

## **Maharashtra Pollution Control Board**

### **1. The particulars of the organization, functions & duties**

Maharashtra Pollution Control Board (MPCB) is implementing various environmental legislations in the Maharashtra, mainly including Water (Prevention and Control of Pollution) Act, 1974, Air (Prevention and Control of Pollution) Act, 1981, and some of the provisions under Environmental (Protection) Act 1986 and the rules framed there under like, Biomedical Waste (M&H) Rules, 2016, Hazardous Waste (M&H) Rules, 2000, amended Rules, 2016, Municipal Solid Waste (M & H) Rules, 2000 amended 2003 . MPCB is functioning under the administrative control of Environment and Climate Change Department, Govt. of Maharashtra.

### **Constitution of MPCB**

Maharashtra Pollution Control Board was established on 7<sup>th</sup> September, 1970 under the provisions of Maharashtra Prevention of Water Pollution Act, 1969. The Water (P&CP) Act, 1974, a central legislation was adopted by Maharashtra on 01.06.1981 and accordingly Maharashtra Pollution Control Board was formed under the provision of section 4 of Water (P&CP) Act, 1974. The Air (P&CP) Act 1981 was accepted by the State in 1983. Initially, some areas were declared as Air Pollution Control Area i.e. on 02/05/1983. The entire state of Maharashtra has been declared as Air Pollution Control Area since 06/11/1996. The Board is also functioning as the State Board under section 5 of the Air (P&CP) Act, 1981.

## **Present Constitution of Board**

### **Chairman**

**Shri. Siddesh Ramdas Kadam**

Maharashtra Pollution Control Board, Mumbai.  
Tel – 67808801

### **Principal Secretary**

Department of Public Health,  
Ministry, Mumbai.  
Tel – 022-22610018

### **Principal Secretary**

Urban Development Department – 2,  
Ministry, Mumbai.  
Tel – 022-22021444

### **Principal Secretary**

Department of Water Supply and Sanitation,  
Ministry, Mumbai.  
Tel –022-22626407

### **Principal Secretary**

Home Department (Transport),  
Ministry, Mumbai.  
Tel – 022- 22025009

### **Principal Secretary**

Department of Environment and Climate Change,  
Ministry, Mumbai.  
Tel – 022- 22873845

### **Chief Executive Officer**

Maharashtra Industrial Development Corporation,  
“Udyog Sarathi”, Andheri (East), Mumbai.  
Telephone – 022-26870052/ 54/ 27/ 73

### **Member Secretary**

Maharashtra Jivan Pradhikaran  
Mumbai.  
Tel – 022-22029348

### **Member Secretary**

**M. Devender Singh, IAS**

Maharashtra Pollution Control Board, Mumbai.  
Tel – 67808802

**Shri. Vinod Pashilkar, (Agriculture),**

Board Member,  
Maharashtra Pollution Control Board, Mumbai.

## **MAHARASHTRA POLLUTION CONTROL BOARD**

The Maharashtra Pollution Control Board has been established under Section 4 of the Water (Prevention and Control of Pollution) Act, 1974, and shall be deemed a State Board for the prevention and control of pollution under the provisions of the Air (Prevention and Control of Pollution) Act, 1981. The Board is also entrusted with the responsibility of implementing the provisions of the Environment (Protection) Act, 1986 and the rules framed thereunder.

To assist the pollution potential, the MPC Board regularly analyse water samples, air samples and hazardous waste samples in the Central Laboratory and 7 Regional Laboratories.

For creating general awareness among people about environmental issues, the board constantly strives to organize various awareness programs across the state, involving journalists, media, NGOs, artists, and students. Efforts are also being made to create awareness about celebrating almost all festivals in an eco-friendly manner.

As a part of common environmental infrastructure for environmental protection, CETP for treatment & disposal of industrial effluents, Common Facilities for treatment and disposal of hazardous waste and bio-medical waste have been established across State.

The Maharashtra Pollution Control Board has taken the initiative to conduct noise monitoring throughout Maharashtra.

### **Functions of the State Board**

1. To formulate and implement a comprehensive program to prevent, control, or reduce the pollution of rivers and wells in the state.
2. To advise the State Government on any matter relating to preventing, controlling, or reducing water pollution.
3. To collect and disseminate information on water pollution and its prevention and control.
4. To encourage, organize, and participate in investigations and research related to water pollution problems and to preventing, controlling, or reducing water pollution.
5. To cooperate with the Central Board in organizing training for persons involved in or who will be involved in programs for preventing, controlling, or reducing water pollution, and to organize related public awareness and education programs.
6. To inspect projects and plants for treating sewage or industrial wastewater, and to review plans, specifications, or other data related to water treatment plants, projects for their purification, and all designs, detailed information, and other supporting materials related to the disposal of sewage or industrial wastewater, or any consent required under this Act.
7. To establish, revise, or develop annual effluent standards for sewage and industrial effluent, and for water quality affected by effluent (excluding interstate waters), and to classify the waters of the state.
8. To develop cost-effective and reliable methods for treating sewage and industrial wastewater, considering the specific conditions of soil, climate, and water resources in different regions, and especially the prevailing flow characteristics of water in streams and wells.
9. To develop methods for using wastewater and treated industrial wastewater in agriculture.
10. To develop an efficient method for discharging sewage and industrial wastewater onto the land in areas where, due to extremely low flow rates, the dilution of wastewater cannot occur for most of the year.
11. To determine the standards for treating sewage discharged into any particular stream, taking into account the permissible limits of pollution for the water of such a stream, and to lay down standards for the treatment of sewage and industrial wastewater.
12. To issue, modify, or cancel any order –
  - (a) Prohibiting, controlling, or reducing the discharge of water into streams or wells.

- (b) To direct any concerned person to construct a new system for the disposal of sewage and industrial effluent, or to modify, alter or extend any such existing system, or to adopt such measures as may be necessary for preventing, controlling or mitigating water pollution.
13. To determine the wastewater standards that individuals must adhere to when discharging sewage or sludge or both, and to determine, revise, or enforce annual wastewater standards for sewage and industrial wastewater.
14. To advise the state government regarding the location of any industry that is likely to pollute streams or wells.
15. To perform other functions prescribed or assigned from time to time by the Central Board or the State Board.

## **2. The Powers and Duties of Officers and Employees**

### **Legal Section:**

#### **Law Officer:-**

1. To verify and suggest improvements to the drafts of affidavits, replies, written submissions, and complaints filed before various courts.
2. To review draft agreements/contracts etc. and suggest modifications.
3. To verify the draft reply to be submitted to the State Government/Central Government and other authorities, and to suggest improvements.
4. Examining proposals, including lawsuits and legal proceedings.
5. Providing opinions on legal matters filed before the Hon'ble Supreme Court/High Courts/National Green Tribunal and other quasi-judicial forums as per their jurisdiction.
6. To oversee the overall administration of the Law and Planning Department and supervise the work of the department's employees.
7. To provide legal opinions regarding administrative matters.
8. Verifying the professional fee bills of panel lawyers/senior advocates.
9. Verification of the budget of the Law and Planning Department.
10. To carry out all tasks assigned by senior

#### **Assistant Law Officer :-**

1. The Assistant Law Officer shall assist the Law Officer in legal work as per his/her jurisdiction.
2. he Assistant Law Officer shall, as per his/her jurisdiction, prepare and verify complaints, applications, replies, and affidavits, and follow up with panel advocates.
3. To draft and/or verify agreements, contracts, etc.
4. To prepare draft replies to be submitted to the State Government / Central Government and other authorities.
5. The Assistant Law Officer shall, as per his/her jurisdiction, supervise the statistics of legal cases prepared by the concerned Legal Assistants.
6. To scrutinize proposals of cases received for legal action from the Head of Department / Regional Officer / Sub-Regional Officers of the Board, within their respective jurisdiction.
7. The Assistant Law Officer shall, within their jurisdiction, provide opinions on office notes regarding legal matters filed before the Hon'ble Supreme Court / High Courts / National Green Tribunal and other quasi-judicial forums, based on the submissions made by the Legal Assistants.
8. To take action regarding the professional fee bills of panel advocates / senior advocates / senior counsels submitted by the concerned Legal Assistants.
9. To prepare the budget in consultation with the Law Officers.
10. To perform all duties assigned, as per the designated jurisdiction of the Assistant Law Officer.

### **Legal Assistant :-**

1. To provide assistance to the Law Officer and Assistant Law Officer within their respective jurisdictions.
2. To draft complaints, applications, replies, and affidavits, and to follow up with panel advocates in accordance with their assigned jurisdiction
3. To prepare drafts of agreements, deeds, contracts, and related documents.
4. To draft replies intended for submission to the State Government, Central Government, and other relevant authorities
5. To keep records of all legal cases and record them in the computerized system as per their assigned jurisdiction
6. To prepare statistics of legal cases and provide information on legal cases for the annual report / performance budget.
7. To draft office notes on legal matters submitted before the Hon'ble Supreme Court, High Courts, National Green Tribunal, and other quasi-judicial forums, as per their assigned jurisdiction
8. To prepare office notes regarding the professional fee bills of Senior Advocates / Senior Counsels and to submit the bills of panel advocates to the Law Officer.
9. To update the MPC Board website with details pertaining to legal matters, in accordance with the directives of senior officers.
10. To perform all other duties assigned by the Assistant Law Officer or Law Officer, as per the Legal Assistant's designated jurisdiction.

### **Air pollution Abatement Engineer & Water pollution Abatement Engineer :-**

1. He/She shall be principal technical and executive officer for the implementation of the air/ water pollution control acts and the policies framed by the Board thereunder towards prevention, control and abatement of air/water pollution in the state of Maharashtra.
2. His/her main duty will consist of investigating into the problems of air/water pollution in the state from all angles and to suggest corrective measures thereto within the frame work of legislation on the subject.
3. He/she shall also be held responsible for developing analytical sections of the laboratory. He/she will also carry out the normal duties of the head of the office administratively, financially, technically and legally.

### **Regional Officer:-**

1. He shall be responsible for enforcement of Water and Air (Prevention and Control of Pollution) Acts, within his jurisdiction.
2. His duties shall consists of
  - i. Collection of hydrological data of river courses.
  - ii. Details of various polluting agencies.
  - iii. Establishing and operating monitoring points so as to prepare water pollution survey reports.
  - iv. Scrutiny of application for consents and making recommendations to the Board office. It will be his principal responsibility to maintain the waters in his jurisdiction as per the standards as may be prescribed by the Board.
  - v. He shall also responsible for the smooth working of the Sub Regional Offices, Field Offices and Field Laboratories, if any, under his control.

- vi. He shall also be the controlling officer/ Regional head, for the purpose of administrative, financial, and technical powers as may be delegated to him.
- vii. He will also carry out such duties as may be assigned to him by his superiors.

#### **Sub-Regional Officer**

1. He shall be responsible for carrying out field work in the matter of collection of hydrological data of river courses/ambient/ air data, details of various polluting agencies and establishing monitoring stations, sampling, site inspections and visits to factories and other polluting agencies, and preparing reports on the extent and gravity of pollution of river basins/ ambient air in his jurisdiction.
2. He will be responsible for making first hand scrutiny of applications for consents and recommending them to his superiors.
3. He will also be the controlling Officer for the purpose of administrative technical and financial powers as may be delegated to him within his jurisdiction,
4. He will also carry out such other duties as may be assigned to him by his superiors.

#### **Field Officer**

1. His main duty will be to know the Topography to collect the hydrological Data/Air Quality data.
2. He shall arrange to collect samples from the sampling and the monitoring points fixed by his superiors.
3. He would make prima-facie scrutiny of applications of consent and carry out such other duties as may be assigned to him by his superiors.

#### **Scientific Section:**

##### **Principal Scientific Officer :-**

- 1) He will be overall controlling officers for all the scientific activities including laboratories of the Board.
- 2) He will be responsible for giving guidance in respect of development and standardisation of different methods in relation to analysis of environment pollutants.
- 3) He will be responsible for research activities to be undertaken by the Board in various fields.
- 4) He will be responsible for planning and establishment of various Regional and Field Laboratories of the Board and inspection/working thereof.
- 5) He will be responsible for granting of recognition to the laboratories and inspections and working thereof.
- 6) He shall be responsible for investigation in the complaints of pollution covering the Laboratory aspects.
- 7) He will be responsible for development and maintenance of Air and Water quality surveys for different areas, rivers/creek, in the state and prepare status reports thereof.
- 8) He will assist authorities for implementation of various rules relating to manufacturer, storage, import, management and handling etc. of hazardous waste/chemicals covered under Environment (Protection) Act, 1986.
- 9) He will be responsible for making inventory of making hazardous waste and there disposal sites required in connection with Grant of Authorisation under Hazardous Waste (Management and Handling) Rules, 1989.
- 10) He will assist the authorities for identification of sites for disposal of Hazardous Waste.
- 11) He will be responsible for organising training of Laboratory Personnel covering the related aspects.
- 12) He will discharge duties administratively/financially within the powers delegated to his time to time.

- 13) He will be required to carry out such other duties as may be assigned to him by the superiors from time to time.

#### **Senior Scientific Officer :-**

- 1) He will be incharge of the Laboratory
- 2) He will be responsible for developing and standardising various methods in relation to analysis of Environmental Pollutants.
- 3) He should encourage, conduct and participate investigation and research relating to the analysis of Environmental Pollutants.
- 4) To assist and advise the Board in the matter of laying down Standards for Environmental Pollutants.
- 5) He should assist the Board in the matter of establishment/ grant recognition to Laboratories.
- 6) Periodical inspections of Boards Regional laboratories as well as laboratories recognised by the Board.
- 7) He should impart practical training to his subordinates from time to time.
- 8) He should coordinate with the legal department particularly for the purpose of adducing evidence as an Expert witness in Courts of Law.
- 9) He shall also discharge in duties administratively, financially within the powers delegated to him from time to time.
- 10) He will also be required to carry out such other duties as may be assigned to him by his superiors from time to time.

#### **Junior Scientific Officer :-**

1. Over all supervision over the total analytical activity.
2. Procurement of laboratory equipment's by following prescribed procedures.
3. Proper maintenance of indigenous and imported laboratory instruments.
4. Keeping himself abreast with modern advancements in Analytical Science.
5. To control and manage working of Regional Laboratories.
6. To plan and execute monitoring work with the aid and assistance of Mobile Monitoring Vans.
7. Guided by the analytical results, to prepare river wise/streamwise areawise Environmental Impact Assessment Studies/reports/profile.
8. To conduct special surveys for Auto- Exhausts, Noise Pollution, and other Environmental Pollutants.
9. He will also required to carry out such other duties as may be assigned to him by his superiors from time to time.
10. To Scrutiny / process the application related to BMW.

#### **Junior Scientific Assistant :-**

1. His prime job is to carry out Laboratory analytical tests for various parameters on the samples of water and waste waters.
2. He may also be required to carry out such other jobs and duties which may be assigned to him by his superiors.
3. Perform other duties as assigned by superiors from time to time.
4. To Scrutiny / process the application related to BMW.

#### **Laboratory Assistant :-**

- 1) To assist the chemists in the discharge of their day to day duties.
- 2) To maintain the record of receipt of samples, to index them properly, to write down the test asked for, to make copies of the test reports and to ensure despatch of the analytical reports to the respective field offices and /or private industries/laboratories.
- 3) To perform such other duty as may be assigned to him by his superiors.

## **Statistical Division –**

### **Statistical Officer:-**

1. To introduce and develop the sound system of building up of statistics under all activities of the board.
2. To prescribe forms and calendar of returns for various purposes.
3. To collect, dissect, compile and rearrange the statistical data according to different needs of the board.
4. To circulate the statistical data to all the subordinate offices of the board.
5. To have published the data in a telling manner in different media of publicity.
6. To institute “time, motion, studied and suggest norms of works.
7. To institute organisation and methods study and apply it to the activity under the board.
8. To attempt costing of activity under the board and to establish cost-benefitation wherever necessary.
9. To prepare graphical charts and develop other methods of illustrative elucidation of information required by the board.
10. To perform such other duties as may be assigned to this post by the superiors

### **Establishment Section:**

#### **Administrative Officer**

1. Direct recruitment to positions across all groups and the regularization of probationary periods.
2. Promotion from Group D posts to Group C posts, and from Group C posts to Group B posts, and implementation of the assured career progression scheme.
3. Proposals for transfers and postings of Group C and D employees, along with other service-related matters.
4. Canteen subsidies.
5. Administration of group insurance schemes for officers and employees.
6. Issuance of no-objection certificates, experience certificates, and clearance certificates for loans for officers and employees.
7. Taking appropriate action in connection with complaints against Group C and lower-level employees.
8. Matters relating to disciplinary proceedings and departmental inquiries against Group C and lower-level employees.
9. Recruitment of manpower on a contractual basis.
10. Asset and liability statements of officers and employees.
11. All types of leave of officers and employees.
12. Seniority list of officers and employees.
13. Compassionate appointment.
14. Attendance sheet, employee work schedule and allocation (Roster).
15. Proposals for medical advance, computer advance, vehicle advance, and festival advance for officers and employees.
16. Insurance, maintenance, and repair.
17. Vehicle arrangements – vehicle allocation.
18. Protocol arrangements for VIPs and guests.
19. Matters relating to cases before courts, the Legislature, the Lokayukta, and the Backward Class Commission.
20. To perform any other duties pertaining to the above matters as directed from time to time by the Hon’ble Chairman or Hon’ble Member Secretary.

### **Assistant Secretary (Establishment):**

1. Promotion of Group A category officers and implementation of the Assured Career Progression Scheme.



2. Promotion of officers from Group B to Group A posts, one-tier promotion, and implementation of the Assured Career Progression Scheme.
3. Matters relating to transfer and postings of officers in Group A and Group B, along with other service-related issues.
4. Matters relating to the pay, honorarium, and associated allowances of the Hon'ble Chairman and the Hon'ble Member Secretary.
5. Matters relating to annual increment and time scale of pay.
6. The staffing pattern for officers and employees of the Board.
7. Roster points and reservation for all categories.
8. Taking action in connection with complaints against officers in Group A and Group B.
9. Cases of disciplinary action / departmental inquiry against officers in the Group A and Group B categories.
10. Action in accordance with the recommendations of the Pay Commission.
11. All types of salary fixation.
12. Cases related to the Corruption Prevention Department.
13. Retirement-related cases and benefits, as well as final payments.
14. Deposit-linked insurance scheme.
15. Performance-related benefits.
16. To organize the Board of Directors' meeting.
17. Organization of award and felicitation programs for officers and employees.
18. Service/establishment matters not specifically assigned to any other officer.
19. Related to the above matters — cases before courts, the Legislative Assembly, the Lokayukta, and the Backward Class Commission.
20. Other work as directed from time to time by the Hon'ble Chairman / Hon'ble Member Secretary.

#### **Supreintendent:**

- 1) To ensure muster crossing daily and muster closing monthly.
- 2) To open, Mark and distribute daily Tapal.
- 3) To look after sanitary, security and transport arrangements.
- 4) To maintain roster of duties of peons, drivers, and chowkidars.
- 5) To process all service matters.
- 6) To perform such other duty as may be assigned to him by his superiors.

#### **Accounts Section:**

##### **Chief Accounts Officer:**

- 1) To function as an internal audit office and Financial Advisor to the Board.
- 2) To act as a collecting authority under the Water (P & CP) Cess Act, 1977 and Rules made thereunder.
- 3) To supervise the accounts wing of the Board.
- 4) To formulate the budget estimates, Plan estimates and to place the same before the Board/ State Govt.
- 5) To call for grant in aid in suitable instalments according to the financial requirements of the Board.
- 6) To invest part of the Board's funds which is surplus to immediate needs, in a remunerative mode of investment.
- 7) To prepare proposals to borrow money from approved sources by way of loans or issue of bonds, debentures etc. with the consent of State Govt.
- 8) To ensure safe-custody of cash and other securities valuables of the Board, if any.
- 9) To compile periodical and annual accounts of the Board, to place them before the Board for adoption and to forward them to the State Govt. as required under the act.
- 10) To attend to the Statutory Audits.
- 11) To act as treasury Officer of the Board.
- 12) To arrange the annual inspections of subordinate offices of the Board and physical verification of stock held by them.
- 13) To issue the utilization Certificate of Board fund.
- 14) To carry out such other Bonafede functions as may be entrusted to him by his superiors.

**Accounts Officer (Accounts & Audit):**

- 1) Responsible for the smooth running of accounts & Audit Wing of the Accounts section.
- 2) To accept and pass the bills for salary & T. A. bills (without limits), other bills etc.
- 3) To maintain the day-to-day accounts of the Board.
- 4) To ensure safe custody of cash and other securities, valuables of the Board.
- 5) To compile receipts/ expenditure with related information and Accounts periodically.
- 6) To comply the requirements of internal and/or statutory Audit.
- 7) To perform such other duties which will be entrusted by the authorities.

**Accounts Officer (Budget & Inspection) :**

- 1) Responsible for the smooth working of the Budget and Inspection Wing in the Accounts Section.
- 2) To prepare the budget of the Board.
- 3) To prepare proposals to borrow money from approved sources by way of loans or issue of bonds, debentures, etc.
- 4) To prepare proposals for obtaining grant-in-aid/ financial assistance from state/central Government.
- 5) The annual inspections and physical verification of stock of the subordinate offices of the Board.
- 6) The work related to issue of utilization certificate wherever required.
- 7) To deal with the schemes regarding C.P.F., Medical Reimbursement, Gratuity Conveyance, H.B.A., etc. and maintain the records and watch the recoveries thereof.
- 8) To perform such other duties as may be assigned by the superiors.

**Asst. Accounts Officer:**

- 1) To act as a Drawing and Disbursing Officer.
- 2) To pass bills for services and supplies.
- 3) To discharge functions relating to budget formulation/ Treasury Transactions/ Statutory Audit/ Internal Audit.
- 4) Will be responsible for maintenance of day-to-day Accounts of the transactions of the Board relating to general finance, cess fund etc.
- 5) To perform such other duties as may be assigned to him by his superiors.

**Accountant-Cum-Superintendent:**

1. Maintaining coordination between Regional Office and Regional Laboratories for administrative and accounting functions
2. To carry out the administrative and accounting functions of the Regional Office and Regional Laboratory smoothly
3. To supervise the accounting and administrative matters entrusted to the First Clerk / Clerk / Store Clerk in the Regional Office
4. To see the working arrangements of cheques/cash/cash etc. and to pass Dearness Allowance.
5. Checking cash book and checking receipts and payments, books of accounts.
6. Preparation of expenditure budget of Regional Office including Regional Laboratory and May every year  
To be submitted to the Accounts Department during the month.
7. Collating grant proposals of Regional Officers, Deputy Regional Officers and checking the same against budget estimates of Regional Laboratory and submitting monthly accounts to headquarters and clearing receipts within 7 days by Accounts Department.
8. Submitting statements of monthly receipts, payments, bank reconciliations etc. to the accounts department.

9. Traveling Allowance, Transfer Traveling Allowance, Leave. Checking and keeping accounts of travel discounts and purchases.
10. Inward entry of consent register and review of JVS register and see recovery of arrears
11. Conducting Quarterly Inspection / Stock Inspection of Sub Regional Office and Regional Laboratories.
12. Handling procurement cases in Regional Office including Regional Laboratory
13. Submission of Annual Consolidated Returns of Regional Office along with Regional Laboratory to Accounts Department in the month of April.

### **Head Accountant**

- 1) To check and scrutinize the cash book and allied record.
- 2) To scrutinize the bills of services and supplies.
- 3) To credit the remittances in the Bank which are in the nature of revenue receipts.
- 4) To file the annual returns of Income Tax, profession Tax and recoveries thereof,
- 5) To check and pass the imprest of subordinate Offices.
- 6) To watch the timely remittances of recoveries effected through salaries to outside, agencies, Post-Office, L.I.C. Accountant General, Bank etc.
- 7) To scrutinize the Bills
- 8) To propose investment of grant-in-aid which is surplus over immediate needs in a remunerative form.
- 9) To process applications for loans and advances.
- 10) To perform such other function as may be assigned to him by his superiors.

### **Library Asst.**

- 1) To classify the books, Periodicals, technical journals, technical reports, according to library Science.
- 2) To maintain an Index according to titles and according to authors and to up-date it from time to time.
- 3) To maintain a master register for all books etc. indicating purchase price.
- 4) To adopt fool-proof system of issue by introducing card system, if necessary.
- 5) To advise recoveries in case of losses.
- 6) To keep the Board on mailing list of renowned Book sellers/Publishers.
- 7) To ensure safe custody.
- 8) To acquire special type of glass cupboards and shelves for exhibition of books etc.
- 9) To perform any other function as may be assigned by the superiors.

### **Senior Stenographer:-**

1. To take dictation and to transcribe then into English/Marathi over the typewriter.
2. When not busy in dictation, he is required to do general typing work.
3. To supervise over the typing pool of the board and equitably distribute the typing load.
4. To preserve out stencils in proper manner so as to be handy for re-use.
5. To act as P.A. to whom he is attached.
6. To carry out miscellaneous duties such as maintenance of tour programs, attending telephone duties etc.
7. To take/give appointments of/to visitors.
8. To attend meetings and take down deliberations to facilitate drafting of minutes.
9. To assist the Administrative Officer in the matter of conducting stenography and typing tests.
10. To perform such other functions as may be assign to him by his superiors.

### **Junior Stenographer :-**

1. To take dictation and to transcribe then into English/Marathi over the typewriter.
2. When not busy in dictation, he is required to do general typing work.
3. To supervise over the typing pool of the board and equitably distribute the typing load.
4. To preserve out stencils in proper manner so as to be handy for re-use.
5. To act as P.A. to whom he is attached.

6. To carry out miscellaneous duties such as maintenance of tour programs, attending telephone duties etc.
7. To take/give appointments of/to visitors.
8. To attend meetings and take down deliberations to facilitate drafting of minutes.
9. To assist the Administrative Officer in the matter of conducting stenography and typing tests.
10. To perform such other functions as may be assign to him by his superiors.

### **First Clerk**

1. Preparation of all types of payments, its entries in the payment register and other subsidiary registers.
2. Keeping service books up-to-date, keeping records of casual leave and other leaves of all employees of the department including Regional Laboratory.
3. Maintenance of Cash Book with all Assistant Registrars..
4. Assisting the Accountant-cum-Superintendent in budget work.
5. To discharge the responsibilities of the Accountant-cum-Superintendent in the absence of that post.
6. To attend to all cases of leave and pay increment.
7. To carry out any other functions as may be assigned to him by his superiors.

### **Clerk / Store Clerk:-**

1. Necessary work with inward / outward and consent applications with D.D.
2. DR to receive Cash / DD / Cheque. Issuing.
3. Maintaining consent fee register, consent form, JVS revenue and maintenance account of mobile laboratory.

### **Store Clerk:**

- 1) Matters for purchase of materials and utilization of materials under the guidance of the Accountant-cum-Superintendent.
- 2) Maintenance of stock records.
- 3) Perform other duties assigned by superiors from time to time.

### **Senior Clerk:**

1. Handling service matters within the framework of rules and regulations
2. Submitting payments for supplies and services.
3. Corresponding on daily topics.
4. Keeping files and build-up records on the basis of 'one subject one file'
5. Acknowledgment of receipt of application for consent, renewal, cess fund etc.
6. Accounting for consent application fee, cess fee, appeal fee etc.
7. To perform other duties as assigned by superiors from time to time

### **Electrician :**

- 1.To attend to all the work of electrical installations such as new wiring, extensions to existing wiring, fixing of additional electrical points, for additional installations, repairs of electric fittings, repairs to Lab instruments which run on electricity.
2. To maintain air conditioning, repairing refrigerators, B. O. D. Incubators, Sterilisers etc.
- 3.To arrange temporary electrical fitting when exhibitions/ seminars are to be arranged.
- 4.To perform such other duties as may be assigned to him by his superiors.

**Storekeeper:-**

1. To inspect material according to specifications and to receive deliveries by physical count in good and sound condition.
2. To maintain safe custody of materials received and to arrange them in a neat and tidy manner.
3. To issue the material to the various sections as requisitioned.
4. To record measurements of materials received.
5. To carry out periodical verification of stocks and to report upon shortage and excesses for further action.
6. To maintain all the registers of a store branch which may include:
  - (i) Register of breakages
  - (ii) Register of losses with sanctions for write-off.
  - (iii) Register of Dead-stock.
  - (iv) Register for Equipment
  - (v) Register for Consumable Articles.
7. To perform such other functions as may be assigned to him by his superiors.

**Driver :-**

- 1) To maintain the vehicle committed to his charge in a road-worthy condition.
- 2) To keep the readings of mileage and movement of his vehicle.
- 3) To have his vehicle repaired through the help of Stores Superintendent / Store Keeper.
- 4) To arrange for safe parking of vehicle when not in use.
- 5) To perform any other duty as may be assigned to him by his superiors.

**Daftari :-**

- 1) To maintain the record of the office in a systematic manner year wise.
- 2) To propose destruction of old record according to procedure laid down.
- 3) To file the papers.
- 4) To perform any other duty as may be assigned to him by his superiors.

**Naik:-**

1. Supervise and arrange the roster duty of the soldiers under him.
2. Allotting time during the visit to the officer to whom he is attached.
3. Systematically looking after the arrangement of the work desk under him with the help of a soldier
4. Working independently as required.
5. To perform other duties as assigned by superiors from time to time.

**Roneo Operator :-**

- 1) To duplicate the stencils either on electrically operated Roneo machine or on a manually operated machine as may be available.
- 2) To operate Xerox printing machine as and when made available.
- 3) To operate a scanner and maintain it in its working condition.
- 4) To have the repairs carried out to the aforesaid machines through the help of Store Superintendent / Store Keeper.

To preserve out stencils of importance so as to be handy for reuse

**Peon :-**

- 1) To maintain general cleanliness in an office.
- 2) To do the filing, to arrange set of documents.
- 3) To attend calling bells of officers to whom he is attached.
- 4) To distribute tapal to other officers by hand delivery where so desired.

- 5) To perform outdoor duty wherever necessary.
- 6) To assist the Store Keeper/Stores Superintendent in the matter of annual/periodical stock verification duties
- 7) To perform any other duty as may be assigned to him by his superiors.

**Tracer :-**

- 1) He will be responsible for meeting the drawing branch requirements of the office to which he will be attached.
- 2) He will also carry out such other duties as may be assigned to him by his superiors.

**Draftsman :-**

- 1) He will be responsible for the maintenance and upkeep of the drawing office instruments of the Board. While he will be responsible for the safe custody and account of degree – sheets and toposheets, he will also be responsible for meeting the office requirement of tracing Ammonia-prints and their enlargement, if necessary.
- 2) He will also carry out such other duties as may be assigned to him by his superiors.
- 3) He will be responsible for meeting the drawing requirements of the office to which he would be attached. He will also carry out such other duties as may be assigned to him by his superiors.

**Chowkidar:-**

- 1) To maintain the overall security of the office, and it's various assets, records from pilferage/damage/theft/sabotage during and outside working hours/days.
- 2) To report any contingency to the officers / authorities of the board, who have been provided with residential telephones.
- 3) To carry out duties of a peon when there is shortage of peons on duty.
- 4) To perform any other function as may be assigned to him by his superiors.

**Executive Engineer Section:**

**Executive Engineer:-**

Executive Engineer is overall In-charge of Executive Engineer Section. To look after all estates, buildings, office premises of the Board in Maharashtra State.

**3. The procedure followed in decision making process including channels of supervision**

The Board functions as per the Provisions of the Water (P&CP) Act, 1974 Air (P&CP) Act, 1981, Water (P&CP) Cess Act 1977 & Rules under Environment (Protections) Act, 1986.

In the Technical Division cases are, generally, processed at the Field Officer level and the files are submitted to Sub Regional Officer/ Regional Officer / Abatement Engineer / M.S /Chairman as per the requirement of each case.

In the Law Division the cases are generally processed at the A.L.O and the files are submitted to L.O/Sr. L.O./Member Secretary/Chairman, as per the requirement of each case.

In Establishment and Accounts section cases are processed at the section level and files are submitted to Asst. AO/AO/CAO/MS and Chairman as per the requirement of each case.

In the Laboratory samples are analysed by JSA/JSO and the results are submitted to SO/SSO and then to the concerned.

## Delegation of Powers to Grant Consent

In order to bring simplification and speedy disposal of consent application, Board has delegated powers to Officers, Consent Committee and Consent Appraisal Committee.

### These are enclosed in Annexure – I (A)

In case of Health Establishment, authorization is handled by the Head Office if capacity is higher than 50 Patient and if the capacity is less than 50 patient, the related functions are handled by the Regional Office.

Under the Noise Pollution (Regulation and Control ) Rules,2000 as amended in 2009 Member Secretary and any officer of Maharashtra Pollution Control Board not below the rank of Deputy Superintendent of Police are declared as designated Authority.

## 4. Norms Set by Board For the Discharge of Its Functions:

Norms set for Consent Clearance is enclosed as Annexure – I(B)  
Inspection / sampling norms for industries are as under;

Sr.No.	Type of Industry	Category	Sampling frequency
1	Large	Red	Monthly
2	Medium	Red	Quarterly
3	Small	Red	Once in 6 months
4	Large	Orange	Quarterly
5	Medium	Orange	Once in 6 months
6	Small	Orange	Once in a year

Field Visits FO, SRO and ROs are assigned through IMIS module : Randomized Visit Scheduler.

## 5. Rules, Regulations, Instructions, Manuals and Records, Held by Board or under its Control or used by its employees for discharge of its Functions.

Presently, following Legislations / Regulations / Notifications are being applied by the Maharashtra Pollution Control Board with functions (in some cases partly.). These are as under.

- 1) Water (Prevention and Control of Pollution) Act, 1974
- 2) Air (Prevention and Control of Pollution) Act, 1981
- 3) Maharashtra Water (Prevention and Control of Pollution) Act, 1983
- 4) Maharashtra Air (Prevention and Control of Pollution) Act, 1983
- 5) Maharashtra Biodegradable and non – biodegradable Waste (Control) Act, 2006 and Maharashtra Plastic Carry Bags (Production & Usages Rules, 2006)

## 6.Environment (Protection) Act, 1986 and Rules & Amended Rules made thereunder, which are as under

- Environment (Protection) Rules, 1986 and Environment (Protection) Amendment Rules, 2016
- The Hazardous and other Wastes (Management & Transboundary Movement) Rules, 2016
- The Bio-Medical Waste Management Rules, 2016
- The Solid Waste Management Rules, 2016

- The Construction and Demolition Waste Management Rules, 2016
- The Plastic Waste Management Rules, 2016
- E-Waste (Management) Rules, 2022
- The Manufacture, Storage, and Import of Hazardous Chemicals Rules, 1989
- The Plastic manufacture, Sales & Usage Rules, 1999.
- The Noise Pollution (Regulation and Control) Rules, 2000 as amended in 2010.
- Battery Waste Management Rules, 2022
- The Wetlands (Conservation and Management) Rules, 2010.

### **Notifications**

- Environment Impact Assessment Notification, 2006.
- Coastal Regulation Zone notification 2011.
- Right to Information Act – 2005
- National Green Tribunal Act, 2010
- Implementation policy - 2016

Under the provisions of Water and Air Acts, an entrepreneur running or establishing any industry or process, an effluent / emitting pollutants into any water resources or on land / air and polluting thereby the environment is required to obtain consent, which needs to be obtained in two phases;

### **Consent to Establish Procedure:**

- Applicant registers on the online website to  
<http://www.ecmpcb.in/> <http://maitri.mahaonline.gov.in/> <http://aplesarkar.mahaonline.gov.in>
- Applicant has to complete a one-time verification at the respective sub regional office
- Applicant has to complete a one-time verification at the respective sub regional office
- Once registered, applicant files application online.
- Then the application is shown as "Document Pending", 4 compulsory documents need to upload online then the status changes to "Payment Pending". Industry will have to pay the fees online as per fees structure <http://www.mpcb.gov.in/consentmgt/waterairact.php#fees>. Industry will have to update the payment details and on approval of application changes to "Payment Approved".
- SRO assign the application to Field officer. Once the field officer reviews the application, he/she Push the application through the Integrated Management information system (IMIS), the application status changes to "In Process". Field officer scrutinize the application, visit the industry (for establishment and first operate) & put their recommendation / visit report and submit it to Sub Regional Officer.
- Now depending upon the category and the Capital Investment of the industry the application is forwarded through IMIS as per delegation of power. Refer below link:  
<http://www.mpcb.gov.in/consentmgt/waterairact.php>
- The concerned authority will scrutinize the application, if it is fine then the application is granted in IMIS and then status will be changed to "Approved" on the online portal followed by uploading the signed consent copy. Otherwise if the application is not fine, then the application is rejected in IMIS and notify the Entrepreneur by marking the application status as "Rejected". Industry can download the consent copy from online portal.



### **Consent Letter Procedure for Establishment of Industry:**

- Applicant shall first register at the website <http://www.ecmpcb.in/>
- The applicant will undergo complete scrutiny of the application once by the concerned Sub-Regional Office.
- After completing the registration process.  
The applicant will submit the application online. Then the message "Document Pending" will appear, It is necessary to submit the required documents online. Then it says "Charge Pending". Message will appear. As per industry fee structure
- Online <http://www.mpcb.gov.in/consentmgt/waterairact.php#fees>. Pay the fee. Industry should update the fee statement, after approval of the application it will change to "FEE APPROVED".  
The Sub-Regional Officer shall submit the application to the Area Officer. Area Officer after scrutinizing the application
- Will introduce "Through Integrated Information Management System". The status of the application will appear as "In Process". The Area Officer will scrutinize the application and visit the industry (for setting up and commissioning the industry) and submit a recommendation/visit report to the Sub-Regional Officer. As per the right conferred by the category of industry and capital investment
- Through the link below, applications will now be submitted to the Delegates as per the authority of the Authority through "Integrated Information Management System" based on the category of industries and capital investment. <http://www.mpcb.gov.in/consentmgt/waterairact.php>  
The concerned authority will scrutinize the application. If the application is properly submitted, the application will be approved "through integrated information management system" and marked as "approved" in the online system and a copy of the signed consent form will be provided.
- Go otherwise if the application is ineligible then the application will be rejected through the system and the status of the application will show as "Rejected". The industry can obtain a copy of the consent letter from the portal.

### **For other forms:**

Entrepreneur has to apply for online application from the below list to apply for authorization or annual return services.

- Hazardous Waste Authorisation (Form-1)
- Hazardous Waste Annual Return (Form 4)
- Hazardous Waste Trader Registration (Form 7)
- Hazardous Waste Accident Report (Form 11)
- Hazardous Waste Appeal (Form 12)
- Bio-Medical Waste Authorisation
- Bio-Medical Waste Annual Return
- Municipal Solid Waste (MSW) Authorisation
- Municipal Solid Waste Annual Return
- E-Waste Annual Return
- E-Waste Authorisation – Dismantling and Recycling (Form 4)
- Environment Statement (Form V)
- Water Cess Return (Form I)
- Construction & Demolition Waste Authorisation

Entrepreneurs need to pay the consent fee as per the statement given below. Consent validity in red, orange and green category industries is one, two and three years respectively. Enterprises can obtain a permit for a period of 5 years, 10 years and 15 years by paying an appropriate fee. As per Government resolution dated 25/08/2011 Consent fee has been revised.

**As per Section 25 of the Water (Prevention and Control of Pollution) Act, 1974, no person without the prior consent of the State Board :-**

- A) Steps taken for the establishment or installation of any industry or process and disposal system, its extension or additional system which is likely to cause the discharge of sewage or industrial effluents to mix with ground drains, watercourses or wells, or
- B) Any new or alternative arrangement for sewage disposal or

C) Shall not create or initiate any new flow of sewage.

- (1) Under the provisions of section 26 of the Water (Prevention and Control of Pollution) Act, 1974, any person shall obtain the consent of the Board before discharging sewage on land, industrial sewage, into any stream or into covered drains.

According to Section 21 of the Air (Prevention and Control of Pollution) Act, 1981, no person shall establish or operate any industry in the air pollution control area of the State without the prior consent of the State Board.

- (2) The pattern of consent letter application form of the State Board, the details thereof and the information to be asked along with it should be prescribed in a specific manner.
- (3) The State Board is empowered to inquire into such consent application. The prescribed method will be used for that.
- (4) The State Board may grant consent subject to certain conditions.
  - A certain fee has to be paid and submitted in the prescribed format along with the consent application from the State Board. Also the statement of industrial plant and other relevant information has to be given in the prescribed format.
  - The State Board shall, within a period of four months after receipt of the consent application, grant or refuse the consent subject to certain conditions in writing. Consent letters are granted in following two forms.
  - **Consent for establishment of industry:** Before setting up an industry or processing plant such a consent letter is required.
  - **Consent for operation of industry:** Consent letter for operation of industry must be obtained after establishment of the industry or process with necessary pollution control system. That consent must be renewed regularly. For which a fixed period is given.
  - If the conditions imposed by the Board are not complied with as per Section 27 of the Act, the consent letter is rejected.

**Fees for combined consent for one term under Water and Air Acts:**

Sr. No.	Capital Investment of Industry (including land, building, machinery without depreciation)	Consent to Establish	Consent to Operate
1.	More than Rs. 100 Crores	0.02% of Capital Investment	0.02% of Capital Investment
2.	Between Rs. 75 Cr. To 100 Cr.	Rs.1,25,000/-	Rs.1,25,000/-
3.	Between Rs. 50 Cr. To 75 Cr.	Rs.1,00,000/-	Rs.1,00,000/-
4.	Between Rs. 25 Cr. To 50 Cr.	Rs.75,000/-	Rs.75,000/-
5.	Between Rs. 10 Cr. To 25 Cr.	Rs.50,000/-	Rs.50,000/-
6.	Between Rs. 5 Cr. To 10 Cr.	Rs.25,000/-	Rs.25,000/-
7.	Between Rs. 1 Cr. To 5 Cr.	Rs.15,000/-	Rs.15,000/-
8.	Between Rs. 60 Lacs. To 1 Cr.	Rs. 5,000/-	Rs. 5,000/-
9.	Between Rs. 10 Lacs. To 60 Lacs	Rs. 1,500/-	Rs. 1,500/-
10.	Below Rs. 10 Lacs	Rs. 500/-	Rs. 500/-

For Mining Project, in addition to Consent fees charged on the basis of capital Investment, Rs. 0.40/ton will be charged every year.

**For Local Bodies (under Water Act) Consent Fee**

Municipal Corporation	Rs. 1,00,000/-
“A” class Municipal Council	Rs. 50,000/-
“B” class Municipal Council	Rs. 5000/-
“C” class Municipal Council	Rs. 2000/-

This fee will be payable through e-payment gateway / RTGS and NEFT.

Authorization fee under Bio-Medical Waste (Management) Rules, 2016 (as per Maharashtra Government Resolution No. ENV/1098/559/PK259/TC1.dt.10.4.2003, was cancelled as per Goveernment Resolution No. BMW2022/PK.56/TK.1dt.10, October, 2022.) The Consent fee as below is applicable for Combined Consent and Bio Medical Waste Authorization as per Government Resolution No. Biomedical 0724/Pr.No.57/TK.1, dated 21 August, 2024)

Sr.No.	Health Care Establishment	Fees (in rupees) per term
1.	Zero hospital beds (*)	1,000/- (for zero beds One term = three years)
2.	1 – 10 Hospital beds	2,000/-
3.	11 – 50 Hospital beds	5,000/--
4.	51 - 100 Hospital beds	15,000/-
5.	101 – 300 Hospital beds	50,000/-
6.	301 – 500 Hospital beds	1,00,000/-
7.	501 – 1000 Hospital beds	2,00,000/-
8.	More than 1000 Hospital beds	5,00,000/-
9.	Pathological Laboratory, Blood Bank, Diagnostic Center	5,000/-
10.	Biomedical Waste Management Center	1,00,000/-
This fee will be paid in two modes online/offline on the link provided after filling the application form.		

**Appeal:**

Any person against an order passed by the State Board under Section 25, Section 26 or Section 27 may file an appeal before the Appellate Authority constituted by the State Government within thirty days from the date of receipt of the order.

**Penalty:**

- Water (Prevention and Control of Pollution) Amendment Act, 2024.** - The Ministry of Environment, Forest and Climate Change, Government of India has made the following amendments.

**Section 41A** - (1) Whoever contravenes or does not comply with any order or direction issued under clause (c) of sub-section (1) of section 32 or any direction issued by a court under sub-section (2) of section 33 or any direction issued under section 33A, shall, in respect of each such contravention or

noncompliance, be liable to pay the penalty which shall not be less than ten thousand rupees, but which may extend to fifteen lakh rupees.

**Section 43** - Whoever contravenes the provisions of section 24, shall be liable to pay the penalty which shall not be less than ten thousand rupees, but which may extend to fifteen lakh rupees and where such contravention continues, he shall be liable to pay an additional penalty of ten thousand rupees every day during which such contravention continues.

**Section 44** - Where for the purpose of grant of a consent in pursuance of the provisions of section 25 or section 26, the use of a meter or gauge or other measure or monitoring device is required and such device is used for the purposes of those provisions, any person who knowingly or willfully alters or interferes with that device so as to prevent it from monitoring or measuring correctly shall be liable to pay penalty which shall not be less than ten thousand rupees, but which may extend to fifteen lakh rupees.”

**Section 45B** - (1) The Central Government, for the purposes of determining the penalties under the provisions of this Act shall appoint an officer not below the rank of Joint Secretary to the Government of India or a Secretary to the State Government to be the adjudicating officer, to hold an inquiry and to impose the penalty in the manner, as may be prescribed.

**Section 45E** - (1) Whoever fails to comply with the provisions of section 25 or section 26, in respect of each such failure, shall be punishable with imprisonment for a term which shall not be less than one year and six months but which may extend to six years and with fine, and in case the failure continues, with an additional fine which may extend to fifty thousand rupees for every day during which such failure continues after the conviction for the first such failure.

2. **Air (Prevention and Control of Pollution) Amendment Act, 2024 :-** The Ministry of Environment, Forest and Climate Change, Government of India has made the following amendments:

**Section 37 – Failure to comply with the provisions of Section 22 or the directions issued u/s 31A of the Air Act, 1981 :-** (1) Contravenes or does not comply with the provisions of section 22 or directions issued under section 31A, shall, in respect of each such contravention , be liable to pay penalty which shall not be less than ten thousand rupees, but which may extend to fifteen lakh rupees (2) Where any person continues contravention under sub-section (1), shall be liable to pay an additional penalty of ten thousand rupees for everyday during which such contravention continues.

**Section 39 – Penalties for contravention of certain provisions of this Act :-** If any person contravenes any of the provisions of this Act or any order or directions issued thereunder, for which no penalty has been provided in this Act, shall be liable to pay the penalty, which shall not be less than ten thousand rupees, but which may extend to fifteen lakh rupees, and where such contravention continues, he shall be liable to additional penalty which may extend to rupees ten thousand rupees for every day during which such contravention continues”

**Section 39A – Adjudicating Officer :-** (1) The Central Government, for the purposes of determining the penalties under sections 37, 38, 38A and section 39, shall appoint an officer not below the rank of the Joint Secretary to the Government of India or a Secretary to the State Government to be the Adjudicating Officer, to hold an inquiry and to impose the penalty in the manner, as may be prescribed. Provided that the Central Government may appoint as many Adjudicating Officers as may be required.

## 6. Statement of the Categories of Documents that are held by Board or under its Control:

- 1) Consent applications received in Board. These files are kept for one year from validity of consent and are available for view after the date of decision in Matter.
- 2) The order files including directions are returned to concern Regional Office.

- 3) Pending High Court petition files, pending Supreme Court petition files, pending appeal under Water, Air and Environment files, pending appeals under RTI Rules, 05; Judgments and orders in respect of disposed of cases from the High Courts and Supreme Court for last 3 years from the date of decision in the matter, available with the legal department.

The judgments and orders of Lower Courts in respect of cases filed by the Regional Officers and Sub –Regional Officers will be available with the respective Regional Officers and Sub-Regional Officers for last 3 years from the date of decision in the matter, Minutes of the Board Meeting for last 3 years. Besides that some of the files regarding the matters pertaining to Head Quarter legal issues including pending matters before various Forums like Appellate Authorities under Environmental Laws, State Consumer Forum, Labour Court, State Information Commission, Human Rights Commission, High Court and Supreme Court matters of the Board may be available provided those cases are referred to the legal department.

#### **Matters relating to the following Acts and Rules**

1. Water (Pollution Prevention and Control) Act, 1974, Air (Pollution Prevention and Control) Act, 1981.
2. Hazardous Waste (Border) Rules, 2016
3. Municipal Solid Waste (Management and Handling) Rules, 2000
4. Biomedical Waste (Management) Rules, 2016 and Amendment Rules.
5. Maharashtra Inorganic Disposal Waste (Control) Act, 2006.
6. Maharashtra Plastic Bags (Production and Use) Rules, 2006
7. Noise Pollution (Regulation and Control) Rule 2000, Amendment Rule- 2009.
8. Lead acid battery (management and handling) Rules, 2001
9. Copy of Act above.
10. Statistics reports, Annual reports and Performance budgets.
11. Environmental Impact Assessment Notification.
12. Implementation of Hazardous Waste (Border Transport) Rules, 2008.
13. The official carrier for carrying hazardous waste.
14. Authorized agencies to recycle and process hazardous waste.
15. Information about common hazardous waste processing disposal facilities.
16. List of hazardous waste generating industries.
17. Computer presentation of the Statement.
18. Consent Certificate / No Objection Certificate / Authority issued to Industries.
19. Guide to hazardous waste transportation and incineration
20. Action Report (Hazardous Waste)
21. Detailed Electronic Waste (Management and Handling) Rules of Official Electronic Waste Disposal, Recycling and Collection Centre
22. Air quality information under NAMP / SAMP and CAQMS.
23. Sound pollution monitoring at the festival.
24. Action Plan for the area with the Environmental Pollution Index.

7. **Details of any arrangements in place for exchanging views with the public or making representations from the public in connection with the formulation or implementation of the policy.**

The Board holds consultation with experts in the field of environment, NGO's, institutions on important environment related issues. The Board also holds public Hearings for environmental Clearances of the projects. Members of the public have free access for filing complaints in respect

of pollution. For this purpose a separate complaint grievance and redressal section is established in the Board.

**8. Statements of boards, councils, committees and proceedings of two or more persons constituted as part of the board or for advisory purposes, and of whether or not their meetings are open to the public or how the minutes of such meetings are accessible to the public;**

Under Section 9 of the Water (Prevention and Control of Pollution) Act, 1974, Section 11 of the Air (Prevention and Control of Pollution) Act, 1981, various committees have been constituted in the Board for the smooth performance of its functions and for efficient and effective implementation of the Acts and Rules. The following committees were constituted during the reporting year for specific functions.

1. Consents Committee
2. Consents Appraisal Committee
3. Departmental promotion committee
4. Registration Process Monitoring Committee under Hazardous Waste (Management Handling and Border Transport) Rules, 2008 and Electronic Waste (Management and Handling) Rules, 2011.
5. Purchase Committee
6. Medical Reimbursement Committee
7. Industry Classification Committee
8. Tank Farm Committee
9. Hazardous Waste Recycling / Recycling Committee
10. Appellate Committee
11. Technical committee under product mix
12. By – Product and Hazardous Waste categorization
13. Committee for verification of applications for authorization of municipal solid waste processing centres.

Minutes of meetings of all committees are published on the Board's website (<http://www.mpcb.gov.in>)

**9. Directory of Board's Officers and Employees:**

Enclosed as Annexure -II

**10. Monthly Remuneration received by each of its Officers and Employees, including the system of compensation as provided in its regulations:**

Enclosed as Annexure – III

**11. The Budget allocated to Board for the financial year 2022-23**

Enclosed as Annexure –IV

**12. The Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such:**

There is no set programme for subsidy. Generally 5% of the total project cost is given by the Board as subsidy. Beneficiaries include industries, hospitals, Local bodies, NGOs and Academic institutions.

### **13. Particulars of Concession, Permits or authorizations granted by it:**

Industries, Hospitals and local bodies are required to obtain consent/authorization as provided under the Acts/Rules

### **14. Details in respect of the information, available to or held by Board Reduced in an electronic form:**

- Consent issued month wise.
- Daily status of consent application.
- Legislation / Notifications
- Treaties / Conventions / Declarations
- Compiled Rules
- CRZ Notification
- EIA Notification
- Construction of second liquid chemical / specialized grades of POL product berth off Pirpau by M/s Mumbai Port Trust
- Gazette issued by Government of Maharashtra
- Gazette issued by Urban Development and Public Health Department
- Government of Maharashtra regarding Reconstitution of Board actions
- Maharashtra Prevention of Water Pollution Act
- Implementation of Water (P&CP) Act, 1974 and Air (P&CP) Act, 1981
- Implementation of Hazardous Waste (T M &T) Rule, 2008
- Lower Court Matters.
- Information in respect of Abattoirs / Slaughter Houses
- Important Judicial Decisions
- Other Important Judicial Decisions (MPCB is not a Party)
- Appeals Under Environmental Law
- Achievements
- Legal action status year 2013 ( till 30 June, 2013)
- Authorized registered transporters of HW
- Authorized/registered recycler, pre-processors of HW
- Details of shared hazardous waste processing and disposal facilities
- Details of CHWTSDF
- Details of common bio-medical incineration facilities etc.
- Inventory of HW generating units
- Computerized Presentation of Prospectus
- Consents/NOC/Authorization granted to industries
- Guidelines for HW transportation, incineration
- Action taken report for Hazardous Waste.
- Water Quality data, Air Quality data, Statistical information & Annual reports.

Entrepreneur applies online for Consent / Authorisation application and for various other online submission. Board's internal Consent/ authorisation and other online form processing is also computerised through IMIS Software. Air and Water quality data is also uploaded on Board's website on monthly basis. CETP , Hazardous Waste and other Waste ( Municipal Solid Waste, Bio-Medical Waste, etc.) are regularly uploaded on Board's website. Board's entire English version website is also available in Marathi version.

**15. Particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, are maintained for public use:**

The Board has its 12 Regional Offices and 44 Sub-Regional Offices and 8 Laboratories established across the State. (Please refer Annexure-II). Board's Library located at HQ office, Mumbai, is for only Board's staff and not for general public.

**16. The names, designations and other particulars of the Public Information Officers:**

**Enclosed as Annexure – V**

**Annexure-I (A)**

**Delegations of Powers to Grant Consent:**

With a view to smooth and easy access to the consent letter by the industries and to simplify the consent process, the Board has delegated the authority to grant consent to the officers of the Board, Member Secretary and the Consent Verification Committee.

Sr. No.	Authority	Red Category	Orange Category	Green Category	Consent / Authority Letter to be provided to Local Authorities (including Cantonment Board) and other Planning Authorities	Infrastructure Projects such as townships, IT Parks, SEZ, Highways, Irrigation Projects, Building and construction projects.
1	Sub Regional Officer	---	---	Up to Rs. 100 crores	'C' Class Municipal Councils	---
2	Regional Officer	Up to Rs. 10 Crores	Up to Rs. 150 Crores	Above Rs.100 Crores Up to Rs.500 Crores	'B' Class Municipal Councils and Cantonment Board	Up to Rs. 25 Crores
3	Head of the Department	Above Rs. 10 Crores Up to Rs. 50 Crores	Above Rs. 150 Crores Upto Rs. 500 Crores	Above Rs. 500 Crores Upto Rs. 1000 Crores	'A' Class Municipal Councils	Above Rs. 25 Crores Upto Rs. 100 Crores
4	Consent Committee	Above Rs.50 Crores Upto Rs. 150 Crores	Above Rs. 500 Crores Upto Rs. 1500 Crores	Above Rs. 1000 Crores Upto Rs. 4000 Crores	All Municipal Corporations	Above Rs. 100 Crores Upto Rs. 750 Crores
5	Consent Appraisal Committee	More than Rs. 150 Crores	More than Rs. 1500 Crores	More than Rs. 4000 Crores	----	More than Rs. 750 Crores

**Note:-**

- Where Stringent legal action like prosecution /Final Closure direction have been given in the past one year, the cases of grant of renewal will be referred to next higher authority for all category of industry for grant or refusal of Consent.
- All figures mentioned above are pertaining to Capital investment. The capital investment including land, building, plant and machinery, without depreciation shall be considered as per C.A. Certificate/Annual report.



- The applications under the delegated power of RO should be processed by respective are SRO and submitted to RO for decision. Similarly, the applications under the preview of SRO delegated powers shall be processed by FO.
- The cases involved in any court case, in ecological fragile areas like Dahanu, Matheran, Mahabaleshwar, Panchgani, Murud Jangira etc; RRZ; Bhatsa area; cases of Registration of recyclers & reprocesses be dealt with approval of Member Secretary.

Delegation of powers for granting consolidated consent and authorization to Health Care Establishments, Bio-medical Waste, and CBWTF (Common Bio-Medical Waste Treatment Facilities)

Sr.No,	Category	Protected Healthcare organization	Authority
1.	I	a) Healthcare organization up to 25 beds (in-patient only)"	Sub Regional Officer
2.	II	a) Pathological treatment laboratory More than 1000 patients per month b) Healthcare organization with 26 to 50 beds	Regional Officer
3.	III	a) Healthcare organization with 51 to 100 beds. b) CBWTF located at other than Municipal Corporation area.	Head of the Department
4.	IV	a) Healthcare organization with 101 to 200 beds b) CBWTF located at other than Municipal Corporation area.	Consent Committee
5.	V	a) Healthcare organization with more than 201 beds	Consent Appraisal Committee

#### **Annexure 1(B)**

1. For those projects on which stringent legal action such as prosecution or a Final Closure Direction has been taken in the previous one year, the cases for renewal of consent will be referred to the next higher authority for all categories of industries, who will decide whether to grant or refuse the consent.
2. Cases that are related to any judicial proceedings and that are in environmentally sensitive areas — such as Dahanu, Matheran, Mahabaleshwar, Panchgani, Murud Janjira, Bhatsa, etc. — shall be handled at the Headquarters (HQ) level, and decisions shall be taken with the approval of the Member Secretary.
3. Cases relating to hazardous waste, plastic and e-waste recyclers/reprocessors for consent will be handled by the Regional Officer (Headquarters). Also, cases for authorization of hazardous waste and e-waste recyclers/reprocessors, and registration of plastic waste industries will be processed by the Regional Officer (Headquarters) and decisions will be taken with the approval of the Member Secretary

### Annexure-I (C)

#### Action regarding Consent under the Water and Air Acts

Sr. No.	Details	Work Time / Period	Address of concerned officer	Remarks
1	Consent applications under the Water Act, Air Act, and Hazardous Waste (Management) Rules can be submitted online.	Online.	Office of Regional officer and Sub Regional Officer	Online application forms can be submitted through MPCB website, Maitri, Aple Sarkar portal. <a href="http://www.ecmpcb.in/">http://www.ecmpcb.in/</a> <a href="http://maitri.mahaonline.gov.in/">http://maitri.mahaonline.gov.in/</a> <a href="http://aplesarkar.mahaonline.gov.in">http://aplesarkar.mahaonline.gov.in</a>
2	Time limit for notifying errors in the application	*Seven days	Office of the Sub Regional Officer	
3	Duration for the inspection of technical issues and the site after error rectification	*Seven days	Field Officer in the concerned SubRegional Office	

\*After receipt of application to Office

Note- Above time limit is valid for complete application without discrepancies

#### Period for granting consent after examination

Sr. No.	Application	Period (in days)		
		Red	Orange	Green
1.	Grant or refusal of Consent to establish	60	45	30
2.	Consent to operate, first Time	90	60	30
3	Renewal of consent or expansion or amendment	120	60	30

**Annexure-II**  
**Directory of Officers/Employees of the Board:**

<b>Designation</b>	<b>Name of officer</b>	<b>Extension No.</b>	<b>Telephone No.</b>	<b>Mobile No.</b>
<b>Chairman Section</b>				
Chairman	Shri. Siddesh Ramdas Kadam	301	67808801	
Field Officer	Shri. Sharad Pawar	322		8169475034
Sr. Cl.	Shri. Harshad Naik	347	67808800	
<b>Member Secretary Section</b>				
Member Secretary	Shri. M.Devender Singh, (I.A.S.)	302	67808802	
Junior Stenographer	Mrs. Jyoti Pravin Vedante	344	67808800	7738536752
<b>Department of Water Pollution Abatement Engineer</b>				
Water Pollution Abatement Engineer	Shri. Jagannath Salunkhe	333	67808806	9822048330
Sub Regional Officer	Shri. Ajit Patil	317	67808800	7021354247
	Smt. Seema Mangulkar			9423149480
Field Officer	Dr. Dayeshwar v. Tuljapurkar	330	67808800	9028644697
	Shri. Sagar Varhekar	305	67808800	9619900780
	Shri. Avinash Kadle	305	67808800	9960354402
	Shri. Sameer Vastre	305	67808800	9764220852
	Shri. Uday Dilip Yadav	329	67808800	9766749394
<b>Principal Scientific Officer Division</b>				
Principal Scientific Officer	Dr. Vishwajit Ramesh Thakur	306	67808805	9422945882
Scientific Officer	Smt. Sumitra Mahajan	318	67808800	9004346035
Field Officer	Shri. Indrajit Deshmukh	335	67808800	9930119973
<b>Department of Air Pollution Abatement Engineer</b>				
<b>Air Pollution Abatement Engineer</b>	I/c Shri. Satish Padwal	303	67808803	8624062058
Sub Regional Officer	Shri. Prakash B. Jadhav	312	67808800	9049764646
Field Officer	Shri. Ajit R. Suryavanshi	315	67808800	9763645555
	Shri. Bajirao Malvekar	336	67808800	8419915969
	Shri. Sunil A. Sonkamble	336	67808800	9819220260
<b>Assistant Secretary (Technical) Department</b>				
Assistant Secretary (Technical)	Shri. Rajendra Rajput	304	67808804	7972281411
Sub Regional Officer	Shri. Pravin V. Patil	317	67808800	9920160505
	Shri. Sandeep Tope	313	67808800	9689774777
Field Officer				
<b>Maitri Section</b>				
Regional Officer	Mr. Sagar V. Auti			8600261782
Sub Regional Officer	Mr. Padmakar B. Hajare			7387550037
<b>Assistant Secretary (Establishment) Department</b>				
Assistant Secretary (Establishment)	Smt. Neeta Bhore	203	67808823	9769450955
<b>Establishment Department</b>				
Administrative Officer	Dr. Pramod Nandgaonkar	211	67808831	9819055843
<b>Accounting Department</b>				
Chief Accounts Officer	Shri. ShyamKumar R. Patil	204	67808824	9869365974
Chief Accounts & Finance Officer	Smt. Shilpa Khale	208		9869236197

Accounts Officer	Smt. Sujata Balraj Shetye.	202	67808822	9820566053
Accounts Officer (Audit)	Mr. SushilKumar G. Sawant.	403	67808814	9821646747
<b>EC MPCB Cell</b>				
Accounts Officer	Mr. SushilKumar G. Sawant (Additional charge)	403	67808814	9821646747
<b>Regional Officer (BMW) Department</b>				
Regional Officer	Smt. Indira Gaikwad	309	67808809	9822841731
Sub Regional Officer	Smt. Meena A. Pawar	319	67808800	8149219803
Field Officer	Shri. Sandeep B. Shinde	328	67808800	9960430007
	Shri. Mahesh Chavan	335	67808800	9004453288
<b>Regional Officer (HQ) Department</b>				
Regional Officer	Smt. Sneha Kamble	308	67808808	9967467909
Sub Regional Officer	Smt. Kalyani Kulkarni	318		9869228121
Field Officer	Shri. Dineshbhai Bhikabhai Vasava	323	67808800	9158004297
	Shri. Prabhakar Vavde	328	67808800	9156655864
<b>Consent Appraisal Committee (CAC) Department</b>				
Field Officer	Smt. Poonam Parshettye	329	67808800	8080158961
	Shri. Sangram Sanjay Nimbalkar	323	67808800	9930414999
	Shri. Bhagwan Maknikar	331	67808800	9423727683
	Shri. Yogesh Dilip Patil	323	67808800	9767361482
	Shri. Abhijeet Kasbe	331	67808800	9545446688
	Shri. Pradeep Khuspe	336	67808800	9769538134
<b>Statistical Department</b>				
Statistical Officer	Shri. Dinesh M. Sonawane	413	67808815	9987512960
<b>Department of Environmental Information Centre</b>	Shri. Dinesh Sonawane (Additional Charge)	413	67808815	9987512960
<b>Policy and Law Department 1</b>				
Law Officer	Smt. Netra Nitin Chaphekar	201	67808821	9769008347
<b>Policy and Law Department 2</b>				
Law Officer	Smt. Smita Gaikwad	209	67808829	9892057846
<b>Executive Engineer Department</b>				
Executive Engineer	Shri. Bhalchandra R. Jagtap	410	67808813	9869440136
<b>Public Relation Officers Department</b>				
Public Relation Officer	Shri. Sanjay Bhuskute (Contractual Appointment)	311	67808811	9869440185
<b>Regional Office, Mumbai</b>				
Regional Officer	Shri. Sujeet Dholam			9869789943
Sub-Regional Officer (Under R.O.)	Smt. Jayshree P. Junonkar			9819573530
Sub-Regional Officer, Mumbai - 1	Shri. Pratap D. Jagtap			8779847981
Sub-Regional Officer, Mumbai - 2	Smt. Madhurima Joshi			7720807772
Sub-Regional Officer, Mumbai - 3	Shri. Rakesh Dafade		24015269	8169948609
Sub-Regional Officer, Mumbai - 4	Shri.Shakil Suleman Shaikh		24015269	7447448589
<b>Regional Office, Thane</b>				
Regional Officer	Shri. Kiran N. Hasbanis		25802272/	9890453462

			25829582	
Sub-Regional Officer, Thane - 1	Shri. Sanjeevkumar Redasni		25802272/ 25829582	8830665366
Sub-Regional Officer, Thane - 2	Shri. Anand N. Katole		25802272/ 25829582	9822692440
Sub-Regional Officer, Tarapur - 1	Shri. Raju R. Vasave		02525-273314	9869192442
Sub-Regional Officer, Tarapur - 2	Shri. Virendra Ramcharitra Singh		02525-273314	9220850953
<b>Regional Laboratory Thane</b>				
Scientific Officer	Smt. Smita Nitin Wagh			9870646763
<b>Central Laboratory, Mahape</b>				
Senior Scientific Officer	Shri. Padmanabha Khadkikar		67195003	9987955757
	Shri. Ganesh Hanumant Kadam		67195003	
Scientific Officer	Shri. Kishore Vs. Gavankar		67195003	9876699408
	Smt. Yamini Chachad		67195003	9820680689
<b>Regional Office, Kalyan</b>				
Regional Officer	Shri. Jaywant S. Hajare		0251-2310212	9765789740
Sub-Regional Officer, Kalyan - 1	Shri. Upendra Kulkarni		0251-2310167	9987267595
Sub-Regional Officer, Kalyan - 2	Shri. Jayant Ashok Kadam		0251-2310167	9763361122
Sub-Regional Officer, Kalyan - 3	Dr. Seema Uday Dalvi		0251-2310167	9096955871
Sub-Regional Officer, Bhiwandi	Smt. Saujanya Patil		0251-2310167	9422540141
<b>Regional Office, Navi Mumbai</b>				
Regional Office	Shri. Satish H. padwal		27572740	9422086243
Sub-Regional Officer, Navi Mumbai - 1	Shri. Amar Balasaheb Durgule		27571127 27572740/	9821256750
Sub-Regional Officer, Navi Mumbai - 2	Shri. Sachin Janardan Adkar		27571127 27572740/	8108430935
Sub-Regional Officer, Taloja	Shri. Vikrant Bhalerao		27571127	8983320725
<b>Regional Office, Raigad</b>				
Regional Officer	Shri. Sanjay Raosaheb Bhosale		27572620	9220926241
Sub-Regional Officer (Under R.O.)	Shri. Uttam Jivnaji Mane			9960741565
Sub-Regional Officer, Raigad - 1	Shri. Prashant Madhukar Bhosale		27572620/ 27562865	9890070787
Sub-Regional Officer, Raigad - 2	Smt. Rutuja Vikrant Bhalerao		27576034	8983781244
Sub-Regional Officer, Mahad	Shri. Tanaji Mahadev Patil			9850618963
<b>Regional Office, Kolhapur</b>				
Regional Officer	Shri. Nikhil Nilkantha Gharat		0231-2660448	9819600061
Sub-Regional Officer, Kolhapur - 1	Shri. Pramod Rajaram Mane		0231-2652952	7057352277
Sub-Regional Officer, Ratnagiri	Shri. Pramod Rajaram Mane Add.charge		02352-220813	7057352277
Sub-Regional Officer, Sangli	Shri. Vidyasagar V. Killeydar		0233-2672032	9422426100
Sub-Regional Officer, Chiplun	Shri. Shripad R. Kulkarni		02355-261570	9860078298
<b>Regional Laboratory, Chiplun</b>				
Scientific Officer	Dr. Dayanand Ganu Tare		02355-261570	9960444452
<b>Regional Office, Pune</b>				
Regional Officer	Shri. Babasaheb M. Kukde			9423260143
Sub-Regional Officer, Pune - 1	Mr. Kartikeya Suryakant Longote			9819816581
Sub-Regional Officer, Pune - 2	Shri. Navnath Awatade			9822243361
Sub-Regional Officer, Pimpri Chinchwad	Shri. Manchak N. Jadhav			9881730971

Sub-Regional Officer, Satara	Shri . Amol A. Satpute		02162-233527	8788227833
Sub-Regional Officer, Solapur	Shri Nikhil Jalinder More		0217-2319850	8552926600
<b>Regional Laboratory Pune,</b>				
Senior Scientific Officer	Shri. Shantilal H. Nagre			9819319766
<b>Regional Office, Chhatrapati Sambhajinagar</b>				
Regional Officer	Shri. Manish S. Holkar		0240-2473462	9850726780
Sub-Regional Officer (Under R.O.)	Shri. Deepak R. Bansod			9969012377
Sub-Regional Officer, Chhatrapati Sambhajinagar	Shri Achyut Sheshrao Nandvate		0240-2473461	9867933036
Sub-Regional Officer, Jalna	Smt. Sindhu V. Kapre		02482-220120	9960218881
Sub-Regional Officer, Latur	Shri. Parmeshwar V. Naik (Kamble)		02382-252672	8237076384
Sub-Regional Officer, Parbhani	Shri. Somnath Kurmude		02452-226687	9923205649
Sub-Regional Officer, Nanded	Shri. Suryakant J. Shinde		02462-242492	9850682274
<b>Regional Laboratory, Chhatrapati Sambhaji Nagar</b>				
Scientific Officer	Shri. Vikram P. Vanjari			7768827773
<b>Regional Office, Nashik</b>				
Regional Officer	Shri. Limbaji Suresh Bhad		0253-2365150	748887882
Sub-Regional Officer, Nashik	Shri. Prashant T. Gaikwad		0253-2365161	9870217738
Sub-Regional Officer, Ahilyanagar	Shri. Chandrakant N. Shinde		0241-2470852	9423490087
Sub-Regional Officer, Jalgaon	Shri. Karan Singh A. Rajput		0257-2221288	9096292048
Sub-Regional Officer, Dhule	Shri. Pranav P. Pakhle		0257-2221288	9923344667
<b>Regional Laboratory, Nashik</b>				
Scientific Officer	Shri. Suresh Mali		0240-2473461	9822574220
<b>Regional Office, Amravati</b>				
Regional Officer	Shri. Sanjay D. Patil		0721-2563592	9850567372
Sub-Regional Officer, Amravati - 1	Smt. Yogini Avinash Balankhe		0721-2563593	8275283926
Sub-Regional Officer, Amravati - 2	Shri. Prashant M. Mehre		0721-2563594	9822712872
Sub-Regional Officer, Akola	Shri. Mahesh D. Bhiwapurkar		0721-4423444	8766058852
<b>Regional Office, Nagpur</b>				
Regional Officer	Smt. Hema M. Deshpande		0712-2565308	9922939591
Sub-Regional Officer, Nagpur - 1	Smt. Dhanshree G. Patil		0712-2560152	7045308206
Sub-Regional Officer, Nagpur - 2	Shri. Sushilkumar Rathod		0712-2560152	9960898578
Sub-Regional Officer, Bhandara	Shri. Kishore P. Pusadkar		07184-258913	9371526429
<b>Regional Laboratory, Nagpur</b>				
Scientific Officer	Shri. Dattatraya Nehe		0712-2560152	7972676808
<b>Regional Office, Chandrapur</b>				
Regional Officer	Shri. Tanaji G. Yadav		07172-251965	9987528609
Sub-Regional Officer, Chandrapur	Shri. Umashankar B. Bhadule		07172-272410	9860250974
<b>Regional Laboratory, Chandrapur</b>				
Scientific Officer	Smt. Sandhya Kumbare		07172-272416	9763821645

### Annexure-III

Sr.No.	Designation	Pay Scale	Grade Pay
1	Chairman	(PB-4) 37400-67000	
2	Member Secretary	(PB-4) 37400-67000	10000
3	Water Pollution Abatement Engineer	15600-39100	7600
4	Air Pollution Abatement Engineer	15600-39100	7600
5	Principal Scientific Officer	15600-39100	7600
6.	Chief Account Officer	15600-39100	7600
7.	Assistant Secretary(Technical)	15600-39100	7600
8	Sr. Law Officer	15600-39100	7600
9	Sr. Administrative Officer	15600-39100	6600
10	Executive Engineer	15600-39100	6600
11	Material Officer	15600-39100	6600
12	Regional Officer	15600-39100	6600
13	Law Officer	15600-39100	6600
14	Sr. Scientific Officer	15600-39100	6600
15	Sub Regional Officer	15600-39100	5400
16	Statistical Officer	15600-39100	5000
17	Assistant Secretary (EB)	15600-39100	5000
18	Private Secretary	9300-34800	5000
19	Administrative Officer	15600-39100	5000
20	Scientific Officer	15600-39100	5000
21	Account Officer	15600-39100	5000
22	Jr. Scientific Officer	9300-34800	4400
23	Assistant Account Officer	9300-34800	4400
24	Assistant Law Officer	9300-34800	4400
25	Deputy Engineer	9300-34800	4400
26	Sr. Steno	9300-34800	4400
27	Jr. Steno	9300-34800	4300
28	Field Officer	9300-34800	4300
29	Head Accountant	9300-34800	4300
30	Law Assistant	9300-34800	4300
31	Jr. Scientific Assistant	9300-34800	4200
32	First Clerk	9300-34800	4200
33	Statistical Assistant	9300-34800	4200
34	Draftsman	5200-20200	2800
35	Field Inspector	5200-20200	2800
36	Sr. Clerk	5200-20200	2800
37	Assistant Draftsman	5200-20200	2400
38	Electrician	5200-20200	2400
39	Tracer	5200-20200	2000
40	Lab. Assistant	5200-20200	2000
41	Jr. Clerk/Typist	5200-20200	1900
42	Driver	5200-20200	1900
43	Instrument Fitter	5200-20200	1900
44	Daptari	5200-20200	1900
45	Naik	4440-7440	1600
46	Ronio Operator	4440-7440	1600
47	Peon	4440-7440	1300
48	Chowkidar	4440-7440	1300
49	Sweeper	4440-7440	1300

**Annexure - IV**

**Budget Estimate for 2025-26**

**(Figures in crores)**

<b>Sr.No.</b>	<b>Perticulars</b>	<b>Cess &amp; Core Activity</b>
1.	Opening cash balance	4700.00
2.	(+) Expected Deposits	887.00
	<b>Total Deposits</b>	<b>5587.00</b>
3.	(-) Salary, Allowance & Arrears	80.56
4.	(-) Revenue expenditure	114.29
	<b>Balance</b>	<b>5392.15</b>
5.	(-) Capital Expenditure	1516.98
	<b>Balance</b>	<b>3875.17</b>
6.	(-) Expenditure on Projects	469.17
7.	<b>Balance at the end of year</b>	<b>3406.00</b>
<p align="center"><b>Note: The opening cash balance includes the pension reserve fund.</b></p>		
<b>Sr.No.</b>	<b>Perticulars</b>	<b>Cess &amp; Core Activity</b>
8.	(-) Reserve Pension Fund (including interest)	390.00
9.	Balance (after deduction of reserve pension fund)	3016.00



**Appointments of Information Officers/Assistant Information Officers and Appellate Authorities under the Right to Information Act 2005 are as follows.**

Sr. No.	Office Name	Jurisdiction	Information officer	Assistant Information Officer	Appellate Authority
	<b>Scientific and Technical</b>				
1	MPCB Head office Regional Division	Mumbai/Thane Kalyan/Navi Mumbai Raigad/Nashik	Shri. Prakash Jadhav (Sub Regional Officer)	Shri. Prabhakar Vavde (Field Officer)	Mr.Satish Padwal (I/c Air Pollution Ambient Engineer)
2	MPCB Head office Regional Division	Pune/Kolhapur Aurangabad/Nagpur Amravati/Chandrapur	Shri. Ajit Patil (Sub Regional Officer)	Smt. Poonam Parshetye (Field Officer)	Shri. Jagannath Salunkhe (Water Pollution Ambient Engineer)
3	Legal Affairs MPCB Head office Regional Division	Board's All regional and sub- Regional Offices, Central Laboratory, Regional Laboratory	-----	Shri. Subhash L. Karande (Junior Clerk)	Smt. Netra Nitin Chafekar (Law Officer-1)
4	Administrative work MPCB Head office Regional Division	Board's All regional and sub- Regional Offices, Central Laboratory, Regional Laboratory	Shri. Rajendra Vispute (Office Superintendent)	Shri. Arjun Asgaonkar (Junior Clerk)	Smt. Neeta Bhorade Assistant Secretary (Establishment)
5	Accounting work MPCB Head office Regional Division	Board's All Regional and sub- Regional Offices, Central Laboratory, Regional Laboratory	Smt. Sujata b. Shetye (Accounts Officer)	Shri Rajendra Meshram (Assistant Account Officer)	Shri. Shyam Kumar Patil (Chief Accounts Officer)
6	Regional Office Mumbai	Regional Office Mumbai 1. SRO Mumbai-1 2. SRO Mumbai-2 3. SRO Mumbai-3 4. SRO Mumbai-4	Shri. Shakil Suleman Shaikh (Sub Regional Officer)	Shri. Dattatraya Gavli (Field Officer)	Shri. Sujeet Dholam (Regional Officer)
7	Regional Office Navi Mumbai	Regional Office Navi Mumbai SRO Mumbai-1 SRO Navi Mumbai-2 SRO (Taloja)	Shri. Vikrant Bhalerao (Sub Regional Officer)	Smt. Shubhangi Jadhav (Field Officer)	Shri. Satish H. padwal (Regional Officer)
8	Regional Office Raigad	Regional Office Raigad SRO Raigad-1 SRO Raigad-2	Shri. Prashant Madhukar Bhosale (Sub Regional Officer)	Shri. Rajesh Auti (Field Officer)	Shri. Sanjay Raosaheb Bhosale (Regional Officer)
9	Regional Office Thane	Regional Office, Thane Regional Laboratory, Thane SRO Thane-1 and 2	Shri. Anand N. Katole (Sub Regional Officer)	Smt. Aruna Rokde (Field Officer)	Shri. Kiran N. Hasbanis (Regional Officer)

10	Regional Office Kalyan	Regional Office Kalyan Sub-Regional Office Kalyan-1/2/3, Bhiwandi	Shri. Upendra Kulkarni (Sub Regional Officer)	Shri. Vishalsingh Rajput (Field Officer)	Shri. Jaywant S. Hajare (Regional Officer)
11	Regional Office Pune	Regional Office, Pune Regional Laboratory Pune Sub-Regional Office Pune-1/2 and Pimpri Chinchwad	Shri. Manchak N. Jadhav (Sub Regional Officer)	Smt. Sushma Kumbhar (Field Officer)	Shri. Babasaheb M. Kukde (Regional Officer)
12	Regional Office Nashik	Regional Office Nashik Regional Laboratory Nashik Sub Regional Office Nashik	Shri. Prashant T. Gaikwad (Sub Regional Officer)	Shri. Hemant Kulkarni (Field Officer)	Shri. Limbaji M. Bhad (Regional Officer)
13	Regional Office Chatrapati Sambhaji Nagar	Regional Office Chatrapati Sambhaji Nagar Sub-Regional Office Chatrapati Sambhaji Nagar Regional Laboratory Chatrapati Sambhaji Nagar	Shri Achyut Sheshrao Nandvate ((Sub Regional Officer)	Smt. Deepali Lokhande (Field Officer)	Shri. Manish S. Holkar (Regional Officer)
14	Regional Office Kolhapur	Regional Office Kolhapur Sub-Regional Office Kolhapur	Shri. Pramod Rajaram Mane (Sub Regional Officer)	Shri. Ankush Patil (Field Officer)	Shri. Nikhil Nilkanth Gharat (Regional Officer)
15	Regional Office Amravati	Regional Office Amravati Sub-Regional Office Amravati 1 and 2	Smt. Yogini Balankhe (Sub Regional Officer)	Shri. Jitendra Purte (Field Officer)	Shri. Sanjay D. Patil (Regional Officer)
16	Regional Office Nagpur	Regional Office Nagpur Laboratory, Nagpur Sub-Regional Office, Nagpur-1/2	Shri. Sushilkumar Rathod (Sub Regional Officer)	Smt. Sheetal Ughade (Field Officer)	Smt. Hema M. Deshpande (Regional Officer)
17	Regional Office Chandrapur	Regional Office Chandrapur Regional Laboratory Chandrapur Sub-Regional Office Chandrapur	Shri. Umashankar B. Bhadule (Sub Regional Officer)	Shri Nandakumar Lomte (Field Officer)	Shri. Tanaji G. Yadav (Regional Officer)
18	Central Laboratory Nirmal Bhavan	Central Laboratory Nirmal Bhavan	Smt. Yamini Chachad (Scientific Officer)	Shri Anil R. Patil (Junior Scientific Assistant)	Shri. Padmanabh Khadkikar (Senior Scientific Officer) I/C
19	Sub-Regional Office Mahad	Sub-Regional Office Mahad	Shri. Tanaji M. Patil (Sub Regional Officer)	Shri. Darshan Mhatre (Field Officer)	Shri. Sanjay Raosaheb Bhosale (Regional Officer)

20	Sub-Regional Office Tarapur	SRO Tarapur 1 and 2	Shri. Virendra Singh (Sub Regional Officer)	Shri. Prakash Tate (Field Officer)	Shri. Kiran Hasabnis (Regional Officer)
21	Sub-Regional Office Ratnagiri	Sub-Regional Office Ratnagiri	Shri. Pramod R. Mane, Add. Charge (Sub Regional Officer)	Shri. Nilesh J. Patil (Field Officer)	Shri. Nikhil Nilkanth Gharat (Regional Officer)
22	Sub-Regional Office Chiplun	Sub-Regional Office Chiplun and Regional Laboratory Chiplun	Shri. Shripad R. Kulkarni (Sub Regional Officer)	Shri. Utkarsh Shinde (Field Officer)	Shri. Nikhil Nilkanth Gharat (Regional Officer)
23	Sub-Regional Office Sangli	Sub-Regional Office Sangli	Shri. Vidyasagar V. Killeydar (Sub Regional Officer)	Shri Jaydeep Kumbhar (Field Officer)	Shri. Nikhil Nilkant Gharat (Regional Officer)
24	Sub-Regional Office Satara	Sub-Regional Office Satara	Shri. Amol Satpute (Sub Regional Officer)	Shri. Rahul Nimbalkar (Field Officer)	Shri. Babasaheb M. Kukde (Regional Officer)
25	Sub-Regional Office Solapur	Sub-Regional Office Solapur	Shri. Nikhil More (Sub Regional Officer)	Shri. Abhijit Lohia (Field Officer)	Shri. Babasaheb M. Kukde (Regional Officer)
26	Sub-Regional Office Akola	Sub-Regional Office Akola	Shri. Mahesh D. Bhiwapurkar (Sub Regional Officer)	Shri. Nitin Chaudhari (Field Officer)	Shri. Sanjay D Patil (Regional Officer)
27	Sub-Regional Office Nanded	Sub-Regional Office Nanded	Shri. Suryakant Shinde (Sub Regional Officer)	Shri. Mahesh Chalwa (Field Officer)	Shri. Manish Holkar (Regional Officer)
28	Sub-Regional Office Latur	Sub-Regional Office Latur	Shri. Parmeshwar Naik (Sub Regional Officer)	Shri. Santosh Kumar Chavan (Field Officer)	Shri. Manish Holkar (Regional Officer)
29	Sub-Regional Office Jalna	Sub-Regional Office Jalna	Smt. Sindhu Kapre (Sub Regional Officer)	Shri. Ravindra Jadhav (Field Officer)	Shri. Manish Holkar (Regional Officer)
30	Sub-Regional Office Parbhani	Sub-Regional Office Parbhani	Shri. Somnath Kurmude (Sub Regional Officer)	Shri. Namdev Darsevad (Field Officer)	Shri. Manish Holkar (Regional Officer)
31	Sub-Regional Office Ahilyanagar	Sub-Regional Office Ahilyanagar	Shri. Chandrakant Shinde (Sub Regional Officer)	Shri. Amit Late (Field Officer)	Shri. Limbaji M. Bhad (Regional Officer)
32	Sub-Regional Office Jalgaon	Sub-Regional Office Jalgaon	Shri. Karan Singh Rajput (Sub Regional Officer)	Shri. Rajendra Suryavanshi (Field Officer)	Shri. Limbaji M. Bhad (Regional Officer)
33	Sub-Regional Office Dhule	Sub-Regional Office Dhule	Shri. Pranav Pakhle (Sub Regional Officer)	Mr. Nilesh Morankar (Field Officer)	Shri. Limbaji M. Bhad (Regional Officer)

34	Sub-Regional Office Bhandara	Sub-Regional Office Bhandara	Shri. Kishore Pusadkar (Sub Regional Officer)	Smt. Shubhangi Sudame (Junior Clerk)	Mrs. Hema M. Deshpande (Regional Officer)
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Nature of Work	Designation in online RTI Facility
Scientific and technical, legal work, administrative and accounting work on the establishment of the Board	<p><b>Shri. Bajirao Malvekar (FO)</b> Nodal Officer</p> <p><b>Shri. Dinesh Sonawane</b> (Statistical Officer)</p>