

IMPORTANT REQUISITE DOCUMENTS FOR SUBMISSION OF APPLICATION (IEE/EIA) AT ONE WINDOW CELL

1. Ten paper copies and two electronic copies of IEE or EIA shall be filled with the Agency
2. Every IEE and EIA shall be accompanied by-
 - a) An application, in the form prescribed in Schedule IV ; and
 - b) Copy of receipt showing payment of the Review Fee
- i. Duly filled & signed application form/ schedule IV indicating project cost, capacity and land requirement as per Regulations 2000. A valid contact number of the proponent must be mentioned on Schedule IV.
- ii. Construction drawing and layout plan (A3) of the project duly approved by the concerned authority or at least duly signed by project proponent
- iii. Colored Google map A-3 size with coordinates indicating proposed project area, trunk sewer, distance from residential area, water body, road, network and sensitive habitat if any / pictorial evidences of project site and vicinity through GPS map camera
- iv. Land Ownership documents / lease agreement/ possession letter
- v. Valid copies of CNIC of the project proponent and witness
- vi. Affidavit attested by Oath Commissioner, issued on the name of proponent and signed by proponent and two witness
- vii. Undertaking as per Schedule VII of Regulation *ibid*, issued on the name of proponent and signed by proponent and two witness
- viii. Undertaking on stamp paper containing following statement (in case of Housing Scheme);

“Proposed Housing scheme does not fall in any agricultural area / green areas / other non-conforming land use under section 277 read with serial No. 61 of 15th schedule on Punjab Local Government Act 2019”.
- ix. Proof of status of site as per record of local Govt, master plan or Development authority
- x. NOC from concerned department specially for waste water and solid waste disposal (if applicable)
- xi. Authority letter (Power of attorney) should be on the stamp paper in favor of the proponent/ COE in case of more than one land owner in Housing scheme
- xii. Authority letter in favour of proponent if he is not CEO of the company
- xiii. Authority letter should be on the stamp paper/ letter head in favor of consultant, if any hired
- xiv. Form 29 of Security Exchange Commission of Pakistan indicating name of CEO
- xv. Validated Environmental Monitoring Reports

COMMONLY OBSERVED MISTAKES BY PROPONENT **/CONSULTANT**

- i. Specific environmental Feature of project
- ii. Process Flow diagram and its relation with effluent and emissions
- iii. Clear project description with details of raw material, inputs and out puts/ final product
- iv. Compliance status of the Existing plant if NOC is for extension of the project
- v. List of equipment and machinery to be used
- vi. Source of heating in manufacturing process
- vii. Process flow diagram clearly showing the inflows & outflows of materials (mass balance), points of discharge to the environment and their respective destinations.
- viii. Water balance; it shall inter alia include water quality and quantity for process, domestic & cooling purposes, estimated quantity of waste water; final disposal of waste water (attach NOC from concerned authority for final disposal)
- ix. Solid waste disposal; it shall inter alia include quantification of domestic and hazardous solid waste, its disposal mechanism (attach Contract with the relevant body)
- x. Liquid waste treatment; it shall inter alia include technical specifications of waste water treatment mechanism Layout, design, and treatment capacity of waste water
- xi. Details of air pollution control devices to be installed in the proposed project
- xii. Undertaking that wastewater treatment plant design/capacity will meet/fulfill requirements of all flow of wastewater generated from this unit. (in case of installation of WWTP)
- xiii. Details of machinery to be installed for the proposed production
- xiv. Reply must be signed by proponent. Affidavits/ undertakings/ papers attached with reply must be signed by proponent
- xv. Only E-stamp papers must be submitted for necessary undertakings.
- xvi. Legible copies of the supporting documents
- xvii. Disparity of information i.e. cost, land requirement and capacity of the capacity
- xviii. Page numbering is missing on IEE/EIA Reports
- xix. No of boilers and Air pollution control devices (where applicable)
- xx. Design, capacity, technology and area earmarked for WWTP (where applicable)