



Ref: ELCITA NOTIFICATION/002/ 2016-17

Date: April 1, 2016

Notice: Penalty for non compliance with respect to waste management and ban on single use disposables

The is to draw the attention of all establishments within the ELCITA jurisdiction that a public notice is being issued in line with the authority vested on ELCITA from GoK – refer 'THE KARNATAKA MUNICIPALITIES ACT, 1964' : 364 (F) and also by the order passed by the High Court of Karnataka on December 17, 2015 on segregation of waste and also by the notification issued by the Government of Karnataka dated March 11, 2016 banning the use of plastic covers and certain plastic items;

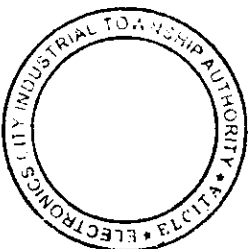
http://www.kspcb.gov.in/Circular_BAN-OF-Plastics.pdf

Definition of some of the terms shall be as follows:

- **Waste generator:** means any office/company/factory/hotels/shops/eateries restaurant/shopping complex/convention hall/place of worship/educational and other institutions/hostels/residential quarters, public or private entity or both which generates/accumulates municipal solid waste in their premises.
 - **Private entity** - Those that are carrying on commercial activity coming under the purview of Shops and establishments Act / Trade License
 - **Public entity** - Central government, State Government, Public sector undertakings, Parastatal agencies
- **Service provider:** An agency/ person who performs the function of collection, storage, segregation, transportation, processing and disposal of municipal solid waste in line with the Municipal Solid Waste (Management and Handling) Rules, 2000.
- **Vendor:** Any external licensed agent who is providing services to the waste generator such as juice center, caterer, food business operators/ petty food manufacturer within the premises of the waste generator.

Obligation and duty of waste generator:

- It shall be the obligation/duty of the waste generators to ensure that proper and scientific segregation of waste takes place in their respective premises without fail in compliance with the Municipal Solid Waste (Management and Handling) rules 2000 issued by Central Pollution Control Board. Different streams of waste to be stored in different color coded bins as per ELCITA guidelines. Steps should be taken to implement segregation at source however waste disposal should be after 100% segregation of the same.



ELECTRONICS CITY INDUSTRIAL TOWNSHIP AUTHORITY
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- The Municipal Solid waste needs to be segregated as dry waste, wet waste which is (food waste and garden waste), reject waste- (which is inert and sanitary waste).
- Please refer to “ELCITA waste segregation guidelines”. Also on ELCITA website Under - Sustainability – Solid waste management on ELCITA Website.



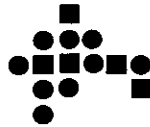
ELCITA waste segregation guidelines.pdf

- Dry waste to be sent for recycling. Any other disposal method for dry waste will require approval from ELCITA.

Waste generators should refer to the table below for recommended, permitted banned material that can be used at Electronic city

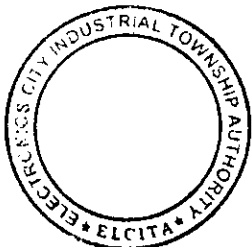
Category	Recommended	Permitted when recyclable.	Banned
Food containers for take away	Steel carriers /boxes (encourage/incentivize customers to get own containers) Arecanut/Sugarcane bagasse container	Recyclable and reusable plastic food grade containers/boxes Aluminum foil /foil container	All forms of Styrofoam Multilayered disposables - (Material which has layers of plastic ,aluminum , paper fused together) Including the ones used as aluminum container lids. Plastic cover, food parcel pouches used for parcel of sambar/chutney etc, single use plastics, silver foil pouch.
Serving plates & bowls	Stainless steel Ceramic/porcelain Arecanut, sugarcane bagasse -plates /cups Plates/bowls made from leaves Glass	Reusable plastic food grade plates and bowls. Tissue	Disposable multilayered plates and bowls- (Material which has layers of plastic ,aluminum , paper fused together) All forms of Styrofoam Single use plastic plates and bowls





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Spoons/forks/knives/ stirrer	Stainless steel cutlery Arecanut Wooden forks, spoons and knives		Disposable plastic spoons ,forks , knives and stirrer
Hot drink cups	Stainless steel Ceramic /porcelain Glass Sugarcane bagassee	Reusable food grade plastic	Disposable single use plastic/Styrofoam/paper/multi layered cups
Water/cool drink tumblers	Stainless steel tumblers Glass tumblers Reusable food grade Plastic tumblers (Polycarbonate cups) Sugarcane bagassee tumblers		Disposable Plastic/Styrofoam/Paper tumblers
Stirrer	Wood Stainless steel		Plastic
Carry bags	Cloth /paper/jute bags		Plastic carry bags Polyproplene Non woven bags
Plastic sheet on plates and take aways. Plastic sheets on tables	Banana leaf Paper sheets on tables		Plastic sheet on plates and take a way's. Plastic sheets on tables
Banners, bunting, flags	Cloth/Paper		Plastic/Flex
Straws		Needs to be collected together for recycling purpose. Paper and bamboo straws	Straw mixed with other waste

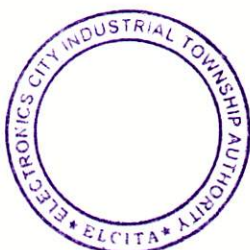


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- The waste generator shall not mix wet waste with any other type of waste. Garden waste should be collected separately. Where waste generators have space within their premises, wet waste should be processed within the premises through composting/ bio-gas technique either partly or fully through licensed vendors following strict standards of hygiene and operation. Else waste generator should ensure that wet waste is either composted /sent to biogas plant or sent to piggery through ELCITA empanelled service providers.
- All waste generators are required to provide a suitable means for the disposal of sanitary waste in the ladies washroom such as Germicide Bins. This means that washroom cubicles should contain a sanitary unit or other form of bin suitable for the disposal of sanitary waste. Single pad micro incinerators – electric or clay should not be used. Sanitary waste shall be sent to the service providers who dispose it as incineration through KSPCB authorized agencies.
- Construction and demolition waste needs to be collected separately and handed over to the authorized service provider
- Stringent measures should be taken to reduce reject waste generated on the premises of the waste generator.
- Traceability of the disposal methods of the MSW collected by the service provider lies with the respective waste generator by doing audits and ELCITA will support and facilitate the waste generator to work with empanelled service providers. ELCITA will inspect and cross check the service provider at regular intervals.
- The waste generators should abide by respective KSPCB rules for biomedical waste, E-waste, Batteries and Hazardous waste and is to send all biomedical waste, E-waste, Hazardous waste, Batteries to KSPCB authorized service provider and shall not be mixed with municipal solid waste. Visit KSPCB website for guidelines.
- The waste generators are required to do a self assessment and submit on an annual basis by June 30th, details as per a ELCITA specified format, information on waste generated, process of segregation and storage, in-situ management, information on collection and transportation by service providers, training conducted. The generators should also be required to be open for scrutiny /inspection at any time by ELCITA including the records maintained. **Refer Annexure -1**
- Training Schedule to be maintained and followed- 4 training / year on efficient segregation of waste to the housekeeping and maintenance staff. Regular awareness programs should be conducted for employees.





- The waste generator shall also be under an obligation that all steps are taken to keep their premises hygienic. No waste of any kind shall be deposited at any time by the Waste generator/service provider/vendors on the streets, public spaces or vacant sites. The waste generator shall be responsible for the actions / inactions of Vendors operating in their premises with regard to this notification and penalties relating to segregation and disposal of waste.
- Shops and eateries should take appropriate steps to prevent littering around them to an area covering 25 meters by placing bins/speaking to customers and keeping their area clean.

Obligation and duty of service provider:

- Service providers should collect/transport and dispose waste in accordance with the MSW rules 2000.
- Service providers must pick up only segregated waste. All dry waste should be sent for recycling any other disposal method of dry waste requires ELCITA's approval; all wet waste should be either composted or sent to Biogas or piggery farms, sanitary waste to be incinerated and minimum reject waste to be disposed.
- Waste generators should make an MOU with the service provider and take responsibility to ensure that the service provider has got empanelment from ELCITA and a proper validity period in his empanelment and ensure renewal of empanelment with ELCITA at appropriate time.
- The empanelment is a set of guidelines for disposal as specified in this notification that the service provider agrees to abide by and wherein the service provider will declare his methods of disposal of waste. Service providers collecting waste from the waste generator should become an ELCITA empanelled service provider by signing the empanelment form and payment of an interest free refundable caution deposit of Rs.10,000
- When a service provider approaches ELCITA for empanelment or a waste generator approaches ELCITA for empanelment of its service provider, ELCITA would provide a time frame for issue of empanelment during which ELCITA will due its due diligence of the service provider. The service provider can continue to service the waste generator until such time without empanelment





- ELCITA reserves the right to inspect /seek information from the service provider from time to time in the event any service provider is found to be flouting waste disposal practices which is not in line with the declared processes he will be penalized and /or debarred from collecting any form of waste in future from Electronic city and further the empanelment granted to the service provider would be withdrawn with immediate effect and the same intimated to all waste generators. If a waste generator engages service providers without empanelment from ELCITA, they would be penalized.
- ELCITA will publish the list of empanelled vendors on the ELCITA website that service providers can engage.

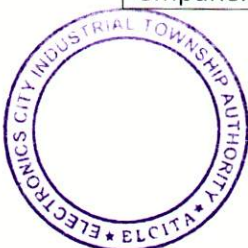
Obligation and duty of vendor:

Vendors in Waste Generators premises should sign-up with ELCITA that they will comply with waste segregation and disposal guidelines as specified in this notification. The format would be published on the ELCITA website .Waste generators should confirm that the vendor has signed the declaration with ELCITA before engaging them at their premises. ELCITA will give 3 months time from the date of final notification within which all existing vendors should sign the declaration.

Fines and Penalty:

- The ELCITA Inspector is empowered to levy spot fines as maybe prescribed for violation of any of the obligations or breach of duty as stated above:
- First time offenders would be warned and given a deadline to fall in line failing which the spot fines would be levied. They can seek ELCITA help within the timeline for training and guidance.

Non Compliance	Penalty for second time offence in Rs	Penalty for recurring offence in Rs
Non segregation of garbage at source	5,000	10,000
Waste generators in case their service provider has not got an empanelment from ELCITA	5000	10000
Waste generators in case their Vendor has not got an empanelment from ELCITA	5000	10000





Service provider not following ELCITA disposal rules	5,000	10,000
Burning of garbage within premises	2000	4000
Littering in and around shops – to the shop owners	500	1000
Individuals littering in public places	200	400
Use of single use disposables within premises and those that are banned by ELCITA.	5000	10000

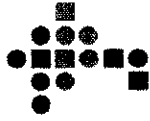
- Penalties on Waste generators need to be paid 15 days from date of notice failing which the penalty will be added to the property tax and if further breach of obligations after penalties beyond the 4th instance, suspension of trade licenses and with holding of tax receipts will be carried out until the waste generator proves that they have complied with all guidelines to the satisfaction of ELCITA. Violator’s names will be published on the ELCITA website.
- Penalty of service provider to be paid 15 days from date of notice else empanelment stands canceled.

All Eateries, hotels, institutions, shops, large companies shall comply with the above by May 5, 2016 and all MSME shall comply by July 5, 2016.

Rewarding positive action:

Positive action by the by waste generator, service provider, vendor in following the guidelines of segregation and disposal methods , innovative ideas in reducing waste and use of alternative materials would be rewarded by certificate from ELCITA, awards announced periodically and their names published on ELCITA’s website, social media.

Chief Executive Officer
Electronic City Industrial Township Authority



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Annexure - 1

SWM Report

Company Name					
Contact person Name and Number/Email					
Date					
How is waste managed within your premises such as segregation, storage?					
How do you dispose your wet/dry/reject /garden and sanitary waste?					
MSW Service provider Name/Names (Waste vendor Name/Names)					
Address of the service Provider/Providers					
Has the service provider got NOC from ELCITA (Y/N) specify validity date.					
How does your service provider collect and transport your waste ?					
MSW generated details	Wet waste in Kg	Dry in Kg	Garden waste in Kg	Reject waste in Kg	Sanitary waste in kg
Month a					
Month b					
Month c					
Name of your KSPCB authorized E-waste vendor.					

Name of your KSPCB authorized Biomedical waste vendor if any.	
Name of your KSPCB authorized Hazardous waste vendor if any.	
How much percentage of your office space is open area?	
No of employees at your premises?	
Do you have an In house composting plant? If so quantity of compost generated in kg per month.	
Do you have an In house BioGas plant?	
Other waste management initiatives at your premises specify if any.	
Dates of training on segregation conducted for housekeeping/maintenance staff	
Dates of awareness program conducted for employees	

Remarks :

Filled in By :