

Guidelines – On Cleanliness

Issued by: Inspection Department – Operations Section

1.0 Objectives

These guidelines specify the requirements on cleanliness in PCFC to ensure that the work places are maintained in a manner that will enhance clean environment.

2.0 Scope and Responsibilities (i.e., from cradle to grave)

2.1 Industries

These guidelines specify the requirements on cleanliness in PCFC to ensure that the work places are maintained in a manner that will enhance clean environment.

2.2 Roles of PCFC, Industry and Consumers

PCFC being an authority will encourage the implementation of these guidelines to keep the environment clean and eventually protect the public from hazards that can affect their health.

The Industry's Responsibility is to provide a system by which waste is handled and disposed off in a manner that will achieve goal of environment mutation.

The consumers should follow relevant instructions and apply appropriate food hygiene measure.

3.0 Environmental Hygiene

- No person is allowed to throw, put, leave, melt or discharge any of the following materials or objects on roads/streets, lanes, alleys, pavements, open spaces, buildings, roofs, walls, stairways and any other place whether public or private:
 - ⇒ All kinds of garbage and waste such as refuse sweepings, rubbish, discarded paper, stagnant water, bathing, laundry, sewerage, absorption pits, cesspools and others.
 - ⇒ Anything whether a chattel, animal, material or object which may obstruct traffic or pedestrians or occupy the public road or disfigure the public view or beauty in PCFC, or violates the requirements of public hygiene and environment protection and non-pollution.
- Exceptions to these precedent provisions are the areas and places, which are specified by PCFC in accordance with necessary situations, conditions, specifications and permits.



Guidelines – On Cleanliness

- All pedestrians, car drivers and passengers are prohibited from discarding paper or any type of garbage including cigarette butts and spitting in the public road or open spaces whether fenced or unfenced. The car driver shall be jointly liable with the passenger if the passenger commits the said violation.
- Dumping trees and park's residues in the road and squares whether public or private, and in the open areas whether fenced or unfenced is prohibited. The responsible parties to the sites specified for that purpose must transport it.
- Spitting, Urinating or defecating in places other than those specified for that purpose are prohibited.
- Litter bins allotted by the PCFC for pedestrian's litter in public places shall not be used for purposes other than its intended purpose. Dumping of domestic waste from camps and stores or combustible and inflammable materials is also prohibited.
- Owners of restaurants, cafeterias, barbeque stalls and other places using open fire or charcoal are prohibited to dump fire residues and flaming coal ashes in litterbins, bags or boxes or in the public roads. They are also prohibited to place chairs and tables outside their business premises without the PCFC approval.
- Empty bottles of carbonated waters and other drinks shall be kept in their respective boxes. Empty or filled boxes or bottles broken or otherwise shall not be left on the pavements, streets, lanes, squares or public parks.
- Tire repairs and oil changing waste should not be left on pavements or roads. These should be transported at their own expense to the designated Municipality places or advise Public Health Services of EHS-DPA Department at 8816128.
- Cars, vehicles and other means of transport should not be washed in public roads or open spaces except where permitted by the Authority.
- Housekeeping both within and outside the industries/showrooms, service stations, canteens and other establishments shall be maintained as per PCFC requirements.
- All wastes should be handled and collected in suitable containers for necessary disposal with the approval of the Authority. No industrial/trade wastes shall be dumped in sewers, garbage bins, roadsides, storm water drains etc.
- No wastes (solid, liquid or airborne) shall be disposed / released without appropriate approvals from the Authority.
- Looking is not allowed at any of the showrooms, service stations, workshops etc. other than the licensed canteens and eating establishments. These eating establishments shall conform to the requirements of PCFC.



Guidelines – On Cleanliness

- Adequate Fire protection/detection facilities should be provided at all facilities/establishments and this equipment should be tested and certified each year from an approved third party agency.
- No washing of cars or maintenance activities shall be permitted at any establishment other than the licensed service stations or car wash centers.
- All authorized car wash/maintenance/service stations shall provide suitable collection/treatment/ recycling facilities for the wastewater generated from the same.
- All facilities/establishments shall ensure that garbage/domestic wastes are disposed by an approved agency.
- Manual Cleaning of vehicles in DUCAMZ showroom plots should not lead to any drainage of contaminated water into adjacent plots/roads/storm water drains etc. and suitable provisions should be made to mitigate such eventualities. Water Spray washing of vehicles within the showrooms establishment premises is not permitted.
- For all spray painting/blasting operations, a proper painting/blasting booth should be constructed with a proper extraction/filtration system. These systems shall be designed to achieve the EHS standards for emissions as per PCFZC/DM guidelines.
- All facilities generating wash/process wastewater should have valid disposal permits from PCFC and/or DM.
- Wherever applicable, on-site process waste/wash water storage facility for a minimum of 7 days of generation should be installed to cater for emergencies.
- No storage of hazardous chemicals or industrial waste effluent generation shall be allowed in showroom units.
- Accommodation is not permitted within any of the industrial premises in PCFC - JAFZ/DUCAMZ.
- Waste oils shall be recycled / disposed only after requisite approvals from the Authority.
- Vehicles shall not be parked on the roads and within roundabouts and only within the company's premises, allowing a clear 5.5m setback distance for emergency access.
- Contact a PCFC approved contractor for recycling of used solvent
- Dirty floor washings should be routed with other industrial waste water (effluent) to a proper holding tank for suitable disposals.
- Don't mix waste antifreeze with any other waste. Keep it separate.



Guidelines – On Cleanliness

- Don't mix propylene glycol & ethylene glycol – it's harder to recycle.
- Don't ever dispose of antifreeze in a storm drain, septic tank, or dry well.
- Don't ever pour antifreeze on the ground/sewer system. Collect brake fluid in a separate, marked, closed container and identify a contractor that will recycle it. Disposals shall be done as per PCFC procedures.
- Don't pour carburetor cleaner down any storm drain, or into a septic system, dry well, or sewer.
- Keep your floors as clean as possible at all times. Catch leaks before they spill on floor and dispose the residue in the appropriate waste container.
- Keep records of the dates and quantities of freon recovered and recycled.
- Don't dispose of hot tank sludge in a skip or on the ground.
- Don't dispose batteries in the garbage or skip.
- Use water based paints wherever feasible.
- Recycle empty metal cans.
- Keep soiled shop towels in a closed container marked separately for disposal or cleaning
- Keep different types of solvents in separate, clearly labeled, closed containers.
- Accumulate paint sludge in closed containers for disposal as per standard procedures.
- Have sludge segregated/tested analyzed prior to disposal. Keep all records of disposal.
- Keep filters in a container marked separately for "Transmission Filters."
- Keep used oil in a properly marked container (Used Oil Only).
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- Dispose filters in accordance with PCFC procedures.
- Ensure that the tanks are in compliance with leak detection requirements of PCFC.
- Identify re-treading companies to recycle the tires.



Guidelines – On Cleanliness

- All over-ground bulk fuel/chemical tanks should be bunded/ diked by a suitable concrete enclosure to prevent spills and contamination in case of tank failure/emergencies.
- A proper spillage collection facility to be provided for all chemical/fuel storage and mixing/filling/processing areas.
- A.C./chiller drains to be discharged into a properly designed soak-pit or to the nearest floor drain.
- A septic tank and linear soakaway system should be adopted for all areas that do not have a sewerage system.
- No cooking is allowed in the company/showroom premises.
- Any abrasive blasting shall follow PCFC/DM guidelines for Abrasive blasting.
- All facilities generating wash/process wastewater should have valid disposal permits from PCFC and/or DM.
- Wherever applicable, on-site process waste/wash water storage facility for a minimum of 4 days of generation to be built to cater for emergencies.
- Proper extraction/filtration systems to be provided for the airborne emissions from any proposed machinery.
- The drain from compressors/pump rooms/blow down etc. are considered as industrial waste and should be connected to a proper holding tank of suitable capacity for testing/further assessment.
- Proper mesh to be provided for all the washbasins in the restaurants. Also, a proper Wade Actimatic grease trap should be installed for the drainage from the cutting/cooking areas in the restaurants.
- No storage of hazardous chemicals or industrial waste effluent generation shall be allowed in pre-built units.
- Chimneys as well as ducting from any extraction/filtration systems shall be released at a minimum of 3 meters above the roof ridge of the tallest adjacent building.
- A proper facility should be provided for placing/servicing of a domestic solid waste skip on the site.
- The trucks/vehicles loaded with material, which might be blown by wind, are prohibited from being on the roads without tarpaulin cover. Also the leakage/spill of any loaded sand or any material is prohibited from vehicles/trucks on being on road in PCFC/JAFZA/DUCAMZ.