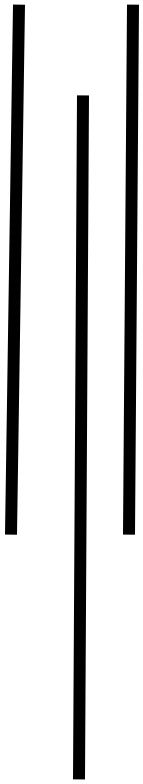
NNSWA

Nepal National Social Welfare Association

NNSWA Waste Management Guideline 2016



Nepal National Social Welfare Association (NNSWA)

Guideline Update: December 2022

NNSWA Waste Management Guideline 2016

Table of Contents

1. NNSWA Background:
    a) Vision of Organization:
    b) Mission of Organization:
    c) Goal of Organization:
    d) Objectives of Organization:
    e) Targeted Group of Organization:
    f) Working Strategies of Organization:
    g) Principle of Organization:
    h) Values of Organization:
2. Purpose of Waste Management Guideline:
3. Process of Waste Management:
    I. Regulatory Compliance
    II. Handling and Storage
    III. Treatment and Disposal
    IV. Regulatory Compliance
    V. Training and Awareness
4. Emergency Preparedness:
5. Documentation and Monitoring:
6. Environmental Sustainability:
7. Collaboration and Partnerships
8. Continuous Improvement
9. Amendment and Updated of Guideline:

10.NNSWA Background:

Nepal National Social Welfare Association (NNSWA) established itself in 1990. In 1994, NNSWA registered with the District Administration Office Kanchanpur and affiliated to Social Welfare Council Kathmandu. NNSWA has grown over the years, implementing various integrated community-based development programs in Sudur Paschim Province being one of the leading development organizations in the Sudur Paschim Province of Nepal.

The Executive Committee is the legally constituted body responsible for providing strategic and policy direction to the organization. NNSWA has its own office building having sufficient rooms and training hall at Bheemdatt Municipality-18 in Kanchanpur district. As of record in February 2023, 185 skilled staff are mobilizing for the implementation of different projects as organizational human resources.

i) Vision of Organization:

NNSWA strives towards an equitable society.

j) Mission of Organization:

NNSWA is committed to empower and ensure the social rights of the **3D** people (*Deprived, Dalit, and Disable*).

k) Goal of Organization:

Target People 3D (Discriminated Community by caste, Disable& Deprived) will be Educated, healthy, wealthy and empowered in all aspects to utilize the human rights

l) Objectives of Organization:

- To enhance the standard of education and provide educational opportunities to the Deprived, Dalit, and disabled group in the community.
- To provide health services including Nutrition, Reproductive Health and Physical Rehabilitation Services to those in target area
- To advocate rights for women and children
- To improve access to human rights
- To create leaders from the 3D group through skill development and trainings
- To create opportunities for livelihood options, friendly environment, climate change and adaptation, DRRM, Humanitarian Response, poverty alleviation, and advocacy for human rights and inequality.

m) Targeted Group of Organization:

- *Dalits*
- *Disables*
- *Deprived* (Freed-Kamaiya, Displaced people, women, children, PLHIVs and People affected with Leprosy)

n) Working Strategies of Organization:

- Partnership-with the Government, donors, INGOs, local NGOs and CBOs
- Participatory Integrated Rural Development
- Gendered programming
- Rights based programming and Networking, Alliance, and Coalition Building

o) Principle of Organization:

"An Organization Working Together for an Equitable Society".

To see an equitable society NNSWA perceive to joint hand together all funding partners, policy makers, media, advocators, and community target groups shod be working together model to achieve the vision of NNSWA which is core principle of the organization.

p) Values of Organization:

Follows the organizational vision, mission, goal, and objectives following are the values of NNSWA. Every person belonging or employee should obey the values.

1. Respect to the whole target group
2. Non-Discrimination
3. Non-party political
4. Non-Religious
5. Open and Committed for Quality Services
6. Stand with Inclusiveness
7. Saving Life, Fight for Extreme Inequality, Humanitarian Response

11.Purpose of Waste Management Guideline:

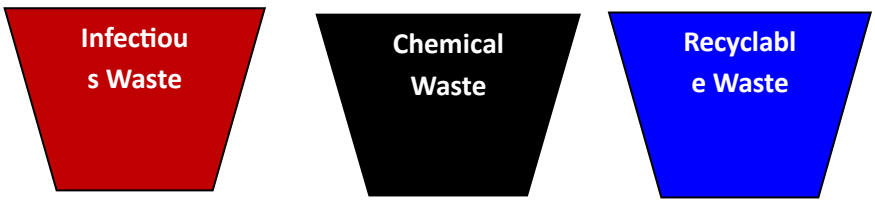
The overall waste management guidelines provide a framework for organizations and individuals to manage waste effectively, protect the environment and public health, comply with regulations, and promote sustainable development practices. Managing waste in clinics and workshops requires specific guidelines to ensure the safety of staff, patients, clients and the environment.

12.Process of Waste Management:

Following are the major processes that should be applied by the human resources working in health clinic and physical rehabilitation service in NNSWA.

i. Waste Classification and Segregation

- **Classification**: Identify different types of waste generated, such as biomedical (infectious waste), hazardous (chemicals), general (paper, plastics), and recyclable materials.
- **Segregation**: Use color-coded bins and labels to segregate waste at the point of generation to prevent cross-contamination and facilitate proper disposal.



ii. Handling and Storage

- **Safe Handling**: Train staff on safe handling procedures for different types of waste, emphasizing the use of personal protective equipment (PPE) where necessary.
- **The Team in PRC**: The team in PRC should wear an apron, mask, soundproof earpick (equipment), hand cleaning materials, water and other required equipment. In the workplace all safety posters should be posted and visible.
- **The Clinic Team**: The team in the health clinic should wear an apron, mask, globs and other required safety equipment as HIV & AIDS related Waste Management Guideline.
- **Storage**: Store waste in designated areas that are secure, well-ventilated, and inaccessible to unauthorized personnel. Protection of children and other related.

iii. Treatment and Disposal

- **Biomedical Waste**: Dispose of infectious waste (e.g., sharps, blood-soaked items) using approved methods such as autoclaving or incineration to eliminate pathogens.
- **Hazardous Waste**: Segregate and store hazardous waste (e.g., chemicals, pharmaceuticals) in accordance with local regulations. Use licensed disposal services for safe removal. No burn, No buried in field, no dispose at river.
- **Recycling**: Implement recycling programs for materials like paper, plastics, and metals that can be recycled safely. Storage safely and safely and manage the recycling as local regulations.

vi. Regulatory Compliance

- **Compliance**: Adhere to local, national, and international regulations governing waste management, including handling, transportation, and disposal requirements for biomedical and hazardous waste. Use the local government protocol (Municipality) or and coordinate with nearby government hospital for the management.

v. Training and Awareness

- **Education**: Conduct regular training sessions for staff on waste management practices, emphasizing the importance of segregation, handling, and disposal procedures. It should be emphasis about personnel safety and security.
- **Awareness**: Post signs, guidelines, and instructions in visible areas to remind staff of proper waste management protocols. Each of the NNSWA clinics, Physical Rehabilitation Center should post guidelines or posters and monitor regularly. The cleaning staff and other staff in both the health clinic and PRC should be trained in waste management handling.

- **Responsibilities of Awareness/Education Providing**: The Project Coordinator and PRC P&O will provide the awareness and education of the waste management in coordination with NNSWA OD/HR personnel continuing handling, safety and security, segregation of waste material, dispose, recycling and other management for the personnel involving as clinic helper, PRC cleaning person and workshop assistant. The team also ask for training from the funding partner as required.

13.Emergency Preparedness:

- **Emergency Procedures**: Develop and communicate procedures for handling spills, accidents, or exposures to hazardous materials during waste management activities. If any incident happens this procedure will help to remedy the staff who need emergency support.

14.Documentation and Monitoring:

- **Documentation**: Maintain records of waste generation, segregation, treatment, and disposal activities. Keep copies of manifests and certificates for hazardous waste disposal. All documents should be supervised by the senior staff of both clinic and PRC and OD/HR responsible team of the organization.

- **Monitoring**: Regularly audit waste management practices to identify areas for improvement and ensure compliance with guidelines. The Project Coordinator for the Health Clinic, Case Manager and PRC P&O and Manager will be responsible for the regular monitor and appropriately handling the waste management in both clinic and PRC.

15.Environmental Sustainability:

- **Sustainable Practices**: Implement practices such as reducing waste generation through better procurement practices and promoting reuse of materials where possible. For managing the waste, the team should coordinate with local municipality for general waste carry from the organization.

- **Innovation**: Explore environmentally friendly waste treatment technologies, such as composting organic waste or using energy recovery systems.

    - Limit to use of plastics bottles for drinking water
    - Plantation trees
    - Maximum reuse of the materials
    - Coordinate with waste keeper for collecting the general waste

16.Collaboration and Partnerships

- **Partnerships**: Collaborate with waste management service providers, environmental agencies, and healthcare authorities to enhance waste management strategies and compliance. If local governments have any waste management system for waste management should coordinate or partnership for the organizational waste management.

17.Continuous Improvement

- **Feedback and Improvement**: Solicit feedback from staff and stakeholders to improve waste management processes continually. Implement new technologies and best practices as received feedback from any of the services receivers and stakeholders.

18.Amendment and Updated of Guideline:

By following the above clinic and workshop-based waste management guidelines, organizations can minimize environmental impact, protect public health, and ensure regulatory compliance in handling various types of waste effectively. However, the organization will be amended and updated this NNSWA Waste Management Guideline 2016 as per both health clinic and Physical Rehabilitation Center requirements of the organization.