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Faecal Sludge and Septage Management Regulations, 2018

Nayagarh Municipality, Nayagarh, Odisha

[File No.153 Date:- 29-01-2019]

NOTIFICATION

The following draft of certain, Regulations which the Nayagarh Municipality propose to make in exercise of the powers conferred by clauses (7), (8) and (9) of section 388 read with 390 of Orissa Municipal Act, 1950 (Orissa Act 23 of 1950) and with previous approval of the State Government is hereby published as required under section 392 of the said Act for information of all persons likely to be affected thereby and the notice is hereby given that the said draft shall be taken into consideration on or after the expiry of a period of thirty days from the date of publication of this notification in the Odisha Gazette.

Any objection or suggestion which may be received by the Executive Officer, Nayagarh Municipality from any person in respect of the said draft before expiry of the period so specified will be considered by the Nayagarh Municipality.

CHAPTER I

GENERAL

1. **Short title, extent and commencement.** – (1) These Regulations may be called as Nayagarh Municipality Faecal Sludge and Septage Management Regulations, 2018.

Faecal Sludge and Septage Management Regulations, 2018

NAYAGARH NAC

[File No. **153**/NAYAGARH NAC/Dated: **29.01.2019**]

NOTIFICATION

The following draft of certain Regulations which the NAYAGARH NAC propose to make in exercise of the powers conferred by clauses (7), (8) and (9) of section 388 read with 390 of Odisha Municipal Act, 1950 (Odisha Act 23 of 1950) and with previous approval of the State Government is hereby published as required under section 392 of the said Act for information of all persons likely to be affected thereby and the notice is hereby given that the said draft shall be taken into consideration on or after the expiry of a period of thirty days from the date of publication of this notification in the Odisha Gazette.

Any objection or suggestion which may be received by the Executive Officer, Nayagarh NAC from any person in respect of the said draft before expiry of the period so specified will be considered by the Nayagarh NAC.

Draft

CHAPTER I

GENERAL

1. Short title, extent and commencement. – (1) These Regulations may be called as Nayagarh NAC Faecal Sludge and Septage Management Regulations, 2018.

(2) These Regulations shall apply to the area under the jurisdiction of the Nayagarh NAC.

(3) They shall come into force on the date of their publication in the Odisha Gazette.

2. Definitions. –(1) In these Regulations, unless the context otherwise requires: -

- (a) "Act" means the Orissa Municipal Act, 1950 (Orissa Act 23 of 1950);
- (b) "authorized official" means any official of the Municipality or Notified Area Council (NAC) as may be authorized by the Executive Officer in writing in this behalf;
- (c) "containment unit" means any type of container that is used to contain faecal sludge or septage and may include pit, ventilated improved pit, twin pit, aqua privy and septic tank with or without soak pit to which latrine is connected;
- (d) "Municipality or NAC" means <<Name >>Municipality or NAC;
- (e) "desludging" means the process of removing accumulated sludge or septage from the containment unit consistent with the guidelines;
- (f) "effluent" means the wastewater that flows out of a septic tank or supernatant liquid discharged from a septic tank;
- (g) "facility" means any site or location where septage is handled after emptying from containment unit;
- (h) "faecal sludge" means raw or partially digested, in a slurry or semi solid form, the combinations of excreta and black water, with or without grey water;
- (i) "Form" means a Form appended to these regulations
- (j) "handle" means to transfer, separate, process, reuse or dispose of;
- (k) "manual cleaning" means cleaning of a sewer or containment unit by any person or employee without such person, or employer, as the case may be, fulfilling their obligation to provide protective gear and other cleaning devices

and without ensuring observance of safety precautions, as may be prescribed in any other law for the time being in force or rules made thereunder;

- (l) "operator" means a person engaged in management and operation of the septage transport vehicles or septage treatment facility or both;
- (m) "person" includes an individual, an agency, a trust, a society registered under the Societies Registration Act, 1860 (No. 21 of 1860), a firm or a company incorporated under relevant laws, an association of persons or a body of individual whether incorporated or not;
- (n) "Schedule" means the Schedule appended to these Regulations;
- (o) "septage" means the liquid and solid material that is pumped from a septic tank, cesspool, or such onsite treatment facility after it has accumulated over a period of time;
- (p) "septage management" means a comprehensive programme for collection, transportation, treatment and safe disposal of faecal sludge and septage;
- (q) "septage transport vehicle (STV)" means the vehicle which is used for transportation of sludge or septage;
- (r) "septic tank" means an underground tank that treats wastewater by a combination of solids settling and anaerobic digestion and includes Government approved types of containment units;
- (s) "sludge" means the settled solid matter at the bottom of septic tanks;
- (t) "wastewater" means any liquid effluent from human activity, whether of residential or non-residential nature, including effluents from kitchens and cleaning activity, but does not include effluents from manufacturing and industrial activity.

(2) Words and expressions used but not defined in the Act, or any other relevant Acts shall have the meaning respectively assigned to them in those Acts and rules made there under.

CHAPTER II

MANAGEMENT AND DISPOSAL OF WASTEWATER

3. Management and disposal of wastewater from premises. – The owner of every premise shall be responsible to ensure that wastewater from the premises is treated or disposed of through any, or a combination of any of the following ways, namely: -

(a) if a sewerage system is available within 30 (thirty) meters of the boundary of the premises or at such other distance as may be feasible, the sewer is connected to sewerage system on payment of such fees and on completion of other procedures as may be required;

(b) wastewater is conveyed to an on-site containment or treatment system, which may include a septic tank or twin-pit or other on-site system, constructed in accordance with any order issued in this behalf by the Municipality or NAC; or

(c) waste water is conveyed to a community or local area containment system or treatment facility.

CHAPTER III

CONTAINMENT AND DESLUDGING

4. Design, construction and maintenance of containment units. – (1) The design, construction and installation of containment units shall be made in accordance with the provisions of the Odisha Urban Septage Management Guidelines, 2016 as may be modified from time to time or any other accepted sound engineering practice as

may be issued by the Municipality or NAC or the State Government or Central Government:

Provided that when the Municipality or NAC issue any guidelines or specifications, it shall be issued with the prior approval of the State Government.

(2) The owner of the premises where the sewer is connected to septic tank shall be responsible for upkeep, maintenance and safe disposal of the sludge from such septic tank.

(3) The owner of the premises shall undertake desludging on a regular basis on payment of such cost as maybe determined by the Municipality or NAC and the payment so made shall be acknowledged by issuing a money receipt in Form-I.

(4) The owner of the premises shall ensure that no pollution is caused to the environment due to direct discharge of sludge into open areas or into the drain due to malfunctioning or faulty construction of the containment unit.

(5) The owner of the premises shall ensure that the septic tanks are cleaned mechanically by the Municipality or NAC or by the cesspool operator registered with the Municipality or NAC with adequate safety measures and no manual cleaning is taken up for the purpose.

5. Desludging. – (1) All persons shall hire only those STVs that are registered with the Municipality or NAC for the purpose of desludging.

(2) The owner of the premises shall be responsible for calling for the desludging services in such duration as specified in Schedule-I or as per the norms specified by the State Government or as may be required, not exceeding a period as mentioned in that Schedule.

(3) The desludging shall only be carried out by the trained sanitary workers of the Municipality or NAC or by the operator, who are authorized under these Regulations by the Municipality or NAC.

(4) The Operator under authority from the Municipality or NAC, may collect such user fee from the owner of the premises having septic tank for the desludging and treatment of the septage, as may be notified by the Municipality or NAC from time to time.

CHAPTER IV

MANNER OF REGISTRATION OF SEPTAGE TRANSPORT VEHICLE AND RESPONSIBILITIES OF ITS OPERATORS

6. Application for registration. – (1) Any person having cesspool emptying vehicle shall apply to the Municipality or NAC in Form-II for registration, as a Septage Transport Vehicle (STV), accompanied with such registration fee as specified by the Municipality or NAC, from time to time, accompanied with documents and self-declaration, as specified in the application Form.

(2) The Municipality or NAC, if satisfied, shall issue a registration certificate with such terms and conditions as specified in Form-III.

(3) Global Positioning System (GPS) with tracking facility shall be fixed in the vehicle before application for registration is made and the tracking link has to be shared with the Municipality or NAC.

(4) The STV shall be inspected and a certificate shall be issued by an authorized officer of the Municipality or NAC annually towards proper functioning of all equipment and verify the compliance to the requirements of the Motor Vehicle Act, 1988 (No. 59 of 1988).

(5) Deployment of STV without valid inspection certificate shall be treated as contravention of the provisions of these Regulations and subject to penal action as per the provisions of these Regulations.

(6) Cesspool emptying vehicle owned by the Municipality or NAC which are used as a septage transport vehicle shall also be registered in the manner aforesaid.

7. Approval or rejection of application. –The Municipality or NAC may approve or reject with or without any condition, as deem fit, any application received in this regard:

Provided that, before rejecting any application, the applicant shall be given a reasonable opportunity of being heard.

8. Registration of septage transport vehicle (STV). – (1) No vehicle shall be engaged in the collection, transportation and disposal of faecal sludge and septage, unless it is registered as a Septage Transport Vehicle (STV) with the Municipality or NAC and possess a valid inspection certificate under these Regulations, and any person found doing so in contravention of these Regulations shall be liable to penalty as specified in Schedule-II and the vehicle along with equipment may be seized.

(2) A Register in Form-IV shall be maintained by the Municipality or NAC reflecting the details of the vehicle registered as STV.

9. Suspension and cancellation of registration. – (1) The Executive Officer, or an authorized official, shall have the power to suspend the registration temporarily, if the STV does not have the required certificate under sub-regulation (4) of Regulation 6 or if it is not fit or in the opinion of the competent authority the usage of the vehicle may have negative environmental and health impacts.

(2) The Executive Officer, or an authorized official, shall have the power to cancel registration of a STV, if in the opinion of the Executive Officer, or the authorized official, the owner of the vehicle has violated any of the provisions of these Regulations or violated terms and conditions of registration or the STV is not found to be fit to put into service :

Provided that before suspension or cancellation of registration as the case may be, the owner of the vehicle shall be given a reasonable opportunity of being heard by an officer nominated by the Executive Officer.

10. Issue of license to operator. – (1) A person who intends to be engaged in management and operation of the Septage Transport Vehicle or septage treatment facility or both shall apply for license for the said purposes to the Municipality or NAC in Form-V.

(2) The Municipality or NAC shall issue the license with such terms and conditions as specified in Form-VI.

11. Responsibilities of STV operator. – (1) The operator of the STV shall be responsible for safe transportation of faecal sludge and septage to the designated site notified by the Municipality or NAC.

(2) The operator shall ensure that the STV shall not be used for the transportation of any other materials or liquids till the registration is in force.

(3) The operator of the STV shall maintain records relating to collection, transportation and disposal of faecal sludge in Form-VII.

(4) The operator shall take necessary steps for safety and welfare including insurance of sanitary workers as per the provisions of Regulation 12.

12. Safety measures for desludging. – (1) The desludging shall be carried out using safe and appropriate technology, equipment, protective gear and sound

operating practices which are in compliance with the relevant provisions of law or as per the provisions of the Odisha Urban Septage Management Guidelines, 2016, as modified from time to time.

(2) The operator shall ensure that –

(a) all desludging workers are trained to use the protective gear and on hygiene practices;

(b) all the safety equipment is operational and are in good condition for use before proceeding to a collection site;

(c) first aid kit, gas detection lamp and fire extinguisher are kept in the vehicle before it goes to the collection site;

(d) there is sufficient disinfectant on the vehicle before it goes to the collection site; and

(e) sanitary workers shall never enter a septic tank under any circumstances.

13. Accidental spillage. –(1) In the event of accidental spillage of sludge or septage, the STV operators shall–

(a) immediately take action to prevent further spillage of sludge or septage, minimize the environmental impact and take-up clean-up action; and

(b) disinfect the area of spillage by appropriate method.

(2) If the operator contravenes the provision of sub-regulation (1), he/she shall be liable for penalty as provided in Schedule-II.

CHAPTER V

SEPTAGE TREATMENT AND DISPOSAL

14. Treatment. –(1) The septage shall be processed and treated in the treatment facilities in the manner approved and notified by the Municipality or NAC in accordance with the relevant laws, notifications, or as provided in the Odisha Urban

Septage Management Guidelines, 2016 as amended from time to time, or any good engineering practices.

(2) From the date of such notification under sub-regulation (1), no disposal of septage or sludge shall be carried out anywhere in the Municipality or NAC except in the designated treatment or the disposal site.

15. Responsibilities of the operator. –(1) The operator of the treatment facility shall be responsible for ensuring adequate safety measures to protect the workers, neighbourhood and ensure proper sanitation facilities in the premises of the plant.

(2) The operator of the treatment facility shall ensure that the treated septage is disposed of in compliance with the standards notified by the State Pollution Control Board.

16. Disposal. –(1) The treated septage shall be disposed of at a specified location authorized and notified by the Municipality or NAC from time to time in compliance with the Environment (Protection) Act, 1986 (No. 29 of 1986) and the rules made there under and the Water (Prevention and Control of Pollution) Act, 1974 (No. 6 of 1974) and the rules framed there under.

(2) The location for disposal site shall be finalized by the Municipality or NAC in consultation with the State Pollution Control Board, Odisha and the district administration.

(3) The treated septage may also be deployed for re-use in accordance with applicable rules and safety standards.

CHAPTER VI

ADMINISTRATION AND ENFORCEMENT

17. Administration and enforcement. – (1) The administrative and enforcement powers of these regulations is vested with the Executive Officer or any other official of the Municipality or NAC duly authorized by the Executive Officer.

(2) If the Municipality or NAC is providing services in respect of containment, conveyance or treatment, it may levy user fees as may be determined from time to time for ensuring the cost recovery and the users shall be required to pay for these services rendered by the Municipality or NAC.

18. Special power for inspection. –For the purpose of implementation and enforcement of these Regulations, the Municipality or NAC shall have the power of inspection of any premises, septage transportation vehicle and septage treatment plant or treatment facility at any time.

19. Violations and penalties. – (1) Any person guilty of violation of any of the provisions of these Regulations, shall be issued with a notice for compliance.

(2) Any person shall be subject to penal provisions under these regulations, if such person-

(a) contravenes or fails to comply with any provisions of these regulations;

(b) obstructs, hinders or interferes with an authorized official or other official of the Municipality or NAC acting under power delegated to him or her in the exercise of any power or the performance of any duty under these regulations;

(c) resorts to manual cleaning of the containment unit.

(3) The person found to be guilty of violation of provisions of these Regulations shall be punished to the extent to the amount as indicated in Schedule-II and prosecution under relevant law and shall be subjected to seizure of the septage transport vehicle, septage treatment plant, treatment facility or property as the case may be.

(4) Whoever, in any case in which a penalty is not expressly provided in Schedule-II is found to be guilty, shall be punishable with a fine of fifty rupees and in case of continuing contravention with an additional fine amounting to fifteen rupees for every day during which such contravention continues.

20. For removal of doubt, it is hereby declared that nothing in these Regulations shall prevent any person from being prosecuted and punished under any other relevant Act, for the time being in force, or any act or omission made punishable under these Regulations.

21. Appeal. –Any person aggrieved by the decision of an authorized official of the Municipality or NAC under these regulations, may prefer appeal in Form-VIII against such decision to the Executive Officer and if the decision is made by the Executive Officer, the appeal shall lie to the Director Municipal Administration to the Government, Housing and Urban Development Department, within a period of thirty days from the date of receipt of a copy of the order appealed against.

22. Reference Documents. – For the ease of implementation and rolling out of the Regulations, a list of standards, strategies, manuals, guidelines and policies as provided in Schedule-III, may be referred to as those shall stand modified from time to time.

23. Direction of State Government to be supplementary to Regulations.-

The State Government may issue directives in respect of faecal sludge and septage management to remove difficulties in operation of these Regulations.

Schedule-I

Schedule for emptying of containment unit

[See regulation 5(2)]

Sl No.	Name of owner	Type of containment unit	Emptying frequency	Last emptying date	Next emptying date
(1)	(2)	(3)	(4)	(5)	(6)
1.		Septic tank	3 years		
2.		Pit latrine	5 years		

Schedule-II

Penalties and fines

[See regulations 4, 8, 13(2), 14, 6 (5) and 19(3)]

Sl. No.	Description	Regulations	Penalty (In Rupees) or any other penal action	Indicative fines(in Rupees)
1	Unscientific design and construction of containment unit	4		50
1.1	Continuing breach 2 nd instance	4		50
1.2	Continuing breach 3 rd and subsequent	4	Seizure of property	15 per day
2	Direct discharge of sewage into drain or road or open area	4		50
2.1	Continuing breach 2 nd instance	4		50
2.2	Continuing breach 3 rd and subsequent	4	Seizure of property	15 per day
3	Plying of septage transport vehicle without registration	8		50
3.1	Continuing breach 2 nd instance	8		50
3.2	Continuing breach 3 rd and subsequent	8	Seizure of STV	15 per day
4	Noncompliance to attend accidental spillage	13		50
4.1	Continuing breach 2 nd instance	13		50
4.2	Continuing breach 3 rd and subsequent	13	Seizure of STV	15 per day
5	Discharge of untreated septage from treatment plant	14		50
5.1	Continuing breach 2 nd instance	14		50

5.2	Continuing breach 3 rd and subsequent	14	Seizure of property	15 per day
6	Plying of septage transport vehicle without valid certification	6(5)		50
6.1	Continuing breach 2 nd instance	6(5)		50
6.2	Continuing breach 3 rd and subsequent	6(5)	Seizure of STV	15 per day

Schedule-III

Reference documents

(See Regulation 21)

Latest edition of the following documents maybe used by the ULB for guidance:

1. IS: 2470 – 1985, Indian Standard Code of Practice for Installation of Septic Tanks and Disposal of Septic Tank Effluent, Bureau of Indian Standards,

 (a) (Part I) Design Criteria and Construction

 (b) (Part II) Secondary Treatment and Disposal of Septic Tank Effluent.
2. National Urban Sanitation Strategy, 2008, Ministry of Urban Development, Government of India.
3. Advisory Note: Septage Management in Urban India, 2013, Ministry of Urban Development, Government of India.
4. Manual on Sewerage and Sewage Treatment Systems, 2013, Central Public Health Engineering and Environmental Organization, Government of India.
5. Odisha Urban Sanitation Policy, 2017, Housing and Urban Development Department, Government of Odisha.
6. Odisha Urban Sanitation Strategy, 2017, Housing and Urban Development Department, Government of Odisha.
7. National Faecal Sludge and Septage Management Policy, 2017, Ministry of Housing and Urban Affairs, Government of India.
8. Septage Management: A Practitioner's Guide, 2017, Government of India.

Appendix
Form I
[See regulation 4(3)]
Money Receipt

Received a sum of Rs _____ (Rupees in words) _____ only
on (date) from Sri/Smt. _____ resident of Ward No. _____,
(address) _____ towards the cost of desludging under Regulation 4(3) of
the Faecal Sludge and Septage Management Regulations, 2018 dated _____ of the
Municipality or NAC.

(Signature of Receiving officer)

Nayagarh NAC

Form II
[See regulation 6(1)]
Application for registration of STV

1. Name of the applicant (owner of STV): _____
2. Nationality: Indian _____ Other _____
3. Address: as per Registration. _____
Address for correspondence: _____
4. Copy of PAN card of the Owner.....
5. Copy of Aadhaar card of the Owner (Only in case of individuals)
6. Telephone No.: (O) _____ Mobile No. and Email ID _____
7. Registration No. of Vehicle: _____ (Attach copy)
8. Vehicle Type: _____ (Cesspool Vehicle/Vacutug, etc.)
9. Vehicle Capacity: _____ (Litres)
10. Period for which the pollution certificate of the vehicle is valid:
(Attach copy)
11. Period for which the insurance of the vehicle is valid: _____ (Attach copy)
12. Fitness of the vehicle valid up to: _____ (Attach copy)
13. Whether STV fitted with GPS (Yes/No): _____
14. Details of the vehicles indicating model, type, capacity, leak proof, odour and spill proof having proper vacuum/ suction and discharging arrangement (Document proof of any may been closed). (Please mention for all the cesspool / desludging vehicles)
15. Processing fee (In Rupees) _____/- (Non-refundable)
D.D. No. _____ Date _____ Bank _____

I/We certify that information given by me/us in column 1 to 14 are true to the best of my knowledge and belief. I also certify that I have read and understood the attached terms and conditions of RFA, all the Regulations, policies and guidelines of septage and agree to abide by them. I agree that I will ensure safe disposal of sludge or septage at designated site. I agree that if any information given by me is found wrong the application for license will be liable for penalties / suspension / cancellation at any time.

Place:

Date:

*Signature(s) of the applicant(s)

NB: * In case of joint ownership, any one of the owner may apply.

Checklist of documents attached: _____ Date: _____

- 1.
- 2.
- 3.

.....tear here.....

Acknowledgement

Nayagarh NAC

No. Date.....
..... received application form
from.....for registration of under
registration.....

Place:

Date:

Seal and signature of authorised officer

Form III
[See regulation 6(2)]
Registration Certificate for STV
STV registration with Nayagarh NAC

No.Date:

[Reference: Application No.....Date:]

In pursuance of the provisions contained in the Nayagarh NAC Faecal Sludge and Septage Management Regulations, 2018, the special permit conditions accompanying this permit is hereby granted to:

(1) NAME OF OPERATOR: _____

(2) ADDRESS: _____

(3) REGISTRATION NUMBER: _____

(4) TYPE OF VEHICLE: _____

(5) CAPACITY: _____

(Please issue a separate permit for each of vehicle)

for the transportation of septage within Municipality or NAC area and up to the designated site.

(i) This Certificate is based on information provided in the STV operator registration application which constitutes the Registration Certificate for STV.

(ii) This certificate is valid for five years from the date of issue but may be suspended or revoked for non-Compliance of conditions set forth in Faecal Sludge and Septage Management Regulations, 2018 and violations of provisions of any Act, Rules and Regulations relating to the operation of Septage System or in cases of safety protocols not being adhered to or in case of non-permitted disposals.

(iii) The original certificate shall be produced on demand by the authorized personnel of the Municipality or NAC.

PERIOD OF VALIDITY: FROM DATE OF ISSUE UPTO

Note: This registration certificate does not replace or supplement the requirements under The Motor Vehicle Act.

Date: _____

Seal and signature of authorised officer

FormIV
[See regulation 8(2)]
Register showing the details of the vehicle

1. Name of the applicant (owner of STV): _____
2. Address: as per RTO Registration. _____
3. RTO Registration No. of Vehicle: _____
4. Vehicle Model: _____
5. Vehicle Capacity: _____ (Litres)
6. Road tax paid up to: _____
7. Pollution certificate of the vehicle valid up to: _____
8. Insurance of the vehicle valid up to: _____
9. Fitness of the vehicle valid up to: _____
10. Vehicle, whether fitted with GPS (Yes/No): _____

Seal and signature of authorised officer

Form V
[See regulation 10(1)]
Application for License of Operator Nayagarh NAC

To
Executive Officer
Nayagarh NAC

Madam/Sir,

I hereby apply for issue of license for operation of the following (strike out whichever not applicable):

- (i) Septage Transport Vehicle
- (ii) Septage Treatment Plant/Faecal Sludge Treatment Plant

Self-attested copy
of recent passport
size photograph to
be attached

Particulars to be furnished by the applicant

1. Full name: _____
2. Son/Daughter/Wife of: _____
3. Permanent address (in case of individual): _____

4. Mobile No.: _____
5. E-mail ID: _____
6. Current address: _____

7. Date of birth (proof to be enclosed): _____
8. Educational qualification: _____
9. Proof of identity: _____
10. Fee paid towards processing of application: _____

Note: Strike out whichever is not relevant

I hereby certify that the information provided herein is true to the best of my knowledge. Any modification shall be informed by me to the Municipality or NAC, within ten working days of any such change.

Place: _____

Date: _____

Signature of applicant

Form VI
[See regulations 10(2)]
License for Operator of STV
License for Operator from Nayagarh NAC

License No.....Date:
[Reference: Application No._____/Date: _____]

In pursuance of the provisions contained in the Nayagarh NAC Faecal Sludge and Septage Management Regulations, 2018, this license is hereby granted to:

(6) NAME OF OPERATOR _____

(7) ADDRESS: _____

(8) OPERATOR OF _____ (STV
or Septage/Faecal Sludge Treatment Plant)

for the transportation/treatment of septage within the Municipality or NAC area.

(i) This License is based on information provided in the application.

(ii) This certificate is valid for five years from the date of issue but may be suspended or revoked for non-Compliance of conditions set forth in Faecal Sludge and Septage Management Regulations, 2018 and for violations of provisions of any Act, Rules and Regulations relating to the operation of Septage System or in cases of safety protocols not being adhered to or in case of non-permitted disposals.

(iii) The original license shall be produced on demand by the authorized personnel of the Municipality or NAC.

PERIOD OF VALIDITY: FROM DATE OF ISSUE UPTO

Date: _____

Seal and signature of authorised officer

Register on disposal of faecal sludge Nayagarh NAC

Vehicle No.: _____ **Registration Certification No. (issued by Municipality or NAC):** _____

[illegible]

Form VIII
[See regulation 20]
Form of Memorandum of Appeal preferred before the Appellate Authority

Before the "Appellate Authority"

.....(Designation)

1. Full name of the Appellant:
2. Address of the Appellant:
3. Particulars of the Municipal Officer
who issued order appealed against:
4. Date of receipt of the order appealed against:
5. Last date for filing of the appeal:
6. Particulars of information:
 - a. Subject matter of the appeal in brief:
[Attach copy of the order appealed against]
 - b. Grounds for the appeal:
(Details if any to be enclosed in separate sheet)

Verification

I, _____ name of the appellant, son/daughter/wife of _____
hereby declare that the particulars furnished in the appeal are to the best of my knowledge
and belief, true and correct and that I have not suppressed any material fact.

Signature of the Appellant

Place:

Date:

List of documents submitted as enclosure:

- 1.
- 2.

..... tear here.....

Acknowledgement

No.

Date:

Received Memorandum of Appeal along with enclosure from
.....

Place:

Date:

Seal and signature of authorized officer

By order of the Municipality or NAC

Sri Santosh Kumar Jena, O.R.S
(Signature of Executive Officer)
Nayagarh NAC