

**Check List of documents for obtaining consent to establish (CTE) under  
Water Act, 1974 / Air Act, 1981****I. 1<sup>st</sup> Consent to Establish**

1. Online application
2. Proof of deposit of NOC/CTE fee and performance security.
3. C.A. Certificate regarding capital investment cost w.r.t. land, building, plant and machinery of the proposed project.
4. Fard Jamabandi and Intkal of land of the unit, in case unit is located outside approved industrial area/estate.
5. Power of attorney/authority letter to sign the application.
6. Allotment letter of the plot issued from the concerned authority in case of approved industrial area.
7. Manufacturing process and process Flow Chart.
8. Design Scheme of Effluent Treatment Plant/ Sewage treatment Plant, Air Pollution Control Devices / Hazardous Waste Management as applicable, with Hydraulic Design and design calculations based upon the Pollution load and prescribed standards.  
In case of Brick kilns, design and drawing of high draft Zig Zag technology based Kiln and stack.
9. Report of Tehsildar and District Forest Officer regarding Kisam of land through Deputy Commissioner, for areas covered under Aravali Notification, if applicable. In case the land falls in the industrial estate / area and HUDA sectors, the report of Regional Officers will be taken regarding applicability of Aravali Notification (only for District Gurugram and Nuh).
10. Clearance/ permission in case of the projects falling in the revenue estates covered in the Notification no. 191(E) dt. 27.08.2010 issued by Ministry of Environment, and Forest, Government of India regarding protected area of Sultanpur National Park in District Gurgaon.
11. Proof of receipt of application submitted to the Forest Department for clearance / permission /NOC, of Forest Department.
12. Report of Revenue Department / Forest Department & other concerned departments regarding sitting parameters in respect of Stone Crushers, Hot Mix Plants, Screening Plants, Pulverizes, Poultry Farms and License of DFSC in Case of brick Kilns.
13. Change of land use permission/license/NOC certificate from the Town & Country Planning Department or respective Municipal or other Authority or village Panchayat, as the case may be.
14. Lease deed/ Rent Agreement in case land is taken on rent or lease, Collaboration deed in case of construction projects, if applicable (duly registered with revenue authorities).
15. Copy of Environmental Clearance in case of the projects covered under, EIA Notification dated 14.09.2006.
16. Copy of MOA / partnership Deed / Trust Deed, as applicable having the name and address of Directors/Partners.
17. Declaration by the unit regarding awareness about pollution control related standards and law and undertaking for their compliance, as

- per Annexure-VII.
18. Site plan of the unit in case it is located outside approved industrial area.
  19. Layout plan showing the details of all manufacturing processes, location of stacks/ chimneys, ETP/ STP, APCM, Hazardous Waste storage and treatment facilities, tube wells, Water supply lines, Effluent drains and final outlets for the disposal of the effluent.

## **II. Renewal/Extension of Consent to Establish**

1. Online application for renewal of CTE with declaration on prescribed Performa (Annexure-VIII).
2. Proof of deposit of NOC/CTE fees (as per schedule available on the web-site of the Board i.e. [www.hspcb.gov.in](http://www.hspcb.gov.in))
3. Copy of 1st CTE & previous renewed CTE (if any).
4. Power of Attorney/authority letter to sign the application.
5. Progress report regarding construction of project and installation of pollution control measures/devices, as per scheme submitted while obtaining 1st CTE.
6. Valid license or proof of submission of application for renewal of license to Town and Country Planning Department or any other concerned authority, in case of Building and construction projects and Township and Area Development projects.

## **III. Consent to Establish for expansion of the existing project**

Apart from the documents required for obtaining 1st CTE and NOC/fee, following additional documents are required to be submitted along with application for CTE for expansion of projects:-

1. Copy of valid CTO under Water Act, 1974/ Air Act, 1981 and Authorization under Hazardous Waste Management Rules (if applicable) for the existing project.
2. Latest inspection report and analysis reports of effluent/ air emissions/ noise (as applicable), conducted by Board officers for the mandatory inspection, if conducted.
3. Copy of fresh analysis reports of effluent/air emissions/ noise, analyzed from Board's lab/recognized lab. (not more than 03 month old)
4. Declaration regarding compliance of prescribed standards for discharge of environmental pollutants in the existing operating project of the unit as per **Annexure -XIII**.

**Format of the application for auto renewal of the consent to establish under Water Act, 1974 / Air Act, 1981.**

To

The Chairman,  
Haryana State Pollution Control Board,  
C-11, Sector 6, Panchkula.

**Sub: Application for auto-renewal of the consent to establish under Water Act, 1974 / Air Act, 1981- Self certification.**

**Ref: Consent to establish issued by the Board vide letter no. \_\_\_\_\_ dated \_\_\_\_\_ valid up to \_\_\_\_\_.**

Sir,

We are submitting herewith application for auto renewal of our consent to establish under Water Act, 1974 / Air Act, 1981 granted by your Board vide letter under reference, along with the prescribed NOC fees for the same and the following declaration and undertaking as per policy of your Board :-

1. That we have a valid consent to establish under Water Act, 1974 / Air Act, 1981 issued by HSPCB vide above referred letter validity upto \_\_\_\_\_, copy of which is enclosed herewith.
2. That the present details of the manufacturing process and other informations /data of our unit are same as submitted / provided to the Board earlier with original application for obtaining original Consent to Establish referred above and therefore the same may be considered for present application for renewal of consent to establish for another period w.e.f. \_\_\_\_\_ to \_\_\_\_\_.
3. That the proposed capital investment cost of our industry/ project, as per documents submitted with earlier application for consent to establish granted by HSPCB vide above referred letter, was Rs. \_\_\_\_\_ lacs, which will remain the same and will not be increased in terms of land, building and plant and machinery, without prior information / permission of the HSPCB.
4. That there will be no change in the raw material, process, products, quantity of effluent, source of air emissions, scheme of pollution control measures and increase in production or pollution load and will remain same as submitted in original application for consent to establish.
5. That we shall deposit the balance NOC fees if found due at any later stage due to increase in capital investment cost on land, building, plant and machinery.
6. That we are complying with the conditions of consent to establish granted earlier vide letter under reference and further undertake to comply with further conditions if any imposed by HSPCB in future.
7. That we shall install all the required pollution control measures and devices as per scheme / proposal already submitted by us with our original application for consent to establish upto the satisfaction of the Board side by side in proportionate to the construction of the project and before the commissioning of the unit failing which Board will be at liberty to forfeit the

performance security deposited by us with the Board in this regard beside taking legal action under the provisions of relevant Acts/Rules applicable to our unit.

8. That we shall not start even trial production without obtaining prior consent to operate for trial production from the HSPCB.
9. That we shall provide all the arrangements for sampling of air emissions and effluent as prescribed by the Board and online monitoring systems as directed by the HSPCB/CPCB from time to time, in our unit before starting even trial production.
10. That in case our unit is not fully established within the validity period of extension of CTE, than we shall apply afresh for obtaining new CTE, 90 days before the expiry of the renewed CTE.
11. That we are complying and shall comply with all the conditions of Environmental Clearance (in case unit is covered under EIA notification dated 14.09.2006.)
12. That we shall comply with all the relevant provisions of water Act, 1974, Air Act, 1981, EPA, 1986 and Rules made their under including Hazardous Waste (MH&TM) Rules, 2008 applicable to our unit.
13. That we undertake that auto renewal of consent to establish will not prevent the HSPCB for taking coercive action against us if our unit fails to comply the prescribed standards or conditions of consent to establish granted and renewed to our unit or only applicable provision of Water Act, 1974, Air Act, 1981 and EPA, 1986 and Rule made their under.
14. That the declaration and undertaking given above has the approval of all the partners / Board of Directors / owners of the industry / project and copy of resolution of the Board / power of attorney in the regard is attached herewith.

It is therefore requested that the consent to establish may kindly be renewed/extended further for another period w.e.f. \_\_\_\_\_ to \_\_\_\_\_.

Dated: \_\_\_\_\_

Authorized Signatory

Name and Designation  
with phone no., email address  
and seal of the company

**Declaration by the applicant for obtaining CTE for expansion of the project.**

I, \_\_\_\_\_ S/o/D/o/W/o \_\_\_\_\_ resident of \_\_\_\_\_ declare and affirm as under:-

1. That I am the Partner/Director/Manager/Occupier/Proprietor of the unit M/s \_\_\_\_\_.
2. That we are operating pollution control devices in our industry regularly and effectively and meeting the standards prescribed under Environment (Protection) Rules, 1986 for discharge of pollutants into the atmosphere, which will be maintained in future also.
3. That we shall install the required and adequate pollution control devices for the expansion project in our industry before commissioning the production and will also obtain prior consent to operate before starting trial production in our expansion project.
4. In case of the non compliance of the above undertaking or false declaration found at any stage, the Board will be at liberty to forfeit the performance security amounting to Rs. \_\_\_\_\_ deposited along with the CTE application through online payment gateway or in the form of Demand Draft no. \_\_\_\_\_ dated \_\_\_\_\_ issued by \_\_\_\_\_ (Bank) besides taking any other legal action under the provision of Water Act, 1974 & Air Act, 1981.
5. That we shall comply with all the terms & conditions of consent to establish to be issued by the Board.

**Deponent/Applicant**

**Dated:**