

**Training Module II**  
Detailed Instructions on Form V Part - B

**Online Reporting under Plastic Waste Management (Amendment) Rules, 2024**  
**Form V Part - B**  
**by**  
**District Panchayats**

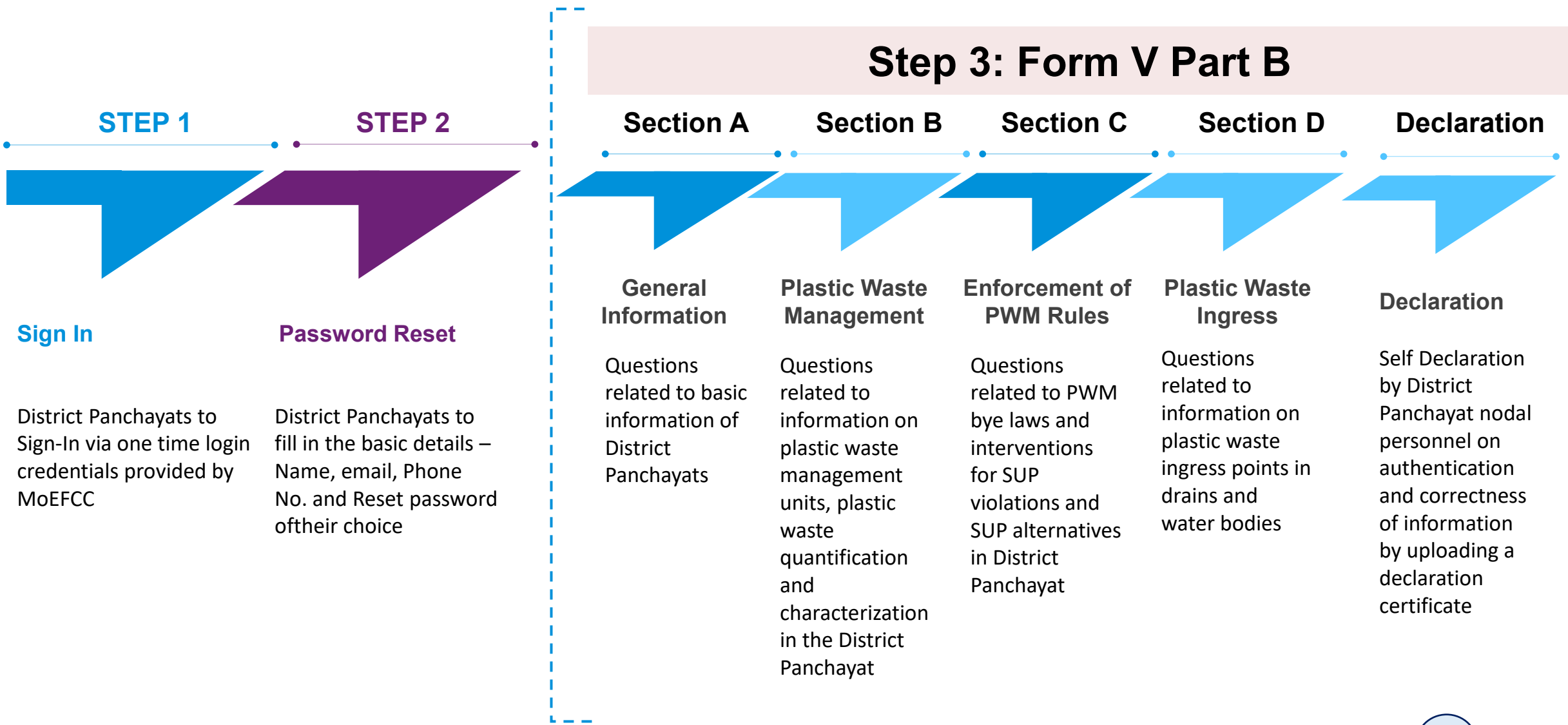
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Training Module developed under “EU-India Resource Efficiency and Circular Economy Initiative (EUI RECEI) and “Circular Economy Solutions Preventing Marine Litter in Ecosystems” implemented by GIZ India in collaboration with Ministry of Environment, Climate Change and Forest. Trainings are Jointly conducted by MoEFCC, CPCB and GIZ India.

# Form V Part B

## Key steps and Form Overview





# Section A: General Information

Steps to follow



# SECTION A – QUESTION 1-5

The screenshot shows a web interface for reporting plastic waste management. The header includes logos for the 75th anniversary of India's independence and the Ministry of Panchayati Raj. The user is logged in as 'Dummy District Panchayat'. The form is titled 'FORM V – PART B' and 'FORMAT FOR ANNUAL REPORT ON PLASTIC WASTE MANAGEMENT TO BE SUBMITTED BY THE PANCHAYAT AT THE DISTRICT LEVEL'. A sidebar on the left contains navigation options: A. General, B. Plastic Waste Management, C. Enforcement of Plastic Waste Management Rules, D. Data on ingress of littered plastic waste in water bodies, and Declaration. The main form area contains the following fields:

- Reporting Year: A dropdown menu with '-select-' selected.
- 1. Name of the District and State: A text input field.
- State Name: A dropdown menu with 'Select' selected.
- District Name: A dropdown menu with 'Select' selected.
- 2. Name & Address of Panchayati Raj Institution At The District Level: A section with two text input fields for 'Name' and 'Address'.
- 3. Contact Email: A text input field.
- 4. Contact Phone No.: A text input field.
- 5. Number of Gram Panchayats covered: A text input field.

Select the Reporting Year from dropdown

Select State/UT from drop-down

Select District from dropdown

Enter Complete Name and Address of District Panchayat

Enter Email ID and phone number of district panchayat or CEO Zila Parishad

Enter number of Gram Panchayats covered under District Panchayat

# SECTION A – QUESTION 6- 9

75 Azadi Ka Amrit Mahotsav

सत्यमेव जयते

Ministry of Panchayati Raj and Grams Development

Back Dashboard

Dummy District Panchayat

5. Number of Gram Panchayats covered

6. Number of villages covered

7. Total Population

8. Total Area

9. Total number of households

Choose File No file chosen

Next →

Enter number of villages covered under District Panchayat

Enter the total population covered under District Panchayat jurisdiction

Enter the total area covered under district panchayat jurisdiction (Sq kms)

Enter the total number of households and upload files for population showing GP wise households

Click to go to Next Section

# Section B: Plastic Waste Management

Steps to follow



# SECTION B – QUESTION 1 - 3

75 Azadi Ka Amrit Mahotsav

Back Dashboard

Dummy District Panchayat

A. General

B. Plastic Waste Management

C. Enforcement of Plastic Waste Management Rules

D. Data on ingress of littered plastic waste in water bodies

Declaration

1. Summary of the mechanisms put in place for management of plastic waste in the area under jurisdiction along with the details of agencies involved (Please attach the details)

Choose File No file chosen

2. Please attach details of infrastructure put in place for management of plastic waste generated in the area under jurisdiction

Choose File No file chosen

3. Total no. of Plastic Waste Management Units set up with capacity.

Numbers

1

Capacity

0

Details of individual units

Sno.	PWMU Unit Name	Total Waste Segregation Capacity (in Tons Per Annum(TPA))	Actual Waste Segregated (in Tons Per Annum(TPA))	Upload Geotagged Photo	Latitude Coordinates	Longitude Coordinates	Add more +
1.				Choose File N...			+

Enter brief summary of mechanisms put in place for plastic waste management within jurisdiction of District panchayat. Additionally, detailed document with details of agency to uploaded.

Enter brief summary of infrastructure put in place for plastic waste management within jurisdiction of District panchayat. Additionally, detailed document with relevant information on infrastructure to uploaded.

Enter details of individual PWM units

# SECTION B – QUESTION 4-7

75  
Azadi Ka Amrit Mahotsav

Back Dashboard

Dummy District Panchayat

4. Quantity of Plastic Waste generated (in Tons Per Annum (TPA)) as per CPCB methodology.

5. Plastic Waste Characterization as per the CPCB methodology  
(Plastic packaging waste: Cat I/Cat II/ Cat III/Cat IV/Cat V and Others ((i) recyclable and (ii) non-recyclable))

Plastic Category	Quantity (in Tons Per Annum(TPA))	Remark
Cat I	<input type="text"/>	<input type="text"/>
Cat II	<input type="text"/>	<input type="text"/>
Cat III	<input type="text"/>	<input type="text"/>
Cat IV	<input type="text"/>	<input type="text"/>
Cat V	<input type="text"/>	<input type="text"/>
Other (Recyclables)	<input type="text"/>	<input type="text"/>
Other (Non-recyclables)	<input type="text"/>	<input type="text"/>

Remarks

6. Quantity of Plastic Waste collected (in Tons Per Annum (TPA))

7. Plastic Waste Segregated (in Tons Per Annum (TPA))

Quantity of plastic waste generated in TPA - Auto Generated from Q No. 5

Enter the quantity of plastic packaging waste according to categorization by CPCB methodology along with remarks

Enter the quantity of plastic waste collected in TPA

Enter the quantity of plastic waste segregated in TPA

# SECTION B – QUESTION 8 & 9 (i)

75th Anniversary Anant Mahotsav

Back Dashboard

Dummy District Panchayat

8. Plastic waste channelized for processing and recycling (details quantum of plastic waste, type of processing)

a). Plastic waste to recyclers

b). Plastic waste to co-processing in cement kilns

c). Plastic waste to waste to energy/waste to oil plants

d). Plastic waste for Road Construction

9. (i) Details of Human Resources including waste pickers in informal sector (Concessionaire or own resource) deployed for

Sno.	Activity	Own Resources (Numbers)	Concessionaire (Numbers)	Remark
a.	Collection			
b.	Street sweeping			
c.	Secondary Storage			
d.	Transportation			
e.	Processing			
f.	Disposal			

(ii) Details of Waste Pickers engaged in Plastic Waste Management – Ward wise

Enter quantity of plastic waste channelized for End-of life (EOL) processing, recycling and road construction. (TPA)

Enter details of Human resources deployed

## SECTION B – QUESTION 9 (ii) & 10

The screenshot shows a web application interface for 'Dummy District Panchayat'. The header includes logos for '75 Azadi Ka Amrit Mahotsav', the Government of India, and the Ministry of Panchayati Raj, along with 'Back' and 'Dashboard' buttons. The user profile is 'Dummy District Panchayat'. The main content area contains the following sections:

- (ii) Details of Waste Pickers engaged in Plastic Waste Management – Ward wise**: A form field for 'Total No. of waste pickers' and a file upload section for 'Ward wise waste pickers: Attach document (Excel)'. A dashed arrow points from the explanatory text to the 'Total No. of waste pickers' field.
- 10. EPR Guidelines leveraged for PWM (Y/N)**: A dropdown menu currently set to 'Select'. A dashed arrow points from the explanatory text to this dropdown.
- Details to be attached**: A file upload section. A dashed arrow points from the explanatory text to the 'Next' button at the bottom of the form.

At the bottom of the form, there are 'Previous' and 'Next' buttons, and a scroll bar on the right side.

Enter total number of ward wise - waste pickers. Upload details of ward wise - waste pickers in an excel document.

Select Yes/No if the EPR Guidelines were leveraged for PWM. Also, upload details for the same.

Click on next to go the next section



# Section C: Enforcement of Plastic Waste Management

## Steps to follow

# SECTION C – QUESTION 1 & 2

75  
Azadi Ka  
Amrit Mahotsav

India

Ministry of Environment, Forest and Climate Change

Back Dashboard

Dummy District Panchayat

FORMAT FOR ANNUAL REPORT ON PLASTIC WASTE MANAGEMENT TO BE SUBMITTED BY THE PANCHAYAT AT THE DISTRICT LEVEL

- A. General
- B. Plastic Waste Management
- C. Enforcement of Plastic Waste Management Rules**
- D. Data on ingress of littered plastic waste in water bodies
- Declaration

1. Please confirm if Bye-laws have been framed (Yes/No) ⓘ

Select

2. No. of violations & action taken on non-compliance of provisions of PWM Rules, 2016, except for banned Single Use Plastics and plastic carry bags (Rule 12) ⓘ

I. Total no of Violations (eg. Burning/ Littering of plastic waste) ⓘ

Burning

Littering of plastic waste

Other than banned SUP items, Burning and Littering

II. Actions Taken (Fines/penalties Imposed Rs.) ⓘ

Fine Imposed ⓘ

Select Yes/No depending on if the by-laws have been framed by District Panchayat

Enter the total number of violations for each type of activity. Also, enter details of actions taken and the fine imposed in INR

# SECTION C – QUESTION 3

75 Azadi Ka Amrit Mahotsav

Back Dashboard

Dummy District Panchayat

3. Implementation of ban imposed under Rule 4 including on identified single use plastic items, plastic carry bags having thickness less than 120 microns (ward-wise) (quarterly reporting)

I. Total number of Institutions & Hotspots in the area under jurisdiction

a. Institutions - (Schools, Colleges, etc)

b. Hotspots - (Subzi Mandi, Wholesale market, Fish Market, Flower market, Religious Places etc.)

II. Total No of Inspections carried out

III. Total Fine imposed (Rs.)

IV. Quantity of Banned SUP seized (in Tons Per Annum (TPA))

← Previous Next →

Enter the total number of institutions and hotspots in which the implementation of ban has been imposed

Enter the total number of inspections carried out

Enter the total fine imposed

Enter the quantity of banned SUP seized

Click on next to go the next section



# Section D: Data on Ingress of Littered Plastic Waste in Water Bodies

## Steps to follow

# SECTION D – QUESTION 1 & 2

75 Azadi Ka Amrit Mahotsav

भारत सरकार  
गणतन्त्र

Ministry of Environment, Forest and Climate Change

Back Dashboard

Dummy District Panchayat

FORM V – PART B  
FORMAT FOR ANNUAL REPORT ON PLASTIC WASTE MANAGEMENT TO BE SUBMITTED BY THE PANCHAYAT AT THE DISTRICT LEVEL

A. General

B. Plastic Waste Management

C. Enforcement of Plastic Waste Management Rules

**D. Data on ingress of littered plastic waste in water bodies**

Declaration

1. Ingress points for plastic waste in Drain and Water Body

Number of ingress points

Measures taken to stop ingress of plastic waste

2. Surface water bodies including river stretches

Number of surfaces water bodies cleaned

Quantity of plastic waste collected

Enter number of ingress points for plastic waste in

- Water Bodies
- Drains

Add measures taken by District Panchayats to stop ingress

Provide number of surface water bodies cleaned

Enter quantity of plastic waste collected (TPA)

# SECTION D – QUESTION 3

75 Azadi Ka Amrit Mahotsav

सर्वोदय

Ministry of Panchayats, Health and Gender Change

Back Dashboard

Dummy District Panchayat

3. Number of drains cleaned from Plastic waste

Total length of drains (in KMs)

Total length of drains cleaned from plastic waste

Plastic waste collected (in Tons Per Annum (TPA))

Silt collected

← Previous Next →

Provide details on drain cleaning

- Total length of drains (Kms)
- Total length of drains cleaned from plastic waste (Kms)
- Plastic waste collected (TPA)
- Silt collected (TPA)

Click on “Next” to go to the next section

A large industrial recycling facility with a conveyor belt filled with plastic waste. The facility is brightly lit with overhead lights. The conveyor belt is filled with a large pile of plastic waste, including bottles, caps, and other plastic debris. The background shows the complex structure of the factory with various pipes, beams, and machinery.

Declaration

Steps to follow

# DECLARATION

Name

Designation

Mobile No

Email Id

Declaration [Download](#)

Upload Declaration

Choose File No file chosen

[← Previous](#) [Final Submit →](#) [Form Preview 📄](#)

Enter Name of authorised person

Enter Designation of authorized person

Enter Mobile Number

Enter Email ID

Download declaration format

Upload filled declaration form

Click 'Form Preview' to re-view the form

Click 'Final Submit' to submit the form

# HELPDESK SUPPORT

State and District Panchayat	Point of Contact Person & Details
<b>North Zone</b> Delhi, Chandigarh, Haryana, Himachal Pradesh, Jammu & Kashmir, Ladakh, Punjab, Uttar Pradesh, Uttarakhand	<b>Mr Himendra Singh</b> <b>Mob:</b> +91-8279827621 <b>Email:</b> <a href="mailto:plastics-mefcc@gov.in">plastics-mefcc@gov.in</a>
<b>Central &amp; West Zone</b> Chhattisgarh, DND&DNH, Goa, Gujarat, Madhya Pradesh, Maharashtra, Rajasthan	<b>Mr. Dhruv Tiwari</b> <b>Mob:</b> +91-9811222151 <b>Email:</b> <a href="mailto:plastics-mefcc@gov.in">plastics-mefcc@gov.in</a>
<b>East Zone</b> Arunachal Pradesh, Assam, Bihar, Jharkhand, Manipur, Meghalaya, Mizoram, Nagaland, Odisha, Sikkim, Tripura, West Bengal	<b>Ms. Bhumika Puri</b> <b>Mob:</b> +91-9599786742 <b>Email:</b> <a href="mailto:plastics-mefcc@gov.in">plastics-mefcc@gov.in</a>
<b>South Zone</b> Andaman and Nicobar Islands, Andhra Pradesh, Karnataka, Kerala, Lakshadweep, Puducherry, Tamil Nadu, Telangana	<b>Mr. Praveen Yadav</b> <b>Mob:</b> +91-9004162223 <b>Email:</b> <a href="mailto:plastics-mefcc@gov.in">plastics-mefcc@gov.in</a>

**Thank You**

**Help Desk Email: [plastics-mefcc@gov.in](mailto:plastics-mefcc@gov.in)**