

## Service-related Information

**Service Name:** [Registration and Renewal of Producers through Online Portal under Battery Waste Management Rules, 2022.](#)

- I. **Definition of Producer:** 'Producer' means an entity who engages in:
- (i) manufacture and sale of Battery including refurbished Battery, including in equipment, under its own brand; or
  - (ii) sale of Battery including refurbished Battery, including in equipment, under its own brand produced by other manufacturers or suppliers;
  - (iii) import of Battery as well as equipment containing Battery.

| S. No. | Producer Type  | Explanation  |
|--------|--|--|
| 1      | Manufactures and Sells new battery under its own brand   | A producer who is involved in manufacturing of new batteries in a production facility and sells the manufactured new batteries in the market under its own brands.   |
| 2      | Manufactures and Sells new battery in equipment under its own brand                              | A producer who is involved in manufacturing of new batteries in a production facility and sells the manufactured batteries contained in equipment in the market under its own brands.                            |
| 3      | Manufactures and Sells Refurbished battery in equipment under its own brand                      | A producer who is involved in manufacturing of refurbished batteries in a production facility and sells the manufactured refurbished batteries in the market under its own brands.                               |
| 4      | Manufactures and Sells Refurbished Battery under its own brand                                   | A producer who is involved in manufacturing of refurbished batteries in a production facility and sells the manufactured refurbished batteries contained in equipment in the market under its own brands.        |
| 5      | Manufactures new Battery and Sells to other manufacturers under their own brand name or no brand | A producer who is involved in manufacturing of new batteries in a production facility and sells the manufactured new batteries to other manufacturers/producers of batteries under its own brand or no branding. |
| 6      | Sells refurbished Battery refurbished by others under its own brand name                         | A producer who is involved in selling refurbished batteries in the market under its own brand name which are refurbished by others refurbishers/producers/manufacturers)   |

| S. No. | Producer Type  | Explanation  |
|--------|--|--|
| 7      | Sells Refurbished Battery in equipment refurbished by other Refurbishers under its own brand | A producer who is involved in selling refurbished batteries in equipment in the market under its own brand name which are refurbished by others (refurbishers/producers/manufacturers) |
| 8      | Sells new Battery manufactured by other manufacturers under its own brand                    | A producer who is involved in the selling of new batteries in the market under its own brand name which is manufactured by other manufacturers/producers                               |
| 9      | Sells new Battery manufactured by others, in equipment under its own brand                   | A producer who is involved in the selling of new batteries in equipment in the market under its own brand name which is manufactured by other manufacturers/producers                  |
| 10     | Sells new Battery imported by other importers under its own brand name                       | A producer who is involved in the selling of imported batteries in the market under its own brand which is imported by other importers.  |
| 11     | Sells new Battery imported by themselves, under its own brand name                           | A producer who is involved in the selling of imported batteries in the market under its own brand name.  |
| 12     | Sells Imported battery of other Brands or no brand   | A producer who is involved in the selling of imported batteries under the brand name of the foreign exporter or no brand name.   |
| 13     | Sells Imported equipment containing battery of other brand(s) or no brand                    | A producer who is involved in the selling of imported batteries in equipment under the brand name of the foreign exporter or no brand  |
| 14     | Sells imported new Battery of any brand or no brand in any equipment                         | A producer who is involved in importing of batteries and selling the batteries in equipment under the brand name of the foreign exporter or no brand name.                             |
| 15     | Importer importing new Battery for self- use   | A producer who is involved in importing of batteries for self-use.   |
| 16     | Importer importing equipment containing battery for self-use                                 | A producer who is involved in importing equipment containing batteries for self-use.   |

|    |  |  |
|----|--|--|
| 17 | Importer importing new battery and selling it under their own brand name or no brand to other manufacturers                  | A producer who is involved in the selling of imported batteries under their own brand name or no brand name to other manufacturers/producers.                      |
| 18 | Importer importing equipment containing battery and selling it under their own brand name or no brand to other manufacturers | A producer who is involved in the selling of imported equipment containing batteries under their own brand name or no brand name to other manufacturers/producers. |

Table No. 1.1

- II. **Competent Authority:** Central Pollution Control Board
- III. **Governing Act/ Rule:** Battery Waste Management Rules 2022
- IV. **Delivery Mode:** Online only
- V. **Service Link:** <https://www.eprbatteryapcb.in>
- VI. **Validity:** Fresh Registration shall be valid for a period of five years from the date of grant of registration.
- VII. **Document Checklist:**
- Company GST Certificate
  - PAN Card of the company
  - Corporate Identification Number (CIN) document
  - Consent Issued by Maharashtra Pollution Control Board under Air/Water Act and authorization under Hazardous & Other Waste (Management & Transboundary Movement) Rules,2016
  - Import Export Certificate issued by Ministry of Commerce & Industry (in case of importers)
  - District Industries Centre (DIC) Certificate
- VIII. **Registration Procedure Overview:**

| Sr. No | Action By | Stages/Step  | Indicative time required for approval | Statutory Fee (in INR) |
|--------|-----------|--|---------------------------------------|------------------------|
| 1      | Applicant | Visit <a href="https://www.eprbatteryapcb.in/">https://www.eprbatteryapcb.in/</a>    | -                                     | -                      |
|        |           | Click on Create account in the login section.  | -                                     | -                      |
|        |           | Select 'Producer (Importer, Manufacturer)' as Applicant Type and click on 'Proceed'. | -                                     | -                      |
|        |           | Fill in the required details and select sign-up. (Refer Table no. 1.3 for guidance)  | -                                     | -                      |

|   |           |   |         |                 |
|---|-----------|---|---------|-----------------|
|   |           | Click on Sign Up.   |         |                 |
|   |           | Enter the OTP received on the registered mobile number.   | -       | -               |
|   |           | Login into your account.  | -       | -               |
|   |           | Click on 'Initiate Registration'  | -       | -               |
|   |           | Fill in the required information:<br>1. General information of Producer<br>2. Information on the Type of Battery<br>3. Addition of Sales Data.<br>4. Addition of Battery Material<br><br>(Refer Table 1.4 for guidance) | -       | -               |
|   |           | Upload required Documents in PDF format.  |         |                 |
|   |           | Pay Fees  | -       | Refer Table 1.6 |
| 2 | CPCB      | Scrutinize the application. The registration shall either be granted or rejected.   | 15 days | -               |
|   |           | Submit the necessary remarks on the portal in case the application is rejected.   |         |                 |
|   |           | Portal-generated Registration certificate duly signed by Competent Authority shall be uploaded if the registration is granted.  |         |                 |
| 3 | Applicant | If there are scrutiny remarks uploaded on the portal by CPCB, make necessary changes in the application and resubmit.   | -       | -               |
|   |           | The applicant can download the signed certificate from the portal if the registration is successful.  |         |                 |

Table No. 1.2

**IX. Guidance for Signing Up on the EPR portal:**

| S. No. | Section         | Information required  | Guidance   |
|--------|-----------------|-----------------------|--|
| 1.     | Applicant Type  | Category of applicant | Select Producer (Importer, Manufacturer).  |
| 2.     | Company Details | Name of Company       | Please enter the name of the entity without Pre-fixing 'M/s'.  |
|        |                 | Trade Name            | Should be the same as provided in GST. If Trade name is not mentioned, name of the company is to be entered. |
|        |                 | Type of Business      | Select the type of business from the drop – down menu.   |
|        |                 | State/UT              | -  |

| S. No.  | Section           | Information required | Guidance   |
|---|-------------------|----------------------|--|
|   |                   | Registered Address   | Should be the same as provided in GST.   |
|   |                   | District             | –  |
|   |                   | Pin code             | Pin code of the registered address.  |
|   |                   | PAN                  | Permanent Account Number of the company in 'AAAAA9999A' format. In the case of Proprietor-ship, the PAN number of Authorized person is to be provided.                                     |
|   |                   | CIN                  | Corporate Identification Number in is to be provided if the business is registered with Ministry of Corporate Affairs.   |
| 3.  | Authorized Person | Name                 | Name of authorized company official. Name of any consultant or agent or any other agencies working on behalf of Recycler shall not be provided.  |
|   |                   | Designation          | Position in company.   |
|   |                   | Mobile               | 10-digit mobile number should be in use.   |
|   |                   | PAN                  | Permanent Account Number of authorized Person in 'AAAAA9999A' format.  |
|   |                   | Aadhar No.           | Aadhar number of the authorized person.  |
| 4.  | Login Details     | Authorized Email ID  | Authorized Email ID of the Recycler will be used as the User ID for login.   |
|   |                   | Password             | Use of strong password is recommended. Password should be minimum 8 digits in length. It must contain at least one capital letter, one small letter, one number and One special character. |
|   |                   | Confirm Password     | Same password to be entered.   |
| After clicking on <b>Sign Up</b> , OTP will be sent to the registered mobile number. The applicant shall enter the OTP to proceed with filling up of application. |                   |                      |  |

Table No. 1.3

X. Section-wise instructions for filling Application for Registration:

| S. No.   | Section                      | Information required                       | Guidance  |
|----------|------------------------------|--|---|
| PART – A | General Information          | Name of Producer                           | This information is auto-filled   |
|          |                              | Registered address of Producer             | This information is auto-filled   |
|          |                              | Website Address                            | Official working website of the entity is to be provided.   |
|          |                              | Branch Address                             | -   |
|          |                              | Authorized Person Details                  | Name, Designation, Mobile No., and Email ID of the Authorized Person will be auto-filled from the information provided during Sign-up.  |
| Part - B | Battery Type with Brand Name | Select Producer Type                       | Producer shall select the type of Producer category under which it operates. Detail regarding each category is provided in Table 1.1 .  |
|          |                              | Select Battery Type                        | Producer shall select the type of battery sold in the market.   |
|          |                              | Battery Composition                        | Producer shall select composition of battery (Lead-acid, Lithium Ion, Nickel Cadmium, Zinc based, and others).  |
|          |                              | Brand Name                                 | Producer shall enter the Brand name under which battery is/was sold in the market.  |
|          |                              | HSN Code of Battery                        | Producer shall enter the Harmonized System of Nomenclature (HSN) code of Battery.   |
| Part - C | Add Sales Data               | Select Sales Year                          | The producer shall select the financial year of sales of battery.   |
|          |                              | Select type of battery                     | The battery type shall be selected from the drop-down menu. After selection of sales year, only those battery type will appear in the drop-down menu for whom targets are to fulfilled in the current financial year as per Schedule II of the BWM Rules, 2022. |
|          |                              | Select Battery Composition                 | Producer shall select composition of battery (Lead-acid, Lithium Ion, Nickel Cadmium, Zinc based, and others).  |
|          |                              | Quantity Sold in Sale year (Dry wt. in kg) | Producer shall enter the quantity of battery sold (dry wt. in kg) in the selected sale year.  |
|          |                              | Self-declaration of sales data             | Producer shall upload year-wise Sales Data for Each Battery type and Composition as per the format provided in the portal.  |
| Part - D |                              | Select Battery Composition                 | Producer shall select the Battery composition from the drop-down menu   |

| S. No.   | Section              | Information required  | Guidance   |
|----------|----------------------|---|--|
|          | Add Battery Material | Percentage composition of Materials in Battery  | Producer shall enter the average composition of the constituents present in selected Battery composition. For example, If Lithium ion battery is selected as battery composition and Producer has placed different chemistry of Lithium Ion 6 battery in the market having different percentage of constituents in each battery, then average of percentage of constituents present in battery is to be entered. |
| PART - E | Upload Documents     | Enter GST Number  | Producer shall enter the GST number and upload the GST certificate.  |
|          |                      | Company PAN Card  | Producer shall upload the PAN card of the company. In the case of Proprietor-ship, the PAN number of Authorized person is to be uploaded.  |
|          |                      | Company CIN Number  | Producer shall upload the CIN certificate of the company.  |
|          |                      | Company TIN No  | Producer shall enter the TIN number. If TIN no is same as GST, enter GST number.   |
|          |                      | Consent Issued under Air/Water Act and Authorization under Hazardous Waste Rules (if unit is involved in production facility) | Producer shall upload Consent Issued under Air/Water Act and Authorization under Hazardous Waste Rules as a single file.   |
|          |                      | District Industries Center (DIC) Registration Certificate   | Producer shall upload the District Industries Central (DIC) registration certificate.  |
|          |                      | Import Export Certificate in case of importers (IEC)  | Producer shall upload Import Export Certificate in case the producer imports battery.  |
| PART - F | Confirm and Payment  | Declaration and payment of fees as per the annual turnover/ Revenue of the company.   | The Producer shall tick the declaration check box, upload the GSTR 9/ balance sheet of the previous financial year, confirm & initiate payment.  |

Table No. 1.4

#### XI. Recycling Targets

Battery Constituent Wise Recycling targets will be auto generated once the application is submitted. Recycling targets are calculated based on the Battery Collection Targets data and Percentage of Battery Material in different Battery Type and Composition.

## XII. Daily Sales Data

Producer shall make daily sales entry, and the following details are to be provided as mentioned in the table below:

| S. No. | Information Required                       | Guidance  |
|--------|--|---|
| 1.     | Date of Sales                              | Select Date of Sales  |
| 2.     | Select Producer Type                       | Producer shall select the type of Producer category under which it operates. Detail regarding each category is provided in Table 1.1 .          |
| 3.     | Enter Name of Battery Brand                | Producer shall enter the brand name of Battery  |
| 4.     | Enter Name of Equipment Containing Battery | Producer shall enter the name of the equipment containing battery if the producer is selling and/or importing battery contained in an equipment |
| 5.     | Select Battery Composition                 | Producer shall select the Battery composition from the drop-down menu   |
| 6.     | Type of Battery                            | The battery type shall be selected from the drop-down menu.   |
| 7.     | Quantity Sold (in Numbers)                 | Enter the quantity of battery and/or battery contained in the equipment sold in the market  |
| 8.     | Quantity Sold (in kg)                      | Enter the quantity of battery (in kg) and/or battery contained in the equipment sold in the market  |
| 9.     | Upload Invoice                             | Producer shall upload the invoice of the sales  |

Table No. 1.5

## XIII. Application & Annual Processing Fees

The applicant shall pay the application fees as per the details given below along with the application for Registration:

| S. No. | Annual Turnover/Revenue (in Cr.) | Application Fee (in Rs.) |
|--------|----------------------------------|--------------------------|
| 1.     | < 5                              | 10,000                   |
| 2.     | 5 - 50                           | 20,000                   |
| 3.     | > 50                             | 40,000                   |

Table No. 1.6

- i. Fees for renewal of Registration shall be the same as the Registration fee.
- ii. The fees shall be paid online through the payment gateway integrated in the portal. The fees shall be paid online through the payment gateway integrated in the portal.
- iii. Application Fees is exclusive of any transaction charges.



**XIV. Renewal of Registration:**

- i. Producers/Manufacturers shall submit the application for renewal 60 days before the expiry of the Registration along with the necessary documents as discussed in the previous sections.
- ii. Producers have to ensure that Annual Returns are filed by June 30th of the following year (as per Rules) for the intervening Registration period. Application for renewal will not be processed unless all due annual reports are filed.
- iii. Findings of Audit carried out by CPCB shall be taken into consideration for renewal of Registration.
- iv. Registration granted to Producers shall be renewed for a period of five years by CPCB within 15 working days of receipt of complete documents from the Producers

**XV. Specific Conditions of Registration:**

The Registered Producers are required to comply with following conditions:

- i. The Producers shall not carry any business without having registration through online centralized portal developed by CPCB.
- ii. The Producers shall not deal with any entity not registered through online centralized portal developed by CPCB to meet EPR targets.
- iii. In case, it is found or determined that any Producer registered on the on-line portal has provided false information or has willfully concealed information or there is any irregularity or deviation from the conditions stipulated while obtaining registration under BWM Rules, 2022, then the registration of such an entity would be revoked for a one – year period after giving an opportunity to be heard. The entities whose registration has been revoked shall not be able to register afresh for the period of revocation.
- iv. The Producers shall fulfill the year-wise / category-wise EPR Target as specified in Schedule II of the BWM Rules, 2022.
- v. The Producers are required to comply with provisions of BWM Rules, 2022 failing to which necessary action as deemed fit shall be initiated against the violator.

**XVI. Cancellation of Registration**

- i. Registration granted to Producers/Manufacturer is liable to be canceled or suspended at any stage, if the document submitted by the Producers/Manufacturer is found to be false.
- ii. CPCB shall suspend and/or cancel the registration, and/or impose Environmental Compensation, in case of non-compliance of Extended Producer Responsibility obligations as per Schedule II.
- iii. Central Pollution Control Board shall suspend and/or cancel the registration of the Producer, and/or impose Environmental Compensation in case of violation of Battery Waste Management Rules,2022 by the registered entity.
- iv. An opportunity will be given to hear the Producer/Manufacturers within fifteen days from the date of issuance of notice; prior to considering the case for cancellation or suspension of Registration by CPCB.
- v. The Joint Secretary or the officer equivalent in the Ministry of Environment, Forest and Climate Change shall be designated as an Appellate Authority.

**XVII. Helpdesk Contact:** 7045113344 / 7045113322

**XVIII. References**

- i. <https://www.eprbatteryapcb.in/upload/adminDoc/SOP.pdf>
- ii. <https://www.eprbatteryapcb.in/upload/adminDoc/InstructionSheet.pdf>

**Remarks:** The procedural steps indicated above is uniform for all types of establishments, irrespective of risk category, size of firm, business location or type of investor (Foreign or Domestic).