



# Ministry of Environment, Forest and Climate Change



## MANUAL FOR REGISTRATION

(PARIVESH 2.0)

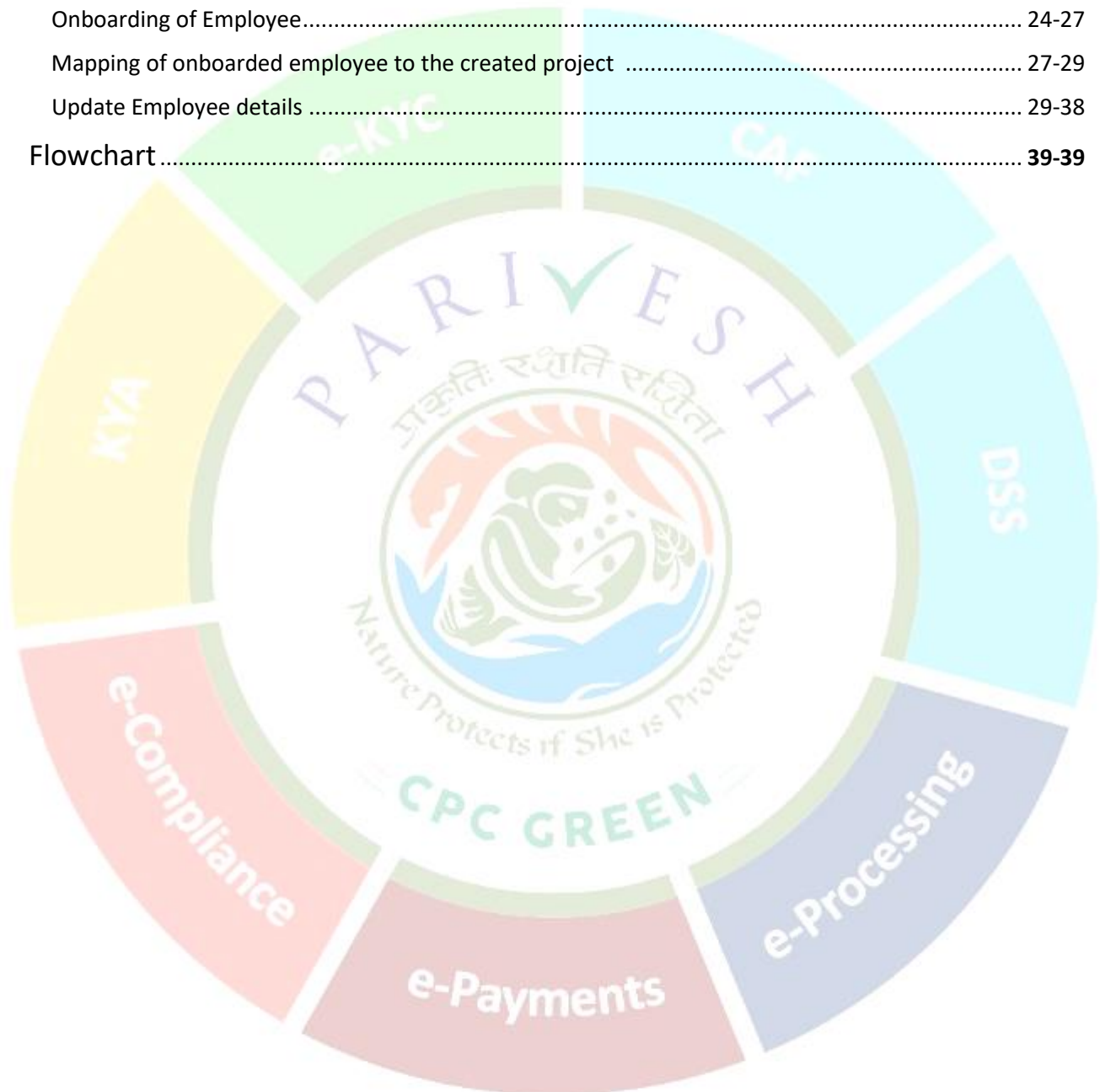


SEPTEMBER 2023



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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.

The screenshot shows the PARIVESH portal home page. The top navigation bar includes links for Complaint, Dashboard, About MoEFCC, Acts & Rules, Notifications, Agenda & MoM, Track your proposal, Useful Links, User Manuals, Forms, Contacts, and FAQs. The main banner features the PARIVESH logo and the tagline "A Single Window Integrated System for Environment, Forest, Wildlife and CRZ Clearances". Below the banner, there are two main sections: "REGISTRATION / LOGIN" and "ABOUT PARIVESH". The "REGISTRATION / LOGIN" section has buttons for "New Registration", "State Login", "Central Authorities", "District Login", and "Regional Office". A red arrow points to the "New Registration" button. The "ABOUT PARIVESH" section provides a brief description of the portal. On the right side, there is a "NOTICE BOARD" section with various categories like "ENVIRONMENT CLEARANCE", "FORESTS CLEARANCE", "WILDLIFE CLEARANCE", "NATIONAL CAMPA", and "NO INCREASE IN POLLUTION LOAD".

By simply clicking on the "New Registration" option, you will be directed to the Registration page.

The screenshot shows the PARIVESH Registration page. The page is titled "Registration" and has a progress bar with two steps: "01 Details" and "02 Basic Details". The "Details" step is active. Below the progress bar, there is a form with a dropdown menu labeled "Register As\*" and a "Select" option. A red arrow points to the "Select" option. There are "Cancel" and "Proceed" buttons at the bottom of the form.

Select "Register As" a Project Proponent/User Agency.

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## Registration

01 Details 02 Basic Details

Register As\*

Select

- Accredited Consultant Organization
- Project Proposer/User Agency

Cancel Proceed

Next dropdown is for 'Entity type'.

### 1. Registration for 'PRIVATE LIMITED':

Select 'Private Limited' as an entity type.

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## Registration

01 Details 02 Basic Details

Register As\*

Project Proposer/User Agency

Entity Type\*

- Private Limited
- Central Government (Department/Autonomous body)
- Central PSU (eg. NHAI, AAIL, NTP, CIL, SAIL)
- Individual
- Joint Venture (Govt. + Govt.)
- Joint Venture (Govt. + Pvt.)
- Joint Venture (Pvt. + Pvt.)
- LLP
- Others

Private Limited

State Government (Department/Autonomous body)

State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp)

Trust/Association/Society

Click on Search button to verify PAN No. (Mandatory)

Cancel Proceed

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

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## Registration

01 Details 02 Basic Details

Register As\*

Project Proposer/User Agency

Entity Type\*

Private Limited

Is CIN available to the Entity?\*

- NO
- YES
- NO

PAN of Entity\*

ENTER PAN NUMBER

Click on Search button to verify PAN No. (Mandatory)

Cancel Proceed

## MANUAL FOR REGISTRATION

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

The screenshot shows a registration form with the following fields:

- Register As\*: Project Proponent/User Agency
- Entity Type\*: Private Limited
- 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

A red box highlights the PAN of Entity\* field and the search icon. A red arrow points to the search icon. Below the form are 'Cancel' and 'Proceed' buttons.

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.

The screenshot shows a 'PAN Details' dialog box with the following information:

- Details of PAN No: AAFCJ9865L
- Entity Name as per PAN: JINDAL URBAN WASTE MANAGEMENT (BAWANA) LIMITED
- Do you want to Register as Private Limited on portal?

Buttons: 'Edit PAN Details' (highlighted with a red box) and 'Continue'.

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

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## Registration

01 Details 02 Basic Details

Register As\*

Entity Type\*

Is CIN available to the Entity?\*

PAN of Entity\*

Click on Search button to verify PAN No. (Mandatory)

Cancel

Else continue to register yourself.

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### PAN Details

Details of PAN No:  Entity Name as per PAN:

Do you want to Register as Private Limited on portal?

Register As\*

Entity Type\*

Is CIN available to the Entity?\*

PAN of Entity\*

Cancel

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

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## Registration

01 Details 02 Basic Details

Register As\*

Entity Type\*

Is CIN available to the Entity?\*

PAN of Entity\*

Click on Search button to verify PAN No. (Mandatory)

Cancel

## MANUAL FOR REGISTRATION

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.

Enter your details

Name of Project Proponent Entity\* LOTUS TRANS TRAVEL PVT LTD

First Line of Address\* Max 250 characters only

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 for Parivesh 2.0. The suggested format is "CompanyName\_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](mailto: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'

Designation\* Enter Designation

Mobile No.\*  Tick to confirm if your mobile no. is linked with Aadhaar  
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 file size is 1 MB.  
Authorisation Letter from the Departmental head of the company authorizing the person to do the registration on company's behalf

Captcha Code\* tzeZFI Refresh Enter Captcha

Declaration: I agree to the correctness of information provided by me for Registration purpose.

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Save &amp; Submit

## MANUAL FOR REGISTRATION

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.

The screenshot shows a registration success dialog box on the PARIVESH portal. The dialog box has a white background with a green border and contains the following text:

**Registration Successful**

Your details have been successfully submitted for Registration as **Private Limited Project Proponent**

An email has been sent to your registered email id with **Login credential and Activation link**

At the bottom of the dialog box, there is a green 'Done' button. Below the dialog box, there is a 'Save & Submit' button and a 'Back' button. A note at the bottom of the page states: "Note: Once Registration 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."

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

### Please verify your account followed by one time login credentials

Congratulation ! You have been registered successfully on PARIVESH Portal as Individual Project Proponent !!

Applicant Login Credentials are:

User ID: vashisht@mailinator.com

Password: AmrbfnW

Please verify your account using the link below. We'll take you to the website and you'll be able to login on successful Aadhaar Authentication

<https://stgdev.parivesh.nic.in/activateEmail?token=f0444af-e49b-49bd-95ea-2d0511e43b79&email=vashisht@mailinator.com&username=VASANTHA>

This link is valid for 24 hours.

Best Regards,

After authenticating your AADHAAR number, registration is successful. Now, the user is redirected to create a new password.

The screenshot shows the CDAC's e-Sign Service authentication page. The page has a white background with a blue header and footer. The header contains the Government of India logo, the Ministry of Electronics and Information Technology logo, the Digital India logo, and the CDAC logo. The main content area is titled "CDAC's e-Sign Service" and contains the following elements:

- A "View Document Information" section with radio buttons for "Aadhaar Number", "Virtual ID", and "UD Token".
- A "Get Virtual ID" button.
- A "How to generate TOTP?" section with a "How to generate TOTP?" link.
- A "Enter Your Aadhaar OTP" input field.
- A "Listen to Consent" button.
- A "Submit" button and a "Cancel" button.
- A "Not Received OTP? Renew OTP" link.



## MANUAL FOR REGISTRATION

Change Password

Email \* vashiht@mailinator.com

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.

PARIVESH  
परिवेश  
Ministry of Environment, Forest and Climate Change  
Government of India

Complaint Dashboard About MoEFCC Acts & Rules Notifications Agenda & MoM Track your proposal Useful Links User Manuals Forms Contacts FAQs

New\* - Forest (Conservation) Rules, 2018  
New\* - All Project Proponent which

As the Nation celebrates  
Azadi Ka Amrit Mahotsav  
Let us  
SING THE  
NATIONAL  
ANTHEM

REGISTRATION / LOGIN ABOUT PARIVESH NOTICE BOARD

## 2. Registration for 'STATE PSU':

Select 'Private Limited' as an entity type.

Entity Type \*

Is CIN available to the Entity? \*

PAN of Entity \*

State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp)

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  
Others  
Private Limited  
State Government (Department/Autonomous body)  
State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp)  
Trust/Association/Society

Click on Search button to verify PAN No. (Mandatory)

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'.

## MANUAL FOR REGISTRATION

Register As\*

Entity Type\*

Is CIN available to the Entity?\*

PAN of Entity\*

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\*

Entity Type\*

Is CIN available to the Entity?\*

CIN of Entity\*

Year of Incorporation\*

PAN of Entity\*

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: **AASCA9670P** Entity Name as per PAN:  
**YSR STEEL CORPORATION LIMITED**

Do you want to Register as State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp) on portal?

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

## MANUAL FOR REGISTRATION

The screenshot shows the 'Details' step of a registration process. It features a progress bar at the top with '01 Details' and '02 Basic Details'. The main form area contains the following fields:

- Register As\***: Project Proponent/User Agency
- Entity Type\***: State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp.)
- Is CIN available to the Entity?\***: NO
- PAN of Entity\***: ENTER PAN NUMBER (with a search icon and a note: 'Click on Search button to verify PAN No. (Mandatory)')

At the bottom left is a 'Cancel' button, and at the bottom right is a green 'Proceed' button, which is highlighted by a red arrow.

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@gmail.com](mailto: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'

The screenshot shows the 'Basic Details' step of the registration process. It features the following fields and elements:

- Landline Number**: Includes sub-fields for 'STD Code' and 'Landline number'. A note states: 'Total length of Landline No. must not be greater than 13 digits.'
- Role**: Super User
- Upload Authority Letter\***: A file upload area with the text 'Browse or drop your file here' and a note: 'Only pdf file(s) are allowed. Maximum file size is 1 MB.' Below this is a red note: 'Authorization Letter from the Departmental head of the company authorizing the person to do the registration on company's behalf.'
- Captcha Code\***: Includes a 'e4150s' image, a 'Refresh' button, and an 'Enter Captcha' input field.

At the bottom, there is a checkbox for 'Declaration: I agree to the correctness of information provided by me for Registration purpose'. Below the checkbox are 'Back' and 'Save & Submit' buttons. A red arrow points to the 'Save & Submit' button. A note at the bottom states: 'Note: Once Registration 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.

## MANUAL FOR REGISTRATION

Register As\*

Entity Type\*

Is PAN available to the Entity?\*

PAN of Entity\*

Click on Search button to verify PAN No. (Mandatory)

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\*

Entity Type\*

Specially applicable for individuals applying for CRZ clearance (Fishermen Only)

Is PAN available to the Entity?\*

PAN of Entity\*

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\*

Entity Type\*

Specially applicable for individuals applying for CRZ clearance (Fishermen Only)

Is PAN available to the Entity?\*

PAN of Entity\*

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: **ABAFB7771J** Entity Name as per PAN: **BOSKY SANELITE DEVELOPERS**

Do you want to Register as Others on portal?

[Edit PAN Details](#) [Continue](#)

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

## MANUAL FOR REGISTRATION

The screenshot shows the registration process on the Parivesh portal. The 'Details' step is active, and the 'Proceed' button is highlighted with a red arrow.

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.

The screenshot shows the 'Enter your details' form with the following fields and values:

- Name of Project Proponent Entity\*: BOSKY SANELITE DEVELOPERS
- Correspondence Address\*: Max 250 characters only
- State/UT\*: Select
- 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. [blurred]
- Landline Number: STD Code [blurred] Landline Number [blurred]

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 an organizational email id (suggested format for email id: [parivesh\\_companyname@gmail.com](mailto: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'.

## MANUAL FOR REGISTRATION

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.

Select 'Project Proponent / User Agency' for the field 'Register As'

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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# Registration

The screenshot shows the 'Registration' form with two steps: 01 Details and 02 Basic Details. The 'Register As\*' dropdown is set to 'Project Proponent/User Agency'. The 'Entity Type\*' dropdown is open, showing a list of options: 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, Others (highlighted in blue), Private Limited, State Government (Department/Autonomous body), State PSU (eg. State Forest Corp., TANGEDCO, Mineral development Corp), and Trust/Association/Society. A red arrow points to the 'Others' option. There are 'Cancel' and 'Proceed' buttons.

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.

This screenshot shows the 'Registration' form after selecting 'Others'. A new field 'Is PAN available to the Entity?' has appeared with a dropdown menu open, showing 'NO' selected. A red arrow points to the 'NO' option. The 'Proceed' button is visible at the bottom right.

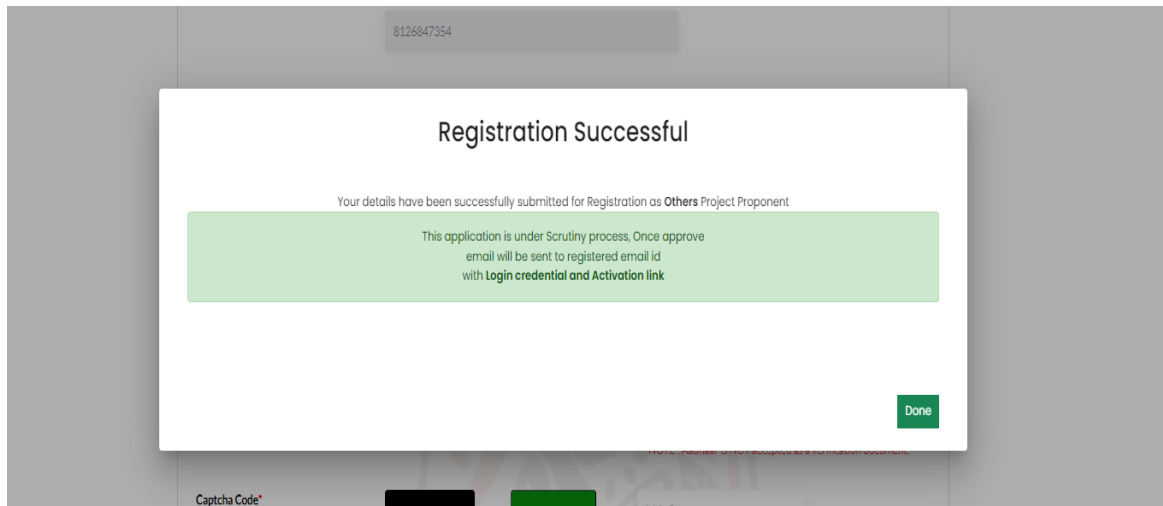
Once you select 'No', click on 'Proceed' button, a new page will open.

This screenshot shows the 'Registration' form after clicking 'Proceed'. The 'Is PAN available to the Entity?' dropdown is now set to 'NO'. A red arrow points to the 'Proceed' button at the bottom right. A small red note is visible below the dropdown: '\*This registration application will be under approval process by PMR/VEDM ADMIN. It can be either Approved OR Rejected based on applicable rules and regulations\*'. The 'Proceed' button is highlighted in green.

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.

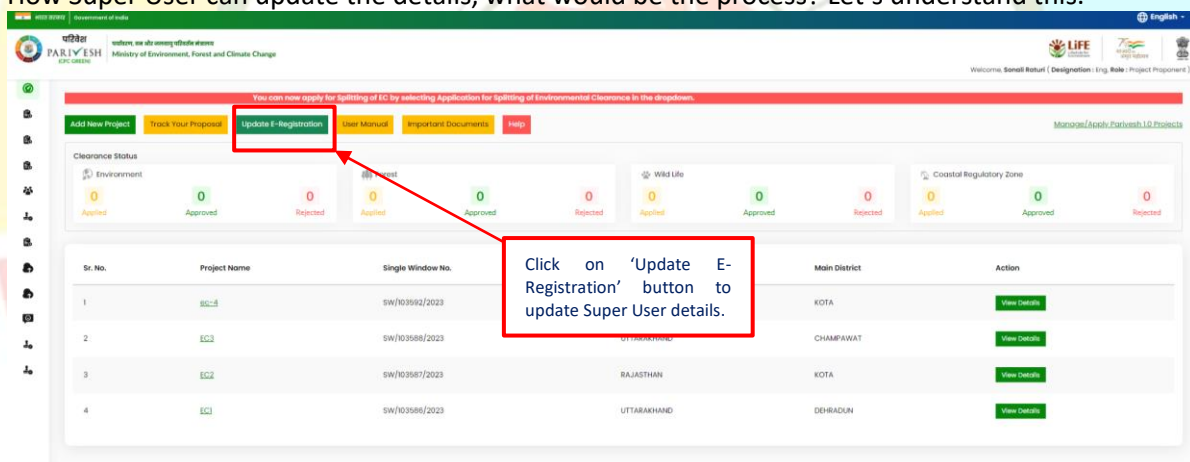




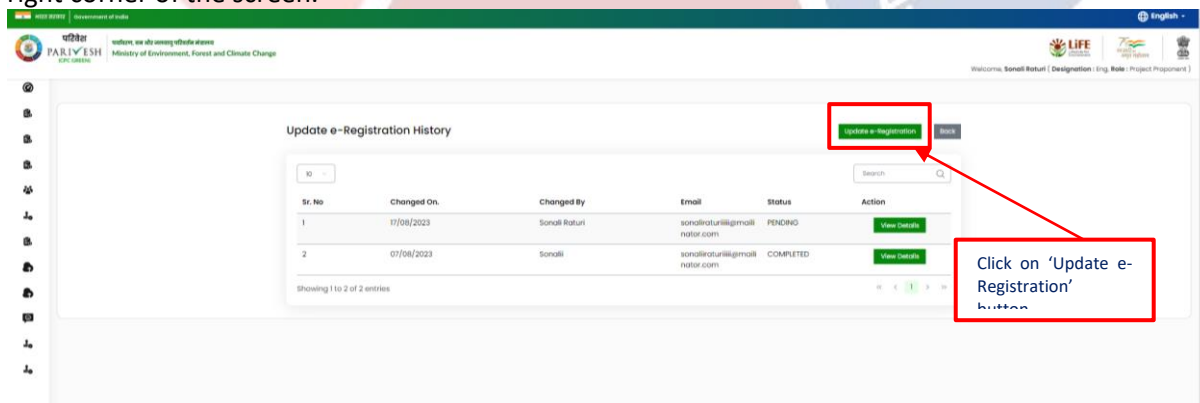


**(B) Update E-Registration**  
**(i) Central PSU / State PSU / Private Limited / Individual / Joint Venture / Trust Association having PAN:**

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



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



## MANUAL FOR 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.

**Update e-Registration Form**  
(Note: Whosoever is registering will act as a 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: mussooriee diversionrn, rdgurn, dehradunrn
3. State/UT: RAJASTHAN
4. District: KOTA
5. Pin Code: 248001
6. E-mail address: sonalraturii@gmailinator.com
7. Name of the person registered the company/Entity: Sonali Raturi
8. Designation: Eng
9. Mobile number: 788822086
10. Landline number: 225689
11. Role: Super User
12. Website: N/A
13. Existing Authority Letter: sample pdf | (4) | pdf | Preview

Moving down, you will notice the editable fields to update Registration details. Note to be considered 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 should be from the departmental head of the company authorizing the person to do the registration on company's behalf.

**Update Registration Details**

14. Name of Project Proponent/Entity/Company: SCANA STEELS & POWERS LIMITED
15. Address: mussooriee diversionrn, rdgurn, dehradunrn
16. State/UT: RAJASTHAN
17. District: KOTA
18. Pin Code: 248001
19. Email: sonalraturii@gmailinator.com
20. Name of the person registering the company/Entity: Sonali Raturi
21. Designation: Eng
22. Mobile number: 788822086
23. Landline number: 225689
24. Role: Super User
25. Website: N/A
26. Upload Authority Letter:   
 Browse or drag your file here  
 Only pdf file(s) are allowed. Maximum file size is 5 MB.  
 Authorisation Letter from the Departmental head of the company authorising the person to do the registration on company's behalf.

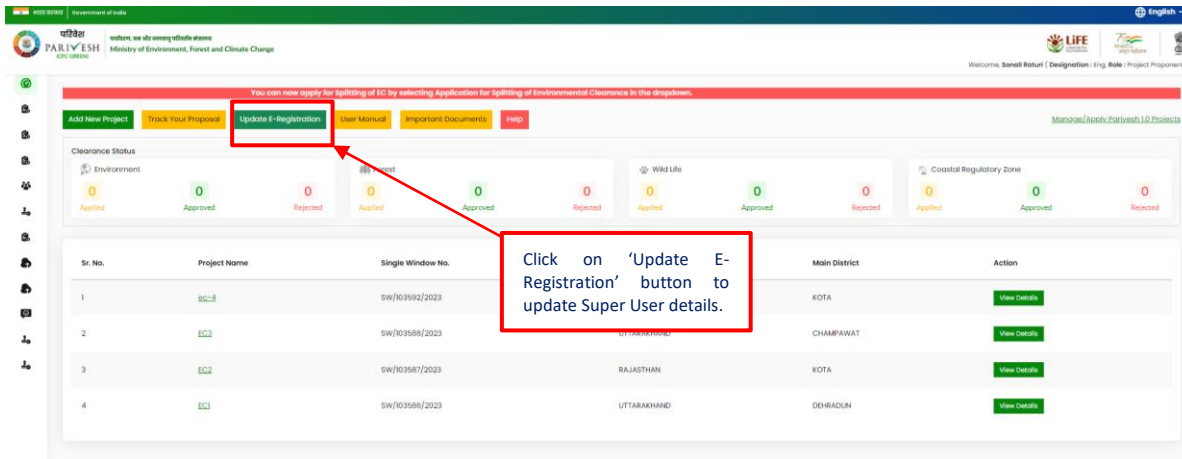
After updating the preferable fields, click on 'Submit' button.

Click on 'Submit' to finalize the update

Submit



## MANUAL FOR REGISTRATION

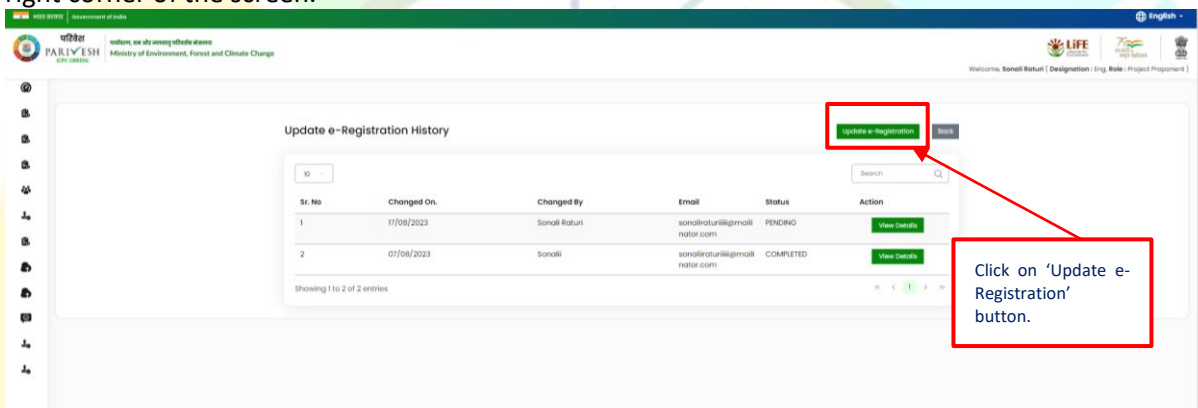


You can now apply for Splitting of EC by selecting Application for Splitting of Environmental Clearance in the dropdown.

Clearance Status: Environment (Applied, Approved, Rejected), Forest (Applied, Approved, Rejected), Wild Life (Applied, Approved, Rejected), Coastal Regulatory Zone (Applied, Approved, Rejected).

Sr. No.	Project Name	Single Window No.	Main District	Action
1	EC-1	SW/NO3562/2023	KOTA	<a href="#">View Details</a>
2	EC-2	SW/NO3568/2023	CHAMPAWAT	<a href="#">View Details</a>
3	EC-2	SW/NO3567/2023	RAJASTHAN, KOTA	<a href="#">View Details</a>
4	EC-1	SW/NO3566/2023	UTTARAKHAND, DEHRADUN	<a href="#">View Details</a>

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



Update e-Registration History

Sr. No.	Changed On.	Changed By	Email	Status	Action
1	17/06/2023	Sonali Raturi	sonaliraturi@gmail.com	PENDING	<a href="#">View Details</a>
2	07/06/2023	Sonali	sonaliraturi@gmail.com	COMPLETED	<a href="#">View Details</a>

Showing 1 to 2 of 2 entries

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 PARYAVARAN BHAWAN
17. State/UT *	DELHI
18. District *	CENTRAL
19. Pin Code *	110003
20. Email	
21. Name of the person registering the company/Entity *	Asstt. In-charge
22. Designation *	Proponent
23. Mobile number *	9971931282

The suggested format is "CompanyName\_Parivesh@abc.com".

Enter PAN number(not mandatory)

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. 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!!

Please complete the registration using below mentioned link:

<https://stedeveloparivesh.nic.in/#updateKYC?token=evJhKGeiOIJUz21NIJ9.evJzdWfOjYMDM0MzU0fwiidXNlcnBye2ZpbGVVZCI6fA2MU3KL1FaeWWSMWxPOjmtOVmV4MkE9PSI6ImV4cG16MTY3SMjM0MjYkRaturu>

This link is valid for 24 hours.

Best Regards,  
Monitoring Cell (Environment, Forests and Wildlife Clearances)  
Ministry of Environment, Forest and Climate Change  
Government of India  
New Delhi

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

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

Sr. No	Changed On	Changed By	Email	Status	Action
1	17/08/2023	Sonali Raturi	sonaliraturi@gmail.com	COMPLETED	View Details
2	17/08/2023	Sonali Raturi	sonaliraturi@gmail.com	PENDING	View Details
3	07/08/2023	Sonali	sonaliraturi@gmail.com	COMPLETED	View Details

## 2. Central Government / State Government registered without PAN:

For Central Government / State Government, PAN is optional.

## MANUAL FOR 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. Email	ashish.user92@gmail.com
<small>Use only organization-level email IDs for Parivesh 2.0. The suggested format is "CompanyName_Parivesh@abc.com".</small>	
21. Name of the person registering the company/Entity *	Ashish Tripathi
22. Designation *	Proponent
23. Mobile number *	997193282

### (C) Management of Employee:

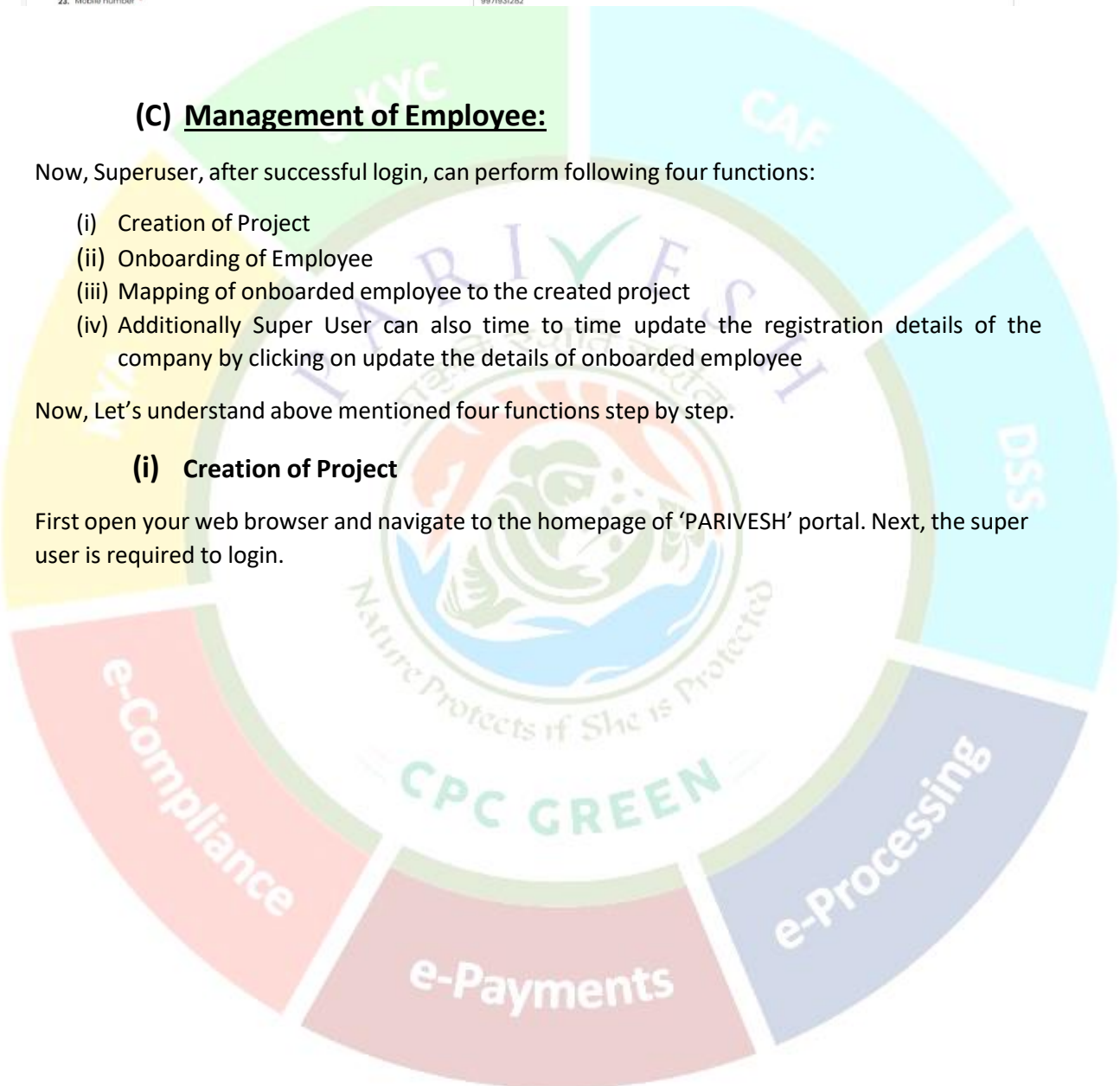
Now, Superuser, after successful login, can perform following four functions:

- (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.



## MANUAL FOR REGISTRATION

Click here to login

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.

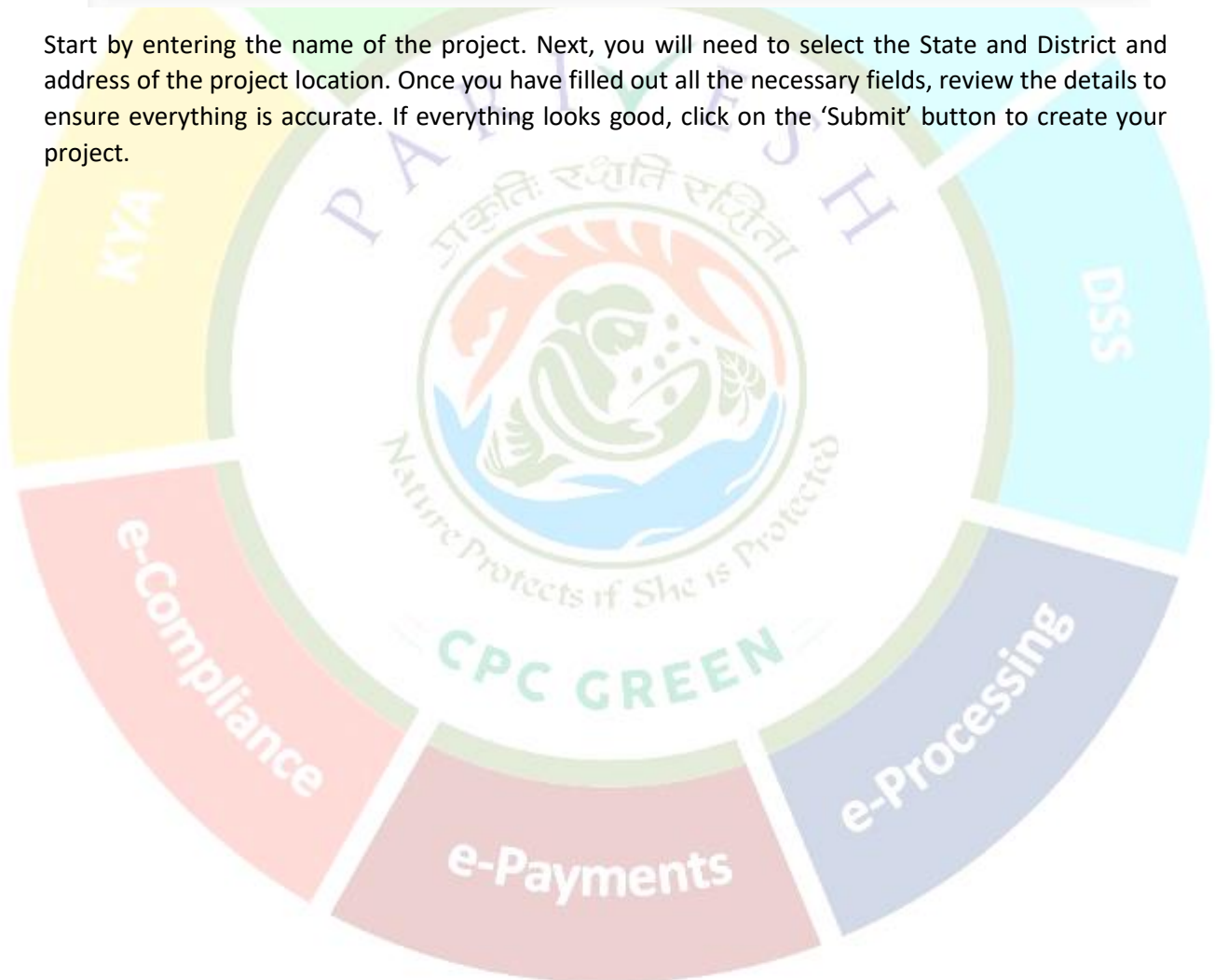
Now, click on the 'Login button', you'll be directed to the dashboard. Once you are there, you will find the 'Add New Project' button. Click on the 'Add New Project' button to create a project. You will be directed to a new page where super user can add project by filling out all the mandatory fields.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

## MANUAL FOR REGISTRATION

The screenshot shows the Parivesh portal dashboard. At the top, there is a navigation bar with the Parivesh logo and the text 'परिवेश PARIVESH CPC GREEN Ministry of Environment, Forest and Climate Change'. A red box highlights the 'Add New Project' button in the top navigation menu. A callout box with a red arrow points to this button, containing the text 'Click here to add new project'. Below the navigation bar, there is a section for 'Clearance Status' with four categories: Environment, Forest, Wild Life, and Coastal Regulatory Zone. Each category has three status indicators: Applied (0), Approved (0), and Rejected (0). Below this, there is a table with the following data:

Sr. No.	Project Name	Single Window No.	Main State	Main District	Action
1	EC3	SW/103568/2023	UTTARAKHAND	CHAMPAWAT	<a href="#">View Details</a>
2	EC2	SW/103567/2023	RAJASTHAN	KOTA	<a href="#">View Details</a>
3	EC1	SW/103566/2023	UTTARAKHAND	DEHRADUN	<a href="#">View Details</a>

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.





## MANUAL FOR REGISTRATION

Government of India  
पारिवेश  
PARIVESH  
EPC GREEN  
सर्वधर्म, सर्व सम्ममं सर्वविधा सम्ममं  
Ministry of Environment, Forest and Climate Change

English

WELCOME, Rashmi Singh ( Manager, Project Proposer )

### Add New Project

Name of The Project \*

Note: Project Name cannot be changed at later stage. Kindly fill the Project Name carefully.

State \*

District \*

Address of Project \*

Back

Submit

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 employeee 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.

Government of India  
पारिवेश  
PARIVESH  
EPC GREEN  
सर्वधर्म, सर्व सम्ममं सर्वविधा सम्ममं  
Ministry of Environment, Forest and Climate Change

English

WELCOME, Sonali Raturi ( Designation : Eng. Role | Project Proposer )

### Add New Project

Name of The Project \*

Note: Project Name cannot be changed at later stage. Kindly fill the Project Name carefully.

State \*

District \*

Address of Project \*

Back

Submit

**Project Added Successfully**

Your Project has been added successfully

Project Name: ec-4

Single Window No.: SW/103592/2023

Back to Dashboard

Add Employee

Click on this button to redirect back to the dashboard

Either this way, Super User can add Employee

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,

## MANUAL FOR REGISTRATION

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

The screenshot shows the 'Add Employee' form in the Parivesh portal. The form is titled 'Add Employee' and includes the following fields:

- Name of The Employee \*
- Designation \*
- Correspondence Address \*
- State \*
- District \*
- Pin Code \*
- Mobile Number \*
- Landline Number
- Email ID \*
- Allowed To Map With Multiple Projects \*

The 'Allowed To Map With Multiple Projects' dropdown menu is highlighted with a red box. The form also includes a 'Back' button and a 'Submit' button.

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

The screenshot shows the 'Add Employee' form with the 'Allowed To Map With Multiple Projects' dropdown menu set to 'Yes'. A red box highlights the 'Yes' option. A callout box with a red border and arrow points to the 'Yes' option, stating: "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.

The screenshot shows the 'Add Employee' form with the 'Allowed To Map With Multiple Projects' dropdown menu set to 'No'. A red box highlights the 'No' option. A callout box with a red border and arrow points to the 'No' option, stating: "In case of 'no', only single project can be mapped to this employee".

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

The screenshot shows the 'Add Employee' form with the following fields:

- Name of The Employee \*
- Designation \*
- Correspondence Address \*
- State \*
- District \*
- Pin Code \*
- Mobile Number \*
- Landline Number
- Email ID \*
- Allowed To Map With Multiple Projects \*

A red box highlights the 'Submit' button at the bottom right, with a callout box pointing to it that says "Click on submit button to add Employee".

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

The screenshot shows the dashboard with the following sections:

- Dashboard
- My Tasks
- EDS Proposals
- De-listed Proposals
- Additional Demands
- Manage Employee** (highlighted)
- Approvals
- Track Proposal Before 4th Sept
- Upload Compliance
- EC Condition Upload
- Raise Complaint
- Change Password
- Withdraw History

A red box highlights the 'Manage Employee' button in the sidebar, with a callout box pointing to it that says "Click here to manage employee".

Project Name	Single Window No.	Main State	Main District	Action
EC3	SW/103588/2023	UTTARAKHAND	CHAMPAWAT	<a href="#">View Details</a>
EC2	SW/103587/2023	RAJASTHAN	KOTA	<a href="#">View Details</a>
EC1	SW/103586/2023	UTTARAKHAND	DEHRADUN	<a href="#">View Details</a>

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.

## MANUAL FOR REGISTRATION

Employee List

Sr. No.	Name	Designation	Email/Mobile	Action
1	Deepali	Err	deepali@mailinator.com 7618132086	Action
2	Priyanka	Acib	priyankap@mailinator.com 7618132086	Action
3	Shikha	Spic	shikhas@mailinator.com 7618132086	Action
4	Shobanya	Er	shobanyas@mailinator.com 7618132086	Action

Showing 1 to 4 of 4 entries

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 Name

Designation \*  
Enter Designation

Correspondence Address \*  
Enter Address

State \*  
Select

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 \*  
Select

Back Submit

### (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:

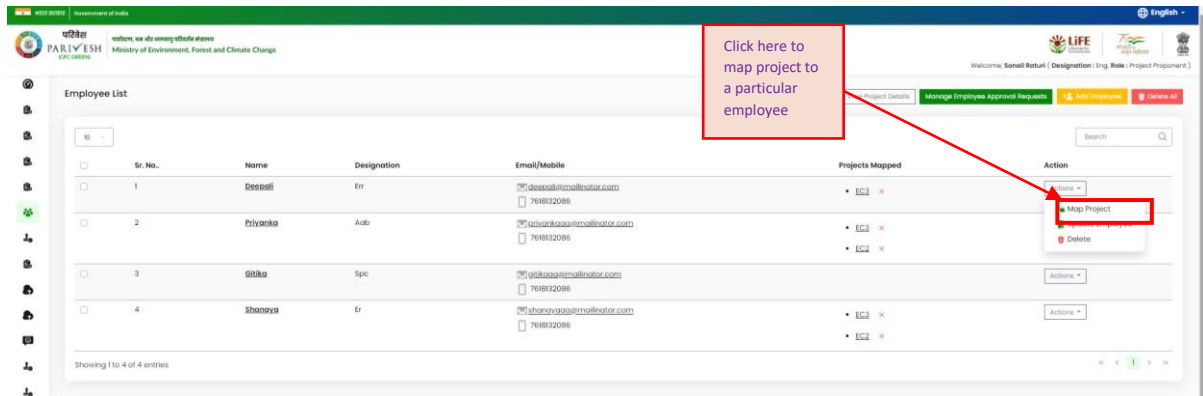
To map of project with an employee, Super User is required to click on 'Actions' button which comes under 'Manage Employee' tab present in the left sidebar menu.

Employee List

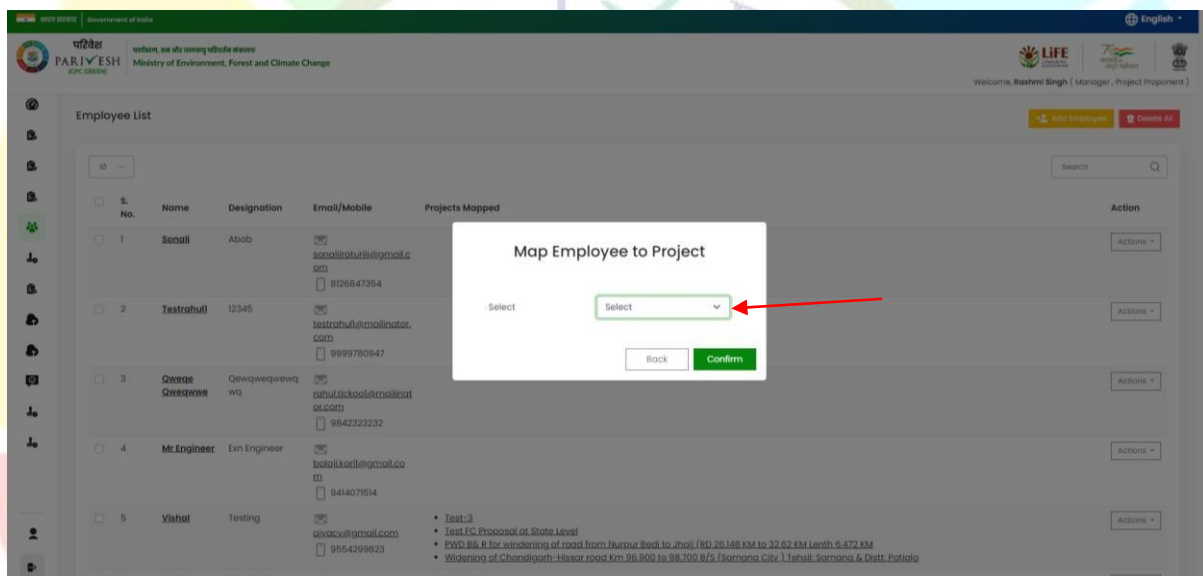
Sr. No.	Name	Designation	Email/Mobile	Projects Mapped	Action
1	Deepali	Err	deepali@mailinator.com 7618132086		Action
2	Priyanka	Acib	priyankap@mailinator.com 7618132086		Action
3	Shikha	Spic	shikhas@mailinator.com		Action

## MANUAL FOR REGISTRATION

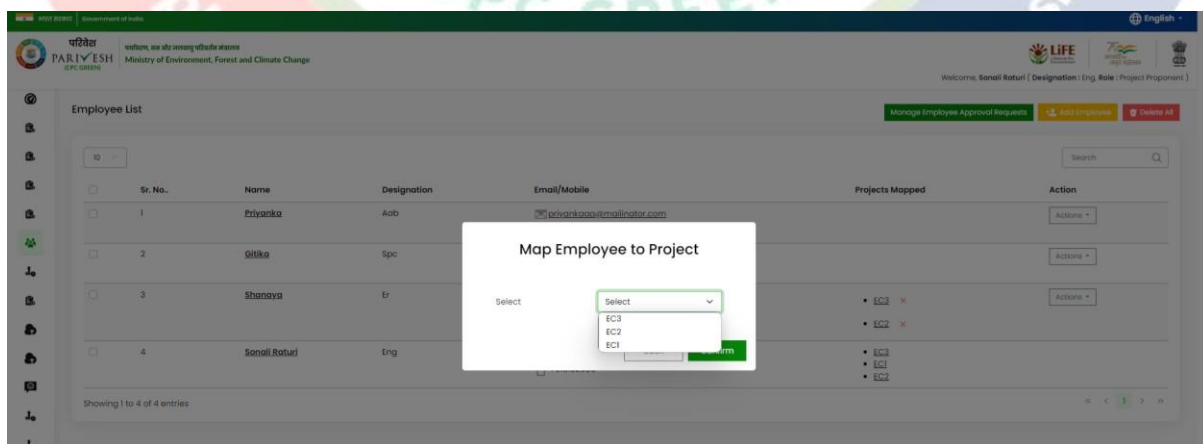
Next is to click on 'Map Project' button under 'Action'.



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.

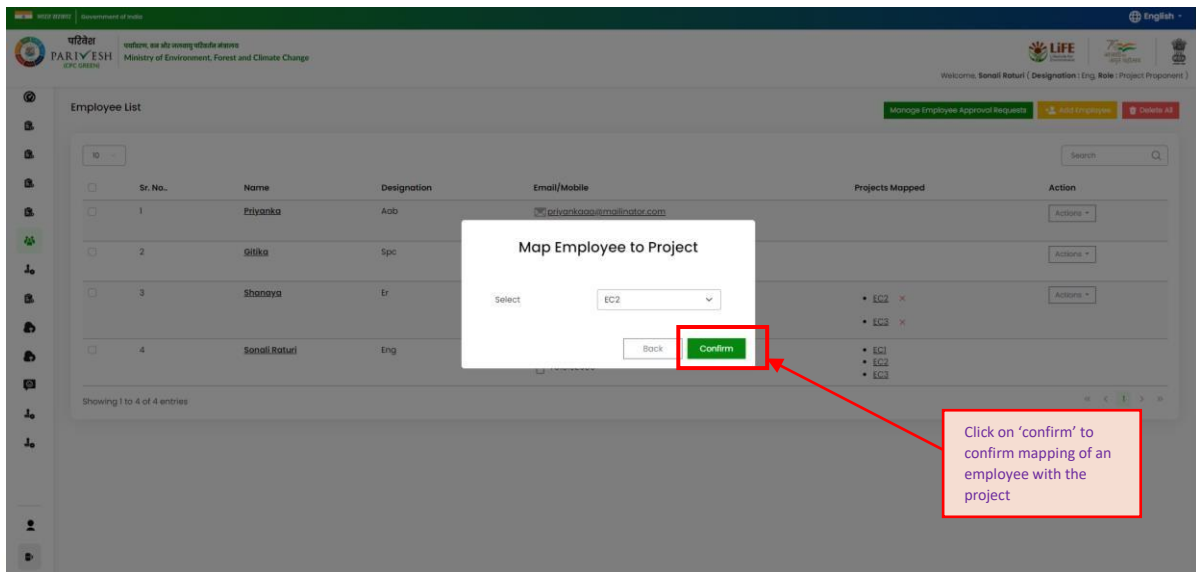


After selecting the project, click on the confirm to begin mapping.



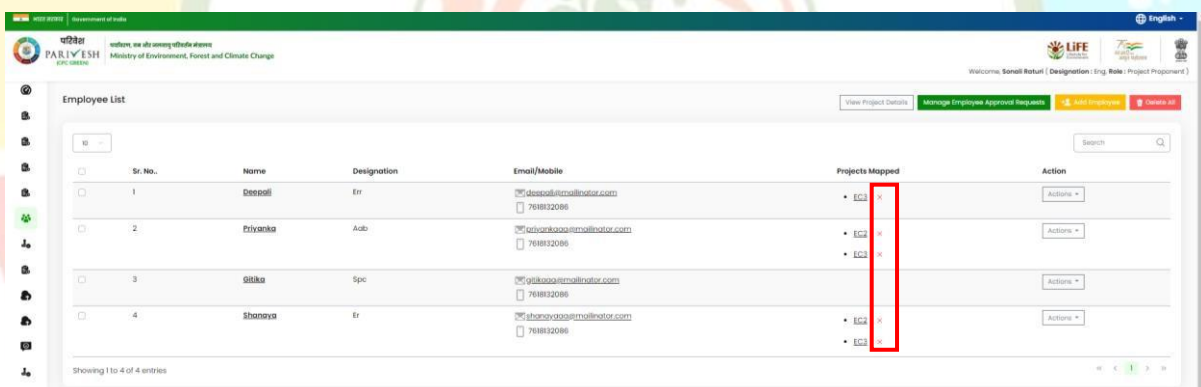
After selecting the project from the dropdown list, click on the 'Confirm' button. By clicking on the 'Confirm' button, mapping of employee with the project would be wrapped up. Now the added project

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.



## 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.



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.

## MANUAL FOR REGISTRATION

Employee List

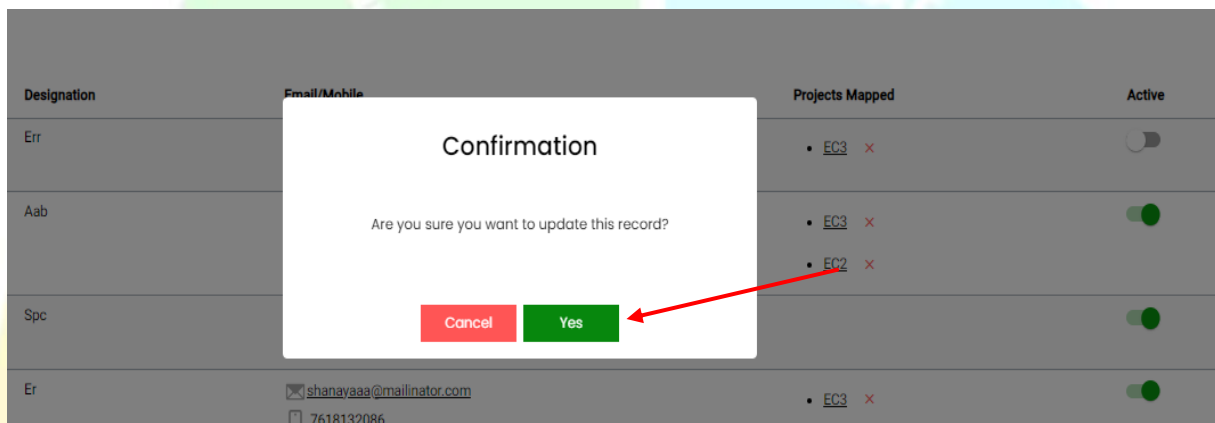
View Proposed Employee History View Project Details Manage Employee Approval Requests Add Employees Delete All

Active Deactivate

S.No.	Name	Designation	Email/Mobile	Projects Mapped	Active	Action
1	Dessal	Err	✉ dessal@mailinator.com 7618132086	• EC3 x	●	Actions
2	Piyanka	Aab	✉ piyankaaa@mailinator.com 7618132086	• EC2 x	●	Actions
3	Gitika	Spc	✉ gitikaaa@mailinator.com 7618132086	• EC2 x	●	Actions
4	Shanaya	Er	✉ shanayaaa@mailinator.com 7618132086	• EC2 x	●	Actions

Showing 1 to 4 of 4 entries

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?”



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

Employee List

View Proposed Employee History View Project Details Manage Employee Approval Requests Add Employees Delete All

Active Deactivate

S.No.	Name	Designation	Email/Mobile	Projects Mapped	Active	Action
1	Piyanka	Aab	✉ piyankaaa@mailinator.com 7618132086	• EC3 x	●	Actions
2	Gitika	Spc	✉ gitikaaa@mailinator.com 7618132086	• EC2 x	●	Actions
3	Shanaya	Er	✉ shanayaaa@mailinator.com 7618132086	• EC2 x	●	Actions

Showing 1 to 4 of 4 entries

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

## MANUAL FOR REGISTRATION

The screenshot shows the 'Employee List' page. At the top right, there are buttons for 'Active' and 'Deactivate'. The 'Deactivate' button is highlighted with a red box. Below the buttons is a table with columns: S.No., Name, Designation, Email/Mobile, Projects Mapped, Active, and Action. The table contains three entries:

S.No.	Name	Designation	Email/Mobile	Projects Mapped	Active	Action
1	Priyanka	Aub	priyanka@gmailinator.com 7618132086	• EC3 x	<input checked="" type="checkbox"/>	Actions -
2	Gita	Spc	gita@gmailinator.com 7618132086	• EC2 x	<input checked="" type="checkbox"/>	Actions -
3	Shanya	Er	shanya@gmailinator.com 7618132086	• EC3 x • EC2 x	<input checked="" type="checkbox"/>	Actions -

Showing 1 to 4 of 4 entries

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'.

The screenshot shows the 'Employee List' page after deactivation. The 'Active' column now has a toggle switch. The toggle switch for the first entry is highlighted with a red box. The table contains one entry:

S.No.	Name	Designation	Email/Mobile	Projects Mapped	Active	Action
1	Dansil	Er	dansil@gmailinator.com 7618132086	• EC3 x	<input type="checkbox"/>	Deact

Showing 1 to 4 of 4 entries

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

The screenshot shows a 'Confirmation' dialog box with the text: 'Are you sure you want to update this record?'. There are two buttons: 'Cancel' (red) and 'Yes' (green). A red arrow points to the 'Yes' button.

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.

The screenshot shows the 'Employee List' page. The table contains the following data:

Sr. No.	Name	Designation	Email/Mobile	Action
1	Deepali	Er	deepali@parivesh.nic.in 768832086	Actions
2	Priyanka	Asst	priyanka@parivesh.nic.in 768832086	Actions • EC2 ✖ • EC3 ✖
3	Shikha	Spic	shikha@parivesh.nic.in 768832086	Actions
4	Shanaya	Er	shanaya@parivesh.nic.in 768832086	Actions • EC2 ✖ • EC3 ✖

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.

The 'Update Employee' form contains the following fields:

- Name of the Employee: Priyanka
- Designation: Asst
- Correspondence Address: joshmathuk
- State: RAJASTHAN
- District: KOTA
- Pin Code: 280099
- Mobile Number: 768832086
- Landline Number: (with fields for STD Code and Landline No.)
- Email ID: priyanka@parivesh.nic.in
- Allowed To Map 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.

The screenshot shows the 'Employee List' page with the 'View Project Details' button highlighted in the top right corner.

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

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

## MANUAL FOR REGISTRATION

Name	Designation	Email/Mobile	Projects Mapped
Deepali	Err	deepali@gmailinator.com	EC3
Priyanka			
Gitika			
Shanaya			

Project Details				
Sr. No.	Project Name	State	District	Address
1	ec-4	RAJASTHAN	KOTA	kota,rajasthan
2	EC3	UTTARAKHAND	CHAMPAWAT	lohaghat
3	EC2	RAJASTHAN	KOTA	kota, rajasthan
4	EC1	UTTARAKHAND	DEHRADUN	rajpur, dehradun

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. Select whether 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.

**Employee Mapping Request Form**

Name of the registered organisation	Type to search
Do you want to be mapped for multiple projects?	No
<b>Details of Project(s)</b>	
Name of The Project	Enter Project Name
State	Select
Address	Enter Project Address
Name of The Employee	Enter Employee Name
Designation	Enter Designation
Employee's Correspondence Address	Enter Address
State	Select
District	Select
Pin Code	Enter Pin Code
Mobile Number	Enter Mobile Number
Landline Number	STD Code
	Landline No.
Email ID	Enter Email ID

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

## MANUAL FOR REGISTRATION

Pin Code *	Enter Pin Code
Mobile Number *	Enter Mobile Number
Landline Number	STD Code <input type="text"/> Landline No. <input type="text"/> <small>Total length of Landline No. must not be greater than 13 digits.</small>
Email ID *	Enter Email ID

Back Submit

Click on 'Submit' button to add employee

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.

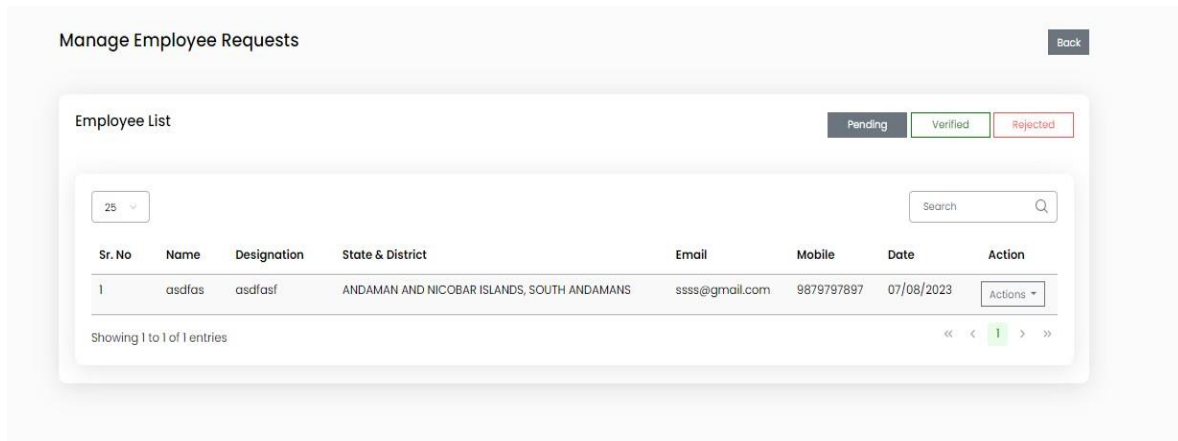


After the employee sends the request, the Super User holds the authority to either approve or decline the request. This can be done by the 'Manage Employee Approval Requests' button, located within the 'Manage Employee' tab.

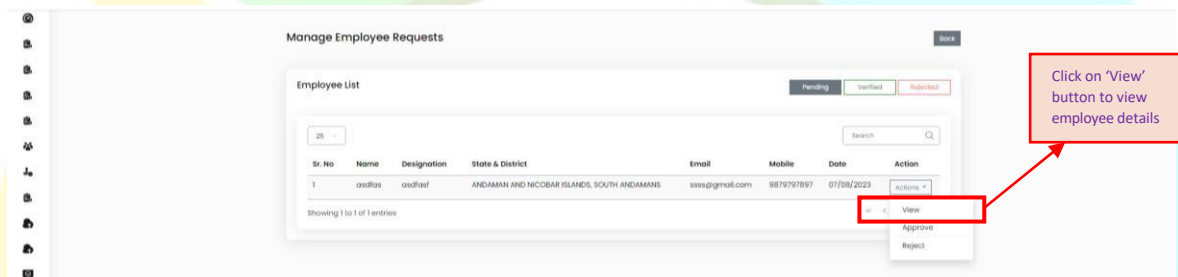
Sr. No.	Name	Designation	Email/Mobile	Projects Mapped	Action
1	Deepali	Er	deepali@nic.in 708832086	• EC3 ✖	Actions Map Project Update Employee Delete
2	Prityanka	Aide	prityanka@nic.in 708832086	• EC3 ✖	Actions Map Project Update Employee Delete
3	Shikha	Spic	shikha@nic.in 708832086	• EC3 ✖	Actions Map Project Update Employee Delete
4	Shanvika	Er	shanvika@nic.in 708832086	• EC3 ✖	Actions Map Project Update Employee Delete

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.'

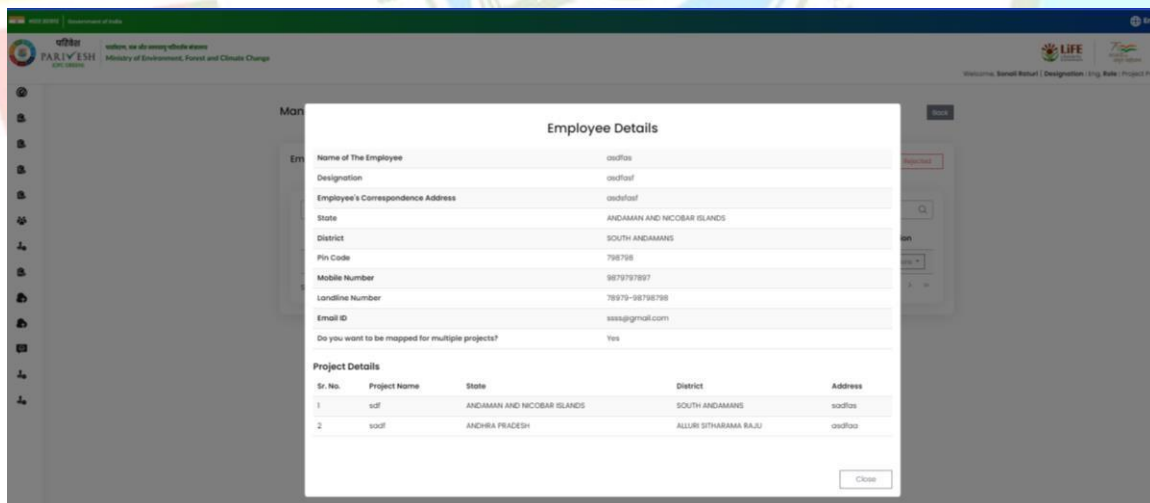
## MANUAL FOR REGISTRATION



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.



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.



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

## MANUAL FOR REGISTRATION

Manage Employee Requests

Employee List

Pending Verified Rejected

25

Search

Sr. No	Name	Designation	State & District	Email	Mobile	Date	Action
1	asdfas	asdfasf	ANDAMAN AND NICOBAR ISLANDS, SOUTH ANDAMANS	ssss@gmail.com	9879797897	07/08/2023	View Approve Reject

Showing 1 to 1 of 1 entries

Click on 'Approve' button to accept the Manage employee request

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.

Employee List

Pending Verified Rejected

25

Search

Sr. No	Name	Designation	St	Mobile	Date	Action
1	asdfas	asdfasf	At	am 9879797897	07/08/2023	Actions

Showing 1 to 1 of 1 entries

Confirmation

Are you sure you want to **Approve** this request?  
After approval the project can be mapped to **asdfas**.

Cancel Yes

Click on "Yes" to confirm the approving of manage employee request.

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.

monitoring-ec@nic.in via nic.in  
to me

### Please verify your account followed by one time login credentials

Congratulation ! You have been registered successfully on PARIVESH Portal as Employee Project Proponent !!

Applicant Login Credentials are:

User ID: [wrkacct2022@gmail.com](mailto:wrkacct2022@gmail.com)

Password: NGCiU09

Please verify your account using the link below. We'll take you to the website and you'll be able to login on successful Aadhaar Authentication

[https://stgdev.parivesh.nic.in/#/activateEmail?token=a4a86b33-59d0-4d9a-91a8-4664eaebe38c&email=wrkacct2022@gmail.com&username=Sahil\\_Test](https://stgdev.parivesh.nic.in/#/activateEmail?token=a4a86b33-59d0-4d9a-91a8-4664eaebe38c&email=wrkacct2022@gmail.com&username=Sahil_Test)

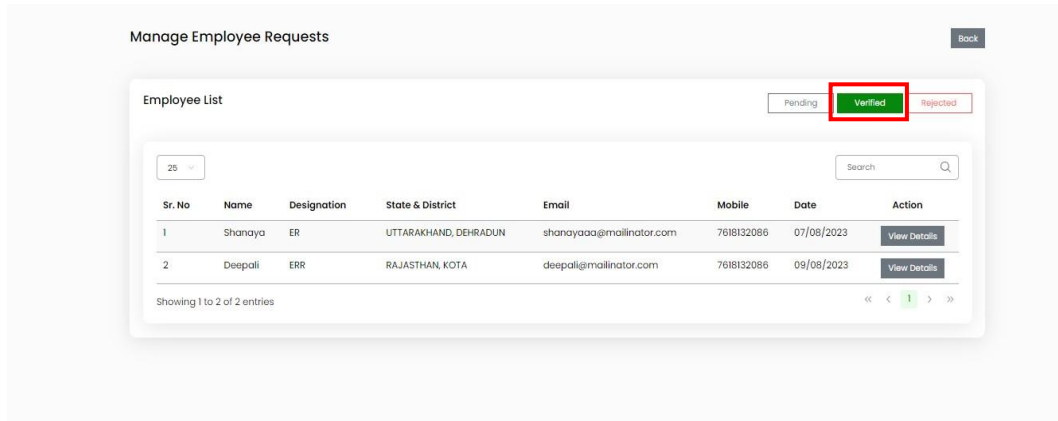
This link is valid for 24 hours.

\*\*\*

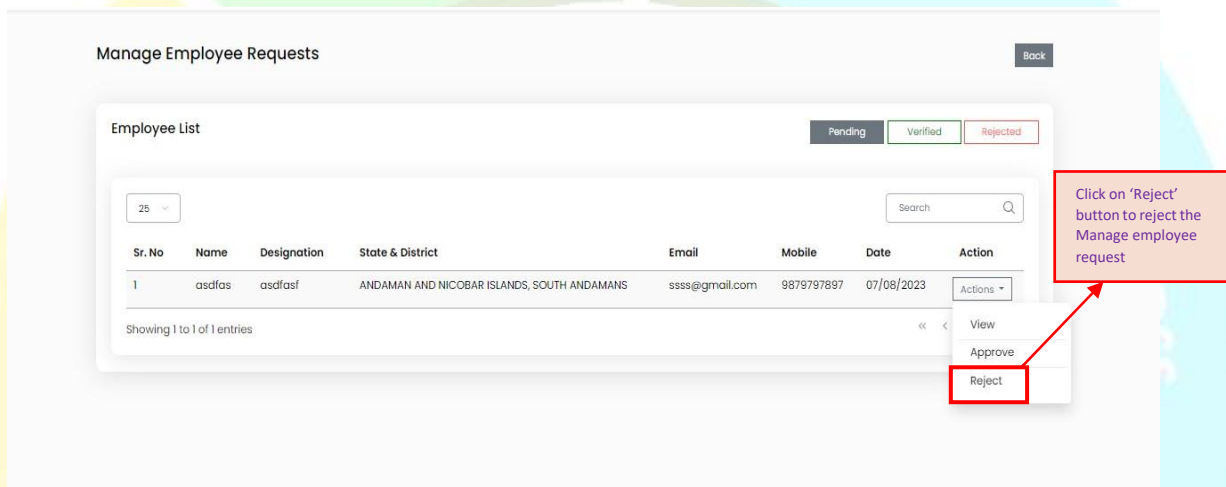
Best Regards,  
Monitoring Cell (Environment, Forests and Wildlife Clearances)  
Ministry of Environment, Forest and Climate Change  
Government of India  
New Delhi

Verified requests can be viewed through 'Verified' tab.

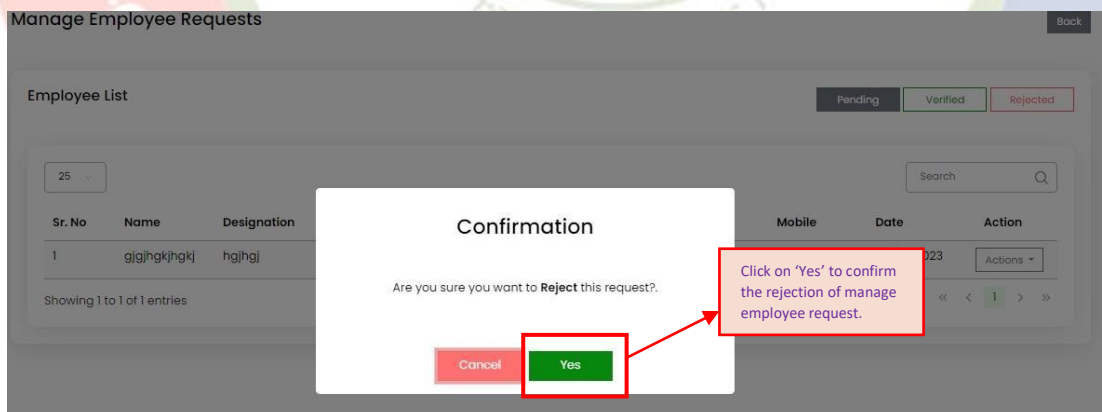
## MANUAL FOR REGISTRATION



In order to decline the employee management request, Super User is required to click on the 'Reject' button under the 'Action' icon.




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



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

MANUAL FOR REGISTRATION

Registration Update for PARIVESH portal as project proponent. Inbox x

 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 Rejected

No data found.



**(D) Flowchart**