HARYANA STATE POLLUTION CONTROL BOARD
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HSPCB/HWM/2025/ Dated: 07.02.2025

To

The Sr. Env. Engineer,
IT Cell, HSPCB.

Subject: Regarding updation of SOPs for registration of Recyclers & Producers & Guidance Documents for Refurbishers under Battery Waste Management Rules, 2022 to be uploaded on the website of the Board.

Please find enclosed herewith the compiled document of SOPs regarding registration of Recyclers & Producers & Guidance Documents for Refurbishers under Battery Waste Management Rules, 2022 prepared by CPCB for information and necessary action.
In view of above, you are asked to upload the above compiled document of SOPs & Guidance Documents for Refurbishers on the website of the Board under Battery Waste Management Section.

DA/As above

Signed by
Naveen Gulia
Sr. Environmental Engineer (HQ)
Date: 08-02-2025 08:45:02
For Chairman

SOP for Registration of Stakeholders on Online EPR Portal under Battery Waste Management Rules, 2022

https://www.eprbatterycpcb.in/

Standard Operating Procedure

for

Registration of Producers through the Online Portal under Battery Waste Management Rules, 2022

Central Pollution Control Board, Delhi
February, 2022

Table of Contents

1.0 Background

Ministry of Environment Forest and Climate Change notified Battery Waste Management (BWM) Rules on 22nd August, 2022 as per which every producer and person or an entity involved in manufacturing of battery shall have to register with CPCB. Producers and manufacturers of battery shall have to register through the online centralized portal developed by CPCB.

As per the provision under Rule 4 (1), Producer has the obligation of Extended Producer Responsibility (EPR) for the Battery that they introduce in the market to ensure the attainment of the recycling or refurbishing obligations. Producers are required to fulfill their EPR obligation by ensuring that waste battery is recycled through certified waste battery recyclers to meet assigned EPR targets. They shall obtain EPR certificates from recyclers according to the quantity of waste batteries recycled byrecyclers and use such certificates to meet their EPR targets.

This document outlines the Standard Operating Procedure for the Registration of Producers and persons or entities involved in the manufacturing of Battery with CPCB in line with BWM Rules, 2022. This SOP provides guidance on the filing of applications by Producers/Manufacturers and the processing of applications by CPCB.

2.0 Guidance for filing of Application by Producers

The process of filing the application starts with signing up by Producers on the web portal **www.eprbatterycpcb.in** followed by filling of the application in 6 parts namely (A) General information of Producer (B) Information on the Type of Battery (C) Addition of Sales Data (D)Addition of Battery Material (E) Uploading of required Documents and (F) Payment of Fees

2.1 Applicability of SOP

This SOP shall be applicable to all Producers (Manufacturers, Importer) required to obtain registration from CPCB and to submit EPR Plan as well as Annual Returns. Producers shall submit online application along with the relevant information, documents & Application fees for registration as per the details given in subsequent sections of this document.

Applications under process for grant of Registration shall henceforth be processed at https://egovernancecpcb.co.in/battery/ portal developed by CPCB as per provisions of this SOP.

2.2 Procedure for Signing Up

To submit the application for registration under Battery Waste Management Rules, 2022, the producer shall generate login credentials by providing details as mentioned in the table below:

S. No.	Section	Information required	Guidance
1.	Applicant Type	Category of applicant	Select the option under which registration is to be granted
2.	Company Details	Name of Company	Please enter the name of the entity without Pre-fixing 'M/s'.
		Trade Name	Should be the same as provided in GST
		Type of Business	Select the type of business from the drop - down menu
		State/UT	-
		Registered Address	Should be the same as provided in GST
		District	-
		Pin code	Pin code of the registered address

		PAN	Permanent Account Number of the company in 'AAAAA9999A' format. In the case of Proprietor-ship, the PAN number of Authorized person is to be provided.
		CIN	Corporate Identification Number in 'A99999AA9999AAA999999' is to be provided if the business is registered with Ministry of Corporate Affairs.
3.	Authorized Person	Name	Name of authorized company/business official. Name of any consultant or agent or any other agencies working on behalf of Producer shall not be provided.
		Designation	Position in company
		Mobile	10 digit mobile number should be in use
		PAN	Permanent Account Number of authorized Person in 'AAAAA9999A' format.
		Aadhar No.	Aadhar number of the authorized person
4.	Login Details	Authorized Email ID	Authorized Email ID of the Producer will be used as the User ID for login
		Password	Use of strong password is recommended. Password should be minimum 8 digits in length. It must contain at least one capital letter, one small letter, one number and One special character.
		Confirm Password	Same password to be entered
After clicking on **Sign Up**, OTP will be sent to the registered mobile number. The applicant will enter OTP to proceed with filling up of application			

2.3 Submission of Application

After the creation of account, the applicant will log in to **initiate the registration** process. However, prior to filling application form, it shall be ensured that copy of the following documents in only pdf format is readily available with the Applicant:

1. Company GST Certificate
2. PAN Card of the company
3. Corporate Identification Number (CIN) document
4. Consent Issued by SPCBs/PCCs under Air/Water Act and authorization under Hazardous & Other Waste (Management & Transboundary Movement) Rules, 2016
5. Import Export Certificate issued by Ministry of Commerce & Industry (in case of importers)
6. District Industries Center (DIC) registration (if the unit is registered with DIC)

2.4 Filing section-wise information

Producers shall follow section-wise instructions as given in the Table below for filing Application for Registration.

S. No.	Section	Information required	Guidance
PART - A	General Information	Name of Producer	This information is auto-filled
		Registered address of Producer	This information is auto-filled

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

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

2.4.1 Recycling Targets

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

2.4.2 Daily Sales Data

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

S. No.	Information Required	Guidance
1.	Date of Sales	Select Date of Sales
2.	Select Producer Type	Producer shall select the type of Producer category under which it operates. Detail regarding each category is provided in **Annexure - I**
3.	Enter Name of Battery Brand	Producer shall enter the brand name of Battery
4.	Enter Name of Equipment	Producer shall enter the name of equipment

	Containing Battery	containing battery if the producer is selling and/or importing battery contained in an equipment
5.	Select Battery Composition	Producer shall select the Battery composition from the drop-down menu
6.	Type of Battery	The battery type shall be selected from the drop-down menu.
7.	Quantity Sold (in Numbers)	Enter the quantity of battery and/or battery contained in the equipment sold in the market
8.	Quantity Sold (in kg)	Enter the quantity of battery (in kg) and/or battery contained in the equipment sold in the market
9.	Upload Invoice	Producer shall upload the invoice of the sales

3.0 Application & Annual processing fees

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

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

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

4.0 Processing of Application

The application will be processed by CPCB. Processing of applications for grant of registration shall be ensured as below:

i. The application for registration shall be processed within 15 working days. The registration shall be either granted or rejected as the case may be within this period.
ii. If after processing, the application is found to be incomplete with respect to any document being not submitted or any missing information, then the applicant shall be informed of the same through the portal.
iii. Applications shall be rejected if false/ irrelevant information /document is found to be submitted. Application fees shall be forfeited in such cases. Fresh applications along with application fees will have to be submitted for Registration.
iv. Portal-generated Registration certificate duly signed by Competent Authority shall be uploaded on the Portal.
v. The portal has a provision for the internal processing of applications within CPCB, wherein the Member Secretary, CPCB shall be the approving authority for issuing of the Certificate.
vi. Fresh Registration shall be valid for a period of five years from the date of grant of registration.

5.0 Renewal of Registration

i. Producers/Manufacturers shall submit the application for renewal 60 days before the expiry of the Registration along with the necessary documents as discussed in the previous sections.

ii. Producers have to ensure that Annual Returns are filed by June 30th of the following year (as per Rules) for the intervening Registration period. Application for renewal will not be processed unless all due annual reports are filed.

iii. Findings of Audit carried out by CPCB shall be taken into consideration for renewal of Registration.

iv. Registration granted to Producers shall be renewed for a period of five years by CPCB within 15 working days of receipt of complete documents from the Producers.

6.0 Specific Conditions of Registration

The Registered Producers are required to comply with following conditions:

i. The Producers shall not carry any business without having registration through online centralized portal developed by CPCB.

ii. The Producers shall not deal with any entity not registered through online centralized portal developed by CPCB to meet EPR targets.

iii. In case, it is found or determined that any Producer registered on the on-lineportal has provided false information or has willfully concealed information or there is any irregularity or deviation from the conditions stipulated while obtaining registration under BWM Rules, 2022, then the registration of such an entity would be revoked for a one –year period after giving an opportunity to be heard. The entities whose registration has been revoked shall notbe able to register afresh for the period of revocation.

iv. The Producers shall fulfill the year-wise / category-wise EPR Target as specifiedin Schedule II of the BWM Rules, 2022.

v. The Producers are required to comply with provisions of BWM Rules, 2022 failing to which necessary action as deemed fit shall be initiated against the violator.

7.0 Cancellation of Registration

i. Registration granted to Producers/Manufacturer is liable to be canceled or suspended at any stage, if the document submitted by the Producers/Manufacturer is found to be false.

ii. CPCB shall suspend and/or cancel the registration, and/or impose Environmental Compensation, in case of non-compliance of Extended Producer Responsibility obligations as per Schedule II.

iii. Central Pollution Control Board shall suspend and/or cancel the registration of the Producer, and/or impose Environmental Compensation in case of violation of Battery Waste Management Rules,2022 by the registered entity.

iv. An opportunity will be given to hear the Producer/Manufacturers within fifteen days from the date of issuance of notice; prior to considering the case for cancellation or suspension of Registration by CPCB.

v. The Joint Secretary or the officer equivalent in the Ministry of Environment, Forest and Climate Change shall be designated as an Appellate Authority.

CPCB shall update the SOP from time to time in accordance with requirements and further Amendment to BWM Rules, 2022 if any, as required.

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Type of Producers

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

10	Sells new Battery imported by other importers under its own brand name	A producer who is involved in the selling of imported batteries in the market under its own brand which is imported by other importers.
11	Sells new Battery imported by themselves, under its own brand name	A producer who is involved in the selling of imported batteries in the market under its own brand name.
12	Sells Imported battery of other Brands or no brand	A producer who is involved in the selling of imported batteries under the brand name of the foreign exporter or no brand name.
13	Sells Imported equipment containing battery of other brand(s) or no brand	A producer who is involved in the selling of imported batteries in equipment under the brand name of the foreign exporter or no brand name.
14	Sells imported new Battery of any brand or no brand in any equipment	A producer who is involved in importing of batteries and selling the batteries in equipment under the brand name of the foreign exporter or no brand name.
15	Importer importing new Battery for self-use	A producer who is involved in importing of batteries for self-use.
16	Importer importing equipment containing battery for self-use	A producer who is involved in importing equipment containing batteries for self-use.
17	Importer importing new battery and selling it under their own brand name or no brand to other manufacturers	A producer who is involved in the selling of imported batteries under their own brand name or no brand name to other manufacturers/producers.
18	Importer importing equipment containing battery and selling it under their own brand name or no brand to other manufacturers	A producer who is involved in the selling of imported equipment containing batteries under their own brand name or no brand name to other manufacturers/producers.

Standard Operating Procedure

for

Registration of Recycler through the Online EPR Portal under Battery Waste Management Rules, 2022

Central Pollution Control Board, Delhi
August, 2022

Table of Contents

1.0 Background

Ministry of Environment Forest and Climate Change notified Battery Waste Management (BWM) Rules on 22nd August, 2022 as per which all recyclers shall register with the State Pollution Control Board through the online portal.

As per Rules, Recycling of Waste Battery means recycling of Battery materials such as lead, nickel, lithium, nickel, cobalt, plastics, rubber, glass, etc. Waste Battery Recyclers shall have to register with concerned SPCBs/PCCs in accordance with provision 9 (1) of BWM Rules, 2022 on the EPR portal for Battery Waste Management developed by CPCB.

This document outlines the Standard Operating Procedure for the Registration of Recyclers with SPCBs/PCCs in line with BWM Rules, 2022. This SOP provides guidance on the filing of applications by the Recyclers.

2.0 Guidance for filing of Application by Recyclers

The process of filing the application starts with signing up by Recycler on the online portal **www.eprbatterycpcb.in** followed by filling of the application in 6 parts namely (A) General Details (B) Information on Battery (C) Documents (D) Geo Images (E) Recycling Capacity and (F) Payment of Fees

2.1 Applicability of SOP

This SOP shall be applicable to all recyclers who are required to obtain registration from concerned SPCB/PCC and under Battery Waste Management Rules, 2022. Recyclers shall submit online application along with relevant information, documents & Application fees for registration as per the details given in subsequent sections of this document.

Applications under process for grant of Registration shall henceforth be processed at **www.eprbatterycpcb.in** by SPCB/PCC as per provisions of this SOP.

2.2 Procedure for Signing Up

To submit the application for registration under Battery Waste Management Rules, 2022, the recycler shall create login credentials by providing details as mentioned in the table below:

S. No.	Section	Information required	Guidance
1.	Applicant Type	Category of applicant	Select the option under which registration is to be granted
2.	Company Details	Name of Company	Please enter the name of the entity without Pre-fixing 'M/s'. Certificate will be issued on the name of company provided by the Recycler
		Trade Name	Should be the same as provided in GST. If Trade name is not mentioned, name of the company is to be entered.
		Type of Business	Select the type of business from the drop - down menu
		State/UT	-
		Registered Address	Should be the same as provided in GST. Registration certificate will be issued having the registered address of the Recycler.
		District	-
		Pin code	Pin code of the registered address

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

2.3 Submission of Application

After the creation of account, the applicant will log in to **initiate the registration** process. However, prior to filling application form, it shall be ensured that copy of the following mandatory documents in only pdf format is readily available with the Applicant:

1. Company GST Certificate
2. PAN Card of the company
3. Process Flow Diagram of the recycling process
4. Consent Issued by SPCBs/PCCs under Air/Water Act and authorization under Hazardous & Other Waste (Management & Transboundary Movement) Rules, 2016
5. District Industries Centre (DIC) Certificate

2.4 Filing section-wise information

Recyclers shall follow section-wise instructions as given in the Table below for filing Application for Registration.

S. No.	Section	Information required	Guidance
PART – A	(1) Recycling Unit Details	Name of Unit	This information is auto-filled
		Registered address of Recyclers	This information is auto-filled
		District	This information is auto-filled.

General Information		GST No.	Enter GST number as per GST certificate.
		PAN No.	Permanent Account number of the Company is to be entered.
		Consent validity under Air Act	Select validity of the Consent under Air Act.
		Consent validity under Water Act	Select validity of the Consent under Water Act.
		Authorization under Hazardous and Other Wastes	Select validity of Authorization under Hazardous and Other Wastes
		DIC certificate validity	Select validity of DIC certificate
		Select the Category of Recycler	Select the category of Recycler out of the following (Multiple selection can be made): (i) R1: Lead Acid Battery Recycler (ii) R2: Only Battery Dismantling and Physical separation (Processing till Black Mass Generation) of all types of battery except Lead acid battery (iii) R3: Refiners – Only Black Mass Processor (Processing till metals are obtained in compound form) of all types of battery except Lead acid battery (iv) R4: Battery Dismantling, Physical Separation and Refining (Black Mass Processing) of all types of battery except Lead acid battery
	(2) Authorized Person Details	Name	These information are auto-filled from sign up page.
		Mobile No.	
		Email Id.	
		Designation	
	(3) Enter Recycling Capacity of The Unit (in Tonnes per Annum):	Enter the Recycling capacity of the unit as per Consent to Operate (CTO) in Tonnes Per Annum	The capacity should be as per the CTO provided by the respective SPCB/PCC. **Application fees will be based on the Recycling Capacity entered in this field.**
Part – B	(1) Add Battery Details	Select Battery Type	Select type of battery being recycled. If the unit is involved in processing of black mass, then 'other' option is to be selected
		Kind of Battery	Recycler shall select kind of battery (Lead-acid, Lithium Ion, Nickel, Cadmium, Zinc based, and others) If 'other's is selected, then the Recycler shall mention the other kind

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			of battery name.
Information on Battery		Select Technology being used	Select Technology being used for each battery type and composition of battery (i) Hydro-metallurgical / Electro-Chemical Process (ii) Pyro-metallurgical Process (iii) Physical Separation processes
		Key Battery Metals	Select all the metals that can be recovered either in compound form or pure form by the recycling unit.
	(2) Add Procurement Data (Procurement of Waste Battery from registered as well as unregistered entities in last 3 FY years, i.e., 2020-21, 2021-22, and 2022-23)	Select Financial Year	Select financial year for which data is to be provided
		Select Type of Battery	Select type of battery type. If the unit is involved in processing of black mass, then 'other' option is to be selected
		Select Kind of Battery	Recycler shall select kind of battery (Lead-acid, Lithium Ion, Nickel, Cadmium, Zinc based, and others) If 'other's is selected, then the Recycler shall mention the other kind of battery name.
		HSN Code	Enter HSN Code of Waste battery. HSN Code should be of 8 digits
		Quantity (in Tonnes per Annum)	Enter quantity of Waste Battery Procured in Tonnes per Annum
	Note: If the Unit is newly established, then Procurement data should be filled as '0'.		
	(3) Add Quantity of Battery Recycled (Quantity of Waste Battery recycled in last 3 FY years, i.e., 2020-21, 2021-22, and 2022-23)	Select Financial Year	Select financial year for which data is to be provided
		Select Kind of Battery	Recycler shall select composition of battery (Lead-acid, Lithium Ion, Nickel Cadmium, Zinc based, and others)
		Select Battery Type	Select type of battery recycled. If the unit is involved in processing of black mass, then 'other' option is to be selected.
		Total Quantity Recycled (in Tonnes per Annum)	Enter the quantity of waste battery recycled (in Tonnes per Annum)
		Key Battery Metals Recovered	Select all the metals that were recovered either in compound form or pure form by the recycling unit.
	Note: If the Unit is newly established, then Quantity of battery recycled data should be filled as '0'.		
Part – C Documents	Upload Relevant Documents	GST Certificate*	Upload GST certificate in PDF only (Max. File size is 2 MB)

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	(*represents mandatory documents)	PAN card of Company*	Upload PAN card of company in PDF only (Max. File size is 2 MB)
		Valid Consent under Air and Water Act*	Upload Valid Consent document in a single PDF file (Max. File size is 2 MB)
		Valid Authorization under rule 6 of the Hazardous and other Wastes (Management & Transboundary Movement) Rules, 2016 *	Upload Authorization document in PDF file (Max. File size is 2 MB)
		District Industries Center (DIC) registration Certificate	Upload DIC document in PDF only (Max. File size is 2 MB)
		Process Flow Diagram of the recycling process	Upload Process Flow Diagram in PDF only (Max. File size is 2 MB)
		Last 3 FYs annual returns	The Recycler will upload the Annual Returns for the last three FY i.e., 2020-21, 2021-22, and 2022-23 in a single PDF File. (Max. File size is 2 MB)
PART – D Geo Images	Upload Geo Images (A geo-tagged image is a photograph which is associated with a geographic position by geotagging. This is done by assigning at least a latitude and longitude to the image.)	Geo-tagged pictures of the unit's location on the Map	Upload Geo-tagged image of the unit's location in a PDF file
		Geo-tagged pictures of waste battery storage area (Upload all images in a single PDF file)	Upload Geo-tagged images of waste battery storage area

		Geo-tagged pictures of recycling machineries (Upload images in a single PDF file)	Upload Geo-tagged images of recycling machineries
		Video of recycling plant (Provide link of Video)	Provide link of the video of Recycling Unit. The video may include the important machineries, equipment of the unit. Video may be uploaded on Google drive or any other server and the link of the same is to be provided.
		Location of Recycling Unit	Recycler shall select the location of the Recycling unit on the MAP or shall enter the latitude and longitude of the Recycling unit.

S. No.	Section	Information Required		Guidance
Part – E Recycling Equipments	(1) Battery Dismantling & Pre-treatment Details	Add battery dismantling details	Select battery dismantling equipment details	Select battery dismantling equipment – (i) Automatic battery cutting machine; (ii) Battery hydro-mechanical separation; (iii) Shredder / Crusher; (iv) other Note: If 'other' is selected, name of the equipment used for battery dismantling is to be mentioned
			Capacity (Tonnes/day)	Enter capacity of equipment used for battery dismantling
	(2) Details of Equipments for Recovery of Battery Materials	Add material processing equipment details	Select Recycling Technology	Select Recycling Technology – (i) Hydro-metallurgy; (ii) Pyro-metallurgy; (iii) others Note: If 'others' is selected, name of the process used is to be mentioned
			Select Equipment	Select equipment – (i) Smelting / Blast / Rotary Furnace; (ii) Acid Leaching

				equipment; (iii) Solvent Extraction Equipment; (iv) Furnace; (v) Gravity Separator; (vi) Magnetic Separator; (vii) Others Note: If 'other' is selected, name of the equipment used is to be mentioned
			Total Capacity (in Tonnes / Day)	Enter capacity of equipment selected in Tonnes / Day

3.0 Application & Returns Processing Fees

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

S. No.	Recycling Capacity (in Tonnes per Annum)	Application Fee (in Rs.)
1.	< 1000	10,000
2.	1000 – 5000	20,000
3.	> 5000	40,000

    i.   Recycling Capacity (Tonnes per Annum) – As per information filled in Point (3) – 'Enter the Recycling capacity of the unit as per Consent to Operate (CTO) in Tonnes Per Annum' under PART (A) – General Details

    ii.   Fees for renewal of Registration shall be the same as the Registration fee.

    iii.   The fees shall be paid online through the payment gateway integrated in the portal.

    iv.   Application Fees is exclusive of any transaction charges.

    v.   25% of Application fees is to be paid as Annual Processing Fees at time of filling returns.

4.0 Processing of Applications

The application will be processed by SPCB/PCC. Processing of applications for grant of registration shall beensured as below:

    i.   The application for registration shall be processed within 15 working days. The registration shall be either granted or rejected as the case may be within this period.

    ii.   If after processing, the application is found to be incomplete with respect to any document being not submitted or any missing information, then the applicant shall be informed of the same through the portal.

    iii.   Applications shall be rejected if false/ irrelevant information /document is found to be submitted. Application fees shall be forfeited in such cases. Fresh applications along with application fees will have to be submitted for Registration.

    iv.   Portal-generated Registration certificate duly signed by Competent Authority shall be uploaded on the Portal.

    v.   The portal has a provision for the internal processing of applications within SPCBs/PCCs, wherein theMember Secretary, SPCB/PCC shall be the approving authority for issuing of the Certificate.

    vi.   Fresh Registration shall be valid for a period of five years from the date of grant of registration.

5.0 Renewal of Registration

 i. Recycler shall submit the application for renewal 60 days before the expiry of the Registration along with the necessary documents as discussed in the previous sections.

 ii. Recyclers have to ensure that Quarterly Returns are filed within 30 days after end of each quarter. Application for renewal will not be processed unless all due returns are filed.

 iii. Findings of Audit shall be taken into consideration for renewal of Registration.

 iv. Registration granted to Recyclers shall be renewed for a period of five years by SPCB within 15 working days of receipt of complete documents from the Recyclers.

6.0 Specific Conditions of Registration

The Registered Recyclers are required to comply with following conditions:

 i. The Recyclers shall not carry any business without having registration through online centralized portal developed by CPCB.

 ii. The Recyclers shall not deal with any entity not registered through online centralized portal developed by CPCB.

 iii. In case, it is found or determined that any Recycler registered on the on-line portal has provided false information or has willfully concealed information or there is any irregularity or deviation from the conditions stipulated while obtaining registration under BWM Rules, 2022, then the registration of such an entity would be revoked for a one –year period after giving an opportunity to be heard. The entities whose registration has been revoked shall not be able to register afresh for the period of revocation.

 iv. The Recyclers are required to comply with provisions of BWM Rules, 2022 failing to which necessary action as deemed fit shall be initiated against the violator.

 v. Registered Recyclers shall provide certificates for Battery Waste Recycling, which shall be considered for fulfillment of EPR obligations by the Producers.

 vi. Exchange of EPR certificates between Recyclers and Producers to be done as per mechanism to be provided in module three of the EPR portal for Battery Waste Management.

  Additional conditions specific to local conditions may be incorporated by SPCBs/PCCs with intimation to CPCB

7.0 Cancellation of Registration

 i. Registration granted to Recyclers is liable to be canceled or suspended at any stage, if the document submitted by the Recyclers is found to be false.

 ii. State Pollution Control Board shall suspend and/or cancel the registration of the Recycler, and/or impose Environmental Compensation in case of violation of Battery Waste Management Rules,2022.

 iii. An opportunity will be given to hear the Recyclers within fifteen days from the date of issuance of notice; prior to considering the case for cancellation or suspension of Registration by SPCB.

  SPCBs/PCCs shall update the SOP from time to time in accordance with requirements and further amendments to BWM Rules, 2022 if any, as required.

   ***

Guidance Document for Refurbishers
under Battery Waste Management

Central Pollution Control Board, Delhi

Table of Contents

1. Introduction

The Ministry of Environment Forest and Climate Change notified Battery Waste Management (BWM) Rules on 22nd August, 2022 as per which every refurbisher shall have to register with SPCB/PCC through the online EPR portal developed by CPCB.

As per Rules, Refurbishers are required to carry out any activity in accordance with the guidelines prescribed by Central Pollution Control Board. Refurbishers shall furnish quarterly returns in Form 4 regarding the information on quantity of used Battery collected or received from various producers or entities, refurbished quantities, quantity of hazardous and/or other waste including solid waste or plastic waste generated after refurbishment and disposal of such quantity as per extant rules and the quarterly return shall be filed by the end of the month succeeding the end of the quarter.

This document outlines the Standard Operating Procedure of the Online EPR Portal for Refurbishers for compliance with the Battery Waste Management (BWM) Rules, 2022. This Guidance Manual provides guidance on filing of applications by the refurbishers, filing of refurbished battery and sales data, and quarterly returns filing by the Refurbishers.

2. Sign-up on the EPR Portal

After accessing the EPR Portal for Battery Waste Management, users can sign-up on the portal using the 'Create Account' option. When the user clicks on it, a pop-up box appears asking the user to select the Applicant Type. On this pop-up, please select the 'Refurbisher' option. The user is directed to the Consent Verification step, where users need to enter the Consent ID provided by their respective state and the name of their State. Once done, the user needs to click on the 'Verify' button to verify their Consent ID.

On successful verification of Consent ID, the user is directed to the sign-up form. The Refurbisher sign-up form has the following fields-

Field Name	Input Description / Type
Application Type	
User Type	Type of user is pre-filled to Refurbisher, based on selection made in the previous step
GST No.	Enter the Goods and Services Tax Number. (Text field, Alphanumeric)
Company Details	
Name of Company	Official name of the company fetched from GST No.
Legal Name	Legal name of the company fetched from GST No.
Establishment Year	Select the year in which the company was established. (Dropdown selection or Date Picker)
Type of Business	Select the business type from the provided list. (Dropdown selection)

State/UT	Select the state or union territory where the company is registered. (Dropdown selection)
Registered Address	Enter the registered address of the company. (Text field)
District	Select the district from the provided list. (Dropdown selection)
Pin Code	Enter the postal code of the registered address. (Text field, Numeric)
CIN (Company Identification Number)	Enter the Company Identification Number. (Text field, Alphanumeric)
PAN	Enter the Permanent Account Number. (Text field, Alphanumeric)
Authorized Person Details	
Name	Enter the full name of the authorized person. (Text field)
Designation	Enter the designation or job title of the authorized person. (Text field)
Mobile	Enter the mobile number of the authorized person. (Text field, Numeric)
PAN	Enter the PAN of the authorized person. (Text field, Alphanumeric)
Aadhaar No	Enter the Aadhaar number of the authorized person. (Text field, Numeric)
Login Details	
Authorized Email Id	Enter the email ID for login purposes. (Text field, Email format)
Password	Create a password for login. (Text field, Password format)
Confirm Password	Re-enter the password to confirm. (Text field, Password format)

Once the user has filled the form with the right validations, they can click on the 'Sign Up' button to complete the sign-up process and access their account.

Note: The authorized email ID and password created during sign-up should be used for future logins to the portal.

EPR Portal for Battery Waste Management
(Portal for Grant of Registration to Producer and Recycler/Refurbisher of Battery under Battery Waste Management Rules, 2022)

Applicant type

User Type*
Refurbisher

GST No*
GST No

Company Details

Name of Company*
Name of Company

Legal Name*
Trade Name

Establishment Year*
Please Select Date

Type of Business*
Select Type of Business

State/UT*
Select State

Registered Address*
Registered Address

District *
Please Select Any One

Pin Code*
PIN Code

Pan * (i)
PAN No

CIN (i)
CIN No

Authorized Person Details

Name*
Name

Designation*
Designation

Mobile*
Mobile Number

Pan* (i)
PAN

Aadhaar No
Aadhaar No

Login Details

Authorized Email Id*
Enter Authorized Email Id

Password(i)*
Password

Confirm Password*
Confirm Password

Sign Up

Already Registered? [Login Now]

3. Registration Application

A refurbisher can initiate their registration application on the application by using the 'Initiate Application' option on their dashboard. Once a user clicks on this, a multi-step registration application appears.

The form is divided into several sub-sections/or tabs (progressive steps) as listed below-

(A) **General Information**

This subsection has the following fields in its form-

Field Name	Type	Mandatory	Validation
A. Company Details			
Name of Refurbishing Unit	Fetched from Profile (Name of Company), non-editable	Yes, pre-filled	–
Legal Name	Fetched from Profile (Legal Name), non-editable	Yes, pre-filled	–
GSTIN	Fetched from Profile, non-editable	Yes, pre-filled	–

PAN	Fetched from Profile, non- editable	Yes, pre-filled	–
Establishment Year	Fetched from Profile, non-editable	Yes, pre-filled	–
State/UT	Fetched from Profile, non-editable	Yes, pre-filled	–
District	Fetched from Profile, non-editable	Yes, pre-filled	–
Registered Address	Fetched from Profile, non-editable	Yes, pre-filled	–
PIN Code	Fetched from Profile, non-editable	Yes, pre-filled	–
B. Authorized Person Details			
Name	Fetched from Profile, non-editable	Yes, pre-filled	–
Designation	Fetched from Profile, non-editable	Yes, pre-filled	–
Mobile	Fetched from Profile, non-editable	Yes, pre-filled	–
Email	Fetched from Profile, non-editable	Yes, pre-filled	–
PAN of Authorized Person	Fetched from Profile, non-editable	Yes, pre-filled	–

Action buttons on this page-
● Save & Next (bottom-right): Allows users to save the details mentioned in this form and proceed with the next steps of registration. All validations and mandatory fields will be checked in this case
● Back icon (top-left): Allows users to cancel the registration process and go back to the dashboard. Users will be asked to confirm the cancellation action - if they confirm they will be directed to the dashboard, if they cancel, then will stay on the existing form.

(B) **Refurbishing Unit Details**

In this subsection, users will add information related to their refurbishing unit. It has the following fields-

Field Name	Type	Mandatory	Validation
A. Refurbishing Unit Details			
Type of Refurbisher There is also a note mentioned below this field- "Note: For RF 1, RF 2, RF 3, RF 4 and RF 9, a Refurbisher has to sign-up as a Producer and complete their EPR obligations while adhering to the guidelines"	Multi-select option for- ● RF 1: Refurbishes and Sells Refurbished Battery under its own brand ● RF 2: Refurbishes and Sells Refurbished battery in equipment under its own brand ● RF 3: Refurbishes imported used batteries and sells under its own brand ● RF 4: Refurbishes imported used batteries and sells Refurbished battery in equipment under its own brand ● RF 5: Refurbishes and Sells Refurbished Battery to Producers and the Producers	Yes	

	sells the refurbished batteries under their brand ● RF 6: Refurbishes and Sells Refurbished Battery in equipment to Producers and the Producers sells the equipment containing refurbished batteries under their brand ● RF 7: Refurbishes and Sells Imported Refurbished Battery to Producers and the Producers sells the imported refurbished batteries under their brand ● RF 8: Refurbishes and Sells Imported Refurbished Battery in equipment to Producers and the Producers sells the equipment containing imported refurbished batteries under their brand ● RF 9: Refurbishes and Sells Refurbished Battery to Producers under its own brand		
Refurbishing Capacity of the Unit as per CTO (in tonnes per annum)	Input Field	Yes	Integers upto 9999
Consent Validity Date (as per Air Act, 1981); Valid Up To	Date selection using calendar	Yes	Past dates are not allowed
Consent Validity Date (as per Water Act, 1974); Valid Up To	Date selection using calendar	Yes	Past dates are not allowed
Validity of Authorization under Rule 6 of Hazardous and Other	Date selection using calendar	Yes	Past dates are not allowed

Wastes (Management and Transboundary Movement) Rules, 2016; Valid Up To			
Certification of Registration with District Industries Centre; Date of Issue	Date selection using calendar	No	Only past dates are allowed

B. Refurbishing Equipments
Here users have an 'Add Data' button to add equipment details. Initially when there is no data, a 'No data to display' message is shown in the listing table. Once the data is added in the form, and saved, it appears in the data listing table, with following columns-
- SNo
- Equipment Name
- Capacity (in tonnes/day)
- Action - Edit, Delete

Fields of the 'Add Data' form are mentioned below-
Users can use the close icon to close the add form pop-up box and return to data listing.

Mention Equipment Name	Single select dropdown ● High Voltage Dismantling Machine ● Laser Cutting Machine ● Manual Dismantling Machine ● Cylindrical Testing Machine ● Prismatic Cell Testing Machine ● Charge Machine ● Discharge Machine ● Others In case user selects Others, a new field appears - 'Mention Equipment Name' which accepts alphanumeric values	Yes	'Mention Equipment Name' accepts alphanumeric values
Equipment Capacity (in kWh)	Input Field	Yes	Integers

C. Geo-tagged Images and Videos

Upload geo-tagged pictures of the unit's	Upload File option	Yes	PDF, up to 2 MB

location on the map			
Upload geo-tagged pictures of used battery storage area	Upload File option	Yes	PDF, up to 2 MB
Upload geo-tagged pictures of refurbishing machineries	Upload File option	Yes	PDF, up to 2 MB
Video of refurbishing plant	Input Field	Yes	Valid URL
Latitude Coordinates of Refurbishing Unit	User can either select location on map, or can enter Latitude and Longitude in input fields Integration with Google Map already exist	Yes	Valid latitude and longitude

Every time a user uses the 'Upload Document' option and successfully uploads a file, the entire form data is saved as draft.

Action buttons on this page-
● Save & Next (bottom-right): Allows users to save the details mentioned in this form and proceed with the next steps of registration. All validations and mandatory fields will be checked in this case.
● Save as Draft (left of Save & Next button): Allows users to save the data that they have entered so far as draft. No mandatory fields will be checked in this case. An action successful or error message will be shown, and the user will stay on the same page.
● Back icon (top-left): Allows users to cancel the registration process and go back to the dashboard. Users will be asked to confirm the cancellation action - if they confirm they will be directed to the dashboard, if they cancel, then will stay on the existing form.
● Previous Step: Allows users to navigate to the previous step in the registration process.

← Initiate Application Form

General Information — Refurbishing Unit Details — Upload Documents — Battery Information — Final Declaration and Payment

(A). Refurbisher Unit Details

Type of Refurbisher

RF S: Refurbishes and Sells Refurbished Battery to Producers and the Producers sells the refurbished batteries under their brand *   ⌄

Refurbishing Capacity of the Unit as per CTO (in tonnes per annum) *

Consent Validity Date (as per Air Act, 1981); Valid Up To *

Consent Validity Date (as per Water Act, 1974); Valid Up To *

Validity of Authorization under Rule 6 of Hazardous and Other Wastes Rules, 2016; Valid Up To *

Certification of Registration with District Industries Centre; Date of Issue *

(B). Refurbishing Equipment   + Add Data

S. No	Equipment Name	Capacity (In Tonnes)	Action

(C). Geo-tagged Images and Video

NOTE* You can upload only 1 PDF, Upto 2 MB

Upload geo-tagged pictures of the unit's location on the map *   👁

Upload geo-tagged pictures of used battery storage area *   👁

Upload geo-tagged pictures of refurbishing machineries *   👁

Video of refurbishing plant *

Latitude *

Longitude *

📍 Use your Precise location

[Previous Step]   [Save as Draft] [Save & Next]

(C) **Upload Documents**

Under this subsection, user needs to upload the following documents-

Field Name	Type	Mandatory	Validation
Company GST	Upload File option	Yes	Only 1 PDF, upto 2 MB
Company PAN Card	Upload File option	Yes	Only 1 PDF, upto 2 MB
Company CIN	Upload File option	Yes	Only 1 PDF, upto 2 MB
Consent issued under Air and Water Act	Upload File option	Yes	Only 1 PDF, upto 2 MB
Authorization under Hazardous and other Wastes (Management & Transboundary Movement) Rules, 2016	Upload File option	Yes	Only 1 PDF, upto 2 MB
District Industries Center (DIC) registration Certificate	Upload File option	No	Only 1 PDF, upto 2 MB
Process Flow Diagram of the refurbishment process	Upload File option	No	Only 1 PDF, upto 2 MB

Users should be able to see a file preview (or preview of file name) after they have uploaded a file. Users can delete a document uploaded as well, and can also replace the existing uploaded document with a new document by using the upload option again.

Every time a user uses the 'Upload Document' option and successfully uploads a file, the entire form data is saved as draft.

Action buttons on this page-
● Save & Next (bottom-right): Allows users to save the details mentioned in this form and proceed with the next steps of registration. All validations and mandatory fields will be checked in this case.
● Save as Draft (left of Save & Next button): Allows users to save the data that they have entered so far as draft. No mandatory fields will be checked in this case. An action successful or error message will be shown, and the user will stay on the same page.
● Back icon (top-left): Allows users to cancel the registration process and go back to the dashboard. Users will be asked to confirm the cancellation action - if they confirm they will be directed to the dashboard, if they cancel, then will stay on the existing form.
● Previous Step: Allows users to navigate to the previous step in the registration process.

(D) **Battery Information**
In this section users will add information about the batteries that they refurbish at their refurbishing unit. This has four sub-section (to be displayed as tabs)-
● Battery Details
● Procurement Data
● Refurbishment Data
● Sales Data

These tabs are to be sequentially filled by the user. That is, a user can navigate to the next tab only when some information in the previous tab is provided.

Field Name	Type	Mandatory	Validation
A. Battery Details Here the user mentions the type and kind of used batteries that they refurbish at their refurbishing plant. Initially when there is no data, a 'No data to display' message is shown in the listing table. Users can click on the 'Add Data' button to add new sales data. Once the data is added in the form, and saved, it appears in the data listing table, with following columns- ● SNo ● Type of Battery being Refurbished ● Kind of Battery ● HSN Code ● Technology Used ● Action - edit, delete Users can add multiple data using the 'Add Data' button, and all of it appears in the listing table. When user clicks on 'Add Data' a pop-up form with following field appears-			
Type of Battery being Refurbished	Single select dropdown, from the following list- ● Portable Battery used in consumer electronics which are rechargeable ● Portable Battery except used in consumer electronics which are rechargeable ● Automotive Battery ● Industrial Battery ● Electric Vehicles (EV) Battery for E-rickshaw (three wheelers) ● Electric Vehicles (EV) Battery of two wheelers ● Electric Vehicles (EV) Battery comprising of four wheelers ● Other - Industrial/Automotive, Mix of 2/3/4-wheeler EVs, etc.	Yes	–

Kind of Battery	Single select dropdown, from the following list- ● Lead Acid ● Li-ion ● Nickel Cadmium ● Zinc based ● Other When user selects "Other" a new mandatory input field appears titled "Mention Other Kind of Battery" accepting alphanumeric When User selects Li-ion, a single-select dropdown with following options appear- ● Nickel Cobalt Aluminium (NCA) ● Lithium Manganese Oxide (LMO) ● Nickel Manganese Cobalt (NMC) ● Lithium Cobalt Oxide (LCO) ● Lithium Iron Phosphate (LFP)	Yes	Alphanumeric for "Mention Other Kind of Battery" conditional input field
HSN Code	Input Field	Yes	Alphanumeric
Technology Used	Input Field	Yes	Alphanumeric

B. Procurement Data

Here the user mentions their used battery procurement details. Initially when there is no data, a 'No data to display' message is shown in the listing table. Users can click on the 'Add Data' button to add new sales data. Once the data is added in the form, and saved, it appears in the data listing table, with following columns-

- SNo
- FY of Procurement
- Quarter of Procurement
- Type of Battery
- Kind of Battery
- Source of Procurement
- HSN Code
- Quantity Procured (in tonnes)
- Action - edit, delete

Users can add multiple data using the 'Add Data' button, and all of it appears in the listing table. When user clicks on 'Add Data' a pop-up form with following field appears-

FY of Used Battery Procurement	Single select dropdown. Options for past FYs starting with 2020-21 in the following format- ● 2020-21 ● 2021-22 ● 2022-23 ● 2023-24 (FY options starting from establishment year)	Yes	–
Quarter of Used Battery Procurement	Single-select dropdown, with following four options listed- ● Apr-Jun ● Jul-Sep ● Oct-Dec ● Jan-Mar	Yes	–
Type of Battery	Single select dropdown, based on options selected in Battery Information form	Yes	–

Kind of Battery	Single select dropdown, based on options selected in Battery Information form If Li-ion appears as an option and user selects this, a single-select dropdown with following options appear (these options are also based on options elected in Battery Information form)- ● Nickel Cobalt Aluminium (NCA) ● Lithium Manganese Oxide (LMO) ● Nickel Manganese Cobalt (NMC) ● Lithium Cobalt Oxide (LCO) ● Lithium Iron Phosphate (LFP)	Yes	–

Source of Procurement	Single select dropdown, listing- ● Registered Producers ● Imported ● Others (Collection Center, Dealers, etc.) If user selects Registered Producers, then a new mandatory field 'Select Registered Producer' will appear with single-select dropdown with search box, showing list of registered Producers (Name & GSTIN); this list of producers is segregated state-wise, alphabetically If the user selects Imported, then a new mandatory field 'Upload Invoice' appears, where user will have to upload a PDF invoice upto 2MB If user selects 'Others (Collection Center, Dealers, etc.)', then two new mandatory input field appears ● 'Mention Source Name' accepting alphanumerics ● 'GSTIN' accepting alphanumerics	Yes	Alphanumeric for input field "Mention Source Name"
HSN Code	Input Field	Yes	Alphanumeric
Quantity Procured (in tonnes)	Input Field	Yes	Whole Numbers
Fit for Refurbishment (in tonnes)	Input Field	Yes	Whole Numbers. Sum of these two fields cannot be greater than data entered in Quantity Procured (in tonnes) field
Waste Quantity Sent to Recycler (in tonnes)	Input Field	Yes	

A. Refurbishment Data
Here the user mentions their used battery procurement details. Initially when there is no data, a 'No data to display' message is shown in the listing table. Users can click on the 'Add Data' button to add new sales data. Once the data is added in the form, and saved, it appears in the data listing table, with following columns-
- SNo
- FY of Refurbishment
- Quarter of Refurbishment
- Type of Battery
- Kind of Battery
- Quantity Refurbished (in tonnes)
- Action - edit, delete

Users can add multiple data using the 'Add Data' button, and all of it appears in the listing table. When user clicks on 'Add Data' a pop-up form with following field appears-

FY of Used Battery Refurbishment	Single select dropdown. Options for past FYs starting with 2020-21 in the following format- ● 2020-21 ● 2021-22 ● 2022-23 ● 2023-24 (FY options starting from establishment year)	Yes	–
Quarter of Used Battery Refurbishment	Single-select dropdown, with following four options listed- ● Apr-Jun ● Jul-Sep ● Oct-Dec ● Jan-Mar	Yes	–
Type of Battery	Single select dropdown, based on options selected in Procurement Data form	Yes	–

Kind of Battery	Single select dropdown, based on options selected in Procurement Data form If Li-ion appears as an option and user selects this, a single-select dropdown with following options appear (these options are also based on options elected in Procurement section)- ● Nickel Cobalt Aluminium (NCA) ● Lithium Manganese Oxide (LMO) ● Nickel Manganese Cobalt (NMC) ● Lithium Cobalt Oxide (LCO) ● Lithium Iron Phosphate (LFP)	Yes	–
Source	Single select dropdown, based on options selected in Procurement Data form	Yes	–
Note for 1. Available Procured Quantity (in tonnes) 2. Remaining Refurbishing Capacity	Based on Type of Battery, Kind of Battery and Source selected, a message mentioning available procured quantity as per procurement data mentioned in the previous section Based on Remaining Refurbishing Capacity, a message is shown to highlight the Remaining Refurbishing Capacity	Yes, an information text	Based on available procurement quantity of a Type of Battery, Kind of Battery and Source

Quantity picked-up for Refurbishment (in tonnes)	Input Field	Yes	Whole Number ≤ Available Fit for Refurbishment (Fit for Refurbishment Number in Procurement Form); and Remaining Refurbishing Capacity of Unit. Where, Remaining Refurbishing Capacity of Unit = Total Refurbishing Capacity of Unit - Used Refurbishing Capacity of Unit Here, Total Capacity of Refurbishing Unit = [Refurbishing Capacity of the Unit as per CTO (in tonnes per annum)]/4 And, Used Refurbishing Capacity of Unit = refurbishing data added by user Total quantity refurbished in a quarter cannot exceed the Total Refurbishing Capacity of Unit
Quantity Refurbished (in tonnes)	Input Field	Yes	Whole numbers. Sum of these two input values cannot be greater than Quantity picked-up for Refurbishment (in tonnes)
Quantity of Waste Generated during Refurbishment (in tonnes)	Input Field	Yes	

B. Sales Data

Here the user mentions their used battery procurement details. Initially when there is no data, a 'No data to display' message is shown in the listing table. Users can click on the 'Add Data' button to add new sales data. Once the data is added in the form, and saved, it appears in the data listing table, with following columns-

- SNo
- FY of Sales
- Quarter of Sales
- Type of Battery
- Kind of Battery
- Name of Buyer
- Date of Sale
- Quantity Sold (in tonnes)
- Invoice
- Action - view, edit, delete

Users can add multiple data using the 'Add Data' button, and all of it appears in the listing table. When user clicks on 'Add Data' a pop-up form with following field appears-

Field Name	Type	Mandatory	Validation
FY of Refurbished Battery Sale	Single select dropdown. Options for past FYs starting with 2020-21 in the following format- • 2020-21 • 2021-22 • 2022-23 • 2023-24 (FY options starting from establishment year)	Yes	–
Quarter of Refurbished Battery Sale	Single-select dropdown, with following four options listed- • Apr-Jun • Jul-Sep • Oct-Dec • Jan-Mar	Yes	–
Type of Battery	Single select dropdown, based on options selected in Refurbishment Data Information form	Yes	–

Kind of Battery	Single select dropdown, based on options selected in Refurbishment Data Information form If Li-ion appears as an option and user selects this, a single-select dropdown with following options appear (these options are also based on options elected in Refurbishment section)- ● Nickel Cobalt Aluminium (NCA) ● Lithium Manganese Oxide (LMO) ● Nickel Manganese Cobalt (NMC) ● Lithium Cobalt Oxide (LCO) ● Lithium Iron Phosphate (LFP)	Yes	–
Source	Single select dropdown, based on options selected in Procurement Data form	Yes	–
Name of Buyer	Single-select dropdown with search box, showing list of registered Producers (Name & GSTIN); this list of producers is segregated state-wise, alphabetically	Yes	–
Date of Sale	Calendar, dates of only current quarter of FY selected	Yes	Only accept current quarter dates
Note for Available Refurbished Quantity (in tonnes)	Based on Type of Battery, Kind of Battery and Source selected, a message mentioning available refurbished quantity as per refurbishment data mentioned in the previous section	Yes, an information text	Based on available refurbishment quantity of a Type of Battery, Kind of Battery and Source

Quantity Sold (in tonnes)	Input Field	Yes	Whole Number ≤ Available Quantity Refurbished (Quantity Refurbished in refurbishment form). Total quantity sold in a quarter cannot exceed the Total Refurbished Battery.
Invoice Number	Input Field	Yes	Alphanumeric
Upload Invoice	Upload File option	Yes	Only 1 PDF, upto 2 MB

Action buttons on this entire page-
- Save & Next (bottom-right): Allows users to save the details mentioned in this form and proceed with the next steps of registration. All validations and mandatory fields will be checked in this case.
- Save as Draft (left of Save & Next button): Allows users to save the data that they have entered so far as draft. No mandatory fields will be checked in this case. An action successful or error message will be shown, and the user will stay on the same page.
- Back icon (top-left): Allows users to cancel the registration process and go back to the dashboard. Users will be asked to confirm the cancellation action - if they confirm they will be directed to the dashboard, if they cancel, then will stay on the existing form.
- Previous Step: Allows users to navigate to the previous step in the registration process.

(E) Final Declaration and Payment

After the user has successfully completed all the subsections in the Registration Form, they can proceed to the Final Declaration page and make payment to submit their application.

On this page, following information will be displayed (in cards)-
- Capacity of Refurbishing Unit (in tonnes)
- Total Batteries Procured (in tonnes) based on Kind of Battery (Kind of Battery Wise)
- Total Batteries Refurbished (in tonnes) based on Kind of Battery (Kind of Battery Wise)
- Total Batteries Sold (in tonnes) based on Kind of Battery (Kind of Battery Wise)

Here, Total Batteries Sold (in tonnes) cannot be greater than Total Batteries Refurbished (in tonnes); similarly Total Batteries Refurbished (in tonnes) cannot be greater than both Total Batteries Procured (in tonnes), and Capacity of Refurbishing Unit (in tonnes). The 'Initiate Payment' button will not be activated until these two conditions are met. If these conditions are not met, users will be shown an informational note - "Please verify and correct the data provided in the Battery Information section"

Below this information, there is also a declaration Text which reads - "I *<User-Name>* on behalf of *<Company-Name>* hereby declare that the information furnished is true, complete and correct to the best of my knowledge and belief. I understand that in the event of my information being found false or incorrect at any stage, my registration shall be liable to be canceled without notice or any compensation in lieu thereof." Once the user has clicked on the check-box against the declaration (mandatory), the user will be shown to initiate payment as per their Refurbishing Capacity (tonnes per annum).

- Less than 1000 tonnes per annum: Application Fee is INR 10,000
- 1000 tonnes per annum to 5000 tonnes per annum: Application Fee is INR 20,000
- More than 5000 tonnes per annum: Application Fee is INR 40,000

Information of Refurbishing Capacity will be fetched from the information provided in 'Refurbishing Unit Details' section. Users can click on 'Initiate Payment' to proceed with the payment, which will redirect to an integrated payment gateway for payment.

There is a note mentioning -
"1. Fee mentioned is exclusive of any GST charges and Convenience fees.
2. In case of payment failures, kindly wait for 24 hours before attempting for repayment."

Action buttons on this page-
- Initiate: This allows users to finally submit the application after making relevant changes and proceed to payment. All necessary validations and mandatory fields will be checked in this case.
- Save as Draft (left of Submit): Allows users to save the data that they have entered so far as draft. No mandatory fields will be checked in this case. An action successful or error message will be shown, and the user will stay on the same page.
- Back icon (top-left): Allows users to cancel the registration process and go back to the dashboard. Users will be asked to confirm the cancellation action - if they confirm they will be directed to the dashboard, if they cancel, then will stay on the existing form.
- Previous Step: Allows users to navigate to the previous step in the registration process

Once the user has submitted the modified registration application, it is now sent to SPCB for further processing and approval. A successful banner will be shown, and the user can return to the dashboard using the 'Go to Dashboard' button on this successful banner screen. Once an application is submitted, the user cannot edit the application until a query is raised from the approving authority.

After successful submission of registration applications, users can now access other sections of the portal, except "Quarterly Returns". "Quarterly Returns" section will only be accessible after the respective approving authority has approved the registration application of the Refurbisher.

After approval, the registration number remains the same, and the modified information is updated in the user's registration application view mode.

4. Procurement Data

Refurbishers can access the Procurement Data section from the left side panel. This section allows users to add, view and manage their used battery procurement data. This page has the following informational cards-
- Quantity Procured in Current Quarter (in tonnes)
  **Show current FY and Quarter on cards
  - Lead Acid
  - Li-ion
  - Nickel Cadmium
  - Zinc based
  - Other
- Procurement Carryover from Previous Quarter (in tonnes)
  **Show current FY and Quarter on cards
  - Lead Acid
  - Li-ion
  - Nickel Cadmium
  - Zinc based
  - Other

Any opening balance from the registration form will be added to these two cards. The cards will also list the current FY and Quarter on them, and this data will always be only for the current quarter.

Data provided by the user in the registration form will also be listed here, for the respective quarter and FY, and this data cannot be edited or deleted if the 30 days window after the quarter has passed or quarterly return has been filed, whichever is earlier. Only new data entered in this section will have the edit and delete option. Procurement data is listed here in tabular format with following columns-
- SNo
- FY of Procurement
- Quarter of Procurement
- Type of Battery
- Kind of Battery
- Source of Used Battery
- Source of Procurement
- HSN Code
- Quantity Procured (in tonnes)
- Fit for Refurbishment (in tonnes)
- Waste Quantity sent to Recycler (in tonnes)
- Date of Procurement
- Invoice Number
- Actions - edit and delete
  (Edit and delete button against a listing is disabled after 30 days of respective quarter end or quarterly return for that quarter is filed, whichever is earlier)

Filters available in this section: Financial Year (selected by default), Quarter, Type of Battery, Kind of Battery

Sorting available in this section: column wise

Users can add new data using the 'Add Data' button, which opens a form allowing users to add procurement information. Data added using the form will be saved in the data listings table. Users can use the 'Add Data' button to add multiple entries. The fields of the form are as follows-

Field Name	Type	Mandatory	Validation
FY of Used Battery Procurement	Prefilled = Current FY	Yes, pre-filled	–
Quarter of Used Battery Procurement	Prefilled = Current Quarter, in the following format- ● Apr-Jun ● Jul-Sep ● Oct-Dec ● Jan-Mar	Yes, pre-filled	–
Type of Battery	Single select dropdown, based on options selected in battery information	Yes	–
Kind of Battery	Single select dropdown, based on options selected in battery information If Li-ion appears as an option and user selects this, a multi-select dropdown with following options appear (these options are also based on options elected in Procurement section)- ● Nickel Cobalt Aluminium (NCA) ● Lithium Manganese Oxide (LMO) ● Nickel Manganese Cobalt (NMC) ● Lithium Cobalt Oxide (LCO) ● Lithium Iron Phosphate (LFP)	Yes	–

Source of Procurement	Single select dropdown, listing- ● Registered Producers ● Imported ● Others (Collection Center, Dealers, etc.) If user selects Registered Producers, then a new mandatory field 'Select Registered Producer' will appear with single-select dropdown with search box, showing list of registered Producers (Name & GSTIN); this list of producers is segregated state-wise, alphabetically If the user selects Imported, then a new mandatory field 'Upload Invoice' appears, where user will have to upload a PDF invoice upto 2MB If user selects 'Others (Collection Center, Dealers, etc.)', then two new mandatory input field appears ● 'Mention Source Name' accepting alphanumerics ● 'GSTIN' accepting alphanumerics	Yes	Alphanumeric for input field for both new fields after selecting 'Other'.
HSN Code	Input Field	Yes	Alphanumeric
Quantity Procured (in tonnes)	Input Field	Yes	Whole Numbers
Fit for Refurbishment (in tonnes)	Input Field	Yes	Whole Numbers. Sum of these two fields cannot be greater than data entered in Quantity Procured (in

Waste Quantity Sent to Recycler (in tonnes)	Input Field	Yes	tonnes) field
Date of Procurement	Calendar, dates of only current quarter of FY selected	Yes	Only accept current quarter dates
Upload Procurement Invoice	Upload File option	Yes	Only 1 PDF, upto 2 MB
Invoice Number	Input Field	Yes	–

The form has a note mentioned at the very top-
"Note: Refurbishers have to fill this form for each procurement invoice separately

Users can use the close icon to close the form and return to data listing. An action confirmation pop-up box appears when the user clicks on close. Using the edit and delete action buttons in the listings table, users can edit the data and delete a data entry row, respectively. However, the edit button is not available for data listed after Quarterly Return for that data has been filed at the end of quarter or after 30 days of quarter end, whichever is earlier.

5. Refurbishment Data

Refurbishers can access the Refurbishment Data section from the left side panel. This section allows users to add, view and manage their used battery refurbishment data. This page has the following informational cards-
- Quantity Refurbished in Current Quarter (in tonnes)
  **Show current FY and Quarter on cards
  - Lead Acid
  - Li-ion
  - Nickel Cadmium
  - Zinc based
  - Other
- Refurbishment Carryover from Previous Quarter (in tonnes)
  **Show current FY and Quarter on cards
  - Lead Acid
  - Li-ion
  - Nickel Cadmium
  - Zinc based
  - Other
- Refurbishment Capacity of the Unit (in tonnes)
  **Show current FY and Quarter on cards
  - Total Capacity [= Refurbishing Capacity of the Unit as per CTO (in tonnes per annum)/4]
  - Used Capacity [= refurbishing data added by user for the current quarter]
  - Available Capacity [= Total Procured Battery - Used Refurbishing Capacity of Unit]

Any opening balance from the registration form will be added to these two cards. The cards will also list the current FY and Quarter on them, and this data will always be only for the current quarter.

Refurbishment Data provided by the user in the registration form will also be listed here, for the respective quarter and FY, and this data will be non-editable. Only new data entered in this section will have the edit option. Refurbishment data is listed here in tabular format with following columns-
- SNo
- FY of Refurbishment
- Quarter of Refurbishment
- Type of Battery
- Kind of Battery
- Quantity picked-up for Refurbishment (in tonnes)
- Quantity Refurbished (in tonnes)
- Quantity of Waste Generated (in tonnes)
- Action - edit and delete
  (Edit and delete button against a listing is disabled after 30 days of respective quarter end or quarterly return for that quarter is filed, whichever is earlier)

Filters available in this section: Financial Year (selected by default), Quarter, Type of Battery, Kind of Battery
Sorting available in this section: column wise

Users can add new data using the 'Add Data' button, which opens a form allowing users to add refurbishment information. Data added using the form will be saved in the data listings table. Users can use the 'Add Data' button to add multiple entries. The fields of the form are as follows-

Field Name	Type	Mandatory	Validation
FY of Used Battery Refurbishment	Prefilled = Current FY	Yes, pre-filled	–
Quarter of Used Battery Refurbishment	Prefilled = Current Quarter, in the following format- ● Apr-Jun ● Jul-Sep ● Oct-Dec ● Jan-Mar	Yes, pre-filled	–
Type of Battery	Single select dropdown, based on options selected in procurement section	Yes	–
Kind of Battery	Single select dropdown, based on options selected in procurement section If Li-ion appears as an option and user selects this, a multi-select dropdown with following options appear (these options are also based on options elected in Procurement section)- ● Nickel Cobalt Aluminium (NCA) ● Lithium Manganese Oxide (LMO) ● Nickel Manganese Cobalt (NMC) ● Lithium Cobalt Oxide (LCO) ● Lithium Iron Phosphate (LFP)	Yes	–
Source	Single select dropdown, based on options selected in Procurement Data form	Yes	–
Note for 1. Available Procured Quantity (in tonnes) 2. Remaining Refurbishing Capacity	Based on Type of Battery, Kind of Battery and Source selected, a message mentioning available procured quantity as per	Yes, an information text	Based on available procurement quantity of a Type of Battery, Kind of

	procurement data mentioned in the previous section Based on Remaining Refurbishing Capacity, a message is shown to highlight the Remaining Refurbishing Capacity		Battery and Source
Quantity picked-up for Refurbishment (in tonnes)	Input Field	Yes	Whole Number ≤ Remaining Refurbishing Capacity of Unit. Where, Remaining Refurbishing Capacity of Unit = Total Refurbishing Capacity of Unit - Used Refurbishing Capacity of Unit Here, Total Capacity of Refurbishing Unit = [Refurbishing Capacity of the Unit as per CTO (in tonnes per annum)]/4 And, Used Refurbishing Capacity of Unit = refurbishing data added by user Total quantity refurbished in a quarter cannot exceed the Total Refurbishing Capacity of Unit

Quantity Refurbished (in tonnes)	Input Field	Yes	Whole numbers. Sum of these two input values cannot be greater than Quantity picked-up for Refurbishment (in tonnes)
Quantity of Waste Generated during Refurbishment (in tonnes)	Input Field	Yes	

Users can use the close icon to close the form and return to data listing. An action confirmation pop-up box appears when the user clicks on close. Using the edit and delete action buttons in the listings table, users can edit the data and delete a data entry row, respectively. However, the edit button is not available for data listed after Quarterly Return for that data has been filed at the end of quarter or after 30 days of quarter end, whichever is earlier.

6. Sales Data

Refurbishers can access the Sales Data section from the left side panel. This section allows users to add, view and manage their sales data for refurbished batteries. This page has the following informational cards-

- Quantity Sold in Current Quarter (in tonnes)
  **Show current FY and Quarter on cards
  - Lead Acid
  - Li-ion
  - Nickel Cadmium
  - Zinc based
  - Other

The cards will also list the current FY and Quarter on them, and this data will always be only for the current quarter.

Sales Data provided by the user in the registration form will also be listed here, for the respective quarter and FY, and this data will be non-editable. Only new data entered in this section will have the edit option. Sales data is listed here in tabular format with following columns-

- SNo
- FY of Sales
- Quarter of Sales
- Type of Battery
- Kind of Battery
- Name of Buyer
- Quantity Sold (in tonnes)
- Invoice Number
- Invoice
- Action - edit, delete
  (Edit and delete button against a listing is disabled after 30 days of respective quarter end or quarterly return for that quarter is filed, whichever is earlier)

Filters available in this section: Financial Year (selected by default), Quarter, Type of Battery, Kind of Battery
Sorting available in this section: column wise

Users can add new data using the 'Add Data' button against the listed Refurbishment Data, which opens a form allowing users to add sales information. Data added using the form will be saved in the data listings table, as illustrated above. Users can use the 'Add Data' button against each listed Refurbishment Data to add their Sales Data against it. The fields of the form are as follows-

Field Name	Type	Mandatory	Validation
FY of Refurbished Battery Sale	Prefilled = Current FY	Yes, pre-filled	–
Quarter of Refurbished Battery Sale	Prefilled = Current Quarter, in the following format-	Yes, pre-filled	–

|			
	- Apr-Jun - Jul-Sep - Oct-Dec - Jan-Mar		
Type of Battery	Single select dropdown, based on options selected in Refurbishment Data Information form	Yes	–
Kind of Battery	Single select dropdown, based on options selected in Refurbishment Data Information form If Li-ion appears as an option and user selects this, a multi-select dropdown with following options appear (these options are also based on options elected in Refurbishment section)- ● Nickel Cobalt Aluminium (NCA) ● Lithium Manganese Oxide (LMO) ● Nickel Manganese Cobalt (NMC) ● Lithium Cobalt Oxide (LCO) ● Lithium Iron Phosphate (LFP)	Yes	–
Source	Single select dropdown, based on options selected in Procurement Data form Note: No credits are added to the EPR Credits Wallet when sales is added against Imported Batteries as Source	Yes	–
Name of Buyer	Single-select dropdown with search box, showing list of registered Producers (Name & GSTIN); this list of producers is segregated state-wise, alphabetically	Yes	–

Date of Sale	Calendar, dates of only	Yes	Only accept
	current quarter of FY selected		current quarter dates
Available Refurbished Quantity (in tonnes)	Based on Type of Battery, Kind of Battery and Source selected, a message mentioning available refurbished quantity as per refurbishment data mentioned in the previous section	Yes, an information text	Based on available refurbishment quantity of a Type of Battery, Kind of Battery and Source
Quantity Sold (in tonnes)	Input Field	Yes	Whole Number ≤ Available Refurbished Battery. Total quantity sold in a quarter cannot exceed the Total Refurbished Battery.
Invoice Number	Input Field	Yes	Alphanumeric
Upload Invoice	Upload File option	Yes	Only 1 PDF, upto 2 MB

The form has a note mentioned at the very bottom- "Note: Refurbishers have to fill this form for each sales invoice separately

Users can use the close icon to close the form and return to data listing. An action confirmation pop-up box appears when the user clicks on close. Using the view, edit and delete action buttons in the listings table, users can view the data added in the form in non-editable form, edit the data, and delete a data entry row, respectively. However, the edit button is not available for data listed after Quarterly Return for that data has been filed at the end of quarter or after 30 days of quarter end, whichever is earlier.
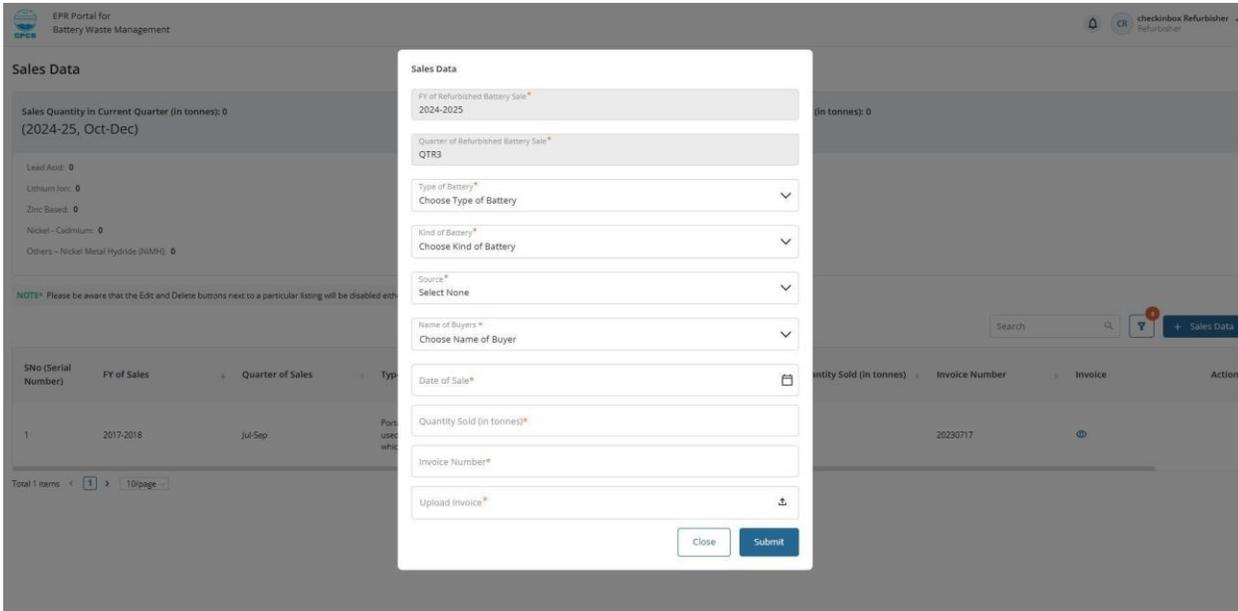
7. Quarterly Returns

Refurbishers can access the Quarterly Returns section from the left side panel. This section contains all information and actions related to the quarterly return filings by the refurbisher. List of all returns filed by the refurbisher are listed here in tabular format, with following columns-
● SNo
● Financial Year
● Quarter
● Refurbishing Capacity (in tonnes per quarter)
● Procured Batteries (in tonnes)
● Refurbished Batteries (in tonnes)
● Refurbished Batteries Sold (in tonnes)
● Status - Draft, Submitted
● Action - edit (when status is Draft), view (when status is Submitted)

There is also a 'File Return' button to allow refurbishers to file new returns. When user clicks on it, a multi-step form opens with following fields-

Field Name	Type	Mandatory	Validation
Financial Year	Prefilled = Current FY	Yes, pre-filled	–
Quarter	Prefilled = Current Quarter, in the following format- ● Apr-Jun ● Jul-Sep ● Oct-Dec ● Jan-Mar	Yes, pre-filled	–

Refurbishing Capacity (in tonnes per quarter)	Pre-filled, based on data (per quarter)	Yes, pre-filled	–
A. Procurement Stats			
Batteries Procured in this Quarter (in tonnes)	Pre-filled, based on data	Yes, pre-filled	–
Carryover Non-Refurbished Batteries from previous Quarter, if any (in tonnes)	Pre-filled, based on data	Yes, pre-filled	–
Total Refurbished (Non-Refurbished) Batteries (in tonnes)	= Batteries Procured in this Quarter + Carryover Non-Recycled Batteries from previous Quarter, if any (in tonnes)	Yes, pre-filled	–
B. Refurbishing Stats			
Total Batteries picked-up for Refurbishing in this Quarter	Pre-filled, based on data	Yes, pre-filled	Cannot be greater than Total Procured (Non-Recycled Batteries (in tonnes) 'Next' button is not activated if the condition is not met, and highlight this to the user
Batteries Refurbished in this Quarter (in tonnes)	Pre-filled, based on data	Yes, pre-filled	–
Quantity of Waste Generated during Refurbished in this Quarter (in tonnes)	Pre-filled, based on data	Yes, pre-filled	–
Total Outcome Compound after Refurbished in this Quarter	Pre-filled, based on data	Yes, pre-filled	–
Carryover Outcome Compound after Refurbished, if any (in tonnes)	Pre-filled, based on data	Yes, pre-filled	–

Total Outcome Compound after Refurbishing (in	= Total Outcome Compound after Recycling	Yes, pre-filled	–
tonnes)	in this Quarter + Carryover Outcome Compound after Recycling, if any (in tonnes)		
C. Sales Stats			
Total Batteries Sold in this Quarter	Pre-filled, based on data	Yes, pre-filled	Total of all batteries sold in the quarter (in tonnes)
D. Final Declaration and Payment In this section the user gives a self-declaration of the information provided in the quarterly returns and proceeds with quarterly return submission. At the top, the Return Filing Fee is mentioned (**which is 25% of the Registration Fee paid by the user). Below the Return Filing Fee, there is a declaration check-box with text - "I confirm that all the information provided is accurate and in compliance with regulatory requirements". When the user selects the check-box and all necessary validations in form are met, the 'Proceed to Payment' button is activated. This is followed by a message - "Please note that information once submitted cannot be edited. Kindly carefully review all provided details and ensure their accuracy to the best of your knowledge. This is crucial for transparency and seamless examination of quarterly returns. Any provision of false information or violation may result in potential actions from the relevant regulatory authority." When the user clicks on 'Proceed to Payment', the user is redirected to the payment gateway page. If payment is successful - return is filed successfully and a successful banner is shown, with a close button. Users cannot edit the filed quarterly return and quarterly return for the same quarter cannot be submitted again. If payment is unsuccessful - user is redirected to the same form again and user can retry payment.			

In this section the user gives a self-declaration of the information provided in the quarterly returns and proceeds with quarterly return submission.

Action buttons on this form-
● Proceed to Payment (bottom-right): It is activated when the user has selected the declaration check-box. When a user clicks on it, the user will be redirected to the payment gateway.
● Save as Draft (left of Proceed to Payment button): Allows users to save the data that they have entered so far as draft. No validations or mandatory fields will be checked in this case.
● Back icon (top-left): Allows users to cancel the declaration and payment process and go back to the Quarterly Returns page. Users will be asked to confirm the cancellation action - if they confirm they will be directed to the Quarterly Returns page, if they cancel, then will stay on the existing form.

Impact areas after quarterly return filing:

- After submission of quarterly returns, it is sent to SPCB for further processing and approval
- After submission of quarterly returns, edit and delete button for listing of that quarter are not available (under Procurement, Refurbishment and Sales sections)

- All balance (from Procurement, Refurbishment, Sales, EPR Credits and Certificates) is transferred as carryover to next quarter
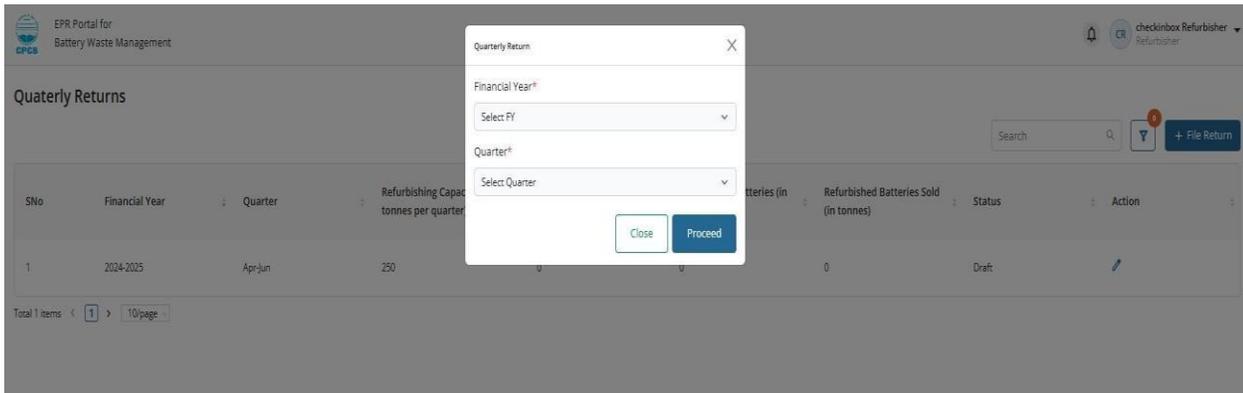
8. Environmental Compensation

This section details Environmental Compensation levied on the user, if any. There is a table listing all EC's levied so far. If there are no EC's levied, 'No data to display' text is displayed. The EC listing table has following columns-
- SNo
- Date of EC
- Type - NC in Audit. NC in Return, Return not Filed
- Description
- Amount
- Due Date
- Status - Paid, Overdue, Pending
- Action - Pay Now

The EC listing can have the following status-
- Paid: When user has paid the EC amount using the Pay Now button
- Overdue: When the due date has passed, but the user has not yet paid the EC
- Pending: When the user has not paid the EC, but the due date has not passed yet
- Waived: When the concerned authority has waived off the EC

The 'Pay Now' button remains active until payment is not made by the user.

The Return not Filed type of EC is levied automatically on the user if the user fails to file return before the return filing period expires (30 days after the end of quarter, for Recyclers).

Environmental Compensation

Search

SNo	Date of EC	Type	Description	Amount (in INR)	Due Date	Status	Action

No Data Found

Showing 0 to 0 of 0 entries   10/page

Information Center

S. No	Document Name	Action
1	Standard Operating Procedure for Registration of Producers through the Online Portal under Battery Waste Management Rules, 2022	👁
2	Instruction Sheet	👁

Total 2 items   5 / page

9. Information Center

This section has all useful information, help documentation, or any other informational data issued by the CPCB or respective SPCB. At present, we have the following three documents available-

1. Standard Operating Procedure for Registration of Producers through the Online Portal under Battery Waste Management Rules, 2022
2. Instruction Sheet.
3. Guidance document on Interim Arrangement for Generation & Transfer of EPR credits These documents are available in PDF formats, and users can view/download them.