	~
Is CIN available to the Entity?*	YES	~
CIN of Entity *	ENTER CIN	
Year of Incorporation *	ENTER YEAR OF INCORPORATION	
PAN of Entity *	ENTER PAN NUMBER	Q -
	Click on Search button to verify PAN No. (Mandatory)	

By clicking the search icon, a dialogue window will open to verify the PAN details, where either you can edit your PAN details or continue.

TREAT	est and Climate Change	With the second
	PAN Details	
Register As*	Details of PAN No: AASCA9670P Entity Name as per PAN: YSR STEEL CORPORATION LIMITED	
Entity Type*		
is CIN availab Entity?*	Do you want to Register as State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corpl on portal ? le to the Edit PAN Details	
PAN of Entity		
Cancel	Proceed	

After this, click on Proceed. Once you click the 'Proceed' button, a new page will open.

egister As'	Project Proponent/User Agency	×	
ntity Type"	State PSU (eg. State Forest Corp., TANCEDCO, Mineral development Corp.)	•	
CIN available to the htity?'	NO	~	
AN of Entity "	ENTER PAIN NUMBER Click on Barch button to verify PAIN No. (Mandatory)	Q	

Name of Project Proponent Entity will be auto-populated. You need to fill First line of address, Select 'State' and 'District' via dropdown. Enter Pincode, website which is optional. Enter Organisation Email Id, Name of the person registered the entity, designation, and mobile number. Select check if your mobile number is linked with your Aadhaar and, also ensure that the email entered should be an organizational email id (suggested format for email id: *parivesh_companyname@qmail.com* or any other domain) not a personal. You can fill landline number which is optional. Role is auto populated as 'Super User'. Also, you are required to upload authority letter by the company head authorizing the person registering the entity on behalf of the company and will also be a Super User for creating the project and onboarding/mapping of employee. After this, enter CAPTCHA. Once you are done with filling all the mandatory fields, click on 'Save & Submit'

	Total length of Landline No. must not be greater than 13 digits.
Role	Super User
Upload Authority Letter *	Browse or drop your file
	here: Chrly pół field are allowed. Mashmuri fielde la 1 MB.
	Authoritation Latter from the Departmental head of the company suthoning the person to do the registration on company's behalf
Captcha Code*	e4I5Os O Refresh Enter Captcha
	Declaration: I agree to the correctness of information provided by me for Registration purpose
	Back Saye & Submit
Note: Once Registration a	application is submitted the activation mail will be sent to the registered Email Id, Click on the activation link within 24 ⁺ hours to activate your login.

As you click on 'Save & Submit', a dialogue box will open to ensure that the details have been submitted successfully. And the email will be sent to the registered email id with login credentials and activation link. Further process will remain same for the State PSU as described in the preceding pages.

3. Registration for 'OTHERS':

Select 'Others' as an entity type.

Register As*	Project Proponent/User Agency	~
Entity Type*	Others	~
s PAN available to the Entity?*	Central Government (Department/Autonomous body) Central PSU (eg. NHAI, AAI, NTP, CIL, SAIL) Individual Joint Venture (Govt. + Govt.) Joint Venture (Govt. + Pvt.) Joint Venture (Pvt. + Pvt.) LLP	
PAN of Entity *	Others Private Limited State Government (Department/Autonomous body) State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp) Trust/Association/Society	Q

Once you click on the 'Others', some new fields will be populated. Super User is required to select 'yes/no' via dropdown for 'Is PAN available to the Entity'.

Register As*	Project Proponent/User Agency	~
Entity Type*	Others	~
s PAN available to the Entity?*	Specially applicable for individuals applying for CRZ clearance (Fishermen Only)	
PAN of Entity *	NO ENTER PAN NUMBER	C
	Click on Search button to verify PAN No. (Mandatory)	

If Super User selects 'yes' as an option, he/she is required to fill PAN. Enter your PAN and click on the search icon

Register As*	Project Proponent/User Agency	~
Entity Type*	Others Specially applicable for individuals applying for CRZ clearance (Fishermen	~ /
Is PAN available to the Entity?*	YES	~
PAN of Entity *	ENTER PAN NUMBER	Q
	Click on Search button to verify PAN No. (Mandatory)	

By clicking the search icon, a dialogue window will open to verify the PAN details, where either you can edit your PAN details or continue.

	PAN Details		
Details of PAN No: BOSKY SANELITE DEVELOPERS	ABAFB7771J	Entity Name as per PAN:	
Do you want to Register as Others on portal ?		Edit PAN Details Continue	1
			Pr

After this, click on Proceed. Once you click the 'Proceed' button, a new page will open.

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	ت ۵	(12)	
	Details	Basic Details	
Register As*	Project Proponent/User Agency	~	
Entity Type"	Private Limited	v .	
Is CIN available to the Entity?"	NO NO	~	
PAN of Entity *	AAFC/9865L Citick on Saarch button to verify PAN No. (Mandatory)	Q	
Cancel			Proceed

Name of Project Proponent Entity will be auto-populated. You need to fill First line of address, Select 'State' and 'District' via dropdown. Enter Pincode, website which is optional. Enter Organisation Email Id, Name of the person registered the entity, designation and mobile number.

	Welcome, Bosky Sanelite Developers	
Enter your details		
Name of Project Proponent Entity*	BOSKY SANELITE DEVELOPERS	
Correspondence Address*	Max 250 characters only	
State/UT*	Select Y	
District*	Select	
Pincode*	Enter PIN code	
Email Id *	Enter Email ID	
Mobile No.*	Tick to confirm if your mobile no. is linked with Aadhar	
	Mobile No.	
Landline Number	STD Code Landline Number	
	Total length of Landline No. must not be greater than 13 digits. HP JumpStarts	

Select check if your mobile number is linked with your Aadhaar and, also ensure that the email entered should be organizational email id (suggested format for email id: an *parivesh_companyname@gmail.com* or any other domain) not a personal. You can fill landline number which is optional. Role is auto populated as 'Super User'. Also, you are required to upload authority letter by the company head authorizing the person registering the entity on behalf of the company or PAN and will also be a Super User for creating the project and onboarding/mapping of employee. After this, enter CAPTCHA. Once you are done with filling all the mandatory fields, click on 'Save & Submit'.

HEEE BERRE Downment of India				English
प्रिवेश PARI√ESH Ministry of Environment, Forest and Climate Change				Line Tree
EPC UNLINE		Mobile No.		
	Landline Number	STD Code	Landline Number	
		Total length of Landine F	io, must not be greater than 13 clipts.	
	Website	www.example.com	6	
	Upload Voter ID or Authority Let	tter or PAN *	Browse or drap your file here	
			Only pathware and streamments along time NOTE: (Authmar's NOT accepted as a verification document.	
	Captcha Code*	O5pO5W	O Refresh Erter Captcha	
		Declaration: I ag	yee to the correctness of information provided by me for Registration purpose	
			Back Save & Sutemit	
	Note Once Registration	application is submitted the activation	on multi will be sent to the registered Bmail 1d, Clock on the addition inviverbin 24 ^{or} hours to addivate your legin.	

As you click on 'Save & Submit', a dialogue box will open to ensure that the details have been submitted successfully. And the email will be sent to the registered email id with login credentials and activation link. Further process will remain same for the State PSU as described in the preceding pages.

(ii) State / Central Government / Individual / Others not having PAN:

Let's understand the process of registration in case of not having PAN. You are required to land into the page homepage of PARIVESH. After this, click on 'Register' button appears on the top right corner of the page. Once you click on the 'Register' button, a new page will open.

← Back	Registration
	CO Details Basic Details
Register As*	Select w
Cancel	Proceed
	User Agency' for the field 'Register As'
Project Proponent / verse where and armsphate sear Mailtary of Environment, Funct and Ginate Charge	User Agency' for the field 'Register As'
र वी सर्वाध प्राणीतम्म, सन्न और रामसाल प्रतियोगि मेत्रामा	
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Next, selecting the 'Register As', a field will appear to select Entity Type. Select the entity type via dropdown. Select 'Others' as an entity type.

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← Back

	01	02
	Details	Basic Details
egister As*	Project Proponent/User Agency	~
ntity Type*	Select	~
	Central Government (Department/Autonomous body) Central FSU (gs NHAL AAL NTP; CLL, SALU) Individual Joint Venture (Coxt + Coxt) Joint Venture (Coxt + Pxt) Joint Venture (FAr + Prt.)	
	Cherner Chern	Proceed

Clicking on the 'Others', new field will open to select 'Is PAN available to the entity?'. You need to select this because it is mandatory. Select 'No' for the field.

← Back	Registration		
	69) Details	02 Basic Details	
Register As*	Project Proponent User Agency	~	
Entity Type*	Others Specially applicable for individuals applying for CR2 distances (Fithermon Only)	•	
is PAN available to the Entity?"	NO LYES		
Cancel		Proceed	
	3	1	
dinda	'Proceed' button, a new page will	open.	
e india waliwa	'Proceed' button, a new page will Kegistration	open.	****
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ntwis white an alterning thefe frame Matter of Environment, Forest and Climate Change ← Back Register As*	Registration	(9) Basic Density	

After clicking the 'Proceed' button, a new will open where you are required to provide the mandatory information. Name of Project Proponent Entity will be auto-populated. You need to fill First line of address, Select 'State' and 'District' via dropdown. Enter Pincode, website which is optional. Enter Organisation Email Id, Name of the person registered the entity, designation, and mobile number.

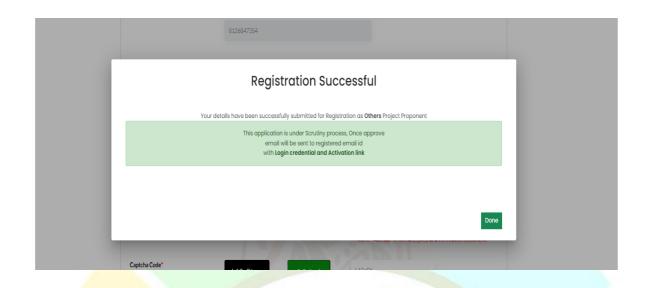
	Welcome, Bosky Sanelite Developers
Enter your details	
Name of Project Proponent Entity*	BOSKY SANELITE DEVELOPERS
Correspondence Address*	Max 250 characters only
	<i>A</i>
State/UT*	Select ~
District*	Select 👻
Pincode*	Enter PIN code
Email Id *	Enter Email ID
Mobile No.*	C Tick to confirm if your mobile no. is linked with Aadhar
	Mobile No.
Landline Number	
	STD Code Landline Number Total length of Landline No. must not be greater than 13 digits. HP JumpStarts
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Select check if your mobile number is linked with your Aadhaar and, also ensure that the email entered should be organizational email id (suggested format for email id: an parivesh companyname@gmail.com or any other domain) not a personal. You can fill landline number which is optional. Role is auto populated as 'Super User'. Also, you are required to upload authority letter by the company head authorizing the person registering the entity on behalf of the company or PAN and will also be a Super User for creating the project and onboarding/mapping of employee. After this, enter CAPTCHA. Once you are done with filling all the mandatory fields, click on 'Save & Submit'.

	Mobile No.		
Landline Number	STD Code	Landline Number	
	Total length of Landine P	must not be prester than 13 digits.	
Website	www.example.com		
Upload Voter ID or Authority I	Letter or PAN *	Browse or drop your file here	
		Chily pull heads are addressed, requiring the approximation of the strate is 1 kms.	
Captcha Code"	05p05W	NOTE : Aadhaar is NOT accepted as a verification document.	
	1	et to the correctness of information provided by me for Registration purpose	
		Back Save & Submit	
Note: Once Registration	in application is submitted the activation	mail will be east to the registered Enail Id, Click on the activation (nix within 24* hours to activate your legin.	

As you click on 'Save & Submit', a dialogue box will open to ensure that the details have been successfully submitted for registration as 'Others' Project Proponent. And this application is under Scrutiny process, once approve email will be sent to registered email id with login credentials and activation link.

Note: The registration application will be under approval process by PARIVESH admin. It can be either approved or rejected based on application rules and regulations.



(B) <u>Update E-Registration</u> (i) Central PSU / State PSU / Private Limited / Individual / Joint Venture / Trust Association having PAN:

How Super User can update the details, what would be the process? Let's understand this.

	You can new ap	ply for splitting of EC by selecting Application fo	r Splitting of Environmental Clearance in the dropdown.		
Add New Project	Track Your Proposal Update E-Registrat	Ion User Manual Important Documents	Sadga -		Manage/Apply Parivesh 1.0 Proje
Clearance Status		All west	샵r Wild Life	S coa	tal Regulatory Zone
0 Appled	O C Approved Reje			d Rejected Applied	0 0 Approved Rejected
Sr. No.	Project Name	Single Window No.	Click on 'Update E-	Main District	Action
1	<u>80-4</u>	sw/103592/2023	Registration' button to update Super User details.	ROTA	View Details
2	EC3	sw/103588/2023	UT LARAKHANKU	CHAMPAWAT	View Details
3	EC2	sw/103687/2023	RAJASTHAN	KOTA	View Details
4	ECI	5W/103586/2023	UTTARAKHAND	DEHRADUN	View Details

Upon clicking the 'Update E-Registration' button, a page will open where you will find the update eregistration history. Now, you are required to click on 'Update e-registration' button present on the top right corner of the screen.

Undets e De	victoral and Michael					
0pdde 9- keg	gistration History				Bearch Q	
Sr. No	Changed On.	Changed By	Email	Status	Action	
1.	17/08/2023	Sonali Raturi	sonaliraturiiliigmaili nator.com	PENDING	View Details	
2	07/08/2023	Sonañi	sonaliiraturiiii.gimaili nator.com	COMPLETED	View Details	Click on 'Update e-
Showing I to 2 of	2 entries				n (1) 5 m	Registration'

On clicking the 'Update e-Registration', page will directed to the update e-registration form. Let's go through this form and understand the process. First you will see the existing registration details which are auto-fetched.

	Update e-Registration Form (act as super user for mapping of projects and/or submission of applications,)
Existing Registration Details	
1. Name of Project Proponent/Entity/Company	SCANA STEELS & POWERS LIMITED
2. Address	mussoorieee diversionni, roipurr, dehradunnin
3. State/UT	RAJASTHAN
4. District	KOTA
5. Pin Code	248001
6. E-mail address	sonaliraturiiii@mailinator.com
7. Name of the person registered the company/Entity	Sonali Raturi
8. Designation	Ing
9. Mobile number	7618132086
10. Landline number	225689
11. Role	Super User
12. Website	N/A
13. Existing Authority Letter	sample pdf1(4)(1).pdf Preview

Moving down, you will notice the editable fields to update Registration details. Note to be consider that whosoever is registering will act as a Super User for mapping of projects and/or submission of applications. Here, Name of Project Proponent/Entity/Company cannot be changed so the name will be auto-fetched. You can update Address, state, district, pincode, name of the person registering the company/entity, designation, mobile number, landline number. Role will be Super User only that cannot be changed. You can also update website. You can change email id. Upload Authority letter which is mandatory in order to change update the details. Authorisation letter shoud be from the departmental head of the company authorizing the person to do the registration on company's behalf.

✓ ESH Ministry of Environment, Forest and Climate Change ETFE	Welcome, Sensil Roteri (Designation: Ling Mair Project Project Project
Update Registration Details	
14, Name of Project Proponent/Entity/Company	SCANA STEELS & POWERS UMTED
15. Address	mussoorieee diversionm, rajpurrr, dehradumm
	A
16. State/UT *	RAJASTHAN V
17. District	KOTA V
18. Pin Code *	248001
19. Email	sonalizaturiiii.gmailinatar.com
	Use only organization-level email IDs for Parivesh 2.0. The suggested format is "CompanyName_Parivesh@abc.com".
20. Nome of the person registering the company/Entity *	Sondi Raturi
21. Designation *	Eng
22. Mobile number *	768832086
23. Landline number	225689
24. Role	SuperUser
25. Website	N/A
26. Upload Authority Letter *	
	Browne or drop your Rio here
	City port file(s) are aboved. Mozimum file case is 5 Mb.

After updating the preferable fields, click on 'Submit' button.

SuperUser	
N/A	Click on 'Submit' to
	finalize the update
Browse or drop file here	
Only pdf Tile(x) are allowed. M	taimum file stae is 5 MB.
Authorisation Letter from the Departmental head of the company authorising the person t	to do the registration on company's behalf.
	Submit
17	https://www.incode
1/	https://parivesh.i

Upon clicking the 'Submit' button, verification mail will be sent to the registered mail or the mail Super User has updated. You will find the link on the mail. Click on that link for the verification.

Congratulation! You are one step away from updating your E-Registration!!



Click on the activation link, you will be required Aadhaar authentication.

were with Ministry of Decompositions and Information Technology Generowert of India	Digital Power to Er	India	
	You are currently using C-DAC eSign Service a	and have been redirected from	
	C EFERINE Z		
	CDAC's offer broke		
	CDAC's e-Sign Service		
	View Document Information		
	Aadhaar Number Virtual ID UID Token		
		Get Virtual ID	
	Aadhaar TOTP Aadhaar OTP	How to generate TOTP?	
	4 Enter Your Aadhaar OTP		
	I hereby state the I have no objection in authenticating mysalf with Aadha proding my Aadhaar number/VOUDD States and Cline Time The (VDP)Time based authentication. I understand that the OTPTOTE I provide is authentic through the Aadhaar Authentication system and for obtaining my e-KYCE throu- esigning.	-based One Time Password (TOTP) data for Aadhaar ation shall be used only for authenticating my identity	
	Submit Cancel	Not Received OTP? Resent OTP	

After authenticating your AADHAAR number, verification is successful. Once the verification is done, page will directed to the update e-registration history page. Here, you will find the changes you have made on the detail are completed.

KPC GHENK							Welcome, Sonali	laturi (Designation : Eng. Role : Project Prop	anent)
	Update e-Re	gistration History				Update e-Registration	Back		
	80					Search	a]		
	Sr. No	Changed On.	Changed By	Email	Status	Action			
	1	17/08/2023	Sonali Raturi	sonaliraturiiliigimaili nator.com	COMPLETED	View Details			- 1
	2	17/08/2023	Sonali Raturi	sonaliraturiiliigmaili nator.com	PENDING	View Details			
	3	07/08/2023	Sonatii	sonaliraturiiliigimaili nator.com	COMPLETED	View Details			
	Showing I to 3 of	3 entries				6 C 1 2	34		

(ii) State / Central Government / Others not having PAN:

Super User who has registered himself/herself without PAN, can update his/her details. Let's understand the process.

1. For 'OTHERS' registered without PAN:

To update e-registration in case of 'Others', you are required to click on the 'Update E-Registration' button present on the dashboard of the Super User.

CONTRACT IN CONTRACT INCONTRACT IN CONTRACT INCONTRACT INCONTRACT INCONTRACT IN CONTRACT I	invironment, Forest and Climate Chang	9			Welcome, Sanali Raturi (Designar	
Add New Project		can now apply for splitting of KC by selecting Application 1 E-Registration User Manual Important Document			Manoo	e/Apply.Parivesh1.6
Clearance Status		All rest	dir Wild Life		🕤 Coastal Regulatory Zone	
0 Availed	0 Approved	0 0 0 Rejected Applied Appro		0 0 woved Rejected	0 0 Appled Approved	0 Reject
Sr. No.	Project Name	Single Window No.	Click on 'Update E-	Main District	Action	
1	<u>ec-4</u>	sw/103692/2023	Registration' button to update Super User details.	кота	View Details	
2	EC3	SW/103588/2023	ОТЛИИКТИИН	CHAMPAWAT	View Details	
3	EC.2	sw/103687/2023	RAJASTHAN	КОТА	View Details	
4	ECI	sw/103586/2023	UTTARAKHAND	DEHRADUN	View Details	

Upon clicking the 'Update E-Registration' button, a page will open where you will find the update eregistration history. Now, you are required to click on 'Update e-registration' button present on the top right corner of the screen.

Update e-Re	egistration History				Update a-Registration Back	
10	Changed On.	Changed By	Emoil	Status	Search Q Action	
1	17/08/2023	Sonali Raturi	sonaliraturiiligimaili nator.com	PENDING	View Distolls	
2	07/08/2023	Sonalii	sonaliiraturiiiigimaili nator.com	COMPLETED	View Details	Click on 'Update e-
Showing I to 2 o	12 entries				a (1) > a	Registration'

On clicking the 'Update e-Registration', page will be directed to the update e-registration form. Let's go through this form and understand the process. First you will see the existing registration details which are auto-fetched. Moving down, you will notice the editable fields to update Registration details. Note to consider that whosoever is registering will act as a Super User for creation of project, adding of employee, mapping of projects to added employee and/or submission of applications. Here, Name of Project Proponent/Entity/Company cannot be changed so the name will be auto-fetched. You can update Address, state, district, pincode, name of the person registering the company/entity, designation, mobile number, landline number. Role will be Super User only that cannot be changed. You can also update website. You can change email id. Upload Authority letter which is mandatory in order to change update the details. Authorisation letter should be from the departmental head of the company authorizing the person to do the registration on company's behalf.

Note: PAN is not mandatory for Others in order to update E-Registration.

15. ENTER PAN NUMBER OF PROPONENT/ENTITY/COMPANY	ENTER PAN NUMBER	
16. Address *	INDIRA PARYAWARAN BHAWAN	
17. State/UT *	DELHI	~
18. District *	CENTRAL	~
19. Pin Code *	110003	
20. Emoli	Enter PAN number(not mandatory)	nat is "CompanyName_Pariveshglabb.com".
21. Name of the person registering the company/Entity *	маналттрони	
22. Designation *	Proponent	
23. Mobile number *	9971931282	
	19	https://parivesh.nic.ir

After updating the details, click on submit. Once Super User submit it is under Scrutiny process, once approve email will be sent to registered email id with login credentials and activation link.

After Approving, a verification mail will be sent to the registered mail or the mail Super User has updated. Youwill find the link on the mail. Click on that link for the verification.

	using below mentioned link:		
ps://stgdev.parivesh.nic.in/#/ ten=eyJhbGciOiJIUzI1NiJ9.4 turi		IZCI6JjA2MU5KL1FacWVSMWxPQmtOVmV4MkE9PSIsImV4cCI6?	MTY5MjM0NTk
is link is valid for 24 hours			
st Regards, nitoring Cell (Environment, nistry of Environment, Fores vernment of India w Delhi	Forests and Wildlife Clearances) t and Climate Change		
ck on the ac	tivation link you will h	e required Aadhaar authentica	ation
	tivation mink, you will b	e required Adunaal authentica	
1			
UT CO		Disital India	
Ministry of Elec Information T	arring and the straining arrived at the straining arrived at the straining	Digital India Power to Engower	
Ossemmert	Vou are currently using C-DAC eS	ion Service and have been redirected from	-
	ि हस्ताक्षर	and the second se	
	CONCY HELP Ser		
	CDAC's e-Sign Service		
	View Document Information		
	Aadhaar Number O Virtual ID O UID Token	Get Vinual ID	
	C		
	🔿 Aadhaar TOTP 🖷 Aadhaar OTP		
	Australi (OTP) Australi (OTP) Australi (OTP) Australi (OTP)	How to generate TOTP?	
	I hereby state that I have no objection in authenticating my providing my Aadhaar number/VIDIUID Token and One Time I	Pin (OTPy/Time-based One Time Password (TOTP) data for Aadhaar	
	based authentication. I understand that the OTP/TOTP I provi	de for authentication shall be used only for authenticating my identify my e-KYIC through Aadhaar e-KYIC service only for the surpose of	
	esigning.		
		► Listen to Consent English ~	
	Submit Cancel	Not Received OTP? Resend OTP	
or authorti	cating your AADHAAR	number verification is success	sful. Once the verification is done,
el authenti	Lating your AADHAAK	number, vermation is success	siui. Once the vernication is done,
e will direc	ted to the undate e-re	gistration history nage Here y	ou will find the changes you have
		Bistration mistory page. mere, y	ied will find the enanges you have
de on the d	etail are completed.		
EX H2307 Occurrence of India			🕀 English -
The second se	Terfa simer		steare Too 🕷
परिवेश			
पटिवेश PARI✓ESH ECCOMING	ent, Forest and Climate Change		Welcome, Senell Returi (Designetion : Eng. Role : Project Proponent.)

2. (Central Government /	State Government registered without PAN:
------	----------------------	--

For Central Government / State Government, PAN is optional.

10 -

3

15. ENTER PAN NUMBER OF PROPONENT/ENTITY/COMPANY	ENTER PAN NUMBER
16. Address *	INDIRA PARYAWARAN BHAWAN
17. State/UT *	DETH
18. District *	CENTRAL
19. Pin Code *	10003
20. Emoil	ashishuser92@gmail.com
	Use only organization-level email IDs for Parivesh 2.0. The suggested format is "CompanyName_Parivesh@abc.com".
21. Name of the person registering the company/Entity *	Ashish Tripothi
22. Designation *	Proponent
23. Mobile number *	9971931282

(C) Management of Employee:

Now, Superuser, after successful login, can perform following four functions:

- (i) Creation of Project
- (ii) Onboarding of Employee
- (iii) Mapping of onboarded employee to the created project
- (iv) Additionally Super User can also time to time update the registration details of the company by clicking on update the details of onboarded employee

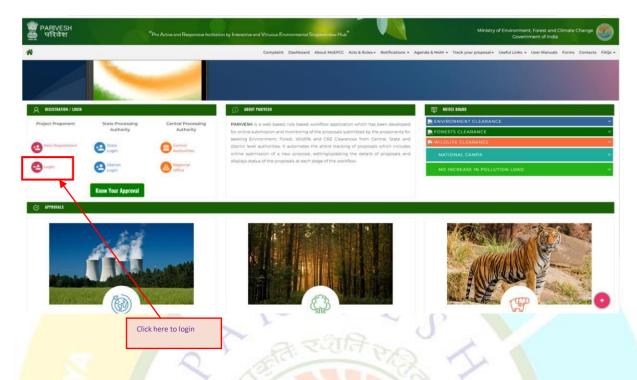
Now, Let's understand above mentioned four functions step by step.

(i) Creation of Project

First open your web browser and navigate to the homepage of 'PARIVESH' portal. Next, the super user is required to login.

e-Payments

CPC GRE



Enter your mail id in the first field. Make sure to type it correctly to avoid any login issues. In the second field, enter your password. Remember, passwords are case-sensitive, so ensure that you enter correctly. After successfully finish, click on 'Login' button to proceed.

PAR/VESH Midistry of Environment, Forest and Climate Change Generation of Index	Programmer and the second seco
to the second second	Log In
	rashmi.singh77(jinc.in
PARIVESH	SKiym
Pro Active and Responsive facilitation by Interactive and Virtuous Environmental Single window Hub	ptember, 2022 shall reset their respective password through forgot Passw
A single window integrated system for Environment, Forest, Wild Life & CRZ Clearance Process	
Friday and Andrewson and An	

Now, click on the 'Login button', you'll be directed to the dashboard. Once you are there, you will find the 'Add New Project' button. Click on the 'Add New Project' button to create a project. You will be directed to a new page where super user can add project by filling out all the mandatory fields. Let's go through the required fields together.

	बेट जरुवानु परिवर्तन नेवालय Environment, Forest and Cl	limate Change	Click proje	here to add new ect						Sonali Raturi (Designation : Er	
Add New Project	Track Your Proposal	Update E-Registration	User Manual	Important Documents	Help	You can now ap	ply for Splitting of EC	by selecting Application	n for Splitting of En	vironmental Clearance in 8 Manage/Apr	he dropdown. Diy Pariyesh 1.0 Pr
Clearance Status											
S Environment			穆) Forest			🐇 Wild Life			n Coastal R	egulatory Zone	
0 Applied	0 Approved	0 Rejected	O Applied	0 Approved	0 Rejected	0 Applied	0 Approved	0 Rejected	0 Applied	0 Approved	0 Rejected
Sr. No.	Project Name		Single V	Vindow No.		Main State		Main District		Action	
i.	EC3		sw/1035	588/2023		UTTARAKHAND		CHAMPAWAT		View Detoils	
2	EC2		sw/1035	587/2023		RAJASTHAN		кота		View Details	
3	ECI		sw/1035	586/2023		UTTARAKHAND		DEHRADUN		View Detoils	

Start by entering the name of the project. Next, you will need to select the State and District and address of the project location. Once you have filled out all the necessary fields, review the details to ensure everything is accurate. If everything looks good, click on the 'Submit' button to create your project.



💼 भारत सरक	Government of India	🕀 English *
S PA	परिदेश RI√ESH Ministry of Environment, Forest and Climate Change	Welcome, Rashmi Singh (Managar, Project Proponent)
Ø		Add New Project
8. 8. 8. 42	Name of The Project * Note: Project Name cannot be changed at later stage. Kindly fill the Project Name carefully: State 🕏 +	Enter the Project Nome
1. B. D	District 🔮 - Address of Project *	Select Enter your project address
7 7 8	Bock	Submit
1		Click on Submit to add new project

After successfully submitting the fields required for creating project, Project gets created along with Single Window Number.

(ii) Onboarding of Employee

Now, there are two actions that a Super user can perform: a) Super user can either fill the form for the created project or else b) He/she may assign the created project to an employee by clicking on 'Add employee' button. Employee can be onboarded by raising a request to Super User by the employee himself/herself or employee can also be onboarded by the Super User.

First, let's understand how the Super User can add employee. On clicking the 'Add Employee', a new page will load and populate some fields.

BREAM PROFESSION			🕀 English -
0	धरिता अनीरल, सर और तरवाष प्रतितीत संस्थान PARIYESH Ministry of Environment, Forest and Climate Change		Welcome: Sonali Raturi (Designation : Eng. Raie (Project Proponent)
Ø		Add New Project	
8.	Name of the Project 1	ec-4	
8. 8. 44	Note: Project Name cannot be changed at later stage Kindy State 🕑 - District 🕑 -	Vior the Project Added Successfully	Either this way, Super User can add Employee
1. B.	Address of Project .*	Project Name: ec=4 Single Window No. : \$\$\vert\$\03592/2023	••
6 6 8	Book		Submit
1.		Back to Dashboard Add Employee	
7.			
1		Click on this button to edirect back to the lashboard	

After clicking on 'Add Employee' button, Super User will find a form to add employee. Let's start by filling out the required fields. Begin by entering the employees' name. Next, provide the employee's designation, address. Next, provide the employee's contact information including, Mobile number,

Email id. Next, field is to allow mapping of an employee with the multiple projects. Select yes/no from the dropdown.

	Add Employee
Name of The Employee *	Enter Employee Nome
Designation *	Enter Designation
Correspondence Address *	Enter Address
Stote *	Select
District *	Select
Pin Code *	Enter Pin Clode
Mobile Number *	Enter Mobile Number
Landline Number	STD Code Londline No.
Email ID *	Intel length of Landline No. mult not be greater than 10 digits. Enter Ernall ID
Allowed To Mop With Multiple Projects	Select

If super user will select 'Yes' to allow mapping of this employee with multiple projects, employee can be mapped to various projects.

8	Designation *	Enter Designation
8	Correspondence Address *	Enter Address
8		k
	State *	Select v
	District *	Select v
8	Pin Code *	Enter Pin Code
ь	Mobile Number *	Enter Mobile Number
ь	Landline Number	STD Code Landline No.
2	Emoil ID *	Total length of Landline No. must not be greater than 12 digits. Enter Ernail ID
•	Allowed To Map With Multiple Projects *	Yes v
6	L	
	Back	Submit
		\mathbf{X}
•		
Þ		In case of 'yes', multiple projects
		can be mapped to this particular
		employee

If super user selects 'no', that user will not be allowing to map with more than one project.

Designation *	Enter Designation	
Correspondence Address *	Enter Address	
		Å)
State *	Select	Ŷ
District *	Select	~
Pin Code *	Enter Pin Code	
Mobile Number *	Enter Mobile Number	
Landline Number	STD Code Landline No. Total length of Landline No. must not be greater than 13 digits.	
Email ID *	Enter Email ID	
Allowed To Map With Multiple Projects *	No	×]
Bock		Submit
		In case of 'no', only single project can be mapped to this employee
	25	https://parivesh

After filling out all the mandatory fields, click on 'Submit' to add employee.

	Add Employe	ee		
Name of The Employee *	Enter Employee Name			
Designation *	Enter Designation			
Correspondence Address *	Enter Address		Click on submit button	
Stote *	Select		to add Employee	
District *	Select			
Pin Code *	Enter Pin Code			
Mobile Number *	Enter Mobile Number			
Landline Number	STD Code Total length of Landline No. must n	Londline No.		
Email ID *	Enter Email ID			
Allowed To Mop With Multiple Projects *	Select			\backslash
				1

Further, alternatively, if superuser wants to add employee later, he/she may use 'Manage Employee' tab given in the sidebar menu.

PARIVESH INCOMEN	ironment, Forest and Clima	ate Change		Click here to					Welcome	Sonali Raturi (Designation : D	ng. Role : Project Proponent
Dashboard		You can now app	ly for Splitting of act	manage emp		nmental Clearance in t	he dropdown.				
My Tasks	k Your Proposal	Update E-Registra	User Manue							MananalAnd	oly Parivesh 1.0 Projects
EDS Proposals	K TOUR PTOPOSON	opcidio c-kogiona	Contra Maria							BURLEY/ELDIN	IN CONTRACTOR CONTRACTOR
DeListed Proposals											
Additional Demonds			4前 Forest	1000		숲 Wild Life	1941			egulatory Zone	
A	0	0	0	0	0	0	0	0	0	0	0
Manage Employee	Approved	Rejected	Applied	Approved	Rejected	Applied	Approved	Rejected	Applied	Approved	Rejected
Approvals											
Track Proposal Before 4th Sept	Project Name		Sing	le Window No.		Main State		Main District		Action	
Upload Compliance	EC3		sw/	103588/2023		UTTARAKHAND		CHAMPAWAT		View Details	
EC Condition Upload											
Raise Complaint	EC2		sw/i	103587/2023		RAJASTHAN		KOTA		View Detoils	
Change Password	ECI		sw/I	03586/2023		UTTARAKHAND		DEHRADUN		View Details	
Withdraw History											
Sonali Raturi Project Proponent											

After clicking the 'Manage Employee' button, a page will open where you'll find 'Add employee' button on the top right corner of the page.

LARING .	Ministry of Environment, For	en als cinitie charge				Welcome, Sonali Rotur (, Designation : Eng. Role)
mployee	List				View Project Details Manage Env	ployee Approval Request
10 -						Search
	Sr. No.,	Name	Designation	Email/Mabile	Either this way,	Action
	1	Deepoli	Err	Contraction Contra	Super user can add employee	Actions *
	2	Priyanka	Acib	Telessone		Actions +
					• EC2 ×	
	3	Gitiko	Spc	Cigitikaaasimailinatar.com		Actions *
	4	Shanaya	Ēr	Shanayadagirmailinator.com	• <u>EC3</u> ×	Actions *
					• <u>EC2</u> ×	

On clicking the 'Add Employee' button, page will be directed to Add employee form. Subsequent fields will be filled out as explained in the preceding pages.

	Add Employee
Name of The Employee *	Enter Employee Home
Designation *	Enter Designation
Correspondence Address *	Enter Address
State *	Select
District *	Select
Pin Code *	Enter Pin Code
Mobile Number *	Enter Mobile Number
Londline Number	STD Code Londline No. tetta length of Londline No. must not be greater than 11 digits.
Email ID *	tetta inityiin a Luinaine ku, muut not be groeint men la lagin. Enter Email ID
Allowed To Map With Multiple Projects *	Select

(iii) Mapping of onboarded employee to the created project

After successfully adding an employee, navigate to the 'Action icon'. Three actions can be performed by Super user; 1. Mapping of a Project with an employee 2. Deletion of mapped project 3. Delete an employee

1. Mapping of a Project with an employee:

To map of project with an employee, Super User is required to click on 'Actions' button which comes under 'Manage Employee' tab present in the left sidebar menu.

22 32 32 311 0.0	presentation of trailing					🕀 English -
परिवे PARI▼ KPC GM	ESH Ministry of Fred	nerg affede elseve ronment, Forest and Climate Change				Welcome, Sonali Roturi (Designation : Eng. Role : Project Proponer
Emp	iployee List				View Project Details Manage Empl	nywia Approved Requests 🔄 Add Tropbyee 👔 Onieta AB
	10 -	Name	Designation	Email/Mobile	Projects Mapped	Search Q
	0 1	Despali	Err	EmailyNoone C despañ/Rmailinatar.com 7618132086	• <u>EC3</u> ×	Action •
	0 2	Priyanka	Adb	Inivankasasimalinator.com 7618132086	Click here for the action to	Actions •
	C 3	Gitika	Spc	Pitatikasolemailinator.com	be performed	Actions *

Next is to click on 'Map Project' button under 'Action'.

Employee	nafarn, na alt annag aftada a Ministry of Environment, Fo List	rest and Climate Change			Click here to map project to a particular		Welcome, Sonell Raturi (Designation : Eng. Role : Project welcome, Sonell Raturi (Designation : Eng. Role : Project Project Approved Response)
		Name	Designation	Email/Mobile	employee	Projects Mapped	Beach Action
	3	Deepoli	Err	C despail/imailinator.com		• <u>103</u> ×	Mop Project
	2	Priyanka	Aab	Carivankaaastmatinator.com		• <u>EC3</u> × • EC2 ×	g Delote
	3	Gitiko	Spc	Calificacia remailmator.com			Actions -
	4	Shanaya	Ēr	Schemayaaasimaliinator.com		• <u>EC3</u> × • <u>EC2</u> ×	Actions *
Showing 1	to 4 of 4 entries						a c 1

On clicking the 'Map Project', a pop-up window will open where you will find a field to select the already created project you want to map to an employee.

परित PARI¥ secon	ES	H Minis	t, an site orners after try of Environmen	ofe elemen It, Forest and Climate C	hange			Weicome, Raahmi Singh (Monogar, Project Propose
Em	ploy	/ee List						14. And Improper Delete At
	10							Search Q
		S. No.	Name	Designation	Email/Mobile	rojects Mopped		Action
		J.	Sonali	Abab	sonaliraturiidgmail.c am 3126847354	Map Employee to F	Project	
		2	Testrahull	12345	testrahuli@mailinetar. com 9999780947	Select Select	ock Confirm	
		3	<u>Oweqe</u> <u>Oweqwwe</u>	Qewqwedwewd wd	Thuttickool@mailingt or.com			
		4	Mr Engineer	Em Englineer	Datajikarilekgmail.co m 9414071514			
		5	Vishal	Testing	aiyacystygmail.com	Tost-3 Tost-3 Tost-1C Proposal at State Level PWD B& R for windening of road from Nurrour Bed Widening of Chandigoth Hissar road Km 96.900	яно. Люјі (80 26148 км to 32.62 км lenth 6.472 км	Actions +

After selecting the project, click on the confirm to begin mapping.

PARIN EPCSI	ESH	sufters, us alz vesag viž Ministry of Environme	ndia atauna nt, Forest and Climate Change			Welcorres So	nall Raturi (Designation : Eng. Role : Project Pro
Err	nployee	List				Monoge Employee Approve	l Requests
	10						
		Sr. No	Name	Designation	Email/Mobile	Projects Mapped	Action
		1	Priyanka	Adb	Erisankaaniitmailinatar.com		
		2	Gitika	Spc	Map Employee to Project		
		3	Shanaya	fr	Select V	• <u>EC3</u> × • EC2 ×	
		4	Sonali Raturi	Eng	EC2 EC1	• 652 • 621 • 622	
		to 4 of 4 entries					

After selecting the project from the dropdown list, click on the 'Confirm' button. By clicking on the 'Confirm' button, mapping of employee with the project would be wrapped up. Now the added project

will be visible adjacent to that employee. Super user can map multiple projects to that employee if that employee is allowed to map with multiple projects.

	07. Government	of textile					🕀 Englis
	परिवेश RIVESH	suffere, an alt aroung alt Ministry of Environmen	ofe signers st, Forest and Climate Change			Welcome, 1	ionali Roturi (Designation : Eng. Role : Project Propo
	Employee	e List				Manage Employee Appro	vol Requests 🔹 465 tri proyee 👔 😨 Delete /
	10						Search Q.
		Sr. No	Name	Designation	Email/Mobile	Projects Mapped	Action
		1	Priyanka	Adb	Etvankaaa itimaliinator.com		
		2	Qitika	Spc	Map Employee to Project		
		3	Shanaya	Er	Select EC2 ~	• <u>EC2</u> ×	
						• EC3 ×	
•		.4	Sonali Raturi	Eng	Back Confirm	• ECI • EC2 • EC3	
	Showing	1 to 4 of 4 entries					<u>-</u>
						col	ck on 'confirm' to nfirm mapping of an nployee with the oject

2. Deletion of mapped project:

Once Super User mapped the project to an employee, what if he/she wants to delete the mapped project? Let's understand the process of deletion of mapped project. For the deletion of mapped projects, Super User needs to click on cross icon present adjacent to the mapped projects.

पटिवेश ARI¥ESH KRCOMIN	ndiater, me altraceurg affrede a Ministry of Environment, Fe	Reven prest and Climate Change				Welcome, Sonali Raturi (Designation : Eng. Role : Project Pro
Employee I	List				View Project Details Manage Eng	loyee Approval Requests 🔩 Add Imployee 🔮 Cale
10 -						Sederch C
	Sr. No	Name	Designation	Email/Mobile	Projects Mapped	Action
	1	Deepoli	Err	Totespolistmailinator.com	• <u>EC3</u> ×	Actions -
	2	Priyanka	Aab	Imperieure Imperie	• <u>rc2</u> × • <u>rc2</u> ×	Actions =
	3	Gitika	Spc	C gitikaaasimailinator.com 7618132086		Actions *
	4	Shanaya	Ēr	25 shanayaaastmailinator.com 7618132086	• EC2 ×	Actions *

By clicking the cross icon (x), a confirmation message will popup stating that "Are you sure you want to unlink (Project name) from (Employee name)". Click on 'Yes' and the mapped project will be removed.

3. Deactivation of employee:

To deactivate an employee, Super User is required to slide the toggle button.

							Active Deactiv
							Core Delot
io ~							5earch O
	S.No.,	Name	Designation	Email/Mobile	Projects Mapped	Active	Action
	1	Deepali	Err	C deepal@mailinator.com	• <u>EC3</u> ×		Actions *
	2	Priyanka	Aab	C crivankasa@mailinator.com	• <u>EC2</u> ×		Actions *
				7618132086	• <u>EC3</u> ×		
	3	Gitika	Spc	💌 oitikaaa@mailinator.com [1] 7618132086		-	Actions *
	4	Shanaya	Er	🖂 shanavaaa@mailinator.com	• <u>EG2</u> ×		Actions *
			7618132086	• <u>EC3</u> ×			

Once you slide the button, a dialogue box will open where you will find the confirmation for the deactivation of an employee as "Are you sure you want to update this record?"

Designation	Fmail/Mohile	Projects Mapped	Active
Err	Confirmation	• <u>EC3</u> ×	
Aab	Are you sure you want to update this record?	• <u>EC3</u> ×	••
Spc	Cancel Yes	• <u>EC2</u> ×	••
Er	<mark>i shanayaaa@mailinator.com</mark> ☐ 7618132086	• <u>EC3</u> ×	

Once Super User click on 'Yes' button, the employee will be deactivated and will disappear from the added employee list.

Employee	List				View Proposal Employee History View Proje	ct Details Manage Employee Appr	ovci Requests 12 Add Employee 8 D
							Active
10 -	S.No	Name	Designation	Email/Mobile	Projects Mapped	Active	Search C
	1	Priyanka	Aab	C arivankaaa@mailnatar.com 7618122086	• <u>FC3</u> × • <u>EC2</u> ×		Actions *
	2	Gitika	Spc	💌 uitkaaa@mailnator.com		-	Actions. •
	3	Shanaya	Er	Contraction of the second seco	• 🖽 \star		Actions *

Super User can activate the deactivated user by clicking the 'Deactivate' button.

	यविरण, सम और जलवायु परिवर्तम dinistry of Environment, F	tawa orest and Climate Change				Welcome	Sonali Raturi (Designation : Eng. Role : Project Pro
Employee L	ist				View Proposal Employee History View Proje	ict Details Manage Employee App	
10 ~							Active Deactive Search Q
	S.No 1	Name Priyanka	Designation Aab	Email/Mobile Cityanksas@imailinator.com 7618132086	Projects Mapped Ecc3 × Ecc3 × Ecc2 ×	Active	Action
	2	Gitika	Spc	gitikaaa@mailnator.com			Actions *
	3	Shanaya	Er	Shanayaaa@mailinator.com	• <u>EC3</u> ×	-	Actions *

Once Super User click on the 'Deactivate' button, a list of deactivated employees will open and from there you can activate the deactivated user by the toggle button under 'Active'.

Employee	ist				View Proposal Employee History View Proje	ct Details Manage Employee Appro	oval Requests 🔹 Add Employee 👩 Delar
							Active Descrive
10							Search Q
	S.No	Name	Designation	Email/Mobile	Projecta Mapped	Active	Action
	1	Deepali	En	CE: demail@mailinator.com	• <u>EG</u> ×		Delete

After sliding the toggle button, a dialogue box will open for the confirmation of the activation of the employee.

Email/Mobile	Projects Map
Confirmation	• <u>EC3</u> ×
Are you sure you want to update this record?	
Cancel Yes	

By clicking the 'Yes' button on the confirmation dialogue box, the employee will be activated and start appearing in the activate employee list.

(iv) Update Employee details

Super User can also time to time update the details of onboarded by clicking on 'Update Employee' button under 'Actions' button.

परिवेश PARI¥ESI KTC CMETHE	nathern, we all connerg utbacke at Ministry of Environment, Fo	error root and Climate Change				Welcome, Sensil Roturi (Designation : Erg, Role : Project Propone
Employ	yee List				View Project Details	playee Approval Requests
e	Sr. No	Name	Designation	Kmoll/Mobile	Click on 'Update Employee' button to update employee	[Search Q]
	1	Deepali	Err	despail/emailinator.com 7618132086	details.	Actions +
	2	Privanka	Aab	Totellizoe6	• <u>EC2</u> × • <u>EC3</u> ×	Actions +
	3	Oitiko	Spc	 Otikaaa/imailinator.com 76/8132086 		R. centre schemen under Low
	4	Shanaya	Er	C shanayaaaaiimaiinator.com 7618132086	• EC2 ×	Actions *
Thread	ing I to 4 of 4 entries					. e. 1 ×

On clicking the 'Update Employee' button, a page will open where Super User can update the details of the employee. After editing the details of the employee, click on 'Submit' button.

	Update Employee	
Name of the Employee *	Priyanka	
Designation *	AAB	
Correspondence Address *	joshémothsuk]
State *	RAJASTIVAN	*
District *	KOTA	×.
Pin Code *	280099	
Mobile Number *	768832086	
Londline Number	TTD Code Londline No. Tatatangth of Landline Nat. Insult net the greater than 15 rdigs.	
Email ID *	priyankaaa,jimalinator.com	
Allowed To Mop With Multiple Projects *	No	*

Additionally, Super User can view the list of all the added projects via 'View Project Details' button present on the top right corner of the screen under 'Manage Employee' tab.

Employee Li	form, we als wrong utbody eith	mn st and Clinate Change		Click on 'View Project Details' to view the list of all the projects Super User has added.	12 A A A A A A A A A A A A A A A A A A A	Welcome Senal Return (Designation (Ing. Role : Popular Po Nyea Approach Requests	
0	Sr. No	Name	Designation	Email/Mobile	Projects Mapped	tearch Q.	
	1	Daspoli	Err	(19) deepalistmalinator.com []] 7618132086	• <u>EC3</u> ×	Autore +	
	2	Eriyanka	Aab	reivenkage semailinator.com reises 2006	• <u>602</u> × • <u>603</u> ×	Actions *	
	3	gitika	Spc	Sitikaasimaiinator.com		Actions *	
	4	Sbanaya	Er	Contractor and the second seco	• EG2 ×	Actions *	

On clicking the 'View Project Details', a list of project details will open.

Let's understand how employee can raise the mapping request.

Deepali	Err		💌 deepali@mailinator	com	• 50	3 ×
Priyanka	Project De	tails				
	Sr. No.	Project Name	State	District	Address	
Gitika	1	ec-4	RAJASTHAN	KOTA	kota,rajasthan	
	2	EC3	UTTARAKHAND	CHAMPAWAT	lohaghat	
Shanaya	3	EC2	RAJASTHAN	KOTA	kota, rajasthan	
	4	EC1	UTTARAKHAND	DEHRADUN	rajpur, dehradun	
						Close

To initiate an Employee mapping request, employees should click on the 'Employee Mapping Request' button, i.e., Employee Mapping Request which is available on the PARIVESH portal. Let's understand the process. Click the 'Employee Mapping Request' button on the PARIVESH portal.



Upon clicking, the Employee Mapping Request Form will open. Here, employees need to complete all mandatory fields. Provide the name of the registered organization you intend to send the request to. Selectwhether you want mapped for multiple projects by selecting 'Yes' or 'No' from the dropdown menu. If you choose 'Yes,' additional fields will appear. Complete these fields with the names of the projects, along with their respective states and addresses. In both cases, whether for a single project or multiple projects, enter the employee's name, designation, correspondence address, state, district, pin code, mobile number, landline number, and email ID.

Employe	ee Mapping Request Form
Name of the registered organisation 🕜 *	Type to search
Do you want to be mapped for multiple projects? *	No ~
Details of Project(s)	
Name of The Project	Enter Project Name
State	Select ~
Address	Enter Project Address
Name of The Employee *	Enter Employee Name
	Field Required
Designation *	Enter Designation
Employee's Correspondence Address *	Enter Address
	[
State *	Select V
District *	Select ~
Pin Code *	Enter Pin Code
Mobile Number *	Enter Mobile Number
Landline Number	STD Code Landline No.
Email ID *	Total length of Landline No. must not be greater than 13 digits. Enter Email ID

Once you have completed all the required fields, proceed by clicking the "Submit" button.

	MANUAL FOR REGISTRATION
Enter Pin Code	
Enter Mobile Number	
STD Code Landline No.	
Total length of Landline Na. must not be greater than 13 digits. Enter Ernail ID	Click on 'Submit' button to add employee
Submit	
	Enter Mobile Number STD Code Landline No. Total length of Landline No. Enter Email ID

When you click the 'Submit' button, the request will be sent to the Super User. Additionally, an email will also be sent to the employee confirming that the request for employee mapping has been forwarded to the Super User.



After the employee sends the request, the Super User holds the authority to either approve or decline the request. This can be done by the 'Manage Employee Approval Requests' button, located within the 'Manage Employee' tab.

ARIVESH EPCONETHO	valare, we als severy vibrate # Ministry of Environment, Fo	rest and Climate Change		Wetcome, Senal Rotari (Designation : Ling Selection Wetcome, Senal Rotari (Designations : Ling Selections)				
Employee	List				View Project Datch	yes Approval Requests		
10 -						Search Q		
	Sr. No	Name	Designation	Ernail/Mobile	Projects Mapped	Action		
	3	Deepali	Σrr	195 deepalismalinator.com 1 76/8/32086	• <u>ICI</u> ×	Actions -		
	2	Privanka	Adb	C sekazos 768832086	• 1C3 × • 1C2 ×	Update Employee		
	3	Gitika	5pc	259tikaaa/imaliator.com		Acclura *		
	4	Shanaya	Dr.	Tolers2086	• 103 × • 102 ×	Action •		
	to 4 of 4 entries					- 0 C 1 7 H		

By clicking the 'Manage Employee Approval Request' button, you will be directed to a page displaying three buttons at the top right corner: 'Pending,' 'Verified,' and 'Rejected.'

				MANL	JAL FOR REGISTRAT
Manage Employee Reque	ests				Back
Employee List			Pend	ing Verified	d Rejected
25 ~				Search	Q
Sr. No Name Desig	nation State & District	Email	Mobile	Date	Action
1 asdfas asdfa	SF ANDAMAN AND NICOBAR ISLANDS, SOUTH ANDAMANS	ssss@gmail.com	9879797897	07/08/2023	Actions -
Showing 1 to 1 of 1 entries				~	< T > »

After landing on the 'Manage Employee Requests' section, navigate to the 'Actions' tab. Here, the Super User can execute three actions: (a) View, (b) Approve, and (c) Reject.

Manage Employee Requests	Book
Employee List	Number Verified Reported Click on 'View'
	button to view employee detail
25 - Sr. No. Nome Designation State & District Email	teach Q
	molicom 9879797897 07/08/2023. Actions *
Showing I to 1 of Lentries	« c X/iew Approve
	Reject

To access employee details, click the 'View' button located within the 'Actions' icon. It will provide you the information about the employee, as well as the project details they have requested to be included. It's important to note that the inclusion of these projects is optional and entirely at the preference of the Super User, whether he/she will include those projects or exclude.

PARI√ESH CONCOMENT CONCON	deam overst and Climate Drange							Street, Banel Return Cong Rate Project Pro-
	Man		Employ	vee Details				
	Em Nor	ne of The Employee		asdfas			Injucted	
	Des	ignation		asdfast				
	Emp	ployee's Correspondence Addr	955	asdefast			a	
	Stat			ANDAMAN AND NICOB	AR ISLANDS			
	Dist			SOUTH AND AMANS			on	
		Code sile Number		798798 9879797897			en *	
		dine Number		78979-98798798			8.8	
	Eme			sssajigmai.com				
		you want to be mapped for mu	itiple projects?	Yes				
		ect Details						
	Proj Sr. N		Stote		strict	Address		
	1	sdf	ANDAMAN AND NICOBAR ISLANDS		RUTH ANDAMANS	sodios		
	1	sodf	ANDHRA PRADESH	AL	LURI SITHARAMA RAJU	asdlaa		
						Close		

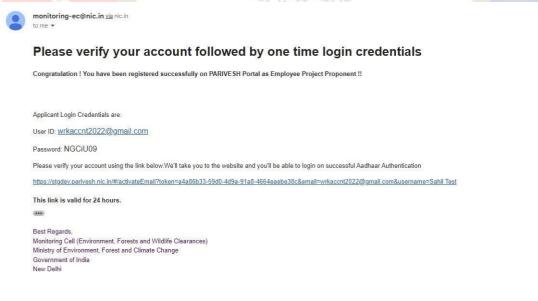
Super User can accept the manage employee request by clicking the 'Approve' button under 'Action icon'

	inage Er	mployee	Requests					Bc	ack
E	mployee	List				Pend	ng Verifier	d Rejected	Click on 'Approve
	25 ~ Sr. No	Name	Designation	State & District	Email	Mobile	Search	Q.	button to accept Manage employe request
	1	asdfas	asdfasf	ANDAMAN AND NICOBAR ISLANDS, SOUTH ANDAMANS	ssss@gmail.com	9879797897	07/08/2023	Actions -	
	Showing 1	to 1 of 1 entrie	35				~~	< View	_
								Approve	
								Reject	

When you click the 'Approve' button, a confirmation message will appear as "Are you sure you want to approve this request? After approval, the project can be mapped to (Employee name)." To proceed with approval, click 'Yes'. After approval, the project(s) can then be linked to the specified employee. Also, the employee, along with their details, will start appearing on the 'Manage Employee' page.

Sr. No	Name	Designation	St		Mobile	Date	Action
1	asdfas	asdlasf	1A	Confirmation	om 9879797897	07/08/2023	Actions *
showing 1 t	o I of I entrie	95		Are you sure you want to Approve this request? After approval the project can be mapped to asdfas .	Click on 'Yes' to the approving	of manage	< <u>1</u> > »
					employee requ	est.	
				Cancel Yes			

Once you click on the 'Yes' for the confirmation to approving the request, an email will be sent to the employee on the approval of the request, notifying him/her about the successful approval of the request.



Verified requests can be viewed through 'Verified' tab.

Manage	Employee R	equests			Book				
Employe	Employee List					Pending Verified Rejected			
25						S	arch	م	
Sr. No	Name	Designation	State & District	Email	Mobile	Date	Action		
1	Shanaya	ER	UTTARAKHAND, DEHRADUN	shanayaaa@mailinator.com	7618132086	07/08/2023	View Details	Ī	
2	Deepali	ERR	RAJASTHAN, KOTA	deepali@mailinator.com	7618132086	09/08/2023	View Details		
Showing	1 to 2 of 2 entries						« < 1 >	»	
er to decl n under th				ent request, S	uper Us	ser is re	equired	to clic	c on the 'Rej
	e 'Acti	on' icoi		ent request, S	uper Us	er is ro	equired		c on the 'Rej
n under th	e 'Actio	on' icoi		ent request, S	uper Us	er is re		I	
Manage Employee Lis	e 'Actio	on' icoi		ent request, S	uper Us		ng Verified	Rejected	Back
Manage Employee Lis	e 'Actio	on' icon quests	n.			Pendi	ng Verified Search	Rejected	800k
Manage Employee Lis	e 'Actin Dioyee Rec t	on' icon juests signation	n. State & District	Eme	n	Pend	ng Verified Search Date	Rejected Q. Action	Book Click on 'Reject button to reje
Manage Employee Lis	e 'Actin Dioyee Rec t	on' icon quests	n.	Eme		Pendi	ng Vertified Search Date 07/08/2023	Q. Action Actions ~	Book Click on 'Rejec button to reje Manage empl
Manage Employee Lis	e 'Actin bloyee Rec t Name De asdías as	on' icon juests signation	n. State & District	Eme	n	Pend	ng Verifiec Search Dote 07/08/2023	Rejected Q. Action	Book Click on 'Rejec button to reje Manage empl

After clicking the 'Reject' button, a confirmation message will popup as "Are you sure you want to Reject this request?"

nage En	nployee Re	quests		Back
mployee L	ist			Pending Verified Rejected
25 🗸				Search Q
Sr. No	Name	Designation	Confirmation	Mobile Date Action
1 Showing 1 t	gjgjhgkjhgkj o 1 of 1 entries	hgjhgj	Are you sure you want to Reject this request?.	Click on 'Yes' to confirm the rejection of manage employee request.
			Cancel Yes	

Upon clicking 'Yes', the employee management request will be rejected and an email will be sent to the employee, informing them of the rejection.

Registration Update for PARIVESH portal as project proponent.

monitoring-ec@nic.in via nic.in to me 🕶 Your request has been rejected by the super user Best Regards, Monitoring Cell (Environment, Forests and Wildlife Clearances) Ministry of Environment, Forest and Climate Change Government of India New Delhi Rejected manage employee request will start appearing in the 'Rejected' tab. Manage Employee Requests Back Employee List Pending Verified No data found. CPC GREEN e-Process e-Payments

