

EPR PLASTIC REGISTRATION PROCESS

Plastic Packaging • Producer / Importer / Brand Owner (PIBO)

A practical guide to the current CPCB EPR registration workflow in India.

Important 2026 portal update: CPCB states that the old Plastic EPR Portal was discontinued from 28 June 2026 and stakeholder data was migrated to the new Common EPR Portal. New updates and applications are handled through the Common EPR Portal.

Source: CPCB Plastic EPR Portal and CPCB Guidance Manual.

1. Who Needs Plastic EPR Registration?

Under the Plastic Waste Management EPR framework, Producers, Importers and Brand Owners (PIBOs) have responsibilities for plastic packaging waste. Registration is carried out through the applicable CPCB/SPCB/PCC mechanism on the centralized EPR system.

2. Registration Process – Step by Step

Stage	Action	What to do
Step 1	Identify the applicant category	Determine whether the entity is a Producer, Importer, Brand Owner or another applicable stakeholder.
Step 2	Determine registration authority	CPCB guidance states that PIBOs operating in more than two States/UTs register with CPCB, while PIBOs operating in one or two States/UTs register with the concerned SPCB.
Step 3	Prepare company information	Keep legal/trade name, GST details, business type, company PAN, CIN where applicable, registered address and supporting documents ready.
Step 4	Prepare authorized-person details	Keep authorized person's name, designation, mobile number, PAN and other portal-required details ready.
Step 5	Create / link portal account	Use the current Common EPR Portal. For migrated users, CPCB says the same Authorized Person PAN and Company PAN should be used to link the existing account.
Step 6	Enter plastic packaging data	Provide the packaging/product and historical/current data requested by the portal, including applicable plastic categories and quantities.
Step 7	Upload supporting documents	Upload the documents requested by the portal and ensure names, addresses and data are consistent.
Step 8	Submit application	Review all entries, declarations and uploads, then submit the registration application.
Step 9	CPCB/SPCB review	The concerned authority reviews the application and may raise queries or request corrections/additional information.
Step 10	Registration outcome	After successful scrutiny, the registration is processed through the portal. Maintain the registration record and continue applicable EPR compliance/return obligations.

3. Common Document Preparation Checklist

- GST registration / GST certificate
- Company PAN
- Certificate of Incorporation / business constitution document, where applicable
- IEC, where applicable for importers
- MSME certificate, if applicable
- Authorized person's identity and PAN details as requested by the portal
- Registered office / business address proof, as applicable
- Plastic packaging product photographs / descriptions
- Plastic packaging material and category information
- Historical/current plastic packaging quantity and relevant sales/import/manufacturing data
- Purchase/import invoices and sales records supporting submitted data, where applicable
- Covering letter, undertaking, declarations or other documents specifically requested by the portal

4. Data Accuracy Checks Before Submission

- Use the legal company name consistently across GST, PAN and portal records.
- Check registered address and other business details for consistency.
- Reconcile plastic packaging quantities with invoices and internal records.
- Keep supporting records available for verification.
- Use the authorized person's correct contact details.
- Check the applicable plastic packaging category and EPR obligation before final submission.

5. After Registration

Registration is not the end of EPR compliance. The entity should maintain records, meet applicable EPR obligations, use the portal for relevant transactions/credits where applicable, and file returns or other reports according to the rules and portal requirements.

6. Current Portal Note

As of August 2026, CPCB's Plastic EPR Portal notice says the legacy Plastic EPR Portal was discontinued effective 28 June 2026 and data was migrated to the Common EPR Portal. Existing users should verify migrated information and report discrepancies through the new system.

7. Official References

CPCB Plastic EPR Portal: eprplastic.cpcb.gov.in (legacy portal notice and guidance)

CPCB Common EPR Portal: epr.cpcb.gov.in

CPCB Plastic Waste Management resources: pwm.cpcb.gov.in

Prepared as a general compliance guide. Portal fields, documents, authority requirements and procedures can change; verify the current CPCB/SPCB instructions before filing.