



Manual for

Business Opportunities

2018

Alliance of Indian Wastepickers

Sponsored under CSR initiative of NSKFDC





The Alliance of Indian Wastepickers

Alliance of Indian Wastepickers is a national coalition of organizations working with waste-pickers and other informal waste collectors. The alliance was created to have coordinated efforts to ensure inclusion of waste pickers in various national level programmes. Organizations/members of alliance represent more than 40000 waste-pickers and other informal waste-pickers in India. Secretariat of the alliance has been rotating amongst member organizations starting from Kagad Kach Patra Kashtakari Panchayat (KKPKP), Pune. After that, Bangalore based organization of wastepickers- Hasiru Dala hosted the secretariat for 3 years. Currently the secretariat of the coalition is hosted by Stree Mukti Sangathana.

Our Work:

1. Policy analysis and recommending policy measures to all levels of governments- Union, state and urban and rural local governments, different departments within each level of three tier governments, for the inclusion of waste pickers and informal waste collectors in solid waste management and social protection measures.
2. Capacity building of member organizations and municipal authorities to facilitate integration of waste-pickers by undertaking training sessions on social entitlements, financial literacy, organic and dry waste management.
3. Research focusing on waste management techniques, informal waste chains and status of waste-pickers and informal waste collectors.
4. Awareness generation about the role played by waste-pickers and informal waste collectors in keeping the cities clean, mitigating climate change and contributing to manufacturing. In other words, waste-pickers and informal waste collectors are the important link between Swachh Bharat, India's commitments for mitigating climate change and Make in India.

National Safai Karamcharis Finance & Development Corporation (NSKFDC)

National Safai Karamcharis Finance & Development Corporation (NSKFDC), a wholly owned Govt. of India Undertaking under the Ministry of Social Justice & Empowerment (M/o SJ&E) was set up on 24th January 1997 as a Company “Not for Profit” under Section 25 of the Companies Act, 1956. NSKFDC is in operation since October 1997, as an Apex Corporation for the all-round socio-economic upliftment of the Safai Karamcharis, Scavengers and their dependants throughout India, through various loan and non-loan-based schemes including Skill Development Training Programme for enabling them for getting suitable job/self-employment. It aims to empower the Safai Karamcharis, Manual Scavengers and their dependents to break away from traditional occupation, depressed social condition & poverty and leverage them to work their own way up the social and economic ladder with dignity and pride.

Apart from operating various loan and non-loan-based schemes for the upliftment of the target group, NSKFDC is also acting as a Nodal Agency for implementation of the Central Sector Self Employment Scheme for Rehabilitation of Manual Scavengers (SRMS) under the aegis of the Ministry of Social Justice & Empowerment. NSKFDC under its CSR initiative is supporting Hasiru Dala for the Project “Up-gradation of Skills of Wastepickers and Informal Waste Collectors. This project aims to upgrade skills of wastepickers, their leaders and activists to become entrepreneurs in waste sector and to organize wastepickers for integration in solid waste management respectively.

Contents

1. Foreword	07
2. Informing wastepickers about inclusionary measures prescribed in Solid & Plastic Waste Management Rules, 2016	08
3. Introduction, Objectives and Methodology	20
4. Training Methodology, Tools and Processes	22
5. Getting Started : Notes to Trainers	24
DAY 1 :	
- Session 1 (Orientation and Introductions)	26
- Session 2 (New Waste Management Policies)	32
DAY 2 :	
- Session 3 (Business in a Changing Environment)	36
DAY 3 :	
- Session 4 (Door-to-door collection of Segregated and Dry waste)	44
DAY 4 (Field Visit)	48
6. Conclusion	49
7. Annexure - Business Proposal	50

Foreword

India has a vibrant recycling industry that has a turnover of more than a billion dollars. Be it making polyester fabric from pet bottle, saving 17 trees for every tons of papers recycled or extracting precious metal from e-waste. According to World Bank reports, informal recyclers (waste-pickers and informal waste collectors) constitute 1% of the population in developing countries. Wastepickers, scrap dealers and traders are the pillars of this industry who facilitate the waste reaching recycling industry. They are pillars of Swachh Bharat & Make in India, they pick, sort and aggregate discards, transform them in ore for manufacturing of finished products. Informal waste economy players including wastepickers are gaining recognition. There are huge economic, environmental and social benefits for the country because of the contribution made by wastepickers, itinerant buyers and scrap dealers.

Waste-pickers and informal waste collectors do not want to stay as waste-pickers forever. They want to learn new skills to better their life and livelihood. New challenges are mounting, there are no opportunities to learn new skills. Recognizing this need and observing blaring gaps, Alliance of Indian Wastepickers with financial support from National Safai

Karmachari Finance & Development Corporation has launched national training programme for skill up-gradation. This training programme offers opportunity learn and build required competencies for wastepickers and informal waste collectors who want to become robust entrepreneurs and stay relevant in the market.

The given manual is focused on business opportunities in door to door collection of waste, dry waste management for waste-pickers and informal waste collectors. The manual details the course content, sets standard for the course and provides uniformity in its implementation. This is required in a sector like this, which lacks professional trainers.

The course teaching uses adult learning techniques as most of wastepickers and informal waste collectors have not gone through formal schooling. Experiential learning is the focus of the training methodology. The training can be imparted in all national languages: Kannada, Tamil, Marathi, Gujarati and Hindi. Trainers are encouraged to innovate with local approaches to enhance participation. We welcome feedback and suggestions for improving the manual.

Definitions in Solid Waste Management Rules,



Waste Picker : A person or groups of persons informally engaged in collection and recovery of reusable and recyclable solid waste from the source of waste generation the streets, bins, material recovery facilities, processing and waste disposal facilities for sale to recyclers directly or through intermediaries to earn their livelihood.

Informal Waste Collector : includes individuals, associations or waste traders who are involved in sorting, sale and purchase of recyclable materials.

Plastic Waste Management Rules, 2016

Waste Picker : Individuals or agencies, groups of individuals voluntarily engaged or authorised for picking of recyclable plastic waste.

Provisions emphasizing on inclusion of waste pickers in solid waste management

(Solid Waste Management Rules, 2016)

Section 4

Duties of Waste Generators

Every waste generator shall :

a) Segregate and store the waste generated by them in three separate streams namely bio-degradable, non-biodegradable and domestic hazardous wastes in suitable bins and handover segregated wastes to authorized waste pickers or waste collectors as per the direction or notification by the local authorities from time to time;

b) All resident welfare and market associations shall, within one year from the date of notification of these rules and in partnership with the local body ensure segregation of waste at source by the generators as prescribed in these rules, facilitate collection of segregated waste in separate streams, handover recyclable material to either the authorized waste pickers or the authorized recyclers. The bio-degradable waste shall be processed, treated and disposed off through composting or bio-methanation within the premises as far as possible. The residual waste shall be given to the waste collectors or agency as directed by the local body.

c) All gated communities and institutions with more than 5,000 sqm area shall, within one year from the date of notification of these rules and in partnership with the local body, ensure segregation of waste at source by the generators as prescribed in these rules, facilitate collection of segregated waste in separate streams, handover recyclable material to either the authorized waste pickers or the authorized recyclers. The bio-degradable waste shall be processed, treated and disposed off through composting or bio-methanation within the premises as far as possible. The residual waste shall be given to the waste collectors or agency as directed by the local body.

d) All hotels and restaurants shall, within one year from the date of notification of these rules and in partnership with the local body ensure segregation of waste at source as prescribed in these rules, facilitate collection of segregated waste in separate streams, handover recyclable material to either the authorized waste pickers or the authorized recyclers. The bio-degradable waste shall be processed, treated and disposed off through composting or bio-methanation within the premises as far as possible. The residual waste shall be given to the waste collectors or agency as directed by the local body.



Section

11

Duties of the Secretary-in-charge, Urban Development in the States and Union territories

(1) The Secretary, Urban Development Department in the State or Union territory through the Commissioner or Director of Municipal Administration or Director of local bodies shall :

a) Prepare a state policy and solid waste management strategy for the state or the union territory in consultation with stakeholders including representative of waste pickers, self-help group and similar groups working in the field of waste management consistent with these rules, national policy on solid waste management and national urban sanitation policy of the ministry of urban development, in a period not later than one year from the date of notification of these rules;

b) While preparing State policy and strategy on solid waste management, lay emphasis on waste reduction, reuse, recycling, recovery and optimum utilization of various components of solid waste to ensure minimization of waste going to the landfill and minimize impact of solid waste on human health and environment;

c) State policies and strategies should acknowledge the primary role played by the informal sector of waste pickers, waste collectors and recycling industry in reducing waste and provide broad guidelines regarding integration of waste picker or informal waste collectors in the waste management system.

d) Start a scheme on registration of waste pickers and waste dealers.

Section 15

Duties and responsibilities of local authorities and village Panchayats of census towns and urban agglomerations.

(1) The Secretary, Urban Development Department in the State or Union territory through the Commissioner or Director of Municipal Administration or Director of local bodies shall :

a) Prepare a state policy and solid waste management strategy for the state or the union territory in consultation with stakeholders including representative of waste pickers, self-help group and similar groups working in the field of waste management consistent with these rules, national policy on solid waste management and national urban sanitation policy of the ministry of urban development, in a period not later than one year from the date of notification of these rules;

b) While preparing State policy and strategy on solid waste management, lay emphasis on waste reduction, reuse, recycling, recovery and optimum utilization of various components of solid waste to ensure minimization of waste going to the landfill and minimize impact of solid waste on human health and environment;

c) State policies and strategies should acknowledge the primary role played by the informal sector of waste pickers, waste collectors and recycling industry in reducing waste and provide broad guidelines regarding integration of waste picker or informal waste collectors in the waste management system.

d) Start a scheme on registration of waste pickers and waste dealers.



Section

23

Setting of State Advisory Committee

State Level Advisory Committee includes- One representative from reputed Non-Governmental Organization or Civil Society working for the waste pickers or informal recycler or solid waste management, One representative from waste recycling industry.

Other relevant definitions



Segregation : Sorting and separate storage of various components of solid waste namely biodegradable wastes including agriculture and dairy waste, non-biodegradable wastes including recyclable waste, no recyclable combustible waste, sanitary waste and non-recyclable inert waste, domestic hazardous wastes, and construction and demolition wastes.



Door to door collection : Collection of solid waste from the door step of households, shops, commercial establishments, offices, institutional or any other non-residential premises and includes collection of such waste from entry gate or a designated location on the ground floor in a housing society, multi storied building or apartments, large residential, commercial or institutional complex or premises.

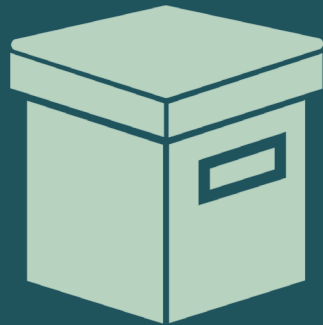


Dry Waste : Waste other than biodegradable waste and inert street sweepings and includes recyclable and non-recyclable waste, combustible waste and sanitary napkin and diapers, etc.

Recycling : The process of transforming segregated non-biodegradable solid waste into new material or product or as raw material for producing new products which may or may not be similar to the original products



Materials Recovery Facility (MRF) : A facility where non-compostable solid waste can be temporarily stored by the local body or any other entity mentioned in rule 2 or any person or agency authorized by any of them to facilitate segregation, sorting and recovery of recyclables from various components of waste by authorized informal sector of waste pickers, informal recyclers or any other work force engaged by the local body or entity mentioned in rule 2 for the purpose before the waste is delivered or taken up for its processing or disposal.



Solid Waste : Means and includes solid or semi-solid domestic waste, sanitary waste, commercial waste, institutional waste, catering and market waste and other non-residential wastes, street sweepings, silt removed or collected from the surface drains, horticulture waste, agriculture and dairy waste, treated bio-medical waste excluding industrial waste, bio-medical waste and e-waste, battery waste, radio-active waste generated in that area under the local authorities and other entities mentioned in rule 2.





Sorting : Separating various components and categories of recyclables such as paper, plastic, cardboards, metal, glass, etc., from mixed waste as may be appropriate to facilitate recycling.



Vermi-composting : The process of conversion of bio-degradable waste into compost using earth worms.



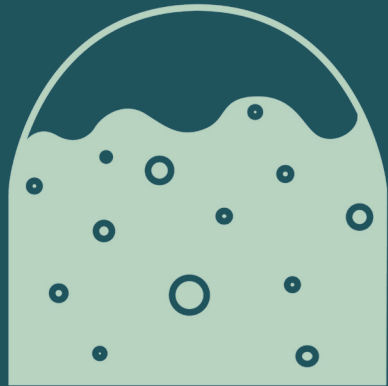
Waste Generator : Means and includes every person or group of persons, every residential premises and nonresidential establishments including Indian Railways, defense establishments, which generate solid waste.



Waste Hierarchy : The priority order in which the solid waste is to should be managed by giving emphasis to prevention, reduction, reuse, recycling, recovery and disposal, with prevention being the most preferred option and the disposal at the landfill being the least.



Biodegradable Waste : Any organic material that can be degraded by micro-organisms into simpler stable compounds.



Bio-methanation : A process which entails enzymatic decomposition of the organic matter by microbial action to produce methane rich biogas.



Domestic Hazardous Waste : Discarded paint drums, pesticide cans, CFL bulbs, tube lights, expired medicines, broken mercury thermometers, used batteries, used needles and syringes and contaminated gauge, etc., generated at the household level.

Section 4

Provisions regarding segregation of waste

Duties of Waste Generators

a) Segregate and store the waste generated by them in three separate streams namely bio-degradable, non-biodegradable and domestic hazardous wastes in suitable bins and handover segregated wastes to authorized waste pickers or waste collectors as per the direction or notification by the local authorities from time to time;

b) Wrap securely the used sanitary waste like diapers, sanitary pads etc., in the pouches provided by the manufacturers or brand owners of these products or in a suitable wrapping material as instructed by the local authorities and shall place the same in the bin meant for dry waste or non- bio-degradable waste;

c) Store separately construction and demolition waste, as and when generated, in his own premises and shall dispose off as per the Construction and Demolition Waste Management Rules, 2016; and

d) Store horticulture waste and garden waste generated from his premises separately in his own premises and dispose of as per the directions of the local body from time to time.

Section 4

Provision regarding payment for waste management services

Duties of Waste Generators

a) All waste generators shall pay such user fee for solid waste management, as specified in the bye-laws of the local bodies. (Bye-laws are to be framed by local bodies after taking state level solid waste management policy in due consideration.

Provisions emphasizing on inclusion of waste pickers in plastic waste management

(Plastic Waste Management Rules, 2016)

Section 6

Responsibility of local body

The local body shall be responsible for setting up, operationalisation and co-ordination of the waste management system and for performing the associated functions, namely: -

- Ensuring channelization of recyclable plastic waste fraction to recyclers;
- Engaging civil societies or groups working with waste pickers;

Section 8

Responsibility of waste generator

The waste generator shall :

- Not litter the plastic waste and ensure segregated storage of waste at source and handover segregated waste to urban local body or gram panchayat or agencies appointed by them or registered waste pickers', registered recyclers or waste collection agencies;

★ *Rules mandate setting up of State Level Monitoring Committee which will include one member of Non-governmental organization engaged in waste management.*

★ **Note for the trainer: Use this note as background material. You can make a PowerPoint presentation in your respective language and present it with pictures or use the Socratic mode of teaching.**

Part 1: Introduction, Objectives & Methodology



Retail business in waste has many social, environmental and economic benefits. It is often looked down upon by the society. It is because of the kind of raw materials traded, second, the cultural stereo typing towards waste, third no specific regulatory frame work for this trade. This ensures that the trade remains largely informal. Harassment from the neighbors, police and other officials is common in this retail trade. To get the due recognition to this business, to get respect this business deserves, it needs a face lift

Running a retail business of trade requires different complex skills due to

- High market fluctuation,
- Changes in the packaging material, which later becomes waste ore for recycling,
- Daily cash transaction and non-availability of easy credit,
- Building social relationships

Informal waste market in Bangalore or any other major city in India, is vibrant and trades more than 1000 tons a day; it is believed that the overall turnover of this informal waste economy runs in crores. The margins for the retailers is wafer thin, the management of the retail business is curtailing for its survival.

Evaluating the need of this trade a collaboration between Alliance of Indian Wastepickers including Hasiru Dala, National Safai Karmachari Finance & Development Corporation has brought forward the module on door to door collection of waste, dry waste management. This will help in managing dry (recyclables, low/no value inert waste) in a better way as well as bring in space for new opportunities.



Objectives of the course:

- » Appreciate the role played by informal workers in the city solid waste management
- » Opportunities available in scrap business
- » Safety concerns of scrap shops
- » Information on different legal recognition available for the trade and how to access it
- » Proficiency and brand building of scrap retail business
- » Essential qualification for specialized waste collection
- » Developing soft skills and interpersonal skills
- » Financial management:
 - Financial instruments available for small business
 - Financial benefits available for SC/STs and Minorities and how to obtain them
 - Basic maintenance of book of accounts and data for leveraging

Course methodology:

- Adult Learning Principles (problem-based and collaborative rather than teaching)
- Structured learning activities: presentations, movies, discussions
- Engagement of participants in group exercises
- Utilize existing experience on knowledge
- Experiential learning
- Individual counselling for better business

Part 2: Training Methodologies, Tools And Processes

Preparing and Planning of the Training

The following checklist should be followed while scheduling training:

Training Duration and Scheduling:

Total duration of the certification course will be 20 hours with a daylong exposure visit. The course will be held over a period of 5 weeks. Each theory session will be three hours long and for 4 days that will spread over 4 weeks. The final will be a daylong session with an exposure visit.

Number of participants

The number of participants attending the training is crucial for the success of the course. Not more than 30 participants will be taken for the course and the ideal number is 25 participants. This number gives an opportunity for exchange of ideas, individual attention and feedback.

Selection of participants

Informal waste collectors and wastepickers who want to become retail scrap entrepreneurs should be self-selected from the bastis (settlements of informal waste collectors). An interview with the applicant will be conducted to understand their interest in the course.

Information to participants

It is necessary to check that the participants know about the location and duration of the course in advance. Punctuality and attendance for all days of the course is a must.



Trainer preparation for a training session

Selection of the Trainers

Selection of trainers is important to the success of the course. For this reason, it is recommended that the trainer must be familiar with work of waste-pickers and informal waste collectors and should also be an experienced trainer. If it is not possible to get someone who satisfies both the requirements, it is then recommended to have one trainer who brings in training and facilitation expertise to act as a co-trainer with someone from the wastepickers community, so that they can complement each other.

It is equally important for the trainer(s) to have an open mind and be receptive to ideas, as the key elements in the workshop are designed to be experiential. It is necessary for the trainer(s) to be able to accept another point of view without being defensive as this can have a serious bearing on the workshop

The trainer(s) must be able to communicate ideas effectively and must be able to facilitate group dynamics.

Rapport between the Trainers

It is recommended that two trainers are present for the session. The rapport between the trainers will influence the learning of the group. It is recommended that the trainers take time to discuss their roles, the sequence of the workshop, and the responsibility of each session. It is important to clarify each one's role before the session commences, as this will set the framework for a participatory learning and will ultimately ensure success of the workshop.



Getting Started

Notes to Trainers

1. Preparation is the key to any successful program. Even if you know the subject well, it always helps to prepare and research
2. The guide is written in recipe style. Feel free to adapt, modify. You can also share your experiences or introduce a new element in terms of methodology
3. The timings for various activities are suggestive. You can always allot more time for an activity that you feel will be important
4. The session's objectives are meant to gauge what the participants will be able to do. Remember that acquisition of knowledge is not an end!
5. Please make sure to add current situation in the trade that will be relevant to the students.
6. Set ground rules of the course.



DAY 1



Session 1: Orientation & Introductions

Orientation to the course:

The first session sets the tone for the entire certification program and hence it is crucial that trainer(s) extends a warm welcome with clear explanations of the programme. It is equally important for the participants to have a fair idea of the agenda for the whole course.



Session 1 A: Icebreaker: Sticker Mixer

Time required : 30 minutes

In a Nutshell

This is an exercise aimed to give everyone a chance to know each other and break the ice

Material Required

Stickers – Depending on the number of participants

Procedure

Place a sticker on the participants' back and ask them to be seated

Explain to the participants that stickers are being placed, to remain seated and once all the stickers have been placed, instructions will be given. Request participants to refrain from speaking to their neighbor

Step 1: Instructions to participants:

Without communicating verbally, participants are asked to identify partners with the same sticker

Once identified, they will have located a place to sit. After everyone finds their partners, give out next set of instructions

Step 2: The pairs will have to interact with each other and find out basic details about them- eg.; Name, Place of residence, occupation etc (Time limit 10 minutes)

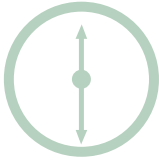
Step 3: Each team will take center stage and introduce their partner

To make the game more interesting- ask participants if they can recall all the names. The person who can recollect maximum number of names get a prize



Notes to the trainer:

Encourage participants to ask questions such as name, family, favorite film, food etc



Session 1 B: Expectations

Time required : 30 minutes

In a Nutshell

Before the training commences, it is important to gauge the participants' understanding of the course, especially why they have chosen to enroll and what they hope to gain out of the certification course.

It is important to set clear expectations from the participants as this will enable:

- Meet learning objectives and align learners
- Create scope for meaningful dialogue
- Track progress

This should match the reasons they have stated in the pre-course interviews.

Material Required

White board with pens.

Procedure

The trainer is free to decide the method for doing this

Option1: Individual

Begin with a list of “expectations.” Generate a list of what individual participants expect from the training.

Ask the co trainer to write down the expectation on the chart paper
A visual representation where ever possible will support learning easily as most of semi or illiterate.

Option 2: Group Work

Divide the participants into groups of 4-5, ask them to discuss and one representative from each team lists out their expectations and takes a physical or a mental note of it.

Note: May lead to lot of repetitions of ideas.

Ensure that you ask questions to clarify what's told and record the responses as briefly as possible. After recording all the expectations, the trainer must summarize the expectations and clarify the objectives of the workshop



Notes to the trainer:

- Make a note of all the objectives
- Important for the instructor to explain what expectations are to the group and provide them with a couple of examples
- Ask the group members to take a few minutes and silently think about what they would like to get out of the experience
- Refer to the Expectation Chart after each session and check with participants if their issues/doubts have been cleared.





Session 1 C: Contribution of informal waste economy in respective cities.

Time required : 30-45 minutes

In a Nutshell

This session highlights the important role played by the informal sector in waste to the country and the city.

Brings an awareness to the fact that many policies and studies alludes to huge economic and environmental contribution of informal force behind waste.

Material Required

Following the calculation of the quantum of waste sent for recycling by wastepickers, remind the members of the forum that “we wastepickers are essential service providers. It is the responsibility of the government to provide for our social and health security, and access to quality education for our children.”



Procedure Divide all participants in the groups of 8 (maximum). Provide them with paper and ask them to write down how much waste they collect in a day. With the help of a calculator, or from memory, calculate the amount of waste collected by your groups. Identify one member of your group and ask her/him to visit other groups to get their consolidated numbers. Add up all those numbers and calculate the total number of waste managed, sorted or sent for recycling by all members in the groups. Then calculate the mean (average) of the quantity of waste collected by the wastepicker participants in the workshop.

After doing this, use the average and multiply with the respective (estimated) number of wastepickers in the concerned city. For illustration purposes, Bengaluru has 25,000 wastepickers. On an average, one wastepicker collects 100-150 kilograms of waste per day. The total amount of waste collected by wastepickers in Bengaluru, thus, will be 2,500 -3,750 tons a day. This will help in estimating the impact of the work undertaken by wastepickers. It is a lot of calculation.

Caution: Wastepickers and activists should not be in the same groups. If it happens, wastepickers become information provider and activists become information seeker. Make sure they are in separate groups. Each group undertakes the activity on its own, with the support provided by the facilitator. It is not necessary that numbers should be correct. They can be estimates or guess-estimates. The idea to help everyone understand that wastepickers are central to city's economy and functioning.

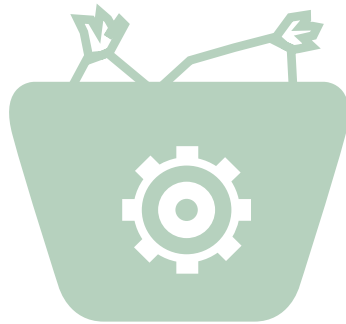


Notes to the trainer:

Refer: Informal Waste Workers Contribution Bangalore by Pinky Chandran, Nalini Shekar, Marwan Abubaker, Akshay Yadav.



Session 2: New waste management policies





Time required : 30 minutes

In a Nutshell

The session focuses on changes in Solid & Plastic Waste Management Rules, 2016 and how they mandate incentivization of informal recycling industry. Further, they recommend inclusion of wastepickers and informal waste collectors in door to door collection of waste, operations of material recovery facility (dry waste collection centers). The details of the provisions have been provided in the beginning.

Material Required

PPT with lots of pictures of door to door collection in Bangalore, Pune; Dry waste Collection Centers and dry waste collection undertaken by wastepickers. This power-point presentation will be separately provided and will be finalized in Pune workshop.

Procedure

Discussion Points:

Community

- Ask one of the participants to share experiences of waste scenario in their respective cities.
 - What will the future of solid waste management in the city look like.
 - How can informal waste economy be intergraded in solid waste management in the city?
 - Where do we see opportunities for informal waste economy?
- record the responses as briefly as possible. After recording all the expectations, the trainer must summarize the expectations and clarify the objectives of the workshop.



Notes to the trainer:

Refer to Solid & Plastic Waste Management Rules, 2016. Case Studies of Bangalore & Pune provided as presentation.



DAY 2



Session 3: Business in a changing environment



Session 3 A : Standardization of Scrap shops/material recovery facilities/dry waste collection centers

Time required : 30 minutes

Notes to the trainer:

Start with the story of Mumbai and Bangalore, where wastepickers have been offered space for setting up scrap shop/ dry waste collection center.

After that get in the safety section, finance section and door to door collection of dry waste.

In a Nutshell

To arrive at the need for cleanliness and tidiness and general upkeep of the shops. Making the retail shop physically safe and addressing occupational health of the workers. Brining transparency in the trade that happens in community neighborhoods.

Material Required

PPT on branding, safety and occupational health, booklet by Chintan on safety measures in scrap shop.

Procedure Activity 1:
Physical appearance
Is that required?

Ask participants to define “cleanliness and tidiness” and write them down on the flip chart

Hint: Physical appearance

Discussions :

What should a scrap shop look nice physically?

Why branding is required in the changing socio – economic dynamics.

Activity 2:
Use of safety equipment

Divide participants into groups of five. Tell them to list out different dangerous situation in a scrap shop. Draw on a paper and present.

Hint : Fire, snake list the common ones that emerges

Discussion: :

Do we need to change and use some safety equipment and why?

Do we need to insure for ourself and our shop? Who do we do it?



Notes to Trainer :

Introduce new low-cost technologies that are available for stacking, sorting tables, mouse repellents

Here is a list of personal safety/protective equipment recommended for a visual and physical sort of solid waste :

Body protection



a) Jacket/overalls preferably chemical resistant to prevent the body in coming in contact with the germs and infections from handling waste



b) Boots/protective shoes prevent injuries caused by broken glass, and other sharp items and infections caused by syringes. They also prevent contact with other dangerous contaminants



c) Outer rubber (cut and puncture resistant) gloves that help protect from cuts and scratches; help prevent contact with toxic rejects such as bathroom waste, diapers, cells and batteries



d) A supply of inner (latex) gloves

e) Chemical goggles or safety glasses to prevent splashes of hazardous materials and smoke from burning wastes

f) Dust masks prevents from breathing in toxic substances and hazardous liquids such as paints, varnishes, breathing in smoke from burning wastes

g) Snake guards, if appropriate to prevent snake bites

h) Insect repellent to prevent insect bites

i) Dog repellent to prevent dog bites

Hearing protection

(if site has equipment or activities that generate loud noises)

- a) Ear plugs/ muffs to avoid damage to ears



Other safety equipment

- a) Supportive back belt for heavy lifting to prevent back injuries while lifting heavy bags
- b) Well-equipped first aid kit for administering first aid in case of any accident
- c) Eye wash kit for preventing serious eye injuries in case any contaminant enters the eye
- d) Moist, disposable towelettes (e.g., wet wipes)
- e) Six-foot pole to check for presence of snakes/ insects/ animals in the waste pile
- f) Small fire extinguisher for preventing fire accidents
- g) Portable telephone for calling emergency numbers
- h) Site-specific safety plan for safety during accidents such as fires
- i) Liquids to replenish fluids (water and cups for preventing dehydration)



It is recommended that the Trainer conducts an energizer or warm up exercise to break the monotony.



Session 3 B : Managing finances of the scrap shop/dry waste collection center/ material recovery facility.

Time required : 60-75 minutes with breaks.

In a Nutshell

Managing finances is the key to the success for any business. Understanding access to finance, discipline to manage the finance and Creating foundation for successful entrepreneurship is essence of this session.

Material Required

PPT on Financial Literacy - Regulations, Essential aspects to be followed by the waste workers.



*Procedure Activity 1:
Importance of Bank Account*

- We required 2 groups of 3 participants each, and 1 facilitator for each group.
- Activity is explained Community Facilitators of both the Groups:
 1. Group A: Business transaction through bank.
 2. Group B: Business transaction in cash

Roles Played:

Banker: Facilitator

Dry waste shop operator: Wastepicker 1

Sorter: Wastepicker 2

Recycler: Wastepicker 3

Group A : Business transaction through bank

- DWCC operator opens a Savings Bank Account for herself and for the sorter, receives the Passbook, Cheque book and ATM Card.
- Operator comes to her dry waste shop. Sorter is segregating the waste and stacking it
- Operator takes it to recycler, sell the waste and gets the payment.
- Operator will deposit money to his account.
- End of the month, Operator pays monthly salary to the sorter in Cheque.
- After 3 days, Sorter will go to ATM and withdraws his salary.

Group B: Business transaction in cash

- Operator comes to her dry waste shop. Sorter is segregating the waste and stacking it.



Activity 2:

Daily Operations – Financial Management

Divide participants into groups of five. Ask them to manage the working capital and income from selling waste for bettering the waste management system.

Discussion:

How to manage the income?

Should we use it to the other purpose?

Activity 3:

Loan over draft on Savings Account – Financial Management

Divide participants into groups of five. Ask them to manage Bank account.

Discussion:

How to manage the income?

Should we use it to the other purpose?





DAY 3

Session 4: Door to door collection of segregated & dry waste

Session 4 A : A door to door collection of segregated waste.

In a Nutshell

Door to door collection can be undertaken by wastepickers and informal waste collectors. Same has been prescribed by Union Ministry of Environment, Forest & Climate Change in Solid Waste Management Rules, 2016. There are two established models of door to door collection- Pune & Bangalore. Sharing those models with the participants.

Material Required

Powerpoints on door to door collection done by wastepickers in Pune & Bangalore. Use the movie prepared by SwaCH.

Procedure

Activity 1:

Why door to door collection?

Ask participants are they interested in door to door collection of waste, if yes, why they are? What are the benefits of engaging in door to door collection?

Discussions :

How should door to door collection of waste be done?

Emphasis on segregation of waste, so that they can get clean dry waste and provide for segregated organic waste to the destination, hint on participation of wastepickers in organic waste management.



Activity 2: Requirements of door to door collection

Divide participants into groups of five. Tell them to list out what are the things to do for door to door collection of waste. What are the categories for waste segregation: dry, wet, sanitary when all should they be collected. Where should the waste go.

How to evolve the pricing mechanism for door to door collection of waste?

Hint :

Set up wastepickers cooperatives, groups for door to door collection of waste. If the group is interested to learn about institutions for doing door to door collection of waste, a future trip can be planned to visit SwaCH in Pune, Hasiru Dala Innovations in Bengaluru and Stree Mukti Sangathana in Mumbai.

Conversation with municipal authorities.

Marketing for door to door collection of waste.

Recyclables are to be with waste-pickers. They have a right over it.

Figuring out destination of organic waste.

Pursuing municipal authorities to create sanitary waste management facility.

Uniforms, payment collection system.

For finalizing user fee: cost of transportation from collection point to destination, uniform, salary of collectors, administration costs and profit have to be accounted for.

Waste segregation categories can be checked on this website:
<http://www.2bin1bag.in/pamphlets>

Role Play.

Notes to the trainer:

After the discussion is over, take a break and show them the presentations about Pune & Bangalore model of door to door collection of waste. Presentations will be provided separately.





Session 4 B : Door to door collection of dry waste

Time required : 60-75 minutes with breaks.

In a Nutshell

Setting up of scrap shop/dry waste collection/material recovery facility will not bring dry waste. There can be a guideline for sanitary workers to sell or give their waste to the center. Yet, more needs to be done. This means dry waste collection center can engage in once/twice a door to door collection of dry waste.

Material Required

Power-point in door to door collection of dry waste in Bangalore.



Procedure Activity 1:

Why door to door collection of dry waste?

Ask participants are they interested in door to door collection of dry waste, if yes, why they are? What are the benefits of engaging in dry waste door to door collection?

Discussions :

How should door to door collection of dry waste be done?

Emphasis on segregation of waste, so that they can get clean dry waste.

Activity 2: Requirements of door to door collection of dry waste

Divide participants into groups of five. Tell them to list out what are the things to do for door to door collection of dry waste. Recap the past discussion on the pre-cautionary measures and safety equipment to set up the shop.

Hint :

What is the best way to communicate with residents for door to door collection of dry waste alone?

Should it be a mandatory measure, or should it be voluntary?

Coordination with sanitary workers, so that wastepickers collecting dry waste from homes don't intrude in the domain of sanitary workers.

If voluntary, how will they mark the homes for dry waste collection and fix time with them?

What are the soft-skills required for door to door collection of dry waste?

Role Play :

Do a role play, where one waste-picker becomes an operator who is to door to door collection of waste.

One participant becomes the waste generator or a regular household.

Ask the operator to communicate about the dry waste collection procedure, which includes- date, time and what is included in dry waste and why it should be kept segregated.





Day 4

Day of visit where scrap shops/material recovery facility are set or wastepickers are engaged in door to door collection of waste.

Capture the reflections.

Capture the reflections about the scrap shops/material recovery facility or dry waste collection and door to door collection of waste. Help participants ask questions to those who are engaged in door to door collection or managing the center.



Conclusion

Components like entrepreneurship, professional service provision, changing scenario waste and role of wastepickers, importance of safety gears will be included in the training session. The manual covers them all. The manual refers to the films, power-point presentations on ventures in Bangalore, Pune & Mumbai (which need to be translated for the wastepickers or better just use pictures with notes written for trainer to remember), solid waste management rules, 2016. It will be better if trainer is aware of those norms and can inform the audience about them. These manuals can be availed by writing to the secretariat of the Alliance. The business plan is provided as annexure to the document.

Training is focused on making wastepickers entrepreneurs who undertake door to door collection, operate aggregation and processing facilities of wet (organic) and dry (recyclables, inert waste).

Annexure :

Business Proposal

Business Plan Document

Name of Operator :
XXYYZZ

XXYYZZ a waste picker is operating the Dry waste collection centre in Ward number 000, since 2013. The DWCC owned by BBMP and is operated by XXYYZZ with the basis of MoU with BBMP. XXYYZZ collects the dry waste generated from households in the ward daily. Dry waste also arrives at the centre from the Pourakarmikas (sanitation workers) and other waste pickers. The waste which arrives as raw material in the DWCC contains articles such as PET bottles, plastic containers, glass bottles, paper, cardboard, LDPE etc. The incoming dry waste is segregated, sorted, baled and graded and packed in the DWCC by the workers employed by XXYYZZ. The packed materials are then transported to the recyclables market for sale situated in different parts of the city.

On a broader note the following activities are taken up by the DWCC;

- Door to door collection of dry waste
- Segregation and sorting
- Bailing
- Packing
- Selling in recycling market

DWCC ward no: and name 000

Approx number of households in ward -12,000

Current incoming quantity 1.2 Tons

No: of vehicles owned 2



Presently, XXYYZZ owns 2 vehicles. One of the vehicles was financed by a cheap credit firm and other by an. He utilizes these vehicles for door-door collection of dry waste. Approximately 1.2 tons of waste comes into the centre every day. He currently employs 12 workers under him for collection and segregation. The workers at the centre performing segregation, sorting are majorly women. Like any other business, XXYYZZ takes the decision on selling the recyclables at the right price floating in the recyclables market. The selling cycle depends on factors such as selling price in the market, inventory levels in DWCC and capital requirement. Currently, he sells the recyclables 2-3 times in week.

Requirement of loan :

Recently, the BBMP has mandated all the DWCC's in Bangalore to perform door to door collection of dry waste from all households in the ward it caters to. Although, XXYYZZ currently performs door to door collection, the scale at which he operates doesn't deem fit to cater to all the households in the ward. To collect dry waste door to door from all the households in the ward, XXYYZZ requires to increase the resources employed. It is validated by saying that, for collection of dry waste from more number of households more resources for collections have to be deployed. During this process, more amount of dry waste arrives as raw material in the DWCC, additional resources needs to be employed in the DWCC for sorting segregation, baling and packing. Adding on, the selling cycle of recyclables will also increase from current cycle. The DWCC requires 2 vehicles to perform door to door collection from all the households in the ward. XXYYZZ already has 2 vehicles for disposal.

Hence, XXYYZZ requires finances for;

1. Employing more human resources for collection and sorting.
2. For vehicle maintenance
 - Required Loan amount -INR 1,00,000
 - Salary for 9 people
(Male =3 @INR 400/day, Female=6 @INR 300/day)- INR 80,000
(Salary difference between male and female is due to the differential in the number of working hours)
 - Vehicle maintenance -INR 20,000

	<i>Existing</i>	<i>Projected increase after 6 months.</i>
<i>Quantity of incoming dry waste.</i>	1.2 Tonnes	3 Tonnes*
<i>Monthly Expenditure</i> (Salary for laborer's, Vehicle (diesel + maintenance), Consumables, Transporting for sale, Misc.)	Rs 1,85,000	Rs 2,20,000*
<i>Monthly Revenue</i> (from sale of recyclables)	Rs 2,10,000	Rs 2,60,000*
<i>Net Monthly Profit</i>	Rs 25,000	Rs 40,000







