



# OSHAKATI TOWN COUNCIL



**Waste  
Management  
Policy**



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## FOREWORD BY HIS WORSHIP THE MAYOR: ANGELUS N. IIYAMBO

One of the strategic objectives of Oshakati Town Council strategic plan 2015-2020, is to improve and enhance waste collection. It gives me pleasure to present the Waste Management Policy to the people of Oshakati. This is a testimony that the Oshakati Town Council strategic plan 2015-2020 was not formulated just because of formality but to address pressing challenges that are facing the town. This policy principles are those of the Local Authorities Act for Waste Management Regulations and it promotes and adopts the waste hierarchy principles of waste avoidance, minimization, reuse and recycle, treatment and disposal. This policy thus shall serve as a guiding tool in the management of waste that is being generated in our town. I am confident that all aspects of waste management within this policy shall attain our town status of the cleanest town in Namibia if not in the Continent. The compliance to this Policy lies with all of us, public and private, to keep Oshakati clean and ensure integrated and sustainable waste management.

Thus, I am therefore appealing to all stakeholders in the waste management industry, in particular the Department of Public Health and Environmental Management to fully implement this policy.

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HON. ANGELUS N. IIYAMBO  
MAYOR OF OSHAKATI TOWN

The Council of Oshakati has under section 242 of the Municipal Ordinance, 1963 (Ordinance 13 of 1963) made the regulations set out in the Schedule.

## **DEFINITIONS**

In these regulations, unless the context otherwise indicates, a word or expression to which a meaning has been assigned in the Forest Act, 2001 (forest Act No. 12 of 2001) shall bear that meaning and -

“Local Authority Council” means a local authority council defined in section 1 of the Local authority act, 1992 (act No. 23 of 1992);

“Council” means the Council of the Oshakati;

“Owner” includes, in relation to a tree, any person in possession of or charged with the care, custody or control of that tree; and

“Property” means any Erf or premises situated in the town area of Oshakati

Action Plan: Action Plan shall mean the operational plan that is submitted in terms of the original tender;

Building Rubbles: Building Rubble is waste that is generated from demolitions, excavations and construction of buildings or activities related thereto;

Community: Community include all persons present where-so-ever in the boundaries of the proclaimed town, when-so-ever and irrespective of whether such presence is lawful, unlawful, temporary, permanent, transitional, as visitor, as guest, as invitee or whatsoever, nothing accepted;

Contractor: Contractor is the successful waste collection and transport tenderer;

Contract Period: Contract Period shall mean the period of one (1) Years and renewable, from the commencement date, unless the Contract is cancelled at an earlier date as provided for in this agreement;

Environment: Environment includes the (i) natural environment, consisting of air, water, land and all forms of life, (ii) social, political, cultural, economic and working context and other factors that determine people’s place in and influence on the environment, and (iii) natural and constructed spatial surroundings;

Waste: Waste is defined as “any substance or object, which the producer

or the person in possession of it discards or intends to discard, or is required to discard”.

**General Waste:** General Waste is waste that does not pose an immediate threat to man or the environment, i.e. household waste, builders’ rubble, garden waste and certain dry industrial and commercial waste. It may, however, with decomposition, infiltration and percolation, produce leachate with an unacceptable pollution potential;

**Hazardous Waste:** Hazardous Waste is waste that may, by circumstances of use, quantity, concentration or inherent physical, chemical or infectious characteristics, cause ill health or increase mortality in humans, fauna and flora, or adversely affect the environment when improperly treated, stored transported or disposed of;

**Illegal Dumping:** It is the act of disposing of or littering any types of waste or refuse in unpermitted areas, such as public places, open spaces, alongside the road, or any place other than the approved disposal/landfill sites. Typical materials that are commonly illegally dumped include: building rubble, garden refuse, waste generated from business such as bottles, boxes, papers, as well as car parts, old tyres and general household refuse including appliances and old furniture.

**Recycle:** Recycle is the use, re-use or reclamation of a material so that it re-enters the industrial process rather than becoming a waste;

**Recyclable Material:** Recyclable Materials are those with the potential of being reused or reclaimed to re-enter the industrial waste stream. A distinction will be made for recyclable material with and those without a market value in the particular environment;

**Refuse Removal Service:** Refuse Removal Service shall mean the refuse removal service rendered by the Contractor

**Responsible Person:** Responsible Person is a person(s) who takes responsibility for ensuring that all or some of the facets of the collection, transport and disposal of waste are properly directed and executed. Such a person will also have the necessary mandate to make decisions and make commitments for and on behalf of the waste collection contractor;

# 1. Introduction

- 1.1 Local governments have the primary role in managing municipal (mainly household) waste. This includes collection of waste and recyclables through collection
- 1.2 Oshakati Town Council is striving to make and keep the town safe and clean. Alone we may not make it therefore the combined effort is required from both educational sectors; business sectors and community at large. Waste Management (WM) is the use of a variety of waste management practices to safely and effectively handle all types of waste with the least harmful impacts on public health and/or the environment.
- 1.3 Council is mandated by the Local Authority Act, (Act 23 of 1992) as amended and the General Health Regulations (GN 121 of 1969) as amended to ensure the provision of waste management services to community members of Oshakati regardless of their status, political affiliations, religion and cultural background.
- 1.4 This Policy is directed to all aspects of waste management that occur as Oshakati Town Council has to fulfil its obligation to:
  - Provide acute, primary and community healthcare
  - Provide and maintain environmental hygiene that promote public hygiene
  - Maintain regulatory compliance within residents
  - Maintain cooperation with partners, stakeholders and contractors
- 1.5 The Policy supports other obligations with respect to aspects of waste management that are inherent within the operation of Council.  
The ownership for the compliance with this policy is the responsibility of all persons who fulfil, cooperate with or utilise the services of Oshakati Town Council.

## 2. Aims and Objectives

Oshakati Town Council is mandated to develop the waste management strategy to meet with other applicable mandatory, codes of practice and best practice in the area of waste management. The Council must manage waste in accordance with all existing and future regulations requirements.

This Policy provides instruction on the management with respect to waste management. This will ensure that the storage, handling, transport and disposal of waste generated

within Oshakati is managed to minimise the risks of harm to human health, damage to the environment or detriment the local amenities.

This strategy shall include the management of landfill site to ensure it will not pose danger to the surrounding environment or water resources.

### **3. Vision**

Oshakati Town Council to be the cleanest town in Namibia by 2020.

### **4. Policy Statement**

This Policy outlines the system of work that will:

- Enable the Oshakati Town Council and its staff members to ensure that all wastes are disposed off correctly, without endangering human health and without using processes or methods which could harm the environment
- Ensure that persons handling, storing, producing, packaging, transporting and or disposing wastes, exercise care to avoid injury or risk of harm to themselves or others, including general public.

4.1 This Policy requires the development of procedures that will enable Council to manage waste in line with the hierarchy of waste management options ordered by preference as follows:

#### **4.1.1 Waste Prevention**

Waste prevention is the highest priority in waste management hierarchy. It is the responsibility of Oshakati Town Council to promote waste prevention measures in order to ensure sustainable development and planning and including cooperation and support from other stakeholders (government, businesses).

Oshakati Town Council shall promote the prevention of waste across the town including exploring new ideas on waste management technologies and providing awareness.

#### **4.1.2 Waste Minimisation**

It is the responsibility of the Council to limit the amount of waste produced, in so far as is reasonably and economically practicable. This is to be achieved by careful consideration of the disposal implications of all development, purchases and donations.

The Council to explore waste minimisation strategies including reduction of discharging plastic bags in the environment such as applying polluter-pay-principle (ppp).

#### **4.1.3 Reuse**

It is the responsibility of the Council insofar as is reasonably and economically practicable to reuse articles that have not yet reached the end of life. Articles of this category fall outside waste legislation and can be reused, donated or resold.

#### **4.1.4 Recycling**

Where opportunities exist and where regulations apply, waste recycling must be encouraged and implemented to minimise the amount of waste destined for waste disposal site.

#### **4.1.5 Treatment**

Where wastes are sent for treatment to render safe or reduce hazardous properties of waste prior to recycling or disposal, Council shall ensure that segregation, storage, handling, transport and treatment processes comply with legislation.

#### **4.1.6 Disposal**

Where all waste minimization strategies are optimized, waste disposal shall be the least priorities. The Council shall dispose all types of wastes at designated landfill site/s. There shall be no wastes disposed in public areas except the designated landfill.

## **5. Waste Definition**

- a. Waste is defined as “any substance or object, which the producer or the person in possession of it discards or intends to discard, or is required to discard”.
- b. This Policy requires that wastes produced within Oshakati town is segregated into defined waste category and maintain a safe and conducive environment for the communities or public members.

All public members have a responsibility to ensure that the waste generated by their activities are segregated, stored and transported in a safe manner to the waste disposal site by Council or contractor.

## **6. Waste Management**

6.1 Waste management is the collection, transport, processing, recycling or disposal, and monitoring of waste materials. At the Oshakati Town Council the service per residential and business area or user for the removal of waste is provided and managed by the Council.

6.2 The Council reserves the right to determine the type of service, the minimum number of containers and the frequency of services;  
A daily waste management service is compulsory in terms of the Public Health Act and Local Authority Act for all business which generate wastes and food residues; Consumers must pay the applicable tariff per container at the premises irrespective of the number of containers put out for removal;

6.3 Lost containers, for which an affidavit is furnished or not furnished, will not be replaced for free. Damaged containers (including damage caused by the collection vehicles of the municipality but excluding fire/excessive heat damage) may be exchanged by the municipality at no cost or by the contractor;

## **7. Awareness and Education**

Promoting waste management through awareness and education is a priority area for Oshakati Town Council. The Council shall organise several cleaning campaigns involving all the stakeholders.

As an on-going focus, Oshakati Town council will ensure that awareness and knowledge base focus initiatives are initiated and promoted as well as promoting mechanisms of waste minimization and benefits.

## 8. Types of wastes generated

The Council is prepared and ready to handle all kinds of wastes categories in a safe manner in order to protect the environment and the general public health.

8.1 Categories of wastes generated are as listed below:

- 8.2.1 General Wastes Household, commercial and garden refuse as well as inert industrial wastes (waste from household, businesses, offices etc)
- 8.2.2 Garden refuses (wastes from yards e.g grass, lawn, branches of tree, leaves etc)
- 8.2.3 Inert wastes Builder;s rubbles, tyres, cover and spoil (wastes from construction or demolishing of buildings)
- 8.2.4 Hazardous wastes Hazardous wastes are any waste generated that may cause health risk or safety hazard to individual or its environment.
- 8.2.5 Liquid waste: Any waste in liquid form, including wastewater, sewerage and not limited to other polluting liquids

## 9. Storage facilities

- 9.1 The producer of wastes products must identify and store wastes correctly and prevent unauthorised access or accidental release while awaiting for collection.
- 9.2 Domestic wastes/household wastes are to be stored in 240 Litre refuse bin; while business sectors use skip containers in the storage of wastes. All residential and business premises within the boundaries of Oshakati, with or without municipal water bill account are required to have 240L wheelie dustbins.
- 9.3 Garden refuse:

all wastes from the yard that are not domestic or building rubbles must be stored outside the yard but next to the fence for removal by the contracted company or by Council.

- 9.4 Council shall not condone the practice of dumping garden refuse on open space, on the otherside of the streets, in the street.
- 9.5 All residents, businesses are expected to ensure that garden refuse are stored next to the yard for collection.

## **10. Monitoring and Management**

Monitoring of waste sections including public premises, collection points and disposal site provide environmental safety.

There shall be continous monitoring by Oshakati Town Council to ensure the town is clean and no illegal dumping or discharging is occurring.

## **11.Documentation**

Documentation of waste data is part of the waste management system.

This aids in development and implementing of planning policies for current and future waste management.

Oshakati Town Council shall continually gather and record data on various waste streams and all stakeholders in waste generation and management within jurisdiction shall provide required information and work closely with the Council.

## **12.Waste Collection Calender**

Waste collection is the component of waste management which results in the passage of a waste material from the source of production to either the point of treatment or final disposal. Waste collection also includes the curbside collection of recyclable materials that technically are not waste, as part of a municipal waste disposal diversion program.

All waste generated should be collected from that specific area to respective waste disposal site selected and demarcated by the Oshakati Town Council. As wastes regarded as unwanted that may have adverse effect to the environment and to human health, safe and correct collection is crucial and it has to be carried out frequently.

Wastes will be collected from designated areas as indicated below:

### **12.1 Weekly household waste collection**

12.1.1 Domestic wastes must be collected as per collection calendar that will be determined by Council.

12.1.2 There is a routine of collection that should be known by all residents, so that who lock their yards should be able to bring their refuse bin outside for collection in their specific day.

12.1.3 Skip containers are also being emptied by Council twice a week, otherwise an extra charge shall be paid by the owner if it has to be collected more than twice.

### **12.2 Garden Refuse collection**

12.2.1 Garden Refuse is part of the normal waste stream and the Council cleansing tariff applies;

12.2.2 Oshakati Town Council shall or has contracted a private contractor who shall be responsible for garden refuse collection and safely transport to the final waste disposal.

### **12.3 Building rubbles**

12.3.1 Building rubbles are the wastes from demolished buildings, or renovations or building a new building or a house. It is solely responsibility of the contractor to ensure that rubbles are removed from the site.

12.3.2 Council can only remove the building rubbles upon payment by the contractor or the house or building owner. Otherwise if Council have to remove rubbles then the cost shall be debited to the water account of the owner.

12.3.3 Building rubbles are not allowed to be dumped at any area or site then the approved landfill site by Council.

## **12.4 Hazardous wastes**

All hazardous waste generators should comply to all relevant occupational health and safety legislation and applicable environmental laws with regards to the handling, collection, storage and disposal.

## **12.5. Liquid waste**

All wastewater and sewerage shall be discharged into the connecting sewer provided by the Council. Where septic tanks exist, contractors shall remove such wastes and discharge to the sewerage ponds provided for the town and no liquid wastes shall be discharged in public.

# **13. Ownership of waste and waste recycling**

13.1 All wastes within the town's boundaries, including on waste disposal facilities controlled by the Council become the property of the Council once it is disposed, and a person may not remove, claim or interfere with such waste, unless authorised in writing by the Council to do so.

13.2 Oshakati Town Council is striving to promote healthy environment through advocating on the process of recycling of the recyclable wastes. At the moment, there is not recycling plant in town. However, Council is encouraging people to partake in recycling so that we contribute to the safer environment and the atmosphere.

13.3 As not all wastes are recyclable, although however most of the waste found at the waste disposal site, can be recycled, e.g. bottles, plastics, tins, aluminium, copper materials, cardboard, irons and many more.

13.4 Oshakati Town Council shall invite the investors who are interested in the recycling business and wish to venture into recycling plant within Oshakati.

13.5 The main reason why council wish to put more efforts in the recycling plant or process is to protect our environment including the underground water and the atmosphere without compromising the future generation.

13.6 Recycling of waste may not be undertaken at waste disposal facilities that are controlled by Council, without a written approval from the Council.

13.7 The Council may provide recycling stalls at waste disposal facilities that may be leased out on tender basis to interested parties in accordance with terms and conditions determined by the Council and as outlined in memorandum of agreement between the Council and lessee.

13.8 The wastes reclaimed by a recycling party (inclusive of person or company) who is registered with the Council become the property of that person or company.

## **14. Landfill site**

14.1 Waste disposal causes a clean environment, fresh air and recyclable materials. Waste disposal is the management of waste to keep our environment clean. It protects our health from harmful chemicals and materials

14.2 Oshakati Town Council has demarcated an area of about 10 ha in Othingo. The waste disposal site is fenced off in order to prevent unauthorised entries and animals. All kinds of waste generated from town are being dumped at the waste disposal site except the building rubbles.

14.3 Council is striving to develop the waste disposal site into a modern waste disposal whereby wastes are dumped according to their categories of hazardous.

14.4 Council has entered into an agreement with six (6) formally disadvantaged and unemployed women who are carrying out the process of separation. Recycling is the aim and proposed solution.

14.5 Community members, businessmen/women have the right to dispose or take their wastes at the waste disposal site without prevention. However, during the week, wastes are being registered and every person to dump wastes there should or is expected to sign the register book.

14.6 Council shall determine rates or levies thereof for waste disposed at disposal facilities that are controlled by Council.

## **15. Litter**

15.1 Litter consists of waste products that have been disposed of improperly, without consent, in an inappropriate location. Litter can also be used as a verb. To litter means to throw (often man-made) objects onto the ground and leave them as opposed to disposing them properly. While most litter is associated with containers, wrappers and paper products; dumped items may include furniture, appliances (white goods), old electronics (e-waste), abandoned vehicles or construction materials.

15.2 These categories of waste often contain hazardous materials. The distinction between littering and illegal dumping is sometimes defined by volume or the location

of the disposed of waste. Illegally dumped items containing hazardous waste can harm the environment and have a potentially negative impact on human health.

15.3 An important part of solid waste management is keeping waste in its place. If it's trash, put it in the trash can. If it's recyclable, put it in the recycling bin. Don't drop items on the ground or in the water. Items not disposed of properly are LITTER. Litter decreases property values, degrades natural areas, land and water, degrades storm water systems leading to blocked inlets and flooding, increases costs of public services to provide roadside and community clean-ups, harms wildlife -animals mistake litter for food and choke on it. Litter can get entangled around their necks or limbs. Litter also leads to Crime. Once an area is littered, it is a signal to criminals that the residents of this area do not care what happens in their neighbourhood.

15.4 Always care about your community, it is where you live; help to keep it look best. It takes a lot of money and resources to clean up after litter. Once you start littering, others will do the same and it continues to get worse. Never think that just one piece of litter does not matter. You are one of many in your community. Just take a look at any intersection. One person threw one cigarette butt on the ground. It all adds up. If you see someone littering, ask that person to stop. If you see something on the ground or in the water, pick it up.

15.5 Illegal dumping is littering in the extreme. Contractors or residents try to cut costs by disposing of large items or large loads of items in wooded or rural areas, on both public and private property. If you ever witness someone illegal dumping, please don't hesitate to call Council. Without putting yourself at risk, get the registration number of the vehicle or the Erf number where the person resides.

## **16. Waste Contractors**

16.1 Oshakati Town Council found it essential that the waste management contract is drawn up specifically by the appropriate waste management officer or the environment Health officer. These officers should be able to provide advice about appropriate waste management practices and more able to evaluate the suitability of the methods proposed by the tenderers.

16.2 Competition for waste management services is very intense in some geographical areas, allowing choice from a wide range of waste management and recycling companies. This may complicate the selection process, but it increases options for overall management of waste, and may result in a less expensive service.

16.3 The waste collection tender is approved by the Local tender board upon the submission of the officer concern. All potential tenderers are given equal opportunities to tender and they have to submit their quotes as well as the action

plan on the approach of the project. Council is guided by the Local Tender Board Regulations in allocation of tenders.

## **17. Emergency response and Incident prevention**

17.1 In cases where an emergency exists emerging a waste management response such as faulty releases and discharges of liquid wastes, mitigation measures should be taken and incident be reported to the Town Council within the reasonably soonest time of the day of occurrence.

17.2 The Town Council (Oshakati) shall attend to the incident when reported and measures taken to prevent further exposure or pollution.

## **18. Applicable Legislations**

18.1 Local Authorities Act (Act No. 23 of 1992) as amended

18.2 General Health Regulations - (GN 121 of 14 October 1969) as amended

Chapter 11:

### **NUISANCES**

4 *“No person shall place, throw or leave or suffer to remain on any premises, any rubbish, refuse, manure or other offensive or noxious matter, except in a proper refuse receptacle approved by the Council and covered with a close fitting cover provided for this purpose”.*

4. *“Where in the opinion of the Health Inspector/Environmental Health Practitioner, a nuisance is of such a nature as to be seriously offensive or a serious menace to health unless immediately removed; he may instruct the author of the nuisance or the occupier or owner of the premise to remove the nuisance forthwith”.*

18.3 Local Authorities Act, 1992 (Waste Management Regulations No. 250 of 2004)

18.4 Local Authorities Act, 1992 (Model Sewerage and Drainage Regulations No. of 1996)

18.5 Environmental Management Act (EMA no.7 (Act 7 of 2007)

## **19. Penalties**

19.1 While the Oshakati Town Council align its operation and efforts on environmental protection, there are those who neglecting litter or ignored the policy and

indention of Council of assuring that the communities lives in a conducive environments that does not compromise with public health. Council in its annual tariff has set penalties for contravening the Waste management Policy as follows:

- i. Fine for illegal dumping of refuse and related waste - first offence  
N\$550.00 or as per document tariff.
- ii. Fine for illegal dumping of refuse and related waste - second offence  
N\$1100.00
- iii. Fine for discharging sewer water in public- N\$2000.00

#### 19.2 Heavy construction materials per load as per tariff

- iv. Fine for illegal dumping of refuse and related waste - third offence  
Legal action

Note: The fine escalates with the Council's tariff as per financial year,

## **20. Sustainable Waste Management and Future Considerations**

Sustainable waste management considers a systematic approach where policies are formulated and implemented to safeguard waste management and continuous environmental improvement.

Oshakati Town Council has considered a strategic objective for promoting and prevention of waste across the town including exploring new ideas on waste management technologies and providing awareness.

There exists opportunities for waste minimization and beneficiation which will be considered in future including recycling initiatives and their extension at landfill site and at source. Extending recycling programmes and composting garden waste and other biodegradables for fertilizers are some initiatives for future consideration.



