

**THE AIR ( PREVENTION AND CONTROL OF  
POLLUTION) RULES, 1982**

**DEPARTMENT OF ENVIRONMENT**  
**NOTIFICATION**  
**New Delhi, the 18 November, 1982**

**G.S.R. 712(E)**:-In exercise of the powers conferred by section 53 of 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 1**

**PRELIMINARY**

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

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

2. 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;

(j) "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 2**  
**PROCEDURE FOR TRANSACTION OF BUSINESS OF THE BOARD AND ITS COMMITTEES**

(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 and the place at which such meeting is to be held and an agenda of 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 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-day's 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. 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. (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. (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 member 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. (1) Record of the proceedings of every meeting along with 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. The Chairman or presiding officer shall preserve order at a meeting.

9. (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. (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.

(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. (1) The time and place of the meeting of a committee constituted by the Central Board under sub-section (1) of section II shall be as specified by the Chairman of the committee.

(2) Provision of Chapter-2 of these rules shall as far as practicable, apply to the meeting of the committee constituted under section 11.

### **CHAPTER 3**

12. A member of a 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 traveling 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 traveling 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 4**

#### **TEMPORARY ASSOCIATION OF PERSONS WITH THE CENTRAL BOARD**

13. The Central Board may invite any person whose assistance 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. (1) If the person associated with the Board under rule 13 happens to be 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. of section 12.

(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 traveling 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 an employee in a Government undertaking, he shall be entitled to traveling 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 traveling allowances will be admissible when the Parliament is not in session and on production of a certificate by the member he has not drawn any such allowance for the same journey and halts from any other Government source.

**CHAPTER 5**  
**BUDGET OF THE CENTRAL BOARD**

15. (1) The form in which and time within which the budget may be prepared and provided 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 6**  
**ANNUAL REPORT OF THE CENTRAL BOARD**

16. 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 by 15th of May each year.

**CHAPTER 7**  
**ACCOUNT OF THE CENTRAL BOARD**

17. The annual statement of accounts of the Central Board shall be in Form V of to IX.

[Q. 16013/2/81-FPC]

N.D. JAY AL, Joint Secretary  
Department of Environment

**SCHEDULE I**  
**FORM I**  
**CENTRAL POLLUTION CONTROL BOARD**  
**Detailed Budget Estimates for the Year 19**  
*(See rule 15)*  
**ADMINISTRATION**  
**(Expenditure)**

Heads of accounts	Actual For the past three years			Sanctioned estimate for the current year 19...	Actuals of last six months i.e 19... 19...	Actuals of six months current year 19...	Revised estimate For the Current Year 19...	Budget estimate For the next year	Variations between col 5 & 8	Variations between col 8 & 9	Explanation for col 10 & 11
	19	19	19								
1	2	3	4	5	6	7	8	9	10	11	12

**FORM II**  
**CENTRAL POLLUTION CONTROL BOARD**  
**ESTABLISHMENT**

**Statement details of provision for pay of officers /Establishment for the year**

**19.....- 19.....**

**(See rule 15)**

1	2	3			4	5		6	7
<b>Name And Designation</b>	Reference To page Of estimate form	Sanctioned pay of the post			Amount of provisions for the year at the rate in column	Increment falling due within the year		Total Provision for the year ie. Total col 4 &5 ( c )	R e m a r k s
		Minimum/ Max Actual pay of the person concerned due on 1 <sup>st</sup> April next year				Date of increment	Rate of increment		
		(a)	(b)	(c)	3( c)	(a)	(b)	(c)	

**FORM II**  
**CENTRAL POLLUTION CONTROL BOARD**  
**NOMINAL ROLLS**

<b>Name And Designation</b>	<b>Pay</b>	<b>Dearness Allowance</b>	<b>City com pensatory Allowance</b>	<b>House rent Allowancw</b>	<b>Over time Allowance</b>	<b>Children Educational Allowance</b>	<b>Leave travel Concession</b>	<b>Other Allowances</b>	<b>Total</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>

**FORM IV**  
**CENTRAL POLLUTION CONTROL BOARD NOMINAL ROLLS**

Actual Sanctioned Strength As on March,19...	Particulars Of Posts	Sanctioned Budget Grant 19...	19...	Revised estimate	Over time Allowance	Budget estimates	Leave travel Concession	Explanation For the Difference Between Sanctioned Budget Grant Revised Estimates And budget estimates
		No of Posts Included	Pay and allowance	No of Posts Included	Pay and allowance	No of Posts Included	Pay and allowance	
1	2	3	4	5	6	7	8	9
	I.Officers (a)Posts filled (b)Posts vacant Total Officers II.Establishment (a)Posts filled (b)Posts vacant TotalII establishment III.Class IX (a)Posts filled (b)Posts vacant Total III-ClassIV							
<b>Grand Total- I,II and III</b>								

(See rule 15)

**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/equipments
  - (d) Liveries.
  - (e) Hot and cold weather
  - (f) Telephones. ,
  - (g) Electricity and water charges
  - (h) Stationary
  - (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 allowances 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 Account (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 ANANCIAL YEAR APRIL 1, 19... TO MARCH 31..... 19... ....**

CHAPTER-1	Introduction
CHAPTER-2	Constitution of the Board including changes therein.
CHAPTER-3	Meeting of the Board with major decisions taken therein
CHAPTER-4	Committees constituted by the Board and their activities.
CHAPTER-5 .	Monitoring Network for air, water and soil quality
CHAPTER-6	Present state of environment environmental problems and counter measures.
CHAPTER- 7	Environmental Research
CHAPTER-8	Environmental Training.
CHAPTER-9	Environmental Awareness and Public Participation.
CHAPTER-10	Environmental Standards including time schedule for their enforcement
CHAPTER-11.1	Prosecutions launched and convictions secured for environmental pollution control.

1.Substituted by Rule 2 of the Air (Prevention)and Control of Pollution Amendment Rules 1992 vide G.S.R 108(E) dated 18.2.1992.

CHAPTER-11.2	Directions given for closure of polluting industrial units.
CHAPTER-12	Finance and accounts of the Board.
CHAPTER-13	Annual Plan of the following year.
CHAPTER-14	Any other important matter dealt with by the Central Board.

### ANNEXURES

- 1.. Members of the Board.
2. Organization Chart.
3. Staff Strength including recruitment.
4. Publications.
5. Training Courses/Seminars/Workshops organized or attended.
6. Consents to establish industries, operations & processes-issued/refused.
7. Consents to operate industries operations & process-issued/refused.

[F.No. Z-200 13/4/9 I -CPW]  
MUKUL SANWAL Jt. Secy.

**FORM V**  
**CENTRAL POLLUTION CONTROL BOARD**  
**Receipt and Payment for the year ended**  
**(See rule 17)**

Previous year	Receipts	Previous year	Payments
Opening Balance		1. Capital Expenditure	
I. Grants received		(i)works	
(a)from Govt.....		(ii) Fixed Assets	
(b)from other agencies.....		(iii)Other Assets	
ii. Fees.....		(a)LaboratoryEquipment	

		(b)Vehicles ©Furniture&Fixtures (d)Scientific Instrument and office appliances (e)Toolsand Plants	
iii.Fines and Forfeitures		2.Revenue Expenditure (a)Administrative	
iv. Interests of investment		(i)pay of Officers (ii)pay of establishment (iii)Allowance and Honoraria	
v. Miscellaneous		(iv)Leave salary and pension contribution	
vi.Miscellaneous Advances		(v)Contingent Expenditure	
vii.Deposits		Deduct recoveries.....	
TOTAL			
		(B)(i)Board laboratory (ii)Charges to be paid to the Central water ©Running and Maintenance of vehicles (d)Maintenance and Repairs (i)Building and land Drainage including rents,if any (ii)Works (iii)Furniture and fixture (iv)Scientific Instruments and office appliances (v)Tools and plants (vi)Temporary	

		works(including maintenance and repair) (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	

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**Accounts Officer**

**Member Secretary**

**Chairman**

**FORM VI**  
**CENTRAL POLLUTION CONTROL BOARD**  
**ANNUAL STATEMENT OF ACCOUNTS**  
**Income and Expenditure Account for the year ended 31 st March, 19**  
**(See rule 7)**

	<b>EXPENDITURE</b>				<b>INCOME</b>		
Previous year	Details	Total of sub-head	Total of major-head	Previous year	Details	Total of sub-head	Total of major-head
1	2	3	4	5	6	7	8
Rs.		Rs.	Rs.	Rs.		Rs.	Rs.
	<b>REVENUE EXPENDITURE</b> (a)Administrative: (i)Pay of Officers (ii)Pay of establishment (iii)Allowance and Honaria (iv)Leave salary and pension contribution (v)Board's contribution to the staff provident fund (vi)contingent expenditure deduct recoveries (B)Running expenses of laboratories (i)Main laboratories (ii)Payment to be made of Central water laboratory ©Running and Maintenance of vehicle (D)Maintenance and repairs: (i)Building and land drainage (ii)Works (iii)Furnitures and fixtures (iv)Scientific instruments and office appliances (v)Tools and plants				By (1)GRANTS RECEIVED (a)From Government (b)From other agencies Total:  Less: Amount utilized for capital expenditure,net grant available for Revenue expenditure  (ii)Fees:- (iii)Service Rental Charges (iv)Fines and Forfeitures (v)Interest on investment (vi)Miscellaneous received (vii)Excess of expenditure over income  Total:		

**FORM VII**  
**CENTRAL POLLUTION CONTROL BOARD**  
**ANNUAL STATEMENT OF ACCOUNTS**  
**Balance Sheet as at 31st March, 19...**

(See rule 7)

	<b>Capital and liabilities</b>				<b>Property and assets</b>		
Previous year	Details	Total of sub-head	Total of major-head	Previous year	Details	Total of sub-head	Total of major-head
1	2	3	4	5	6	7	8
<b>A. Capital Fund</b> (i)Grants received from Govt. for capital expenditure (a)Amount utilized upto 31 <sup>st</sup> March 19---- (b)Utilised balance on 31 <sup>st</sup> March 19---- (ii)Grant from other agencies for capital expenditure (a)Amount utilized upto 31 <sup>st</sup> march 19----- (b)Utilised balance upto 31 <sup>st</sup> march 19---- (iii)Value of land provided by Govt (per contra )					1. Works..... (As per Form VIII) 2. Fixed assets(As per form IX) (a)Value of land provided by Govt.(at cost) (b)buildings-Balance as per last balance sheet Additions during the year..... Total..... Less.... Depreciation during the year..... Total : .....		
<b>B. Capital Fund</b> (i)Grants received from Govt. for capital expenditure (a)Amount utilized upto 31 <sup>st</sup> March 19---- <b>C. Capital Receipts-</b> <b>D. (i)Deposit received for works from outside bodies-</b> (ii)Deposits less expenditure (iii)Other deposit <b>E. Amount dues</b> (i)purchases (ii)others <b>F. Excess of income over expenditure</b>					3. Other Assets—(As per Form IX) (a ) Laboratory equipments as per last balance sheet-additions during the year. Total: Less: Depreciation during the year..... Total..... (b)Vehicles as per last balance sheet additions during the year. Total..... Less: Depreciation during the year..... Total:		



**FORM VIII**  
**CENTRAL POLLUTION CONTROL BOARD**  
**ANNUAL STATEMENT OF ACCOUNT**

*Expenditure on works as on 31st March, 19*

**(Item I-Assets of the Balance Sheet )**

**(See Rule 17)**

Sl. No.	Name of the Work	Up to 31 <sup>st</sup> march 19			During the year19			Up to 31 <sup>st</sup> march 19		
		Direct expenditure	Overhead Charges	Total expenditure	Direct expenditure	Overhead Charges	Total expenditure	Direct expenditure	Overhead Charges	Total expenditure
<b>TOTAL</b>										

**Accounts Officer**

**Member-Secretary**

**Chairman**

**FORM IX**  
**CENTRAL POLLUTION CONTROL BOARD**  
**ANNUAL STATEMENT OF ACCOUNT**

*Fixed asset as on 31<sup>st</sup> March 19 (Item 2, Assets to the balance sheet)*

*Other asset as on 31<sup>st</sup> March 19 (Item 3, Assets to the balance sheet)*

*(See Rule 17)*

Sl. No.	Particulars of assets	Balance as on 31 <sup>st</sup> march 19	Additions during the year	Total	Depreciation during the year	Sales of write of during the year	Balance as on 31 <sup>st</sup> march 19	Chemical depreciation as on 31 <sup>st</sup> march 19	Overhead Charges	Total expenditure

**Accounts Officer**

**Member-Secretary**

**Chairman**