



NASARAWA STATE WASTE MANAGEMENT AND SANITATION AUTHORITY

Keffi - Abuja Express Way by U-turn Nyanya Gwandara, Karu

Contact: 08039669055. Email: chrisabari71@gmail.com

Office Hours: 8:00am - 4:00pm (Mondays – Fridays)

Procedure for Obtaining Waste Management Services' Approval

The Nasarawa State Waste Management and Sanitation Authority is empowered to approve waste management services in the State. The Authority's Head Office is located along the Keffi - Abuja Expressway (opposite U-turn Nyanya Gwandara), Karu Local Government Area.

Below are the six steps for obtaining approval for waste management services

Step one

Submission of Proposal

Submission of proposal addressed to the office of the Director-General of the Nasarawa State Waste Management and Sanitation Authority

Step two

Vetting of Proposal *(This is completed within 1 week)*

Vetting of the proposal and other relevant documents submitted by the relevant Department to authenticate its viability.

Step three

Meeting with the intended service provider *(This is completed within 1 week)*

Meeting with the intended service provider and secularization of the required documents is held to ascertain the capability to provide/coordinate waste management services.

Step four

Inspection of office and equipment *(This is completed within 24 hours)*

A team from the Authority will embark on an inspection of the company office, site, machineries and equipment of the intending service provider.

Step five

Payment of registration fee *(This is completed within 24 hours)*

Upon the successful inspection of the company office, site, machineries and equipment and confirmation of their suitability for the project, the intending service provider proceeds to pay the registration fee.

Step six

Granting of approval

Upon the payment of the registration fee, confirmation of all required documents, and meeting the requirements of the Environmental Health Council of Nigeria and the Nasarawa State Waste Management and Sanitation Authority, approval to operate as waste collection service provider is granted within thirty (30) working days

Requirements/Documentation

The requirements for obtaining approval for waste management Services include:

- i. Submission of a proposal
- ii. Certificate of incorporation from the Corporate Affairs Commission
- iii. Tax Clearance Certificate
- iv. Industrial Trust Fund (ITF) Certificate
- v. Nigeria Pension Commission Certificate
- vi. Nigeria Social Insurance Trust Fund Certificate
- vii. Bureau of Public Procurement Certificate
- viii. Certificate of Registration with the Environmental Health Council of Nigeria
- ix. VAT Registration
- x. Three (3) years Audited Account
- xi. Provision of company office, site, machineries and equipment for waste management
- xii. Payment of registration fee

Approved Fee:

The state's approved rates for waste management service is as follows:

1. Registration fee - N100,000:00
2. Maintenance of final disposal site - N30,000:00 monthly
3. Monthly remittance - 20% of monthly revenue generated

Payment is done through the Nasarawa Central Billing System [here](#)

Steps to generate an invoice and make payment

- Visit [NSIRS](#)
- Click generate invoice
- Select Identity (Individual, cooperate, federal Agency, State Agency)
- Search for tax to make payment
- Create PAYER PROFILE by entering details of PAYER and PROCEED
- Enter the right amount and confirm the Invoice.

- Make payment using invoice number which is BIN: ***** as an account number using any convenient payment method (e.g Bank transfer, POS, online banking etc).
- Download Payment Receipt.

Timeframe

Approval for waste management service registration is granted within thirty (30) working days upon the completion of the registration process and payment of the required fee.

Legal Backing

The Nasarawa State Legal Notice No. 18 of 2021 empowers the Nasarawa State Waste Management and Sanitation Authority in Nasarawa State to oversee waste management service in the state. See attached notice [here](#)

Inquiries and Complaints

All inquiries and complaints can be directed to Mr. Chris Abari on 07036502373/08039669055 or chrisabari71@gmail.com

Signed:

Director General

Nasarawa State Waste Management and Sanitation Authority

18th December, 2023