

**Annexure I**  
**SANITATION PROTOCOL**

Name of the Organization:

Address:

1. **Sanitary Infrastructure Available in the premises**
  - a. **No. of Toilets** :
  - b. **No. of Urinals** :
  - c. **No. of Wash Basins** :
  - d. **Drinking Water availability per day in Litre** :
2. **No. of Cleaning Staff Assigned** :
3. **Indoor Cleaning Schedule**
  - a. **Cleaning Frequency** :  
[E.g., 2 times a day/ 1 time a day/ once in 2 days/ Once in a week]
  - b. **Areas Covered** :  
[E.g., Rooms, Corridors, Dining Area, Kitchen, etc.]
4. **Outdoor Cleaning Schedule**
  - a. **Cleaning Frequency** :  
[E.g., 2 times a day/ 1 time a day/ once in 2 days/ Once in a week]
  - b. **Areas Covered** :  
[E.g., Garden, Parking Area, Pathways, etc.]
5. **Schedule for Cleaning Toilets & Urinals**
  - a. **Cleaning Frequency** :  
[E.g., Every Hour/ once in 2 hours / once in 12 hours/ 1 time a day]
6. **Details of Disposal of Solid Waste Generated**
  - a. **Segregation of biodegradable and non-biodegradable waste:** [Yes/No]
  - b. **Dedicated bins for segregation** : [Yes/No]
  - c. **Disposal Method** :
  - d. **Mode of Collection** :  
[E.g., Local Bodies Waste Collection, Private Agency]
  - e. **Frequency of waste disposal**  
[E.g., Every day/ Once in 2 days/ Once in 3 days]
7. **List Any other information on arrangements made in the premises to ensure sanitation:**

I/We hereby declare that the premises are regularly inspected and maintained to **eliminate any potential mosquito breeding areas**, such as stagnant water or unclean surfaces.

Any medical or hazardous waste generated is handled as per applicable protocols.

Any revisions to this protocol will be updated on the e-Sevai portal without fail.

I/We hereby declare that all the information furnished above is true and strictly adhered.

**Signature of the Owner/ Manager**  
**Seal/ stamp of the Institution**