ANNEXURES
ANNEXURE – I

Contractual Agreement of Sanitation Services

1. The sanitary agencies should be responsible for the cleaning of towns, streets and drainage of the allocated areas/ its zonal jurisdiction and in cleaning process collected waste material, silt and every type of waste material should be put in an area authorized by Municipal Council, Panchkula.

2. The ratio of workers should be 2 against 1000 population in Council jurisdiction.

3. Municipal Council should appoint separate employees for cleaning, pick up of waste material, capturing stray animals and in addition to this other special employees be employed for cleaning squad. The Trollies used for carrying purposes should be of closed type. Further, one refuse collector and one dumper is to be provided by Council and for this driver and other employees are to be provided by the contractors. The appointed drivers should have driving license for driving these vehicles.

4. Agencies should clean the silt from drainage system/drainages within 5 days after the commencement of the contract and the silt taken out is to be disposed properly and this whole process is to be completed within stipulated time period. In this process, it is the estimated that 5 tractor trollies are required.

5. Community toilets and fire brigade offices should be cleaned twice a day and the materials used in this like phenyl, acid, soap, washing powder, deodorant should be of good quality.

6. All safai workers have to be in uniform.

7. Cleaning system should be of such type by which people are satisfied.

8. Whenever, a VIP person arrives or public function is organized, cleaning facilities should be completed /well maintained.

9. Cleaning process in Municipal Council jurisdiction also includes the proper disposal of small dead animals like cat, dog, pig, rat and birds. All this is to be done by safai workers.

10. Waste-disposal should be undertaken in a systematic manner. It be poured into proper garbage bins meant for this purpose and these garbage bins be dumped daily into proper place. In these places lime and bleaching powder should be
sprayed and waste material should be in closed chamber for transport to dumping grounds.

11. All Cleaning work is to be compulsorily done on Sunday and on gazetted holidays also.

12. For public grievances there should be made a proper authority, whose function would be to see public problems. It has to be opened regularly from 6.00 A.M. to 6.00 P.M., and made functional on all Sundays and public holidays. All complaints should be handled and solved within stipulated time period i.e. 24 hours.

13. Safai workers would also do the job of cleaning the waste generated by public from their kitchen, gardens, like grass, cut branches of trees and dry leaves.

14. Cleaning is to be done in all parks, open plots, foot paths, all roads, and waste near curved roads properly. Road crossings and market parking is also included in this. And all cleaning process is to be done in morning and evening also.

15. Material used in this process is to be provided to the sanitation workers e.g. brooms, spade, cutting swords and masks, gloves, hand pulled rickshaw and Rehris.

16. Dust deposited on road sides and dividers is to be dusted regularly. Bushes and congress grass is to be swept properly and regularly.

17. Cleaning timing in summer would be 6.00 a.m. to 11 a.m. and 2.00 p.m. to 5.00 p.m. and in winter timing should be 7.00 a.m. to 12.00 p.m. and 2.00 p.m. to 5.00 p.m.. Working hours are to be constant of 8 hours in summer and winter.

18. Waste material collected which is fire prone/flammable, cannot be burned.

19. In every sector market, a notice board be put in proper place which reflects where to contact for complaints.

20. No employee should be absent so that sweeping process get affected.