**Annex I**

**Design and Maintenance of Semi Aerobic Landfill Site (Fukuoka Method) (JFY 2021)**

***Job Report***

Name: Country:

Organization and present post:

E-mail:

Remarks 1: The Report should be typewritten in English (12-point font, appropriately spaced, A4 size paper) and total pages of the report should be limited to 4 pages (not including organization chart).

Remarks 2: Please don’t forget checking the analysis sheet.

Remarks 3: Each participant is requested to give presentation up to around 10 minutes based on “4. Landfill Site” of this Job Report at the final stage of online program for the purpose of making the training more effective and fruitful by comprehending the situations and problems of the participants each other.

Remarks 4: It is also requested to prepare a POWERPOINT for the presentation. When you use PowerPoint, it is preferable to use letters more than 24 points and not to use pictures on the background.

Remarks 5: Please itemize your answer and make them specific.

**1. Organization and main tasks (up to 1 page)**

(1) Description of the organization

Name of organization:

Number of staff:

Main task of the organization:

Your task in the organization:

(2) Organization chart

Please draw a chart of your organization including the department (section) names with the number of staffs in it and mark where you are positioned. (The chart should be attached and not be counted in this page limit.)

(3) Description of your assignments to the training

**2. Existing challenges in your section (up to 1 page)**

(1) Challenges you are facing in your section (Please describe concrete details)

(2) Countermeasures for these challenges

(3) Obstacles in the process of solving those challenges

**3. Expectations for the training course (up to 1 page)**

(1) Most interesting subjects or topics in this training course and reasons why you pick up the subjects

(2) How do you expect to apply skills and knowledge according the listed items in Curriculum after the training?

(3) Other matters you are expecting for this course, if any (Basically this training program is fixed and cannot be changed upon your request.)

4. Landfill Site

4.1 General information

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Items | Disposal site | | | |
| Site1 | | Site2 | |
| Name of the site |  | |  | |
| Year when disposal started |  | |  | |
| Total area |  | ha |  | ha |
| Capacity |  | cu.m |  | cu.m |
| Estimated life span remaining(year) |  | yrs |  | yrs |
| Amount of waste disposed daily |  | t/d |  | t/d |
| Distance from collection area to the site |  | km |  | km |
| Disposal method (See notes bellow) | □O,□C,□S,□D | | □O,□C,□S,□D | |
| Existence of animals on site | □Yes　　□No | | □Yes　　□No | |
| Existence of waste pickers | □Yes　　□No | | □Yes　　□No | |
| Existence of open burning on site | □Yes　　□No | | □Yes　　□No | |

Note O：Open dumping

C：Controlled tipping (with sporadic cover)

S：Sanitary landfill (with daily cover)

D：Dumping into water body

- Method for measurement (or estimation) of volume of waste

- Rate of tipping fee

- Management (local government or private company)

4.2 Personnel for the Landfill Management service (number of personnel)

In case where a person is not staffed at the Landfill site, please put the number of such persons in parenthesis.)

|  |  |  |
| --- | --- | --- |
| Type of personnel | Disposal site | |
| Site1 | Site2 |
| Administrator |  |  |
| Health　officer |  |  |
| Public Health Inspector or equivalent |  |  |
| Engineer |  |  |
| Technical assistant/Technician |  |  |
| Mechanics/ Mechanic’s assistant |  |  |
| Supervisor |  |  |
| Driver |  |  |
| Laborer |  |  |
| Total |  |  |

4.3 Details of existing Landfill sites

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Items | | Disposal site | | | |
| Site 1 | | Site 2 | |
| Location | Riverside  Swamp  Flat ground  Mountain area  Seaside  Others |  | |  | |
| Depth of waste layers | |  | m |  | m |
| Cover material | In Site  Outside the Site  Buy |  | |  | |
| Type of waste disposed | Domestic, institutional and commercial waste  Industrial waste  Construction waste  Street/park cleansing waste  Drain cleansing waste  Bulky waste  Others: |  | |  | |
| Monitoring items | Leachate  Landfill gas |  | |  | |

4.4 Existence of facilities in Landfill Sites

|  |  |  |
| --- | --- | --- |
| Item | Disposal Site | |
| Site 1 | Site 2 |
| Electricity |  |  |
| Water Supply |  |  |
| Telephone |  |  |
| Office in the Site |  |  |
| Weighbridge |  |  |
| Access Road in Site |  |  |
| Fence for Boundary |  |  |
| Bank for Boundary |  |  |
| Gate |  |  |
| Notice Board |  |  |
| Cover Material |  |  |
| Gas Venting Pipe |  |  |
| Rain Water Drain |  |  |
| Leachate Collection Pipe |  |  |
| Leachate Treatment Facility |  |  |
| Oxidation Pond |  |  |
| Bio treatment |  |  |
| Chemical treatment |  |  |
| Sand filtration |  |  |