Government of India Ministry of Environment, Forests & Climate Change (Wildlife Division)

6th Floor, Vayu Wing Indira Paryavaran Bhawan Jorbagh Road, Aliganj New Delhi – 110 003

F.No. 6-74/2012 WL(pt) Dated : 11th March, 2015

То

- 1. The Principal Secretary(Forests), All States/UTs
- 2. The Chief Wildlife Warden, All States / UTs

3. The PCCF, All States/UTs

Subject: Online Integration of Wildlife Clearance with Forest and Environmental Clearances.

Sir / Madam,

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With a view to enhance efficiency, transparency and accountability in wildlife clearance process, Ministry has decided to integrate the wildlife clearance with forest and environment clearance through a single web portal(**OSMEFWC**) for online submission of project proposals.

2. The user agencies would have to submit the details of the project online at the said portal **(OSMEFWC)**. The portal would also facilitate monitoring of proposals submitted by user agencies for seeking wildlife clearance along with the other two clearances.

3. The online system would become operational w.e.f. 15th March, 2015.

4. The User manual of aforesaid online system for different levels of User Agencies is enclosed.

It is, therefore, requested you to take necessary action at your end for changeover to online system for its smooth functioning.

Yours faithfully,

3/15

(S.P. Vashishth) Deputy Inspector General of Forests (WL)



Environment, Forests and Climate Change Informatics Division



Online Submission & Monitoring of Environmental, Forests and Wild Life Clearance -A Single Window Clearance System (OSMEFWC)

> USER MANUAL (VERSION 1.0) (FOR USER AGENCIES)

ABOUT THE MANUAL

Audience

This manual is meant for User Agencies who are supposed to submit application for seeking prior forests clearances for diverting forest land for nonforestry purposes or environment clearances for appraising the impact of the planned project on the environment and minimizing the same. This is also meant for those User Agencies who are supposed to submit application for seeking prior Wildlife Clearances.

Purpose

The purpose of this document is to provide an interface between user and OSMEFWC (A Single Window Clearance System), "Online Submission & Monitoring of Environmental, Forests and Wildlife Clearance". It will help the user to understand major features, benefits and workflow of the system. It will also help to submit the details of the proposal along with all annexures and later on status of the proposal can be tracked.

Authorship

This manual has been prepared by Ministry of Environment, Forests and Climate Change, Government of India, New Delhi – 110003.

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1.0ABOUT OSMEFWC PORTAL

1.1 INTRODUCTION

In order to bring more transparency and accountability in the forests, environment and wildlife clearance process, Ministry of Environment, Forests and Climate change, Government of India has rolled out a portal named as "Online Submission & Monitoring of Environmental, Forests and Wildlife Clearance" (OSMEFWC).

OSMEFWC is a web based, role based, G2C and G2G workflow application that are developed for online submission and monitoring of the proposals submitted by the user agencies for seeking forests, environment and wildlife clearances. It automates the entire tracking of proposals which includes online submissions of a new proposal, editing/updating the details of proposals and displays status of the proposals at each stage of the workflow. The system is based on the Web Architecture. It uses IIS as an application server, Net as a framework and SQL Server as a database server.

1.2 OBJECTIVE

The following are the main objectives of the system:

- 1) Enhance efficiency, transparency and accountability in the forest, environment and wildlife clearance process.
- 2) Reduction in turnaround time for activity.
- 3) Enhance responsiveness through workflows automation and availability of real time information.
- 4) Enhance ease and convenience of citizens and businesses in accessing information and services.
- 5) Achieve standardization in processes across regional and state level.

1.3 CORE FEATURES OF PORTAL

- 1) A role based workflow application that helps User Agencies in online submission of the proposals seeking forest, environment and wildlife clearances and tracking the proposals.
- 2) A single window interface provided to the User Agencies for the submission of proposals for Environmental, Forests and Wildlife Clearances
- 3) Facilitate management in effective monitoring.
- 4) Delays in the clearance process can be ascertained
- 5) Accessible from any PC having internet facility
- 6) 24x7 Online

1.4 <u>ROLES</u>

The following Roles have been defined as per the responsibility:

1.4.1 USER AGENCY

Any User Agency has to register with the OSMEFWC portal before submitting any proposal for seeking prior approval of Central Government. When, U.A. register with the portal a registration email containing user-id and password would be sent by the system automatically to U.A.'s (Applicant) registered email id. U.A. can login into OSMEFWC portal by using user-id and password communicated through email and then U.A. can enter data online through Forms along with all relevant documents. The User Agency can track the status of the proposal after submitting it online.

1.4.2 ROLES OF PROCESSING AUTHORITY FOR ENVIRONMENTAL CLEARANCE

SECTION OFFICER

Section officer logs in to the portal of OSMEFWC and can review the proposals seeking TOR/EC clearance submitted by the U.A. He may assign a MoEFCC file number with some remarks then forward the proposal to the Deputy Director/Joint Director for review.

JOINT DIRECTOR/DEPUTY DIRECTOR

The concerned Joint Director/Deputy Director can view the proposals that are submitted by proponent/UA for TOR/EC application. He/she gives his/her remarks and forward to concerned Member Secretary.

MEMBER SECRETARY

After receiving the proposal online, concerned Member Secretary will examine the proposal (for seeking TOR/EC clearance) for its completeness, if proposal is not complete, Member Secretary can raise query and may ask U.A. to resubmit the proposal.

After ensuring the completeness of the proposal (received from Deputy Director/Joint Director), the concerned Member Secretary can assign a MOFECC file number and will ask UA/proponent to submit a hard copy of the proposal to the concerned section of the Ministry. Then he/she starts the process for the consideration of the proposal in the next EAC (Environmental Appraisal Committee) meeting. Then, after taking recommendation of the EAC, the proposal is sent to competent authority for the approval. After taking approval, the status of the proposal is updated on the portal and a letter of approval (Clearance Letter) is sent to proponent through email.

1.4.3 ROLES OF PROCESSING AUTHORITY FOR FOREST CLEARANCE

NODAL OFFICER (STATE FOREST DEPARTMENT)

After receiving the proposal online, Nodal Officer can examine the proposal for its completeness and the same will be forwarded (after assigning State Serial No.) by him/her to the divisions affected with the diversion of forest land. If proposal is not complete, Nodal Officer can raise query and may ask U.A.to submit the complete proposal. After checking the completeness Nodal Officer would ask U.A. to submit the hard copies of the proposal in DFO/DC office.

The proposal will come again to Nodal Officer after the completion of process from Circle Office. After receiving the proposal from CF/CCF, the concerned Nodal Officer would process it and will upload his/her recommendations/SIR.

When, Nodal officer upload these details, the proposal would be forwarded automatically to State Secretary.

DFO/DCF/Wild Life Warden

After receiving the proposal online from Nodal Officer, the concerned DFO can view the proposal (Form-A, Form-B, Form-C submitted by U.A.) and then may upload their Site Inspection Report and Recommendations. DFO level user does not have privileges to make any modification in the proposal they can only fill up Part II of Form-A, Form-B, Form-C. When, DFO upload recommendation and SIR, the proposal would be forwarded to concerned Circle Officer (CF/CCF).

CF/CCF

After receiving the proposal online from DFO/DCF, the concerned CF/CCF can view the proposal (Form-A/Form-B/Form-C submitted by U.A.) and recommendations of DFO and then may upload his/her Recommendations and Site Inspection Report.

CF/CCF level user does not have privileges to make any modification in the proposal, they can only fill up Part III of Form-A/ Form-B/ Form-C. Or he/she may raise any query to the concerned division, if needed. When, Circle Officer uploads his/her recommendation and SIR, the proposal would be forwarded to concerned Nodal Officer automatically.

STATE SECRETARY (STATE GOVT)

After receiving the proposal online from Nodal Officer, the concerned State Secretary

can view the proposal (Form-A/Form-B/Form-C submitted by U.A.) and recommendations of DFO, Circle and Nodal Officer and then may upload his/her Recommendations. When, State Secretary uploads these details, the proposal would be forwarded to either Regional Office or Head Office of Ministry depending upon the category, area and Shape of forest land proposed to be diverted. Some proposals (0-5 ha except mining, Hydel and regularization of encroachments) can be decided at this level also.

REGIONAL OFFICE

After receiving the proposal online from State Secretary, the concerned RO can view the proposal (Form-A/Form-B/Form-C submitted by U.A.) and recommendations of DFO, Circle, Nodal Officer and State Secretary. RO level user may upload the Regional Empowered Committee agenda, minutes on portal and then can send REC approved proposals (Mining, Hydel, Encroachments) to RO(HQ), Delhi for the recommendation of the Competent Authority of the Ministry of Environment, Forests& Climate Change (MoEFCC).

REGIONAL OFFICE (HQ), NEW DELHI

After receiving the proposal online from RO, the RO (HQ) level user can view the proposal (Form-A/Form-B/Form-C submitted by U.A.) along with recommendations of DFO, Circle, Nodal Officer, State Secretary and RO. After that, RO (HQ) will process the file for the approval of the Competent Authority of the MoEFCC. After taking approval of the Competent Authority, the status is updated on the portal and the proposal is forwarded to RO for issuing the Stage-I clearance.

MoEFCC HEAD OFFICE, NEW DELHI

After receiving the proposal online from SG, the MoEFCC (HO) level user can view the proposal (Form-A/Form-B/Form-C submitted by U.A.) along with recommendations of DFO, Circle, Nodal Officer, State Secretary and RO. MoEFCC (HO) level user then process the file for the approval of the Competent Authority of MoEFCC. After taking approval of the Competent Authority, he/she has to update the status of the proposal and upload the approval letter on the portal.

District Collector (DC)

After viewing the proposal, DC has to upload FRA document.

1.4.4 ROLES OF PROCESSING AUTHORITY FOR WILDLIFE CLEARANCE

DFO/Wild Life Warden

After receiving the proposal online, concerned DFO (DFO of the division having maximum extent of the protected area in the project) can examine the proposal for its completeness. If proposal is not complete, DFO can raise query and may ask U.A. to submit the complete proposal. After checking the completeness, DFO will ask UA to submit the hard copies of the proposal in DFO office. After completion of first communication process, the proposal will be forwarded by him/her to all the related divisions.

DFO of these divisions will fill up part II of the proposal and then upload their recommendations and Site Inspection Report. When they upload the recommendation and SIR, the proposal will be forwarded automatically to Chief Wildlife Warden.

CHIEF WILDLIFE WARDEN

After receiving the proposal from DFO, concerned CWW can view the entire proposal along with recommendation of DFO. He/she can raise any query to DFO (if needed), otherwise he/she may upload his/her recommendation and Site Inspection Report.

STATE GOVERNMENT

After logging into the portal, State Government (SG) level user can view the proposal and recommendations of DFO and CWLW and can take print out (if needed) of the entire details and then process it for placing it before the SBWL. After that, he/she uploads recommendation of State Board of Wildlife (SBWL) on the portal along with State Government report/recommendation. Once, these are uploaded on the portal, proposal is forwarded to MoEF& CC (Wild Life Division), New Delhi.

MoEF&CC(Wild Life Division), NEW DELHI

After receiving the proposal online from SG, the MoEFCC (HO) level user can view the proposal (Form-A submitted by U.A.) and recommendations of DFO, CWW, SBWL and State Government. HO (Wildlife) level user, then process it for the approval of the Competent Authority of MoEFCC. After taking approval of the Competent Authority, he/she has to update the status of the proposal and upload the recommendation letter of NBWL on the portal.

WORK FLOW

1.4.5 WORKFLOW FOR ENVIRONMENT CLEARANCE

User Agency can register (to get the login credentials) on <u>http://efclearance.nic.in</u>. Thereafter, project details can be submitted along with all required documents of TOR [Form-1 (Part-I) etc.] / EC Application. When U.A. submits all these details, an acknowledgement letter would be sent (by System) to email-id of U.A. Acknowledgement letter contains information including unique proposal number, Project Sector etc. U.A. may refer this unique proposal number for future reference.

Member Secretary considers the proposals for TOR/EC application (within 5 working days for TOR and 20 working days for EC). If all the relevant documents are uploaded properly by U.A., Member Secretary sends acceptance letter to U.A. along with a request to submit a hard copy of the proposal to the Section Officer of IA division. If any other details are missing or any other information is needed, Member Secretary may raise query to U.A. to upload the relevant document on the portal.

Once he accepts the proposal, then it has to be considered in next EAC meeting. After EAC consideration, the fate of the proposal is decided by the competent authority of the Ministry.

1.4.6 WORKFLOW FOR FOREST CLEARANCE PROCESS

User Agency can register to get the login credentials from <u>http://efclearance.nic.in</u>. Thereafter, project details can be submitted along with all required documents [Form-A (Part-I)/Form-B (Part-I)/Form-C (Part-I) etc.]. When U.A. submits all these details, an acknowledgement letter would be sent (by System) to email-id of (Applicant) User Agency. Acknowledgement letter may contain some information including unique proposal number. U.A. may refer this unique proposal number for future reference.

Nodal Officer scrutinizes the proposal (within 10 days) and sends an acceptance letter to User Agency, if all relevant documents are uploaded properly by U.A. If any document is missing or any other information is needed, Nodal Officer may ask U.A. to upload those missing information. Timeline will start only if Nodal officer accepts the proposal.

When, Nodal Officer sends the acceptance letter to U.A., proposal details are forwarded automatically to concerned DFOs and DCs for their necessary action.

DFO can view the proposal after logging in to portal and can take print out (if needed) of the entire details and then process it. After that, he/she uploads the part-II of Form-A/Form-B/Form-C on the portal along with his/her recommendation and Site Inspection report.

When, DFO uploads his/her recommendation and Site Inspection Reports on the portal, proposal details are forwarded automatically to concerned CF/CCF for the necessary action.

District Collector (DC) can view the proposal after logging in to portal. He/she has to upload FRA document (that must include Forest rights settlement details) on the portal.

CF/CCF can view the proposal and recommendation of DFO after logging in to portal and can take print out (if needed) of the entire details and then process it. After that, he/she uploads the part-III of Form-A on the portal along with his/her recommendation and Site Inspection report (if site inspection done).

When, CF/CCF uploads his/her recommendation and Site Inspection Reports on the portal, proposal details are forwarded automatically to concerned Nodal Officer for the necessary action.

Nodal Officer can view the proposal and recommendations of DFO and CF/CCF after logging in to portal and can take print out (if needed) of the entire details and then process it. After that, he/she uploads the part-IV of Form-A on the portal along with his/her recommendation and Site Inspection report (if site inspection done).

When, Nodal Officer uploads his/her recommendation and Site Inspection Reports on the portal, proposal details are forwarded automatically to concerned State Secretary for the necessary action.

State Secretary can view the proposal and recommendations of DFO, CF/CCF and Nodal Officer after logging in to portal and can take print out (if needed) of the entire details and then process it. After that, he/she uploads the part-V of Form-A on the portal along with his/her recommendation.

When, State Secretary uploads his/her recommendation on the portal, proposal details are forwarded automatically to concerned Regional Office or Head Office, Delhi as per the flow defined in the system.

Note:

- User Agencies are required to register themselves only once for submitting application for seeking Environmental, Forests and Wildlife Clearances. They can submit more than one EC, FC or WL applications with the single user-id and password. For example, if any UA desires to submit application for EC, FC and Wildlife Clearances (all three clearances), they are required to register once with the portal. There is no need to have three separate registrations.
- All linear projects and other proposals related with diversion of forest land from 0 to 40 ha. are forwarded to Regional Office.
- All proposals related with diversion of forest land for more than 40 ha. excluding linear projects are forwarded directly to Head Office, Delhi for the processing at Head Office (MoEFCC, Delhi).
- Regional Office can view the proposal and recommendations of DFO, CF/CCF, Nodal Officer and State Secretary after logging in to portal and can take print out (if needed) of the entire details and then process it.

- The fate of the proposals related with diversion of forest land up to 5 ha (except mining and regularization of encroachments) is decided at RO (without any State Advisory Group/Regional Empowered Committee meeting). There is a provision of deciding the fate of these proposals at State Secretary/State Government level also.
- RO conducts SAG/REC meetings for the proposals related with diversion of forest land up to 5 ha (Mining and regularization of encroachments only) and all other projects related with diversion of forest land from 5 to 40 ha. All mining, Hydel and regularization of encroachment proposals (0-40 ha) along with recommendation of SAG/REC are forwarded to RO (HQ), Delhi for the approval of Competent Authority of Ministry of Environment, Forests & Climate Change. The fates of other proposals are decided at RO level only.
- Regional Office (HQ), Delhi can view the proposal and recommendations of DFO, CF/CCF, Nodal Officer, State Secretary and Regional Office after logging in to portal and can take print out (if needed) of the entire details and then process it for the approval of the Competent Authority of the MoEFCC.
- HO (Delhi)can view the proposal and recommendations of DFO, CF/CCF, Nodal Officer, State Secretary and Regional Office after logging in to portal and can take print out (if needed) of the entire details and then conducts FAC meetings.
- HO may ask Regional Office to upload site inspection reports in cases in which area is more than 100 ha.
- FAC recommendations (along with decision of Competent Authority) and agenda and minutes of the meeting are uploaded on portal.

Automatic mailer notifications will be triggered for each and every transaction committed in the OSMEFWC System.

The status of proposal will be updated at each transaction and the same would be reflected automatically in the reports available in public domain.

1.4.7 WORKLOW FOR WILDLIFE CLEARANCE

User Agency can register (to get the login credentials) on <u>http://efclearance.nic.in</u>. Thereafter, project details can be submitted along with all required documents. When U.A. submits all these details, an acknowledgement letter would be sent (by System) to email-id of U.A. Acknowledgement letter contains information including unique proposal number, Project Sector etc. U.A. may refer this unique proposal number for future reference.

Note:

If User Agencies require both clearances (i.e. Forests and Wildlife Clearances), then, first, they have to submit application for seeking Forest Clearance. After submitting FC application, then they can submit WL application. The proposal submitted by U.A. will be forwarded to concerned DFO/Wild Life Warden (i.e. DFO of the division having maximum extent of the protected area needed for the project). DFO scrutinizes the proposal and sends an acceptance letter to User Agency, if all relevant documents are uploaded properly by U.A. If any document is missing or any other information is needed, DFO may ask U.A. to upload those missing information. Timeline will start only if DFO accepts the proposal.

When, DFO sends the acceptance letter to U.A., proposal details are forwarded automatically to all the DFOs involved in the proposal for their necessary action.

DFO can view the proposal after logging in to portal and can take print out (if needed) of the entire details and then process it. After that, he/she uploads the part-II of Form-A on the portal along with his/her recommendation and Site Inspection report.

When, DFO uploads his/her recommendation and Site Inspection Reports on the portal, proposal details are forwarded automatically to concerned Chief Wildlife Warden (CWW) for the necessary action.

CWW can view the proposal and recommendation of DFO after logging in to portal and can take print out (if needed) of the entire details and then process it. After that, he/she uploads his/her recommendation and Site Inspection report (if site inspection done) and the proposal will be forwarded to State Government level.

After logging into the portal, State Government (SG) level user can view the proposal and recommendations of DFO and CWW and can take print out (if needed) of the entire details and then process it. After that, he/she uploads recommendation of State Board of Wildlife (SBWL) on the portal along with State Government report/recommendation. Once, these are uploaded on the portal, proposal is forwarded to Head Office (Wildlife), New Delhi.

After receiving the proposal online from SG, the MoEFCC (HO) level user can view the proposal (Form-A submitted by U.A.) and recommendations of DFO, CWW, SBWL and State Government. HO (Wildlife) level user, then process it for the approval of the Competent Authority of MoEFCC. After taking approval of the Competent Authority, he/she has to update the status of the proposal and upload the recommendation letter of NBWL on the portal.

2.0 NEW USER AGENCY REGISTRATION AND LOGIN

2.1 <u>NEW REGISTRATION</u>

User Agency: For submitting the proposal, a user agency has to register online at OSMEFWC portal. Registration can be done in the following manner:

Step1.<u>http://efclearance.nic.in</u> in the address bars of the web browser i.e. Internet Explorer, Mozilla Firefox, and Google Chrome etc. and press Enter.

A Home page of OSMEFWC portal will appear as shown in Figure-2.1.

Step2. Click on "Register (New User Agency)" tab.

Register(New User Agency)	Login (Processing Au	thority) State Porta	
Live Statistics of Environmental Clearances			
Proposals received on or after 4th July 2014 All Propos	als received upto 3rd July 2014		
Category A Category B		6066166	10 July 10
Proposals		Proposale received on or ofter 4th lu	lu 2014
Submitted by proponent for TOR	984	428	
Under Examination	117		
Returned to proponent due to Shortcoming	339		117
Accepted by Member Secretary for TOR	521	56	
Awaiting for TOR	428	-	
Pending at proponent due to additional details Sought	37	196	
		302	
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C Proposals received on or after 15th July 2011 C All Proposals C	sals received upto 14th July 2014 (Form-B) Prospecting of M 507 204 48 223 1 1 1 2 1 2 2 1 2 2 1 2 2 1 2 2 1 2 2 2 2 2 2 2 2 2 2 2 2 2	nerals (Form-C) Proposals received on or after 13th July 20 Proposals received on or after 13th July 20	72014 27 19 2015
C Proposals received on or after 15th July 2011 Allocation of fresh forest land(Form-A) Proposals Submitted by User Agency Under Examination Proposals returned to User Agency due to Shortcoming Accepted by Nodal Officer Pending at User Agency due to EDS by DFO Under Process at User Statistics of Wildlife References Recommendation of Standing Committee of NBWL/SBWL Proposals Submitted by User Agency Under Examination Submitted by User Agency Submit	sals received upto 14th July 2014 (Form-B) Prospecting of M 507 204 49 223 1 1 1 21 12 0 24	nerals (form-C) Proposite received on or after 13th July 10 10 10 10 10 10 10 10 10 10	2014 27 ry 2015
C Proposals received on or after 15th July 2011 C All control of fresh forest land(Form-A) Proposals Submitted by User Agency User Agency due to Shortsoming Accepted by Nodal Officer Proposals returned to User Agency due to Shortsoming Control of Process at User Statistics of Wildlife References Recommendation of Standing Committee of NBWL/SBWL Proposals Submitted by User Agency User Examination Proposals Submitted by User Agency User Statistics Proposals returned to User Agency due to Shortsoming Accepted ps Nodal Officer Proposals Control of Process at Proposals Control of Standing Committee of NBWL/SBWL Proposals Accepted by Work Agency User Agency Durder Examination Proposals returned to User Agency due to Shortsoming Accepted by Wolfe Wadde Proposals Proposals returned to User Agency due to Shortsoming Accepted by Wolfe Wadde Proposals Proposals returned to User Agency due to Shortsoming Control of Standing at User Agency due to Shortsoming Control of Standing at User Agency due to Shortsoming Control of Standing at User Agency due to Shortsoming Control of Standing at User Agency due to Shortsoming Control of Standing at User Agency due to Shortsoming Control of Standing at User Agency due to Shortsoming Control of Standing at User Agency due to Shortsoming Control of Standing at User Agency due to Shortsoming Control of Standing Advector Agency due to Shor	sals received upto 14th July 2014 (Form-8) Prospecting of Mi 507 204 48 252 1 1 21 1 23 3 24 9 24 9	Proposels received on or after 15th January	2014 27 14
C Proposals received on or after 15th July 2011 C All Proposal C Statistics of Middle References C Recommendation of Standing Committee of NBWL/SBWL Proposals C Submitted by User Agency due to EDS by DPO Under Process at C Submitted by User Agency C Statistics of Wildlife References C Recommendation of Standing Committee of NBWL/SBWL Proposals Submitted by User Agency due to Shortcoming C Shortcomic Agency due to DSD by Widtle Warden C Shortcomic Agency due to DSD by Widtle Warden C Shortcomic Agency due to DSD by Widtle Warden C Shortcomic Agency Shortcoming C Shortcomic Agency Shortcomic Agency Shortcoming C Shortcomic Agency Shortcomic Agency Shortcoming C Shortcomic Agency Shortcomic Agen	sals received upto 14th July 2014 (Form-B) Prospecting of M 202 204 48 225 1 1 12 1 12 1 13 1 14 0 14 0	Proposals received on or after 13th July 10 10 10 10 10 10 10 10 10 10	7 2014 27 1
C Proposals received on or after 15th July 2011 Allocation of fresh forest land(FormA) Proposals Submitted by User Agency Under Exemination Accepted by Nodal Officer Accepted by Officer Accepted by User Agency Accepted by User Agency Accepted by User Agency Accepted by User Agency Accepted by Wildlife References Accepted by Wildlife Warden Accepted by Wildlife Warden Accepted by Wildlife Accept	sals received upto 14th July 2014 (Form-B) Prospecting of M 507 204 48 223 1 1 12 21 12 24 23 1 24 23 1 2 2 1	Personals (form-C)	2014 27 14 12

Figure-2.1: Home Page of OSMEFWC Portal

New User Registration Form of the Online Submission & Monitoring of Environmental, Forests and Wildlife Clearance portal will appear as shown in Figure-2.2.

		New Reg	istration Form		
marked with ime registrat Agency can r oplicant (with entered, En	* are Mandatory. ion of User Agency is required on the Portal. register more than one Applicant (or branch office h same user id) can submit more than one proposa nail id of User Agency can not be modified.	s) under same name. Lon the portal. Already memb	er? <u>Click here</u> to Log In		
	User Agency Details		Applicant Details		L L
	User Agency (Head Office) * : (if not found, please select 'Others')	Select •	First Name* :	Enter First Name	4 5
	State* :	Select •	Middle Name :	Enter Middle Name	1.5
	District* :	Select •	Last Name [®] :	Enter Last Name	
			Gender* :	Select •	1.2
	Address* :	Enter User Agency Address	Designation* :	Enter Designation	1.
			Address* :		15
	Pincodet -	Enter Dine ada		<i>h</i> ,	
	Landmark :	Enter Landmark		h	120
		Enter Email Address Here	State of the Branch/Head Office * :	Select •	1.1
	Email Address* :		District of the Branch/Head Office* :	Select •	0
	Landline Telephone No [*] :	STD Enter Land Line	Tehsil of the Branch/Head Office :	Select •	12.1
	Fax No. :	Code Enter Fax No.	Pincode* :	Enter Pincode	
	Mobile* :	+91 Enter 10 digits Mobile No.	Landmark :	Enter Landmark	151
	Website (if any) :	Enter Website Here	Email Address* :	Enter Email Address Here	-
	agency in past ⁴ :	Select •	Landline Telephone No* :	STD Enter Land Line	1.4
			Fax No. :	STD Enter Fax No.	1.0
			Mobile* :	+91 Enter 10 digits Mobile No.	
			Security Question ⁴ :	Select •	a set
			Security Aprwort	Enter Security Answer	

Figure-2.2: New User Registration Form of OSMEFWC Portal

Step 3.Fill-in the data in the above mentioned form and then press 'SUBMIT' button.

After successful registration, new user will get the registration mail on registered email-id as well as a notification by SMS at registered mobile number of Applicant.

2.2 **LOGIN**

To login into the OSMEFWC portal, do the following:

Step 1.Click on the Login (User Agency) as shown in figure 2.3.



Figure-2.3: Home Page of OSMEFWC Portal

Login Form of OSMEFWC portal will appear as shown in the figure 2.4

Please Login Or Determine Please Login Determine Please Login Determine Please Login Determine Please Enter Please Determine Please Enter Please Determine Please Enter Please Determine Please Enter Text String. Determine Please Enter Text String. Determine	Ministry of Environment, Forests and Climate Change Government of India	Online Submission & Monitoring of Environmental, Forests and Wildlife Clearance -A Single Window Clearance System
	A the sects if She is more	Please Login Co To Home User Id Please Enter User Id Please Enter Password Please Enter Password Please Enter Text String of the image above Please Enter Text String LOGIN Sizence

Figure-2.4: Login Page of OSMEFWC Portal

Step 2.Type the user id in the text box.

- **Step 3.**Type the password in the Password text box.
- **Step 4.** Type the code in the text box shown below to Captcha image.
- **Step 5.**Click on Login button as shown in Figure-2.4.

After successful login, Change password page will be displayed as shown in figure 2.5

Online Submissi Forests -A Single	on & Monitoring of Environmental, and Wildlife Clearances Window Clearance System		19 Feb 2015 16:06:44 Logout User Name: [Vaishanav industory PVT LTD] State: [Delhi] Role: [Applicant]
My Account 👳 🛛 M	ly Proposals Environment Clearance 🤝 🛛 My Proposals Forest Clearance	e⇔ My Proposals Wildlife reference⇔ Help⇔	
		Change Password	
Help			
Click on () to Update All fields marked with * are Mandat	ory.		
	Email Io	i : virendranic123@gmail.com	
	Old Password	1	
	New Password*	:	
	Confirm Password	:	
	* Minimum 8 Charact	ers, 1 Special Character(only @#\$), 1 Alphabet and 1 Number.	
	(@)		
0		Disclaimer	
	An innovative e-Govern For any clarification, kindl	ance initiative of MoEFCC for Transparent and Responsive Governance. / contact at(011-24695407 or may send E-Mail monitoring-fc(at)nic(dot)in.	
© Content Owned, Updated and Maintaine	d by Ministry of Environment, Forests and Climate Change, Government of	India	For any Technical support, Please Contact Environment,Forests and Climate Change Informatics Division (EFCCID), abc(at)mc(dot)in

Figure- 2.5: Change password screen

User Agency has to change password assigned through email generated after registration. When User Agency changes the password, the following page (Figure-2.6) would be displayed on screen.



Figure- 2.6: First time logged in page for the UA

The option for changing password and updating profile are available under 'My Account' tab as shown in the figure 2.7.

Online Submission & Monitoring of Environmental, Forests and Wildlife Clearances -A Single Window Clearance System	19 Feb 2015 13:51:57 Legeut User Name: [Vaishanav industory PVT LTD] State: [Delhi] Role: [Applicant]
My Account My Proposals Environment Clearance My Proposals Forest Clearance My Proposals Wildlife Reference Help Help Change Password Update Profile	
You have successfully logged in	
Disclaimer	
For any clarification, include or and a state of the stat	For any Technical support, Please Contact Environment, Forests and Climate Change Informatics Division (EFCCID), abc(at/nic(dot)in

Figure- 2.7: Change password and Update profile option

2.3 <u>LOGOUT</u>

To logout from OSMEFWC portal, click on the option "Logout" at the right corner of the screen as shown in the figure 2.6.

Online Submiss Forest -A Singl	sion & Monitoring of Env s and Wildlife Clearance e Window Clearance Sys	ironmental, es stem	•			19 Feb 2015 13:49:21 Logout User Name: [Vaishanav industory PVT LTD] State: [Delhi] Role : [Applicant]
My Account 🗢	My Proposals Environment Clearance 🗢	My Proposals Forest Clearance 🗢	My Proposals Wildlife Reference 🗢	Help⇔		
		You ha	ave successfully logged in			
		An innovative e-Governance in For any clarification, kindly conta	nitiative of MoEFCC for Transparent and Res ct at(011-24695407 or may send E-Mail moni	ponsive Governance. itoring-fc(at)nic(dot)in.)		
© Content Owned, Updated and Maintai	ined by Ministry of Environment, Forests and (Climate Change, Government of India			Environment, Forests and	For any Technical support, Please Contact Climate Change Informatics Division (EFCCID), abc(at)nic(dot)in

Figure- 2.8: Logout option (on top right corner of page) for User

2.4 <u>HELP</u>

This section provides the separate User Manuals for submitting the applications for Environment Clearance, Forest Clearance and Wildlife Clearance.



Figure- 2.9: Help option (User Manual and Workflow of FC, EC, WL process)

3.0 ADDING, EDITING & TRACKING PROPOSALS

3.1 Environment Clearance:

3.1.1 ADD NEW PROPOSAL

User Agency can submit details of the proposals (Forms for TOR/EC) seeking prior environment clearances. After submitting the proposal details, U.A. can track the status of the proposal. They are supposed to check their emails and SMSs for further action at their end. To submit a new proposal, following procedure may be adopted:

Step 1.To add a new proposal, click on 'My Proposals' tab. Then click on the "For TOR" link available under 'Add New Proposal' link as shown in Figure 3.1.

Online Submis Fores -A Sing	ssion & Monitoring o ts and Wildlife Clea le Window Clearan	of Environmental, arances ce System		20 Feb 2015 User Name: [PVT LTD] State: [Delhi] Role : [Applic	9:24:14 <u>Logout</u> /aishanav industory ant]
My Account 🗢	My Proposals Environment Clea	rance 🗢 My Proposals Forest Clearance 🗢 My Proposals Wildlife reference	e⊽ Help⊽		
	Add New Proposal	For TOR			
	Edit New Proposal	For EC			
	Request for Modification				
	Update Request for D Modification				
	Essential Details Sought D due to shortcoming by MS	You have successfully logged			
	Essential Details Sought D due to shortcoming in Modification by MS				
	Additional Details Sought D by Member Secretary	-			
	Withdraw Your Proposal D				
	Reports(Category-A)]			
		Disclaimer			
		An innovative e-Governance initiative of MoEFCC for Transparent ar For any clarification, kindly contact at (011-24695407 or may send E-Mai	d Responsive Governance. I monitoring-fc(at)nic(dot)in.		
© Content Owned, Updated and Mainta	ained by Ministry of Environment, Fo	prests and Climate Change, Government of India		Environment,Forests and Climate Change Info	For any Technical support, Please Contact rmatics Division (EFCCID), abc(at)mic(dot)in

Figure 3.1: First screen for Adding New Proposal

Step 2.After clicking on 'For TOR', Form will be displayed on screen as shown in figure-3.2.

-A Single Window Clearance Sys	tem				State: [Delhi] Role : [Applicant]
Account \bigtriangledown My Proposals Environment Clearance \bigtriangledown	My Propos	als Forest Clearance 🖓 🛛 My Prop	bosals Wildlife reference 🖓 🛛 Help 🖓		
		TOR Applic	ation(Form 1)		
d with(*) are mandatory. The size of all files should r	iot be grea	ter than 5 MB and do not use a	ny special symbol (i.e space , , , ϑ , _ , ? , \$, # e	tc.) in n	aming of PDF and KML, KMZ file.
basic Frome					
Name of the proponent:	MINOR	IRRIGATION DIVISION	Name of Applicant	MINC	R IRRIGATION DIVISION
Contact person :	virendra		Designation	progra	ammer
Telephone no.	011	12345678	Mobile no.	+91	9711527447
Fax no. :	011	12345678	Email address	virend	Iranic123@gmail.com
Website (if any)	www.ad	ogle.com	Pin code :	11009	2
State	Dolbi	•	District	East	
Toum / Villago	benn]	Luor	
Town / Vinage .					
Name of the project * :			Project sector* :	Select	×
Project cost (in lacs)* :			Location of the project [*] :		
Shape of the project land* :	Select	•			
Brief summary of project (at least one page document)* :	Choose	File No file chosen	(Upload pdf only and attach it as Annexure-Brief su	ummary (of project)
Does your project location falls under out of any following areas* :	Select •		Number of states in which project will be executed * :	Select	
Multiple entries are allowed.	If the project to be executed, does not belo		ong to any state, then state category could be selec	ted as 'C	ther'.
State * :		٣			
District * :	Select	•	Tehsil*:	Select	
		A	،dd		
Town / Village * : (Name of more than one town may be entered by separating with ',')		1	Plot/Survey/Khasra No.*: (Name of more than one Plot/Survey/Khasra may be entered by separating with ',')		
Project/activity in the schedule* :	Select		Proposed capacity/area/length/tonnage to be handled/command area/lease area/number or wells to be drilled" : -		
Project type* :	Select	•			
Category of project i.e. 'A' or 'B' * :	Select		Does it attract the general condition?" :	Select	
Does it attract the specific condition?* :	Select	•			
Is there any litigation pending against the	Select				
Undertaking	Loroet				
The aforesaid application and documents furnishe	d herewith	are true to my knowledge.			
			Name :	MINOR	IRRIGATION DIVISION
			Designation :	program	nmer
			Company :	MINOR	IRRIGATION DIVISION
			Address :	acharya	niketan
		SAVE A	AS DRAFT		
	Δn	innovative e-Governance initiative of Me	Disclaimer SEFCC for Transparent and Responsive Governance.		
	An For any	clarification, kindly contact at(011-246	95407 or may send E-Mail monitoring-fc(at)nic(dot)in.)		

Figure: 3.2 Details of TOR Form, to be filled in by UA

Step 3.Fill up the form displayed at Figure 3.2.

Note: TOR Form contains 13 pages for the proposals for all categories. However EC Form is of single page. User Agency is advised to follow all the instructions given on the pages. The parameters marked with * are mandatory.

Step 4.User Agency can save the proposal in Draft mode by clicking on 'Save as Draft' button available on first page of Form or they may click on 'Next' button for filling up

other pages. If 'Save as Draft' button is clicked on first page, a Unique proposal no. will be generated automatically by the system and the same would be communicated to the user through pop-up message. If user clicks on 'OK' of pop-up message, control will come back to the first page. Then U.A. may fill up other pages by clicking on 'Next' button.

Step 5.User Agency has to click on 'Save as Draft' or 'Save and lock' button available on last page for saving the entire form.

Note: Modifications can be made in the proposal, if it is saved by clicking on 'Save in Draft' button. No change can be made in the proposal, if it is saved by clicking on 'Save & lock' button. Please ensure that all details have been uploaded properly before saving in lock mode.

Step 6. After successfully addition of proposal, an acknowledgement letter is emailed automatically to the email-id of User Agency and the proposal is sent to the concerned Member Secretary for further necessary action. Concerned Member Secretary will get the email notification alert. User Agency can submit original proposal (hard copy) to Member Secretary along with acknowledgement letter and other relevant documents. Similarly, other proposals (EC Application, Modification in TOR and Modification in EC) can be submitted through the portal.

3.1.2 UPDATE NEW PROPOSAL

The details of the proposals can be updated by User Agency if these details have been submitted by clicking on 'Save as Draft' button. No change can be made if proposal is saved and locked. To update the submitted proposal, the following procedure may be adopted:

Step 1: To update a proposal, click on 'My Proposals' tab. Then click on the "For TOR" link available under "Edit New Proposal" link as shown in Figure 3.3.

Online Submit Fores -A Sing	ssion & Monitoring sts and Wildlife Cle gle Window Clearan	of Environmental, arances ice System	•	A. 1	20 Feb 2015 9:41:37 Loseut User Name: [Vaishanav industory PVT LTD] State: [Delhi] Role : [Applicant]
My Account 🗢	My Proposals Environment Clea	rance V My Proposals Forest C	Clearance My Proposals Wildlife reference	elp⇔	
	Add New Proposal 🛛 🗘				
	Edit New Proposal	For TOR			
	Request for Modification	For EC			
	Update Request for D Modification				
	Essential Details Sought D due to shortcoming by MS	You have successfully logged in			
	Essential Details Sought D due to shortcoming in Modification by MS				
	Additional Details Sought D	1			
	Withdraw Your Proposal 👂				
	Reports(Category-A)	1			
			Disclaimer		
		An innovative For any clarification	e-Governance initiative of MoEFCC for Transparent and Respon on, kindly contact at(011-24695407 or may send E-Mail monitori	ive Governance. ng-fc(at)nic(dot)in.)	
© Content Owned, Updated and Maint	ained by Ministry of Environment, Fo	orests and Climate Change, Govern	ment of India	Environment,F	For any Technical support, Please Contact orests and Climate Change Informatics Division (EFCCID), abc(at)nic(dot)in

Figure 3.3: First screen for viewing/editing new proposal

Step 2: After clicking on "For TOR" link, the following will be displayed on screen as shown in figure-3.4

Atha and	Online Submission 8 Forests and -A Single Win	t Monitoring of Environmental, Wildlife Clearances Idow Clearance System	W. Deserve Wildlife			20 Feb 2015 15:42:30 User Name: [Vaishanav in PVT LTD] State: [Delhi] Role : [Applicant]	Logout	
			Undate TOP Det	sile				
			update TOR Deta					
Sno.	Proposal No.	Project Name	Project Sector		Location Detail		Project Cost	
1	IA/DL/TST/26883/2015	Test	Test	State: District: Tehsil:	Delhi East Vivek Vihar		22	
Disclaimer								
An introvative «Soverance initiative of MRSCF for Transporter and Responsive Goverance, For any calification, kindly concerted kills (1):2499-007 or may and E-Mail montaring (cital)(rec)(cital)).								
© Content	Owned, Updated and Maintained by Mii	nistry of Environment,Forests and Climate Change, Government of In	dia		Environment, Forests and	For any Tech I Climate Change Informatics Divisio	nical support, Please Contact n (EFCCID), abc(at)nic(dot)in	

Figure 3.4: Second screen for editing new proposal

Step 3: Click on proposal number displayed against each proposal to view/edit the proposal details. After clicking on Proposal number, Edit form will be displayed as shown in Figure-3.5. User Agency can update the information and then may submit it by clicking on 'Save & lock' button. Once application is saved by using this option, no further changes can be made in the proposal. Similarly, other proposals (EC Application, Modification in TOR and Modification in EC) can be edited on the portal.

 Submission & Monitoring of Env Forests and Wildlife Clearance A Single Window Clearance System 	ironmental, es stem		User Name: [Vaishanav indus PVT LTD] State: [Delhi] Role : [Applicant]
v Account	My Proposals Forest Clearance 🗢 My Prop	posals Wildlife reference 🗢 🛛 Help 🗢	
	TOR Applic	ation(Form 1)	
with(*) are mandatory. The size of all files should r Basic Profile	not be greater than 5 MB and do not use a	iny special symbol (i.e space , , , θ_{i} , $_{\perp}$, $?$, $\$$, $\#,$	etc.) in naming of PDF and KML file.
Name of the proponent:	MINOR IRRIGATION DIVISION	Name of Applicant	MINOR IRRIGATION DIVISION
Contact person :	virendra	Designation	: programmer
Telephone no.:	011 12345678	Mobile no.	: +91 9711527447
Fax no. :	011 12345678	Email address	: virendranic123@gmail.com
Website (if any)	www.google.com	Pin code	: 110092
State	Dolbi	District	Eact •
Town / Villago	Dom		Lost
Project Profile			
Name of the project * :	Test	Project sector* :	Test
Project cost (in lacs)* :	22	Location of the project* :	Delhi
Shape of the project land* :	Block (Polygon)		
	Choose File No file chosen		Choose File No file chosen
Upload GPS file" :	(Upload KML only) Uploaded GPS file	Upload copy of survey of India Toposheet*	(Upload PDF only and attach it as Annexure-survey of India Toposheet) Uploaded survey of India Toposheet
Brief summary of project (at least one page document)* :	Choose File No file chosen Uploaded Brief summary of project	(Upload pdf only and attach it as Annexure-Brief s	summary of project)
Does your project location falls under out of any following areas*	Ghaziabad (UP)	Number of states in which project will be	1 •
Main State of the project* :	Delhi 🔻	catculou .	
Multiple entries are allowed.	If the project to be execution does not bel	long to any state, then state category could be sele	cted as 'Other' .
State * :	Delhi		
District*:	East	Tehsil*:	Vivek Vihar 🔻
	A	Add	
State	State Type	District Te	hsil Delete
betti	uner state		
Town / Village * : (Name of more than one town may be entered by separating with ',')	TOWN	Plot/Survey/Khasra No.*: (Name of more than one Plot/Survey/Khasra may be entered by separating with ',')	PLOT
Project/activity in the schedule* :	Select 💽	Proposed capacity/area/length/tonnage to be handled/command area/lease area/number or wells to be drilledt	Сар
Project type* :	New	wens to be drilled" :	
Category of project i.e. 'A' or 'B'* :	A 🔻	Does it attract the general condition?* :	No
Does it attract the specific condition? :	No		
Is there any litigation pending against the	No		
project?*: Undertaking			
The aforesaid application and documents furnishe	d herewith are true to my knowledge.	Name :	MINOR IRRIGATION DIVISION
		Designation :	programmer
		Company :	MINOR IRRIGATION DIVISION
		Address :	acharya niketan
	SAVE AS DRAFT	CONTINUE	
	An imporative e-Governance initiative of M	Disclaimer oEFCC for Transparent and Responsive Governance.	
	. or any claim cause, kindly contact at 011-24	or a construction of the c	

Figure 3.5: Second screen for viewing/editing new proposal

3.1.3 VIEW STATUS OF SUBMITTED PROPOSALS

User Agency can see the status of the submitted proposals by clicking on the 'View Status of Submitted Proposals' link under 'My Project' option as shown in the Figure

3.6. Similarly, status of other proposals (Form-B and Form-C) can also be viewed on portal.

Online Submis Fores -A Sing	sion & Monitoring (ts and Wildlife Clea le Window Clearan	of Environmental, arances ce System		20 Feb 2015 10:02:05 Losout User Name: [Vaishanav industory PVT LTD] State: [Delit] Role : [Applicant]
My Account 🗢	My Proposals Environment Clear	rance - My Proposals Forest C	learance My Proposals Wildlife reference Help	
	Add New Proposal			
	Edit New Proposal	1		
	Request for Modification	1		
	Update Request for D Modification	1		
	Essential Details Sought D due to shortcoming by MS	1		
	Essential Details Sought D due to shortcoming in Modification by MS	l		
	Additional Details Sought D by Member Secretary	1		
	Withdraw Your Proposal	1		
	Reports(Category-A)	Print/View Application	For TOR	
		Print/View Application for D Modification	For EC	
		List of Withdrawn D Proposals		
		List of Withdrawn D Proposals for Modification	Disclaimer	
		List of Rejeted Proposals D	kindly contact at(011-24695407 or may send E-Mail monitoring-fc(at)nic(dot)in	.)
© Content Owned, Updated and Mainta	ined by Ministry of Environment, Fo	List of Rejeted Proposals D for Modification	ent of India	For any Technical support, Please Contact Environment,Forests and Climate Change Informatics Division (EFCCID), abc(at)nic(dot)in

Figure-3.6: Status of Submitted Proposals

3.1.4 ESSENTIAL DETAILS SOUGHT BY MEMBER SECRETARY

After submission of proposal successfully, Member Secretary may sought essential details from User Agency at any stage during processing of proposal. An email/SMS alert will be sent by Environment department to User Agency for the same. User Agency can view the details needed by Member Secretary for further processing. The following steps could be followed for the same.

Step1. Click on "Essential Details Sought by Member Secretary" link under "My Proposals". Then, the following details will be displayed on screen.

Online Submis Fores -A Sing	sion & Monitoring of ts and Wildlife Cleara le Window Clearance	invironmental, nces System		20 Feb 2015 9:48:31 Lessut User Name: [Vaishanav industory PVT LTD] State: [Delhi] Role : [Applicant]
My Account 🗢	My Proposals Environment Clearance		Help⇔	
	Add New Proposal			
	Edit New Proposal			
	Request for Modification $~~$			
	Update Request for D Modification			
	Essential Details Sought D For due to shortcoming by MS	TOR You have successfully logged in		
	Essential Details Sought D due to shortcoming in Modification by MS			
	Additional Details Sought D by Member Secretary			
	Withdraw Your Proposal D			
	Reports(Category-A)			
		Disclaimer		
57		An innovative e-Governance initiative of MoEFCC for Transparent and Re For any clarification, kindly contact at(011-24695407 or may send E-Mail mo	sponsive Governance. nitoring-fc(at)nic(dot)in.)	
© Content Owned, Updated and Mainta	ained by Ministry of Environment, Forests	and Climate Change, Government of India		For any Technical support, Please Contact Environment,Forests and Climate Change Informatics Division (EFCCID), abc(at)nic/dot)in

Figure-3.7: Essential Details Sought by Member Secretary

3.2 Forest Clearance:

3.2.1ADD NEW PROPOSAL

User Agency can submit details of the proposals (Form-A, Part-I) seeking prior forests clearance for the diversion of forests land to be diverted for non-forestry purposes. After submitting the proposal details, U.A. can track the status of the proposal submitted as per the flow defined in the system. They are supposed to check their emails and SMSs for further action at their end. To submit a new proposal, following procedure may be adopted:

Step 1: To add a new proposal, click on 'My Proposals' tab. Then click on the Allocation of Fresh Forest land (Form-A) link available under 'Add New Proposal' link as shown in Figure 3.8.

Online Submission & Monitoring of Em Forests and Wildlife Clearance -A Single Window Clearance Sy	vironmental,		20 Feb 2015 11:01:53 Logout User Name: [Vaishanav industory PVT LTD] State: [Delh1] Role : [Applicant]
My Account \bigtriangledown My Proposals Environment Clearance \bigtriangledown	My Proposals Forest Clearance		
	Add New Proposal	Allocation of fresh forest	
	View/Edit New Proposal	Tand (Form-A)	
	View Status of Submitted D Proposals	Prospecting of Minerals	
	Withdrawl of Proposals	(Form-C)	
	Processing for Stage-II D	have successfully logged in	
	Essential Details Sought by Forest Departments	- nave successionly logged in	
	Funds Demanded by Forest Department	1	
	Funds to be deposited in Govt. Exchequer]	
	Payment History]	
	An incruative a Governm	Disclaimer.	
	For any clarification, kindly c	contact at(011-24695407 or may send E-Mail monitoring-fc(at)nic(dot)in.)
© Content Owned, Updated and Maintained by Ministry of Environment,Forests and	l Climate Change, Government of In	dia	For any Technical support, Please Contact Environment, Forests and Climate Change Informatics Division (EFCCID), abc(at)nic(dot)in

Figure 3.8: First screen for Adding New Proposal

Step 2: After clicking on 'Allocation of Fresh Forest land (Form-A)',

Form-A will be displayed on screen as shown in figure-3.9.

		system		000	State: [Delhi] Role : [Applicant]
My Accour	t v Proposals Environment Clearance	My Proposals Forest Clearance	My Proposals Wildlife reference 🗢	Help▽	
		Your Time	Left :39 Minutes ,51 Second	ds	
Form fo	or seeking prior approval of (Central Govt. under secti	FORM-A on-2 of the Forest (Conse PART-I	rvation) Act,1980 for div	ersion of fresh Forest Area.
) are mandatory. Upload only PDF file w	herever required.(Size of file should	l not be greater than 20 MB and do i	not use any special symbol(i.e space	, & , _ , ? , \$, # etc.)in naming of PDF file).
: Fields marked with(

,								
	-1. Project Details							
	Name of Project for w	which Forest Land is required *		(Ente	r short name of proposal e.	.g. Sangha Thermal Power Pla	nt, Bhakra Nangal Dam, KGBT	Mine)
iort i	arrative of the proposal	and Project/scheme for which the forest land is required.*				State * :	Select	•
		Category of the Project*	Select	•	Shape of forest lan	nd proposed to be diverted* :	Linear Non-linear) Hybrid
	Es	stimated cost of the Project *		(Rupees in Lacs)	Total period for which th	he forest land is proposed to be diverted :		Years
	Total Area of Forest	Land proposed for diversion*		(Ha.)	Total Area of Non-Forest L	Land proposed for diversion* :		(Ha.)
4	-2. Details of User Age	ency						
		Name*	VAISHANAV INDUSTORY F	VI				
		Address1	chanakya puri	.1.		Address2 :	chanakya puri new delhi	
		State	Delhi			District :	New Delhi	
		Pin	281202			Landmarks :	chanakya puri	
		Email Address	virendranic123@gmail.com			Landline Telephone No :	5663 2424155	
		Fax No.	112			Mobile No.:	+91 9899506534	
		Website (if any)	google					
eta	ls of Proposals seeking	prior approval of Central G	Government under the Act for					
eta No.	ls of Proposals seeking Proposal Status) prior approval of Central C Proposal No	overnment under the Act for Proposal Name	MoEF File No	Area Proposed for Diversion(Ha.)	Area Diverted(Ha.)	Date of In-Principle Approval	Date of Final App
veta	Is of Proposals seeking Proposal Status Apporved	prior approval of Central C Proposal No proposal no	Proposal Name name of the 28 oct	MoEF File No	Area Proposed for Diversion(Ha.)	Area Diverted(Ha.)	Date of In-Principle Approval 14/10/2014	Date of Final App 17/10/2014
eta No.	Is of Proposals seeking Proposal Status Apporved Apporved	proposal No proposal no asdf	Proposal Name name of the 28 oct proposal name oct	MoEF File No	Area Proposed for Diversion(Ha.)	Area Diverted(Ha.) 50 12	Date of In-Principle Approval 14/10/2014 13/10/2014	Date of Final App 17/10/2014 15/10/2014
eta No.	Is of Proposal Status Proposal Status Apporved Apporved -3. Details of Person M	p prior approval of Central G Proposal No proposal no adf Legal status of User Agency * taking Application First Name	Proposal Name Proposal Name name of the 28 oct proposal name oct s Select Vaishanav industory PVT LT	MoEF File No	Area Proposed for Diversion(Ha.) 0	Area Diverted(Ha.) 50 12 Middle Name:	Date of In-Principle Approval 14/10/2014 13/10/2014 kumar	Date of Final App 17/10/2014 15/10/2014
eta No.	Is of Proposal Status Proposal Status Apporved Apporved I -3. Details of Person M	p prior approval of Central G Proposal No proposal no adf Legal status of User Agency * taking Application First Name Last Name	Proposal Name Proposal Name name of the 28 oct proposal name oct Select Vaishanav industory PVT LT Vaishanav Vaishanav	MoEF File No	Area Proposed for Diversion(Ha.) 2	Area Diverted(Ha.) 50 12 Middle Name: Gender:	Date of In-Principle Approval 14/10/2014 13/10/2014 kumar Male	Date of Final Apr 17/10/2014 15/10/2014
Deta No.	Is of Proposal Status Proposal Status Apporved Apporved	p prior approval of Central G Proposal No proposal no asdf Legal status of User Agency * taking Application First Name Last Name Designation	Veronal Name Proposal Name name of the 28 oct proposal name oct Select Vaishanav industory PVT LT Vaishanav employee	MoEF File No	Area Proposed for Diversion(Ha.) 2	Area Diverted(Ha.) 50 12 Hiddle Name: Gender:	Date of In-Principle Approval 14/10/2014 13/10/2014 13/10/2014 kumar Male	Date of Final App 17/10/2014 15/10/2014
eta No.	Is of Proposals seeking Proposal Status Apporved Apporved -3. Details of Person M	p prior approval of Central G Proposal No proposal no asdf Legal status of User Agency * laking Application First Name Last Name Designation Address 1	Version Version Proposal Name Image: Comparison of the 28 oct Image: Comparison of the 28 oct proposal name oct Image: Comparison of the 28 oct Image: Comparison of the 28 oct Vaishanav industory PVT LT Vaishanav Image: Comparison of the 28 oct employee Image: Comparison of the 28 oct Image: Comparison of the 28 oct	MoEF File No	Area Proposed for Diversion(Ha.) 2	Area Diverted(Ha.) 50 12 2 Hiddle Name: Gender: Address 2:	Date of In-Principle Approval 14/10/2014 13/10/2014 kumar Male chanakya puri	Date of Final App 17/10/2014 15/10/2014
eta No.	Is of Proposals seeking Proposal Status Apporved Apporved -3. Details of Person M	p prior approval of Central G proposal No proposal no asdf Legal status of User Agency * Taking Application Last Name Last Name Designation Address 1 State	Vaishanav PV LT Delhi PV LT	MoEF File No	Area Proposed for Diversion(Ha.) 2	Area Diverted(Ha.) 50 12 2 Hiddle Name: Gender: Address 2: District:	Date of In-Principle Approval 14/10/2014 13/10/2014 kumar Male chanakya puri New Delhi	Date of Final App 17/10/2014 15/10/2014
eta No.	Is of Proposal Status Apporved Apporved -3. Details of Person M	p prior approval of Central G proposal No proposal no asdf Legal status of User Agency * taking Application First Name Last Name Designation Address 1 State Pin	Proposal Name Image: Compare the Act for proposal Name name of the 28 oct Image: Compare the Act for proposal name oct is Select Image: Compare the Act for proposal name oct Vaishanav industory PVT LT Vaishanav Image: Compare the Act for proposal name oct Vaishanav Image: Compare the Act for proposal name oct Vaishanav Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Vaishanav Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oct Image: Compare the Act for proposal name oc	MoEF File No	Area Proposed for Diversion(Ha.) 2	Area Diverted(Ha.) 50 12 2 Middle Name: Gender: Address 2: District:	Date of In-Principle Approval 14/10/2014 13/10/2014 kumar Male chanakya puri New Delhi	Date of Final App 17/10/2014 15/10/2014
Peta	Is of Proposal Status Apporved Apporved	p prior approval of Central G Proposal No proposal no addf Legal status of User Agency * laking Application First Name Last Name Designation Address 1 State Pin Landmarks	Very set of the	MoEF File No	Area Proposed for Diversion(Ha.) 2	Area Diverted(Ha.) 50 12 2 Middle Name: Gender: Address 2: District: Email Address:	Date of In-Principle Approval 14/10/2014 13/10/2014 13/10/2014 kumar kumar Male chanakya pur1 New Delhi virendranic 123@gmail.com	Date of Final App 17/10/2014 15/10/2014
Peta No.	Is of Proposal Status Apporved Apporved	p prior approval of Central O Proposal No proposal no adf Legal status of User Agency * taking Application First Name Last Name Designation Address 1 State Pin Landmarks Landline Telephone No	Proposal Name Image: Second	MoEF File No	Area Proposed for Diversion(Ha.) 2	Area Diverted(Ha.) 50 12 Control Contr	Date of In-Principle Approval 14/10/2014 13/10/2014 13/10/2014 kumar Male chanakya pur1 New Delhi virendranic 123@gmail.com 112	Date of Final App 17/10/2014 15/10/2014
eta No.	Is of Proposal Status Apporved Apporved -3. Details of Person M	p prior approval of Central G proposal no asdf Legal status of User Agency * taking Application First Name Last Name Designation Address 1 State Pin Landmarks Landline Telephone No	Proposal Name Image: Anne of the 28 oct proposal name oct Image: Anne oct 2 Select Vaishanav industory PVT LT Vaishanav Vaishanav Image: Anne oct Image: Anne oct Image: Anne oct Delhi Image: Anne oct 281202 Image: Anne oct Image: Anne oct Image: Anne oct 1 1mage: Anne oct	MoEF File No E	Area Proposed for Diversion(Ha.) 2 2 Upload a copy of competence/author application to make appl	Area Diverted(Ha.) 50 12 2 Middle Name: Gender: Address 2: District: Fax No: facuments in support of the User Fax No: Address No:	Date of In-Principle Approval 14/10/2014 13/10/2014 13/10/2014 kumar Male chanakya pur1 New Delhi virendranic 123@gmail.com 112 Choose File No file chose VA Bocument Delete	Date of Final App 17/10/2014 15/10/2014
Peta	Is of Proposal Status Apporved Apporved	p prior approval of Central G proposal No proposal no addf Legal status of User Agency * laking Application First Name Last Name Designation Address 1 State Pin Landmarks Landmire Telephone No Mobile No.	Proposal Name Image: state of the 28 oct Image: state of the 28 oct proposal name oct Image: state of the 28 oct Image: state of the 28 oct is Select Image: state of the 28 oct Image: state of the 28 oct Vaishanav industory PVT LT Vaishanav Image: state of the 28 oct Vaishanav industory PVT LT Vaishanav Image: state of the 28 oct Vaishanav Image: state of the 28 oct Image: state of the 28 oct Vaishanav Image: state of the 28 oct Image: state of the 28 oct Vaishanav Image: state of the 28 oct Image: state of the 28 oct Vaishanav Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: sta	MoEF File No	Area Proposed for Diversion(Ha.) 2 2 Upload a copy of competence/author application to make appl	Area Diverted(Ha.) 50 12 Control of the User Agency 1:	Date of In-Principle Approval 14/10/2014 13/10/2014 13/10/2014 kumar Male chanakya pur1 New Delhi virendranic123@gmail.com 112 Choose File No file chose VA Document	Date of Final Арр 17/10/2014 15/10/2014
Peta	Is of Proposal Status Apporved Apporved	p prior approval of Central G Proposal No proposal no adf Legal status of User Agency * laking Application First Name Last Name Designation Address 1 State Pin Landmarks Landmarks	Proposal Name Image: state of the 28 oct Image: state of the 28 oct proposal name oct Image: state of the 28 oct Image: state of the 28 oct Vaishanaw oct Image: state of the 28 oct Image: state of the 28 oct Vaishanaw industory PVT LT Vaishanaw Image: state of the 28 oct Vaishanaw industory PVT LT Vaishanaw Image: state of the 28 oct Vaishanaw industory PVT LT Vaishanaw Image: state of the 28 oct Vaishanaw industory PVT LT Vaishanaw Image: state of the 28 oct Vaishanaw industory PVT LT Vaishanaw Image: state of the 28 oct Vaishanaw industory PVT LT Vaishanaw Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image: state of the 28 oct Image:	MoEF File No	Area Proposed for Diversion(Ha.) 2 2 Upload a copy of competence/author application to make appl S DRAFT Disclaimer	Area Diverted(Ha.) 50 12 Control of the User Address 2: Control of the User Agency 1:	Date of In-Principle Approval 14/10/2014 13/10/2014 13/10/2014 kumar Male chanakya pur1 New Delhi virendranic123@gmail.com 112 Choose File No file chose VA Document	Date of Final Apr 17/10/2014 15/10/2014

Figure: 3.9 Details of Form-A, Part-I to be filled in by UA

Step 3: Fill up the form (Form-A, Part-I) displayed at Figure 3.9.

Note: Form-A contains four (4) pages for the proposals for all categories except Mining sector. Form-A for Mining cases contains Five (5) pages. User Agency is advised to follow all the instructions given on the pages. The parameters marked with * are mandatory.

Step 4: User Agency can save the proposal in Draft mode by clicking on 'Save as Draft' button available on first page of Form-A, Part-I or they may click on 'Next' button for filling up other pages. If 'Save as Draft' button is clicked, a Unique proposal no. will be generated automatically by the system and the same would be communicated to the user through pop-up message. If user clicks on 'OK' of pop-up message, control will come back to the first page. Then U.A. may fill up other pages by clicking on 'Next' button.

Step 5: User Agency has to click on 'Save as Draft' or 'Save and lock' button available on last page for saving the entire form.

Note: Modifications can be made in the proposal, if it is saved by clicking on 'Save in Draft' button. No change can be made in the proposal, if it is saved by clicking on 'Save & lock' button. Please ensure that all details have been uploaded properly before saving in lock mode.

Step 6: After successfully addition of proposal, an acknowledgement letter is emailed automatically to the email-id of User Agency and the proposal is sent to the concerned Nodal Officer for further necessary action. Concerned Nodal Officer will get the email notification alert. User Agency can submit original proposal to Nodal Officer along with acknowledgement letter and other relevant documents. Similarly, other proposals (Form-B and Form-C) can be submitted through the portal.

3.2.2 UPDATE NEW PROPOSAL

The details of the proposals can be updated by User Agency if these details have been submitted by clicking on 'Save as Draft' button. No change can be made if proposal is saved and locked. To update the submitted proposal, the following procedure may be adopted:

Step 1: To update a proposal, click on 'My Proposals' tab. Then click on the View/Edit Form-A link available under 'View/Edit New Proposal' link as shown in Figure 3.10.

Online Submission & Monitoring of En	vironmental		20 Feb 2015 11:02:09 Logout
Forests and Wildlife Clearance -A Single Window Clearance Sy	es stem		User Name: [Vaishanav industory PVT LTD] State: [Delhi] Role : [Applicant]
My Account 🤝 My Proposals Environment Clearance 👳	My Proposals Forest Clearance		
	Add New Proposal		
	View/Edit New Proposal	Form-A	
	View Status of Submitted D	Form-B	
	Proposals	Form-C	
	Withdrawl of Proposals	-	
	Processing for Stage-II	have successfully logged in	
	Forest Departments		
	Funds Demanded by Forest Department		
	Funds to be deposited in Govt. Exchequer		
	Payment History	1	
		Disclaimer	
	An innovative e-Governan For any clarification, kindly c	ce initiative of MoEFCC for Transparent and Responsive Governance. ontact at(011-24695407 or may send E-Mail monitoring-fc(at)nic(dot)in.)
ent Owned, Updated and Maintained by Ministry of Environment, Forests and	Climate Change, Government of In	dia	For any Technical support, Please C Environment-Forests and Climate Change Informatics Division (EFCCID), abc(at)nic

Figure 3.10: First screen for editing new proposal

Step 2: After clicking on 'View/Edit Form-A' link, the following will be displayed on screen as shown in figure-3.11

	Online Sul Fi -A	omission & Monitoring of orests and Wildlife Cleara Single Window Clearance	Environmental, nces System	4		20 Feb 2015 17:14:04 User Name: [Vaishanav in PVT LTD] State: [Delhi] Role : [Applicant]	Logout dustory
	My Accou	Int V Proposals Environment Clearance	My Proposals Forest Clearance	7 My Proposals Wildlife reference → I ist of Draft Proposals	Help⇔		
♥ Help Click or	h 🗭 this icon	for editing the details of Proposal submitted by Enter Proposal No	User Agency in Draft mode.	Search			A L
Sno.		Proposal No.	Proposal Name	Category	Area (ha.)	Proposal Status	Edit
1	FP/UP/RAIL/92	46/2015	railway	Railway	20	Draft	9
2	FP/UP/IRRIG/8	921/2014	Test	Irrigation	0.2112	Draft	11
3	FP/DL/HYD/841	2/2014	bnmbm	Hydel	2.3	Draft	9
4	FP/BR/DEF/818	10/2014	dusdf	Defence	4	Draft	100
5	FP/DL/DEF/817	8/2014	dummy propopoal	Defence	10.123	Draft	Ø
6	FP/DL/RAIL/7990/2014 Test Railway 10			Draft	Ø		
© Content Ow	ned, Updated and	I Maintained by Ministry of Environment, Forests	An innovative e-Governance For any clarification, kindly con and Climate Change, Government of Ind	Disclaimer initiative of MoEFCC for Transparent and Respo act at(011-24695407 or may send E-Mail monito ia	ntive Governance. ring-fc(at)nic(dot)in.) Frodrooment	For any Tech	nical support, Please Contact

Figure 3.11: Second screen for editing new proposal

Step 3: Click on Edit icon displayed against proposal no. to view/edit the proposal details. After clicking on Edit icon, Edit/View form will be displayed as shown in Figure-3.12. User Agency can update the information and then may submit it by clicking on 'Save & lock' button. Once application is saved by using this option, no further changes can be made in the proposal. Similarly, other proposals (Form-B and Form-C) can be edited on the portal.

Online Submission & Monitorin Forests and Wildlife C -A Single Window Clear	g of Environmenta learances ance System					User Name: [V PVT LTD] State: [Delhi] Role : [Applica	aishanav industory nt]
My Account v My Proposals Environment	Clearance 💬 🛛 My Proposals Fo	orest Clearance	Proposals Wildlife reference	e⊽ Help⊽			
		Your Time Left	:39 Minutes ,54 Se	conds			
Form for seeking prior appro	val of Central Govt. ı	inder section-2	ORM-A of the Forest (Co PART-I	nservation) Act,1980) for dive	ersion of fresh F	orest Area.
Help Clickon to ADD,Clickon to UPDATE and ,Click	on to DELETE	ze of the should not be	greater than 20 MB and	i do not use any special symbo	oi(Le space ,	, & , _ , ? , \$, # etc.Ji	naming of PDF file).
	Your Proposal n	o. is FP/UP/RAIL/924	5/2015 and use this r	o. for future reference.			
General Details							
A-1. Project Details	d *. raibyay	1	Enter chort name of ne	noral e a Sangha Thormal Po	war Plant F	abakea Nangal Dam KG	RT Mine)
rt narrative of the proposal and Project/scheme for v the forest land is require	hich d.*:]	sin cigi sungna ricrimari o	tate * : Ut	tar Pradesh	•
Category of the Proje	ct*: Railway	•	Shape of f	rest land proposed to be dive	erted* : (Unear O Non-linear	Hybrid
Estimated cost of the Proje	t*: 99	(Rupees in	acs) Total period for	which the forest land is prop be div	osed to verted :		Years
Total Area of Forest Land proposed for diversi	m* : 20	(Ha.)	Total Area of Non	Forest Land proposed for div	ersion [*] 20		(Ha.)
A-2. Details of User Agency							
Nar	e*: VAISHANAV INDUST	ORY PV1					
Addre	chanakya puri	4		Add	cha Iress2 :	anakya puri new de	lhi
5	ate: Delhi			D	istrict : Ne	w Delhi	
	Pin : 281202			Landi	marks : cha	anakya puri	
Email Add	ess: virendranic123@gmail.	com		Landline Telepho	one No : 56	63 2424155	
Fax	No.: 112			Mob	oile No.: +9	1 9899506534	
Website (if	ny): google						
etails of Proposals seeking prior approval of Cent	al Government under the A	Act for					
io. Proposal Status Proposal No	Proposal Name	MoEF File No	Area Proposed Diversion(Ha	for Area Diverted	l(Ha.)	Date of In-Principle Approval	Date of Final Approva
Apporved proposal no	name of the 28 oct		50	50		14/10/2014	17/10/2014
	Charles Concernment	-	16	12		13/10/2011	10/10/2011
A-3 Details of Person Making Application	, otato ooveniment						
First N	me: Vaishanav industory P	VT LTD		Middle	Name: kuir	nar	
Lact N	Vaishanav			, audie	Sender: Mo	le	
Decimo	tion: employee				inda		
Addre	chanakya puri			Add	dress 2:	anakya puri	
5	ate: Delhi	11		г	District: Ne	w Delhi	
	Pin: 281202						
Landma	rks: chanakya puri			Email A	ddress: vire	endranic 123@gmail.cc	m
Landline Telephon	No: 5663 2424155			F	Fax No.: 112	2	
Mobile	No.: +91 9899506534		Upload a competence application to m	copy of documents in suppor /authority of the person mak ake application on behalf of th	t of the C ing this C he User	hoose File No file ch	osen (.Pdf only)
		SAVE AS D	RAFT	NEXT	Delet	ic .	
			Disclaimer				

Figure 3.12: Second screen for viewing/editing new proposal

3.2.3 VIEW STATUS OF SUBMITTED PROPOSALS

User Agency can see the status of submitted proposals by clicking on the View Status of Submitted Proposals link under My Project option as shown in the Figure 3.13. Similarly, status of other proposals (Form-B and Form-C) can also be viewed on portal.

Form-A Form-B Form-C have successfully logged in
Form-A Form-B Form-C nave successfully logged in
Form-A Form-B Form-C Nave successfully logged in
nave successfully logged in
nave successfully logged in

Figure-3.13:Status of Submitted Proposals

3.2.4 ESSENTIAL DETAILS SOUGHT BY FOREST DEPARTMENT

After submission of proposal successfully, Forest department may sought essential details from User Agency at any level (Nodal Officer/DFO/Circle etc.) during processing of proposal. An email/SMS alert will be sent by Forest department to User Agency for the same. User Agency can view the details needed by forest department for further processing. The following steps could be followed for the same.

Step1. Click on 'Essential Details Sought by Forest Department' link under 'My Proposals' tab. Then, the following details will be displayed on screen.

area a	Online Submission Forests -A Single My Account⊽ M	on & Monitoring of Environmental, and Wildlife Clearances Window Clearance System	Forest Clearance \bigtriangledown	My Proposals Wildlife reference マ	Helpy	21 Feb 2015 11: User Name: [Vaish PVT LTD] State: [Delhi] Role : [Applicant]	17:51 Logout
-		Summary of the Proposals in which Esse	ential Details (S	ought by Forest Department) ha	ve to be submitted	by User Agency	
Ir	i tins section , user Agency can u	protect repry to essential unclus Sought by Horest Department al No. for submitting details in reply form.	.c	C Renewal of lease (Form 8)	Prospecting of Miner	als (Form-C)	¢.
Sno.	Proposal No.	Proposal Name	Category	User Agency Name	Area (ha.)	Proposal received on	Proposal Status
1	FP/DL/DEF/7477/2015	Test	Defence	VAISHANAV INDUSTORY PVT LTD	20	16/01/2015	Pending With UA
		An innovati For any clarifici	e e-Governance initiat ation, kindly contact at	Disclaimer ive of MoEFCC for Transparent and Responsive Gov (011-24695407 or may send E-Mail monitoring-fc(at	ernance. :nic(dot)in.)		
© Conte	ent Owned, Updated and Maintaine	d by Ministry of Environment,Forests and Climate Change, G	overnment of India			For a	ny Technical support, Please Contact

Figure-3.14 Screen showing summary of proposals in which essential details have to be submitted by UA

3.3 <u>Wildlife Clearance:</u>

3.3.1 ADD NEW PROPOSAL

User Agency can submit details of the proposal (Part-I) seeking prior wildlife approval. After submitting the proposal details, U.A. can track the status of the proposal submitted as per the flow defined in the system. They are supposed to check their emails and SMSs for further action at their end. To submit a new proposal, following procedure may be adopted:

Step 1: To add a new proposal, click on 'My Proposals' tab. Then click on the 'Wildlife Proposal (Part I)' link available under 'Add New Proposal' link as shown in Figure 3.15.



Figure 3.15: First screen for Adding New Proposal

Step 2: After clicking on 'Wildlife Proposal (Part I)',

Form Part I will be displayed on screen as shown in figure-3.16.

Online Submission & Monitoring of Environmental	19 Feb 2015 :: Logout
Forests and Wildlife Clearances -A Single Window Clearance System	User Name: [Vaishanav industory PVT LTD] State: [Delhi] Role : [Applicant]

te : Fields marked with(*) are mandatory. Upload only PDF	file wherever required.(Size of file s	hould not be greate	er than 5 MB and do not use any special symbol(i.e spa	ce , & , _ , ? , \$, # etc.)in naming	of PDF file).
Help Click on (1) to ADD, Click on (1) to UPDATE and , Click on	to DELETE				10
	Your Proposal no. is FP/	DL/HYD/106/2015	5 and use this no. for future reference.		
A. General Details					
A-1. Project Details					
Forest Clearance Required?	No 🔻				
Name of Project *	new propoal	(Enter	short name of proposal e.g. Sangha Thermal Power Pla	nt, Bhakra Nangal Dam, KGBT Min	e)
	asdfsadf				
Short narrative of the Project.*			State * :	Delhi	
	Hydel		2		
Category of the Project*			Shape of project land" :	Linear Non-linear Hybri	d
Distance of the project from the boundary of the Protected Area *	4	Km.(Dis	tance to be shown irrespective of location of the proje	ect within or outside Protected Are	a)
st of the Project for the part falling within Protected Area	55 (Cost of the activity to be taken wi Area)	(Rupees in Lacs) thin Protected	Total period for which clearance is required:	5	Years
Total Project Area *	50	(Ha.)	Category of Protected Area * :	Wildlife Sanctuaries	
Area under Protected Area *	25	(Ha.)	Area under Non-Protected Area * :	25	(Ha.)
A-2. Details of User Agency					
Name* :	VAISHANAV INDUSTORY PV				
Address1 :	chanakya puri		Address2 :	chanakya puri new delhi	
State	Delhi		District :	New Delhi	
Pin	281202		Landmarks :	chanakya puri	
Email Address:	virendranic 123@gmail.com		Landline Telephone No :	5663 2424155	
Fax No.:	112		Mobile No.:	+91 9899506534	
Website (if any):	google				
Legal status of User Agency *	Central Government				
A-3. Details of Person Making Application					
First Name:	Vaishanav industory PVT LTD		Middle Name:	kumar	
Last Name:	Vaishanav		Gender:	Male	
Designation	employee				
Address 1:	chanakya puri		Address 2:	chanakya puri	
State	: Delhi		District:	New Delhi	
Pin	281202				
Landmarks	chanakya puri		Email Address:	virendranic123@gmail.com	
Landline Telephone No:	5663 2424155		Fax No.:	112	
Mobile No.	+91 9899506534		Upload a copy of documents in support of the competence/authority of the person making this application to make application on behalf of the User Anary *	Choose File No file chosen	(.Pdf only) <u>Annexure</u>
		SAVE AS	DRAFT NEXT		
		D	isclaimer		

Figure: 3.16 Details of Form-A, Part-I to be filled in by UA Step 3: Fill up the form (Wildlife Proposal (Part I)) displayed as in Figure 3.16.

Note: Form-A Part-I contains four pages for the proposals for all categories except Mining and Hydel/Multipurpose/ Irrigation. Form A part I for Mining and Hydel/Multipurpose/Irrigation cases contains five pages. User Agency is advised to follow all the instructions given on the pages. The parameters marked with * are mandatory.

Step 4: User Agency can save the proposal in Draft mode by clicking on 'Save as Draft' button available on first page of Form, Part-I or they may click on 'Next' button for filling up other pages. If 'Save as Draft' button is clicked, a Unique proposal no. will be generated automatically by the system and the same would be communicated to the user through pop-up message. If user clicks on 'OK' of pop-up message, control will come back to the first page. Then U.A. may fill up other pages by clicking on 'Next' button.

Step 5: User Agency has to click on 'Save as Draft' or 'Save and lock' button available on last page for saving the entire form.

Note: Modifications can be made in the proposal, if it is saved by clicking on 'Save in Draft' button. No change can be made in the proposal, if it is saved by clicking on 'Save & lock' button. Please ensure that all details have been uploaded properly before saving in lock mode.

Step 6: After successfully addition of proposal, an acknowledgement letter is emailed automatically to the email-id of User Agency and the proposal is sent to the concerned Nodal Officer for further necessary action. Concerned DFO will get the email notification alert. User Agency can submit original proposal to DFO along with acknowledgement letter and other relevant documents.

3.3.2 UPDATE NEW PROPOSAL

The details of the proposals can be updated by User Agency if these details have been submitted by clicking on 'Save as Draft' button. No change can be made if proposal is saved and locked. To update the submitted proposal, the following procedure may be adopted:

Step 1: To update a proposal, click on 'My Proposals' tab. Then click on the 'Wildlife Proposal (Part I)' link available under 'View/Edit New Proposal' link as shown in Figure 3.17.



Step 2: After clicking on 'Wildlife Proposal (Part I)' link, the following will be displayed on screen as shown in figure-3.18

	Online Submission & Monit	oring of Environmental			20 Feb 2015 17:33:54 Lo	gout
Alter and	Forests and Wildli -A Single Window C	fe Clearances learance System			User Name: [Vaishanav indus PVT LTD] State: [Delhi] Role : [Applicant]	tory
	My Account 🗢 My Proposals Enviro	nment Clearance 🤝 My Proposals Forest Cl	earance 🗢 My Proposals Wildlife	reference 👳 🛛 Help 🗢		
			List of Draft Proposa	ls		
Help	on 🔗 this icon for adition the datails of Dropp	val submitted by liner &nenov in Draft mode				1
Girch (an an analysis and a second of the	and search to search against in search means				-
	Ent	er Proposal No. for Search :				
			Search			
Sno.	Proposal No.	Proposal Name	Category	Protected Area (ha.)	Proposal Status	Edit
	FP/DL/HYD/106/2015	new propoal	Hydel	25	Draft	1
	FP/DL/IND/102/2015	ertfret	Industry	33	Draft	1
	FP/DL/MIN/98/2015	dfdsvfds	Mining	22	Draft	1
	FP/DL/DEF/7475/2015	test na	Defence	2	Draft	100
	FP/DL/ROAD/7479/2015	test proposal wildlife	Road	34	Draft	1
	FP/DL/DEF/96/2015	asdfsdf	Defence	44	Draft	1
	FP/DL/HYD/95/2015	sdfsdfdsfsdf	Hydel	23	Draft	1
	FP/DL/RAIL/7990/2014	Test	Railway	1	Draft.	100
	FP/DL/DEF/94/2015	dfgdfgdfg	Defence	34	Draft	Ø
	FP/AN/DEF/90/2015	dfdffdsf	Defence	12	Draft	Ø
	FP/DL/DEF/8178/2014	dummy propopoal	Defence	1	Draft	1
	FP/DL/HYD/79/2015	tght	Hydel	55	Draft	Ø
	FP/DL/MIN/78/2015	dfgb	Mining	34	Draft	9
	FP/DL/DEF/77/2015	frewfrewf	Defence	44	Draft.	10
	FP/AP/DEF/75/2015	ewded	Defence	22	Draft	93
34				*		
		An innovative e.0	Disclaimer	arent and Responsive Governance.		

Figure 3.18: Second screen for editing new proposal

Step 3: Click on Edit icon displayed against proposal no. to edit the proposal details. After clicking on Edit icon, Edit form will be displayed as shown in Figure-3.19. User Agency can update the information and then may submit it by clicking on 'Save & lock' button. Once application is saved by using this option, no further changes can be made in the proposal.

Online Submission & Monitoring of Environmental, Forests and Wildlife Clearances -A Single Window Clearance System	20 Feb 2015 :: Logout User Name: [Vaishanav industory PVT LTD] State: [Delhi] Role: [Applicant]
My Account 👳 🛛 My Proposals Environment Clearance 👳 My Proposals Forest Clearance 👳 My Proposals Wildlife reference 👳 Help 🗢	

te : Fields marked with(*) are mandatory. Upload only PDF	file wherever required.(Size of file	should not be great	er than 5 MB and do not use any special symbol(i.e spa	ce , & , _ , ? , \$, # etc.)in namin	g of PDF file).
7 Help Click on to ADD,Click on to UPDATE and ,Click on	to DELETE				
	Your Proposal no. is FP	/DL/HYD/106/201	5 and use this no. for future reference.		
A. General Details					
A-1. Project Details					
Forest Clearance Required?	No	e			
Name of Project *	new propoal	(Enter	short name of proposal e.g. Sangha Thermal Power Pk	int, Bhakra Nangal Dam, KGBT Mii	ne)
Short narrative of the Project.*	asdfsadf		State * :	iant, bnakra Nangal Dani, Kobi Mine) ': Delhi ▼	
Category of the Project*	Hydel		Shape of project land* :	• 🖲 Linear 💿 Non-linear 💿 Hybrid	
Distance of the project from the boundary of the Protected Area *	4	Km.(Di	stance to be shown irrespective of location of the proje	ect within or outside Protected Ar	ea)
ost of the Project for the part falling within Protected Area	55 (Cost of the activity to be taken w Area)	(Rupees in Lacs) vithin Protected	Total period for which clearance is required:	5	Years
Total Project Area *	50	(Ha.)	Category of Protected Area * :	Wildlife Sanctuaries	•
Area under Protected Area *	25	(Ha.)	Area under Non-Protected Area * :	25	(Ha.)
A-2. Details of User Agency					
Name* :	VAISHANAV INDUSTORY PV	9			
Address1 :	chanakya puri	4	Address2 :	chanakya puri new delhi	h.
State	Delhi		District :	New Delhi	
Pin	281202		Landmarks :	chanakya puri	
Email Address:	virendranic123@gmail.com		Landline Telephone No :	5663 2424155	
Fax No.	112		Mobile No.:	+91 9899506534	
Website (if any):	google				
Legal status of User Agency *	Central Government	•			
A-3. Details of Person Making Application					
First Name:	Vaishanav industory PVT_LTD		Middle Name:	kumar	
Last Name:	Vaishanav		Gender	Male	
Designation: Address 1:	employee chanakya puri		Address 2:	chanakya puri	
State	Delhi	<i>h</i>	District:	New Delhi	6
Pin	281202				
Landmarks	chanakya puri		Email Address:	virendranic 123@gmail.com	
Landline Telephone No	5663 2424155		Fax No.:	112	
Mobile No.:	+91 9899506534		Upload a copy of documents in support of the competence/authority of the person making this application to make application on behalf of the User Agency *:	Choose File No file chosen	(.Pdf only) Annexure
		SAVE AS	DRAFT		

Figure 3.19: Second screen for viewing/editing new proposal

3.3.3 VIEW STATUS OF SUBMITTED PROPOSALS

User Agency can see status of the submitted proposals by clicking on the 'View Status of Submitted Proposals' link under 'My Proposals' option as shown in the Figure 3.20.



Figure-3.20: Status of Submitted Proposals

3.3.4 ESSENTIAL DETAILS SOUGHT BY FOREST DEPARTMENT

After submission of proposal successfully, Wildlife department may sought essential details from User Agency at any level (DFO/CWW/SG etc.) during processing of proposal. An email/SMS alert will be sent by Forest department to User Agency for the same. User Agency can view the details needed by forest department for further processing. The following steps could be followed for the same.

Step 1.Click on 'Essential Details Sought by Forest Department' link under 'My Proposals' tab. Then, the following details will be displayed on screen.

Onl	ine Submissi Forests -A Single	on & Monitoring of Environ and Wildlife Clearances Window Clearance System	mental,	Av Proposik Wildlife reference to	Helosz	21 Feb 2015 11: User Name: [Vaish PVT LTD] State: [Delhi] Role : [Applicant]	17:51 Logout
		Summary of the Droposale in	which Eccential Details (6	Cought by Forest Department) by	nep v	by Ucor Agongy	
	Click on the Propo	eal No. for submitting details in reply form. Ø Allocation of fresh forest las	nd (Form-A) 🤇	Renewal of lease (Form-B)	Prospecting of Miner	als (Form-C)	-
Sno.	Proposal No.	Proposal Name	Category	User Agency Name	Area (ha.)	Proposal received on	Proposal Status
FP/DL/DEF	F/7477/2015	Test	Defence	VAISHANAV INDUSTORY PVT LTD	20	16/01/2015	Pending With UA
			An innovative e-Governance initiat For any clarification, kindly contact at	Disclaimer tive of MoEFCC for Transparent and Responsive Go t/011-24695407 or may send E-Mail monitorine-fc/	overnance. at)nic(dot)in.)		

Figure-3.21 Screen showing summary of proposals in which essential details have To be submitted by UA

ANNEXURE A Frequently Asked Questions (FAQs)

- Q.1. What does OSMEFWC stand for?
- **Ans**. Online Submission and Monitoring of Environment, Forests and Wildlife Clearances Proposals.
- Q.2. What does U.A. stand for?
- Ans. User Agency.
- Q.3. How U.A. can register and login on the OSMEFWC portal?
- **Ans.** User Agency can click on Register (New User Agency) tab available on main page of the portal (<u>http://efclearance.nic.in</u>). Then a registration form will be displayed on the screen. When U.A. submits Registration form, then a user-id (email of U.A.) and password will be emailed automatically to U.A.'s email-id. U.A. can login with these credentials.
- Q.4. Where is all the information regarding the OSMEFWC residing?
- **Ans.** All the proposal information is available on Single Window Clearance Portal. <u>Click here</u>to visit.
- **Q.5.** What are the key benefits for the department adopting the Online Submission and Monitoring of Environment, Forests and Wildlife Clearances Proposals?
- **Ans.** It provides transparency and efficiency in the working environment, minimizes the processing delay, helps in timely disposal of important issues, enables one to work from anywhere, anytime, leads to a paperless working and provides ease and flexibility in the retrieval of various reports.
- **Q.6.** Are all the necessary fields required to be filled while submitting the proposal online?
- **Ans.** All the required field should be filled otherwise system will not allow submitting the proposal.

- **Q.7.** Is it possible to add more proposals after the acceptance for consideration of the proposal submitted by U.A.?
- **Ans.** Yes, the U.A. can add more proposals after acceptance of a proposal by concerned department.
- **Q.8.** How Concerned department will inform U.A.s if any additional information is sought from them?
- **Ans.** U.A. will receive an email if any additional information is sought by forest department. The same could be viewed by U.A. by clicking on Essential Details sought option available under 'My proposals' tab.
- **Q.9.** Is it possible to see the contact detail of Ministry for Private Entrepreneur?
- Ans. Yes, List of all the details are available on the website.
- Q.10. Can Private Entrepreneur/U.A. tracks the progress of their proposal?
- Ans. Yes, they can see the progress as well as the decisions.
- Q.11. Is Captcha code necessary?
- **Ans.** Yes, due to the Security Guidelines, it is necessary to insert the code at every transaction.
- **Q.12.** Is it mandatory to change the password from default given password?
- **Ans.** Yes, it is mandatory to change the password on first login after receiving the default password.
- **Q.13.** Is it possible to see the list of all the proposals submitted by U.A.?
- **Ans.** Yes, the list of projects considered by PMG is available on the website.
- **Q.14.** Can more than one proposal be added by one user agency?
- **Ans.** Yes, more than one proposal can be added by one user agency.