



INDIAN MEDICAL ASSOCIATION GOES ECOFRIENDLY (IMAGE)

Terms and Conditions

(IMAGE Affiliation for Biomedical Waste Management Service for **Non-HCIs**)



1. The affiliation of IMAGE for the biomedical waste management service of establishment or institution will be as per the rules & regulations stipulated by the **Biomedical Waste Management Rules notified by the Government of India, MoEF**
2. IMAGE is responsible for the collection, transportation, treatment and safe disposal of biomedical waste, generated only by the particular affiliated establishment or institution. The biomedical waste of any other establishment should not be mixed with that of the affiliated establishment or institution, and if this is proved, the service of IMAGE & the affiliation of the establishment or institution with IMAGE, will be cancelled immediately without further notice.
3. The **Service of IMAGE doesn't extend to;**
 - i. *Radioactive waste, as covered under the provisions of the Atomic Energy Act*
 - ii. *Hazardous chemicals covered under the Hazardous Chemicals Rules*
 - iii. *Solid wastes covered under the Municipal Solid Waste Rules*
 - iv. *Lead acid batteries covered under the Batteries Rules*
 - v. *Hazardous wastes covered under the Hazardous Wastes Rules*
 - vi. *Waste covered under the e-Waste Rules*
 - vii. *Hazardous or Genetically engineered micro-organisms & Cells*
4. IMAGE reserves the **Right to inspect the** establishment or institution as and when it requires. (Refer **Annexure 2** for the duties and responsibilities of ESTABLISHMENT OR INSTITUTIONs as per Bio Medical Waste Management Rules 2016)
5. All **incinerable biomedical waste** (Schedule I, Part 1, Biomedical Waste Rules, 2016) should be collected in the **YELLOW** colour coded, barcoded bags / containers.
6. All contaminated **autoclavable biomedical waste** (Disposable Syringes, IV fluid bottles, IV infusion sets, Tubes, Catheters, Gloves etc.,) to be collected in **RED** colour coded, barcoded bags. These should not be thrown away or sold to plastic vendors or scrap dealers. [Such acts are punishable according to BMW M 2016, Schedule I, Part I {See Rules 3[c], 4 [b], 7 (1), 7 (2), 7 (5), 7 (6), 8 (2)}]
7. All **Waste Sharps** (needles, scalpels, blades) to be collected in puncture proof, leak proof, tamper proof, **WHITE** / transparent containers specially designed for this purpose. (Needles should not be recapped)
8. **Glass & Metals** (implants, screws, plates etc) should be collected separately in **BLUE** colour coded leak proof boxes specially designed for this purpose. Glass and Metals should not be mixed with each other or with any other biomedical waste.
9. **Discarded Medicines and Cyto-toxic drugs** (out dated, discarded and contaminated medicines) to be collected separately in **YELLOW** colour coded, barcoded, "**cytotoxic**" labelled bags / containers and should not be mixed with any other category of biomedical waste. Solid and liquid medicines should be packed separately and handed over separately to the waste collection staff.

IMAGE will facilitate the supply of non-chlorinated colour-coded, bar-coded plastic bags / containers, as per the BMW M Rules, to the affiliated establishments on chargeable basis.
10. **Designated storage point:** The affiliated establishments should make a provision within its premises for a safe, ventilated and secured location for storage of segregated biomedical waste. Also, ensure that there shall be no secondary handling, pilferage of recyclables or inadvertent scattering or spillage by animals. Establishment or institution has to facilitate all conveniences for easy & safe collection of segregated biomedical waste by the IMAGE collection team at the scheduled collection time without any delay, and also has to permit visual inspection of the segregated waste for

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confirming the proper segregation of biomedical waste as per the *Schedule I, Part 1* of BMW Rules. If the establishment or institution is closed before collection of biomedical waste, then the waste may be kept at the designated storage point with proper protection by wired mesh accessible to the collection staff. If such waste storage / collection facility is not provided, the service of IMAGE will be discontinued, and affiliation will be cancelled without further notice. The affiliated establishment should not mix biomedical waste with general waste.

11. **Non-availing of service** after getting affiliated to IMAGE: Once the establishment or institution is affiliated with IMAGE for their biomedical waste management, the establishment or institution should start availing the service of IMAGE immediately and the colour coded, bar coded waste containers & bags are procured by the establishment or institution from the IMAGE authorised dealers. Any delay from the establishment or institution side to start the IMAGE service within one month, it will attract a Service Fee of Rs 2,000/- or Rs.430/- per month (whichever is higher) from the date of despatch of certificate of affiliation. Also, this **non-availing of service after getting affiliated** to IMAGE, will be reported to the District Pollution Control Board & the concerned Local Self-Government Authorities.
12. **Any discrepancy in the Accounts / Billing** should be immediately intimated to IMAGE Administrative Office, Thiruvananthapuram. The establishment or institution is not authorised to make any alteration or deduction in the Invoices or Bills. Any clarification regarding the Accounts can be had from the office at request during office hours (9.30 AM to 5.30 PM, except Sundays & Holidays).
13. **The maximum quantity of biomedical waste** served under this service is 1 kg/day. If the quantity is above the prescribed limit; each additional 1 kg will be charged @ Rs.30/kg additional to the fixed operational charge as an **additional operational charge**.
14. **Stopping and Restarting the service of IMAGE:** For either stopping or restarting the service of IMAGE, the establishment or institution has to inform the IMAGE office, in writing or by E-mail, at least 2 weeks in advance. Both 'Starting' and 'Stopping' of IMAGE service will be reported to District Pollution Control Board and Local Self Government Authorities. For restarting the service of such establishment or institution, an additional Re-starting Service Fee of Rs 2,000/- or Rs.430/- per month (whichever is higher) has to be paid by the establishment or institution from the stopping to restarting period.
15. **Defaulter:** If monthly operational charges are not paid in time or the terms & conditions are not adhered to, the service of IMAGE will be stopped & the institution will be labelled "Defaulter". The stoppage of IMAGE service will be intimated to the concerned authorities. For restarting the service of such "Defaulter" establishment or institution, an additional Restarting Penalty Fee of Rs.2,000/- and 10% of defaulted amount will be charged for restarting the service of such "Defaulters".

For restarting the service of "Defaulter establishment or institution" whose service was stopped for more than **2 times** for any of the above reasons; in addition to the penalty fee, an "undertaking" in the prescribed format duly filled up by the establishment or institution to be forwarded with recommendation by any of the office bearers of IMAGE.

If the service of an establishment or institutions stopped for more than **3 times** for any of the above reasons, the affiliation of establishment or institution with IMAGE will stand cancelled without further notice to the establishment or institution. This cancellation of IMAGE service will be informed immediately to the authorities.

16. **Change of Name and Address** of the establishment or institution should be informed to IMAGE Administrative Office through the customer portal of IMAGE website using the provided login details (<https://customer.imaimage.biz/login.php>)
17. **Ownership of establishment or institution is non- transferrable.** Ownership of affiliated institution is non-transferrable. If the ownership of affiliated establishment or institution changes, consent letter of the previous owner, proof of ownership change along with re-registration fee (Rs.6,000) has to be submitted to the IMAGE office. All the

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previous dues are to be cleared by the new / previous owner in order to get re-registration. All the required documents should be attached while applying /requesting for ownership change through the customer portal of IMAGE website (<https://customer.imaimage.biz/login.php>)

18. Any **enhancement of facilities** of the affiliated establishment or institution should be immediately informed to IMAGE office within 2 weeks of enhancement and additional affiliation fee has to be paid as per the direction from the IMAGE Administrative Office.
19. **Billing** of monthly operational charges is done according to the present billing parameters as displayed in our website www.imageima.org.
20. Payment of operational cost to IMAGE including GST is on a Monthly basis (Calendar month). **Payments should reach IMAGE office before 10th of every calendar month.** If TDS is deducted, that should be intimated along with the payment and 'Form 16 A' as per the provisions of Income Tax Act, (should be sent to IMAGE office quarterly.) TDS deducted will be accounted only on receipt of Form 16 A.
There is a provision for **Advance payment** with prior intimation to IMAGE Office. [See **Annexure 1** for the available payment options]
21. If establishment or institution fails to pay the operational cost / user fee along with GST within the last day of the next calendar month, IMAGE is entitled to recover the same with a fine as below.

If the monthly operational charge not paid after 30 days from the bill date, the establishment or institution will have to pay a fine of 10% of the bill amount for every month of default in aggregate.

If the monthly operational charge is not paid even after 60 days of the bill date, IMAGE service will be stopped without further notice. In such an event the establishment or institution alone will be liable for any legal consequences which may arise out of the situation.

22. Mode of Remittance of Operational cost with GST- (See **Annexure 1** attached along with). **Bank charges, if any, on the payments of establishment or institution will be realized subsequently from the establishment or institution.**
23. **Any lapse / complaint** regarding biomedical waste collection/ transportation / billing / accounts etc., to be informed to IMAGE Administrative Office immediately by e-mail (imageimaksbtvm@gmail.com) or by registered post to **The Hon. Secretary, IMAGE, IMA State Head Quarters, Anayara - P.O, Thiruvananthapuram- 695029**

NB: Oral communication by the establishment or institution through the collection staff / field staff will not be accepted or recorded in the office for official purpose.

24. **An Agreement in Stamp paper** worth Rs.200/- may be executed between IMAGE (1st Party) & establishment or institution (2nd Party) at the expense of 2nd party and the copy of the said Agreement Deed may be sent to establishment or institution once affiliated with IMAGE.

I have read the above Terms and Conditions and I fully agree to abide by the same for availing the service of IMAGE CBWTF; I also agree to abide by the *Bio Medical Waste Management Rules, 2016*, including the duties & responsibilities of the Health Care Facility as prescribed in the said Rules.

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Name:

Date:

Designation:

Place:

| | | |
|-------|---|--|
| IMAGE | – | Indian Medical Association Goes Eco-friendly |
| BMW | – | Bio Medical Waste |
| PCB | – | Pollution Control Board |
| TDS | – | Tax Deducted at Source |



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ANNEXURE 1

(Payment Options of Monthly Operational Cost to IMAGE)

A. Demand Draft: DD from any bank in favour of “*IMAGE IMA*” payable at Thiruvananthapuram.

B. Challan Payment: Remittance through any branch of *The South Indian Bank* using the prescribed detachable Challan at the bottom of the monthly Bill / Invoice.

Challan marked “IMAGE Copy”, may be sent to IMAGE by post or scanned copy by E-Mail to imageimaksbtvm@gmail.com

C. Online Payment: (*preferred mode of payment*) Online payment facility provided through the Customer Portal of IMAGE website, <https://customer.imaimage.biz/login.php>

Credit Cards / Debit Cards / Internet Banking / UPI accepted (No user fee or service charges).

- Step 1: Open <https://customer.imaimage.biz/login.php>
- Step 2: *Login* using your Username and Password
- Step 3: Select the *Invoice* which you have to pay and click tab “Pay Now”.
- Step 4: Confirm your Payment
- Step 5: Select payment method (Credit Card/Debit Card/Net Banking/UPI)

D. NEFT or RTGS:

NEFT Payments from any Bank through Virtual Account Number System

IMAGE Account No. 0236073000050584

IFSC Code SIBL0000236

(The Virtual Account Code (VAN) of IMAGE IMA is A212A11)

A212A11+ Affiliation Number has to be given in the *Beneficiary Account Number* field while making *NEFT Payments*.

For example, If Affiliation Number of HCI is KTM.0123, the Virtual Account Number to be given in the ‘beneficiary account number’ field is A212A11KTM0123

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ANNEXURE 2

Duties & Responsibilities of the Establishment or Institutions

(as per Bio Medical Waste Management Rules 2016 Clause 4 'a' to 't')

- i. Take all necessary steps to ensure that biomedical waste is handled without any adverse effect to human health and the environment and in accordance with Biomedical Waste Management Rules, 2016.
- ii. Make a provision within the premises for a safe, ventilated and secured location for storage of segregated biomedical waste in colour coded bags or containers in the manner as specified in *Schedule I, Part 1* to ensure that there shall be no secondary handling, pilferage of recyclables or inadvertent scattering or spillage by animals and the bio-medical waste from such place or premises shall be directly transported in the manner as prescribed in these rules to the common bio-medical waste treatment facility or for the appropriate treatment and disposal, as the case may be, in the manner as prescribed in Biomedical Waste Management Rules, 2016; *Schedule I Part 1*
- iii. Pre-treat the laboratory waste, microbiological waste, blood samples and blood bags through disinfection or sterilisation on-site in the manner as prescribed by the World Health Organisation (WHO) or National AIDS Control Organisation (NACO) guidelines and then send to the common bio-medical waste treatment facility for final disposal;
- iv. Phase out use of Chlorinated plastic bags, gloves and blood bags.
- v. Dispose of solid wastes other than bio-medical wastes in accordance with the provisions of respective waste management rules made under the relevant laws as amended from time to time;
- vi. Not to give non-treated bio-medical waste with municipal solid waste;
- vii. Provide training to all its workers and others, involved in handling of bio medical waste at the time of induction and thereafter at least once every year and the details of training programmes conducted, number of personnel trained and number of personnel not undergone any training shall be provided in the Annual Report;
- viii. Immunise all its workers and others, involved in handling of bio-medical waste for protection against diseases including Hepatitis B and Tetanus that are likely to be transmitted by handling of bio-medical waste, in the manner as prescribed in the National Immunisation Policy or the guidelines of the Ministry of Health and Family Welfare issued from time to time;
- ix. Establish a Bar-Code-System for bags or containers containing bio-medical waste to be sent out of the premises or place for any purpose.
- x. Ensure segregation of liquid chemical waste at source and ensure pre-treatment or neutralisation prior to mixing with other effluent generated from establishment or Institutions.
- xi. Ensure treatment and disposal of liquid waste in accordance with the *Water (Prevention and Control of Pollution) Act, 1974 (6 of 1974)*;
- xii. Ensure occupational safety of all its health care workers and others involved in handling of biomedical waste by providing appropriate and adequate personal protective equipment;
- xiii. Conduct health check up at the time of induction and at least once in a year for all its workers and others involved in handling of bio- medical waste and maintain the records for the same;

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- xiv. Maintain and update on day to day basis the bio-medical waste management register and display the monthly record on its website according to the bio-medical waste generated in terms of category and colour coding as specified in Schedule I;
- xv. Report major accidents including accidents caused by fire hazards, blasts during handling of biomedical waste and the remedial action taken and the records relevant thereto, (including nil report) in Form I to the prescribed authority and also along with the annual report;
- xvi. Make available the annual report on our web-site from customer portal and all the establishment or institutions shall make own website within two years from the date of notification of these rules;
- xvii. Inform the prescribed authority immediately in case the operator of a facility does not collect the bio-medical waste within the intended time or as per the agreed time;
- xviii. Establish a system to review and monitor the activities related to bio-medical waste management, either through an existing committee or by forming a new committee and the Committee shall meet once in every six months and the record of the minutes of the meetings of this committee shall be submitted along with the annual report to the prescribed authority and the establishments having less than thirty beds shall designate a qualified person to review and monitor the activities relating to bio-medical waste management within that establishment and submit the annual report;
- xix. Occupier shall hand over segregated waste as per the *Schedule-I* of Biomedical Waste Management Rules, 2016 to a CBWTF (common bio-medical waste treatment facility) for treatment, processing and final disposal: *(All the Biomedical Waste generated in the institution should be handed over to IMAGE including IV Fluid Bottles, Plastic Medicine Containers, IV Tubings & Sets, Dialysis Kits & Bags, Catheters, Urine Bags, Syringes, Vacutainers etc. after proper segregation for Autoclaving & Scientific disposal)*
- xx. Provided that the lab and highly infectious bio-medical waste generated shall be pre-treated by equipment like autoclave or microwave.
- xxi. No occupier shall establish on-site treatment and disposal facility, if a service of a CBWTF (common biomedical waste treatment facility) is available at a distance of seventy-five kilometres.
- xxii. Every occupier shall phase out use of chlorinated plastic bags. The chlorinated plastic bags shall not be used for storing and transporting of bio-medical waste and the occupier or operator of a common bio-medical waste treatment facility shall not dispose of such plastics by incineration and the bags used for storing and transporting biomedical waste shall be in compliance with the Bureau of Indian Standards. Till the Standards are published, the carry bags shall be as per the *Plastic Waste Management Rules, 2011*.
- xxiii. *Segregation, packaging, transportation and storage:* No untreated bio-medical waste shall be mixed with other wastes
- xxiv. Bar code and Global Positioning System (GPS) shall be added by the Occupier and common bio-medical waste treatment facility.
- xxv. Annual Report - Every (occupier) shall submit an Annual Report to the prescribed authority in Form-IV, on or before the 30th June of every year.

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