

**EDO STATE WASTE MANAGEMENT BOARD BUSINESS REGULATORY PROCESS**

**SERVICE**

Issuance of Licenses to Waste Managers for waste collection and disposal

Procedure

1. Applicant submits an application letters, addressed to the General Manager, Edo State Waste Management Board, at the open registry, Edo State Waste Management Board’s Office, Government ouse, Benin City and obtains an acknowledgement copy of same.

Each application letter is to be accompanied with:

1. Certificate of registration with Corporate Affairs Commission
2. Certificate of registration with Edo State Procurement Agency
3. Application is received, reviewed and forwarded to the commercial department of the Board by the General Manager for further necessary action within 48hrs of receipt of the letter.
4. Interview of applicant is conducted within 48hrs from the date of receipt of application at the commercial department
5. Applicant’s documents/assets are then verified within 48hrs

The minimum assets requirements are as follows:

1. One (1) standard functional evacuation truck and other relevant implements, including shovels, head pans and personal protective equipment
2. One designated office accommodation within the intended area of operation
3. Six(6) staff -to include at least one (1) Environmental Health Officer, one (1) administrative personnel and four (4) field workers
4. Medical Certificate of fitness for the crew members including driver(s)
5. Thereafter, the applicant is notified of the outcome of the screening exercise. If successful, the applicant is issued a provisional license within 48 hours. If offer is accepted, the applicant is given 2 weeks within which to notify the Board via an acceptance letter and to pay the sum of N100, 000 into designated Internally Generated Revenue account.
6. Payment of stipulated fees into the Internally Generated Revenue account is to be made by eligible applicant physically via bank lodgment within 48hrs. The relevant IGR account can be obtained from the accounts department of Edo State Waste Management Board.

**MODE OF PAYMENT**:

-Bank lodgment

**LEGAL BASIS**:

-Edo State Sanitation and Pollution Management Law No.5 of 2010, Part 5, Section 89

**CONTACT DETAILS**:

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**Osadebamen Charles Imariagbe**

General Manager (Chief Executive)