

SOP – Plastic Free Gurugram

Responsibility of Individuals

1. Always carry your own cloth bag for shopping- one cloth bag used again and again can reduce the need of 200 polythene bags.
2. Make sure to keep 2-3 cloth bags in your car always.
3. When planning to purchase many items you can carry small cloth bags within a big cloth bag.
4. When you purchase cloth bags for yourselves remember to purchase them for your household help too. The cloth bags will be available in local markets as well as your area champions.
5. Educate your household help to use cloth bag whenever they shop. They should use a cloth bag not only when they are buying things for you, but also while doing their own shopping.
6. Ask your local grocer to use baskets/ cloth bags for home deliveries which can be returned to them.
7. When shopping insist on using your own carry bag and discourage shopkeepers from individually packing items in plastic.
8. Report if any shopkeeper is using polythene.
9. When going out, carry water in your own reusable water bottle, preferably a stainless steel bottle.
10. If your phoolwala delivers flowers daily then you can-
 - a. Use 2 cloth bags- leave an empty bag at your doorstep; the phoolwala can drop the other bag with flowers and carry the empty bag for the next day's delivery.
 - b. Leave an empty basket at your front door so that he can drop the flowers there.
11. Use paper and not polythene to line your dustbins.
12. Use the two bin system for keeping your garbage- one for wet waste such as vegetable and fruit peels and the other for dry waste such as paper, plastic, etc. Speak to your RWA for segregated collection of garbage in collaboration with MCG.
13. You can also make your own compost in your garden or using portable composters such as Khamba.
14. Use only reusable cutlery such as glasses, spoons, plates, etc. while organizing a function at home. As per the Plastic Waste Management Rules, 2016 , Every person responsible for organizing an event in open space, which involves service of food stuff in plastic, or multilayered packaging, shall segregate and manage the waste generated during such events.
15. Request take-out places to use your container instead of their disposable one.
16. Say no to straws
17. Use junk mail and other paper to stuff into big packages to courier instead of bubble wrap or air filled plastic.
18. Make your own cleaning products that will be less toxic and eliminate the need for multiple plastic bottles of cleaner.

Responsibilities of RWAs & Facility Management Teams

1. RWA has to nominate 2-4 residents who will be Champions from their area.
2. Ensure your colony/township is a “Polythene Free Zone”.

3. The markets within the colony/township should keep only paper & cloth bags.
4. With the help of MCG get segregated garbage collected from your colony/township.
5. The housekeeping and maintenance staff should also be given cloth bags for their use.

Responsibilities of Champions

1. Distribute the SOP to all the residents.
2. Educate and train the residents on SOP individually or in batches.
3. Educate the local shopkeepers on SOP.
4. Ensure that the residents as well as shopkeepers are not using polythene.
5. Distribute cloth bags to the residents and maintain accounts on a weekly basis.
6. Report the use of Polythene by shopkeepers to the challaning authority.
7. Create more champions and be ready to move to schools and other places if required.
8. Monitor and report impact on ground and feedback for improvement.
9. Train security of colonies to stop delivery in polythene bags.
10. Keep RWA president in the loop and the coordinator of our campaign for RWAs.
11. Hold small nukkad nataks or demos as and when required, especially when there are festivals or get together.
12. Ask for support when needed.
13. Put Promotional material on notice boards.
14. Monitor market kiosks for bags.

Responsibilities of Shopkeepers and Market Welfare Associations

1. Ensure your market is a “Polythene Free Zone”.
2. Keep only cloth/paper bags in the shops.
3. If the customer has not brought his/her bag then give them a cloth/paper bag after charging for it.
4. Insist that your suppliers also stop using polythene in their deliveries.
5. Use baskets/cloth bags while making home deliveries which can be returned to you by the customer.
6. As per the Plastic Waste Management Rules, 2016 the minimum thickness of plastic carry bags that are permitted has been increased from 40 microns to 50 microns.
7. As per the Plastic Waste Management Rules, 2016, The shopkeepers and street vendors willing to provide plastic carry bags for dispensing any commodity shall register with local body on payment of a plastic waste management fee of minimum Rs. 48,000/- @ Rs. 4,000/- per month.

Results expected:

1. Complete implementation of phase 1 goals mentioned in SOPs in 2-3 months
2. Addressing of any gaps

Those achieving the goals will be awarded: colonies and champions

Weekly Progress Report- Plastic Free Gurugram

- **Name of the Colony-**
- **Name of the Champion-**
- **Block/Area Covered-**
- **Implementation status of SOP-**
- **Problems/ Hurdles faced in SOP implementation-**
- **Recommendations-**