



## **BRUHATH BENGALURU MAHANAGARA PALIKE**

Commissioner Office, Bruhath Bengaluru Mahanagar Palike, N.R. Square, Bengaluru.

No: CHO(PH)/PR/P-157/2018-19

Date : 01-03-2019

### **EVENTS WASTE MANAGEMENT NOTIFICATION - 2019**

The guidelines on Events Waste Management were issued earlier by Bruhat Bengaluru Mahanagara Palike (BBMP) vide notification date 03.07.2015. Subsequent to this Karnataka Government has banned certain types of plastics vide notification dated 11.3.2016. This was followed up by the notification of Plastic Waste Management (PWM) Rules 2016 dated 18.3.2016 and Solid Waste Management (SWM) Rules, 2016 dated 08.04.16. These statutory notifications need to be complied by all.

Bengaluru City sees many events held in public places and at private venues within the administrative jurisdictional area of BBMP, where management of Solid Waste is not in line with what is mandated under the SWM Rules 2016, PWM Rules 2016 & Plastic ban notification and hence results in 'waste disasters' where the event premises are usually seen strewn with mixed waste which include residual food waste, other organic waste like flowers, single-use plastics, water bottles and other single use disposables, packaging material, wrappers etc. It has been noted that in many of such events, source segregation of the generated waste as required under SWM Rules, 2016 is not followed and there is violation of the plastic ban notification. Thereafter the collection, transportation and disposal of such waste is not in compliance with the SWM Rules 2016. As a result, huge amounts of single-use disposables, plastics and mixed waste from such events are either dumped or burnt, causing grave harm to our environment.

In view of the above and in order to ensure that there is no abdication of responsibility by the event organizers when it comes to waste management, this revised notification is being issued to supersede the earlier guidelines on public events issued vide notification date 03.07.2015.

In exercise of the power conferred under Sections 256 & 257 of The Karnataka Municipal Corporations Act, 1976 and on the basis of guidelines issued by MoUD, and notification of Karnataka State Government Gazette Notification (No. FEE 17 EPC 2012, Bangalore, dated 11.03.2016 issued by the Forest, Ecology and Environment Department) banning single-use plastics and disposables, and in accordance with the Solid Waste Management Rules 2016 and the Hon'ble High Court Order dated 17.12.2015 on mandatory segregation at source, and such other court orders, BBMP is pleased to issue the following revised *Events Waste Management Notification* on mode and methodology of Solid Waste Management during public and private events organized within the administrative and territorial jurisdiction of BBMP.

### **Applicability:**

1. While ideally SWM Rules 2016 applies to each and every individual, for the purpose of regulating events, these guidelines shall be applicable for events where there is a gathering or meeting of at least 25 or more people at a place for any purpose, during which there would be service of food and/or drink, sale of products leading to generation of any kind of wastes like paper/pamphlets, packaging etc, and/or sanitary waste from toilets.
2. This notification shall cover both public and private events including functions, seminars, conferences, get-togethers, be it of a social, cultural or religious nature, carried out either in public or private places within jurisdictional limits of BBMP.
  - a. 'Public event' shall refer to events in places like fair grounds or open grounds, parks, public-utility earmarked lands belonging to BBMP, etc. where *melas*, *habbas* or *santhes* and such cultural, religious or sporting events are held.
  - b. 'Private event' shall refer to events held within private premises including educational or religious institutions, sports stadia, hotels, apartments, residences, etc but which are nonetheless bound by the very same conditions and concerns for waste management, safety and environment as detailed in this notification.

### **Responsibility of Waste Management by Event Organiser:**

3. The Sole responsibility for waste management and cleanliness at such events vests with the Event Organiser, who is responsible for the conduct of the event in compliance to SWM Rules, 2016.
4. While the sole responsibility of scientific management of waste and maintenance of cleanliness at the venue would be that of the event organizer, for all events with 500 or more people, the organizer shall engage a professional vendor for this purpose, who would have to be from the list of authorised vendors approved by BBMP for ethical waste management. The 3 Rs of Reduce, Reuse and Recycle shall drive the waste management. The event organizer shall strive to reduce the amount of waste generated by taking measures to prevent use of all single-use disposables (including compostables/biodegradables), and further to ensure that all waste generated is carefully segregated, and then properly disposed / processed.

### **Permission to be sought:**

5. Permission for the public event is to be sought by Event Organizer in required format (Form1) along with the prescribed fees giving details of location, date, likely garbage to be generated, complete plans for processing same with name and contact details of vendor etc. NOC from concerned department of BBMP in whose land event is proposed to be held is also to be submitted. This is to be submitted along with Agreement (Form 2) duly signed by Event Organizer, agreeing to comply with all stipulated conditions on waste, cleanliness, specifically plastic ban and segregation at the jurisdictional Medical Officer of Health (MoH) office.
6. The Event Organizer shall apply for the permission at the jurisdictional Medical Officer of Health (MoH) office within specified time frame. On receipt, BBMP shall scrutinize the application and approve/reject the application as per timeframe specified below.



	A: Appln to reach pre-event by:	B: Process time
➤ For events upto 500 people	5days	2 days
➤ For events of 500-5000 people	7days	2 days
➤ 5,000-10,000	20days	7 days
➤ Above 10,000	30 days	10 days

7. Event Organizer will pay a refundable security deposit to BBMP in advance by DD as below:
- 500 to 5,000 people gathering - Rs 10,000/-
  - 5,000-10,000 people - Rs 25,000/-
  - 10,000-25,000 people - Rs 50,000/-
  - Above 25,000 people - Rs 1 Lakh
8. Conditional permission for the event as per Form 3 along with the general Notice regarding Events Waste Management Responsibilities from the zonal Joint Commissioner as per Form-4 will be given upon receiving Form 2 agreeing to comply with conditions, along with refundable security deposit and processing fee by the Zonal Health Officer.
9. A Non Refundable Processing fees equivalent to Rs. 6/- (Six) per KG is required to be paid towards receiving segregated waste at BBMP processing / disposal sites.
10. BBMP shall refund the security deposit to the organizer within 7 days after completion of the event, subject to Event Organizer fulfilling obligations as per the agreement and after deducting any penalties as detailed in this notification at sl no. 11.

**Penalties:**

11. Failure to comply with any of the above conditions will result in penalties in accordance with the provisions of the Municipal Corporations Act 1976 and under the Environment Protection Act, 1986, SWM Rules, 2016. Such penalties would be deducted from the security deposit or require additional payment as the case may be.

	Offence	Penalty amount based on people at event			
		No. of people ->	<5000	5K-10K	10K-25K
a.	Carrying out event without permission	2500	5000	10,000	50,000
b.	Violation of plastic ban				
i	Plastic & nwpp bags	3500	7000	25,000	50,000
ii	Plastic/ thermocol items used for food & drink service	3500	7000	25,000	50,000
iii	Use of flex, plastic sheets, etc	3500	7000	25,000	50,000
c.	Failure to tie up an authorised vendor	2500	5000	20,000	40,000
d.	Non-provision of segregated waste dustbins	2500	5000	20,000	40,000
e.	Non-segregation of waste	5000	10,000	50,000	1,00,000
f.	Burning waste on premises (or at any other site) or disposal not compliant with SWM Rules 2016	5000	10,000	1,00,000	2,00,000
• Penalty as and when enhanced by the Govt. / BBMP will be apply					

## Specific obligations and responsibilities of the event organizer:

12. This shall amongst others include:
  - a. providing clean surroundings
  - b. facilities for collection and processing of segregated waste as per rules
  - c. compliance with plastic ban as per notification dtd 11.3.2016 and PWM Rules 2016
  - d. striving towards reducing the use of any type of non-recyclable single use disposables (even if they are compostable/biodegradable) and using only Reusables, so that the waste footprint is reduced.
  - e. clean, well-lit and accessible toilets for all
  - f. access to safe drinking water made freely available

### **Compliance with PLASTIC BAN NOTIFICATION dated 11.3.2016 and amendment notification dated 11-07-2017.**

13. The Event Organizer shall strictly ensure that no banned items as listed under the Plastic Ban notifications and other such single use disposables below are permitted during the event for serving, storing or consuming food or any products sold or given out, with a view to reduce waste from Single Use Disposables, in compliance with the plastic ban in effect.
- 14: List of prohibited items for use at events:
  - a. *Spoons/other cutlery, cups, plates, bowls, straws made of plastic or thermocol (also called styrofoam)*
  - b. *Plastic-lined paper plates, plastic-lined paper cups, aluminum foil plates.*
  - c. *Plastic bags of any thickness including carry bags, bin liners or any type of bag to carry or dispense commodities*
  - d. *Non woven polypropylene bags (fibre bags) - strictly banned and not a substitute*
  - e. *Non woven polypropylene (fibre) napkins for food service & nwpp caps used by those preparing food*
  - f. *Plastic-coated multi-layered aluminum pouches (silver in colour)*
  - g. *Clingfilm or plastic packaging of any kind including plastic sheets or plastic ribbons on bouquets, and plastic sheets used for spreading on tables*
  - h. *Flex/plastic laminates – No flex banners for promotion or communication of event details (instead paper, cloth or electronic medium only permitted with prior permission).*
  - i. *Plastic laminates/lining for invitation or fliers*
  - j. *Plastic flags, bunting, table-cloths or flex standees*
  - k. *Compostable bags made of cornstarch or tapioca (use of which is also prohibited under plastic ban notification addendum)*
15. The onus is on the Event Organiser to do a check of all materials entering the premises at the gate itself and stop any banned items at this stage itself, after having clearly listed what is permitted and not permitted in prior communication and during the event.



### **Use of Reusables:**

16. Event Organizers are advised to opt for only Reusable cutlery for food / water by hiring from plate / cutlery banks, not use plastic disposables which are banned and avoid other single use disposable plates / spoons / cups to avoid needless waste generation. Only if not feasible in terms of numbers, should any leaf/bagasse plates be used, subject to proper segregation of waste and its timely disposal as per SWM Rules, 2016.

### **Free and Safe provision of water:**

17. In order to reduce waste on premises, Event Organizers should ideally allow visitors to carry their own reusable water bottles, plates & cutlery by adding in event mailers as *Bring Your Own Bottles / Containers (BYOB/BYOC)*.
  - a. In the event that visitors are not permitted to carry own water, then water dispensers with clean and assured water quality must be available free of cost with a reusable cup. No single-use disposables of any kind shall be permitted for water service. Visitors may refill their own bottles, use the reusable cup provided or use hands to direct water flow to mouth. Under no circumstances should packaged mineral water being sold at the event venue be the only option for public / visitors.
  - b. In the event that visitors are not permitted to carry their own reusable water bottle, then provision must be made for token / locker facility to safely store and then return to the visitors after the event, so that they are not forced to discard reusable bottles.
  - c. Event organisers however may sell reusable branded cups/bottles/cloth napkins as event mementos with their branding, which promote the reuse habit and can be used by visitors.
18. State Government and BBMP has banned use of packaged mineral water bottles at its meetings and functions, as it is a single use disposable adding to waste and also leads to lots of water being wasted. Hence packaged mineral water bottles provision / sales should be discouraged by the event organizer as far as possible. If at all such packaged mineral water bottles are sold, then it shall be sold only at MRP and proper litter bins provided for safe disposal so that it is not found littered all around.

### **Provision of accessible Dustbins for segregated waste:**

19. To ensure cleanliness/hygiene during the event, the organizer shall ensure placement of adequate dustbins with clear markings and necessary signages for bin usage at his own cost. Cleaning staff shall be deployed to ensure cleanliness of premises at all times, and not just as an end of the day cleaning. (If there are smaller stalls, each vendor must be clearly informed to keep the stall litter free and collect Wet and Dry waste in a segregated manner separately).

20. Capacity of dustbins must be planned depending on the number of visitors expected.

No. of people	No. of 100 litre bins	No of 1100 litre bins
1000	5	1
1000-5000	10	2
5000+	1 per 500 people	1 for 5000

21. Three categories of segregated bins shall be provided as below. They shall be clearly marked to indicate which kind of waste they are intended for. Bins must be closely placed so as to avoid littering in and around premises. It is recommended to have Dry and Wet bins placed side by side, with marking clearly visible. Colour coding of Blue bins for Dry waste, Green bins for Wet and Red bins for Reject is recommended as it improves chances of correct usage.

- a. **DRY:** paper, permissible plastic, glass, aluminum, metal, wooden spoons, E-waste or other recyclable waste. They should have no food, drink or swept dust/hair, wet tissues, etc.
- b. **WET:** leftover food, fruit/vegetable peels, flowers/bouquets (no plastic sheet or ribbons), *donne* or leaf plates, other compostable plates/bowls. There should be no plastic or other packaging or non-compostable material.
- c. **REJECT:** Used diapers, sanitary napkins, tampons or any other sanitary waste (to be first wrapped in newspaper) - usually in toilets which should be not mixed under any circumstances but handed over in non-chlorinated bags to the authorized vendor.

22. It is prohibited to use plastic or black garbage bags as lining for bins. Waste should be put directly in the bins; the only lining permitted is minimal newspaper, if felt necessary at the primary collection stage.

23. Provisions must also be made at a Secondary collection point where waste from primary dustbins will be stored temporarily once they are full.

a. The timings for emptying of primary bins into secondary bins should be decided based on capacity of primary bins, either hourly or at intervals of 2 or 4 hours. Primary bins should have a capacity of double the scheduled emptying time (if emptying of primary bins is planned every 4 hours, bin capacity should be for 8 hours of waste to manage peak loads and possible delay in collection).

b. Wet waste must be stored in bins, while Dry waste may be stored in reusable HDPE bags. Use of black plastic bin liners for Wet or Dry waste collection is again not permitted at secondary storage as well.

#### **Ensuring compliance from vendors and visitors:**

24. To ensure that the Event Organiser complies with the above requirements on plastic ban and waste segregation, it becomes imperative that these are followed in letter and spirit by all visitors and smaller stall vendors on the premises. Accordingly, the following must be complied with:



- a. As the sole responsibility for waste management rests with the event manager, it is required that he/she must make it clear to each sub-vendor what their responsibilities are.
  - b. The communication should specifically list out their responsibilities including a) requirements of clean premises free of litter b) segregated waste in separate Wet & Dry bins in the stall c) make them aware of detailed list of banned items to reduce the chance of non-compliance due to lack of awareness.
  - c. It is suggested that the Event Organiser have a written agreement and refundable security deposit for each sub-vendor, to ensure less chances of non-compliance.
25. It is also essential to make visitors aware of their responsibilities relating to plastic ban and segregation while on the premises.
- a. Accordingly, it is suggested that adequate signboards in Kannada and English are put up as reminders.
  - b. It is also essential that the following announcement is made in Kannada and English at regular intervals on loudspeakers during the event, and message carried on LED screens where available:

*"This event is bound by Govt of Karnataka plastic ban and segregation & disposal notifications. Accordingly, visitors and vendors must adhere to the following guidelines.*

*Waste must be put into correct segregated bins marked Wet (for food waste) or Dry waste. Reject bins are placed in toilets.*

*Banned items are strictly not permitted to be sold or used during this event. These include plastic / thermocol plates, cups, bowls, spoons, straws, etc and plastic or polypropylene fibre bags or plastic lined paper cups.*

*Visitors are liable to pay a fine for violating the plastic or segregation ban. Always keep the premises clean. Kindly cooperate for a Swachha Sundara Bengaluru."*

#### **Maintenance of General Cleanliness:**

26. To ensure cleanliness and hygiene, after the event is over, the Event Organizer, at his own cost, directly or through authorized vendor shall ensure transportation of the segregated waste to the nearest approved waste processing location as indicated or designated processing facility of BBMP as applicable (location will be given in permission letter) within six hours of the close of event. Segregated Waste must be transported in reusable bags or drums. Under no circumstances should mixed waste be transported in banned plastic bags. The waste should not be burnt or dumped in any other manner, in violation of SWM Rules 2016.

#### **Accessible Toilets:**

27. Toilets shall be clean and accessible for all and shall have adequate water for WC and hand-wash. Provision of one toilet seat per 500 visitors is mandatory. Also provision of dustbins in toilet to collect sanitary waste is mandatory.
28. Organizer shall ensure handing-over of clean site to the owner after the event. Failure to do so would result in forfeiture of the security deposit.

**Applicability of the notification for State Government and Central Government organized / permitted events:**

29. For State Government organized events or for events where any State Government department grants permission to Event organisers at venues lying within BBMP's territorial and administrative limits, the broad principles of waste management laid out in this notification shall apply fully.
30. It is imperative in such cases that the concerned State Govt Department giving the permission for organizing the event or granting permission to the event organizer seek BBMP's No Objection Certificate (NOC), in Form 5 from Health Officer, BBMP of concerned Zone as BBMP has the primary responsibility of ensuring compliance for proper Solid Waste Management under SWM Rules 2016 within its territorial and administrative jurisdiction.
31. It is expected that for all events for which Central Government departments and ministries give permission to event organisers within the BBMP area, they would also adhere to the waste management guidelines prescribed herein and in line with SWM Rules, 2016
32. State Government and Central Govt Departments giving permission for events are advised to insist on security deposit by the event organizer, so that penalty could be levied in case of violations. In case, BBMP's resources and processing / disposal facilities are used for SWM of the event, then BBMP will levy a fee based on actual logistics cost and environmental costs.

**Applicability of the notification to Private Events:**

33. Any 'Private event' held within private premises including educational or religious institutions, sports stadia, hotels, apartments, residences, etc within the territorial and administrative jurisdiction of BBMP, are bound by the very same concerns and guidelines laid out for waste management, safety and environment in this notification and as per SWM Rules, 2016.
34. BBMP will have the power to impose penalties in case the broad principles of waste management as detailed in this notification are violated. In case, BBMP's resources and processing / disposal facilities are used for SWM of the event, then BBMP will levy a fee based on actual logistics cost and environmental costs, on the event organiser.



Commissioner  
Bruhat Bangalore Mahanagara Palike





BRUHAT BANGALORE MAHANAGARA PALIKE

Form 1: Application for Event Permission

(To be Submitted to jurisdictional Medical Officer of Health)

Name of person: \_\_\_\_\_ Tel. no.: \_\_\_\_\_ Email: \_\_\_\_\_  
Name of company (if person represents a company) \_\_\_\_\_  
Planned date of event: \_\_\_\_\_  
Nature of event/ planned activities: \_\_\_\_\_  
Planned location: \_\_\_\_\_  
Expected number of visitors: \_\_\_\_\_  
Area (in sq feet) of venue: \_\_\_\_\_  
Will the event have food service: Y/N \_\_\_\_\_ Beverages: Y/N \_\_\_\_\_  
Types of Waste expected: \_\_\_\_\_  
Plan for water service (no single-use disposables permitted): \_\_\_\_\_  
Likely volume of waste to be generated (in kgs) per day:  
WET \_\_\_\_\_ DRY \_\_\_\_\_ REJECT \_\_\_\_\_  
Plans for transport and processing waste: \_\_\_\_\_  
Name and contact of Waste vendor contacted for professional waste management: \_\_\_\_\_  
HAS PERMISSION BEING DENIED FOR ANY EARLIER EVENT AND WHY?  
Please provide any other relevant details:  
 I hereby also attach a signed copy of Form 2, the Agreement to undertake my responsibilities as an Event Organiser and paid prescribed fees.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

FOR OFFICE USE:

Comments:

Permission granted / not granted.

Security deposit to be paid:

Security deposit paid by DD no..... dt..... amount.....

Received by....

Permission slip given:

Permission slip received: Name..... Sig.....

**Prescribed fees**

Exhibition per week (outdoor)	Rs. 25,000/-
Exhibition per week (indoor)	Rs. 20,000/-
Outdoor entertainment event per week	Rs. 30,000/-
Any other small events	Rs. 4,000/-



BRUHAT BANGALORE MAHANAGARA PALIKE

Form 2:

Agreement by Event Organizer to Conditions under which event shall be held

Name of person/ company

Event name:

Planned date:

I,..... representing .....(company) hereby confirm that I have read the terms and conditions listed in the Events notification 2019 which describes the responsibilities and obligations for me / my organisation with respect to safe, clean and responsible management of the event.

I agree to these terms and conditions, with complete understanding that the priorities of safety and environment shall not be compromised in the name of event objectives, and it shall remain on top priority. All related decisions in organising the event shall be made accordingly.

I have also understood the process for permissions, security deposit etc and agree to comply with the same.

I understand that failure to comply with specific aspects of this agreement shall result in penalties as listed in the Events Waste Management Notification 2019 document, resulting in forfeiture of security deposit as applicable.

Name

Signature

Date





**BRUHAT BANGALORE MAHANAGARA PALIKE**

**Form 3:**

**Permission granted under Events Waste Management Notification 2019:**

To:

Name of person/ company

With reference to your application no. .... dated....., permission is hereby granted to .....(organiser) to carry out .....(Event name) as planned on ..... (event date) at .....(venue).

This permission is conditional to all terms and conditions of Agreement Form 2 being complied with and Security Deposit being paid in advance.

The nearest waste processing centre of BBMP is .....  
.....(address).....(contact number).

Signed

Health Officer ( Zone)

**BRUHAT BANGALORE MAHANAGARA PALIKE**

Date:

Seal:



BRUHAT BANGALORE MAHANAGARA PALIKE

Form 4:

Date Issued:...../...../.....,

To,

.....,

.....,

Ward:- .....,

Bangalore.

**Subject: Notice regarding Events Waste Management Responsibilities**

Dear Sir/Madam,

It has been brought to our notice that you / your organisation will be hosting the following event

.....,  
on/between ...../...../.....,and ...../...../..... Considering the scale of the event, it is very important that your establishment comply with Solid Waste Management Rules 2016 & Plastic Ban Notification 2016 in place in Karnataka, as summarised in the Events Waste Management Notification 2019. Please be advised that it is the responsibility of the Event Organiser to ensure that at all times there is compliance to the above mentioned rules / notification. Kindly access the Events Waste Management notification 2019 document on BBMP website at [bbmp.gov.in](http://bbmp.gov.in) to understand requirements and ensure that you carry out your responsibilities properly as an Event Organiser. It is important that environment and safety concerns are not compromised at the cost of other financial and marketing objectives of such events.

**Please ensure the rules in the said notification are strictly adhered to**

Sd/-

**Joint Commissioner**  
Bruhat Bengaluru Mahanagara Palike





**BRUHAT BANGALORE MAHANAGARA PALIKE**

**Form 5:**

**Application for N.O.C. for conduct of event as per SI. No. 30  
of Events Waste Management Notification 2019:**

Name of State/Central govt dept applying for NOC:

Contact details:

email:

tel no.:

Event details:

Name of event:

Venue:

Planned dates:

Event Organizer:

Expected number of visitors:

I hereby confirm that for the above event, I have assessed that the Event Organizer has plans in place to comply with all provisions listed in the Event waste Management 2019 notification in place, so there is no compromise on upholding Karnataka plastic ban and segregation/SWM guidelines. Furthermore, the Event organizer has shared necessary details as required by Forms 1 & 2 for the said notification, and has agreed to comply with the regulations expected of all Event Managers. We are willing to grant permission based on above, and request No Objection Certificate for conducting the event.

Date:

Designation:

Signature:

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**N.O.C. for conduct of event**

With reference to your application no. .... dated....., permission is hereby granted to carry out the above event, based on assurances given in application above for the No Objection Certificate.

Kindly monitor that there is no compromise with regard to effective waste management at the event.

The nearest waste processing centre of BBMP is .....

.....(address).....(contact number).

Health Officer ( Zone)

**BRUHAT BANGALORE MAHANAGARA PALIKE**

Date:

Seal: