

Instructions and Process Regarding Uploading Of Documents through File Transfer Protocol for GRIHA Registered Projects to Meet Requirement as per MoEF Mandatory Environmental Impact Assessment Clearance Process

Dear Project Clients,

In accordance with the [Office Memorandum No. 19-58 / 2011-IA.III](#) by Ministry of Environment and Forest (MoEF), Government of India, the GRIHA Secretariat (i.e. ADaRSH- Association for Development and Research for Sustainable Habitats) has proposed a procedure that will enable GRIHA pre-certification. As per the orders of the MoEF, GRIHA pre-certification shall enable out of turn consideration for Environmental Clearance.

All projects having built up in the range of **20000 m² to 150000 m²** and desirous of availing fast track EIA clearance must submit the required documentation and follow steps mentioned below.

Step 1:

Register the project for GRIHA rating & EIA clearance by selecting the radio button.

http://grihaindia.org/index.php?option=com_registration&task=register

Client would get an intimation mail once successfully registered.

Step 2:

Pay registration fee for fast track clearance of Rs 80,000/- + taxes to ADaRSH. The access details to the online portal would be sent.

Step 3:

Login in the **online portal**

Step 4:

Upload all documents under respective categories as mention in the “[Checklist](#) of GRIHA Documents required as per Appendix II (See Paragraph 6) Form-1 A and Questionnaire for the Environmental Impact Assessment for New Construction Projects”. The documents must be uploaded in the below mentioned folders. Each folder can be accessed by clicking the folder name.

1. Land Environment
2. Water Environment
3. Vegetation
4. Fauna
5. Air Environment
6. Aesthetics
7. Socio-Economic Aspects

8. Building Materials
9. Energy Conservation

Step 5:

Please click on the Submit Button once the documents have been uploaded. Write an email to confirm submission of all documents in the designated folders to admin@grihaindia.org. ADaRSH shall acknowledge receipt of email.

Step 6:

ADaRSH shall revert with comments on the submitted documents within two weeks. Revised documents may be submitted by the clients within two weeks of receiving comments from ADaRSH.

Step 7:

In case if the project is falling short of compliance, a report on non compliance with necessary corrective actions to be taken and will be provided to the project proponent/SEIAC. This will appear as a message in the home page saying “**check report for non-compliance**”. The report will carry all necessary instruction for Project proponent in case non-compliance is observed in the documentation.

Note:

1. The GRIHA team shall depute professionals for carrying out one day visit to the site. Site visit report shall be uploaded on the online portal and provide to SEIAC.
2. During the construction process all these projects shall have three due diligence reviews that are mandatory as per GRIHA requirement. Due diligence reports shall be made available to the SEIAC. This will ensure on-site compliance check.
3. Post occupancy performance evaluation (for energy, water ,waste, noise) is also mandatory as per GRIHA.
4. All these reports for the project can be made available to the MoEF from time to time to monitor compliance with commitments made during EIA clearance
5. It may also be noted that incentives from MNRE in the form of registration fee waiver for government projects are available from MNRE for GRIHA rated projects (details available on www.grihaindia.org)

Step 8:

A message will appear on the home page saying “**The project has been GRIHA pre-certified**”