

Ministry of Environment, Forest and Climate Change



ONLINE SUBMISSION AND MONITORING OF ENVIRONMENTAL CLEARANCES

(OSMEC)

USER MANUAL FOR PROJECT PROPONENT (VERSION 1.0)

ABOUT THE MANUAL

Audience

This manual is meant for project proponents who are supposed to submit application for seeking prior environment clearances from SEIAAs/SEACs (Category-B proposals) for appraising the impact of the planned project on the environment and minimizing the same.

Purpose

The purpose of this document is to provide an interface between user and OSMEC (an õOnline Submission and Monitoring of Environmental Clearancesö) portal. It will help the user to understand major features, benefits and workflow of the system. It will also help proponent to submit the proposal along with all required attachments.

Authorship

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1.0 ABOUT ENVIRONMENT CLEARANCE PORTAL

1.1 INTRODUCTION

In order to bring more transparency and accountability in the environment clearance process, Ministry of Environment, Forest and Climate Change, Government of India has rolled out a portal named as õOnline Submission and Monitoring of Environmental Clearancesö (OSMEC).

OSMEC is a web based, role based, G2B and G2G workflow application that are developed for online submission and monitoring of the proposals (Category-B) submitted by the proponent for seeking environment clearances. It automates the entire tracking of proposals which includes online submissions of a new proposal, editing/updating the details of proposals and displays status of the proposals at each stage of the workflow.

The system is based on the Web Architecture. It uses IIS as an application server, .Net as a framework and SQL Server as a database server.

1.2 OBJECTIVE

The following are the main objectives of the System:

- Enhance efficiency, transparency and accountability in the environment clearance process.
- Reduction in turnaround time for activity.
- Enhance responsiveness through workflows automation and availability of real time information.
- Enhance ease and convenience of citizens and businesses in accessing information and services.
- Achieve standardization in processes across regional and state level.
- Online real-time monitoring and adherence to timelines for verification.
- A more user-friendly application process.

1.3 <u>CORE FEATURES OF THE PORTAL</u>

- 1) A role based workflow application that helps project proponents in online submission of the proposals seeking environment clearances and tracking the proposals.
- 2) Facilitate management in effective monitoring.
- 3) Delays in the clearance process can be ascertained.
- 4) Accessible from any PC having internet facility.
- 5) 24x7 Online.

1.4 <u>ROLES</u>

The following Roles have been defined as per the responsibility:

1.4.1 PROJECT PROPONENT (PP)

Any project proponent has to register with the EC portal before submitting Category-B proposal for seeking environment clearance. Only one-time registration is required for submitting the application. Once, PP register with the portal an acknowledgement slip containing user-id and password would be sent by the system automatically to proponent¢ email id. PP can login into EC portal by using user-id and password communicated through email and then PP can submit TOR/EC application (for Category-B) online along with all relevant documents. The PP can track the status of the proposal after submitting it online.

1.4.2 <u>SEIAA (STATE ENVIRONMENT IMPACT ASSESSMENT AUTHORITY)</u>

After receiving the proposal online, SEIAA can examine the proposal for its completeness and the same will be forwarded (after assigning SEIAA file no.) to SEAC (State Environment Appraisal Committee). If proposal is not complete, SEIAA can raise query and may ask PP to submit the complete proposal. If proposal is complete, the same will be forwarded by SEIAA to SEAC for their recommendation.

The proposal will come again to SEIAA after the completion of process from SEAC, the SEIAA would process it and will upload the decision.

1.4.3 SEAC (STATE EXPERT APPRAISAL COMMITTEE)

After receiving the proposal online from SEIAA, the concerned SEAC can view the proposal (Form-1 and other documents) submitted by PP. They will examine it and may raise query (if any) to SEIAA. After that, SEAC will conduct the meeting and upload the agenda, minutes of the meeting and recommendation of SEAC on the portal. If, they upload the recommendation, the proposal would be forwarded automatically to SEIAA.

1.4.4 SEAC MEMBER

SEAC member can also login into the portal and can view the proposal. If any member is not able to come to attend the SEAC meeting, he/she may upload his/her observations (about the proposal) on the portal. The same would become the part of Agenda of next SEAC meeting.

1.4.5 SEIAA MEMBER

The proposal forwarded by SEAC, would come to SEIAA again. They may raise query (if any) to SEAC and will conduct meeting of SEIAA committee and will upload the agenda, minutes of the meeting and recommendation on the portal.

1.5 WORK FLOW

Project Proponent (PP) can register to get the login credentials from <u>http://environmentclearance.nic.in</u>. Thereafter, project details can be submitted along with all required documents [Form-1 etc.]. When PP submits all these details, an acknowledgement letter would be sent (by System) automatically to registered email-id of PP. Acknowledgement letter may contain some information including unique proposal number. PP may refer this unique proposal number for future reference.

SEIAA logs-in to the portal and scrutinizes the proposal (within 5 working days) and sends an acceptance letter to PP (after assigning SEIAA file number), if all relevant documents are uploaded properly by PP. If any document is missing or any other information is needed, SEIAA may ask PP to upload those missing information. Timeline will start only, when SEIAA accepts the proposal.

When, SEIAA sends the acceptance letter to PP, proposal details are forwarded automatically to SEAC for further processing.

SEAC can view the proposal after logging into portal and can take print out (if needed) of the entire details and then process it. After that, he/she uploads the agenda, minutes of the meeting and recommendations on the portal.

When, SEAC uploads recommendations on the portal, proposal details are forwarded automatically to SEIAA for further processing.

SEIAA will again login into portal and will conduct SEIAA meeting and then will upload agenda, minutes of the meeting and recommendations/decision on the portal.

Automatic mailer notifications will be triggered for each and every transaction committed in the OSMEC System.

The status of proposal will be updated at each transaction and the same would be reflected automatically in the reports available in public domain.

2.0 NEW PROJECT PROPONENT REGISTRATION AND LOGIN

2.1 NEW REGISTRATION

For submitting application for TOR and EC, Project Proponent has to register first online with EC portal. Registration can be done in the following manner:

Step 1. Type <u>http://environmentclearance.nic.in</u> in the address bar of the web browser i.e. Internet Explorer, Mozilla Firefox, Google Chrome etc. and press Enter.

A Home page of OSMEC portal will appear as shown in Figure-2.1.

Step 2. Click on Register New Proponent as shown in the Figure-2.1.

Ministry of Enviro	Iment,Forest and Climate Change Onlin Ivernment of India of E	e Submission & Monitoring
Track your proposal	🔒 Register(New Proponent) 🍰 Login(Proponent) 🍰 MoEFCC Login(Processing Authority) 💌 🍰 State Login(Processing Authority) 💌	State Portals Single Window
 Notifications and Circulars 	Live Statistics	▼ Expert Appraisal Committee
Impact Assessment related Notifications Circulars Count Directives/Orders	Category A Category 8 O All Proposals received on or after 4th July 2014 II Proposals received upto 3rd July 2014	Meeting Schedules and Agenda Minutes of Meeting Minutes of Meeting of old proposals(Archives)
 Supreme Court Orders NGT Orders Guidelines 	O EC TOR	Launch of Environment Clearance portal for SEIAAs
👻 Important Contact Details	Proposals	
MOEF Regional Offices States //Ts ELA Related Information List of OCINABET accredited ElA Consultants Frait ELM Manuals prepared by ASCI	Submitted by proponent for EC 1061 Under Examination Refurned to proponent due to Shortcoming Refurned to proponent due to Shortcoming Accepted by Member Secretary for EC Awating for EC (Pending for EAC Meeting) Awating for EC (Pending for EAC Meeting)	Committee Composition Coal Mang Coa
EIA Manuals prepared by IL & FS Model TORe Apple ation Form Guestionnaires Supreme Court order Directing Closure of Defaulting units	Circulars/Orders Office Memorandum Events/Trainings News Forms Tenders Photos Diral notification for amendment In CR2 Notification 2011 for construction of road by way of reclamation in CR2 Area Uploaded on 06/07/2015 Weiweld 76 times Eix Notification 2008 - Bio-Medic al Wake Treatment Facilities Uploaded on 16/06/2015 Weiweld 684 times	Infrastructure and Macelaneous Projects + CR2 Infrastructure and Macelaneous Projects + CR2 Non-Coal Mining Nuclears Projects Thermal Projects Thermal Projects
Transfer of EC as per Vesting Order of MOC Other Query	Monitoring of projects in Regional Offices at Nagour and Kanchi-reg Ket: Ministry's even no. letter dated 20 March, 2015. Uploaded on 13/05/2015. Weweed 862 times Student Trip - Scholp in FLA Ren Instanded on 12/05/2015. Weweed 1628 Times	▼ Support
		Manual for Single Window Manual for State Portal Technical Hep
© Content Owned, Updated and Maintained by A	inity of Environment Forests and Climate Change, Government of India	For any Technical support, Please Contact

Figure-2.1: Home Page of OSMEC portal

New Registration form of the OSMEC portal will appear as shown in figure-2.2.

	New Re	gistration Form		
d with * are Mandatory. gistration of User Agency is required on the P y can register more than one Applicant (or br It (with same user id) can submit more than o ed, Email Id of User Agency can not be modifi	Yortal. anch offices) under same name. ne proposal on the portal. ied. Already men	iber? <u>Click here</u> to Log In		
User Agency Details		Applicant Details		
User Agency (Head Office) * : (if not found please select 'Others')	Select	First Name" :	Enter First Name	
State" :	Select	Middle Name :	Enter Middle Name	
District* :	Select	Last Name* :	Enter Last Name	
		Gender* :	Select	•
Address* :	Enter User Agency Address	Designation* :	Enter Designation	
		Address* :		
Pincode* :	Enter Pincode			~
Landmark :	Enter Landmark	State of the Develop // Lond Office * -	Deleve	
Email Address* :	Enter Email Address Here	District of the Branch/Head Office"	Select	-
Landline Telephone No* :	STD Enter Land Line	Tebsil of the Branch/Head Office :	Select	
Fax No. :	Code Enter Fax No.	Pincode" :	Enter Pincode	
Mobile*:	+91 Enter 10 digits Mobile No.	Landmark :	Enter Landmark	
Website (if any) :	Enter Website Here	Email Address" :	Enter Email Address Here	
Whether any proposal submitted by User agency in past" :	Select 🔻	Landline Telephone No [*]	STD Enter Land Line	
		Fax No. :	STD Enter Land Line	
		Mobile*:	+91 Enter 10 digits Mobile No.	
		Security Question* :	Select	•
		Security Answer* :	Enter Security Answer	

Figure-2.2 New Proponent Registration Form

Step 3. Fill-in the data in the above mentioned form and then press **SUBMIT'** button.

After successful registration, new user will get the notification on registered email-id.

2.2 <u>LOGIN</u>

To login into the EC portal, do the following:

Step 1.Click on the Login (Proponent) as shown in figure 2.3

संबंध व प्रथम	NANUNI NANANUNI NANUNUNI NANUNUNI NANUNUNI NANA	MANINGGAGANA
Track your proposal	Register(New Proponent) â Login(Proconent) â MoEFCC Login(Processing Authority) v â State Login(Processing Authority) Single Window Clearance System	ority) 🔻
 Notifications and Circulars 	Live Statistics	▼ Expert Appraisal Committee
Impact Assessment related Notifications Circulars	Category A Category B	 Meeting Schedules and Agenda Minutes of Meeting Minutes of Meeting of old proposals(Archives)
Court, Directives/Orders Supreme Court Orders NGT Orders Guidelines	All Proposals received on or after 4th July 2014 All Proposals received upto 3rd July 2014 O EC TOR	▼ Latest Updates
Important Contact Details MOEF Regional Offices States / UTs ELA Related Information List of QCIVABET accredited EIA Consultants	Proposals 1098 Submitted by proponent for EC 1098 Under Examination 106 Returned to proponent due to Shortcoming 218 Accepted by Member Secretary for EC 751 Availing for EC (Pending for EAC Meeting) 336 .	Launch of Environment Clearance portal fo SEIAAs Committee Composition Coal Mining Industrial Environment Industrial Environment
	Circulars/Orders Office Memorandum Events/Trainings News Forms Tenders Photos Requirement of prior Environment Clearance for stand-alone pelet plants under EIA Notification 2006 - Honble NGT Judgment dated 27:05:2014 on Appeal No. 5/2014 Uploaded on 2108/2015 Viewed 862 times Notification Uploaded on 09/07/2015 Viewed 3390 times Vide onfer 40ed 37:2015 Scientist F bis here noted in I/a Division Dr. S.K. Strukstava. Scientist F bis hereby nosted 	Infrastructure and Miscellaneous Projects + CRZ Non-Coal Mining Nuclears Projects River valley and Hydroelectric Projects Thermal Projects
Transfer of EC as per Vesting Order of Moc	Vide order dated 37.2015, Dr S.K. Strivastava, Scientist F has been posted in A Division. Dr S.K. Strivastava, Scientist F is hereby posted as Member Secretary for the "Expert Appraisal Committee on Coal Mining, Infrastructure and Miscellaneous Project + CRZ, New Construction Project and Industrial State". Uploaded on 09/07/2015 Viewed 852 times	Support Manual for Single Window Clearance System Manual for State Portal Details required for submitting TOR Applicatio Details required for submitting EC Application Technical Help

Figure-2.3 Home Page of OSMEC

Step 2.Type the user id in the text box.

Step 3.Type the password in the Password text box.

Step 4.Type the code in the text box shown in the Captcha image above it.

Step 5.Click on Login button as shown in Figure-2.4.



Figure-2.4 Login Page of OSMEC portal

After successful login, Change password page will be displayed as shown in figure 2.5.

Online Submission & Mon Forest and Wild -A Single Window	Itoring of Environmental, Jlife Clearances Clearance System		2.00	08/32/2015 16:33:38 UseriD: [km@gmail.com]	Logout
My Account⊽ Ply Proposels Environm	Chan Help Click on (***) to Update All fields marked with ** are Mandatory. Email Id : vi Old Peassword ** : New Password ** :	ge Password			
	Confirm Password" : [*Minimum 8 Characters, 1 Special	Character(only @=\$), 1 Alphabet (and 1 Number.		
Help Site Map FAQ Contact Us			Designed, developed and hosted	by NIC. Data owned,updated & Maint	ained by MoEFCC.

Figure-2.5 Change password Screen

PP has to change password assigned through email generated after registration. When PP changes the password, the following page (Figure-2.6) would be displayed on screen.

	OSMEC User Manual (v 1.0)
Online Submission & Monitoring of Environmental, Forest and Wildlife Clearances -A Single Window Clearance System	07 Jul 2015 :: Logout User Name: [Vaishanav industry PVT LTD] State: [Delhi] Role : [Applicant]
My Account 🗢 My Proposals Environment Clearance 🗢 My Proposals Forest Clearance \bigtriangledown My Proposals Wildlife Clearance \bigtriangledown H	Help 🗸
You have successfully logged in	
Disclaimer An innovative e-Governance initiative of MeEPCC for Transparent and Responsive Gove For any clarification, kindly contract at(01-1434900 or may small E-Mail monitoring fc(at)	ernance. inic(doc)in.)
Content Owned, Updated and Maintained by Ministry of Environment, Forest and Climate Charge, Government of India	For any Technical support, Rease Cont. Environment, Forest - and Climate Change Informatics Division (EFCCID), abc(at)mic(dol

Figure-2.6 First time logged-in page for PP

The option for changing password is available under "My Account" tab also, as shown in the figure 2.7.

Online Submission & Monitoring Forest and Wildlife Clo -A Single Window Clearar	of Environmental, arances	07 Jul 2015 16:27:25 You have last login 07 Jul 2015 4:18 PM UserID: (virendranic123@gmail.com) Logout
My Account 🕁 🛛 My Proposals Environment Clearance 🗢	Ny Proposals Forest Clearance My Proposals Wildlife Reference Help	
	Change Password	
Click on () to Update All fields marked with " are Mandatory.		
Ulu Passworu * :		
New Password* :		
Confirm Password* :		
	* Minimum 8 Characters, 1 Special Character (orly @#\$), 1 Aphabet and 1 Number.	
	(@)	
Nelp Site Map FAQ Contact Us	Designed, developed a	and hosted by NIC. Data owned, updated & Maintained by McEFCC

Figure-2.7 Change password Screen

23 <u>LOGOUT</u>

To logout from OSMEC portal, click on the option "Logout" at the upper right corner of the screen as shown in the figure 2.8.

Online Submis Forest -A Singl	sion & Monitoring of Enviro and Wildlife Clearances e Window Clearance Syste	nmental,			07 Jul 2015 :: Logout User Name: [Vaishanav industry PVT LTD] State: [Delhi] Role : [Applicant]
My Account⊽	My Proposals Environment Clearance \bigtriangledown	My Proposals Forest Clearance \bigtriangledown	My Proposals Wildlife Clearance	⊽ Help⊽	
		An innustius p. Causeanna initiation	Disclaimer	ive Groensans	
		For any clarification, kindly contact at(01	1-24695407 or may send E-Mail monitorin	ve Governance. ng.fc(at)nic(dot)in.)	
		mate Change, Government of India			For any Technical support, Please C and Climate Change Informatics Division (EFCCID), abc(at)nic
		Figure-2.	8 Log out		

3.0 ADDING, EDITING & TRACKING PROPOSALS

3.1 ADD NEW PROPOSAL

After login, PP can submit application online for TOR/EC (Category-B) along with other required documents. After submitting the proposal details, PP can track the status of the proposal submitted as per the flow defined in the system. They are supposed to check their emails and SMSs for further action at their end. If he/she wants to apply under category-B, then he/she has to apply through 'My Proposals (Category-B)' tab. To submit a new proposal, following procedure may be adopted:

Step 1. To add a new proposal, click on 'My Proposals (Category-B)' tab. Then click on the "For TOR" or 'For EC' link available under 'Add Proposal' link as shown in Figure 3.1.]

My Account 🕁	My Proposals Enviro	onment Clea	arance 🗢 🛛 My Proposals Fore:	t Clearance	7 My Proposal	s Wildlife Clearance 🗢 🛛 Help 🗢		
	Catagory A	Þ						
	Catagory B	Þ.	Add New Proposal	For TOR				
			Edit New Proposal	ForEC				
			Request for Modification					
			Update Request for D Modification		You have	us successfully loosed in		
			Essential Details Sought du to shortcoming by MS		TOU LICE	ve successiony logged in		
		_	Essential Details Sought du to shortcoming in Modification by MS					
			Additional Details Sought D by Member Secretary					
			Withdraw Your Proposal					
			Reports(Category-B)					

Figure 3.1: First screen for Adding New Proposal

Step 2. After clicking on ,For TOR or For EC link, the following forms will be displayed on screen as shown in figure-3.2(a) and 3.2(b).

Forest and Wildlife Cie -A Single Window Clearan	of En Naran Nice Sy	vironmental, ces s rstem	2.0	26 Jun 2015 15:17 You have last login 17 Jun 2 User Name (Vatishanov to PVT LTD) State: [Dollvi] Role : [Applicant]
ly Account 👳 . By Proposals Environment Cleanance 👳	Hy Propos	TOR Appl (Cat	iccul Wildle Reference Hep lication(Form 1) tepory - B)	
swith(") are mandatory. The size of all files should no	t be grea	ter than 5 MB and please do s	not use any special symbol (i.e. space , , , B , , , , ? , § .	R., etc.) In vaning of POE' and RML, RM2 Ki
Details of Proponent				
Name	Minor	regulari Division		
Address1:	acharys	witers.	Address2	\$
State :	(leihi		Dearies	1 Eest
Pin :	110091	1 Martin	Landmarks	i kukreja
Telephone no. :	11	12345678	Mobile no.	rwi wirodrami 200 mil orm
Vietnite (if any) :	a.c.	servers	Eman eddress	. TETOERACELAR PERGENEL COM
		596 131 N H		
Details of Person Making Applic	ation			
Fest Name :	virende	a ()	Middle Name	t Kumar
Lest Name :	sharma		Designation	1 programmer
Address1 :	peasap	nargar	Address2	
State :	Porph		District	1. Badra & Nagar Haveli
Pin ;	110092		Landmarits	f kulkreja
Telephone no. :	14	11345678	Mobile no.	1 + 81 9711527017
Name of the project " :			Project sector* :	Select •
Project cost (in lacs)":			Location of the project" =	
Shape of the project land' :	Salact		Site alternative under consideration(If any):	Choose File No file chosen (Uplinad vice alternatives)
Brief summary of project (at least one page document)" :	Choos	e Fille No file chosen	(Spliced petformly and attack in an Annexone-Brief to	annuary of product)
Does your project location falls under out of any following aceas" :	Select		 Number of states in which project will be executed " : 	Seiest •
Multiple entries are allowed.	If the pr	oject to be executed, do	es not belong to any state, then state-catego	ry could be selected as 'Other'.
State * :			• Tohua":	select •
State * : District * :	Desert.			
State * : District * :	Depert		Add	
State * :: Destrict * :: (Name of more than one town may be entered by second the part of the town may be	beed		Add Piot Servey Rhesta No.": Name of more than one Profiluring Phasma may be entered for uncertaine of the "	
State * : Destrict * : Town / Village * : (Name of more than one town may be entered by separating with *) Projectiectority in the schedule* :	Select	6	Add Proc.Servey Rhears No. 1: plame of more than one Proticurey-biharra may be entired by separating with ()	
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State * : Destrict * : Destrict * : (Name of more transione torum may be entered by separating with *) Projecties/Dwith in the schedule* : Projecties/Dwith in the schedule* : Projecties/Dwith in the schedule* : Projecties/Dwith in the schedule* : Discension in the general conditions given below ? : (Does it attract any of the general conditions given below ? :	Select Select B Select Select	8	Add Prot.Servey Rhesra No. *: yhame of more than one PostBurvey Rhesra may be entired by separating with '() Proposed capatity area length-lossage to be handled-contraind area/lines a area/morade veils to be drilled': * Salb Category of project*: *	Select •
State * : District * : District * : (Name of more than one form may be entried by separating with */) Projectiactivity in the scheduler : Project typer : Category of project * : Does it attract the specific conditions given Does it attract the specific condition given below? : Does it attract the specific condition given below?	Select Select Select Select Select		Add Phot-Servey Khesra No. * : * * * * * * * * * * * * * * * * * *	Select
State * : Destrict * : (Name of noire than one form may be entered by separating with * : Projectiactivity in the schedule* : Projectiactivity in the schedule* : Projectivity of project * : Category of project * : Does it attract any of the general conditions given below?* : Does it attract the specific condition given below? : I there any Higation pending against the project? : Undertaking The attracted application and documents formation	Select Select Select Select Select	are true to my knowledge.	Add Phot Servery Khessra Ma. ": phame of more than one PostBurvey khessra may be entered by separating with ".) Photocoad capacity area length lownage to be thandled command arealises area transmore or wells to be offset": Salb Category of project":	Select
State * : Destrict * : (Name of nore ban one form may be entried by reparding with *) ProjectistCivity in the schedule : Project type * : Category of project * : Does it attract the specific condition given below? Does it attract the specific condition given below? : Does it attract the specific condition given below?	Select Select Select Select Select	are true to my knowledge.	Add Phot Servery Khessra Ma. ": phame of more than one Phot Servery Khessra Ma. ": phame of more than one Phot Servery Khessra Mar te entered by separating with ":) Photoosed Capacity isrea length homage to be methin to be officie?: Sails Calegory of project ":	Select •
State * : Destrict * : (Name of more than one town may be entried by separating with 10 Projectie/Chilly in the schedule* : Projectie/Chilly in the schedule* : Projectie/Chilly in the schedule* : Projectie/Chilly in the schedule* : Calegory of project* : Calegory of project* : Does it attract the specific condition given below? : Does it attract the specific condition given below? : In these any Migation pending against the project? Undertaking The atomenaid application and documents furnished	Select Select Select Select Select	are true to my knowledge.	Add Prot. Servey Khasra No. *: vhame of more than one PostBurvey khasra may be entered by separating with '() Proposed capatility area bengthytoenage to be handle doornmand arrainsia area transmotor o wells to be drilled': Salb Category of project*: Name : Designation:	Select •

Forest and Wildlife Cleara -A Single Window Clearance	nvironmental, inces System		07 Jul 2015 10 You have last login 07 UserID: (Virendranic123@gma	6:52:54 7 Jul 2015 4 <u>Log</u> iil.com]
	(Applica	tion for EC)		
with(") are mandatory. The size of complete application sh	(Cate ould not be greater than 20 MB and please	gory - B) do not use any special symbol (i.e. space , . , & , _ , ? , §	, # etc.) in naming of PDF files.	
	serre w			
Project Sector :	Sele ct	Project Type"	Select	
Number of states in which project will be executed * :	Select	Upload Cover Letter*	Browse. No file selected. (Upload pdf only and attach it as Annexure- document of Cover letter)	
Multiple entries are allowed.	f the project to be execution does not	belong to any state, then state category could t	e selected as 'Other'.	1
State * :	•			
District * :	Select	Tehsil*:	Select 🔹	
		Add		
Details of Existing TOR <u>Click Here</u> for searching last TOR for your pro	posal on MoEFCC portal	Click Here If previous TOR details of your Pro (Kindly ensure that the correct details of earlier TOR are en these details can not be changed/modified by proponent.)	posal are not available on portal tered in the parameter given below.Once entere	rd,
MoEFCC File No.* :		Proposal number* :		
Sub Category of project * :	Select			
Upload Documents of EIA/EMP, Risk Assessm	ent,Public Hearing			
Upload document of EIA/EMP * :	Browse. No file selected. (Upload pdf only and a ttach it as Annexure- document of EIA/EMP)	Upload document of Public Hearing :	Browse. No file selected. (Upload pdf only and a ttach it as Annexure- document of Public Hearing)	
	Browse_ No file selected.	Date of Public Hearing* :		
Upload document of Risk Assessment':	(loload ad only and attack it as A			_
Upload document of Risk Assessment" :	(Upload pdf only and attach it as Annexure- document of Risk Assessment)			
Upload document of Risk Assessment* : Accredited Consultant Details Have you blied Consultant for monotion	(Upload pdf only and a ttach it as Annexure- document of Risk Assessment)	_		
Upload document of Risk Assessment* : Accredited Consultant Details Have you hired Consultant for preparing document?*	(Upload pdf only and a tach it as Annexure- document of Risk Assessment) Select			
Upload document of Risk Assessment* : <u>Accredited Consultant Details</u> Have you hired Consultant for preparing document?* Upload Additional Report/Study/Document as desired by Ministry/EAC :	(Upload pot only and a trach it as Annexure- document of Risk Assessment) Select BrowseNo file selected (Upload off only and a trach it as Annexure- Additional Report/Study/Document as desired by Ministry/EAC)	Remarks:		

Figure- 3.2(b): EC Application (Category-B)

Step 3. Fill up the all the parameters available on the form.

Note: Proponent is advised to follow all the instructions given on the pages. The parameters marked with red asterisk (*) are mandatory.

Step 4. Proponent can save the proposal in Draft mode by clicking on 'Save as Draft" button available on first page of Application or they may click on 'Next" button for filling up other pages. If 'Save as Draft button is clicked, a unique proposal no. will be generated automatically by the system and the same would be communicated

to the user through pop-up message. If user clicks on $\div 0$ Kø of pop up message, control will come back to the first page. Then proponent may fill up other pages by clicking on 'Next" button.

Step 5. Proponent has to click on 'Save as Draft" or 'Save and lock button available on last page for saving the entire form.

Note: As long as Proposal is saved in draft mode, changes can be made in it. If proposal is saved by clicking on '**Save and lock**" tab, then, no further changes can be made in the proposal. Please ensure that all details have been uploaded properly before saving in lock mode.

Step 6. After successfully addition of proposal, an acknowledgement letter is emailed automatically to the registered email-id of proponent and the proposal is sent to the concerned SEIAA for further necessary action. Concerned SEIAA will also get the email notification alert. SEIAA will examine the proposal and if find it complete, then may ask proponent to submit a signed copy of the proposal to SEIAA office. Proponent can submit a signed copy of proposal to SEIAA office along with acknowledgement letter and other relevant documents.

3.2 <u>EDIT NEW PROPOSAL</u>

The details of the proposals can be updated by PP if these details have been submitted by clicking on Save as Draft button. No change can be made if proposal is saved and locked. To update the submitted proposal, the following procedure may be adopted:

Step 1: To update a proposal, click on 'My Proposals (Category-B)' tab. Then click on the 'Edit TOR Application' or 'Edit EC Application' link available under 'Edit New Proposal" link as shown in Figure 3.3.

Online Submi Fore: -A Sing	ssion & Monitoring st and Wildlife Cle gle Window Clearar	of Environmental, arances ice System	0 77	26 Jun 2015 :: Logout User Name: [Vaishanav industory PYT LTD] State: [Defini] Role : [Applicant]
My Account 💬	My Proposals Environment Cla	erance 🗢 🛛 My Proposals Forest	Clearance 👳 🛛 My Pri	posals Wildlife Clearance 👳 🛛 Help 👳
	Catagory A D			
	Catagory B	Add New Proposal D]	
		Edit New Proposal D	For TOR	
		Request for Modification	For EC	
		Update Request for D Modification	Yo	have successfully logged in
		Essential Details Sought dub to shortcoming by MS	10	have bacebooking hogged in
		Essential Details Sought dub to shortcoming in Modification by MS		
		Additional Details Sought D by Member Secretary]	
		Withdraw Your Proposal	1	
		Reports(Category-B)]	
-			an innolative e-Ooverna	Disclaimer e initiative of NOPCC for Transperent and Responsive Oovernance.

Figure-3.3 First Screen for editing Proposal

Step 2: After clicking on 'Edit TOR Application' link, the following screen will be displayed, as shown in figure-3.4.

Ny Account & Ny Proposals Environment Clearance & Ny Proposals Wildlife Reference & Help Update TOR Details	
En Derentite Determine Determine	
Sho, Project Sector Location Detail	Project Cost
1 IA/DL/TST/26883/2015 Test Test Test Dehi District: East Tehsil: Vivek Whar	22

Figure-3.4 Screen for editing TOR details

After clicking on 'Edit EC Application' link, the following screen will be displayed as shown in figure-3.5.

AUTO PA	Online Submission & Monitoring of Enviro Forest and Wildlife Clearances -A Single Window Clearance Syste	orest Gearance 7 Ay Proposals Wildlife Reference		0) Yo Uk	7 Jul 2015 17:52:38 uu have last login 07 dul 2015 5:33 PM erf0: irendranicT23@gmail.com]
		Update EC Detail	5		
Sno.	Proposal No.	Project Sector			MoEf File No
1	SIA/ AP/ CMIN/ 29035 / 2015	Coal Mining			SIA/AP/CMIN/429/2015
Help Site Map	p FAQ Contact Us		Designe	ed, developed and hosted by NIC. D	Data owned, updated & Maintained by MoEFCC.

Figure 3.5 Screen for editing EC details

Step 3: Click on proposal number displayed under õProposal No. column to edit the proposal details. After clicking on proposal number the following screen will be displayed as shown in Figure-3.6. Proponent can update the information and then may submit it by clicking on Save & lock button. Once application is saved by using this option, no further changes can be made in the proposal. Similarly, EC Application can be edited on the portal.

ine Submission & Monitoring Forest and Wildlife Cle -A Single Window Clearar	of Enviro earances nce Syste	nmental,		You have last login 26 Jun User Name: [Vaishanav PVT LTD] State: [Delhi] Role: [Applicant]
Ny Account	My Proposals Fore	est Clearance⇔ My Prope Update TOR Ap	sals Wildlife Reference Help pplication(Form 1) corv - B)	
with(") are mandatory. The size of all files should no	ot be greater tha	in 5 MB and please do not	use any special symbol (i.e. space , , , & , _ , ? , \$,	# etc.) in naming of PDF and KML files.
Details of User Agency				
Name	Minor Irrigati	on Division		
Address1 :	acharya niket	an	Address2	
State :	Delhi		District	East
Pin : Telephone po	110091	45670	Landmarks	kukreja
Fax no. :	11 123	145678	Email address	virendranic123@gmail.com
Website (if any) :	www.google.c	com		
Details of Porson Making Applic	ation			
Details of Person Making Applic	acion			
First Name :	virendra		Middle Name	kumar
Last Name :	sharma		Designation	programmer
State :	Puniab		District	Dadra & Nagar Haveli
Pin :	110092		Landmarks	kukreja
Telephone no. :	11 123	145678	Mobile no.	+91 9711527447
Fax no. :	11 011	12345678		
Project Profile	Siliora-Kalimat	i Mananaca & Inductric	Project sector* :	Nee-Coal Mining
Project cost (in lacs)* :	50000	nanganese o muusuk	Location of the project* :	Bihar
Shape of the project land* :	Black (Polyag	n) T	Site alternative under consideration/If any)	Choose File No file chosen
	Slock (Folygo			(Upload site alternati ves)
Upload GPS file* :	Choose File (Upload KML on Uploaded GPS fi	No file chosen (y) ile	Upload copy of survey of India Toposheet" :	(Upload PDF only and attach it as Annexure-survey of India Toposheet) Uploaded survey of India Toposheet
Brief summary of project (at least one page document)* :	Choose File Uploaded Briefs	No file chosen ummary of project	Upload pdf only and attach it as Annexure-Brief su	immary of project)
Does your project location falls under out of any following areas* :	Ghaziabad (U	P) •	Number of states in which project will be executed * :	Select •
Main State of the project * :	Bihar	•		
Multiple entries are allowed.	Bihar	to be execution does	s not belong to any state, then state catego	ry could be selected as 'Other'.
District*:	Khagaria		Tehsil*:	Alauli
	l.	F	Add	
State Bihar	State Type Other State		District Te Khagaria Ala	hsil Delete suli 🔀
Town / Village * : (Name of more than one town may be entered by separating with ',)	Mothoka Neen	n Ka Thana	Plot/Survey/Khasra No. * : (Name of more than one Plot/Survey/Khasra may be entered by separating with ';')	Part of Khasra No. 280/1
Project/activity in the schedule* : Project type* :	New	•	Proposed capacity/area/length/tonnage to be handled/command area/lease area/number or wells to be drilled* :	58,000 TPA ha.
Category of project* :	в	•	Sub Category of project * :	В1 т
Does it attract the general condition?" :	No	٠		
Does it attract the specific condition? :	No	•		
Is there any litigation pending against the project? 	No	•		
The atoresaid application and documents furnished	d nerewith are tr	ue to my knowledge.	Name :	virendra
			Designation :	programmer
			Company :	Minor Irrigation Division
			Address :	acharya niketan
		SAVE AS DRAFT	CONTINUE	
AQ Contact Us			Designed, developed	and hosted by NIC. Data owned,updated &

A single window clearance	inces	A. 19	You have last login 07 Jul 20
	system		UserID: (virendranic123@gmail.com)
unt My Proposals Environment Clearance My P	Proposals Forest Clearance My Proposals Wildlin	e Reference 🗸 Help	
) are mandatory. The size of complete application sh	ould not be greater than 20 MB and please do no	tuse any special symbol (i.e. space , , , & , _ , ? , §	i, # etc.) in naming of PDF files.
Project Sector* :	Select +	Project Type :	New
Number of states in which project will be executed $\hat{\gamma}$	Select 🔹	Upload Cover Letter*	Browse. No file selected. (Upload pdf only and attach it as Annexure- document of Cover letter)
Multiple entries are allowed.	If the project to be execution does not be	long to any state, then state category could	be selected as 'Other'.
State *:	-		
District at a		Tabelle	
Disurci	Select	ienai · .	Seect
	Add		
State Andhra Pradesh	State Type Other State	District T	ehsii Delete
Anunia riducsit	ouer state	Cill Gold	
etails of Existing TOR lick Here If previous TOR details of your Prop indy ensure that the correct details of earlier TOR are en ese details can not be changed/modified by proponent.)	iosal are not available on portal lered in the parameter given below.Once entered,		
Proposal number" :			
Sub Category of project * :	Select		
pload Documents of EIA/EMP,Risk Assessme Upload document of EIA/EMP *:	Browse. No file selected.	Upload document of Public Hearing* :	Browse_ No file selected
	(Upload pdf only and attach it as Annexure- document of EIA/EMP)		(Upload pdf only and attach it as Annexure- document of Public Hearing)
Upload document of Risk Assessment* :	Browse. No file selected. (Upload pdf only and attach it as Annexure-	Date of Public Hearing*:	
ccredited Consultant Details Have you hired Consultant for preparing document?*	Select		
Upload Additional Report/Study/Document as de sired by Ministry/EAC :	Browse. No file selected. (Upload pdf only and attach it as Annexure- Add Sonal Report/Study/Document as desired by Ministry/EAC)	Remarks :	
	SAVE AS DRAFT	SAVE & LOCK	

4.0 <u>REQUEST FOR MODIFICATION IN EARLIER ISSUED</u> <u>TOR AND EC</u>

The project proponent can make a request for the modification in earlier issued TOR and EC. To do so, the following procedure may be adopted:

Step 1: Click on 'Request for Modification in earlier issued TOR' link under 'My Proposals (Category-B)' tab as shown in figure-4.1.

My Account 🗢	My Proposals Enviro	onment Cle	arance 🗢 🛛 Ny Proposals Fores	orest Clearance V Ky Proposals Wildlife Reference V Help
	Category - A	Þ		
	Category - B	Þ	Add New Proposal	D
			Edit New Proposal D	D
			Request for Modification D	D in previous TOR Granted Ome to
			Update Request for D Modification	ssion & Monitoring of Environmental Clearances
			Essential Details Sought D due to shortcoming by SEIAA	You have successfully logged in
			Essential Details Sought धी। SEAC due to shortcoming	tiy a
			Additional Details Sought $\stackrel{()}{\triangleright}$ by SEIAA	¢D
			Withdraw Proposal D	D
			Reports (Category-B)	D

Figure-4.1 Request for modification in earlier issued TOR

Munite Submission & Monitori Forest and Wildlife -A Single Window Clear My Accounty My Proposals Environment Clearance	ing of E Cleara arance	nvironmenta inces	11,-		TOO have tast togin or but 2015
-A Single Window Clear	arance				
My Account V My Proposals Environment Clearance		System			UserID: [virendranic123@gmail.
	:e ▽ My Pr	oposals Forest Clearance	⇔ My P	Proposals Wildlife Reference Help	
	Perform	na for modificat	ion in	previous TOR Application	
ked with(*) are mandatory. The size of all files sho	uld not be a	(C reater than 5 MB and c		ry - B) any special symbol (i.e. space 8	 \$. # etc.) in naming of PDF and KML.
Basic Profile	•			······································	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Name of the proponent:	MINOR IF	RIGATION DIVISION		Name of the implementing agency	MINOR IRRIGATION DIVISION
Contact person :	virendra			Designation	: programmer
Telephone no. :	011	12345678		Mobile no.	: +91 9711527447
Fax no. :	011	12345678		Email address	virendranic123@gmail.com
Website (if any) :	www.goog	le.com		Pin code	: 110092
State :	Delhi		•	District	East •
Project Profile					
Project Profile Modification Category * :	Select		•	Project sector* :	Select
Project Profile Modification Category* : State* :	Select Select		•	Project sector* :	Select •
Project Profile Modification Category*: State*: Click Here for searching previous TOR portal	Select Select for your p	roposal on MoEFCC	T T T C C C C C C C C C C C C C C C C C	Project sector [*] : :lick Here If previous TOR details of y ortal (indiy ensure that the correct details of earlier eix-Once entred, these details can not be ch	Select • your Proposal are not available on EC are entered in the parameter given sanged/modified by proponent.)
Project Profile Modification Category * : State * : Click Here for searching previous TOR portal MoEFCC file number(Previous TOR)* :	Select Select for your p	roposal on MoEFCC	T T C C C C C C C C C C C C C C C C C C	Project sector" : Slick Here If previous TOR details of y iortal (indig ensure that the correct details of earlier elow.Once entered, these details can not be ch	Select • your Proposal are not available on EC are entered in the parameter given langed/modified by proponent.)
Project Profile Modification Category* : State* : Click Here for searching previous TOR portal MoEFCC file number(Previous TOR)* : Proposal number* :	Select Select for your p	roposal on MoEFC(C C C C C C C C C C C C C C C C C C C	Project sector* : :lick Here If previous TOR details of y inital Kindly ensure that the correct details of earlier elow.Once entered, these details can not be ch Date of Previous TOR *	Select • your Proposal are not available on EC are entered in the parameter given anged/modified by proponent.)
Project Profile Modification Category*: State*: Click Here for searching previous TOR portal MoEFCC file number(Previous TOR)*: Proposal number*: Previous TOR letter*: (upload, if not found)	Select Select for your p Choose fit (Upload pdf	roposal on MoEFCC le No file chosen only and attach it as evious TOR letter)	C C C C C C C C C C C C C C C C C C C	Project sector" : Click Here If previous TOR details of y iortal Kindly ensure that the correct details of earlier elow.Once entered, these details can not be ch Date of Previous TOR *	Select • your Proposal are not available on EC are entered in the parameter given hanged/modified by proponent.)
Project Profile Modification Category * : State * : Click Here for searching previous TOR portal MoEFCC file number(Previous TOR)* : Proposal number* : Previous TOR letter* : (upload, if not found) Undertaking	Select Select for your p Choose fi (Upload pdf Annexure-Pi	roposal on MoEFC(le No file chosen only and attach it as evious TOR letter)		Project sector" : Slick Here If previous TOR details of y iortal (indig ensure that the correct details of earlier elow.Once entered, these details can not be ch Date of Previous TOR *	Select vour Proposal are not available on E0 are entered in the parameter given anged/modified by proponent.)
Project Profile Modification Category " : State " : Click Here for searching previous TOR portal MoEFCC file number(Previous TOR)" : Proposal number" : Previous TOR letter" : (upload, if not found) Undertaking The aforesaid application and documents furni	Select Select for your p Choose fi (Upload pdf Annexure-P) shed herewit	roposal on MoEFC(le No file chosen only and attach it as revious TOR letter) h are true to my knowle	C C Provide the second	Project sector* : :lick Here If previous TOR details of yortal iortal Date of Previous TOR * Name :	Select
Project Profile Modification Category* : State* : Click Here for searching previous TOR portal MoEFCC file number(Previous TOR)* : Proposal number* : Previous TOR letter* : (upload, if not found) Undertaking The aforesaid application and documents furni	Select Select for your p Choose fi '(Upload pdf Annexure-Pi shed herewit	roposal on MoEFC(le No file chosen only and attach it as revious TOR letter) n are true to my knowle	C Pr	Project sector" : :lick Here If previous TOR details of y indu (indi) ensure that the correct details of earlier elow.Once entered, these details can not be ch Date of Previous TOR " Name : Designation :	Select vour Proposal are not available on EC are entered in the parameter given sanged/modified by proponent.) MINOR IRRIGATION DIVISION programmer
Project Profile Modification Category * : State * : Click Here for searching previous TOR portal MoEFCC file number(Previous TOR)* : Proposal number* Previous TOR letter* : (upload, if not found) Undertaking The aforesaid application and documents furni	Select Select for your p Choose fr (Upload pdf Annexure-Pr	roposal on MoEFC(Performance in the second	C C Provide a constraint of the second secon	Project sector" : Click Here If previous TOR details of y cortal Click Here If previous TOR details of earlier sector of the correct details of earlier cortal correct details of earlier cortal correct details of earlier cortal cortal cortains of the correct Date of Previous TOR * Name : Designation : Company :	Select

Figure-4.2 Form for Request for modification in earlier issued TOR

Similarly, PP can request for modification in earlier issued EC also.

Forest and Wildlife -A Single Window Cle	ing of Clear arance	Environmental, rances			You have last login 07 Jul 2015 5: UserID: [virendranic123@gmail.co
My Account V My Proposals Environment Clearan	se⊽ My	Proposals Forest Clearance 🗢 🛛 M	y Proposals Wildlife Reference 🖓 Help		
	Perfo	rma for modification (Categ	in previous EC Application ory - B)		
d with(*) are mandatory. The size of all files sho Basic Profile	ould not be	greater than 5 MB and do not u	ise any special symbol (i.e space , . , θ , _ , ?	,\$,#	. etc.) in naming of PDF and KML, KM
Name of the proponent:	MINOR	IRRIGATION DIVISION	Name of the implementing agency :	MINOF	R IRRIGATION DIVISION
Contact person :	virendra		Designation	program	mmer
Telephone no.	011	12345678	Mobile no. :	+91	9711527447
Fax no. :	011	12345678	Email address :	virendr	anic123@gmail.com
Website (if any) :	www.go	ogle.com	Pin code :	110092	2
State :	Delhi		District	East	•
Town / Village :					
Modification Category * : State * :	Select	•	Project sector* :	Select	
Click Here for searching previous EC	for your p	proposal on MoEFCC portal	Click Here If previous EC details of yo portal (Kindly ensure that the correct details of earlier	ur Propo	osal are not available on
MoEFCC file number(Previous EC)*			below.Once entered, these details can not be ch	angea/moc	amed by proponent.)
Proposal number*			Date of Previous EC * :		
Previous EC letter* :	Choose	e file No file chosen		Choos	e file No file chosen
(upload, if not found)	(Upload p Annexure	df only and attach it as -Previous EC letter)	Upload updated Formi	(Upload p Annexure	odf only and attach it as Updated Form1 letter)
Undertaking	ched here	with are true to my knowledge			
The alorestic approach and documents furn	siles heres	and the tractoring knowledge.	Name :	MINOR I	RRIGATION DIVISION
			Designation :	programi	пег
			Company :	MINOR I	RRIGATION DIVISION
			Address :	acharya r	niketan
		SAVE AS DRAFT	SAVE & LOCK		

5.0 ESSENTIAL DETAILS SOUGHT DUE TO SHORTCOMING

After submission of the proposal, SEIAA examine the proposal. If they require some more information, then they may ask proponent to submit the same. The query raised by SEIAA would be available in 'Essential Details Sought due to shortcoming by SEIAA module under 'My Proposals (Category-B)^Ø If SEIAA raised any query, system will send a SMS and email to Proponent for the intimation and the application will be available in 'Draft mode' to the proponent. Proponent can resubmit the application through 'Edit Application for TOR or EC module under 'My Proposals (Category-B)'.

Online Submi Fore -A Sing	ssion & Monitoring st and Wildlife Cle gle Window Clearar	of Environmental, arances ice System		26 Jun 2015 :: Logoat User Name: [Vaishanav industory PVT LTD] State: [Defin] Robin: User[Jane]
Ply Account 🕁	My Proposals Environment Cli Catagory A D Catagory B D	Add Nevr Proposal Forest Clearance Add Nevr Proposal D Edit Nevr Proposal D Request for Modification D Update Request for Modification D Update Request for Modification D Essential Details Sought sût to shortcoming in Modification & For TOR. Essential Details Sought sût Modification & MS Additional Details Sought D by Member Secretary Withdrav Your Proposal D Reports(Category-B) D	Wy Propositi Wildlife Clearance to Help to Your have successfully logged in	
		an innoistive (Disclaimer =-Ociemanos initiative of wothCC for Triansparent and Responsive Ociemanos	
© Centers Duried, Updated and Har	stained by Ministry of Environment,	For any clambratic	en, kindly contact at (011-24495407 or may send Exwall monitoning-dijatjelo(oot (m.)	For any Technical support, Please Contact Environment, Forest: and Climate Charge Informatics Division (EFECOD), abc/at/sinc/dot/in

Figure-5.1 First screen for EDS details

After clicking on EDS details link, the following screen will be displayed. Proponent may view the query raised by SEIAA (if, any).

DIN	F -A	orest and Wildli Single Window Cl	fe Clearances earance Syste	m v			Userill: [strendraric]	235gmail.com) Long
	By Account 🕁	Hy Proposals Environment Gear	ance 😙 👘 Ny Proposals For	est Clearance of Ay Proposite	Widthe Reference 🕁	Help		
-	Proposal Res.	Project Name	Project Sector	Essential Details 5	Minist Cettinia Leat	Date of	Company/Programmed Names	COS Reply
1	SIAMAYONGLISQIDID+	falledt	Divolustinual Projectia	State: Andrea Prodech District: American	12	15 Nov 2014	Kompany: Kali Handal	9
2	53A/IAP/(3KG/177/2014	Hukult Test	Industrial Projects	State: Andrea Fradesh District: Chilton	12	54 Nov 2014	Conguny: Kali Mandal	1
3	514/14/19N5/1.7N/20154		Industrial Projects	State: Andres Predech District: Ameritapur	11	14 Roy 2014	Company: Call Handal	9

Figure-5.2 Screen showing summary of proposals in which essential details have to be submitted by proponent.

If proponent clicks on 'EDS Letter' button, he/she may view the EDS letter issued by SEIAA and then proponent has to go to 'Edit New Proposal for TOR or EC' link to resubmit the proposal.



Figure-5.3 Screen for viewing the EDS letter

6.0 WITHDRAW PROPOSALS

Proponent may withdraw his/her proposal at any stage of the process before the TOR/EC letter is issued. For that, he/she has to make a request to do the same. After accepting his/her request, the same will be treated as withdrawn and the proposal would be delisted from the process.

-A Sing	le Window Cl	earance	e System	V		PVT LTD] State: [Delhi] Role : [Applicant]	
My Account ▽	My Proposals Enviro	nment Cleara	ance 🗢 🛛 My Proposals Fores	t Clearanc			
	Catagory A	Þ					
	Catagory B	⊳ A	Add New Proposal D				
		E	Edit New Proposal D				
		R	Request for Modification				
		U M	Jpdate Request for D Modification		You have successfully logged in		
		Ed	ssential Details Sought 🖟 lue to shortcoming by MS				
		E d M	Essential Details Sought D due to shortcoming in Nodification by MS				
		Ab	Additional Details Sought D	1			
		W	Withdraw Your Proposal D	ForTOP			
		R	Reports(Category-B)	ForEC			
					Disclaimer		

Figure-6.1 Screen showing Withdraw proposal option

Chesting and the	Online Sub Fi -A S	mission & Monitoring o orest and Wildlife Cle ingle Window Clearan	of Environmental, arances ce System				07 Jul 2015 17:01:07 You have last legin 07 Jul 2015 UserID: Livendradic123@em = # cm 1	4: 18 PM
	My Account 🗸	My Proposals Environment Clearance 🗢	My Proposals Forest Clearance 🗢	My Proposals Wildlife Reference 🗢	Help		(menanders@gmarcon)	
			List of	proposals for seeking TOF	2			
elp 🗆 lick on	view/Print y	our proposal , Click on Withdraw	to Withdraw your proposal					
no.	Proposal No.	Project Name	Project Sector	Location Details	Project Cost(Rs.in Lacs)	Date of submission	Company/Proponent Name	Withdraw
1	SIA/RJ/MIN/13/2014	Marble Mining Project (ML No. 55/2013)	Non-Coal Mining	State: Rajasthan District: Chunu	30	20 Nov 2014	Company: SHRI HARSH POONIA Proponent: SHRI HARSH POONIA	Withdraw
2	SIA/RJ/CMIN/31/2014	Masonry Stone Mining Project, (M. L. No	Coal Mining	State: Rajasthan District: Churu	10	04 Dec 2014	Company: SHRI NARAYAN SINGH Proponent: SHRI NARAYAN SINGH	Withdraw
3	SIA/AP/NCP/391/2015		New Construction Projects and Industrial Estates	State: Andhra Pradesh District: Andamans		25 Sep 2014	Company: Sri. Machineni Koteswara rao Proponent: Sri. Machineni Koteswara Rao	Withdraw
4	SIA/BR/ MIS/39/2015	Bihar Militry Police 12	Infrastructure and Miscellaneous Projects + CRZ	State: Bihar District: Supaul	9980	09 Jul 2014	Company: DHANANJAY KUMAR BIHAR POLICE BUILDING Proponent: CONSTRUCTION CORPORATION	Withdray
5	SIA/CG/MIN/337/2015	Metabodeli	Non-Coal Mining	State: Chhattisgarh District: Kanker	1000	06 Feb 2015	Company: M/s Jayaswal Neco Industries Ltd. Proponent: Sh. Sangram Swain	Withdray
6	SIA/CG/MIS/91/2015		Infrastructure and Miscellaneous Projects + CRZ	State: Chhattisgarh District: East Siang		07 Nov 2014	Company: Mr. Nilendra Sharma Proponent: M/s Shri Maa Galaxy Buildcon	Withdray
7	SIA/DL/MIS/386/2015		Infrastructure and Miscellaneous Projects + CRZ	Stater Delhi District: Lower Subansiri		15 Nov 2014	Company: M/s Uppal Housing Pvt. Ltd. Proponent: Mehtab Khan	Withdray
в	SIA/DL/ MIS/387/2015		Infrastructure and Miscellaneous Projects + CRZ	State: Delhi District: Lower Subansiri		29 Nov 2014	Company: UPPAL HOTELS PRIVATE LIMITED Proponent: UPPAL HOTELS PRIVATE LIMITED	Withdray
9	SIA/DL/ MIS/388/2015		Infrastructure and Miscellaneous Projects + CRZ	State: Delhi District: Lower Subansiri		04 Dec 2014	Company: UNIQUE INNOVATION PVT LTD Proponent: UNIQUE INNOVATION PVT LTD	Withdray
10	SIA/DL/MIS/389/2015		Infrastructure and Miscellaneous Projects + CRZ	State: Delhi District: Lower Subansiri		12 Jan 2015	Company: Dr.S.C.Chetal Proponent: Guru Gobind Singh Government Hospital	Withdray
2345	<u>678910</u>					P		

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Figure-6.2 Screen displaying List of Proposals for seeking TOR

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OSMEC User	Manual	(v	1.0)
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444	-A S	ingle Window Clearanc	e System			XTX	UserID: [virendranic123@gmail.com]	eout
	My Account 🗢	My Proposals Environment Clearance 👓 👘	My Proposals Forest Clearance	My Proposals Wildlife Reference of	- Help			
			List of	proposats for seeking i				
k on	Proposel No.	Project Name	Withdraw your proposal	Location Details	Project Cost(Rs.in	Date of submission	Company & rooment Name	Withdraw
1	SIA/RJ/MIN/13/2014	Marble Mining Project (ML No. 55/2013)	Non-Coal Mining	State: Rajasthan District: Churu	30	20 Nov 2014	Company: SHRI HARSH POONIA Proponent: SHRI HARSH POONIA	
2	SIA/RJ/CMIN/31/2014	Masonry Stone Mining Project, (M. L. No	Coal Mining	State: Rajasthan District: Churu	10	04 Dec 2014	Company: SHRI NARAYAN SINGH Proponent: SHRI NARAYAN SINGH	Withdra
3	SIA/AP/NCP/391/2015		New Construction Projects and Industrial Estates	State: Andhra Pradesh District: Andamans		25 Sep 2014	Company: Sri, Machineni Koteswara rao Proponent: Sri, Machineni Koteswara Rao	Withdra
4	SIA/BR/MIS/39/2015	Bihar Militry Police 12	Infrastructure and Miscellaneous Projects + CRZ	State: Bhar District: Supaul	9980	09 Jul 2014	Company: DHANANJAY KUMAR BIHAR POLICE BUILDING Proponent: CONSTRUCTION CORPORATION	Withdra
5	SIA/CG/MIN/337/2015	Metabodeli	Non-Coal Mining	State: Chhattisgarh District: Kanker	1000	06 Feb 2015	Company: W/s Jayaswal Neco Industries Ltd. Proponent: Sh. Sangram Swain	Withdra
6	SIA/CG/MIS/91/2015		Infrastructure and Miscelaneous Projects + CRZ	State: Chhattisgarh District: East Slang		07 Nov 2014	Company: Mr. Nělendra Sharma Proponent: M/s Shri Maa Galaxy Buildcon	Withdra
7	SIA/DL/MS/386/2015		Infrastructure and Miscellaneous Projects + CRZ	State: Delhi District: Lower Subansiri		15 Nov 2014	Company: M/s Uppal Housing Pvt. Ltd. Proponent: Mehtab Khan	Withdra
8	SIA/DL/MIS/387/2015		Infrastructure and Miscellaneous Projects + CRZ	State: Delhi District: Lower Subansiri		29 Nov 2014	Company: UPPAL HOTELS PRIVATE LIMITED Proponent: UPPAL HOTELS PRIVATE LIMITED	Withdra
9	SIA/DL/ MIS/388/2015		Infrastructure and Miscellaneous Projects + CRZ	State: Delhi District: Lower Subansiri		04 Dec 2014	Company: UNQUE INNOVATION PVT LTD Proponent: UNQUE INNOVATION PVT LTD	Withdra
10	SIA/DL/MS/389/2015		Infrastructure and Miscellaneous Projects + CRZ	State: Delhi District: Lower Subansiri		12 Jan 2015	Company: Dr.S.C.Chetal Proponent: Government Hospital	Withdra

Figure-6.3 Screen displaying List of proposals for seeking EC

Figure 6.2 and 6.3 are displaying the list of proposals seeking TOR and EC. If proponent desires to withdraw the proposal, he or she may click on **Withdraw**' button. The moment he or she presses the button, a request will be sent to SEIAA and if same is accepted by SEIAA, the proposal would be delisted from the process and the same would be intimated to proponent through email and SMS.

7.0 VIEW/PRINT TOR AND EC APPLICATION

One more tab **Reports (Category-B)**' has been provided for the various types of reports. By clicking on **'View/Print TOR/EC Application**' link, proponent can view and take print out of the application submitted online.

This completes the process at Project Proponent.

Online Submis Fores -A Sing	ssion & Monitorin t and Wildlife Cl le Window Cleara	g of Environmental, earances ince System	0					26 Jun 2015 :: Logout User Name: [Yöishanav industory PYT LTD] Stote: [Delhi] Role : [Applicant]	
My Account 🕁	My Proposals Environment	Clearance 🗢 🛛 My Proposals Forest	Clearance 🗢 My Proposals	wildlife Cle	earance 🗢 Help 🗢				
	Catagory A	D							
	Catagory B	Add New Proposal							
		Edit New Proposal D							
		Request for Modification							
		Update Request for D Modification	You have		surcessfully looped in				
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	Essential Details Sought of to shartcoming in Modification by MS Additional Details Sought by Member Secretary	Essential Details Sought dub to shortcoming in Modification by MS							
		Additional Details Sought D]						
		Withdraw Your Proposal							
		Reports(Category-B)	Print/View Application	P For TO	DR.				
			Print/View Application for Modification	D For EC	-				
			List of Withdrawn	D D	Disclaimer.				
			Proposals	of NoEPCC for Transparent and Responsive Governance					
		Fo	List of Withdrawn	D -C40754	407 of may send 5-Mail monits	on ng-rojat (nic)dot (in.)			
0 Content Owned, Updated and Maint	alined by Ministry of Environme	rt, Forest and Climate Change, Gover	List of Rejeted Proposals	Þ	Factoria		Protocount	For any Technical support, Please Contact # Forest and Flimits Planes Informatics Planes (PDY/DD) and Informatics	
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Figure-7.1 Screen displaying various reports available to proponent

8.0 WORK FLOW

Figure-8.1 Workflow of the system for submitting TOR/EC application (For category-B)



ANNEXURE A

Frequently Asked Questions (FAQs)

Q.1. What does OSMEC stand for?

Ans. Online Submission and Monitoring of Environmental Clearances.

Q.2. What does PP stand for?

Ans. Project Proponent.

Q.3. How PP can register and login on the OMSEC portal?

Ans. PP can click on Register (New User Agency) tab available on main page of the portal (<u>http://environmentclearance.nic.in</u>). Then a registration form will be displayed on the screen. When UA submits Registration form, then a user-id (email of UA) and password will be emailed automatically to UA s email-id. UA can login with these credentials.

Q.4. Where is all the information regarding the OSMEC residing?

Ans. All the proposal information is available on Environment Clearance portal. <u>Click here</u> to visit.

Q.5. What are the key benefits for the department adopting the Online Submission and Monitoring of Environmental Clearances?

Ans. It provides transparency and efficiency in the working environment, minimizes the processing delay, helps in timely disposal of important issues, enables one to work from anywhere, anytime, leads to a paperless working and provides ease and flexibility in the retrieval of various reports.

Q.6. Are all the necessary fields required to be filled while submitting the proposal online?

- Ans. All the required field should be filled otherwise system will not allow submitting the proposal.
- Q.7. Is it possible to add more proposals after the acceptance for consideration of the proposal submitted by PP?

Ans. Yes, the PP can add more proposals after acceptance of a proposal by SEIAA.

Q.8. How SEIAA will inform PPs if any additional information is sought from them?

Ans. PP will receive an email and SMS if any additional information is sought by SEIAA. The same could be viewed by PP by clicking on Essential Details Sought under My proposals (Category-B).

Q.9. Is it possible to see the contact detail of SEIAA Nodal Officer for Private Entrepreneur?

Ans. Yes, List of Nodal Officers is available on the website.

Q.10. Can Private Entrepreneur/PP track the progress of their proposal?

Ans. Yes, they can see the progress as well as the decisions.

Q.11. Is Captcha code necessary?

Ans. Yes, due to the Security Guidelines, it is necessary to insert the code at every transaction.

Q.12.Is it mandatory to change the password from default given password?

Ans. Yes, it is mandatory to change the password on first login after receiving the default password.

Q.13. Is it possible to see the list of all the proposals submitted by PP?

Ans. Yes, the list of projects submitted by proponent is available on the portal.

Q.14. Can more than one proposal be added by one project proponent?

Ans. Yes, more than one proposal can be added by one proponent.

Q.15. Can Proponent submit proposal under Category-A also after submitting proposal(s) under category-B.

Ans. Yes, PP can submit application under category-A after submitting application under category-B also. But, modules related with category-A proposal are available under My Proposals (Category-A) tab.