

THE AIR (PREVENTION AND CONTROL OF POLLUTION) RULES, 1982¹

In exercise of the powers conferred by section 53 of the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981) the Central Government in consultation with the Central Board for the Prevention and Control of water pollution hereby makes the following rules, namely:—

CHAPTER I PRELIMINARY

1. Short title and commencement.—(1) These rules may be called the Air (Prevention and Control of Pollution) Rules, 1982.

(2) They shall come into force on the date² of their publication in the Official Gazette.

2. Definitions.—In these rules, unless the context otherwise requires,—

- (a) "Act" means the Air (Prevention and Control of Pollution) Act, 1981;
- (b) "Chairman" means the Chairman of the Central Board;
- (c) "Form" means a Form set out in the Schedules;
- (d) "meeting" means a meeting of the Central Board or a meeting of Committee constituted by the Central Board;
- (e) "Member-Secretary" means the Member-Secretary of the Central Board;
- (f) "Schedule" means a Schedule appended to these rules;
- (g) "section" means a section of the Act;
- (h) "year" means the financial year commencing on the 1st day of April;
- (i) words and expressions not defined in these rules but defined in the Act shall have the meaning assigned to them in the Act.

CHAPTER II PROCEDURE FOR TRANSACTION OF BUSINESS OF THE BOARD AND ITS COMMITTEES

3. Notice of meetings.—(1) Meeting of the Central Board shall be held on such dates as may be fixed by the Chairman.

(2) The Chairman shall, upon a written request of not less than five members of the Central Board or upon a direction of the Central Government, call a special meeting of the Central Board.

(3) Fifteen clear days' notice of an ordinary meeting and three days' notice of a special meeting specifying the time, the place at which such meeting is to be held and an agenda of the business to be transacted thereat, shall be given by the Member-Secretary or Chairman to the members or any other officers of the Board.

(4) Notice of the meeting may be given to the members by delivering the same by messenger or sending it by registered post to his last known place of

1. Vide G.S.R. 712(E), dated 18th November, 1982, published in the Gazette of India, Extra., Pt. II, Sec. 3(i), dated 18th November, 1982.

2. Came into force on 18-11-1982.

residence or business or in such other manner as the Chairman may, in the circumstances of the case, think fit.

(5) No member shall be entitled to bring forward for the consideration of a meeting any matter of which he has not given ten clear days' notice to the Member-Secretary unless the Chairman, in his discretion, permits him to do so.

(6) If the Chairman or presiding officer adjourns a meeting from day to day or any particular day he shall give reason thereof and no fresh notice shall be required for such an adjourned meeting.

4. Presiding Officer.—Every meeting shall be presided over by the Chairman and in his absence, by a presiding officer to be elected by the members present from amongst themselves.

5. All questions to be decided by majority.—(1) All questions at a meeting shall be decided by a majority of votes of members present and voting shall be by raising of hands in favour of the proposal.

(2) In case of an equality of votes, the Chairman or presiding officer shall have a second or casting vote.

6. Quorum.—(1) Five members shall form the quorum for any meeting.

(2) If at any time fixed for any meeting or during the course of any meeting a quorum is not present, the Chairman or presiding officer shall adjourn the meeting and if a quorum is not present after the expiration of fifteen minutes from such adjournment, the presiding officer shall adjourn the meeting to such time on the following or on such other future date as he may fix.

(3) If the meeting is adjourned to some future date due to lack of quorum, fresh notice will be given to the absentee members as to the date and time on which the next meeting will be held.

(4) No matter which had not been on the agenda of the original meeting shall be discussed at such adjourned meeting.

7. Minutes.—(1) Record of the proceedings of every meeting alongwith the names of members who attended the meeting shall be kept by the Member-Secretary in a book maintained by him exclusively for the purpose.

(2) The minutes of the previous meeting shall be read at the beginning of every succeeding meeting and shall be confirmed and signed by the Chairman or presiding officer at such meeting.

(3) The proceedings shall be open to inspection by any member at the office of the Central Board during office hours.

8. Maintaining order at meetings.—The Chairman or presiding officer shall preserve order at a meeting.

9. Business to be transacted at a meeting.—(1) No business shall be transacted in the meeting without quorum.

(2) Except with the permission of the Chairman or presiding officer, no business which is not entered in the agenda or of which notice has not been given by a member under sub-rule (5) of the rule 3, shall be transacted at any meeting.

10. Order of business.—(1) At any meeting business shall be transacted in the order in which it is entered in the agenda circulated to the members under sub-rule (3) of rule 3.

(2) Either at the beginning of the meeting or after the conclusion of the debate on a motion during the meeting, the Chairman or presiding officer or a member may suggest a change in the order of business as entered in the agenda and if the majority of the members present agree, the Chairman or presiding officer shall agree to such a change.

11. Procedure for transaction of business of committees constituted by the Board under sub-section (1) of section 11.—(1) The time and place of the meeting of a committee constituted by the Central Board under sub-section (1) of section 11 shall be as specified by the Chairman of the Committee.

(2) Provisions of Chapter II of these rules shall, as far as practicable, apply to the meetings of the committees constituted under section 11.

CHAPTER III

12. A member of committee other than a member of the Board shall be paid an allowance of rupees fifty if he is a resident of Delhi and rupees seventy-five (inclusive of daily allowance) and also travelling allowance at such rate as is admissible to a Grade-I Officer of the Central Government in the case of non-resident, for each day of the actual meeting of the committee which he attends:

Provided that in case of a Member of Parliament who is also a member of the Central Board, the said daily and travelling allowances will be admissible when the Parliament is not in session and on production of a certificate by the member that he has not drawn any such allowance for the same journey and halts from any other Government source.

CHAPTER IV

TEMPORARY ASSOCIATION OF PERSONS WITH THE CENTRAL BOARD

13. Manner and purpose of association of persons with the Central Board under sub-section (1) of section 12.—The Central Board may invite any person whose assistance or advice is considered useful in performing any of its functions, to participate in the deliberations of any of its meetings or the meetings of a committee formed by it.

14. Fees and allowances to be paid to such temporary association of persons under sub-section (3) of section 12.—(1) If the person associated with the Board under rule 13 happens to be a non-official resident in Delhi, he shall be entitled to get an allowance of rupees fifty per day for each day of actual meeting of the Central Board in which he is so associated.

(2) If such person is non-resident of Delhi, he shall be entitled to get an allowance of rupees seventy-five per day (inclusive of daily allowance) for each day of actual meeting of the Central Board when he is so associated and also to travelling allowance at such rates as is admissible to a Grade I Officer of the Central Government.

(3) Notwithstanding anything in sub-rules (1) and (2) if such person is a Government servant or any employee in a Government undertaking, he shall be entitled to travelling and daily allowances only at the rates admissible under the relevant rules applicable to him:

Provided that in case of a Member of Parliament who is also a member of the Central Board, the said daily and travelling allowances will be admissible when

the Parliament is not in session and on production of a certificate by the member that he has not drawn any such allowance for the same journey and halts from any other Government source.

CHAPTER V

BUDGET OF THE CENTRAL BOARD

15. Form of budget estimates under section 34.—(1) The Form in which and time within which the budget may be prepared and forwarded to the Government shall be as provided in Forms I, II, III and IV of Schedule I.

(2) The estimated receipts and expenditure shall be accompanied by the revised budget estimates for the current year.

(3) The budget shall, as far as may be, based on the account heads specified in Schedule II.

CHAPTER VI

ANNUAL REPORT OF THE CENTRAL BOARD*

16. Form of annual report under section 35.—The annual report in respect of the year last ended giving a true and full account of the activities of the Central Board during the previous financial year shall contain the particulars specified in Schedule III and shall be submitted to the Central Government before 15th of May each year.

CHAPTER VII

ACCOUNT OF THE CENTRAL BOARD

17. Form of annual statement of accounts of the Central Board under section 36.—The annual statement of accounts of the Central Board shall be in Forms V to IX.

SCHEDULE I

FORM I

(See rule 15)

CENTRAL POLLUTION CONTROL BOARD*

DETAILED BUDGET ESTIMATES FOR THE YEAR 20.....

ADMINISTRATION

(Expenditure)

Head of Account	Actuals for the past three years			Sanctioned estimate for the current year 20....	Actuals of last six months i.e.		Actuals of six months of the current year 20....
	20	20	20		20....	20....	
1	2	3	4	5	6		7

* Ed.—The words "Central Pollution Control Board" have been subs. by the Air (Prevention and Control of Pollution) Amendment Act, 1987 (47 of 1987), sec. 2(ii), for "Central Board for the Prevention and Control of Water Pollution" in clause (g) of section 2 of the Air (Prevention and Control of Pollution) Act, 1981 (14 of 1981) wherein "Central Board" has been defined.

Revised estimate for the current year 20.....	Budget estimate for the next year 20.....	Variations between Columns 5 & 8	Variations between Columns 8 & 9	Explanations for Columns 10 & 11
8	9	10	11	12

FORM II

(See rule 15)

CENTRAL POLLUTION CONTROL BOARD***STATEMENT OF DETAILS OF PROVISION FOR PAY OF OFFICERS/
ESTABLISHMENT FOR THE YEAR 20.....****ESTABLISHMENT**

Name and designation	Reference to page of estimate form	Sanctioned pay of the post			Amount of provision for the year at the rate in Column 3(c)
		Minimum/Maximum/ Actual			
		pay of the person concerned due on 1st April next year.			
		(a)	(b)	(c)	
1	2	3			4

Increment falling due within the year			Total provision for the year, i.e., total of Columns 4 & 5	Remarks
Date of increment (a)	Rate of increment (b)	Amount of increment for the year (c)		
	5		6	7

FORM III

(See rule 15)

CENTRAL POLLUTION CONTROL BOARD***NOMINAL ROLLS**

Name and designation	Pay	Dearness allow- ance	City Com- pensatory allowance	House- rent allow- ance	Over- time allow- ance	Children educatio- nal allow- ance	Leave travel conce- ssion	Other allow- ances	Total
1	2	3	4	5	6	7	8	9	10

TOTAL

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FORM IV
(See rule 15)
CENTRAL POLLUTION CONTROL BOARD*
ABSTRACT OF NOMINAL ROLLS

Annual sanctioned strength as on 1st March 20....		Particulars of post		Sanctioned Grant 20----	Budget 20----
				No. of posts included	Pay and allowances
1		2		3	4
Revised 20---	Estimates 20---	Budget 20---	Estimates 20---	Explanation for the difference between sanctioned Budget Grant, Revised Estimates and Budget Estimates	
No. of posts included	Pay and allowances	No. of posts included	Pay and allowances		
5	6	7	8	9	

I. Officers

- (a) Posts filled
- (b) Posts vacant
- Total I—Officers

II. Establishment

- (a) Posts filled
- (b) Posts vacant
- Total II—Establishment

III. Class IX

- (a) Posts filled
- (b) Posts vacant
- Total III— Class IV

GRAND TOTAL— I, II and III.

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SCHEDULE II
BUDGET AND ACCOUNT HEADS

[See rule 15(3)]

Administration

Heads of Accounts (Expenditure)

1. Salaries:
2. Wages:
3. Travel expenses :
4. Office expenses :
 - (a) Furniture.
 - (b) Postage.
 - (c) Office machines/equipment.
 - (d) Liveries.
 - (e) Hot and cold weather charges.
 - (f) Telephones.
 - (g) Electricity and water charges.
 - (h) Stationery.
 - (i) Printing.
 - (j) Staff car and other vehicles.
 - (k) Other items.
5. Fee and honoraria.
6. Payment for professional and special services.
7. Rents, rates and taxes/royalty.
8. Publications.
9. Advertising sales and publicity expenses.
10. Grants in aid/contributions/subsidies.
11. Hospitality expenses/sumptuary allowance, etc.
12. Pensions/gratuities.
13. Write off/ losses.
14. Suspenses.
15. Expenses in connection with the setting up and maintenance of the Board laboratory.
16. Other charges (a residuary head, this will also include rewards and prizes).

Heads of Accounts (Receipts)

1. Payments by Central Government.
2. Fees.
3. Fines and other receipts.

¹[SCHEDULE III

(See rule 16)

CENTRAL POLLUTION CONTROL BOARD*
ANNUAL REPORT FOR THE FINANCIAL YEAR

April 1, 20..... to March 31, 20.....

- CHAPTER 1. Introduction.
- " 2. Constitution of the Board including changes therein.
- " 3. Meeting of the Board with major decisions taken therein.
- " 4. Committees constituted by the Board and their activities.
- " 5. Monitoring Network for air, water and soil quality.
- " 6. Present state of environment, environmental problems and counter-measures.
- " 7. Environmental Research.
- " 8. Environmental Training.
- " 9. Environmental Awareness and Public Participation.
- " 10. Environmental Standards including time schedule for their enforcement.
- " 11.1. Prosecutions launched and convictions secured for environmental pollution control.
- " 11.2. Directions given for closure of polluting industrial units.
- " 12. Finance and accounts of the Board.
- " 13. Annual Plan of the following year.
- " 14. Any other important matter dealt with by the Central Board.

ANNEXURES

- Members of the Board.
- Organisation Chart.
- Staff Strength including recruitment.
- Publications.
- Training Courses/Seminars/Workshops organised or attended.
- Consents to establish industries, operations and processes — issued/refused.
- Consents to operate industries operations and processes — issued/refused].

FORM V

(See rule 17)

CENTRAL POLLUTION CONTROL BOARD*
RECEIPTS AND PAYMENTS FOR THE YEAR ENDED.....

Previous year	Receipts	Previous year	Payments
1	2	3	4
Opening balance		1. Capital Expenditure	
I. Grants received		(i) Works	
(a) from Government		(ii) Fixed Assets	
(b) from other agencies		(iii) Other Assets	

1. Subs. by G.S.R. 108 (E), dated 18th February, 1992 (w.e.f. 18-2-1992).

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1	2	3	4
II. Fees		(a) Laboratory Equipments	
		(b) Vehicles	
		(c) Furnitures and Fixtures	
		(d) Scientific Instruments and Office Appliances	
		(e) Tools and Plant	
III. Fines and forfeitures.	2. Revenue expenditure		
IV. Interest on investments.	(A) Administrative		
V. Miscellaneous Receipts.	(i) Pay of Officers		
VI. Miscellaneous Advances.	(ii) Pay of Establishment		
VII. Deposits.	(iii) Allowances and Honorarium		
	(iv) Leaves Salary and Pension Contributions		
Total		(v) Contingent Expenditure	
		(B) Deduct recoveries	
		(i) Board Laboratory	
		(ii) Charges to be paid to the Central Water Laboratory	
		(C) Running and Maintenance of vehicles	
		(D) Maintenance and Repairs	
		(i) Buildings and Land Drainage including rents, if any	
		(ii) Works	
		(iii) Furniture and Fixtures	
		(iv) Scientific Instruments and Office Appliances	
		(v) Tools and Plants	
		(vi) Temporary works (including maintenance and repairs)	
		(E) Fees to Consultants and Specialists	
		(F) Law charges	
		(G) Miscellaneous	
		(H) Fees for Audit	
	3. Purchases		
	4. Miscellaneous		
	5. Advances		
	6. Deposits.		
	Closing Balance		
Total			
Accounts Officer	Member-Secretary	Chairman	

FORM VI

(See rules 17)

CENTRAL POLLUTION CONTROL BOARD*

ANNUAL STATEMENT OF ACCOUNTS

Income and Expenditure Account for the year ended 31st March, 20.....

Previous year	De-tails	Expenditure		Income			
		Total of sub-head	Total of major-head	Previous year	De-tails	Total of sub-head	Total of major-head
1	2	3	4	5	6	7	8
Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.

To

Revenue Expenditure

(A) Administrative:

(i) Pay of Officers.

(ii) Pay of Establishment

(iii) Allowances & Honorarium

(iv) Leave Salary and Pension Contributions

(v) Board's Contribution to the staff Provident Fund

(vi) Contingent Expenditure deduct recoveries

(B) Running expenses of Laboratories :

(i) Main Laboratory

(ii) Payments to be made to Central Water Laboratory

(C) Running and Maintenance of Vehicles :

(D) Maintenance and Repairs :

(i) Buildings and Land Drainage

(ii) Works

(iii) Furniture and Fixtures

(iv) Scientific instruments and office appliances

(v) Tools and plant

By

(I) Grants received

(a) From Government

(b) From other Agencies.

Total :

Less :

Amount utilised for capital expenditure

Net grant available for Revenue expenditure

(II) Fees

(III) Service Rental charges

(IV) Fines and Forfeitures

(V) Interest on investments

(VI) Miscellaneous Reprints

(VII) Excess of expenditure over income

Total _____



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FORM VII

(See rule 17)

CENTRAL POLLUTION CONTROL BOARD*

ANNUAL STATEMENT OF ACCOUNTS

Balance Sheet as on 31st March, 20.....

Previous year	Capital and Liability			Previous year	Property and Assets		
	De-tails	Total of sub-head	Total of major-head		De-tails	Total of sub-head	Total of major-head
1	2	3	4	5	6	7	8

A—Capital Fund—

- (i) Grants received from Government for capital expenditure :
- (a) Amount utilised upto 31st March, 20....
- (b) Unutilised balance on 31st March, 20....
- (ii) Grant from other agencies for capital expenditure
- (a) Amount utilised up to 31st March, 20....
- (b) Unutilised balance on 31st March, 20....
- (iii) Value of land provided by Government (per contra)

1. Works—

(As per Form VIII)

2. Fixed Assets

(As per Form IX)

- (a) Value of land provided by Government (at cost)

(b) Buildings —

Balance as per last balance-sheet

Additions during the year

Total _____

Less :

Depreciation during the year

Total _____

3. Other Assets—

(As per Form X)

- (a) Laboratory Equipment

as per last balance-sheet

Additions during

the year

Total _____

B—Capital receipts—

- C— (i) Deposits received for works from outside bodies —
- Deposits —
- Less expenditure —

- (ii) Other deposits.....

D—Amount due—

- (i) Purchases
- (ii) Others

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1	2	3	4	5	6	7	8
---	---	---	---	---	---	---	---

E—Excess of income over expenditure—

- (i) upto 31st March 20...
- (ii) Add for the year
- (iii) Deduct—excess of expenditure over income.

Less :
Depreciation during the year

- Total _____
- (b) Vehicle as per last balance sheet
Additions during the year
- (c) Furniture and Fixtures
As per last balance-sheet
Additions during the year
Total _____
- (d) Scientific instruments and office appliances
As per last balance sheet
Additions during the year
Total _____
- (e) Tools and plants—
As per last balance sheet
Additions during the year
Total _____

Less:
Depreciation during the year

Total _____

4.Sundry debtors—

- (i) Amounts due from outside bodies for expenditure
incurred- Expenditure
Less amount received
- (ii) Other sundry debtors

5.Advances—

- (a) Miscellaneous advances
- (b) Cash at bank
- (c) Cash in hand
- (d) Cash in transit

Total _____

Total _____

FORM VIII

(See rule 17)

CENTRAL POLLUTION CONTROL BOARD*

ANNUAL STATEMENT OF ACCOUNTS

Expenditure on works as on 31st March, 20.....

(Item 1-Assets of the Balance-sheet)

Sl. No.	Name of work	Upto 31st March 20...		During the year 20...			Upto 31st March, 20...		
	Direct expenditure	Over-head charges	Total expenditure	Direct expenditure	Over-head charges	Total expenditure	Direct expenditure	Over-head expenditure	Total
1	2	3	4	5	6	7	8	9	10

Total

Accounts Officer

Member-Secretary

Chairman

FORM IX

(See rule 17)

CENTRAL POLLUTION CONTROL BOARD*

ANNUAL STATEMENT OF ACCOUNTS

Fixed Assets as on 31st March, 20...

(Item 2 Assets to the Balance-sheet)

Other Assets as on 31st March, 20...

(Item 3 Assets to the Balance-sheet)

Sl. No. of Assets	Particulars	Balance as on 31st March, 20....	Additions during the year	Total	Depreciation during the year	Sales or write off during the year	Balance as on 31st March, 20..	Cumulative depreciation as on 31st March, 20...
1	2	3	4	5	6	7	8	9

Accounts Officer

Member-Secretary

Chairman

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