

Annex-I

Operating Procedure for Dry Waste Collection Centres

INTRODUCTION:

The Dry Waste Collection Centre (DWCC) is the property of BBMP and has been built in order to create ward wise destinations for Dry Waste collected in a segregated manner. The intent is to facilitate and stream line the process of collection and transportation of segregated waste from house-holds and also to encourage citizens to drop off recyclables at ward level. Preference is to be given to receiving all varieties of low value dry waste, which are otherwise entering the landfill.

The DWCCs have been classified into three categories as below (Please check **Appendix II** for full details):

- **Small (Upto 1.0 TPD)** – Where the floor area is between 80-100 sq. m
- **Medium (1.0 to 2.5 TPD)** – Where the floor area is between 150 – 200 sq. m
- **Large (More than 2.5 TPD)** – Where the floor area is above 300 sq. m

Kindly note that these calculations are just guidelines and the quantities could increase based on methods and productivity tools and additional infrastructure deployed (eg. using bailers will increase the capacity that can be stored, use of conveyor belts could enhance sorting efficiency & increased floor area or a mezzanine floor could provide additional storage, deployment of manpower etc.)

OPERATING PRINCIPLES:

In order to ensure that the DWCC functions in accordance with the City's strategy and goal of sustainable Solid Waste management basis segregation of waste at source and maximising decentralized handling, the following operating principles are listed below:

OBLIGATIONS OF DWCC:

1. The DWCC must accept ALL dry waste streams.
2. The Service Provider will drop off low value waste free of charge to the DWCC.
3. It is the responsibility of BBMP to specify waste Destinations per ward for:
 - Low value plastics
 - Reject waste
 - Other dry waste streams to be aggregated from time to time
4. The Service Provider can carry all low-value and reject dry waste streams from the primary collection cycle of the designated ward to the earmarked DWCC / specified ward location.
5. In order to maintain hygiene levels, all DWCC material is to be cleared on an agreed periodic/ weekly basis and the Service Provider/operator must ensure that there is no accumulation of waste in and around the centre.



6. Follow all MSW Rule Guidelines, 2000 – no garbage on ground, no handling toxic waste by hand, etc.
7. The DWCC shall sort waste into a minimum of 5 waste categories – Paper, Plastic, Metals, Glass and Reject Waste. For details of the streams refer to **Appendix I**.

CITIZEN FACING INFRASTRUCTURE:

1. The DWCC will function as a drop-off for ALL dry waste streams by the citizens. It is thereby mandated to have coloured bins for the same. The basic streams for drop-off and colour of bins are specified in **Appendix I**.
2. Additionally a DWCC may be a drop-off for special streams like E-Waste, Sanitary Waste, and others, as and when specified by the BBMP.
3. It must function only as a sorting centre for the streams of waste collected and not to aggregate or store waste. The ratio between the sort v/s store area for each of the sizes (Small, Medium & Large) has been listed in **Appendix II**.
4. The branding of the centre is to be done as specified by the BBMP.
5. Since the DWCC often stores material of an inflammable nature, the DWCC will be equipped with fire extinguishers in case of an emergency and for the safety of the workers.

WORKER GUIDELINES - HUMAN RESOURCES:

The DWCC will provide dignity of work and hygienic work conditions to its employees. The contractor/operator must ensure and maintain optimum work conditions by ensuring:

1. Minimum wage for all workers must be in accordance with the labour laws.
2. All workers must be provided with uniforms/ gloves and ergonomic working conditions.
3. DWCCs must be provided with toilet(s), changing area & a space for lunch.
4. Deployment of technology / tools & infrastructure to support sorting must be ensured such that the efficiency of daily sorting is maintained at 200-240 kg/person.
5. All workers/sorters must be trained.
6. Co-existing with the informal economy is essential, thereby the Service Provider/operator is encouraged to employ waste pickers and link up with local kabadiwallahs/scrap dealers for the sale of sorted dry waste.
7. Badges and Aadhar card for salary & identity proof.

TRANSPARENCY & ACCOUNTABILITY:

1. The Service Provider/operator is mandated to maintain a daily record/receipt of weight, of the transactions.
2. These transactions have to be updated in the predefined format on BBMP's web portal.
3. A report is required to be submitted by the Service Provider/operator to BBMP at the end of the month.



OUTREACH & TRAINING:

1. As DWCCs are the face of decentralisation, they are the go-to point & ambassador of a clean set up. The DWCC will carry out frequent promotion awareness programs with the support /assistance of the local Community and BBMP at the ward level. It could additionally be used as a space to conduct recycling drives, education for schools, residents, etc.
2. DWCCs could additionally be used as a space to conduct training programs for PKs, other staff of Service Provider's and sanitation workers from time to time.

