Guidance Document for Registration of Bulk Consumers Under EPR Portal for End-of-Life Vehicles (ELVs)



Central Pollution Control Board
(Ministry of Environment, Forest and Climate Change)
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1 Introduction: Registration of Bulk Consumers under the ELV Rules

1.1 Background

The Ministry of Environment, Forest and Climate Change (MoEFCC) notified the Environment Protection (End-of-Life Vehicles) Rules, 2025 (hereinafter "the ELV Rules") under the Environment (Protection) Act, 1986, on 6 January 2025, and the Rules came into force on 1 April 2025. The ELV Rules put in place a framework of Extended Producer Responsibility (EPR) for vehicles, so that End-of-Life Vehicles (ELVs) are handled and scrapped in an environmentally sound manner.

The ELV Rules apply to producers, registered owners of vehicles, bulk consumers, Registered Vehicle Scrapping Facilities (RVSFs), collection centres, automated testing stations and entities involved in the testing of vehicles and the handling, processing and scrapping of ELVs.

As per the provisions of the ELV Rules, the Central Pollution Control Board (CPCB) has developed a centralised online portal, the EPR Portal for End-of-Life Vehicles (https://eprelv.cpcb.gov.in), for the registration of stakeholders and the filing of returns.

This document explains, step by step how a bulk consumer signs up on the portal, fills in and submits the application for registration.

1.2 Who is a Bulk Consumer

As per rule 3(1)(c) of the ELV Rules, a **"bulk consumer"** means a consumer having ownership of more than one hundred vehicles, and includes a State Transport Undertaking as defined in clause (42) of section 2 of the Motor Vehicles Act, 1988.

> **Note:** The ELV Rules cover all types of vehicles defined in clause (28) of section 2 of the Motor Vehicles Act, 1988, including electric vehicles, battery operated vehicles, e-rickshaws and e-carts. Agricultural tractors, agricultural trailers, combine harvesters and power tillers are outside the scope of the ELV Rules.

1.3 Responsibilities of Bulk Consumers under the ELV Rules

The responsibilities of a bulk consumer are set out in rule 5 of the ELV Rules and are summarized below:

S. No.	Rule	Responsibility
1.	Rule 5(1)	Ensure that its vehicles are tested in accordance with section 56 of the Motor Vehicles Act, 1988 and rule 52 of the Central Motor Vehicles Rules, 1989.
2.	Rule 5(2)	When a vehicle becomes an End-of-Life Vehicle as per the Motor Vehicles (Registration and Functions of Vehicle Scrapping Facility) Rules, 2021, deposit it at a producer's designated sales outlet, a designated Collection Centre or an RVSF within 180 days from the date on which it becomes an ELV.
3.	Rule 5(3)	Not keep any End-of-Life Vehicle in possession beyond the period of 180 days specified above.

S. No.	Rule	Responsibility
4.	Rule 5(4)	Obtain registration on the centralised online portal from the State Board (SPCB/PCC)..
5.	Rule 5(5)	File an annual return in Form 2 on or before 30 June for the previous financial year on the portal, giving the details of the vehicles owned or possessed and the ELVs deposited for scrapping.

1.4 Registration Framework

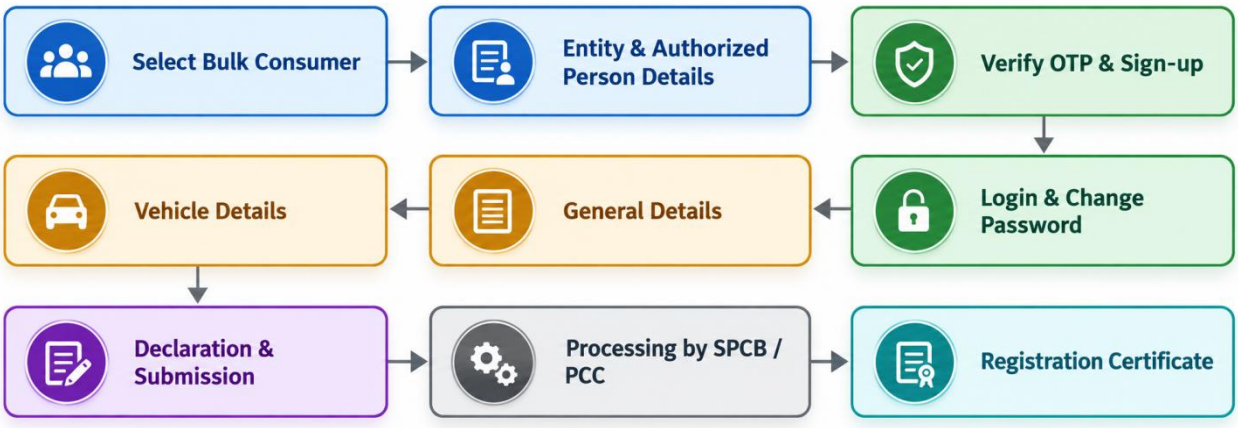
- **Application:** A bulk consumer applies for registration to the State Board through centralized online portal, the information required in the application form is the Sign-up (Create Account) form and upon sign up, may access registration sections – General Details, Vehicle Details and Declaration.
- **Grant of registration:** The SPCB/PCC will examine and process the to the bulk consumer application electronically on the portal and grant the one-time registration.

1.5 The Registration Process at a Glance

The registration of a bulk consumer on the portal is completed in two stages:

- **Sign-up (Create Account)** – the bulk consumer furnishes the entity details and the authorized person details, verifies the e-mail IDs and mobile number through OTP, and receives the login credentials by e-mail.
- **Registration application** – after logging in, the bulk consumer completes the sections in the side menu bar, namely **General Details**, **Vehicle Details** and **Declaration**, and submit the application.

The complete flow is shown in the chart below; each box refers to the section of this document in which that step is explained.



1.6 General Instructions for Using the Portal

- Fields marked with an asterisk (*) are mandatory and must be filled in before the form can be saved or submitted.

- Fields shown in grey are either auto-fetched from the GST number or auto-filled from the details furnished during sign-up. Check these details carefully at the sign-up stage.
- The company e-mail ID, the authorized person's e-mail ID and the authorized person's mobile number are verified through OTP. Keep them accessible while signing up.
- Click the information icon (ⓘ) next to a field to view the format in which it is to be entered.
- Documents are uploaded using the **Choose File** option in PDF format, with a maximum file size of 2 MB. The vehicle-wise lists are uploaded in Excel, in the sample format available on the portal.
- Click **Save & Next** / **Save** in each section before moving to the next section. A section that is not saved will not be carried forward.
- The authorized person shall be an official of the bulk consumer. The name of any consultant, agent or other agency working on behalf of the bulk consumer should not be provided as the authorized person.

1.7 Documents and Information to Keep Ready

Before starting, keep the following documents and information ready:

S. No.	Document / information	Used in
1.	GST number of the entity and copy of the **GST certificate** (PDF)	Sign-up; General Details
2.	**PAN** of the entity; TIN and CIN, where available	Sign-up
3.	Name, designation, e-mail ID, mobile number and PAN of the **authorized person**, and a copy of the authorized person's **PAN card** (PDF)	Sign-up; General Details
5.	Vehicle-wise list of all vehicles owned or possessed – category, type, fuel type, registration number and fitness validity date – in the **Excel sample format**	Vehicle Details
6.	**Undertaking** on the company's letterhead, signed by the authorized person, with company seal (format at **Annexure-I**) (PDF)	Declaration
7.	For a State Transport Undertaking, the notification regarding its establishment under the Road Transport Corporations Act, 1950; for a company, its registration under the Companies Act, 2013	Relevant documents

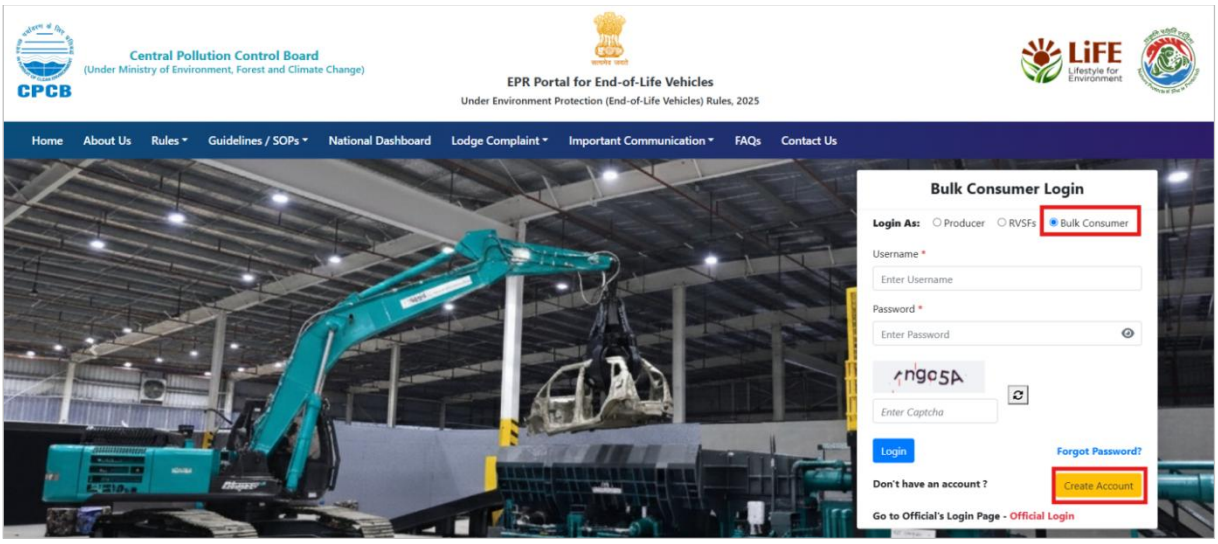
2 Signing Up (Create Account)

To register on the portal, the bulk consumer must first generate login credentials by creating an account. This is a one-time activity.

2.1 Accessing the Portal

In this step: Open the EPR Portal for End-of-Life Vehicles, select **Bulk Consumer** in the login panel and start the Create Account process.

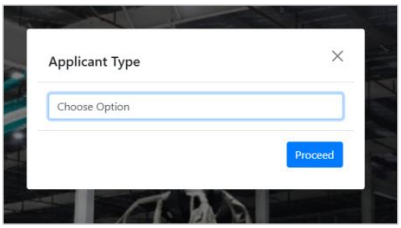
- Open the portal at **https://eprelv.cpcb.gov.in**. The login panel is displayed on the right side of the home page.
- In **Login As**, select **Bulk Consumer**. The heading of the panel changes to **Bulk Consumer Login**.
- For a new user, click the yellow **Create Account** button against "Don't have an account?".

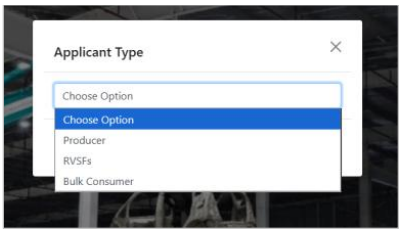


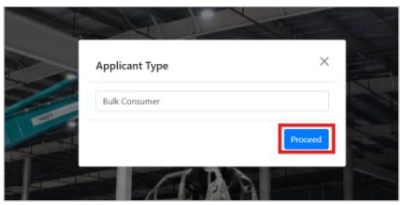
Note: Once registered, the bulk consumer logs in through the same panel, with **Bulk Consumer** selected in **Login**.

2.2 Selecting the Applicant Type

- On clicking **Create Account**, the **Applicant Type** pop-up is displayed.
- Click the **Choose Option** dropdown. The options Producer, RVSFs and Bulk Consumer are displayed.
- Select **Bulk Consumer** and click **Proceed**. The **Create Account** form is displayed with "Bulk Consumer" shown under **Type of Entity**.



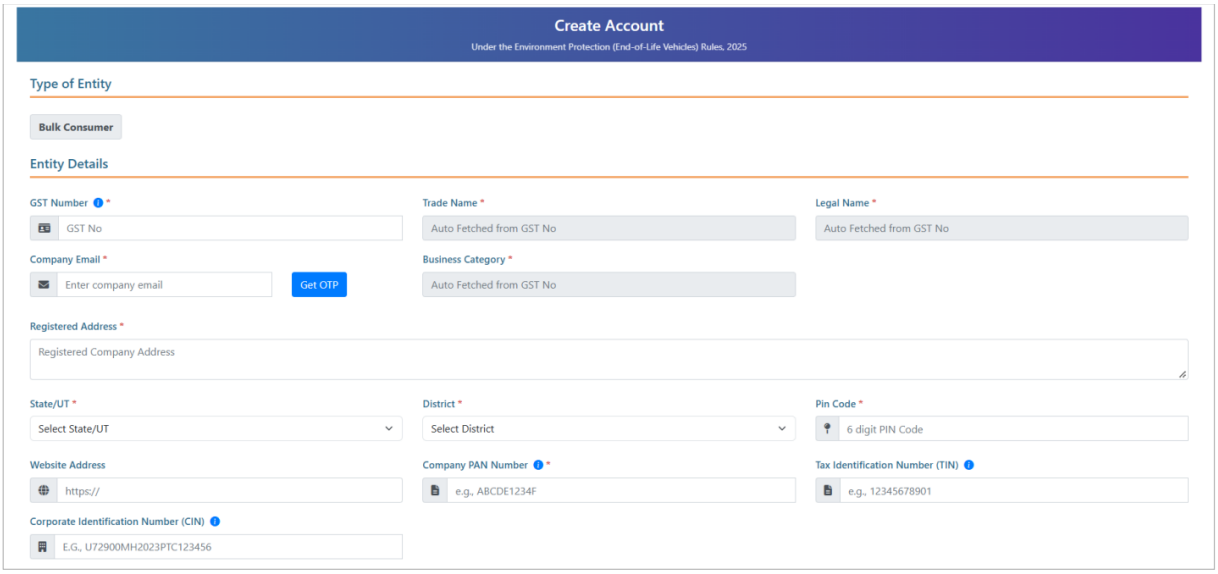




2.3 Entity Details

In this step: Enter the details of the organization as per its GST registration.

The Create Account form has three parts: **Type of Entity** (pre-selected as Bulk Consumer), **Entity Details** and **Authorized Person Details**. Fill in the Entity Details as per the table below.



S. No.	Field	Guidance
1.	GST Number*	Enter the 15-character GST Identification Number of the entity. On entering a valid GST number, a green tick is displayed and the Trade Name, Legal Name and Business Category are auto-fetched.
2.	Trade Name*	Auto-fetched from the GST number.
3.	Legal Name*	Auto-fetched from the GST number.
4.	Company Email*	Enter the official e-mail ID of the entity and verify it through OTP .The login credentials are sent to this e-mail ID.
5.	Business Category*	Auto-fetched from the GST number.
6.	Registered Address*	Enter the complete registered address of the entity, as per the GST registration.
7.	State/UT*	Select the State/UT of the registered address from the dropdown.
8.	District*	Select the district of the registered address from the dropdown.
9.	Pin Code*	Enter the 6-digit PIN code of the registered address.
10.	Website Address	Enter the website address of the entity, if any.
11.	Company PAN Number*	Enter the Permanent Account Number of the entity. In the case of a proprietorship, the PAN of the authorized person is to be provided.
12.	Tax Identification Number (TIN)	Enter the TIN, if available.

S. No.	Field	Guidance
13.	Corporate Identification Number (CIN)	Enter the CIN if the entity is registered with the Ministry of Corporate Affairs.

2.4 Verifying the Company E-mail (OTP)

- After entering the company e-mail ID, click **Get OTP** / **Send OTP**. An OTP is sent to the e-mail ID entered.
- Enter the OTP in the box displayed next to the e-mail field and click **Verify**.
- On successful verification, a green tick is displayed against the e-mail ID.

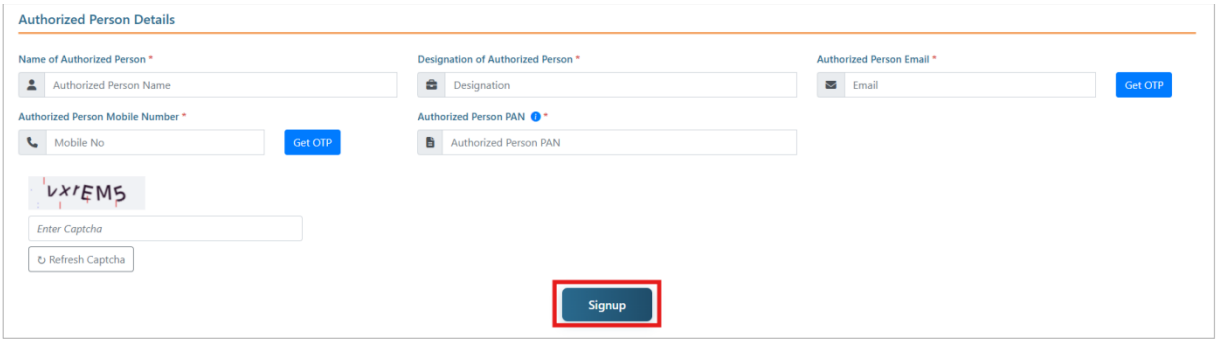


Tip: The same OTP process is followed for the **Authorized Person Email** and the **Authorized Person Mobile Number**. If the OTP is not received use the resend option.

2.5 Authorized Person Details

In this step: Enter the details of the official authorised to act on behalf of the bulk consumer on the portal. All communication and OTPs are sent to the authorized person.

S. No.	Field	Guidance
1.	Name of Authorized Person*	Name of the authorized official of the entity. The name of any consultant, agent or other agency is not to be provided.
2.	Designation of Authorized Person*	Designation of the authorized person in the entity.
3.	Authorized Person Email*	E-mail ID of the authorized person. Click **Get OTP** and verify it. The login credentials are also sent to this e-mail ID.
4.	Authorized Person Mobile Number*	10-digit mobile number of the authorized person, which should be in use. Click **Get OTP** and verify it. It is used for communication and OTPs for day-to-day operations on the portal.
5.	Authorized Person PAN*	Permanent Account Number of the authorized person.



2.6 Captcha, Sign-up and Login Credentials

- Enter the characters shown in the captcha image in **Enter Captcha**. Click **Refresh Captcha** if the characters are not clear.
- Check all the details entered and click **Signup**.
- On successful sign-up, the login credentials (username and temporary password) are auto-generated and sent by e-mail to the company e-mail ID and the authorized person's e-mail ID.

> **Note:** The details furnished at sign-up are carried to the registration form as auto-filled fields. Verify all entries before clicking **Signup**.

3 Logging in and Dashboard

> **In this step:** Log in with the credentials received by e-mail, change the temporary password and review the profile shown on the Dashboard.

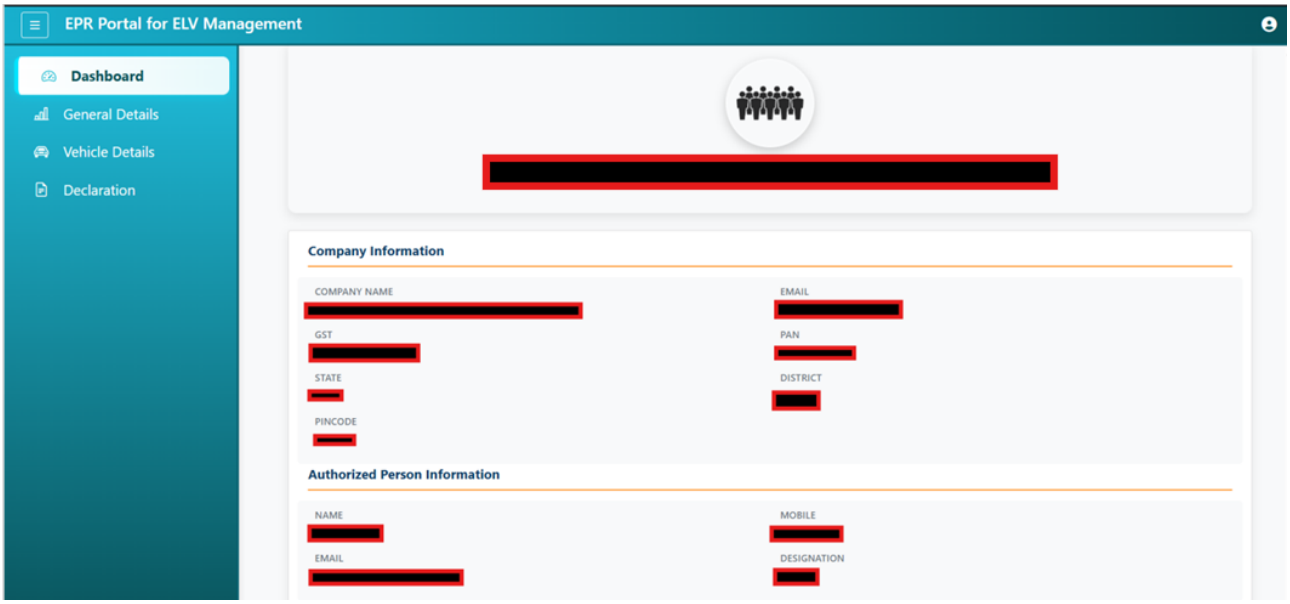
3.1 Logging in and Changing the Password

- Open the portal, select Bulk Consumer in Login as (see Section 2.1), enter the Username, Password and captcha, and click Login.
- On the first login, change the temporary password by creating a new password. The new password must have: (a) 8–16 characters; (b) at least one uppercase alphabet; (c) at least one lowercase alphabet; (d) at least one special character; and (e) at least one numeric character.
- If the password is forgotten, use the "**Forgot Password?**" link on the login panel.

3.2 Dashboard (View Profile)

After login, the **Dashboard** displays the **View Profile** page with the name of the bulk consumer, the **Company Information** (company name, e-mail, GST, PAN, State, district and PIN code) and the **Authorized Person Information** (name, mobile, e-mail and designation).

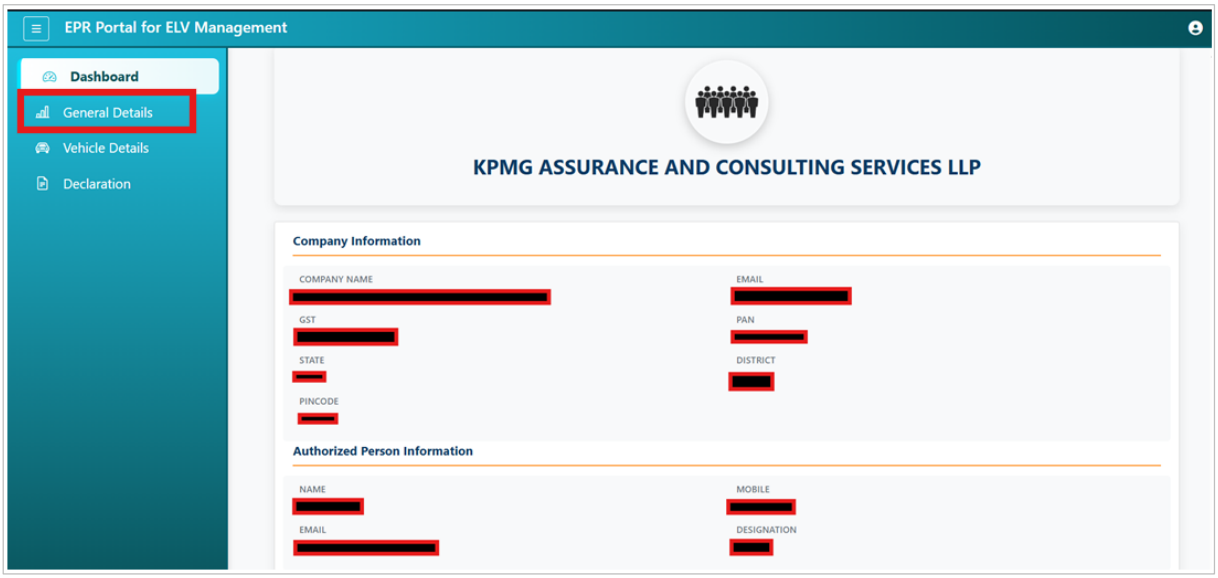
The side menu bar shows the sections of the registration application – **General Details**, **Vehicle Details** and **Declaration**. Complete them in this order.



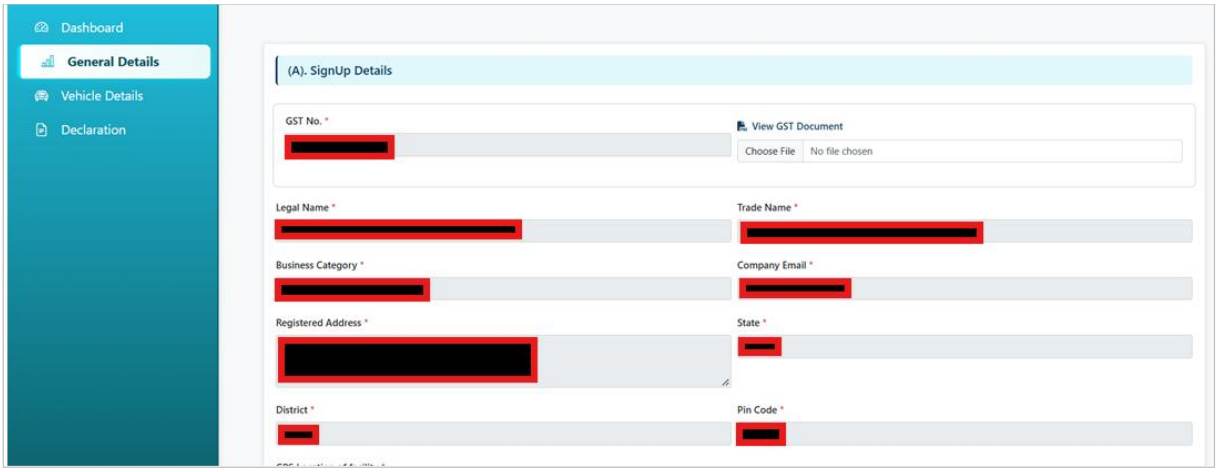
4 General Details

In this step: Verify the details furnished at sign-up, enter the GPS location, and upload the GST certificate and the PAN card of the authorized person.

- Click **General Details** in the side menu bar. The screen has two parts: **(A) SignUp Details** and **(B) Authorized User Details**.



4.1 SignUp Details

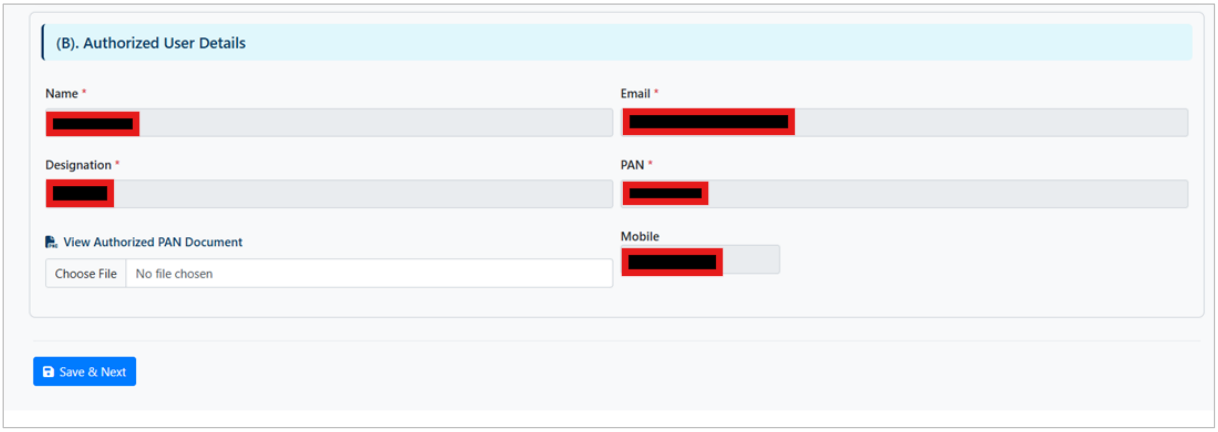


S. No.	Field	Guidance
1.	GST No.*	Auto-filled from the sign-up form. Upload the **GST certificate** using **Choose File** (PDF, less than 2 MB). Use **View GST Document** to check the uploaded file.
2.	Legal Name*, Trade Name*	Auto-filled from the sign-up form.
3.	Business Category*, Company Email*	Auto-filled from the sign-up form.
4.	Registered Address*, State*, District*, Pin Code*	Auto-filled from the sign-up form.
5.	GPS Location of facility*	Enter the GPS coordinates (latitude and longitude, in decimal degrees) of the premises of the bulk consumer.

4.2 Authorized User Details

S. No.	Field	Guidance
1.	Name*, Email*, Designation*, PAN*, Mobile	Auto-filled from the sign-up form.
2.	Authorized PAN Document	Upload the **PAN card of the authorized person** using **Choose File** (PDF, less than 2 MB). Use **View Authorized PAN Document** to check the uploaded file.

- After uploading the documents and entering the GPS location, click **Save & Next**. The details are saved and the **Vehicle Details** section can be opened.

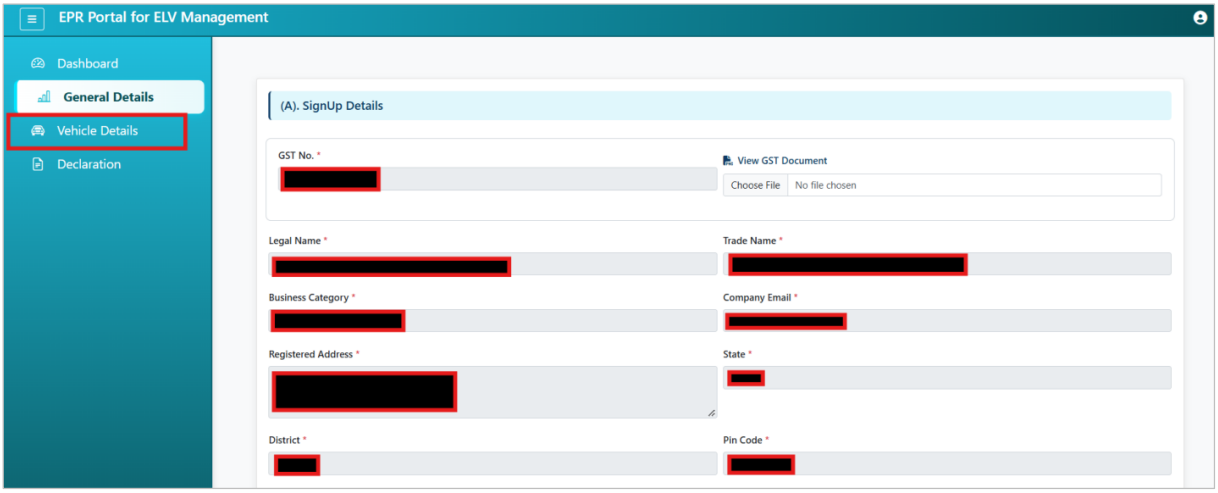


Note: The auto-filled fields cannot be edited in this section. They reflect the details furnished during sign-up.

5 Vehicle Details

In this step: Report the number of vehicles owned or possessed by the bulk consumer, category-, type- and fuel-wise, supported by a vehicle-wise list in Excel.

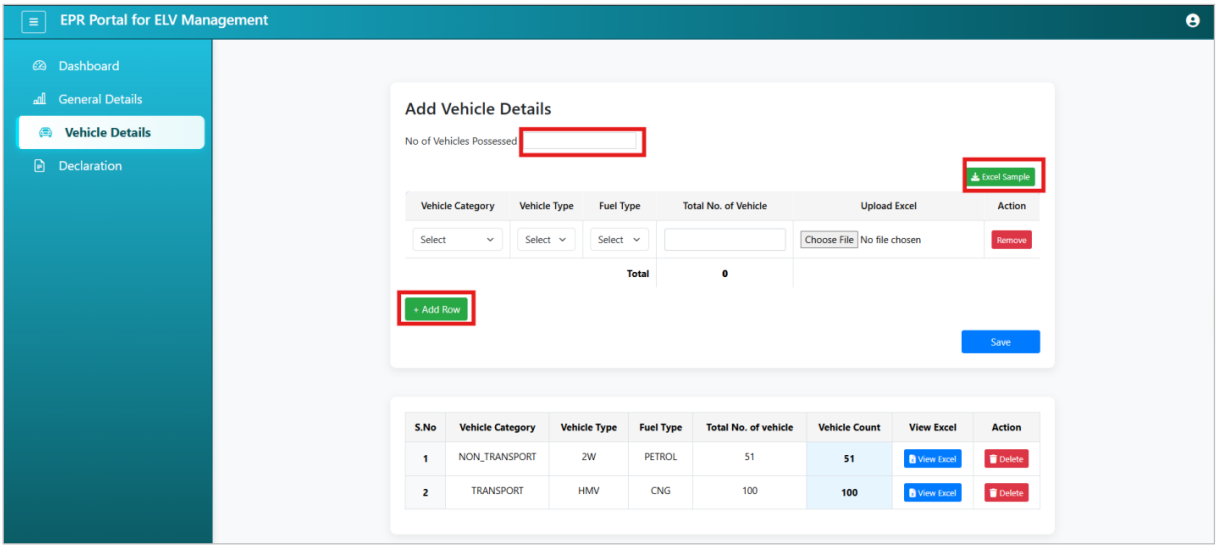
- Click **Vehicle Details** in the side menu bar. The **Add Vehicle Details** screen is displayed.



5.1 Adding Vehicle Details

- Enter the total number of vehicles owned or possessed in **No of Vehicles Possessed**.
- Click **Excel Sample** to download the format for the vehicle-wise list and prepare the list (Section 5.2).
- In the first row, select the **Vehicle Category**, **Vehicle Type** and **Fuel Type**, enter the **Total No. of Vehicle** for that combination, and upload the corresponding Excel file using **Choose File**.
- Click **+ Add Row** to add a row for each further combination of category, type and fuel. Click **Remove** to delete a row.

- Check the **Total** displayed below the rows and click **Save**.



S. No.	Field	Guidance
1.	No of Vehicles Possessed	Total number of vehicles owned or possessed by the bulk consumer.
2.	Vehicle Category	Select **Transport** or **Non-Transport**.
3.	Vehicle Type	Select 2W, 3W, LMV, MMV, HMV or Others.
4.	Fuel Type	Select Petrol, Diesel, CNG, EV or Hybrid.
5.	Total No. of Vehicle	Number of vehicles of the selected category, type and fuel combination. It should be equal to the number of vehicles listed in the Excel file uploaded in that row.
6.	Upload Excel	Vehicle-wise list of the vehicles in that row, in the Excel sample format.
7.	Action	**Remove** deletes the row.
8.	Total	Auto-calculated sum of the Total No. of Vehicle of all rows.

> **Tip:** Make one row for each combination of category, type and fuel. The **Total** of all rows should be equal to the **No of Vehicles Possessed**.

5.2 Excel Format for Vehicle-wise Details

The Excel sample downloaded from the portal has the following columns. Enter one vehicle in each row.

S.No	Category of vehicle (Transport/Non-Transport)	Type of vehicle (2W/3W/LMV/MMV/HMV/Others)	Fuel Type (PETROL/DIESEL/CNG/EV/HYBRID)	Registration Number	Fitness validity date
1	Transport	2W	PETROL	2	21-Jul-2026
2	Non-Transport	LMV	Diesel	2	21-Jul-2026

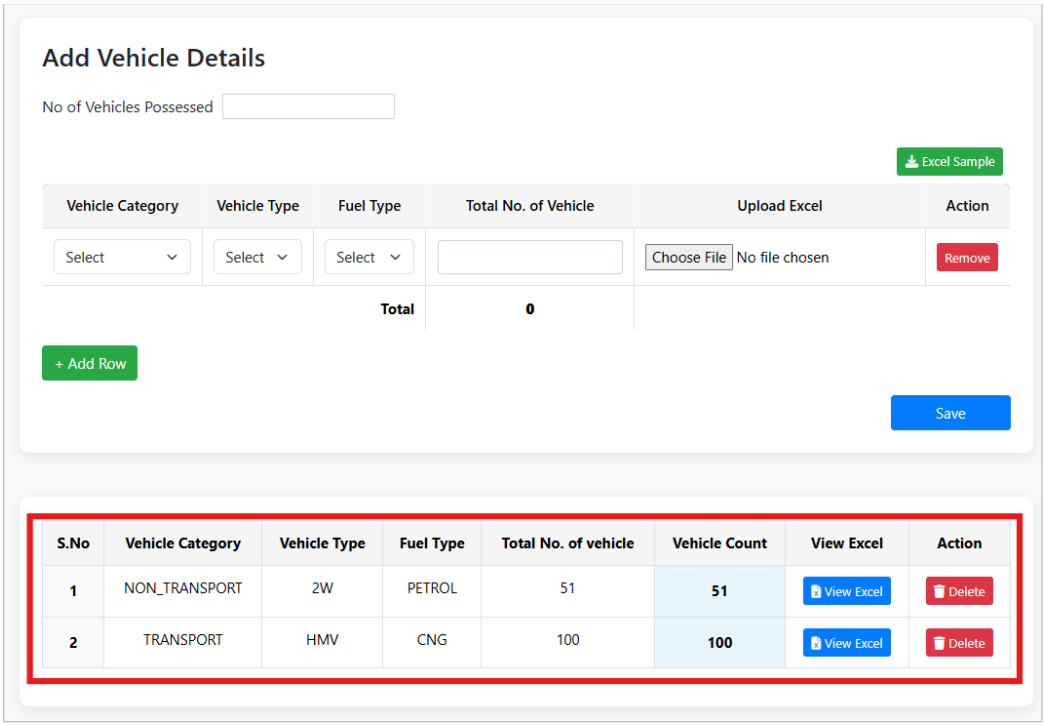
S. No.	Column	Guidance
1.	S.No	Serial number of the vehicle in the list.
2.	Category of vehicle	Transport or Non-Transport.
3.	Type of vehicle	2W / 3W / LMV / MMV / HMV / Others.
4.	Fuel Type	PETROL / DIESEL / CNG / EV / HYBRID.
5.	Registration Number	Registration number of the vehicle, as per its registration certificate.
6.	Fitness validity date	Date up to which the fitness certificate of the vehicle is valid.

Note 1: The category, type and fuel entered in the Excel file should match the row in which the file is uploaded, and the number of vehicles in the file should match the **Total No. of Vehicle** of that row. Users shall not make any alterations to the Excel format prescribed on the portal.

Note 2: Number of vehicles reported should be more than 100, otherwise, the system shall restrict the submission of the application in accordance with the provisions of the ELV Rules, 2025.

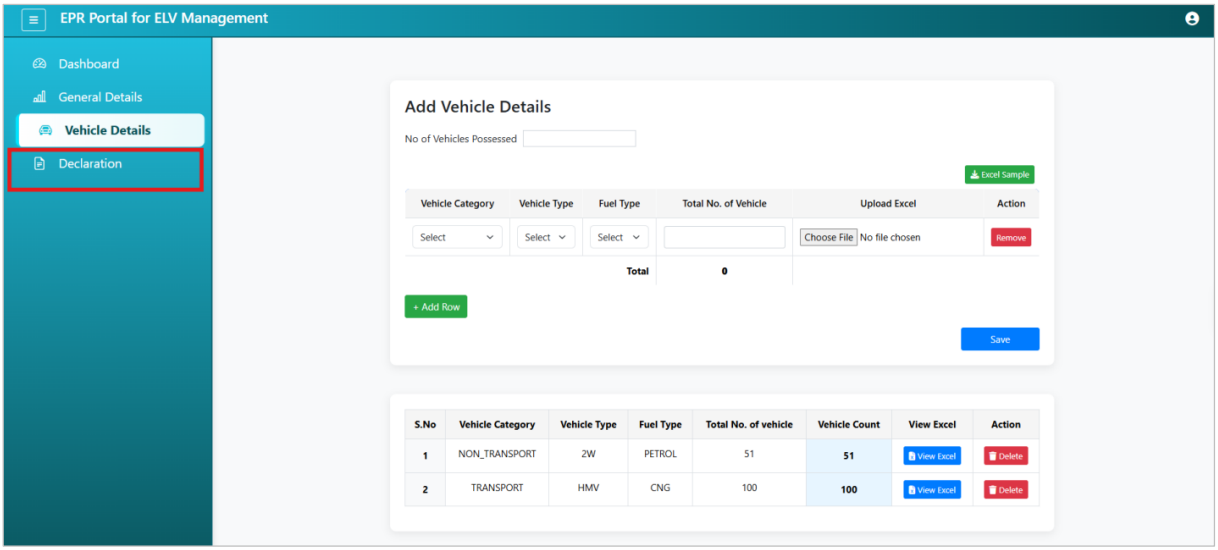
5.3 Saved Vehicle Details

On clicking **Save**, the entries are listed in the table below the form, with the S.No, Vehicle Category, Vehicle Type, Fuel Type, Total No. of vehicle, Vehicle Count, **View Excel** and **Delete**.



- Click **View Excel** to check the uploaded vehicle-wise list.
- To correct an entry, click **Delete** and add the entry again.

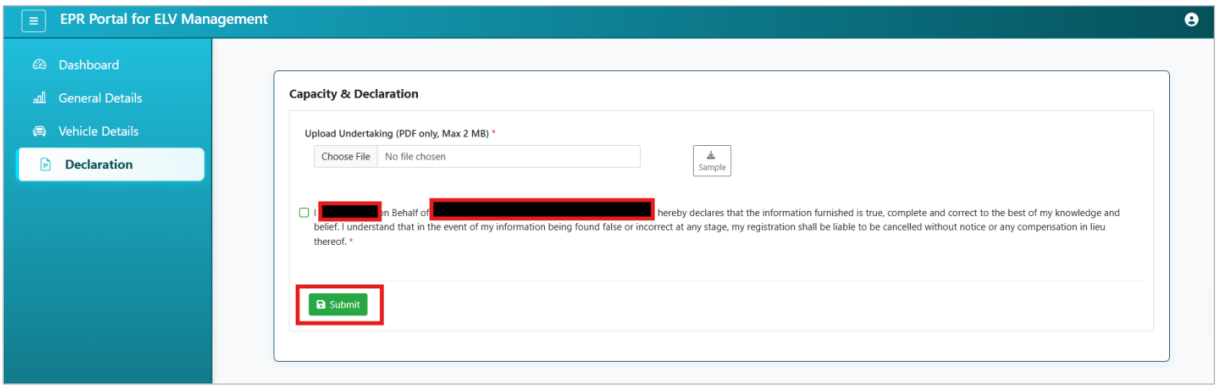
- After all the vehicle details are saved, click **Declaration** in the side menu bar.



6 Declaration and Submission

In this step: Upload the undertaking, accept the declaration and submit the application for registration to the concerned SPCB/PCC.

- In the **Capacity & Declaration** screen, click **Sample** (download icon) to download the format of the undertaking.
- Prepare the undertaking on the company's letterhead, signed by the authorized person with the company seal (format at **Annexure-I**).
- Upload the undertaking under **Upload Undertaking (PDF only, Max 2 MB)*** using **Choose File**.
- Read the declaration, which states that the information furnished is true, complete and correct, and that the registration is liable to be cancelled if any information is found false or incorrect. Tick the checkbox.
- Click **Submit**.



Note: Before clicking **Submit**, review the General Details and Vehicle Details once again

7 Processing of Application by SPCB/PCC

Once the application is submitted, it is processed by the concerned SPCB/PCC on the portal as follows:

- The SPCB/PCC shall register the bulk consumer electronically on the portal.
- If the application is found to be incomplete, or any document or information is missing, the applicant is informed through the portal. The applicant shall furnish the information sought for further processing of the application.
- An application may be rejected if false or irrelevant information or documents are submitted.
- On approval, the **Certificate of Registration**, SPCB/PCC shall be granted. It is a **one-time registration** and remains valid until it is suspended or cancelled.

8 Suspension or Cancellation of Registration

- The SPCB/PCC may, after giving an opportunity of being heard, suspend or cancel the registration of a bulk consumer in case of violation or non-compliance of any provisions of the ELV Rules.
- If the information provided by the bulk consumer is found to be false, the SPCB/PCC shall suspend or cancel the registration for a period up to five years, after giving a reasonable opportunity of being heard, and may take action under the Environment (Protection) Act, 1986.

> **Note:** CPCB may update this guidance from time to time in accordance with requirements and any amendments to the Environment Protection (End-of-Life Vehicles) Rules, 2025.

Abbreviations

Abbreviation	Full form
2W / 3W	Two-Wheeler / Three-Wheeler
CIN	Corporate Identification Number
CMVR	Central Motor Vehicles Rules, 1989
CNG	Compressed Natural Gas
CPCB	Central Pollution Control Board
ELV	End-of-Life Vehicle
EPR	Extended Producer Responsibility
EV	Electric Vehicle
FY	Financial Year
GPS	Global Positioning System
GST	Goods and Services Tax
HMV / MMV / LMV	Heavy Motor Vehicle / Medium Motor Vehicle / Light Motor Vehicle

Abbreviation	Full form
MoEFCC	Ministry of Environment, Forest and Climate Change
OTP	One-Time Password
PAN	Permanent Account Number
RVSF	Registered Vehicle Scrapping Facility
SPCB / PCC	State Pollution Control Board / Pollution Control Committee
TIN	Tax Identification Number

Annexure-I: Undertaking Format for Bulk Consumer

Date: _____

We, M/s _____, hereby declare that the information provided for registration on the EPR Portal for End-of-Life Vehicles under the Environment Protection (End-of-Life Vehicles) Rules, 2025, as a "Bulk Consumer", is true to the best of our knowledge and belief, that it conceals nothing and that no part of it is false.

We, M/s _____, also hereby declare that the information with regard to the number and details of vehicles owned or in the possession of our organisation, as furnished on the portal, is true to the best of our knowledge and belief, that nothing has been concealed and that no part of it is false.

We also hereby undertake to comply with the responsibilities of a bulk consumer under the said Rules, including the deposit of End-of-Life Vehicles within the period specified and the filing of the annual return in Form 2, and that all the responsibilities for the correctness of the information provided will be ours. In case any false or misleading data or information is provided, action as per the Rules may be initiated.

(Name and Signature of the Authorized Person)

Designation:

Company Seal

> **Note:** The undertaking may be provided on the company's letterhead with the signature of the authorized person and the company seal.

*****