**GOVERNMENT OF PAKISTAN**

MINISTRY OF CLIMATE CHANGE

(International Cooperation Wing)

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Subject: **REVISED STANDARD OPERATING PROCEDURES (SOPs) FOR GRANTING PERMISSIONS TO IMPORT MATERIALS UNDER BASEL CONVENTION ON THE CONTROL OF TRANS-BOUNDARY MOVEMENTS OF HAZARDOUS WASTES AND THEIR DISPOSAL**

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| **STEPS INVOLVED** | **EVALUATION** | **REMARKS/DECISION** |
| **Detailed checklist of the documents for EPAs for submission of application by the industrial consumers/recyclers:-** The applicant will submit/process its request through relevant Environmental Protection Agency (EPA) alongwith the following documents in order to observe Environmental Sound Management (ESM) practices and to stop environmental degradation: 1. Endorsement by respective EPAs about genuineness of the facility.
2. **The recommendation for the import of waste should come from the Provincial Environment Protection Department with the endorsement of the concerned Secretary.**
3. List of recycling machinery/equipment of the facility.
4. Pictures of the recycling facility including machinery, Health Safety Equipment, Personal Protective Equipment, etc.
5. Signed contract document between the importer and exporter.
6. Environmental approval of the facility by the respective Federal or Provincial Environmental Protection Agencies (EPAs) indicating the annual recycling capacity. Respective EPAs shall give final decision within 15 days.
7. Environmental Management Plan (EMP) duly approved by the respective EPA.
8. Annual Environmental Audit Report duly approved by the respective EPAs. This condition shall however not apply in case of units importing item for the first time.
9. Pre-Shipment Inspection in exporting country in case of plastic waste (PCT Code 3915) by any of the companies mentioned in Appendix-H of the Pakistan Import Policy Order (IPO). The companies shall certify that the consignment being exported to Pakistan does not contain any hazardous substance as defined in the Basel Convention. Customs authorities, in case of doubt, may randomly get any consignment tested through Pakistan Council for Scientific and Industrial Research (PCSIR) or any other government certified laboratory.
10. **Each enterprise/industry will provide the life cycle report of each waste to the Ministry with the details; quantity of waste imported, recycled and disposed of.**
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| **Step-1** |
| 1. Application Received | Status of the Applicant checked | * 1. Application not received through relevant environmental protection agency (EPA)
 | Application Rejected otherwise processed for next sub-step |
| 1.2. Trader/distributer/not an industrial consumer | Application Rejected otherwise processed for next sub-step |
| 1.3. Industrial consumer | Application processed for next step |
| **Step-2** |
| 2. International Obligations/ Compliance Verified | Status of the item/commodity analyzed in the light of provisions of the Basel Convention on the Control of Trans-boundary Movements of Hazardous Wastes and their Disposal (BC) | 2.1. Commodity falls under Annex-I (categories of wastes to be controlled) and also having characteristics as defined under Annex-III of BC. | Application Rejected otherwise processed for next sub-step |
| 2.2. Commodity falls under Annex-II of BC (categories of wastes requiring special consideration) and also having characteristics as defined under Annex-III. | Application Rejected otherwise processed for next sub-step |
| 2.3. Commodity intended for Disposal Operation [Annex-IV(A) of BC (operations which do not lead to the possibility of resource recovery, recycling, reclamation, direct re-use or alternative uses)]. | Application Rejected otherwise processed for next sub-step |
| 2.4. Commodity intended for Disposal Operation [Annex-IV(B) of BC (operations which may lead to resource recovery, recycling reclamation, direct re-use or alternative uses)]. | Application processed for next sub-step |
| 2.5. Commodity falls under Annex-VIII and IX of BC and not having characteristics as defined under Annex-III. | Application processed for next sub-step |
| 2.6. Information of intended Import Verified (Applicant to provide information about the intended trans-boundary movement of hazardous wastes and other wastes, according to Annex V-A of BC (as well as Annex V-B, if available at this stage). | Application processed for next step subject to satisfaction of the step 2.6. |
| **Step-3** |
| 3. National Obligations/Compliance (Pakistan Import Policy Order provisions) Verified  | Status of the item/ commodity checked under the provisions of prevalent Pakistan Import Policy Order (IPO). | 3.1. Commodity falls under Appendix-A (Banned Items (Negative List)) of the IPO. | Application Rejected otherwise processed for next sub-step |
| 3.2. Commodity falls under Appendix-B (Restricted Items) of the IPO. The import is subject to meeting the conditions stipulated in column (4) of the Appendix. | Application Rejected otherwise processed for next sub-step |
| 3.3. Commodity falls under Appendix-C (List of items not importable in used / second hand condition) of the IPO. | Application Rejected otherwise processed for next sub-step |
| 3.4. Commodity falls under Appendix-G (List of items not importable from India) of the IPO. | Application Rejected otherwise processed for next step |
| **Step-4** |
| 4. Final Approval | Permission recommended by the National Focal Point/Competent Authority for BC or otherwise subject to necessary undertakings, where required. | 4.1. Analysis based recommendations/proposals, duly substantiated by documents.  | Permission granted upon approval by the Secretary, M/o Climate Change. |

**Notes:**

1. Step-1 to Step-4 to be completed within 15 days of receipt of the application for the import of waste duly recommended by the respective EPAs.
2. Technical assistance, where required, will be sought from the projects on case to case basis.
3. After approval of Secretary, M/o Climate Change, permission letter to be issued under the signatures of National Focal Point/Competent Authority for the Basel Convention. The imported consignment of the registered recycling plant shall be cleared from one custom station only.
4. Submission of recycling plan for each requested shipment to be monitored by the relevant EPA.
5. Record keeping of all such imported quantities as ready reference for compliance and reporting.