



राजस्थान राज्य प्रदूषण नियंत्रण मंडल  
RAJASTHAN STATE POLLUTION CONTROL BOARD

04, झालाना संस्थानिक क्षेत्र झालाना डूंगरी जयपुर – 302004  
फोन: 5101871, 5101872, ईपीबीएक्स: 5159600, 5159699 फैक्स: 5159694-97


Office Order

The applicants, while applying for the consent/authorisation, sometimes deposits fee in excess than actually required. The Board has already issued necessary orders for refund of such excess fee, in case demanded by the applicant. The Board has developed and implemented a complete system for online submission of the application. The fee is being deposited in account maintained at head office.

Looking to the requirement of refund of the excess fee deposited for the application dealt at the Regional Offices and the Head Office, following procedure has to be followed for the refund of the excess fee.

- (1) The applicant shall make an application for refund of excess fee deposited in the State Board with relevant details.
- (2) The complete case shall be processed by the concerned Regional office (in case of the industries/projects in his purview) and shall be forwarded to the concerned technical/scientific group along with the supporting documents and clear & specific recommendation.
- (3) The relevant group shall process the request and the documents, for the industries/projects of Head office purview or cases as received from the Regional Offices, and shall submit to the appropriate competent authority for decision on the refund.
- (4) After approval of competent authority, a sanction order for refund shall be prepared by the relevant group in the prescribed format.
- (5) The Accounts section will prepare the refund instrument and sent to the Regional Office or the group as the case may be. In case of online transfer, it shall be done by the Accounts section only.
- (6) The record shall be kept by the group in the file and by the accounts section in the Guard file.

This bears the approval of the competent authority.

  
(K. C. A. Arun Prasad)  
Member Secretary  
Dated: 30.12.2015

F.13 (03)/RSPCB/ITS/ 862 to 894

Copy to following for information and necessary action:

1. P.S. to Chairperson , RSPCB, Jaipur
2. Sr. P.A. to Member Secretary, RSPCB, Jaipur
3. Chief Environmental Engineer / Chief Scientific Officer, RSPCB, Jaipur
4. Group Incharge HWM/ MSW/ BMW/ HOP/ Textile/ CPM/ Planning/ IT/ DF & Cess/ MUID/ Mines/ CD & SCMG/ Law/ CCC, RSPCB, Jaipur
5. Regional Officer, RSPCB, Jaipur/Alwar/ Balotra/ Bhartpur/ Bhilwara/ Bikaner/ Jodhpur/ Pali/ Kota/ Chittorgarh/ Kishangarh/ Sikar/ Udaipur.
6. ACP, RSPCB, Jaipur , with the direction to upload the order on Board's website.
7. Master File (PSC-6), PSC, RSPCB, Jaipur.

  
Member Secretary  
