

Form – IV

[See rules 15(za), 24(2)]

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. kilometers	
4.	Name & Address of local body Telephone No. Fax No. E-mail:	
5.	Name of officer in-charge dealing 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 (solid waste)	
	Estimated Quantity of solid waste generated in the local body area per day in metric tones	/tpd
	Quantity of solid waste collected per day	/tpd
	Per capita waste collected per day	/gm/day
	Quantity of solid waste processed	/tpd
8.	Quantity of solid waste disposed at dumpsite/ landfill	/tpd
	Status of Solid Waste Management service	
	Segregation and storage of waste at source	
	Whether SOLID WASTE is stored at source in domestic/commercial/ institutional bins, If yes, Percentage of households practice storage of waste at source in domestic bins	Yes/No %
	Percentage of non-residential premises practice storage of waste at source in commercial /institutional bins	%

Percentage of households dispose or throw solid waste on the streets		%				
Percentage of non-residential premises dispose of throw solid waste on the streets		%				
Whether solid waste is stored at source in a segregated form, If yes,		Yes/No				
Percentage of premises segregating the waste at source		%				
Door to Door Collection of solid waste						
Whether door to door collection (D2D) of solid waste is being done in the city/town				Yes/No		
if yes						
Number of wards covered in D2D collection of waste						
No. of households covered						
No. of non-residential premises including commercial establishments ,hotels, restaurants educational institutions/ offices etc. covered						
Percentage of residential and non-residential premises covered in door to door collection through :				%		
Motorized vehicle				%		
Containerized tricycle/handcart				%		
Other device						
If not, method of primary collection adopted						
Sweeping of streets						
Length of roads, streets, lanes, bye-lanes in the city that need to be cleaned				km		
Frequency of street sweepings and percentage of population covered		frequency	Daily	Alternate days	Twice a week	Occasionally
		% of				
		population covered				
Tools used				%		
Manual sweeping				%		
Mechanical sweeping						
Whether long handle broom used by sanitation workers				Yes/No		
Whether each sanitation worker is given handcart/tricycle for collection of waste				Yes/No		
Whether handcart / tricycle is containerized				Yes/No		
Whether the collection tool synchronizes with collection/ waste storage containers utilized				Yes/No		

Secondary Waste Storage facilities			
No. and type of waste storage depots in the city/town	No. Capacity in m ³		
Open waste storage sites			
Masonry bins			
Cement concrete cylinder bins Dhalao/covered rooms/space Covered metal/plastic containers			
Upto 1.1 m ³ bins 2 to 5 m ³ bins Above 5m ³ containers Bin-less city			
Bin/ population ratio			
Ward wise details of waste storage depots (attach) :			
Ward No:			
Area:			
Population:			
No. of bins placed Total volume of bins placed			
Total storage capacity of waste storage facilities in cubic meters			
Total waste actually stored at the waste storage depots daily			
Give frequency of collection of waste from the depots	Frequency	No. of bins	
Number of bins cleared			
	Daily		
	Alternate day		
	Twice a week		
	Once a week		
	Occasionally		
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:		
Whether lifting of solid waste from storage depots is manual or mechanical. Give percentage (%) of Manual Lifting of solid waste	%		
(%) of Mechanical lifting	%		
If mechanical - specify the method used	front-end loaders/ Top loaders		
Whether solid waste is lifted from door to door and transported to treatment plant directly in a segregated form	Yes/ No (if yes, specify)		

Waste transportation per day Type and Number of vehicles used	No. Trips made waste transported
Animal cart Tractors Non tipping Truck Tipping Truck Dumper Placers Refuse collectors Compactors Others JCB/loader	
Frequency of transportation of waste	Frequency (%) of waste transported
Quantity of waste transported each day	Daily Alternate day Twice a week Once a week Occasionally /tpd
Percentage of total waste transported daily	%
Waste Treatment Technologies used	
Whether solid waste is processed	Yes/No
If yes, Quantity of waste processed daily	/tpd
Whether treatment is done by local body or through an agency	
Land(s) available with the local body for waste processing (in Hectares)	
Land currently utilized for waste processing	
Solid waste processing facilities in operation	
Solid waste processing facilities under construction	
Distance of processing facilities from city/town boundary	

Details of technologies adopted	
Composting ,	Qty. raw material processed Qty. final product produced Qty. sold Quantity of residual waste landfilled
Vermi composting	Qty. raw material processed Qty. final product produced Qty. sold Quantity of residual waste landfilled
Bio-methanation	Qty. raw material processed Qty. final product produced Qty. sold Quantity of residual waste landfilled
Refuse Derived Fuel	Qty. raw material processed Qty. final product produced Qty. sold Quantity of residual waste landfilled
Waste to Energy technology such as incineration, gasification, pyrolysis or any other technology (give detail)	Qty. raw material processed Qty. final product produced Qty. sold Quantity of residual waste landfilled
Co-processing Combustible waste supplied to cement plant	Qty. raw material processed
Combustible waste supplied to solid waste based power plants	
Others	Qty.
Solid waste disposal facilities	
No. of dumpsites sites available with the local body	
No. of sanitary landfill sites available with the local body	
Area of each such sites available for waste disposal	

	Area of land currently used for waste disposal	
	Distance of dumpsite/landfill facility from city/town	Kms
	Distance from the nearest habitation	kms
	Distance from water body	kms
	Distance from state/national highway	kms
	Distance from Airport	kms
	Distance from important religious places or historical monument	kms
	Whether it falls in flood prone area	Yes/No
	Whether it falls in earthquake fault line area	Yes/No
	Quantity of waste landfilled each day	tpd
	Whether landfill site is fenced	Yes / No
	Whether Lighting facility is available on site	Yes / No
	Whether Weigh bridge facility available	Yes / No
	Vehicles and equipments used at landfill (specify)	Bulldozer, Compactors etc. available
	Manpower deployed at landfill site	Yes/No
	Whether covering is done on daily basis	(if yes, attach details)
	If not, Frequency of covering the waste deposited at the landfill	Yes/No
	Cover material used	
	Whether adequate covering material is available	Yes/No
	Provisions for gas venting provided	Yes/No
	Provision for leachate collection	(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 : Dairy related activities : Slaughter houses waste : C&D waste (construction debris) :	Attach details on Proposals, Steps taken, Yes/No Yes/No 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, transportation, 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	

**Signature of CEO/Municipal Commissioner/
Executive Officer/Chief Officer**

Date:

Place: