

(As on 21/03/2024)

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 Department Govt. of Maharashtra.

Constitution of MPCB

Maharashtra Pollution Control Board was established on 7th 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

Mr. Siddesh Ramdas Kadam
Maharashtra Pollution Control Board, Mumbai.
Tel – 24042418

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
Dr. Avinash Dhakne, IAS
Maharashtra Pollution Control Board, Mumbai.
Tel – 24010706**

**Mr. Nitin Gore, (Agriculture),
Board Member,
Maharashtra Pollution Control Board, Mumbai.**

**Mr. Aditya Shirodkar, (Industry),
Board Member,
Maharashtra Pollution Control Board, Mumbai.**

MAHARASHTRA POLLUTION CONTROL BOARD

The Maharashtra Pollution Control Board has been constituted u/s 4 of the Water (Prevention & Control of Pollution) Act, 1974 and shall be deemed to be the State Board for the prevention and control of pollution under the provisions of the Air (Prevention & Control of Pollution) Act, 1981. It is a body corporate having perpetual succession to exercise powers and functions enumerated u/s 17 of the the Water (P & CP) Act, 1974 and Air (P & CP) Act, 1981 respectively. The Board is further entrusted with implementation of the provisions of the Environment (protection) Act, 1986 and Rules made 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 amongst the people on environmental issues, it is constant endeavour of the Board to conduct various awareness programmes throughout the State involving Press, Media, NGOs, Artists and Students. Efforts are also being made to create awareness to celebrate 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. MPCB has also taken initiative to carry out noise monitoring all over State of Maharashtra.

Functions of the State Board

- (a) To plan a comprehensive program for the prevention, control or abatement of pollution of streams and wells in the State and to secure the execution thereof;
- (b) To advise the State Government on any matter concerning the prevention, control or abatement of water pollution;
- (c) To collect and disseminate information relating to water pollution and the prevention, control or abatement thereof;
- (d) To encourage, conduct and participate in investigations and research relating to problems of water pollution and prevention, control or abatement of water pollution;
- (e) To collaborate with the Central Board in organizing the training of persons engaged in programs relating to prevention, control or abatement of water pollution and to organize mass education programs relating thereto;
- (f) To inspect sewage or trade effluents, works and plants for the treatment of sewage and trade effluents and to review plans, specifications or other data relating to plants set up for the treatment of water, works for the purification thereof and the system for the disposal of sewage or trade effluents or in connection with the grant of any consent as required by this Act;
- (g) To lay down, modify or annual effluent standards for the sewage and trade effluents and for the quality of receiving waters (not being water in an interstate stream) resulting from the discharge of effluents and to classify waters of the State;
- (h) To evolve economical and reliable methods of treatment of sewage and trade effluents, having regard to the peculiar conditions of soils, climate and water resources of different regions and more especially the prevailing flow

- characteristics of water in streams and wells which render it impossible to attain even the minimum degree of dilution;
- (i) To evolve methods of utilization of sewage and suitable trade effluents in agriculture;
 - (j) To evolve efficient method of disposal of sewage and trade effluents on land, as are necessary on account of the predominant conditions of scant stream flows that do not provide for major part of the year the minimum degree of dilution;
 - (k) To lay down standards of treatment of sewage and trade effluents to be discharged into any particular stream taking into account the minimum fair weather dilution available in that stream and the tolerance limits of pollution permissible in the water of the stream, after the discharge of such effluents;
 - (i) To make, vary or revoke any order –
 - (ii) For the prevention, control or abatement of discharge of waste into streams or wells;
 - (iii) Requiring any person concerned to construct new streams for the disposal of sewage and trade effluents or to modify, alter or extend any such existing system or to adopt such remedial measures as are necessary to prevent control or abate water pollution;
 - (l) To lay down effluent standards to be complied with by persons while causing discharge of sewage or sludge or both and to lay down, modify or annual effluent standards for the sewage and the trade effluents;
 - (m) To advise the State Government with respect to the location of any industry the carrying on of which is likely to pollute a stream or well;
 - (n) To perform such other functions as may be described or as may, from time to time be entrusted to it by the Central Board or the State Government;
 - (o) The Board may establish or recognize a laboratory or laboratories to enable the Board to perform its functions under this section efficiently, including the analysis of samples of water from any stream or well or of samples of any sewage or trade effluents.

2. The Powers and Duties of its Officers and Employees

Legal Section:

Law Officer:-

1. His prime duty will be to advise the Board on all legal matters relating to the working of the Board
2. He will be responsible to explore the cases of prosecutions against defaulters after examining the record of various offices.
3. He will be responsible for finalise the complaints / applications / affidavits / Notices / appeals etc.
4. He will be required, to Act, appear and plead in various courts / Tribunals / quasi-judicial forums etc. whenever required.
5. To brief panel advocates / Senior Counsels /Special Counsels as and when required
6. To issue legal notice to defaulting agencies after collecting data from concerned officers.

7. To attend courts in different parts of the state and take periodical review of cases filed in various courts.
8. To compile cases law relating to Environmental Legislations.
9. To look after all legal matters including those filed by the Board or against the Board in Supreme Court.
10. To perform such other duties as may be assigned to him by his superiors

Assistant Law Officer :-

1. To draft complaints / applications / affidavits / Notices etc. and file the same in appropriate Courts.
2. To Act appear and plead in the court of law on behalf of the board under the guidance and supervision of law officer.
3. To collect documentary evidence and to prepare witnesses to adduce evidence before Court.
4. To brief panel advocates and to render all necessary assistance to them for
Conducting cases on behalf of the Board.
5. To prepare written statement/Counters etc. in appeal matter under the Water (P. & C.P.) cess Act, 1977, Water (P. & C.P.) Act, 1974, Air (P. & C.P.) Act, 1981, Environment Protection Act. 1986 and under any other legislations.
6. To maintain proper record of various Court cases and provide information to Statistical Wing and other Court agencies.
7. To file complaint/applications/affidavit in various courts throughout the State.
8. To keep follow up with concerned officers in relation to cases filed in the Courts.
9. To prepare statistical statement of pending cases for and against the Board and submit the same, in the prescribed forms, if any, to the Central Board, State Govt., Central Govt. etc.
10. To carry out such other duties as may be assigned to him by his superiors

Legal Assistant :-

1. To draft complaint applications against defaulting agencies.
2. To draft agreements, affidavits, contracts etc.
3. To brief the government pleaders.
4. To attend law courts for preliminaries.
5. To maintain the legal department's library and act as Library Assistant for that purpose.
6. To perform any other function as may be assigned to him by his superiors.

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 then 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.

Field Inspector :-

1. He will be responsible for the preparation of an inventory of industries already developed or developing in the area of his jurisdiction.
2. He will be responsible for collecting the data as type of industries, raw material used, manufacturing processes involved and likely quality and quantity of emissions, number and height of chimneys erected.
3. He should also be able to prepare and present a prima facie case of the polluting industries. He will be responsible for collecting at periodical intervals samples and other emissions from the sampling and monitoring stations already fixed by superiors.
4. He will also 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.

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.

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:-

His duties and responsibilities shall consist of the following:-

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-benefit 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

His duties and responsibilities will consist of the following:

- 1) To estimate the man-power planning for the Board.
- 2) To propose creation of additional posts with full justification.
- 3) To propose the recruitment rules and job-specifications for all posts under the board.
- 4) To Carryout periodical administrative inspections of the subordinate offices of the board.
- 5) To carry out disciplinary proceedings wherever necessary.
- 6) To plan the recruitment programme and to the fill up the vacant posts, by following the attendant procedures.
- 7) To look after the various service matters.
- 8) To arrange for training programmes in respect of Board personnel.
- 9) To investigate and report in the matters of pilferage, damage, thefts, sabotage etc.
- 10) To carry out any other function as may be assigned to this post by his superiors.

Assistant Secretary (Establishment):

- 1) To arrange and to do the work connected with the meetings of the Board and various committees thereunder.
- 2) To prepare schemes which has bearing on the welfare of the staff.
- 3) To deal with matters related to office/ residential premises.
- 4) To handle all matters relating to telephone including Intercoms, Hot Lines, FAX, Teleprinters, Telex, etc.
- 5) To arrange for extra official activities such as seminars symposiums, exhibitions, film (documentaries) shows, etc.
- 6) To carry out such other duties as may be assigned to him by Member Secretary/Chairman.

SUPERINTENDENT:

- 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 roaster of duties of peons, drivers, and chowkidars.
- 5) To process all service matters.
- 6) To perform such other duty asy 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 carryout 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 his 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 other 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 filling, 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 its 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.
- 5) .

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
 - (i) Environment (Protection) Rules, 1986 and Environment (Protection) Amendment Rules, 2016
 - (ii) The Hazardous and other Wastes (Management & Transboundary Movement) Rules, 2016
 - (iii) The Bio-Medical Waste Management Rules, 2016
 - (iv) The Solid Waste Management Rules, 2016
 - (v) The Construction and Demolition Waste Management Rules, 2016
 - (vi) The Plastic Waste Management Rules, 2016
 - (vii) The E- Waste Management Rules, 2016
 - (viii) The Manufacture, Storage, and Import of Hazardous Chemicals Rules, 1989
 - (ix) The Plastic manufacture, Sales & Usage Rules, 1999.
 - (x) The Noise Pollution (Regulation and Control) Rules, 2000 as amended in 2010.
 - (xi) Batteries (Management & Handling) Rules, 2001 (Amendment 2011).
 - (xii) The Wetlands (Conservation and Management) Rules, 2010.

Notifications

- (xiii) Environment Impact Assessment Notification, 2006.
- (xiv) Coastal Regulation Zone notification 2011.

- (xv) Right to Information Act – 2005
- (xvi) National Green Tribunal Act, 2010
- (xvii) 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/>
- 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 filing appeal \(Form 12\)](#)
- [Plastic Authorisation](#)
- [BMW Authorization Application](#)
- [BMW Annual Return](#)
- [MSW Authorization](#)
- [MSW Annual Return](#)
- [E-Waste authorization \(Form-1a\)](#)
- [E-Waste annual return](#)
- [E-Waste authorization for dismantlers and recyclers\(Form-4\)](#)
- [Battery Dealer registration](#)
- [Environment Statement\(Form - V\)](#)
- [Water Cess\(Form - I\)](#)
- [Construction & Demolition Authorization \(Form-I\)](#)

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 Investmnt	0.02% capital investment
2	Between Rs. 75 crs.to100 crs	Rs. 1,25,000/-	Rs.1,25,000-
3	Between Rs. 50 crs. To 75 crs	Rs. 1,00,000/-	Rs.1,00,000-
4	Between Rs. 25 crs. To 50 crs	Rs. 75,000/-	Rs.75,000/-

5	Between Rs. 10 crs. To 25 crs	Rs. 50,000/-	Rs.50,000/-
6	Between Rs. 5 crs. To 10 crs	Rs. 25,000/-	Rs.25,000/-
7	Between Rs. 1crs. To 5 crs	Rs. 15000/-	Rs.15000/-
8	Between Rs. 60 lacs. To 1 crs.	Rs. 5000/-	Rs. 5000/-
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 Government of Maharashtra Resolution No. ENV/1098/559/PK259/TC1.dt.10.4.2003 Environment Department Govt.)

a)	Bed Capacity	Fees to be paid (p.a.)
	Between 01—05	No fees
	Between 06-25	Rs. 1,250/-
	Between 26—50	Rs. 2,500/-
	Between 51-200	Rs. 5,000/-
	Between 201—500	Rs. 10,000/-
	Above 501	Rs. 15,000/-
b)	Treatment Facility provider for bio-medical waste	Rs. 10,000/-per year
c)	Transporter of Bio-Medical waste	Rs. 7,500/- per years
d)	All other bio-medical waste generating and handling agencies (Except a,b,c above)	Rs. 2,500/-per year

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:

- Whoever contravenes the provisions of Section 24 i.e. contravenes the prohibition to discharge polluting substances into watercourses, wells shall be liable to imprisonment for a term not less than one year and six months under Section 43 which may extend to six years and with fine.
- Violation of the provisions of Sections 25 and 26 is punishable with imprisonment for a term not less than one year and six months as per Section 44 which may extend to six years and with fine.
- Any person under Section 24 or 25 or 26 who repeatedly contravenes the same provision and is found guilty under Section 45 shall be punished with

imprisonment for a term not less than two years which may extend to seven years and with fine as per the Act.

- To achieve the purpose of this section, the conviction of the offense for which the said offense is punishable more than two years ago shall not be taken into consideration.
- Violation of the provisions of the Air (Prevention and Control of Pollution) Act, 1981 or any order or direction under this Act for which no penalty is provided anywhere under Section 39 of the Act shall be punishable with imprisonment for a term which may extend to 3 months or Rs. 10,000/- with fine up to 10,000/- or both if the contravention is continuous then for every day during which the contravention continues after the first contravention Rs. 5000/- may be punished with additional fine.

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

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. Boards 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.

S.N.	Authority	Red Category	Orange Category	Green Category	Consent and authorization to Urban Local Bodies including cantonment Boards and other planning authorities	Infrastructure Projects such as townships, IT Parks, SEZ, Highways irrigation Projects, Building and projects
1	Sub Regional Officer	-	-	Up to Rs.50 Cr	-	-
2	Regional Officer	upto 10 Crs Excluding industries listed in annexure A	upto Rs.150 crore	Above Rs. 50 Crs upto Rs.500 Crs.	B & C – Class Municipal Councils and cantonment Boards	Up to Rs.25 Cr.
3	Head Of Department	Above Rs.10 Crs upto Rs.25 Crs.	Above Rs. 150 Crs. upto Rs.250 Crs	Above Rs. 500 upto Rs.1000 Crs	Cantonment Boards A – Class Municipal	-
4	Consent Committee	Above Rs.25 Crs upto Rs.75 Crs.	Rs.250 Crs. upto Rs.750 Crs	Above Rs.1000 Crs. Upto 2000 Crs	-	Above Rs.25 Crs. upto Rs.350 Crs.
5	Consent Appraisal Committee	More than Rs 75 Cr	More than Rs. 750 Cr	Rs. 2000 Cr	All Municipal Corporations	More than Rs.350 cr

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 grant of combined consent and Authorization to Health Care Establishments, Industries generating/handling Bio-Medical Waste and CBMWTSDF (Common Bio-Medical Waste Treatment, Storage and Disposal Facility)

Sr.No	Category	HCEs Covered	Authority
1	Category -I	HCEs upto 25 beds (only bedded hospital)	Sub Regional Officer
2	Category -II	1) Pathological Laboratories treating more than 1000 patient per Month 2) HCEs having 26 to 50 beds	Regional Officer
3	Category -III	1) HCEs having 51 to 100 beds. 2) CBMWTSDF situated in Municipal Corporations.	HOD
4	Category -IV	1) 101 to 200 beds 2) CBMWTSDF situated in Municipal Corporations.	Consent Committee
5	Category -V	HCEs having 201 beds and Above.	Consent Appraisal Committee.

Annexure 1(B)

LIST INDUSTRIES EXCLUDED FROM DELEGATION OF CONSENT AND AUTHORIZATION MANAGEMENT TO REGIONAL OFFICERS

- Consent to establish and consent to first operate for all projects requiring Environmental Clearances from GOI or GoM.
- All applications for changes in production, process changes, or changes to RRZ, CRZ or other restricted areas or EC non-impacting areas should be decided by considering whether or not the pollution load has been reduced.
- Thermal power plant
- Sponge iron plants
- Fertilizer excluding organic bio fertilizer and formulations.
- Common Effluent Treatment Plant (CETP) / Common Hazardous Waste Treatment Storage Disposal Facility (CHWTSDF)/Common Bio Medical Waste Treatment Storage Disposal Facility (CBMWTSDF)/ Common MSW TSD Facility
- Industries having Electroplating, Electrical arc, induction, cupola and blast furnaces
- Distillery (molasses based)
- Coal oven
- Bulk drug
- Pesticide

- Cement
- Tanneries
- Slaughterhouse
- Dye and dye intermediate
- Paint manufacturing
- Petrochemical Refinery and petrochemicals

Annexure-I(C)

Consent under Water & Air Act

Sr. No.	Details	Work Time / Period	Address of concerned officer	Remarks
1	Letter of consent applications under Water, Air, Hazardous Waste Act and Rules to Sub Regional Office Rs. 100 can be obtained on payment of fee	During office hours Online	Office of Regional officer and Sub Regional Officer	Application forms are also available at the regional office and headquarters and on the website of the board.
2	Acknowledgment of Application and Acknowledgment of Delivery	Online	Office of Sub Regional Officer	
3	Time period for reporting errors in application	*Seven days	Office of Sub Regional Officer	
4	Duration of examination of technical aspects and space after rectification of errors	*Seven days	Field Officer of concerned Sub Regional Office	

*After receipt of application to Office

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

Period for granting consent after examination

The period of action to be taken on the consent letter applications received at the headquarters is as follows.

1. Sub Regional Officers have to act within 30 days of receiving the application.
2. If the Sub Regional Officer does not act on the applications under the jurisdiction of the Headquarters within 30 days, the application will be transferred to the Regional Officer. This application must be processed by the Regional Officer within 30 days. That is, action is expected within 60 days from the date of receipt of the original application.
3. If no action is taken by the regional authorities, the concerned application will be transferred to the head of the department.
4. Such applications must be acted upon by the concerned Head of Department within 30 days. But if the action is not taken then the application will be submitted as is before the competent authority (Member Secretary, Consent Committee, Chairman, Consent Verification Committee) for further necessary decision

Annexure-II
Board Officers Staff Directory:

Designation	Name of officer	Extension No.	Telephone No.	Mobile No.
Chairman	Shri.Pravin Darade (I.A.S.)	301	24042418	9158883603
Senior Steno	Mr. Vinay Waghmare	347	24042418	9869243920
Member Secretary Department				
Member Secretary	Dr. Avinash Dhakne, (I.A.S.)	302	24010706	9869486624
Junior Stenographer	Mrs. Jyoti Pravin Vedante	344	24010706	
Department of Water Pollution Abatement Engineer				
Water Pollution Abatement Engineer	Dr. Jitendra Baburao Sangewar	333	24044533	9869440149
Field Officer	Dr. Dayeshwar Vs. Tuljapurkar	330		9028644697
	Mr. Avinash Kadale	305		9960354402
	Mr. Abhijit Kasbe	330		9545446688
	Mr. Pradip Khuspe	305		9769538134
	Mr. Uday Dilip Yadav	329		9766749394
Principal Scientific Officer Division	Dr. Vishwajit Ramesh Thakur,	306	24012659	942294588
Principal Scientific Officer	Mrs. Sneha Kamble	316		9967467909
Sub Regional Officer	Mr. Prakash Tate	327		9892793826
Field Officer	Smt. Priyashri Deshmukh	335		9284621207
	Smt. Poonam Parshetaye	321		
Department of Air Pollution Abatement Engineer				
Air Pollution Abatement Engineer	Dr. Vidyanand Motilal Motghare	303	24040612	942206949
Sub Regional Officer	Mr. Prakash Bhaskar Jadhav	312	24020781	9049764646
Field Officer	Mr. Ajit R. Suryavanshi	315	24020781	9763645555
	Mr. Yogesh Dilip Patil	314	24020781	9767361482
	Mr. Sunil A. Sonkamble	317	24020781	9819220260
Assistant Secretary (Technical) Department	Mr. Nandkumar N. Gurav	333	24010682	9819632723
Assistant Secretary (Technical)	Mr. Pravin V. Patil		24020781	9920160505
Sub Regional Officer	Smt. Kalyani Kulkarni	336	24020781	9869228121
Field Officer	Mr. Mahesh Chavan	335	24020781	9004453822
	Mr. Sandeep Tope	324	24020781	9689774777

Maitri Section				
Regional Officer	Mr. Sagar V. Auti			7262029455
Sub Regional Officer	Mr. Padmakar B. Hajare			7387550037
Assistant Secretary (Establishment) Department				
Assistant Secretary (Establishment)	Smt. Neeta Borhade	203	24010437	9769450955
Establishment Department				
Administrative Officer	Dr. Pramod Nandgaonkar	211	24092006	9819055843
Accounting Department				
Chief Accounts Officer	Mr. Shyam Kumar R. Patil	204	24040612	9869365974
Accounts Officer	Smt. Sujata Balraj Shetye.	202	24020781	9820566053
Accounts Officer (Audit)	Mr. SushilKumar G. Sawant.	403		9821646747
EC MPCB Cell				
Accounts Officer	Mr. SushilKumar G. Savant (Additional workload)	403	24044534	9821646747
Bio-Medical Waste Division	Mr. Shankar Laxman Waghmare	309	24010682	9819632723
Regional Officer	Mr. Sanjay B. More	321	24020781	7276358775
Sub Regional Officer	Mrs. Shubhangi M. Jadhav	319	24020781	9869262529
Field Officer	Mr. Sandeep Shinde	328	24020781	9960430007
Regional Officer (HQ) Department				
Regional Officer	Mr. Sujit Dholam	308	24020781	9820255945
Sub Regional Officer	Smt. Rituja V. Bhalerao	328	24020781	8983781244
Field Officer	Mr. Dineshbhai Bhikabhai Vasava	337	24020781	9158004297
Consent Appraisal Committee (CAC) Department				
Field Officer	Mr. Ulhas U. Kanade	331	24020781	9921361171
	Mr. Sangram Sanjay Nimbalkar	331	24020781	9930414999
	Mr. Bhagvan Mankanikar	323	24020781	9423727683
	Mr. Vijayakumar N. Rapole		24020781	9769813313
	Mr. Bajirao Vijay Malvekar	336	24020781	8419915969
	Mr. Nilesh Bajirao Patil	331	24020781	9029010210
Statistical Department				
Statistical Officer	Mr. Dinesh M. Sonawane	413	24087295	9987512960
Department of Environmental Information Centre	Mr. Dinesh Sonawane (Additional workload)	413	24087295	9987512960
Policy and Law Department 1				

Law Officer	Smt. Netra Nitin Chafekar	201	24020781/ 24010437	9769008347
Assistant Law Officer	Smt. Neelam Kubal	226	24020781/ 24010437	9892754981
Policy and Law Department 2				
Law Officer	Smt. Smita Gaikwad	209	24020781/ 24010437	989205846
Executive Engineer Department				
Executive Engineer	Mr. Bhalchandra R. Jagtap	410	24020781/ 24010437	9869440136
Public Relation Officers Department				
Public Relation Officer	Mr. Sanjay Bhuskute (Contractual Appointment)	311	24020781/ 24010437	9920043004
Regional Office, Mumbai				
Regional Officer	Mr. Sanjay Raosaheb Bhosale		24015269	9511785156
Sub-Regional Officer, Mumbai - 1	Mr. Pratap D. Jagtap		24015269	9819042582
Sub-Regional Officer, Mumbai - 2	Mr. Kishore A. Kerlikar		24015269	9821458426
Sub-Regional Officer, Mumbai - 3	Mr. Rakesh Dafade		24015269	7738832836
Sub-Regional Officer, Mumbai - 4	Mr. Achyut S. Nandawate		24015269	9867440674
Regional Office, Thane				
Regional Officer	Mr. Kiran N. Hasbanis		25802272/ 25829582	9890453462
Sub-Regional Officer, Thane - 1	Mr. Shakeel Sulaiman Shaikh		25802272/ 25802272	7447448589
Sub-Regional Officer, Thane - 2	Mr. Anand N. Katole		25802272/ 25829582	9822692440
Sub-Regional Officer, Tarapur - 1	Mr. Raju R. Vasave		02525-273314	9869192442
Sub-Regional Officer, Tarapur - 2	Mr. Virendra Ramcharitra Singh		02525-273314	9870217738
Regional Laboratory Thane				
	Smt. Smita Nitin Wagh			9870646763
Central Laboratory, Mahape				
Senior Scientific Officer	Dr. Padmanabha Dr. Khadkikar		67195003	7559105083
Scientific Officer	Mr. Kishore Vs. Gavankar		67195003	9876699408
Regional Office, Kalyan				
Regional Officer	Mr. Rajendra Asaram Rajput		0251-2310212	976602991
Sub-Regional Officer, Kalyan - 1	Mr. Upendra Kulkarni		0251-2310167	9987267595

Sub-Regional Officer, Kalyan - 2	Mr. Babasaheb Kukde		0251-2310167	9022282277
Sub-Regional Officer, Kalyan - 3	Dr. Seema Uday Dalvi		0251-2310167	9096955871
Sub-Regional Officer, Bhiwandi	Mrs. Saujanya Patil		0251-2310167	9422540141
Regional Office, Navi Mumbai				
Regional Office	Mr. Satish H. padwal		27572740 27572740/	9422086243
Sub-Regional Officer, Navi Mumbai - 1	Mr. Jayant Ashok Kadam		27571127 27572740/	9763361122
Sub-Regional Officer, Navi Mumbai – 2	Mr. Sachin Janardan Adkar		27571127 27572740/	8108430935
Sub-Regional Officer, Taloja	Mr. Vikrant Bhalerao		27571127	8983320725
Regional Office, Raigad				
Regional Officer	Mr. Jaywant Shankar Hazare		27572620	9765789740
Sub-Regional Officer, Raigad – 1	Mr. Prashant Madhukar Bhosale		27572620/ 27562865	9890070787
Sub-Regional Officer, Raigad – 2	Mr. Raj Kamat		27576034	8390987606
Sub-Regional Officer, Mahad	Mrs. Indira Gaikwad		02145-232372	9822841731
Regional Office, Kolhapur				
Regional Officer	Mr. Jagannath Shankar Salunkhe		0231-2660448	9822048330
Sub-Regional Officer, Kolhapur - 1	Mr. Pramod Rajaram Mane		0231-2652952	8380083600
Sub-Regional Officer, Ratnagiri	Mr. Rahul D. Mote		02352-220813	9821306102
Sub-Regional Officer, Sangli	Mr. Navnath Sambhaji Avatade		0233-2672032	9822243361
Sub-Regional Officer, Chiplun	Mr. Sanjay N. Jirapure		02355-261570	8600261782
Regional Laboratory, Chiplun				
Scientific Officer	Dr. Dayanand Ganu Tare (Additional workload)		02355-261570	9960444452
Regional Office, Pune				
Regional Officer	Mr. Ravindra Bansidhar Andhale			8624062058
Sub-Regional Officer, Pune - 1	Mr. Kartikeya Suryakant Longote			9819816581
Sub-Regional Officer, Pune - 2	Mr. Vidyasagar V. Killedar			9422426100
Sub-Regional Officer, Pimpri Chinchwad	Mr. Manchak N. Jadhav			9881730971
Sub-Regional Officer, Satara	Mr. Amol A. Satpute		02162-233527	9028496476
Sub-Regional Officer, Solapur	Mr. Nikhil Jalinder More		0217-2319850	8552926600
Regional Laboratory Pune,				

Scientific Officer	Dr. Padmanabh D. Khadkikar			7559105083
Regional Office, Chhatrapati Sambhajinagar				
Regional Officer				
	Mr. Manish S. Holkar		0240-2473462	9850726780
Sub-Regional Officer	Mr. Deepak R. Bansod			9969012377
Sub-Regional Officer, Chhatrapati Sambhajinagar	Mr. Deepak R. Bansod (Additional Charge*)		0240-2473461	9969012377
Sub-Regional Officer, Jalna	Mr. Somnath Kurmude		02482-220120	9923205649
Sub-Regional Officer, Latur	Mr. Parmeshwar V. Kamble		02382-252672	8237076384
Sub-Regional Officer, Parbhani	Mr. Shripad R. Kulkarni		02452-226687	9860078298
Sub-Regional Officer, Nanded	Mr. Shankar Kendule		02462-242492	9822516867
Regional Laboratory, Chhatrapati Sambhaji Nagar				
Senior Scientific Officer	Mr. Shantilal H. Nagre			9819319766
Regional Office, Nashik				
Regional Officer	Mr. Limbaji M. Bhad		0253-2365150	7588048223
Sub-Regional Officer, Nashik	Mr. Amar B. Durgule		0253-2365161	9821256750
Sub-Regional Officer, Ahmednagar	Mr. Chandrakant N. Shinde		0241-2470852	9423490087
Sub-Regional Officer, Jalgaon	Mr. Karan Singh A. Rajput		0257-2221288	9096292048
Sub-Regional Officer, Dhule	Mr. Pranav P. Pakhle		0257-2221288	9923344667
Regional Laboratory, Nashik				
Scientific Officer	Mr. Balkrushna N. Sangle		0240-2473	8208243705
Regional Office, Amravati				
Regional Officer	Mr. Sanjay D. Patil		0721-2563592	9922875826
Sub-Regional Officer, Amravati - 1	Mrs. Dhanshree G. Patil		0721-2563593	7045308206
Sub-Regional Officer, Amravati - 2	Mr. Sushilkumar Rathod		0721-2563594	9960898578
Sub-Regional Officer, Akola	Mr. Mahesh D. Bhiwapurkar		0721-4423444	9822572329
Regional Office, Nagpur				
Regional Officer	Smt. Hema M. Deshpande		0712-2565308	9922939591
Sub-Regional Officer, Nagpur - 1	Mr. Rajendra U. Patil		0712-2560152	9923280797
Sub-Regional Officer, Nagpur - 2	Mr. Arjun Jadhav		0712-2560152	9702615264

Sub-Regional Officer, Bhandara	Mr. Kishore P. Pusadkar		07184-258913	9371526429
Regional Laboratory, Nagpur				
Scientific Officer	Mr. Suresh Mali		0712-2560152	9822574220
Regional Office, Chandrapur				
Regional Officer	Mr. Tanaji G. Yadav		07172-251965	9987528609
Sub-Regional Officer, Chandrapur	Mr. Umashankar B. Bhadule		07172-272410	9860250974
Field Officer	Mr. Santosh Dahifale		07172-251965	9822399277
	Mr. Surendra Karankar		07172-272410	9881821689
Regional Laboratory, Chandrapur				
Scientific Officer	Mr. Bipin Bhandare (Additional workload)		07172-272416	9011376625

Annexure-III

Sr.No.	Designation	Scale of Pay Rs.	Grade Pay
1	Chairman		
2	Member Secretary	PB-4 37400-67000	10000
3	Water Pollution Abatement Engineer	PB-3 15600-39100	7600
4	Air Pollution Abatement Engineer	PB-3 15600-39100	7600
5	Principal Scientific Officer	PB-3 15600-39100	7600
6	Technical Asst. Secretary	PB-3 15600-39100	7600
7	Chief Accounts Officer	PB-3 15600-39100	7600
8	Sr. Law Officer	PB-3 15600-39100	7600
9	Sr. Administrative Officer	PB-3 15600-39100	6600
10	Regional Officer	PB-3 15600-39100	6600
11	Law Officer	PB-3 15600-39100	6600
12	Material Officer	PB-3 15600-39100	6600
13	Sr. Scientific Officer	PB-3 15600-39100	6600
14	Executive Engineer	PB-3 15600-39100	6600
15	Sub-Regional Officer	PB-3 15600-39100	5400
16	Scientific Officer	PB-3	5000

		15600-39100	
17	Private Secretary	PB-3 9300-34800	5000
18	Statistical Officer	PB-3 15600-39100	5000
19	Administrative Officer	PB-3 15600-39100	5000
20	Assistant Secretary	PB-3 15600-39100	5000
21	Accounts Officer	PB-3 15600-39100	5000

22	Asst. Law Officer	PB-2 9300-34800	4400
23	Jr. Scientific Officer	PB-2 9300-34800	4400
24	Dy. Engineer	PB-2 9300-34800	4400
25	Assistant Accounts Officer	PB-2 9300-34800	4400
26	Sr. Stenographer	PB-2 9300-34800	4400
27	Field Officer	PB-2 9300-34800	4300
28	Jr. Stenographer	PB-2 9300-34800	4300
29	Head Accountant /O. S. / S.O./ Librarian Asst.	PB-2 9300-34800	4300
30	Law Assistant	PB-2 9300-34800	4300
31	Jr. Scientific Assistant	PB-2 9300-34800	4200
32	First Clerk	PB-2 9300-34800	4200
33	Statistical Assistant	PB-2 9300-34800	4200
34	Draughtsman	PB-1 5200-20200	2800
35	Field Inspector	PB-1 5200-20200	2800
36	Sr. Clerk	PB-1 5200-20200	2400
37	Electrician	PB-1 5200-20200	2400
38	Assistant Draughtsman	PB-1 5200-20200	2400
39	Tracer	PB-1 5200-20200	2000
40	Lab. Asst.	PB-1 5200-20200	2000
41	Jr. Clerk/Cum-	PB-1	1900

	Typist	5200-20200	
42	Daftari	PB-1 5200-20200	1900
43	Instruments Fiter	PB-1 5200-20200	1900
44	Driver	PB-1 5200-20200	1900

45	Roneo Operator	1-AS 4440-7440	1600
46	Naik	1-AS 4440-7440	1600
47	Peon / Field Peon	1-AS 4440-7440	1600
48	Chowkidar	1-AS 4440-7440	1600
49	Sweeper	1-AS 4440-7440	1600

Annexure -IV

Budget Estimate for 2023-24

Sr. No.	Perticulars	Cess & Core Activity
1.	Previous Balance	3500.00
2.	(+) Expected Deposits	580.99
	Total Deposits	4080.99
3.	(-) Salary, Allowance & Arrears	62.79
4.	(-) Revenue expenditure	83.97
	Balance	3934.23
5.	(-) Capital Expenditure	133.63
	Balance	3800.60
6.	(-) Expenditure on Projects	444.56
7.	Balance at the end of year	3356.04
Note: In 'Previous balance' reserved Pension Fund is included		

8.	(-) Reserve Pension Fund (including interest)	330.00
9.	Balance (after deduction of reserve pension fund)	3026.04

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
	Scientific and Technical				
1	MPCB Head office Regional Division	Mumbai/Thane Kalyan/Navi Mumbai Raigad/Nashik	Mr. Prakash Jadhav (Sub Regional Officer)	Mr. Uday Yadav (Field Officer)	Mr. J. B. Sangevar (Water Pollution Prevention Engineer)
2	MPCB Head office Regional Division	Pune/Kolhapur Aurangabad/Nagpur Amravati/Chandrapur	Mr. Pravin Patil (Sub Regional Officer)	Mrs. Kalyani Kulkarni (Field Officer)	Mr. Nandkumar Gurav Assistant Secretary (Technical)
3	Legal Affairs MPCB Head office Regional Division	Board's All regional and sub- Regional Offices, Central Laboratory, Regional Laboratory	Mrs. Neelam Ch. Kubal (Assistant Law Officer)	Mr. Subhash L. Karande (Junior Clerk)	Mrs. Netra Chafekar (Law Officer-1)
4	Administrative work MPCB Head office Regional Division	Board's All regional and sub- Regional Offices, Central Laboratory, Regional Laboratory	Mr. Rajendra Vispute (Office Superintendent)	Mr. Rohan Kadwaikar (Junior Clerk)	Mrs. Nita Bhorade Assistant Secretary (Establishment)
5	Accounting work MPCB Head office Regional Division	Board's All Regional and sub- Regional Offices, Central Laboratory, Regional Laboratory	Mrs. Sujata b. Shetye (Accounts Officer)	Mrs. Geeta Gharat (Head Accountant)	Mr. 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	Mr. Achyut Nandwate (Sub Regional Officer)	Mr. Milind Thakur (Field Officer)	Mr. Sanjay Bhosale (Regional Officer)
7	Regional Office Navi Mumbai	Regional Office Navi Mumbai SRO Mumbai-1 SRO Navi Mumbai-2 SRO (Taloja)	Mr. Vikrant Bhalerao (Sub Regional Officer)	Mr. Shashikant Patil (Field Officer)	Mr. Satish Padwal (Regional Officer)

8	Regional Office Raigad	Regional Office Raigad SRO Raigad-1 SRO Raigad-2	Mr. Ishwar Thakrey (Sub Regional Officer)	Mr. Sivananda Basavade (Field Officer)	Mr. Jaywant Hazare (Regional Officer)
9	Regional Office Thane	Regional Office, Thane Regional Laboratory, Thane SRO Thane-1 and 2	Mr. Shakeel Suleman Shaikh (Sub Regional Officer)	Mrs. Ujjwala Wadekar (Field Officer)	Mr. Kiran Hasabnis (Regional Officer)
10	Regional Office Kalyan	Regional Office Kalyan Sub-Regional Office Kalyan-1/2/3, Bhiwandi	Mrs. Saujanya Patil (Sub Regional Officer)	Mrs. Dipali Chaudhary (Field Officer)	Mr. Limbaji S Bhad (Regional Officer)
11	Regional Office Pune	Regional Office, Pune Regional Laboratory Pune Sub-Regional Office Pune-1/2 and Pimpri Chinchwad	Mr. Prashant Gaikwad (Sub Regional Officer)	Mr. Sameer Vastre (Field Officer)	Mr. Ravindra Andhale (Regional Officer)
12	Regional Office Nashik	Regional Office Nashik Regional Laboratory Nashik Sub Regional Office Nashik	Mr. Amar Durgule (Sub Regional Officer)	Mr. Rajendra Suryavanshi (Field Officer)	Mr. Rajendra A. Rajput (Regional Officer)
13	Regional Office Chatrapati Sambhaji Nagar	Regional Office Chatrapati Sambhaji Nagar Sub-Regional Office Chatrapati Sambhaji Nagar Regional Laboratory Chatrapati Sambhaji Nagar	Mr. Deepak Bansod (Field Officer)	Mrs. Yogini Balankhe (Field Officer)	Mr. Manish Holkar (Regional Officer)
14	Regional Office Kolhapur	Regional Office Kolhapur Sub-Regional Office Kolhapur	Mr. Pramod Mane (Sub Regional Officer)	Mr. Sachin Harbad (Field Officer)	Mr. Jagannath S. Salunkhe (Regional Officer)
15	Regional Office Amravati	Regional Office Amravati Sub-Regional Office Amravati 1 and 2	Mrs. Dhanshree Patil (Sub Regional Officer)	Mr. Tarachand Thackeray (Field Officer)	Mr. Sanjay D Patil (Regional Officer)
16	Regional Office Nagpur	Regional Office Nagpur Laboratory, Nagpur Sub-Regional Office, Nagpur-1/2	Mr. Atul Satphale (Sub Regional Officer)	Mr. Pramod Lone (Field Officer)	Mrs. Hema M. Deshpande (Regional Officer)
17	Regional Office Chandrapur	Regional Office Chandrapur Regional Laboratory Chandrapur Sub-Regional Office Chandrapur	Mr. Umashankar Bhadule (Sub Regional Officer)	Mr. Surendra Karankar (Field Officer)	Mr. Tanaji G Yadav (Regional Officer)

18	Central Laboratory Nirmal Bhavan	Central Laboratory Nirmal Bhavan	Mr. Kishore Gavankar (Scientific Officer)	Mr. Salil Save (Junior Scientific Assistant)	Dr. Padmanabh Khadkikar (Senior Scientific Officer) I/C
19	Sub-Regional Office Mahad	Sub-Regional Office Mahad	Mrs. Indira Gaikwad, (Sub Regional Officer)	Mr. Jaideep Kumbhar (Field Officer)	Mr. Jaywant Hazare (Regional Officer)
20	Sub-Regional Office Tarapur	SRO Tarapur 1 and 2	Mr. Raju R Vasave (Sub Regional Officer)	Mr. Tanaji Patil (Field Officer)	Mr. Kiran Hasabnis (Regional Officer)
21	Sub-Regional Office Ratnagiri	Sub-Regional Office Ratnagiri	Mr. Rahul Mote (Sub Regional Officer)	Mr. Sarjerao Bhoi (Field Officer)	Mr. Jagannath S. Salunkhe (Regional Officer)
22	Sub-Regional Office Chiplun	Sub-Regional Office Chiplun and Regional Laboratory Chiplun	Mr. Sushil Kumar Shinde (Field Officer)	Mr. Sunil Salunkhe (Junior Scientific Assistant)	Mr. Jagannath S. Salunkhe (Regional Officer)
23	Sub-Regional Office Sangli	Sub-Regional Office Sangli	Mr. Navnath Avtade (Sub Regional Officer)	Mr. Rohidas Matkar (Field Officer)	Mr. Jagannath S. Salunkhe (Regional Officer)
24	Sub-Regional Office Satara	Sub-Regional Office Satara	Mr. Amol Satpute (Sub Regional Officer)	Mrs. Archana Jagdale (Field Officer)	Mr. Ravindra Andhale (Regional Officer)
25	Sub-Regional Office Solapur	Sub-Regional Office Solapur	Mr. Nikhil More (Sub Regional Officer)	Mr. Abhijit Lohia (Field Officer)	Mr. Ravindra Andhale (Regional Officer)
26	Sub-Regional Office Akola	Sub-Regional Office Akola	Mr. Nandkishore Patil (Field Officer)	Mr. Prakash Jadhav (Senior Clerk)	Mr. Sanjay D Patil (Regional Officer)
27	Sub-Regional Office Nanded	Sub-Regional Office Nanded	Mr. Shankar Kendule (Sub Regional Officer)	Mr. Ravindra Kshirsagar (Field Officer)	Mr. Manish Holkar (Regional Officer)
28	Sub-Regional Office Latur	Sub-Regional Office Latur	Mr. Parmeshwar Kamble (Sub Regional Officer)	Mr. Santosh Kumar Chavan (Field Officer)	Mr. Manish Holkar (Regional Officer)
29	Sub-Regional Office Jalna	Sub-Regional Office Jalna	Mr. Somnath Kurmude (Sub Regional Officer)	Mrs. Snehal Kose (Field Officer)	Mr. Manish Holkar (Regional Officer)
30	Sub-Regional Office Parbhani		Mr. Shripad Kulkarni Sub Regional Officer)	Mr. Pankaj Bavane (Field Officer)	Mr. Manish Holkar (Regional Officer)
31	Sub-Regional Office Ahmednagar		Mr. Chandrakant Shinde (Sub Regional Officer)	Mr. Raviraj Patil (Field Officer)	Mr. Rajendra A. Rajput (Regional Officer)

32	Sub-Regional Office Jalgaon		Mr. Karan Singh Rajput (Sub Regional Officer)	Mr. Manish Mahajan (Field Officer)	Mr. Rajendra A. Rajput (Regional Officer)
33	Sub-Regional Office Dhule		Mr. Pranav Pakhle (Sub Regional Officer)	Mr. Nilesh Morankar (Field Officer)	Mr. Rajendra A. Rajput (Regional Officer)
34	Sub-Regional Office Bhandara		Mr. Kishore Pusadkar (Sub Regional Officer)	Mr. Amar Muneshwar (Senior Clerk)	Mrs. Hema M. Deshpande (Regional Officer)

Nature of Work	Designation in online RTI Facility
Scientific and technical, legal work, administrative and accounting work on the establishment of the Board	<p>Mrs. Rutuja Bhalerao (SRO) Nodal Officer</p> <p>Mr. Dinesh Sonawane (Statistical Officer)</p>

Note: - The order of appointment of information officer / assistant information officer and appellate authority is at the end of 07/08/2023. (Office order No. E-88/2023, dt. 07/08/2023)