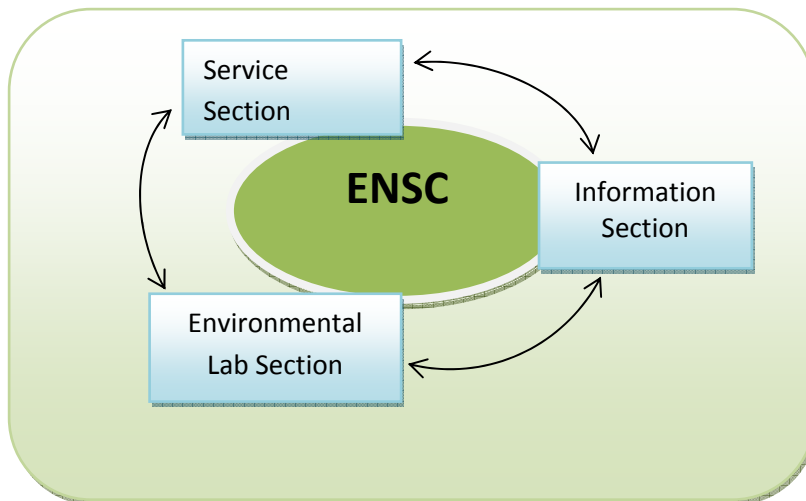


**PLAN FOR THE ESTABLISHMENT OF THE ENVIRONMENTAL SERVICE CENTER**  
**(ENSC)**



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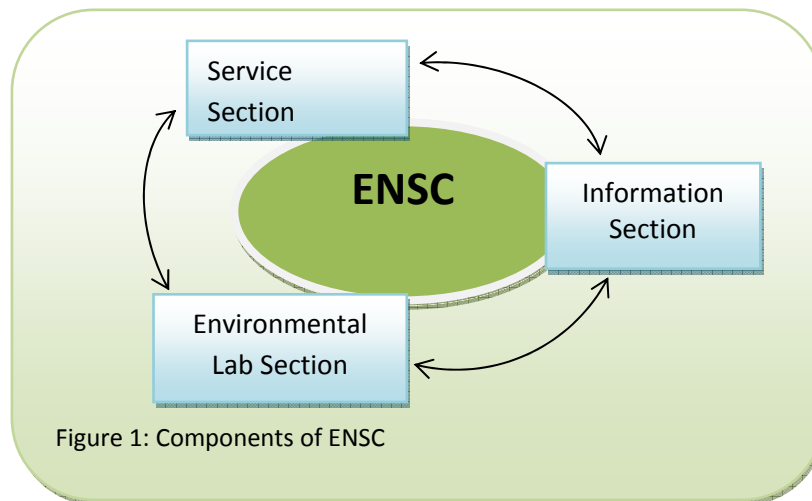
## 1. BACKGROUND

The establishment of the environmental service center (ENSC) is one of the core activities proposed in the Project Document of the SEAM-N Phase II. The preliminary work for the establishment of ENSC has begun during the SEAM-N Phase I period. The accredited environmental laboratory that is in full operation since April 2004 is the key foundation to establish the ENSC. A few studies and exposure visits on public private partnership (PPP) for environmental laboratory stakeholders were organized by SEAM-N. Need for establishing a company providing holistic environmental services, including lab services, has become prominent in the region.

The ENSC will be further built upon the foundation of environmental laboratory set up. The existing organizational structure of environmental laboratory will be strengthened seeking the mutual cooperation amongst the public and private partners to establish and operate the ENSC. Since local bodies, mainly DDC Morang and Sunsari offices and the Ministry of Environment, have begun to contribute towards the capital cost of the environmental laboratory the other partners will be pursued for providing their support. Morang Merchant Association (MMA) as a committed partner should be incorporated as a private partner and the other business organizations especially industrial chambers must also be pursued to contribute to the ENSC.

## 2. THE ORGANIZATIONAL SETUP FOR ENSC

The ENSC along with the environmental laboratory will constitute of three different components as shown in the diagram below:



The details of the functions of each section will be presented in the guideline of the ENSC. The summary of main functions is described below: The interrelationship amongst the components of ENSC is depicted in the figure 2 below.

- **Environmental Lab Section:** *Designing of the water & wastewater monitoring programs of the industries; Sampling and analysis of water & wastewater from the industries; Analysis of the food products and other industrial raw materials of the industries; Organize training on water quality*

monitoring and assessment for communities, schools, governmental and non-governmental organisations; Provide training to the governmental or private parties in the field of environment and laboratory analytical works.

- **Service Section:** Providing industries and local/regional government authorities appropriate technical assistance for environmental planning and management; Providing technical support to the industries for implementing environmental management tools such as, Cleaner Production (CP), Environmental Management System (EMS) and establishing Self Monitoring System (SMS); Assisting industries to improve occupational health and safety conditions as well as to carry out occupational and health safety survey in collaboration with the Occupational Health Service Center (OHSC) at BPKIHS; Providing assistance to the industries for proper treatment of the wastewater, solid waste and waste management; Assist the industries to comply with the national pollution control criteria and applying for Pollution Control Certificate (PCC);
- **Information Section:** Collection of the environmental data/information of the region and supply to the members; Compiling, updating of the industrial environmental standards/guidelines and other relevant documents and supply to the members/clients; Development of industrial informatics and supply to its members/clients; Development of GIS based maps for the users/clients; Assessment of the analytical data, data interpretation and recommendation; Designing the environmental monitoring plan and program; Develop networking amongst the educational institutions (Purwanchal University and others).

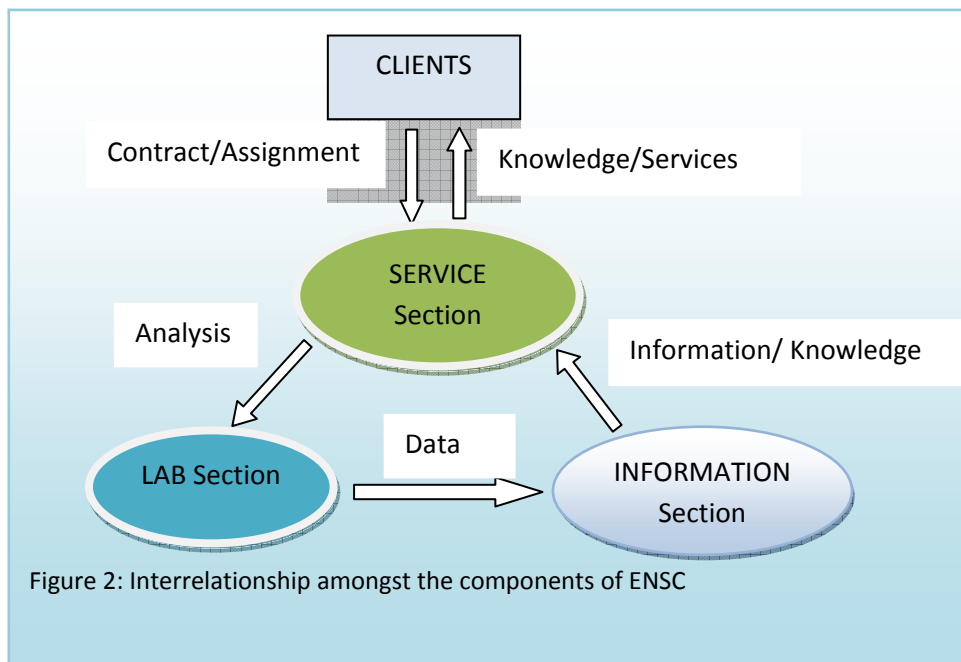
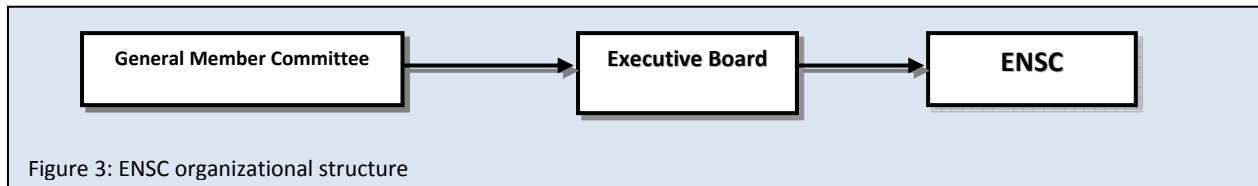


Figure 2: Interrelationship amongst the components of ENSC

### 3. MANAGEMENT OF THE ENSC

Based on the *report on the establishment of ENSC in the eastern development region (SEAM-N Phase I, 2008)* and the close consultation made with the public and private institutional partners, it is agreed that the ENSC shall be established as a non-profit distributing company as prescribed under the company act law 2063 of Government of Nepal. The shareholders of the company however, will be decided based on the contribution to the existing environmental laboratory in Biratnagar. The agreed structure is illustrated in the figure 3 below.



**General Member Committee:** In principle, any organization willing to take the membership of ENSC will be considered as a member of general committee. However the nominal annual membership fee will be charged to be the members of ENSC. Besides, SEAM-N project will pursue to all stakeholders among others, district development committee offices, municipalities, district industrial chambers and other local/regional governmental and non-governmental organizations for their participation as general members.

**Executive Board (EB):** Initially the selection of the Executive Board members will be decided jointly by SEAM-N and other key stakeholders like DDCs and Ministries – MLD, MOE, etc. However, the minimum criteria to be selected as EB member will depend on the willingness and motivation of the partners to contribute for the running of the ENSC, the contribution of public and private institutional partners in terms of capital cost, office facilities and logistics will be taken into account.

### 4. MEMORANDUM OF ASSOCIATION

The memorandum of association (MOA) for the establishment of environmental service center will be prepared as per the company act law 2063 of Government of Nepal. The key stakeholders, who have provided their regular support since the establishment of environmental laboratory, will be consulted and their opinion is being sought during preparation and finalization of the MOA. The detail functions of the general member committee and the executive board will be written in the MOA of ENSC.

### 5. HUMAN RESOURCE PLAN

Having three different components, the ENSC certainly require human resources having adequate knowledge and skills in relevant sectors. The existing laboratory will be an interdependent component of ENSC and therefore the expertise and staffs readily available at the laboratory is an asset to ENSC. SEAM-N Project will support in recruitment of other required expertise to ENSC.

## 6. ENSC NETWORK AT DDCs

SEAM-N project in cooperation with the DDCs will establish Sample Collection Center (SCC) as a local connection or wing of ENSC within project area districts.

Decision of DDCs namely Dhankuta, Jhapa, Ilam and Panchthar has been obtained to provide the required space for establishing SCC. The main objective of SCC is to provide general and immediate services on water quality testing at the relevant districts and simultaneously develop a link with ENSC to provide comprehensive water quality monitoring and assessment consulting services.

## 7. SCC AT DDC OFFICES

SCC will be established under the joint cooperation of SEAM-N and DDCs as illustrated in the figure 3 below. DDCs will provide room facility for SCC whereas SEAM-N will supply necessary accessories required as per the scope of SCC as presented in the Annex 1.

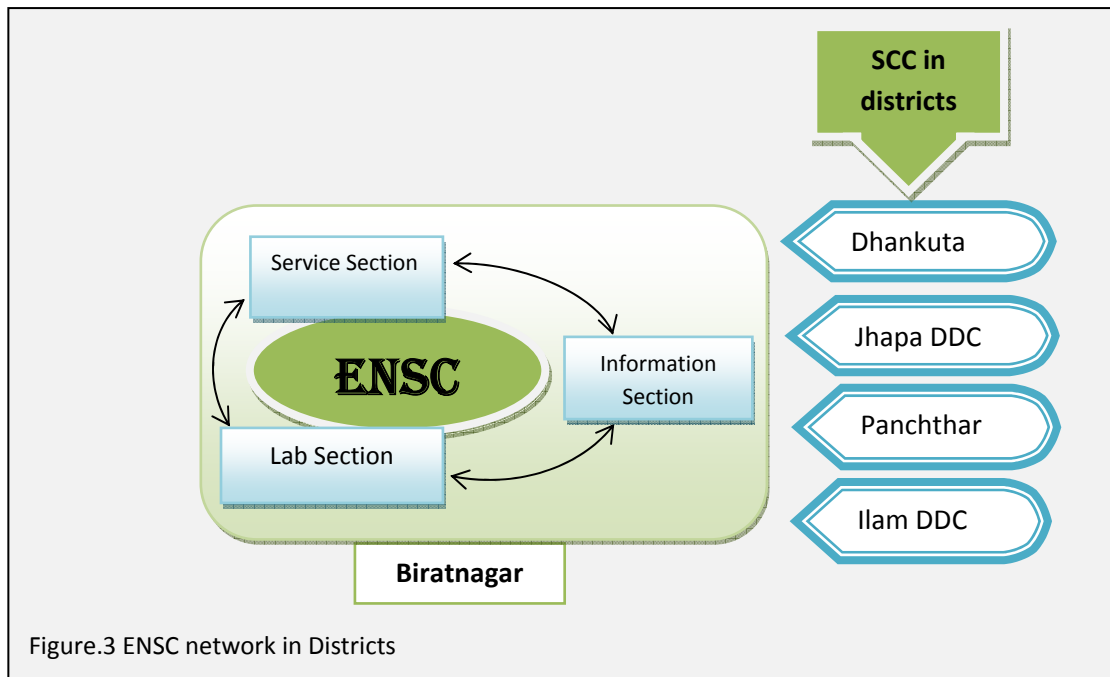


Figure.3 ENSC network in Districts

## 8. MANAGEMENT OF SAMPLE COLLECTION CENTER

The activities and programs regarding SCC will be coordinated by District Drinking Water and Sanitation Coordination Committee (DDWSCC) of DDC. Further, DDC shall assign a focal person to work for and to oversee the day to day function of SCC.

The DDWSCC have been formed at DDC under the chair of Local Development Officer (LDO). The composition of DDWSCC has been presented below as per the Dhankuta DDC's official decision to form DDWSCC.

• DDC	Chairperson
• District Education Office	Member
• District Health Office	Member
• Women Development Organization	Member
• PERDEP Nepal	Member
• Solve Nepal	Member
• Redcross Dhankuta	Member
• Dhankuta Drinking Water Users Committee	Member
• NGO Federation	Member
• Community Aid Program	Member
• Dhankuta Municipality	Member
• Chief District Technical Office	Member
• Environmental Officer, DDC	Member
• Program Officer/Technical Officer, DDC	Member
• Drinking Water Monitoring and Surveillance Office	Member

## 9. TENTATIVE TIMEFRAME FOR ESTABLISHMENT OF ENSC

The tentative timeframe for the execution of the ENSC plan is presented below.

