

# **Inspection Procedure and Checklist for compliance inspection under The Water (Prevention and Control of Pollution) Act, 1974 and The Air (Prevention and Control of Pollution) Act, 1981**

## **1 Requirement of Inspections of industries/projects under various Acts/Rules.**

It is the prime duty and responsibility of the HSPCB to implement various Environmental Acts/ Rules in the State to Control the pollution and to save the environment from degradation. The inspections of the industries/ projects are required to be done from time to time to check and ensure the compliance of the various provisions of the following environmental Acts/Rules for the purpose of their implementation: -

1. The Water (Prevention and Control of Pollution) Act, 1974.
2. The Water, (Prevention and Control of Pollution) Cess Act, 1977.
3. The Air (Prevention and Control of Pollution) Act, 1981.
4. The Environment (Protection) Act, 1986 and following Rules made there after: -
  - a) The Hazardous Wastes (Management, Handling and Trans-boundary Movement) Rules, 2008.
  - b) The Manufacture, Storage and Import of Hazardous Chemicals rules, 1989.
  - c) The Biomedical Waste (Management and Handling) Rules, 1998.
  - d) The Plastics Waste (Management and Handling) Rules, 2011.
  - e) The Municipal Solid Waste (Management & Handling) Rules, 2000.
  - f) The Noise Pollution (Regulation and Control) Rules, 2000.
  - g) The Batteries (Management and Handling) Rules, 2001.
  - h) The Public Liability Insurance Act, 1991.

## **2 Designing and implementation of a system for identifying Establishments needed to be inspected.**

2.1 Schedule of Mandatory Inspections has been conceived in such a manner that only less than 20% of the total consent applied/ granted units (projects/ industries/ establishments) are inspected in any financial year. Selection of industries shall be done through a system developed for identifying the establishments that need to be inspected, based on computerized risk assessment considering the different compliance requirements and prevailing categorization of industry.

2.2 Other than Mandatory Inspections, there may be a requirement to inspect in following circumstances: -

- (a) In compliance of orders of various courts/ Tribunals.
- (b) Orders issued from Head Office for the purpose of verifying the compliance made by the unit.
- (c) Re-sampling on the request of unit itself.
- (d) For verification of complaints.
- (e) To initiate legal action against illegally established / operating units.

### **3 Inspection by Authorized officers of the Board.**

Every inspection shall be carried out after permission of the competent authority except in the case of inspection of those illegal units which are found established & operating without CTE and CTO of the Board. A computerized system has been designed and developed for computerized allocation of the inspectors. The same inspecting officer of the Board will not inspect the same unit twice consecutively.

The periodicity of inspections/ sampling of various units by the authorized officers of the Board under various categories for existing units will be as under:-

#### **Sr. No. Category of the industries/ projects Periodicity**

- (a) 17 type highly polluting industries defined by CPCB (among red category)  
3 Years
- (b) Red category of industries other than those mentioned at Sr. No. (a) above  
5 Years
- (c) Orange category of industries 7 Years

At the time of collecting the samples of effluent/ air emission/ noise by the authorized officer of the Board during the above Mandatory Inspection, the relevant legal provisions of sec. 21 of Water Act, 1974 and sec. 26 of Air Act, 1981 and Rules made thereunder shall be complied with by the inspecting officer.

The list of industries / projects to be inspected every month and name of the inspecting officers for inspecting these industries will also be selected through software system based on computerized risk assessment and will be uploaded on the website of the Board and copy of the same will be supplied to the concerned.

### **4 Reporting of inspections**

Reports of all the inspections/samplings will be done by the officer inspecting the industries/ projects through online system (to be developed by the Board), within 48 hours of each inspection to the Head Office, stating the outcome of inspection as per prescribed format for industries/ projects under Water Act, 1974, Air Act, 1981 and EP Rules given at **Annexure-A** and for Health Care units under BMW Rules given at **Annexure-B** which will also be accessible to the concerned units.

The inspection reports in case of common treatment and disposal facilities such as CETPs/ STPs, common facilities for treatment and disposal of Bio Medical Waste and Hazardous Waste, recyclers/re-processors of Hazardous Waste, dismantlers and recyclers of e-waste and recyclers of plastic waste will be submitted on the already prescribed forms.

The non submission of inspection reports within 48 hours by the inspecting officers will not render the inspection so carried out invalid but would entail disciplinary action against the inspecting officer/ officers.

The users will be allowed to login to the portal to view and download the submitted inspection reports of their units.

## **5 Action against units found violating the provisions on Environmental Acts/ Rules.**

In case of industries/projects/units which are found during inspection not complying the applicable provisions of the relevant Acts/ Rules/ Policies or conditions of the Environmental Clearance (if applicable) and conditions of CTE/CTO/Authorizations/Registrations/NOCs granted by the Board or not installed or not operating the pollution control measures or not complying the standards prescribed for discharge of Environmental Pollutants or any other violations noticed during inspections, the proposal for taking the appropriate action against such units under the relevant Acts/Rules/Policies will be submitted by the concerned Regional Office to the Head Office within 07 days of inspection or after receipt of analysis report of samples collected during the inspection of the unit and the same will be uploaded on the website of the Board.

**SPOT INSPECTION REPORT OF THE INDUSTRIES**

**A General Information of unit**

1. Name & Address of the unit : \_\_\_\_\_  
\_\_\_\_\_
2. Email id of the unit/occupier :
3. Telephone Nos. :
4. Fax Nos. :
5. Date & Time of Inspection :
6. Category of Unit : Red/Orange/Green
7. Type of Units : 17 Category/Seriously  
Polluting /others
8. Size of unit based upon investment cost : Large/ Medium/ Small  
of Plant & Machinery
9. Name of the representative of the unit with :  
designation present at the time of the inspection.
10. Name of the Directors/partners/Proprietor/ :  
Manager/Occupier etc.
11. Detail of products/by product manufactured :  
(with capacity of installation &  
quantity per annum)
12. Detail of Raw Material used :  
(with quantity per annum)
13. Manufacturing Process (in brief) :
14. Detail of Machinery installed involving :  
polluting process
15. Date of Commissioning of the unit :
16. Status of Consent to Establish :
17. Status of Consent to Operate :
18. Status of Authorization under HWM Rules. :

**B Air Pollution**

1. Sources of air emissions from process of :  
unit including fugitive emissions with type  
of Boilers/Furness, capacity & stack height.
2. Status of online monitoring System (Stacks/ AAQ):  
if applicable
3. Details about deviation in the details/ stack of Air :  
emission/ type of fuel if any already provided to  
Board.
4. Detail of Stacks/ Chimneys/ Vents :
5. Whether Height of all stacks/ Chimneys as per norms :
6. Capacity of D.G. Sets :
7. Stack height of D.G. Sets above programme and :  
whether as per norms
8. Status of Acoustic Enclosure on D. G. Sets :
9. Noise results of DG Sets Monitored during inspection :
10. Type & Quantity of Fuel used :

(Separate for each source)

11. Status of Air Pollution Control Devices (APCD) :
  - (a) Required or Not :
  - (b) Provided or Not :
  - (c) Detail of APCD provided with detail of all :  
Components.
  - (d) Whether Structurally adequate or Not :
  - (e) Whether operating APCD Satisfactorily :
12. Whether provided separate flow meters in case of wet :  
scrubber
13. Whether maintained Log Book for consumption of :  
Electricity/ Chemicals/ water for APCD.
14. Detail of treatment of effluent in case of wet scrubber :  
& its mode of disposal.
15. Whether provided Sampling arrangements :  
on all stacks /chemneys including DG Sets.
16. General Remarks :

### **C Water Consumption**

1. Sources of water supply :
2. Detail of measuring devices provided if any such as flow :  
Meters, V- notch etc.
3. Whether measuring devices has been sealed :
4. Whether maintained the log book for supply of water :  
from all sources & consumption for various uses.
5. Detail of Water Consumption per day/ month
  - (a) Domestic Purpose :
  - (b) Boiler / Cooling :
  - (c) Industrial use (Easily Biodegradable) :
  - (d) Industrial use (Not Easily Biodegradable) :
  - (e) Other
6. General Remarks :

### **D Water Pollution**

1. Source & processes of Water Pollution including raw :  
water treatment if any
2. No. of outlets for discharge of effluent : Domestic:  
Trade:
3. Quality of Effluent in KLD : Domestic:  
Trade:
4. Status of Effluent Treatment Plant (ETP)/ :  
Sewage Treatment Plant (STP)  
STP ETP
  - (a) Required or Not :
  - (b) Installed or Not :
  - (c) Detail of STP/ETP Provided (if required) with :  
detail of all components and technology used
  - (d) Whether structurally adequate or not :
  - (e) Whether operating STP/ETP Satisfactorily :
  - (f) Whether provided online chemical dosing system/ :

pH meter

5. Mode of Discharge of effluent : Domestic:  
Trade:
6. Name of Water recipient body if any :
7. Detail of land in case effluent is discharged for :  
percolation/ irrigation purpose with justification for  
its 100% utilization.
8. Status of ZLD as per CPCB directions if applicable :
9. Whether provided flow meters on outlet & inlet of :  
ETP/STP
10. Whether provided separate electricity meter on :  
ETP/STP
11. Whether maintained Log Book for consumption of :  
Electricity/ Chemicals/Quantity of effluent.
12. Status of online monitoring System, if applicable :
13. General Remarks :

**E Hazardous Waste Management**

1. Category of Hazardous Waste generated as per rules :
2. Type & Qty. of Hazardous Waste generated : (i) incinerable  
(ii) recyclable  
(iii) disposable  
for landfill  
(iv) Total
3. Stock-Pile Quantity of Hazardous Waste :
4. Mode of Disposal & treatment of Haz. Waste :
5. Size of Hazardous waste storage site :
6. Display Board for Hazardous Waste at Factory Gate :  
Provided or not
7. Whether agreement made with the service provider :  
for disposal of hazardous waste (if yes, give detail with  
validity
8. Details of Hazardous Waste transported to service :  
provider

**F Hazardous Chemicals Handling & Management and PLI Act, 1991**

1. List & Qty. of Hazardous chemical handled & used :  
(if any) with threshold quantity
2. Whether prepared on site emergency plan and taken  
Insurance policy under PLI Act, 1991. :
3. Name of insurer agency with date & validity of policy :
4. Whether Hazardous chemicals handling & storage :  
facility is adequate
5. Remarks  
Signature of the representative of the unit Signature of the Officer/Officers  
Name Designation & Address of the Board who conducted the inspection  
Name & Designation

**Spot Inspection Report**

**(For Health Care Units/Institution under Bio Medical Waste (M&H) Rules, 1998)**

1. Name & Address of the Health Care Unit/ : M/s Institution etc. with Email ID, Telephone No. and Fax No. of the unit.
2. Date and time of inspection. :
3. Name & designation of the representative of : the unit present at the time of inspection.
4. Name & designation of the owners/occupier/ : Manager etc. of the unit with address.
5. Status of authorization with date and validity. :
6. Type of health care unit. (Hospital/ Nursing : Home/Clinic/ Blood Bank/ Veterinary Institution etc.)
7. No. of Patients in OPD/Day :
8. No. of Beds
9. Whether agreement with authorized service : Yes/ No provider executed or not ?
10. Name & address of Service Provider with : Whom agreement executed with date of agreement and its validity.
11. Detail of arrangements made for safe disposal : Of Bio Medical Waste in case agreement not executed with service provider.
12. Needle destroyer provided or not : Yes/No
13. Whether Hypo Chlorite treatments given to : Yes/No plastic waste/sharp waste or not?
14. Whether desired colored bins provided or not? : Yes/No
15. Whether waste being segregated at the site : Yes/No or not?
16. Status of ETP/ STP :
17. Capacity of D.G. Sets :
18. Stack height of D.G. Set above roof level and : whether as per norms.
19. Status of Acoustic Enclosure on D. G. Sets. :
20. Noise results of DG Sets Monitored during : Inspection.
21. Over all remarks :  
Signature of the representative Signature of the Officer/Officers  
of the unit Name Designation of the Board who conducted the  
& Address inspection  
Name & Designation