

**F. No. 22-35/2020-IA.III**  
Government of India  
Ministry of Environment, Forest and Climate Change  
(Impact Assessment Division)

\*\*\*\*\*

Indira Paryavaran Bhawan  
Aliganj, Jorbagh Road  
New Delhi-110 003  
e-mail: [sharath.kr@gov.in](mailto:sharath.kr@gov.in)

Dated: 18<sup>th</sup> November, 2020

**OFFICE MEMORANDUM**

**Sub.: Streamlining the processes of granting Environmental Clearances – reg.**

During the review meetings held for streamlining the Environmental Clearances (EC) process it has come to notice that the grant of EC is delayed due to various reasons which could be avoided.

2. In this regard, the competent authority has desired that the Member Secretaries of the various sectors may strictly adhere to the following guidelines to avoid unnecessary delay while granting ECs.

- a. All EAC meetings shall be held at least twice a month to cut down the period of EC approval. There shall not be gap of more than 15 days between two EAC meetings.
- b. All the fresh EC proposals which have been submitted up to 10 days before EAC meeting shall be taken up in the meeting. The Project Proponent shall be asked to submit the presentation also along with the EC application & other documents. However all the cases where ADS/EDS were raised and information submitted by Project Proponent even 2 days before the meeting shall be taken up.
- c. Acceptance process shall be limited to just check if all the relevant documents have been submitted and all ToRs have been covered / addressed. The queries or issues, which the division may have, should be raised during the EAC meeting only. Member Secretary (MS) ought to ensure that the relevant queries of the division are also pointed out at the time of EAC meetings itself so as to avoid occasion for such queries before and after the examination by Expert Appraisal Committee (EAC). If any issue raised by the MS has not been considered by EAC, then the same may be brought to the notice of the Joint Secretary (JS) concerned. The concerned JS may take appropriate action in this regard.

- d. All projects, placed in the agenda, should be considered by the EAC notwithstanding the non-attendance of the Project Proponent or his consultant in the EAC meeting to make a presentation. A clarification may however be sought from the consultant regarding reason for not attending the meeting.
  - e. In case a Project Proponent or his consultant did not attend the meeting or does not reply to the queries raised for more than six month, the MS should write to the Regional Office of the Ministry to carry out a site inspection so as to check if construction/operation of the project has started.
  - f. The MSs shall take up all the proposals to the EAC for which the reply to ADS has been received even after the agenda has been uploaded, until two working days before the date of EAC meeting.
  - g. All the above instructions apply to the cases of ToRs and amendments also to the extent relevant.
3. This issues with the approval of the Competent Authority.

  
(Sharath Kumar Pallerla)  
Director- IA (Policy)

To

1. Chairman/ Member Secretaries of all the Expert Appraisal Committees
2. Chairperson/Member Secretaries of all the SEIAAs/SEACs
3. All the Officers of IA Division

**Copy for information to:**

1. PS to Hon'ble Minister for Environment, Forest and Climate Change
2. Ps to Hon'ble MoS (EF&CC)
3. PPS to Secretary (EF&CC)
4. PPS to AS (RSP)/AS (RA)
5. PPS to JS (GM)/JS (SKB)/JS (AKN)
6. Website, MoEF&CC
7. Guard file.

  
(Sharath Kumar Pallerla)  
Director- IA (Policy)