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### ENVIRONMENTAL INFORMATION

#### 6.1 Environmental Information System (ENVIS)

##### 6.1.1 Objectives and Scope

Environmental Information System (ENVIS) is a plan programme of the Ministry. ENVIS is a decentralised system using the distributed network of data bases to ensure integration of national efforts in environmental information collection, storage, retrieval and dissemination to all concerned including policy planners, decision makers, research workers and the public. The objectives of ENVIS are:-

##### a. Long term

- to build up a repository and dissemination centre in Environmental Science and Engineering;
- to gear up modern technologies of acquisition processing, storage and retrieval and dissemination of information of environment nature; and
- to support and promote research, development and innovation in environmental information technology.

##### b. Immediate

- to provide national environmental information service, relevant to present needs and capable of development to meet the future needs of the users, originators, processors and disseminations of information.
- to build up storage, retrieval and dissemination capabilities with the ultimate objectives of disseminating information speedily to users.
- to promote national and international co-operation and liaison for exchange of environmental related information.
- to promote exchange of information amongst developing countries.

The ENVIS network with its Focal Point in the Ministry presently consists of 78 network partners, known as ENVIS Centres on diverse areas of environment such as Control of pollution, Toxic chemicals, Environmentally sound and appropriate technologies, Biodegradation of wastes, Renewable energy, Western Ghats, Eastern Ghats, Biodiversity, NGOs related to environment, Occupational Health, Desertification, Mangroves, Environmental Education, Faunal Biodiversity, Floral Biodiversity, Solid waste management, Human Settlement, Forestry, Wildlife, Himalayan ecology, Bio-geochemistry, environmental law, Avian ecology, Communication, Mining etc . These Centres have been set up in specialised and reputed institutions, universities, leading NGOs etc. In order to make the network comprehensive and to include various State/UT Governments in the network, ENVIS Centres have also been set up in the concerned departments of various State/UT Governments.

##### 6.1.2 Guidelines

##### A. Criteria of selection of ENVIS Centre

- ENVIS Centres are to be set up on subject areas, concern and priority for both Central and State/UT Governments.

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- ENVIS Centres are to be located in leading institutions/ organisations in the country in particular subject area as well as in concerned departments of the State/UT Governments.
  - the institute/ organisation/departments having the ENVIS Centre should have the necessary expertise and capability to run a subject – oriented information Centre and should have the interest and willingness to serve the user community of ENVIS with substantive information as and when required.

**B. Responsibilities of the ENVIS Centre.**

- Building up a good collection of books, reports and journals etc. in the particular subject area of environment in order to develop a comprehensive information repository and establishment of linkages with all information sources in the particular subject area.
- Responding of user queries and to provide substantive information as and when required.
- Development of Data bases on some selected parameters relating to the subject area and identification of gaps in the specified subject area and action to fill these gaps.
- Development of a user friendly dynamic website including homepage to make it a web enabled system for online exchange of information.
- Co-ordination with the Focal Point for supplying relevant and adequate information to users and building up an inventory of information material available at the Centres.

**6.1.3 Terms and conditions**

1. Approval of the Grant being released is for the specific purpose of the ENVIS Centre and the grant should be exclusively spent on the ENVIS Centre for which it has been sanctioned within the stipulated time. Any unspent amount, out of the grant given by the Ministry, would be required to be surrendered to the Ministry and carry forward of unutilised amount from one financial year to the next financial year for utilisation for the ENVIS Centre would require the specific approval of the Ministry.
2. For permanent, semi-permanent assets acquired solely or mainly out of the grant, including books, periodicals and furniture etc., an audited record in the form of Register in the prescribed proforma (APPENDIX-I) shall be maintained by the grantee organisation. The term ‘Assets’ here means (a) immovable property and (b) movable property of a capital nature where the value exceeds Rs. 1,000/-.

The grant should not be utilised for construction of any building and full facilities by way of accommodation and infrastructural facilities etc. required for the ENVIS Centre will be provided by the grantee organisation.

3. All the assets including equipment and prototypes acquired from the grant will be the property of the Government of India and without the prior sanction of the Ministry should not be disposed of or encumbered or utilised for any purposes other than those for which the grant has been sanctioned.
4. In case the ENVIS Centre is closed down, the Government of India will be free to sell or otherwise dispose of assets, which are the property of the Government of India. The grantee organisation shall render to the Government of India necessary facilities for arranging the sale of these assets. The Govt. of India has the discretion to gift the assets to the grantee organisation; if the Govt. of India considers it appropriate.
5. The grantee organisation will furnish yearly progress reports of the work done at the ENVIS Centre. The Ministry can depute scientists/ specialists to visit the grantee organisation periodically

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for reviewing the progress of work and for suggesting such measures as to ensure early realisation of the objectives of the ENVIS Centre. Full facilities are to be provided by the grantee organisation to the visiting scientists/ specialists.

6. The grantee organisation is required to send to the Ministry at the end of each financial year and at the time of seeking further instalments of the grant a list of assets referred to in (2) above.
7. The grantee organisation would furnish to the Ministry a utilization certificate as in APPENDIX II within sixty days from the closure of each financial year i.e. by 31<sup>st</sup> May of each year for the grant released during the previous financial year. An audited statement of accounts and Utilization Certificate pertaining to the grant may also be furnished in due course. However, in case of NGOs, Professional Bodies/Registered Societies audited UC and Expenditure Statement of the previous grant are required to be submitted.
8. The Comptroller and Auditor General of India at his discretion shall have the right access to the books and accounts of the Grantee organisation for the grants received from the Government of India.
9. The grantee organisation would maintain separate audited accounts for the centre. If it is found expedient to keep a part or whole of the grant in a bank account earning interest, the interest thus earned should be reported to the Ministry. The interest thus earned will be treated as a credit to the grantee organisation to be adjusted towards further instalments of the grant.
10. Sale proceeds if any as a result of the activities of the centre arising directly from the funds granted by the Ministry shall be remitted to the Government of India. The Government of India may at its discretion allow a portion of such receipts to be retained by the grantee organisation.
11. The grantee organisation is not permitted to entrust the implementation of the ENVIS Centre, for which the grant is being sanctioned, to any other organisation and diversion of the grants or any portion of it as assistance to any other organisation. In case, the grantee organisation is not in a position to execute or complete the work, it is required to refund forthwith to the Ministry the entire amount of grant received by it. In exceptional cases, this condition may be relaxed by the Government of India.
12. The Ministry reserves the right to terminate the grant at any stage, if convinced that the grant has not been properly utilised or appropriate progress is not being made.
13. The ENVIS Centre will become operative with effect from the date on which the grant is received by the grantee organisation. The date of receipt of the grant will be intimated by the grantee organisation to the Ministry.
14. The terms and conditions of service of staff in the ENVIS Centre would be governed by the rules and regulations prevailing in the organisation/ institute in which the ENVIS Centre is located. Ministry will not have any liability in such matters, including deployment of the staff in the event of closure of the ENVIS Centre, since the staff will be borne on the strength of the organisation/ institute in which the ENVIS Centre is located.

**The application in the prescribed proforma should be sent to:-**

Director(EI),  
Ministry of Environment & Forests  
Paryavaran Bhawan, CGO Complex,  
Lodi Road, New Delhi – 110 003

