



User Manual – e-Filing Module of National Green Tribunal

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User Manual – e-Filing Module of National Green Tribunal

New Users Registration Module

Logon to NGT e-Filing website

URL <http://164.100.59.89/ngtonline/mainPage.drt>

National Green Tribunal

Click on the "Applicant Corner" button

Welcome to National Green Tribunal

Applicant Corner

Registry Corner

Help Center

6156
Total Registered Users

3613
Total Advocate Registered

1
Current Month E-Filed Cases

16
Total E-Filed Cases

CZ 1	EZ 2
SZ 1	WZ
PB 12	

National Green Tribunal
Faridkot House, Copernicus Marg
New Delhi - 110 001

[View Map](#)

Designed & Developed by National Informatics Centre (NIC)

New User Signup

The image shows a screenshot of the National Green Tribunal website. A 'User Login' modal is open, featuring a 'Username' input field, a 'Log in' button, and a 'New user? Signup' link. The 'Signup' link is highlighted with a red rectangular box. An orange callout bubble points to this link with the text: 'If you are a new user click on this link'. The background of the website includes the National Green Tribunal logo, the text 'National Green Tribunal', and the 'Digital India' logo. On the right side, there are sections for 'Applicant Corner', 'Registry Corner', and 'Help Center'. At the bottom, there are statistics for 'Total Registered Users' (6156), 'Total Advocate Registered' (3613), and 'Current E-Filed' (1). A table of court locations is also visible, including CZ 1, EZ 2, SZ 1, WZ, and PB 12. The footer mentions 'Designed & Developed by National Informatics Centre (NIC)'.

User Login

Username

Log in

New user? Signup

Forgot password?

Applicant Corner

Registry Corner

Help Center

National Green Tribunal
Faridkot House, Copernicus Marg
New Delhi - 110 001
[View Map](#)

6156
Total Registered Users

3613
Total Advocate Registered

1
Current E-Filed

16

CZ 1 EZ 2
SZ 1 WZ
PB 12

Designed & Developed by National Informatics Centre (NIC)

New User Registration

National Green Tribunal

Please select your user type

User Register

Choose User Type

- Individual
- Advocate
- Institution
- GOI

[Back to Login](#)

Applicant Corner

Registry Corner

Help Center

Total Registered Users: 6156

Total Advocate Registered: 3613

Current Month E-Filed Cases: 1

Total E-Filed Cases: 16

CZ 1, EZ 2, SZ 1, WZ, PB 12

National Green Tribunal
Faridkot House, Copernicus Marg
New Delhi - 110 001

[View Map](#)

User Registration Form



National Green Tribunal



Home e - filing User Registration (as Advocate)

User representing Law/Professional Firm Yes No

Any prior registration process is incomplete click here Yes

Name*	<input type="text" value="Amit Jain"/>	Registration Number/Enrollment	<input type="text" value="DL1234"/>	Address 1*	<input type="text" value="Shastri nagar"/>
Address 2*	<input type="text" value="Amir Ganj"/>	Land-mark*	<input type="text" value="Denmark"/>	State*	<input type="text" value="Delhi"/>
City/District*	<input type="text" value="SOUTH"/>	Pin-code*	<input type="text" value="110012"/>	Login Id*	<input type="text" value="amit.jain"/>
Mobile Number*	<input type="text" value="9898989898"/>	<input type="button" value="Send OTP"/>			
E-mail Id*	<input type="text" value="amit.jain@gmail.com"/>	<input type="button" value="Send OTP"/>			

In case user is not representing a firm, select "No"

Yes No

Fill the required details and click on "Send OTP" to receive OTP on your mobile and email

User Registration – Verification



National Green Tribunal



e - filing User Registration (as Advocate)

User representing Law/Professional Firm		<input type="radio"/> Yes <input checked="" type="radio"/> No			
Any prior registration process is incomplete click here		<input type="checkbox"/> Yes			
Name*	<input type="text" value="Amit Jain"/>	Registration Number/Enrollment	<input type="text" value="DL1234"/>	Address 1*	<input type="text" value="Shastri nagar"/>
Address 2*	<input type="text" value="Amir Ganj"/>	Land-mark*	<input type="text" value="Denmark"/>	State*	<input type="text" value="Delhi"/>
City/District*	<input type="text" value="SOUTH"/>	Pin-code*	<input type="text" value="110012"/>	Login Id*	<input type="text" value="amit.jain"/>
Mobile Number*	<input type="text" value="[REDACTED]"/>		<input checked="" type="checkbox"/> Verified		
E-mail Id*	<input type="text" value="[REDACTED]"/>		<input checked="" type="checkbox"/> Verified		

Complete verification of Mobile Number and Email

After verification completion click on "Submit & Next"

User Registration – Document Upload



National Green Tribunal



e - filing User Registration
Upload Section

Document Type*	Select Document ▾	Document Number*	Document Number	Upload File*	Choose File No file chosen
Back			Submit & Next		

Upload copy of the verification document

Select verification document type: Pan Card, Voter ID, or Registration Certificate

After uploading document click on "Submit & Next"

User Registration – Successful Registration



National Green Tribunal



e - filing User Registration

Login

Welcome , You have been registered successfully.

Your LoginId and Password has been mailed to your registered mail id.

Upon completion of registration, you will receive a system generated password on your registered mobile number and email id

User Manual – e-Filing Module of National Green Tribunal

E-Filing – Log in

Logon to NGT e-Filing website

URL <http://164.100.59.89/ngtonline/mainPage.drt>

National Green Tribunal

Click on the "Applicant Corner" button

Welcome to National Green Tribunal

Applicant Corner

Registry Corner

Help Center

6156
Total Registered Users

3613
Total Advocate Registered

1
Current Month E-Filed Cases

16
Total E-Filed Cases

CZ 1	EZ 2
SZ 1	WZ
PB 12	

National Green Tribunal
Faridkot House, Copernicus Marg
New Delhi - 110 001

[View Map](#)

Designed & Developed by National Informatics Centre (NIC)

New User Login

User to enter the user id and password received after registration along with one time OTP received on users registered mobile and email

User Login

Username: amit.jain

Password:

OTP: 7538

Enter the OTP SENT ON YOUR REGISTERED MOBILE NUMBER/EMAIL ID

673533

673533

Log in

[New user? Signup](#) [Forgot password?](#)

6156
Total Registered Users

3613
Total Advocate Registered

E-Filed Cases

E-Filed Cases

Applicant Corner

Registry Corner

National Green Tribunal
Faridkot House, Copernicus Marg
New Delhi - 110 001

[View Map](#)

Help Center

Change of your Password



National Green Tribunal



Change your Password

Old Password



Enter your Old Password

New Password



Enter your New Password

Confirm Password



Confirm your password

Submit

Disclaimer



National Green Tribunal



Click on
NGT button
to enter in
the
application

Disclaimer



National Green Tribunal



Disclaimer

I have read the contents of the site and the instructions given thereof as regards registration and e-filing of petitions/documents before the National Green Tribunal and agree with the same. I hereby declare that the information given in the petition/documents are true and correct to the best of my knowledge. I hereby acknowledge and certify that the attachments/enclosures/appendix made along with the petitions/application are true and correct and are valid as per the original documents. I further certify that I have personally or through my counsel/advocate completed the petitions/application and have e-filed the same. I understand that any misrepresentation, falsification or omission of information in the petition/application or any document used for registration shall be a valid ground for rejection of the petition/application apart from any other penalty for perjury.

Click to Agree

Close

Continue

Click on the radio button and then press continue

User Account Home Page



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Welcome : amit.jain

Petitioner Store ▾

Respondent Store ▾

My Account ▾

LOGOUT

Draft Cases

0 [View Details >](#)

Mode of Payment (Online)

0 [View Details >](#)

Mode of Payment (Offline)

0 [View Details >](#)

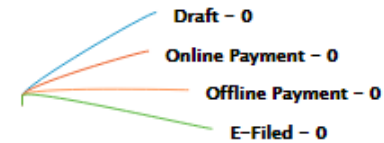
E-Filed Cases

0 [View Details >](#)

IA-Filed

0 [View Details >](#)

Cases in NGT



Draft - 0 Online Payment - 0 Offline Payment - 0 E-Filed - 0

User Manual – e-Filing Module National Green Tribunal

Petition Filing

User Account Home Page – Petitioner Store



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Welcome : amit.jain

Petitioner Store

Petition Filing

Document Upload

Associate case

Upload Via Security Code

IA Filing

Respondent Store

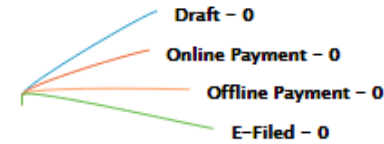
My Account

LOGOUT

Draft Cases 0 View Details >	Mode of Payment (Online) 0 View Details >	Mode of Payment (Offline) 0 View Details >	E-Filed Cases 0 View Details >	IA-Filed 0 View Details >
---	--	---	---	--

Click on petitioner store and the petition Filing to initiate e-filing

Cases in NGT



● Draft - 0 ● Online Payment - 0 ● Offline Payment - 0 ● E-Filed - 0

e-Filing -> Basic Details

Insert the required basic details about the petition in below shown fields



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Basic Details

Add Petitioner

Add Respondent

Add Representative

Upload Document

Check List

Final Preview

Payment



BASIC DETAILS

Reference No : -			
Case Type/Nature*	-- Select Case Type --		
Location of Respondent*	-- Select Location of Respondent--	NGT Location*	-- Select NGT Location --
Select Act	-- Select Act --	Case Title	** will be auto filled later
Select Subject Category	-- Select Subject List --		
Select Fees *	1000	Remarks	
Whether person would like to be present before NGT	-- SelectOption --	Location will be (If Yes)	
Process Fee Type*	IA	No. of IA *@ 500	0
		Process Fees Amount*	Process Fees Amount
		Total Maximum Payable Amount :	
		Save And Next	

Click on "Save and Next" after entering all details

e-Filing -> Add Petitioner (1/2)



National Green



Home | Change Password | Edit Profile | Incident Report | Logout

Basic Details

Add Petitioner

Add Respon

Add Representative

Upload Document

Check List

Final Preview

Payment

Back

Add Petitioner

Next

Reference No : - 2704105000692019

Select Mode

Organization Others

Organisation Name*

Organisation Name

Authorized Person*

Authorised Person

Nationality of Authorized Person

Indian

Address of Organization*

Address

State*

Select State

City/District*

Select City/District

Pin-code

Pin-code

Mobile Number of Authorized Person/Company*

Mobile Number

E-mail Id of Authorized Person/Organization*

Authorized E-mail Id

Reset

Add More

+ PETITIONER'S LIST

Choose the petitioner type from organization, individual and In-person

A reference number is generated post saving Basic Details

Click button to submit the details of petitioner or add more

Insert the required details about the petitioner in below shown fields

e-Filing -> Add Petitioner (2/2)

Click on "Back" to navigate to the previous tab

Click on "Next" to navigate to the next tab

The petitioners added through the form can be viewed and edited in the shown list

Reference No : - 2704105000692019 Petitioner added successfully

Select Mode Organization Others

Organisation Name* Organisation Name Authorized Person* Authorised Person

Nationality of Authorized Person Indian Address of Organization* Address

State* Select State City/District* Select City/District

Pin-code Pin-code

Mobile Number of Authorized Person/Company* Mobile Number Authorized E-mail Id

[Reset](#) [Add More](#)

+ PETITIONER'S LIST

S. No.	Name	Address	State	District	Pincode	Mobile No	E-mail	Action
1	Add	asksmc	Delhi	NEW DELHI	110012	9898989898	amit.jain@gmail.com	Delete

e-Filing -> Add Respondent (1/2)



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Basic Details

Add Petitioner

Add Respondent

Alternative

Original Application

Upload Document

Check List

Final Preview

Payment

Back

Add Respondent

Next

Reference No : - 2704105000692019

Select Mode Organization Others

Organization Name*	<input type="text" value="Organization Name"/>	Authorized Person/Director of Organization*	<input type="text" value="Authorised Person"/>
Nationality	<input type="text" value="Indian"/>	Address Of Organization*	<input type="text" value="Address"/>
State*	<input type="text" value="Select State"/>	City/District*	<input type="text" value="Select City/District"/>
Pin-code	<input type="text" value="Pin-code"/>		
Mobile Number Authorized Person/Organization	<input type="text" value="Mobile Number"/>	E-mail Id Authorized Person/Organization*	<input type="text" value="Email-Id"/>

Reset

Add More

+ RESPONDENT'S LIST

Choose the respondent type from Organization or Individual

Click button to submit the details of respondent and add more

Insert the required details about the respondent in below shown fields

e-Filing -> Add Respondent (2/2)

Click on "Back" to navigate to the previous tab

Click on "Next" to navigate to the next tab

en Tribunal

Home | Applicant Report | Logout

Basic Information | Add Petitioner | Add Respondent | Add Representative | Original Application | Upload Documents | Payment

[Back](#) **Add Respondent** [Next](#)

Reference No : - 2704105000692019 Respondent added successfully

Select Mode Organization Others

Organization Name*	<input type="text" value="Organization Name"/>	Authorized Person/Director of Organization*	<input type="text" value="Authorised Person"/>
Nationality	<input type="text" value="Indian"/>	Address Of Organization*	<input type="text" value="Address"/>
State*	<input type="text" value="Select State"/>	City/District*	<input type="text" value="Select City/District"/>
Pin-code	<input type="text" value="Pin-code"/>		
Mobile Number Authorized Person/Organization	<input type="text" value="Mobile Number"/>	E-mail Id Authorized Person/Organization*	<input type="text" value="Email-Id"/>

[Reset](#) [Add More](#)

+ RESPONDENT'S LIST

S. No.	Name	Address	State	District	Pincode	Mobile No	E-mail	Action
1	Amina Pvt Ltd	ladka[kd	Jammu and Kashmir	JAMMU	540032	9898989898	raj.arya@gmail.com	Delete Edit

The respondents added through the form can be viewed, edited and deleted in the shown list

e-Filing -> Add Representative



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Basic Details

Add Petitioner

Add Representative

Original Application

Upload Document

Check List

Final Preview

Payment

Select "Petitioner" or "Respondent" for adding representative

Back

Add Representative

Next

Reference No : - 2704105000692019

Representative added successfully

Add Representative For: Petitioner Respondent

Select Petitioner *

Select Petitioner

Representative*

Select Representative

Submit

Click button to submit the representative name

Select representative name registered with national green tribunal application

+ ADVOCATE'S LIST

S. No.	Petitioner/Respondent Name	Advocate Name	Bar Council No
1	Add	Amit Jain	DL1234
2	Add	Aditya sharma	NA

e-Filing -> Original Application - Online



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Basic Details

Add Petitioner

Add Representative

Original Application

Upload Document

Check List

Final Preview

Payment

Back

Create Application

Next

Reference No : - 2704105000692019

Login Type

Online Offline

+PARTICULAR'S OF PETITIONER

+ PARTICULAR'S OF RESPONDANT

+ PARTICULAR'S OF FINAL JUDGEMENT AGAINST WHICH RELIEF IS SOUGHT

Voilation of Act*

ENVIRONMENT (PROTECTION) ACT, 1

Grevience*

Grevience of review

Grounds*

Grounds

Livitation*

Limitation

A

Relief Sought

e-Filing -> Original Application - Offline



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Basic Details

Add Petitioner

Add Petitioner

Add Representative

Original Application

Upload Document

Check List

Final Preview

Payment

Back

Generate Application

Next

Reference No : - 2704105000692019

Login Type

Online

Offline

generate offline application

convert offline application into pdf

Select "offline" to generate offline application and convert it to pdf

e-Filing -> Upload Document



National Green Tribunal

Home | Change Password | Edit Profile

Basic Details

Add Petitioner

Add Respondent

Add Representative

Original Application

Upload Document

Check List

Final Preview

Payment

Upload all relevant documents for the case

Back

Add Document

Next

Reference No : - 2704105000692019

Document Uploaded successfully

Browse and select the document for upload

Added documents can be seen in this section and can be viewed and deleted from the list if required

(Only PDF or Image file Can be uploaded)

Document Filed By*

Document Filed By

Select Volume*

Volume I

Document Type*

Document Type

Select file*

Choose File No file chosen

Select the document filed by role in the case

Select document type

Submit

Click to submit document for the case

LOADED DOCUMENT'S LIST

S. No.	Document Filed By	No. of Pages	Document Type	Document Name	View Document	View Location	Action
1	Petitioner	125	Ground	PDF.pdf	View		Delete

e-Filing → Checklist



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Basic Details

Add Petitioner

Add Respondent

Add Representation

Original Application

Upload Document

Check List

Final Preview

Payment

Reference No : - 2704105000692019

Date & Time : - Thu Jul 18 12:59:43 IST 2019

Main Check List

S.NO.	CheckList	Action	Remarks
1	Is the Application/Appeal in the proper form?	--Select- ▼	<input type="text"/>
2	Whether name, description and address of all the parties have been furnished in the cause title?	--Select- ▼	<input type="text"/>
3	Has the application/appeal been duly signed and verified?	--Select- ▼	<input type="text"/>
13	Is the application/appeal made In Time or maintainable?	--Select- ▼	<input type="text"/>

Submit

e-Filing → Final Preview



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Basic Details

Add Petitioner

Add Respondent

Add Representative

Original Application

Upload Document

Check List

Final Preview

Payment

Reference No : - 2704105000692019

Date & Time : - Thu Jul 18 13:02:42 IST 2019

PREVIEW AND CONFIRM FOR FINAL SUBMISSION

Basic Details

Location for Respondent	State of Gujarat	NGT Location	PUNE (WESTERN ZONE BENCH)
Case Type/Nature	Original Application	Case Title	Add Vs. Amina Pvt Ltd
Subject Matter		Remarks	
Act	ENVIRONMENT (PROTECTION) ACT, 1986	Subject Category	Handling of Hazardous Substances
Whether person would like to be present at NGT	Yes		

ADMITTED CHECK LIST

Print

Next

Click on "Print" to print a copy of Final Preview of Application

Click on "Next" to navigate to the next tab

e-Filing -> Payment



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Basic Details

Add Petitioner

Add Respondent

Add Representative

Payment

Original Application

Upload Document

Check List

Final Preview

Your Payable Amount is :	2000Rupees	Your Remaining Amount to be paid :	2000Rupees
Select payment Mode	<input type="radio"/> Online (Pay Fees through Net Banking/Credit Card/Debit Card) <input checked="" type="radio"/> Offline (Pay Fees through DD)		
Demand Draft No.*	<input type="text" value="Demand Draft No."/>	Amount Rs.*	<input type="text" value="Amount Rs."/>
Issue Date*	<input type="text" value="dd-mm-yyyy"/>	Bank Name*	<input type="text" value="Bank Name"/>
Branch Name*	<input type="text" value="Branch Name"/>	State*	<input type="text" value="Select State"/>
District*	<input type="text" value="Select District"/>	Pin-code	<input type="text" value="Pin-Code"/>
<input type="button" value="Save & Continue"/>			

Select a mode of Payment :
Offline (through demand draft)
Online (through net banking,
credit and debit cards)

Click on "Save and Continue"
after selecting a
mode of
payment

e-Filing -> Offline Payment (2/2)



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Basic Details

Add Petitioner

Add Respondent

Add Representative
Payment

Original Application

Upload Document

Check List

Final Preview

Your Payable Amount is :	2000Rupees	Your Remaining Amount to be paid :	0Rupees
Select payment Mode	<input type="radio"/> Online (Pay Fees through Net Banking/Credit Card/Debit Card) <input checked="" type="radio"/> Offline (Pay Fees through DD)		
Demand Draft No.*	<input type="text" value="Demand Draft No."/>	Amount Rs.*	<input type="text" value="Amount Rs."/>
Issue Date*	<input type="text" value="dd-mm-yyyy"/>	Bank Name*	<input type="text" value="Bank Name"/>
Branch Name*	<input type="text" value="Branch Name"/>	State*	<input type="text" value="Select State"/>
District*	<input type="text" value="Select District"/>	Pin-code	<input type="text" value="Pin-Code"/>

S. No.	Demand Draft No.	Amount Rs.	Bank Name	Branch Name	State	District	Pin Code	Action
1	12345	2000	HDFC BANK	New Delhi	Delhi	SOUTH	110045	<input type="button" value="Delete"/>

Click to generate receipt for the payment

e-Filing -> Offline Payment (Receipt Generation)



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)



National Green Tribunal

Your Payment is Successful

Case Title :	Add Vs. Amina Pvt Ltd
Case Type :	Original Application
Payee Name :	Add
Transaction Id :	0404010000902019
Transaction Date	18-07-2019
Filing No	2704105000012019

S. No.	Demand Draft No.	Amount Rs.	Bank Name	Branch Name	State	District	Pin Code
1	12345	2000	HDFC BANK	New Delhi	Delhi	SOUTH	110045

*Payment will be accepted as complete only when actual demand draft is submitted at NGT Office



Click on button to take a print of the receipt or download

Click on "Home" button to return to user homepage

User Manual – e-Filing Module of National Green Tribunal

e-Filing – Associate Case Module

Associate Case

User can search a case by adding all the details

Case Type:* Original Application Case No:* 1 Location* NEW DELH Case Year:* 2019

Search

+ CHOOSE YOUR BACKLOG CORRESPONDING CASES

Sr. No	Reg.No.	Date of Filing	Case Title	Select
	0701102000142019	2019-05-07	vikas Vs. Test2	Click To Associate

User to click on Associate case either through petitioner or respondent store

Click to Associate the case and add mobile number and email id

+ Party List

S.No	Name	Address	Mobile Number	Email Id	Role	Edit Details
1	vikas	delhi Delhi EAST 250600	*****4583	vik*****0@gmail.com	Petitioner	Edit

Click on Edit to add details

Associate Case

+ Party Details

Name	vikas
Mobile	*****4583
Email Id	vik*****0@gmail.com

Click on Submit to update the added details in the system

An email and SMS will be sent to the user along with security code to upload documents for the given case

Associate Case



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Welcome : amit.jain

Petitioner Store

Petition Filing

Document Upload

Associate case

Upload Via Security Code

IA Filing

Respondent Store

My Account

LOGOUT

+ UPLOAD DOCUMENTS SECTION

Enter Security Code*

Enter Security Code

Enter Filing Number*

Enter Filing Number

Search

+ CHOOSE YOUR CORRESPONDING DETAILS

Upload Document	Add Advocate	Filing Number	Petitioner Name	Mobile	Email
click to upload	Add Advocate	0701102000142019	vikas	9026489531	abhii.sri@gmail.com

Enter security code and filing number sent on the users mobile and email id

Click on upload via security code to upload and add advocate for any associated case

Click on upload to upload any document

Click on add advocate to add any new representative

Associate Case – Court Order



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

□ Welcome : amit.jain

Petitioner Store ▾

Respondent Store ▾

My Account ▾

LOGOUT

+ CONFIRM ALL DETAILS AND PROCEED

Document Filed By*	Petitioner	Filing Number*	0701102000142019		
Name*	vikas	Mobile Number*	9026489531	Email*	abhii.sri@gmail.com

Please Wait For Court Order To Upload Documents..

User will be able to upload any document only after the court passes an order for the same

Associate Case – Upload

CONFIRM ALL DETAILS AND PROCEED

UPLOAD SECTION

Document Type* No file chosen

+ Submit Documents List (**Multiple documents can be submitted together)

S. No.	Miscellaneous Number	Party Name	Document Type	Original File Name	View	Action
						<input type="button" value="Submit"/>

Select document type from the drop down

Choose the file from the folder and click on upload

After uploading multiple documents user to click on submit

Associate Case – Upload Receipt

You have uploaded below Document Successfully

Filing No : 0710102000882016
Filing Date : 29-10-2018

S. No.	Filing Number	Miscellaneous No	Party Name	File Name
1	0710102000882016	0710102000882016/2	TEST PET P1	User Survey Form.pdf

[Receipt Print](#)

A document upload receipt is generated which can be printed and kept for reference

Associate Case – Add Advocate

+ UPLOAD DOCUMENTS SECTION

Enter Security Code* Enter Filing Number*

+ CHOOSE YOUR CORRESPONDING DETAILS

Upload Document	Add Advocate	Filing Number	Petitioner Name	Mobile	Email
click to upload	Add Advocate	2801113001152019	ABC Pvt Ltd.	9897979212	e-filing@nclt.gov.in

User can select advocates from already registered representative list

User Manual – e-Filing Module of National Green Tribunal

IA Filing

IA Filing – Search Main Case



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Welcome : amit.jain

- Petitioner Store
- Petition Filing
- Document Upload
- Associate case
- Upload Via Security Code
- IA Filing**

Respondent Store

My Account

LOGOUT

Case Type:* Original Application Case No:* 1 Location* NEW DELH Case Year:* 2019

Search

+ CHOOSE YOUR IA CASES

Sr. No	Reg.No.	Date of Filing	Case Title	Select
1	0701102000142019	2019-05-07	vikas Vs. Test2	Click To File An IA

User to click on IA Filing in order to file an application under any case

Enter the details to search the main case under which IA needs to be filed

Click to file the IA

IA Filing – Basic Details



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Basic Details

Reference No : -			
Type of Filing	-- IA --	Choose Your Role in the Case	-- Intervention/Impleadment --
Reason For Filing IA	Intervention		
No. of IA *@ 500	1	Process Fees Amount*	500
		Save And Next	Total Maximum Payable Amount : 500

User to fill in the basic details and click on save and Next to go to the next page

IA Filing – Add Party



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Add Party

[Back](#)

Add Party

[Next](#)

Reference No : - 0701102000142019/IA/6

Select Mode

Organization Others

Organisation Name*

Organisation Name

Address of Company*

Address

Nationality of Authorized Person*

Select Nationality

State*

Select State

City/District*

Select City/District

Pin-code

Pin-code

Authorized Person/Director of Company*

Authorised Person

E-mail Id of Authorized Person/Company*

Authorized E-mail Id

Mobile Number of Authorized Person/Company*

Mobile Number

Reset

Submit

+ PARTY'S LIST

User to add party details as organization or others. Then click on submit and press next

IA Filing – Upload Document



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Upload Document

[Back](#)

Add Document

[Next](#)

Reference No : - 0701102000142019/IA/6

***(Only PDF or Image file Can be uploaded)**

Document Filed By*

Document Filed By

Select Volume*

Volume I

Document Type*

Document Type

Select file*

No file chosen


Number of pages*


0

+ UPLOADED DOCUMENT'S LIST

User to upload documents along with selecting document filed by and document type then click on submit and next

Preview

 **National Green Tribunal**

 Digital India
Home | Change Password | Edit Profile | Incident Report | Logout

Reference No :- 0701102000142019IA/8 Date & Time :- Tue Jul 23 17:05:49 IST 2019

PREVIEW AND CONFIRM FOR FINAL SUBMISSION

Basic Details

Type of Filing	IA	Choose Your Role in the Case	Intervention/Impleadment
Reason For Filing	IA		
No. of doc	1	Process Fees Amount	500

FEES SECTIONS

(Number of IA = 1) * (Rate Per Filing =500) -->	Total Fees	=	500₹
	Total Main Fees of Sections	=	500₹

+

Document Fees Section

S. No.	Document Name	No. of Pages	No. of Copies	Rate Per Page ₹	Total Rate ₹
1	MPR MAY.pdf	1			
Total Amount for Document					0 ₹

Total Pay Amount 500 ₹

- PARTYS LIST

S. No.	Party name	Party address	State	Disbriol	Pincode	Mobile Number	E-mail Id
--------	------------	---------------	-------	----------	---------	---------------	-----------

+ UPLOADED DOCUMENT'S LIST


S. No.	Document Filed By	Sub Document Type	No. of Pages	Document Name
1	Petitioner	IA	1	MPR MAY.pdf

[Print](#) [Next](#)

User to click on Next after final preview of all the information entered

Next

IA Filing –Payment



National Green Tribunal

Home | Change Password

Payment

Your Payable Amount is : 500Rupees Your Remaining Amount to be paid : 500Rupees

Select payment Mode

- Online (Pay Fees through Net Banking/Credit Card/Debit Card)
- Offline (Pay Fees through DD)


Continue


S. No.	Demand Draft No.	Amount Rs.	Bank Name	Branch Name	Action
--------	------------------	------------	-----------	-------------	--------

User Can make payment offline mode by adding DD details or online mode using Bharatkosh


After entering all the details user to click on proceed to receipt to generate the receipt and print or download the copy

IA Receipt

 **National Green Tribunal**

 **Digital India**
Power To Empower

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 **National Green Tribunal**

Your Payment is Successful

Filing No of Original Case :	0701102000142019
Case Type :	IA
Transaction Id :	1000050000962019
Transaction Date	23-07-2019
Filing No	0701102000142019

S. No.	Demand Draft No.	Amount Rs.	Bank Name	Branch Name	State	District	Pin Code
1	987456	500	BOB	BOB	Delhi	NEW DELHI	

*Payment will be accepted as complete only when actual demand draft is submitted at NGT Office

User print and download the receipt

User Manual – e-Filing Module of National Green Tribunal

Document Upload

Documents Upload



National Green Tribunal



Home | Change Password | Edit Profile | Incident Report | Logout

Welcome : amit.jain

Petitioner Store

Petition Filing

Document Upload

Associate case

Upload Via Security Code

IA Filing

Respondent Store

My Account

LOGOUT

+ CHOOSE YOUR CORRESPONDING CASES

Sr. No	Filing Number	Date of Filing	Case Title	Select
1	2704105000012019	Jul 18, 2019	Add Vs. Amina Pvt Ltd	Click To Upload

Click on "Upload Document" to upload documents under submitted petitions

Click button to upload documents under a submitted petition

Document Upload– Court Order



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

□ Welcome : amit.jain



Petitioner Store



Respondent Store



My Account



LOGOUT

+ CONFIRM ALL DETAILS AND PROCEED

Document Filed By*	Petitioner	Filing Number*	0701102000142019		
Name*	vikas	Mobile Number*	9026489531	Email*	abhii.sri@gmail.com

Please Wait For Court Order To Upload Documents..

User will be able to upload any document only after the court passes an order for the same

Select Case for Document Upload

CONFIRM ALL DETAILS AND PROCEED

Document Filed By*	Petitioner	Filing Number*	2801113001012019
Name*	commcourtcisdlatest	Mobile Number*	95655555
		Email*	fghfg11111@gmail.com

UPLOAD SECTION

Document Type* Select file*

+ Submit Documents List (**Multiple documents can be submitted together)

S. No.	Miscellaneous Number	Party Name	Document Type	Original File Name

Choose file to upload from local system

Select document type

Click on the button to upload documents against petition

Submit Documents

User can upload multiple documents and then submit them together.



Welcome : amit.jain

Petitioner Store

Respondent Store

My Account

LOGOUT

+ CONFIRM ALL DETAILS AND PROCEED

Document Filed By*	Petitioner	Filing Number*	2704105000012019
Name*	Add	Mobile Number*	9898989898
		Email*	amit.jain@gmail.com

+ UPLOAD SECTION

Document uploaded successfully

Select Volume* Document Type*

No file chosen

Uploaded documents are visible in the documents list

+ Submit Documents (**Multiple documents can be submitted together)

S. No.	Miscellaneous Number	Party Name	Document Type	Original File Name	View	Action
1	2704105000012019/1	Add	Reports	Flow Chart_Efiling		

Click on "Submit" to submit the documents

Submit

Document Upload Completion



Welcome : amit.jain



Petitioner Store



Respondent Store



My Account



LOGOUT

You have uploaded below Document Successfully

Filing No :	2704105000012019
Filing Date :	23-07-2019

S. No.	Filing Number	Miscellaneous No	Party Name	File Name
1	2704105000012019	2704105000012019/1	Add	Flow Chart_Efiling_CIS_DMS.pdf

[Receipt Print](#)

User will view the success message after successful submission of documents

User Manual – e-Filing Module of National Green Tribunal

My Account Details

My Account



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Welcome : amit.jain

Petitioner Store

Respondent Store

My Account

> **My Cases**

> New Caveat

> Draft Caveat

> Submitted Documents

> Transaction History

LOGOUT

Draft Cases

1

[View Details](#)

Mode of Payment (Online)

0

[View Details](#)

Mode of Payment (Offline)

1

[View Details](#)

E-Filed Cases

1

[View Details](#)

IA-Filed

0

[View Details](#)

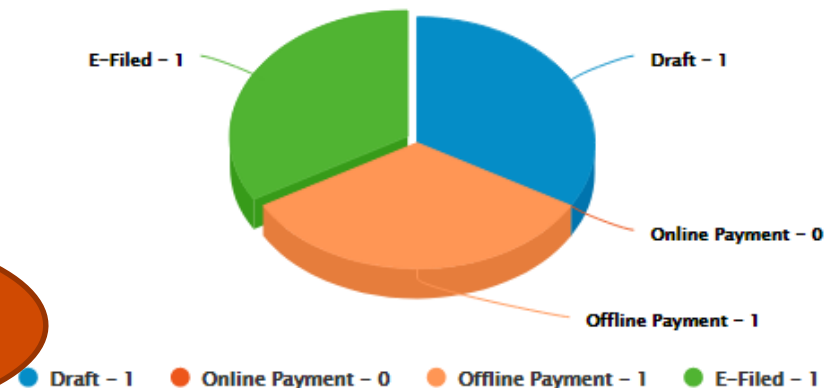
Click to view list of draft and filed cases

Click to file new caveat or view draft caveat

Click to view documents uploaded under filed cases

Click to view details of online and offline transactions

Cases in NGT




My Account – My Cases



National Green Tribunal



Home | Change Password | Edit Profile | Logout

Sr.No	Reference No	Case Type	Petitioner Name	Respondent Name	Payment Status	Filing Status	Action
1	2704105000702019	Original Application	akldvjim	msll ms	PENDING	Draft	
2	2704105000692019	Original Application	Add	Amina Pvt Ltd	COMPLETED	Filing Completed	2704105000012019

Click to edit cases in draft

Click to view details of e-filed case

My Account – My Submitted Documents (1/2)



National Green Tribunal



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Welcome : amit.jain

Petitioner Store ▼

Respondent Store ▼

My Account ▼

LOGOUT

Enter your Filing Number:

Choose Your Corresponding Details For Document View Status

Select	Filing No	Case Title	Case Type	Payment Status
<input checked="" type="checkbox"/>	2704105000012019	Add Vs. Amina Pvt Ltd	Original Application	COMPLETED

Enter your filing no. of the main case which you have filed from this login to upload document

User can also select the case directly by using the radio button

Click to view the uploaded document

My Account – My Submitted Documents (2/2)



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Welcome : amit.jain



Petitioner Store



Respondent Store



My Account



LOGOUT

Enter your Filing Number:

Uploaded Document List

Filing No : 2704105000012019

Cause Title : Add Vs. Amina Pvt Ltd

Party Name	Party Type	Serial No	Misc No	Filed date	Doc Type	File Name	View
Add	Petitioner	1	2704105000012019	18-07-2019	Ground	PDF.pdf	

Click to view the
uploaded
document

My Account – Transaction History



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Welcome : amit.jain



Petitioner Store



Respondent Store



My Account



LOGOUT

Transaction History

Sr No	Filing No	NGT Txn Id	Amount	Txn Status	Payment Mode	View Receipt
1		2700440000922019	2000 Rs	PENDING	Online	View Receipt
2	2704105000012019	0404010000902019	2000 Rs	SUCCESS	Offline	View Receipt

Click to view the receipt of transaction

Case Status - Dashboard



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Welcome : amit.jain



Petitioner Store



Respondent Store



My Account



LOGOUT

Draft Cases



1

[View Details](#)

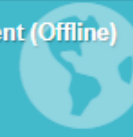
Mode of Payment (Online)



0

[View Details](#)

Mode of Payment (Offline)



1

[View Details](#)

E-Filed Cases



1

[View Details](#)

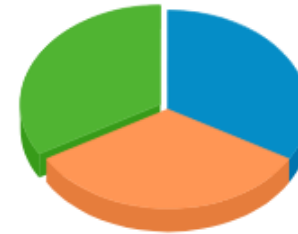
IA-Filed



0

[View Details](#)

Cases in NGT



● Draft - 1 ● Online Payment - 0 ● Offline Payment - 1 ● E-Filed - 1

User can view details for any case e-Filed/IA Filed/in Draft

Status of e-Filed Cases

Cases E-Filed

Show entries

Search:

Filing No	Case Title	Pet. Name	Res. name	Your Role As	View Details	Uploaded Document
2704105000012019	Add Vs. Amina Pvt Ltd	Add	Amina Pvt Ltd	Petitioner	View Details	View Document

Showing 1 to 1 of 1 entries

Previous Next

Close

Cases in NGT

● Draft - 1 ● Online Payment - 0 ● Offline Payment - 1 ● E-Filed - 1

Click on "view details" to see at he details and status of any case in the list

User can also search for any case

Click on "view documents" to see all/any documents uploaded

Click on "Close" to close the window

E-Files Cases - Case Status

The screenshot displays the NGT e-filing portal interface. At the top, the National Green Tribunal logo and name are visible, along with navigation links: Home, Change Password, Edit Profile, Incident Report, and Logout. The user is logged in as 'amit.jain'. The main content area is divided into several sections:

- Case Summary Cards:** A row of six cards showing key case information: Filing No. (2704105000012019), Scrutiny Status, Registration, Listing, E-hear./Ord., and Current Status.
- Petitioner 1 Details:** A table listing the petitioner's information.
- Respondent 1 Details:** A table listing the respondent's information.

Petitioner 1	
Pet. Name	
Pet. Address	
Filing No.	
Pet. State	Delhi
Pet. District	NEW DELHI
Pet. PinCode	110012
Pet. Mobile	

Respondent 1	
Filing No.	2704105000012019
Res. State	Jammu and Kashmir
Res. District	JAMMU
Res. PinCode	540032
Res. Mobile	9898989898

Annotations on the screenshot:

- Scrutiny status of the case:** Points to the 'Scrutiny Status' card.
- Status of the case registered/processed at NGT:** Points to the 'E-hear./Ord.' card.
- Filing number of the case:** Points to the 'Filing No.' card.
- Date of case listing before the bench:** Points to the 'Listing' card.
- Order corresponding to the hearing date can be view on clicking the link:** Points to the 'Listing' card.
- Current status of the case:** Points to the 'Current Status' card.
- User can also view petitioner and respondent details:** Points to the detailed information sections for both parties.

New Caveat



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Caveat Details

Upload Document

Payment

User can click on New Caveat on the navigation panel fill the form below

Order Reference Number	<input type="text" value="Order Reference Number"/>	Authority Who Passed the Order *	<input type="text" value="Authority Who Passed the"/>	Case Number of Order	<input type="text" value="Case Number of Order"/>
Date of Order *	<input type="text" value="Date of Order"/>	Caveator Name*	<input type="text" value="Caveator Name"/>	Caveator Mobile Number*	<input type="text" value="Cavetor Mobile"/>
Caveator Email*	<input type="text" value="Cavetor Email"/>	Address of Service on the Caveator*	<input type="text" value="Address of Caveator"/>	Pin-code*	<input type="text" value="Pin-code"/>
Nationality *	<input type="text" value="Select Nationality"/> ▼	State*	<input type="text" value="Select State"/> ▼	City/District*	<input type="text" value="Select City/District"/> ▼
Counsel Name for Caveator	<input type="text" value="Counsel Name"/>	Counsel Mobile Number	<input type="text" value="Counsel Mobile Number"/>	Counsel Email	<input type="text" value="Counsel Email"/>
Address for Service on the Counsel	<input type="text" value="Counsel Address"/>			+ Add More Counsel	
Expected Appellant (s) Petitioner (s)	<input type="text" value="Expected Appellant"/>	Appellant (s) Mobile Number	<input type="text" value="Appellant Mobile"/>	Appellant (s) Email	<input type="text" value="Appellant Email"/>
Address of Expected Appellant (s)	<input type="text" value="Appellant Address"/>			+ Add More Appellant	
Amount For Filing Caveat*	<input type="text" value="1000"/>		<input type="button" value="Save And Next"/>		

User to click on submit to go payment page

New Caveat – Upload Document



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Basic Details

Upload Document

Payment

[← Back](#)

Add Document

[Next →](#)

Reference No : - 0794000000022019

***(Only PDF or Image file Can be uploaded)**

Upload Copy of Order*

No file chosen

Upload Caveat Application*

No file chosen

Prayer: Let no orders be passed in the appeal expected to be filed or in any Petition or Interlocutory application that may be preferred by the expected Appellant/ Petitioner/ Applicant service of notice on the caveator. The caveator undertakes to accept service of appeal or petitioner or application and appear before this Tribunal on the date and time

Dated At: 30-07-2019

Click to Agree

Verification: The caveator above named state and verify that the contents of this caveat lodged are true and correct.

Verified at New Delhi dated: 30-07-2019

Click to Agree

+ UPLOADED DOCUMENT'S LIST

Choose copy of order and caveat application document. Click to agree on both the disclaimers and then click on upload document

Payment for Caveat



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)

Basic Details

Upload Document

Payment

Your Payable Amount is :	1000Rupees	Your Remaining Amount to be paid :	1000Rupees
Select payment Mode	<input type="radio"/> Online (Pay Fees through Net Banking/Credit Card/Debit Card) <input checked="" type="radio"/> Offline (Pay Fees through DD)		
Demand Draft No.*	<input type="text" value="Demand Draft No."/>	Amount Rs.*	<input type="text" value="Amount Rs."/>
Issue Date*	<input type="text" value="dd-mm-yyyy"/>	Bank Name*	<input type="text" value="Bank Name"/>
Branch Name*	<input type="text" value="Branch Name"/>	State*	<input type="text" value="Select State"/>
District*	<input type="text" value="Select District"/>	Pin-code	<input type="text" value="Pin-Code"/>

Save & Continue

S. No.	Demand Draft No.	Amount Rs.	Bank Name	Branch Name	State	District
--------	------------------	------------	-----------	-------------	-------	----------

User can make payment for the submitted caveat by online or offline mode

Receipt for Caveat



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Incident Report](#) | [Logout](#)



National Green Tribunal

Your Payment is Successful

Filing No	0794000000012019
Case Type :	CAVEAT
Payee Name :	Anjali Mathur
Transaction Id :	0700940000982019
Transaction Date	30-07-2019

S. No.	Demand Draft No.	Amount Rs.	Bank Name	Branch Name	State	District	Pin Code
1	12345	10000	HDFC	jks	Delhi	NEW DELHI	110001

*Payment will be accepted as complete only when actual demand draft is submitted at NGT Office



Draft Caveat



National Green Tribunal



[Home](#) | [Change Password](#) | [Edit Profile](#) | [Logout](#)



Sr.No	Reference No	Filing No	Filed Date	Payment Date	Payment Status	Filing Status	Action
1	0794000000022019	0794000000012019	30/07/2019	30/07/2019	COMPLETED	Filing Completed	0794000000012019
2	0794000000032019		30/07/2019		PENDING	Draft	

User can see the list of all completed and draft caveats. User can edit the draft caveat

THANK YOU