

F.No. IA3-22/21/2025-IA.III [E 279872]  
Government of India  
Ministry of Environment, Forest and Climate Change  
(Impact Assessment Division)

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Indira Paryavaran Bhawan  
Aliganj, Jorbagh Road  
New Delhi-110 003

Dated: 6<sup>th</sup> March, 2026

**OFFICE MEMORANDUM**

**Subject: Guidelines to be followed by the State Governments while sending proposals for re-constitution of State Level Environment Impact Assessment Authorities (SEIAAs) and the State Level Expert Appraisal Committees (SEACs) – Regarding.**

The Ministry re-constitutes the SEIAAs and SEACs as per the provisions of EIA Notification 2006, based on the proposals forwarded by the State Governments/UT Administrations. It has been observed that proposals from State Governments/UT Administrations for the re-constitution SEIAAs and SEACs are often sent without complete and requisite information, causing delays in the re-constitution process.

2. The Ministry deems it necessary to streamline the process for timely re-constitution of SEIAAs and SEACs, so as to enable the timely appraisal of Category-B projects at the State level. In this regard, the Ministry hereby directs that the process for finalising the proposal for re-constitution of SEIAA and SEAC may be initiated by the concerned State Governments well in advance, so that the proposal for re-constitution of SEIAA and SEAC, complete in all respects, may reach the Ministry at least six months prior to the expiry of the existing SEIAA and SEAC, in the format enclosed as Annexure-1.

3. The following shall be ensured by the State Government before the proposal is sent to the Ministry:

i) The persons proposed for the position of Chairman SEIAA and SEAC shall be experts, *inter alia*, with experience in environment policy and meeting the eligibility criteria of the EIA Notification, 2006.

ii) The Member-Secretary shall be a serving officer of the concerned State Government or UT Administration and shall be nominated by designation.

iii) If an expert has served in any SEIAA or SEAC (in any State/UT) irrespective of its duration, it shall be counted as one term.

iv) The State Government/UT Administration shall send the proposal after ensuring that the proposed experts do not have conflict of interest and have requisite experience as per Appendix VI of EIA Notification, 2006.

v) The age of experts shall not exceed 70 years. However, the same may be relaxed up to 75 years provided the State Government/UT Administration provides justification for paucity of experts in a given field. Relaxation shall not ordinarily be entertained unless sound justification for paucity has been given by the State/UT, Government.

vi) In case more than one SEAC is proposed, the jurisdiction of each SEAC shall be clearly defined, so that there is no overlap in the functioning of SEACs. The jurisdiction may be defined district wise or project/activity wise.

4. The proposals for the constitution of the State Level Environment Impact Assessment Authority (SEIAA) and the State Level Expert Appraisal Committee (SEAC) shall be sent together, as the SEIAA takes decisions based on the recommendations of SEAC. Partial or incomplete proposals shall not be entertained.

5. The proposal shall be submitted along with duly signed CV in the format enclosed as Annexure-2 and 'No-Conflict of Interest' certificates in the format enclosed as Annexure-3 for each Expert.

6. This is issued with the approval of the Competent Authority.

  
06/03/2026  
(Dr. J. D. Marcus Knight)  
Scientist E

To

1. The Principal Secretaries, Environment Department of all the States
2. The Chairman / Member Secretaries of all the SEIAAs /SEACs
3. The Chairman / Member Secretary of CPCB
4. The Chairman / Member Secretaries of all SPCBs /UTPCCs
5. All the Officers of IA Division

Copy for information to

1. PS to Hon'ble Minister for Environment, Forest and Climate Change
2. PS to Hon'ble MoS (EF&CC)
3. PPS to the Secretary (EF&CC)
4. PPS to the AS(VVY)/AS(AG)/AS(AA)
5. PPS to the JS(RA)
6. Website of MoEF&CC/ Guard file

**Format for State/UT government for providing the proposal for****Reconstitution of SEIAA/SEAC**

S.No	Names & Address as required to be published in the Notification	Designation in SEIAA /SEAC for which the expert has been nominated	Whether the expert fulfills the eligibility Criteria as per Appendix-VI of the EIA Notification, 2006	Remarks/observations of the State Government/UT Administration on whether the nominations may result in a conflict of interest

**Format for providing CV for the reconstitution of SEIAA and SEAC**

1. Application for the post of Chairman/Member:
2. Name of the Expert:
3. Date of Birth/Age as on Date:
4. Address as required to be published in the Gazette Notification:
5. Education Qualification with subject details:

Sl. No.	Course	Subject	University/ Institute	Year of Passing
1.				
2.				

6. Area of expertise:

7. Experience details:

Sl.No	Organization/ Institute	Period From - To	Whether relevant to para 2 of Appendix VI of the EIA Notification, 2006	Details of affiliation with any Institute/ organization leading to conflict of Interest	Remarks*
1.					
2.					
Total years of Experience					

\* For Chairmen, SEIAA and SEAC the details of experience in environmental policy related issues, in management or in public administration dealing with various developmental sectors, shall be clearly mentioned in the remarks

8. If retired, current engagements:

Sl.No	Organization/ Institute	Period From - To	Whether relevant to para 2 of Appendix VI of the EIA Notification, 2006	Details of affiliation with any Institute/ organization leading to conflict of Interest	Remarks
1.					
2.					

9. Whether first term or second term:

(Note: If an expert has served in any SEIAA or SEAC (in any State/UT), it shall be counted as one term)

**Declaration:** I hereby declare that the information given above is true and correct to the best of my knowledge and belief and nothing has been misrepresented or concealed therein. I understand that if the information given by me is proved false/not true, the membership in the SEIAA or SEAC shall be summarily terminated.

(Signature of the Expert)

**[NO CONFLICT OF INTEREST CERTIFICATE]**

**TO WHOMSOEVER IT MAY CONCERN**

I, Shri/Smt.....do solemnly hereby declare and confirm that there is no conflict of interest between my current/past assignment (s)/ position (s) and the membership of the .....

2. I solemnly hereby declare that I am working in..... as..... which may be in conflict of interest to my functioning in SEIAA/SEAC. I make an oath that I will resign from ..... on selection in the concerned SEIAA/SEAC.

3. I further make an oath and state that I shall intimate the Ministry of Environment, Forest and Climate Change in writing well in advance, in the event, I wish to take up any assignment which may invite conflict of interest between my assignment/position and the membership of the .....

Place:

Name:

Date:

Signature: