

MAHARASHTRA POLLUTION CONTROL BOARD

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Date: 17/06/2019

Circular

Sub: Initiation of Legal Module in IMIS System.

As a part of IMIS web-portal enhancement, new **Legal Module**, which covers – issuance of Warning Letter, Show Cause Notice, Proposed Direction, Interim Directions, Closure Directions, Conditional Directions & Restart order through Web-portal. This module is integrated with Randomized Visit Scheduler and Surprise Inspection Module.

It is mandatory for all Technical Officers (HoDs, ROs, SROs & FOs) to use this 'Legal Module' which is available in their respective Dashboard. Technical Officer - HOD, RO, SRO & FO will not initiate any Legal Notices without using this module. Further, any Industrial Visit carried-out other than Randomized Visit Scheduler shall be done through Surprise Inspection Module only, which will help in initiating Legal actions with respect to these visits.

Any Directions / Legal Notices issued without entering into 'Legal Module' will be treated as unofficial Legal Notice and will attract disciplinary action against concerned Technical Officer.

All Technical Officers are hereby directed to incorporate/ upload all the Legal actions initiated from 1st April 2019 in this Legal Module.

The module is made live from 30th April 2019.

(E Ravendiran, IAS)
Member Secretary

Hon'ble Chairman, M.P.C. Board, Mumbai.

To,

All HODs/TA, CC-CAC Cell, M.P.C. Board, Sion, Mumbai.

All ROs/All SROs/All FOs, M.P.C. Board

D.A.: User Manual

Guidelines for Legal Module

To achieve end to end compliance of industries and to keep track of directions issued we have integrated legal module with inspection report. Also we have updated inspection report format to collect more comprehensive information. From now onwards Warning letter, SCN, Proposed Direction, Interim direction & Closure would be issued from the IMIS portal itself. Process flow of the same is mentioned below:

- User shall fill the inspection report mentioning whether the unit is complied or not complied. **Legal section would be applicable only in case "NO" is selected for "Whether unit complied".**

Whether unit complied

☐ No ☐ Yes

Upload Visit report

No file chosen

- Once inspection report is submitted, initiate legal action option will appear w.r.t inspection.

37868000	Mohit Enterprises	Navi Mumbai	07-11-2016	16-02-2017	15-04-2019	NA	Download Visit Report Upload JVS Result Download Scanned copy Initiate Legal Action Visit Documents
53776000	S.T.K Corporation	Survey No.2, Sector-16, Sanpada, Navi Mumbai	09-11-2016	24-04-2019	24-04-2019	NA	Download Visit Report Upload JVS Result Initiate Legal Action Visit Documents
38242000	Alpha Carbonless Paper	Plot No. C-101, MIDC, Pawane, Navi Mumbai	09-11-2016	10-11-2016	11-11-2016	NA	Download Visit Report


Initiate legal action against the industry unit from here

- In this section, user will have to fill the previous legal actions issued (In case any) against this particular unit and other complaint details as shown below.

Legal actions processing

Visit Report

33A Proposal for initiating legal action

**Maharashtra Pollution Control Board**
महाराष्ट्र प्रदूषण नियंत्रण मंडळ

Visit Report

General Information

Legal action task flow

Previous Legal action processing

No Records found.~

Direction/Notice List

Legal Directions

#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks	Action
No Records found					

Legal action processing

Forward Application ☐

Legal action processing section

Recommendations

Forward

- User can forward the legal action to higher authority from forward legal action section. (*please refer above image*).
- Once the legal action is forwarded to higher authority he/she can agree/disagree with the legal actions initiated based on his/her recommendation.

Previous Legal Details		
1) Action Type: Proposed Direction	Remarks: Non repellendus ita	File: Download File
2) Action Type: Proposed Direction	Remarks: Non repellendus ita	File: Download File
3) Action Type: Proposed Direction	Remarks: Et ducimus est exer	File: Download File
4) Action Type: Show cause notice	Remarks: Magni corrupti volu	File: Download File
5) Action Type: Proposed Direction	Remarks: Mollitia debitis nem	File:
6) Action Type: Warning letter	Remarks: 1	File: Download File
Show cause notice	Consectetur autem od	Download File
JVS Report		
Complaint (if any)	No	
1	Remarks: Quia qui rerum et vo	Download File
2	Remarks: Quia qui rerum et vo	Download File
3	Remarks: Eum voluptas tempor	Download File
4	Remarks: Excepturi cillum ten	Download File
5	Remarks: Porro et nesciunt s	
6	Remarks: 1	
7	Remarks: Impedit odio recusa	Download File
Any court case against unit(Including NGT)	No	
1	Remarks: Id temporibus minima	Download File
2	Remarks: Id temporibus minima	Download File
3	Remarks: Ut inure recusandae	Download File
4	Remarks: Quod repellendus Id	Download File
5	Remarks: Ex Id officia ipsam	
6	Remarks: 1	
7	Remarks: Consequatur ullam si	Download File
Whether the unit is mismanaging and wilfully causing pollution	No	Remarks:

MPCB Web Portal
Welcome

Legal Directions

#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks	Action
No Records found					

Agree/Disagree Legal Directions

Agree/Disagree Legal Directions
Higher authority can agree/disagree on the legal action.
☒ Agree
☐ Disagree

Submit

- SRO can initiate warning Notice to any particular unit.

Legal Directions

Legal Directions
Select...
Select...
Interim Direction
Generate Outward Number

Legal Directions

Outward Number: MPCB/NN/1904240001
Outward number is generated based on notice/direction selected

If the unit is registered on the ec-MPCB portal he/she will upload the compliance from his/her portal. If unit is not registered on portal then user will have to upload the received compliance from update industry compliance section.

Upload

Legal Directions

#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks	Action
1	Warning Notice Issued on 24/04/2019	MPCB/NN/1904240001 Download Notice/Direction Copy	Update industry compliance	Pending	

Upload Industry Compliance section

Upload Industry Compliance

Industry Compliance
Industry Compliance

Compliance Document

Select file

Upload compliance document

Compliance Submitted on:

Compliance date

Close

Save changes

- Once the compliance details is uploaded user will have update the compliance status of industry unit.

Legal Directions			Status & Remarks	Action
#	Direction/Notice	Outward number	Industry Compliance	
1	Warning Notice Issued on 24/04/2019	MPCB/WH/1904240001 Download Notice/Direction Copy	Ex ex eos amet vol Complaid on:24/04/2019 Download Compliance Copy	Compliance Submitted Update Status

Mark Compliance as Satisfactory or Not Satisfactory

- Once compliance is submitted by unit user has to mark whether the compliance submitted is satisfactory/Not satisfactory as shown in below screen. If the status is selected as Satisfactory legal action initiated gets automatically closed. If selected as non-satisfactory then user can send the same to higher authority for further legal actions.

Update Notice/Direction Status

Notice/Direction Status

☐ Satisfactory ☒ Not Satisfactory

Direction Status

Remarks

Recommendations(if any)

Close

Save changes

- RO can initiate Show Cause Notice, Proposed Direction, and Interim direction or can seek the approval of MS through HOD for any other legal direction.

Legal Directions

Legal Directions

Select...

Show Cause Notice

Proposed Direction

Closure Direction

legal Direction or Notice options available to RO

Legal Directions

Outward Number: MPCB/SCN/1904240001

Upload Notice/Direction

Legal Directions				Status & Remarks	Action
#	Direction/Notice	Outward number	Industry Compliance		
1	Warning Notice Issued on 24/04/2019	MPCB/WN/1904240001 Download Notice/Direction Copy	Ex ex eos amet vol Complied on: 24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance	
2	Show Cause Notice Issued on 24/04/2019	MPCB/SCN/1904240001 Download Notice/Direction Copy	gdsfds Complied on: 24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance	

- RO can complete the legal actions in the same manner as that of Warning Notice.
- Once RO initiates Proposed Direction and industry uploads the compliance for the same RO would get the provision to schedule hearing date for the same from system itself.

Legal Directions

Outward Number: MPCB/PD/1904240001

Upload Notice/Direction

Legal Directions				Status & Remarks	Action
#	Direction/Notice	Outward number	Industry Compliance		
1	Warning Notice Issued on 24/04/2019	MPCB/WN/1904240001 Download Notice/Direction Copy	Ex ex eos amet vol Complied on: 24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance	
2	Show Cause Notice Issued on 24/04/2019	MPCB/SCN/1904240001 Download Notice/Direction Copy	gdsfds Complied on: 24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance	
3	Proposed Direction Issued on 24/04/2019	MPCB/PD/1904240001 Download Notice/Direction Copy	Et amet et amet qu Complied on: 24/04/2019 Download Compliance Copy	Hearing not scheduled	<input type="button" value="Schedule Hearing"/>

Schedule Hearing option appears if PD compliance is satisfactory

Schedule Hearing for Notice/Direction

Schedule Hearing Date

Schedule date for hearing.

CloseSave changes

- Once hearing date is scheduled user will have to upload the Minutes of Meeting for the above hearing.

Legal Directions				
#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks
1	Warning Notice Issued on 24/04/2019	MPCB/WN/1904240001 Download Notice/Direction Copy	Ex ex eos amet vol Complied on:24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance
2	Show Cause Notice Issued on 24/04/2019	MPCB/SCN/1904240001 Download Notice/Direction Copy	gdsfds Complied on:24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance
3	Proposed Direction Issued on 24/04/2019 Hearing Date:24/04/2019	MPCB/PD/1904240001 Download Notice/Direction Copy	Et amet et amet qu Complied on:24/04/2019 Download Compliance Copy	Minutes not uploaded Upload Minutes of Meeting

Upload MOM for Notice/Direction

Minutes of meeting

CloseSave changes

- Once MOM is uploaded and in case user finds that the compliance is Non Satisfactory then Interim Direction is automatically issued to respective Industry.

MPCB Web Portal Welcome Shil, Anil D. Mohapatra

#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks	Action
1	Warning Notice Issued on 24/04/2019	MPCB/WN/1904240001 Download Notice/Direction Copy	Ex ex eos amet vol Complied on 24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance	
2	Show Cause Notice Issued on 24/04/2019	MPCB/SCN/1904240001 Download Notice/Direction Copy	gdsfds Complied on 24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance	
3	Proposed Direction Issued on 24/04/2019 Hearing Date: 24/04/2019 Minutes Uploaded	MPCB/PD/1904240001 Download Notice/Direction Copy	Et amet et amet qu Complied on 24/04/2019 Download Compliance Copy	Satisfactory Compliance	

Legal Directions

Outward Number: MPCB/ID/1904240001

Upload Notice/Direction

Legal Directions					
#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks	Action
1	Warning Notice Issued on 24/04/2019	MPCB/WN/1904240001 Download Notice/Direction Copy	Ex ex eos amet vol Complied on 24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance	
2	Show Cause Notice Issued on 24/04/2019	MPCB/SCN/1904240001 Download Notice/Direction Copy	gdsfds Complied on 24/04/2019 Download Compliance Copy	NS Not Satisfactory Compliance	
3	Proposed Direction Issued on 24/04/2019 Hearing Date: 24/04/2019 Minutes Uploaded	MPCB/PD/1904240001 Download Notice/Direction Copy	Et amet et amet qu Complied on 24/04/2019 Download Compliance Copy	Satisfactory Compliance	
4	Interim Direction Issued on 24/04/2019	MPCB/ID/1904240001 Download Notice/Direction Copy	Dolorem consequatur Complied on 24/04/2019 Download Compliance Copy	Compliance Submitted	<input type="button" value="Update Status"/>

- To issue the Closure direction user will have to forward the legal action to higher authority till Member Secretary for his/her recommendations..
- Member Secretary will put his recommendation for legal action and will forward the same to respective HOD.
- Based on MS recommendation HOD can either proceed with closure direction or can issue directions recommended by MS.

Legal Directions				
#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks
1	Closure Direction Issued on 24/04/2019	MPCB/CD/1904240001 Download Notice/Direction Copy	Update industry compliance	Pending

- Once Closure direction is issued and compliance is submitted against the same by industry. User will have to forward the legal action to Member secretary for his recommendations for restart order against the unit.
- Member secretary will add his recommendations and forward the legal actions to respective HOD.
- Based on the recommendations of MS, User will upload the restart order.

MPCB Web Portal	
Praesentum molestia	Shri. Keshav A. Potluri on 24-April-2019 05:04PM
Ut est nesciunt iu	Shri. R.K. Vardhany on 24-April-2019 05:04PM
Accusamus est quisq	Shri. Anil D. Mohankar on 24-April-2019 05:04PM
Dolor porro quia ame	Shri. N.N. Gaur on 24-April-2019 05:04PM
Eum nemo nulla aut a	Shri. N.N. Gaur on 24-April-2019 05:04PM
Totam ad quis quidem	Shri. N.N. Gaur on 24-April-2019 05:04PM
Industry have submitted Restart Request	Shri. Anil D. Mohankar on 24-April-2019 05:04PM

Legal Directions				
#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks
1	Closure Direction Issued on 24/04/2019	MPCB/CD/1904240001 Download Notice/Direction Copy	Harum fugiat rerum Complied on 24/04/2019 Download Compliance Copy	Closed by System as Restart Request is generated Satisfactory Compliance

Agree/Disagree Legal Directions

Agree
 Disagree

Submit

#	Direction/Notice	Outward number	Industry Compliance	Status & Remarks	Action
1	Closure Direction Issued on 24/04/2019	MPCB/CD/1904240001 Download Notice/Direction Copy	SADSAD Complied on 24/04/2019 Download Compliance Copy	Closed by System as Restart Request is generated Satisfactory Compliance	

Legal Directions

Legal Directions
Restart Request
Select...
Show Cause Notice
Proposed Direction
Closure Direction
Restart Request