

Guideline for Registration of Environment Auditors

Under Environment Audit Rules, 2025

Clause 8 — Firms / Bodies Corporate and Individual CEAs

1. Purpose

This guideline is issued in accordance with Clause 8 of the Environment Audit Rules, 2025, to prescribe the procedure for registration of Certified Environmental Auditors (CEAs), whether as individual auditors or as firms and bodies corporate comprising two or more CEAs, as Registered Environment Auditors (REAs).

2. Registration of Certified Environment Auditors

2.1 Registration of a Firm or Body Corporate (For Technical / Research Institutions and Organizations of Repute)

A firm or body corporate comprising two or more CEAs may apply for registration as a Registered Environment Auditor (REA) in accordance with the following criteria and procedure.

2.1.1 Eligibility Criteria

- The firm or body corporate shall be a legally recognised entity in India. Eligible entities include those incorporated or registered under the Companies Act, the LLP Act, the Indian Partnership Act, or registered as a society, trust, or any other legally acceptable form of organisation. Such an entity shall possess a valid certificate of incorporation or registration, memorandum of association, trust deed, or partnership deed, along with proof of registered office, PAN, and GST registration.

Alternatively, the entity may be a Central Government, State Government, or local government institution, laboratory, or government-recognised institution of national importance, or a reputed academic / research institution offering programmes or services in Environmental Science, Environmental Engineering, sustainability, forestry, wildlife, biodiversity, or allied disciplines.

The firm or body corporate shall employ at least two full-time CEAs on its payroll, or at least two of its professionals shall have applied for CEA certification at the time of applying for REA registration. The firm shall maintain a functional office with a verifiable address and contact details.

- The registration category shall correspond to the certification category held, or applied for, by two or more of the firm's CEAs or professionals.
- The firm or body corporate shall have access to laboratory support for sampling and analysis, either through its own in-house facility or through an external laboratory recognised under the Environment (Protection) Act or recognised by the concerned State Pollution Control Board (SPCB). This requirement is intended to ensure that all registered firms, including smaller entities, have access to the technical support necessary for conducting environmental audits.

- The firm or body corporate shall have access to the hardware and software necessary for conducting environmental audit studies, either through its own resources or by hiring or engaging such facilities from external sources.

2.1.2 Process of Registration

- 1) The firm or body corporate shall apply for registration on the EADA-designated portal in the prescribed format, by uploading at least two valid CEA certificates (or proof of CEA applications, as applicable) and remitting the prescribed registration fee.
- 2) The firm or body corporate shall select the States and Union Territories in which it intends to operate. Any subsequent modification to this selection shall be permissible only upon submission of a written request to EADA, with due justification, after completion of registration.
- 3) The firm or body corporate shall furnish details of its annual turnover, laboratory facilities, and project experience in accordance with the prescribed application form.
- 4) The firm or body corporate shall accept and comply with all terms and conditions, including the guidelines governing the functioning of REAs, prescribed audit criteria, audit fee guidelines, the code of conduct, and the undertaking to prevent conflicts of interest

2.1.3 Verification by EADA

EADA shall verify the authenticity of all documents submitted by the applicant prior to the issuance of registration.

2.1.4 Issuance of Registration

Upon successful completion of verification, each applicant shall receive a registration certificate bearing a unique Registered Environment Audit Identification (REA-ID) code.

2.1.5 Validity of Registration

The registration shall be valid for a period of **five (5) years** from the date of issuance, in accordance with Clause 5 of the notification, or until the expiry of the validity of minimum two requisite CEA certificates (whichever is earlier), subject to the terms and conditions agreed to at the time of registration.

2.1.6 Addition and Deletion of Certified Environmental Auditors

The following procedure shall apply when a Registered Environment Auditor (REA) firm seeks to add or remove a Certified Environmental Auditor from its registration:

Sr.	Process Stage	Procedure / Requirements
A. Addition of a Certified Environmental Auditor (CEA)		
1	Submission of Request	The REA firm shall submit a request to EADA through the portal for the addition of a Certified Environmental Auditor.
2	Information to be Provided	<ul style="list-style-type: none"> • Name of the Certified Environmental Auditor • CEA certificate number • CEA certificate • Updated list of all CEAs associated with the REA firm

Sr.	Process Stage	Procedure / Requirements
		<ul style="list-style-type: none"> • Declaration confirming the association or employment of the CEA with the REA firm
3	Verification by EADA	EADA shall verify the validity of the CEA certificate and ensure compliance with the eligibility requirements prescribed under the Environment Audit Rules, 2025.
4	Approval and Record Update	Upon satisfactory verification, EADA shall approve the addition and update the REA registration records. An updated certificate of registration reflecting the revised list of associated CEAs may be issued.
B. Deletion of a Certified Environmental Auditor (CEA)		
5	Submission of Request	The REA firm shall submit a request to EADA through the portal for the deletion or removal of the concerned CEA from the REA registration.
6	Information to be Provided	<ul style="list-style-type: none"> • Name of the CEA • CEA identification number • Reason for deletion (e.g., resignation, change of employment, termination, retirement, etc.)
7	Declaration by REA	The REA firm shall declare that the concerned CEA will no longer undertake environmental audits under its REA registration.
8	Record Update by EADA	EADA shall review the request and update the REA registry accordingly. An updated certificate of registration reflecting the revised list of associated CEAs may be issued.
C. General Compliance		
9	Timeline	Requests for addition or deletion of CEAs shall be submitted within 30 days of the change in association.
10	Compliance Requirement	The REA firm must ensure that the minimum of two Certified Environmental Auditors per category is maintained at all times. Failure to comply may result in review or suspension of the REA registration.

2.2 Registration of Individual Certified Environmental Auditors

As per Clause 7 of the Environment Audit Rules, 2025, one mode of CEA certification is through Recognition of Prior Learning (RPL). The procedure for registration of individually certified CEAs as REAs is set out below.

2.2.1 Eligibility Criteria

- The applicant CEA shall hold a valid certification as a Certified Environmental Auditor issued by EADA, and such certificate shall be valid as on the date of application for registration.
- The registration category shall correspond to the CEA certification category held by the applicant.
- The applicant CEA shall submit a self-declaration affirming access to laboratory support for sampling and analytical testing, through engagement of an external laboratory duly accredited by NABL and recognised by MoEF&CC, CPCB, or the concerned SPCB.
- The applicant CEA shall submit a self-declaration affirming access to the hardware and software necessary for conducting environmental audit studies, through hiring or engaging such facilities from external sources.

2.2.2 Process of Registration

- 1) The CEA shall apply for registration on the EADA portal in the prescribed format, by uploading the valid CEA certificate and remitting the prescribed registration fee.
- 2) The CEA shall select the States and Union Territories in which they intend to operate. Any subsequent modification to this selection shall be permissible only upon submission of a written request to EADA, accompanied by due justification, after completion of registration.
- 3) The CEA shall be bound to accept and comply with all terms and conditions, including the guidelines governing the functioning of REAs, prescribed audit criteria, audit fee guidelines, the code of conduct, and the undertaking to prevent conflicts of interest.

2.2.3 Verification by EADA

EADA shall verify the authenticity of all the documents submitted by individual CEA, applying for the registration.

2.2.4 Issuance of Registration

Upon completion of verification, each individual CEA shall receive a registration certificate with a unique Registered Environment Auditor Identification code.

2.2.5 Validity of Registration

The registration shall be valid for a period of five years from the date of issuance.