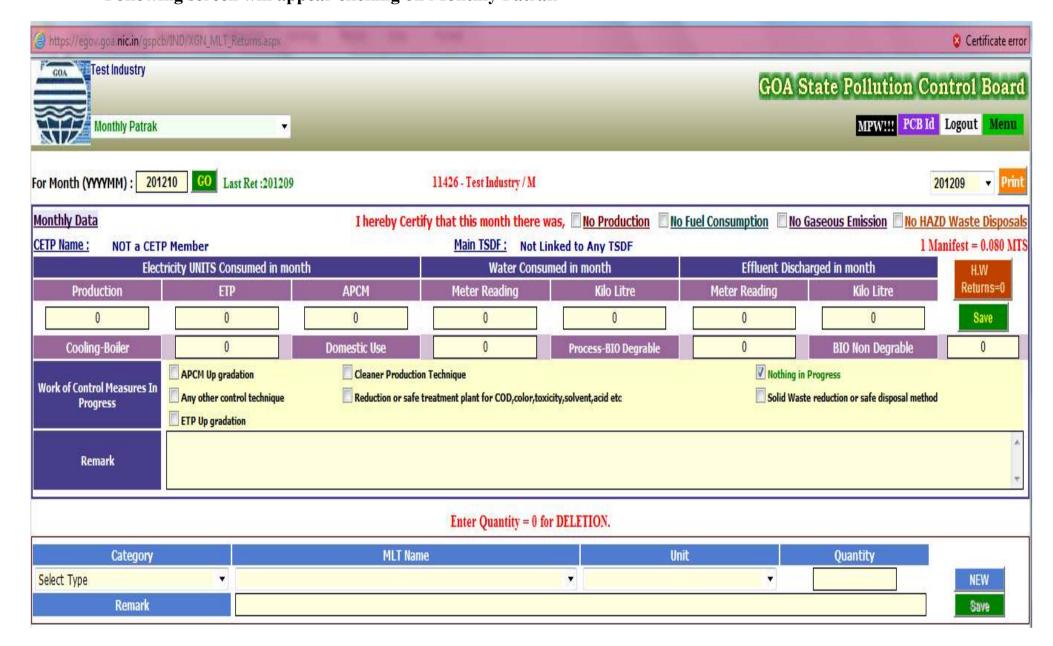
## All Industry are requested to file Monthly Patrak Online before 2<sup>nd</sup> week of every month.

## Following are the steps to fill Monthly Patrak Online.

## HOW TO FILE MONTHLY PATRAK ONLINE

- The unit should enter the Goa State Pollution Control Board website (<u>www.goaspcb.gov.in</u>).
- > Click on the XGN REGISTRATION button at the bottom of the Home page of GSPCB website.
- ➤ Login with the user ID and Password and click on Submit.
- ➤ Goto Menu→click on RET→Click on Monthly Patrak
- > Following screen will appear clicking on Monthly Patrak



- > Complete the entire form by entering correct monthly data and save the same.
- ➤ On filing the Monthly Patrak Industry will be able to view all Legal Document issued to Industry such as Direction given to Industry, Show Cause Notice, Provisional Cosent Order or any other General Letter by clicking on **Legal, CCA Orders** button placed on right hand side.



All Industry requested to furnish the complete information as early as possible in order to view the all correspondence made to particular Industry Online.