

ANNEX II

Information to be included in the Country Report

1. Introduction

- (1) Name of Country and City:
- (2) Name of Participant:
- (3) Name of Organization & Position:
- (4) Organization Chart:

2. General Information on the Country/City

Geographical status of the country/city, population (population increase in the last five years), social and economic condition, weather condition, etc.

3. Outline of Waste Management

(1) Present Status of Waste Management

1) National policy and plan on waste management

- Title of policy/plan
- When drafted/endorsed
- What is addressed

2) Waste generation (if data are available)

	Year 1:		Year 2:
- Average generation rate per day per capita	(kg/day/person)	(
			kg/day/person)
- Percentage weight of waste components			
Paper	(%)	(
Plastics	(%)	(
Glass	(%)	(
Metals	(%)	(
Biodegradables	(%)	(
Textiles	(%)	(
Construction Debris	(%)	(
Hazardous	(%)	(
Others	(%)	(
Total	100%		100%

Data source: () ()

3) Waste collection

- Collection service provided
 - City/town area (times/week)
 - Rural area in main island (times/week)
 - Other islands (times/week)
- Collection fee to households (indicate \$ per day, week, month or year)
 - a. Free of charge
 - b. Charged with property tax ()
 - c. Charged with power/water bills ()
 - d. Privatized (pay to collector) ()
 - e. Others ()

ANNEX II

- Rubbish collection operated by:
 - () Municipality/Government, or
 - () Contracted-out to rubbish collectors, or
 - () Community by their own
 - () Privatized

- Equipment used for rubbish collection is:
 - a. Mechanical collection vehicle (units)
 - b. Dump truck (units)
 - c. Flat Truck (units)
 - d. Trailer (units)
 - e. Pickup (units)
 - f. Others _____(units)

- Rubbish containers commonly used by households
 - a. Plastic wheeler bins
 - b. Plastic bins without wheels
 - c. Used drums (40 gals)
 - d. Used drums (half size)
 - e. Plastic bags
 - f. Coconut baskets
 - g. Others (_____)

4) Waste disposal

- Take one landfill as an example and describe the disposal method and conditions such as soil cover, bad smells, fly breeding, leachate control, access roads, scavenging, open burning, etc
- Responsible body for operation and maintenance of the landfill
- Equipment used for operation and maintenance
- Cost of the above

5) Waste minimization/recycle

- Activities for minimizing/recycling waste
- Type of waste/materials being minimized/recycled
- Compost for organic waste

6) Health-care/hospital waste

- Separation at source
- Types of container used for needles/syringes, contagious waste, etc
- Treatment of hazardous component of healthcare waste such as incineration, etc
- Disposal practice

7) Hazardous chemicals/waste

- Type and amount of hazardous chemicals/waste existing
- Conditions of the above
- Treatment/disposal plan
- Ratification of Conventions (Basel, Waigani, Stockholm, Rotterdam)

ANNEX II

- 8) Difficult/bulky waste (car bodies, white wares, computers, used car batteries, etc)
 - Type and amount of hazardous chemicals/waste existing
 - Conditions of the above
 - Treatment/disposal plan
 - 9) Current management practice such as privatization, user charge system, equipment management and raising public awareness
 - 10) Education and awareness-raising
 - 11) Existing laws and regulations concerning waste management and their enforcement.
 - 12) Others
- (2) Problems, current topics, and future plans regarding waste management
- 1) Immediate threats to public health or environment
 - 2) Long-term problems
- 4. Your own job**
- (1) Outline of your own job
 - (2) Problems and on-going activities to solve the current problems
 - (3) Future plans regarding your job
- 5. Your expectation for this workshop**
- What do you expect from this training course?
- 6. Attached data**
- (1) Data on the country/city (area, population density, others)
 - (2) Amount of waste output and its composition (past, present)
 - (3) Organization chart (please show the trainee's position in the chart)
 - (4) Number of employees in MSWM division
 - (5) Number and type of equipment used in collection, transportation and final disposal (please specify its condition, good, fair, bad, out of operation)
 - (6) Map showing the collection area and final disposal site
 - (7) Budget for waste collection and disposal operation

ANNEX III

Questionnaire

Date: _____ Name: _____ Country: _____

1. Which of the following subject have you studied?

	Yes	No	No. of years
(1) Sanitary Engineering	()	()	()
(2) Environmental Engineering	()	()	()
(3) Chemical Engineering	()	()	()
(4) Civil Engineering	()	()	()
(5) Mechanical Engineering	()	()	()
(6) Economics	()	()	()
(7) Public Administration	()	()	()
(8) Public Health	()	()	()
(9) Others (please specify: _____)	()	()	()

2. In which of the following fields do you have work experience?

	Yes	No	No. of years
(1) Municipal solid waste management	()	()	()
(2) Medical waste management	()	()	()
(3) Hazardous waste management	()	()	()
(4) Waste incineration	()	()	()
(5) Landfill	()	()	()
(6) Equipment maintenance	()	()	()
(7) Environmental/Health education	()	()	()
(8) Night soil and swage management	()	()	()
(9) Others (please specify) _____	()	()	()

3. In which of the following fields are you interested?

	Yes	No
(1) Waste management strategy and policy	()	()
(2) Waste collection improvement	()	()
(3) Composting and waste minimization	()	()
(4) Landfill management	()	()
(5) Recycle options	()	()
(6) Hazardous/medical waste management	()	()
(7) Community education and awareness-raising	()	()
(8) Privatization	()	()
(9) User charge system	()	()
(10) Others (please specify: _____)	()	()

ANNEX III

4. Which of the following terms are you familiar with?

(This is not a test. Please answer honestly to allow us to know the level of understanding of majority of participants.

	Very well	Some	No
Polluter Pays Principle	()	()	()
User charge system	()	()	()
Extended Producer's Responsibility	()	()	()
Zero Emission	()	()	()
POPs	()	()	()
Dioxin	()	()	()
Basel Convention	()	()	()
Waigani Convention	()	()	()
Stockholm Convention	()	()	()
Rotterdam Convention	()	()	()
Leachate	()	()	()
BOD	()	()	()
COD	()	()	()
pH	()	()	()
PPM	()	()	()
Methane	()	()	()
Nitrification	()	()	()
Denitrification	()	()	()
Biodegradation	()	()	()
Anaerobic	()	()	()
Aerobic	()	()	()
Oxidation	()	()	()
Aeration	()	()	()
Minamata Disease	()	()	()

5. Please answer the following questions?

	Very much	Some	No
Do you use computer for day-to-day work?	()	()	()
Do you have an Internet access at your work place?	()	()	()
Are you familiar with the Internet?	()	()	()
Are you familiar with emails?	()	()	()
Have you checked with the new SPREP web site before?	()	()	()
Are you familiar with the Microsoft Word software?	()	()	()
Are you familiar with the Microsoft Excel software?	()	()	()
Are you familiar with the Power Point software?	()	()	()