**Format for Annual Report on Solid Waste Management**

 **to be submitted by the local body**

|  |  |
| --- | --- |
| **CALENDAR YEAR:** | **DATE OF SUBMISSION OF REPORT:** |
|  |  |

|  |  |  |
| --- | --- | --- |
| (1) | Name of the City/Town and State: |  |
| (2) | Population |  |
| (3) | Area in sq. kilometres |  |
| (4) | Name & Address of Local body |  |
| Telephone No. |  |
| Fax No. |  |
| E-mail: |  |
| (5) | Name of officer in-charge with solid waste management (SOLID WASTEM)  |  |
| Phone No: |  |
| Fax No. |  |
| E-mail: |  |
| (6) | Number of households in the city/town |  |
| Number of non-residential premises in the city |  |
| Number of election/ administrative wards in the city/town |  |
| (7) | Quantity of Solid waste  | /tpd |
| Estimated Quantity of solid waste generated in the local body area( in metric tons per day) | /tpd |
| Quantity of solid waste collected per day | /tpd |
| Per capita waste collected per day | /gm/day |
| Quantity of solid waste processed | /tpd |
| Quantity of solid waste disposed at dumpsite/landfill | /tpd |
| (8) | **Status of Solid Waste Management service** |
| (A) Segregation and storage of waste at source |  |
| (B) Whether SOLID WASTE is stored at source in domestic/commercial/ bins, if Yes | Yes/No |
| 1. Percentage of households practice storage of waste at source in domestic bins
 | % |
| 1. Percentage of non-residential premises practice storage of waste at source in commercial/institutional bins
 | % |
| 1. Percentage of households dispose or throw solid waste on the streets
 | % |
| 1. Percentage of non-residential premises dispose of throw solid waste on the streets
 | % |
| 1. Whether solid waste is stored at source in a segregated form, If yes,
 | Yes/No |
| 1. Percentage of premises segregating the waste at source
 | % |
| **(C)Door to Door Collection of solid waste** |
| Whether door to door collection (D2D) of solid waste is being done in the city/town (if Yes) | Yes/No |
| 1. Number of wards covered in D2D collection of waste
 |  |
| 1. No. of households covered
 |  |
| 1. No. of non-residential premises including commercial establishments, hotels, restaurants educational institutions/ offices etc. covered
 |  |
| 1. Percentage of residential and on-residential premises covered in door to door Collection through :
 |  |
| 1. Motorized vehicle
 | % |
| 1. Containerized tricycle/handcart
 | % |
| 1. Other device
 | % |
| If not, method of primary collection adopted |  |
| **(D) Sweeping of streets** |  |
| 1. Length of roads, streets, lanes, bye-lanes in the city that need to be cleaned
 | Km |
| 1. Frequency of street sweepings and percentage of population covered
 | Frequency  | Daily | Alternate days | Twice a week | Occasionally |
| % of population covered |  |  |  |  |
| 1. Tools used
 |  |
| 1. Manual sweeping
 | % |
| 1. Mechanical sweeping
 | % |
| 1. Whether long handle broom used by sanitation workers
 | Yes/No |
| 1. Whether each sanitation worker is given handcart/tricycle for collection of waste
2. Whether handcart/tricycle is containerized
 | Yes/No |
| 1. Whether the collection tool synchronizes with collection/waste storage containers utilized
 | Yes/No |
| **(E) Secondary Waste Storage facilities**  |
| 1. No. and type of waste storage depots in the city/town
 | No. | Capacity in m3 |
| 1. Open waste storage sites
 |  |  |
| 1. Masonry bins
 |  |  |
| 1. Cement concrete cylinder bins
 |  |  |
| 1. Dhalao/covered rooms/space
 |  |  |
| 1. Covered metal/plastic containers
 |  |  |
| 1. Upto 1.1 m3 bins
 |  |  |
| 1. 2 to 5 m3 containers
 |  |  |
| 1. Above 5 m3 containers
 |  |  |
| 1. Bin-less city
 |  |  |
| 1. Bin/population ratio
 |  |
| 1. Ward wise details of waste storage depots (attach) :
 |
| 1. Ward No.:
 |  |
| 1. Area:
 |  |
| 1. Population:
 |  |
| 1. No. of bins placed
 |  |
| 1. Total volume of bins placed
 |  |
| 1. Total storage capacity of waste storage facilities (in cubic meters)
 |  |
| 1. Total waste actually stored at the waste storage depots daily
 |  |
| 1. Give frequency of collection of waste from the depots

No. bins Number of bins cleared | **Frequency** | **No. of Bins** |
| Daily |  |
| Alternate day |  |
| Twice a week |  |
| Once a week |  |
| Occasionally |  |
| 1. Whether storage depots have facility for storage of segregated waste in green, blue and black bins
 | Yes/No |
| (if yes, add details) |  |
| No. of green bins: |  |
| No. of blue bins: |  |
| No. of black bins: |  |
| **(F) Whether lifting of solid waste from storage depots is manual or mechanical.**  **Give percentage** |
| 1. (%) of Manual Lifting of solid waste
 | % |
| 1. (%) of Mechanical lifting
 | % |
| If mechanical – specify the method used  | Front – end loaders/Top loaders |
| 1. Whether solid waste is lifted from door to door and transported to treatment plant directly in a segregated form
 | Yes/No(if yes, specify) |
| 1. Waste transportation per day
 | No. | Trip made  | waste transported  |
| Type and Number of vehicles used |  |  |  |
| Animal card |
| Tractors |  |  |  |
| Non tipping Truck |  |  |  |
| Tipping Truck |  |  |  |
| Dumper Placers |  |  |  |
| Refuse collectors |  |  |  |
| Compactors |  |  |  |
| Others |  |  |  |
| JCB/loader |  |  |  |
| 1. Frequency of transportation of waste
 | Frequency | (%) of waste transported |
| Daily  |  |
| Alternate day |  |
| Twice a week |  |
| Once a week |  |
| Occasionally |  |
| 1. Quantity of waste transported each day (in TPD)
 | /tpd |
| 1. Percentage of total waste transported daily
 | % |
| **(G) Waste Treatment Technologies used** |
| 1. Whether solid waste is processed
 | Yes/No |
| If Yes, Quantity of waste processed daily | /tpd |
| 1. Whether treatment is done by local body or through an agency
 |  |
| 1. Land(s) available with the local body for waste processing

(in Hectares) |  |
| 1. Land currently utilized for waste processing
 |  |
| 1. Solid waste processing facilities in operation
 |  |
| 1. Solid waste processing facilities under construction
 |  |
| 1. Distance of processing facilities from city/town boundary
 |  |
| 1. Details of technologies adopted
 |  |
| 1. Composting
 | Qty. raw material processed |
| Qty. final product produced |
| Qty. sold |
| Quantity of residual waste to landfilled |
| 1. Vermi composting
 | Qty. raw material processed |
| Qty. final product produced |
| Qty. sold |
| Quantity of residual waste to landfilled |
| 1. Bio-methanation
 | Qty. raw material processed |
| Qty. final product produced |
| Qty. sold |
| Quantity of residual waste to landfilled |
| 1. Refuse Derived Fuel
 | Qty. raw material processed |
| Qty. final product produced |
| Sold quantity of residual waste to landfilled |
| 1. Waste to Energy technology Such as incineration, gasification, pyrolysis or another technology (given details)
 | Qty. raw material processed |
| Qty. final product produced |
| Sold quantity of residual waste to landfilled |
| 1. Co-processing
 | Qty. raw material processed |
| 1. Combustible waste supplied to cement plant
 |  |
| 1. Combustible waste supplied to Solid Waste based Power Plants
 |  |
| 1. Others
 | Qty. |
| **(H) Solid waste disposal facilities** |
| 1. No. of dumpsites available with local body
 |  |
| 1. No. of sanitary landfills sites available with the local body
 |  |
| 1. Area of each such sites available for Waste disposal
 |  |
| 1. Area of land currently used for waste Disposal
 |  |
| 1. Distance of dumpsite/landfill facility from city/town
 | kms |
| 1. Distance from the nearest habitation
 | kms |
| 1. Distance from water body
 | kms |
| 1. Distance from state/national highway
 | kms |
| 1. Distance from Airport
 | kms |
| 1. Distance from important religious places or historical monument
 | kms |
| 1. Whether it falls in flood prone area
 | Yes/No |
| 1. Whether it falls in earthquake fault line area
 | Yes/ No |
| 1. Quantity of waste landfilled each day
 | tpd |
| 1. Whether landfill site is fenced
 | Yes/No |
| 1. Whether Lighting facility is available on site
 | Yes/No |
| 1. Whether Weigh bridge facility available
 | Yes/No |
| 1. Vehicles and equipment used at landfill (specify)
 | Bulldozer, Compactors etc. available |
| 1. Manpower deployed at landfill site
 | Yes/ No(if yes, attach details) |
| 1. Whether covering is done on daily basis
 | Yes/No |
| 1. If not, Frequency of covering the waste deposited at the landfill
 |  |
| 1. Cover material used
 |  |
| 1. Whether adequate covering material is available
 | Yes /No |
| 1. Provisions for gas venting provided
 | Yes/ No(if Yes attach technical data sheet) |
| 1. Provisions for leachate collection
 | Yes /No(if Yes attach technical data sheet) |
| (9) | Whether an Action Plan has been prepared for improving solid waste management practices in the city | Yes/No(if Yes attach Action Plan details) |
| (10) | What separate provisions are made for : | Attach details on Proposals, Steps taken, |
| Dairy related activities : | Yes/No |
| Slaughter house waste : | Yes/No |
| C&D waste (construction debris) | Yes/No |
| (11) | Details of Post Closure Plan  | Attach Plan |
| (12) | How many slums are identified and whether these are provided with Solid Waste Management facilities : | Yes/No(if Yes, attach details) |
| (13) | Give details of :Local body’s own manpower deployed for collection including street sweeping, secondary storage, transportation, processing and disposal of waste |  |
| (14) | Give details of :Contractor/concessionaire’s manpower deployed for collection including street sweeping, secondary storage, transportations, processing and disposal of waste |  |
| (15) | Mention briefly, the difficulties being experienced by the local body in complying with provisions of these rules |  |
| (16) | Mention briefly, if any innovative idea is implemented to tackle a problem related to solid waste, which could be replicated by other local bodies |  |

Dated: Signature of CEO/Municipal Commissioner/

Patna: Executive Officer/Chief Officer