



No. B. 13026/3/25-LMC (Estt)
LUNGLEI MUNICIPAL COUNCIL
Convention Centre, Lunglei – 796701 : Mizoram
Ph:0372- 2323841 Email:lmcmizoram@gmail.com
Dated Lunglei, the 14th of January, 2026

OFFICE ORDER

No.B.13026/3/25-LMC(Estt): In the interest of public service, and in pursuance the Govt letter No.B.13011/27/2025-UD&PA Dt.01.10.25, Lunglei Municipal Council hereby constitutes Emergency Sanitation Response Units (ESRU) for Lunglei Municipal area consisting of the following members:

1. Responsible Sanitation Authority – Lalremruata Sailo {Secretary, LMC}
2. Telephone Operators - Benjamin Lalramchanpuia {Enforcement Staff, LMC}
3. Duty Supervisor – Lallianzuala Chhangte {JE, LMC}
4. Sewer Entry Professionals - T. Lalhriatpuia {Septic Cleaner}
5. Authorised Entrants – Lalchhuanmawia Sailo {Septic Cleaner}
6. Attendant / Topman - R.Lalnunkima {Enforcement Staff, LMC}

COMPOSITION OF ESRU

- a) Nominated Responsible Sanitation Authority (RSA)
- b) Telephone Operators- to receive the emergency call as needed.
- c) Duty Supervisor - May be in rotation from among Sanitary Inspector/ Jr Engineer (PHED) in the ULB.
- d) Sewer Entry Professionals- Dedicated Teams of at least two trained persons. One SEP team to be maintained per 500 septic tanks/ 50 KM of Sewer length.
- e) Authorised Entrants- individuals who are authorized by the employer to enter a sewer or Septic tank.
- f) Attendant / Top Man - an individual stationed outside who monitors the authorized entrant and performs all attendant's duties assigned in the SOP for Sewer.

DUTIES AND RESPONSIBILITIES OF VARIOUS PERSONNEL OF ESRU

The RSA may be provided powers under relevant Acts to be a single authority in his jurisdiction, for ensuring safe and successful sewer/ septic tank entry

Telephone Operator

- a) To receive call.
- b) To inform Duty Supervisor.
- c) To maintain record.

- d) To inform On priority Call paramedics, ambulance and police personnel and the SEP Team members on directions by duty supervisors.
- e) In case of a privately owned Septic tank where the request has been received on RTN, the operator will inform the appropriate local body/ private sanitation sanitation services providers to address non-entry removal of the choke.

Duty Supervisor

- a) To immediately reach site of sewer/ septic tank overflow.
- b) Collect information from owner/ officials of Sewerage board/ Municipal board who were already carrying out the non-entry procedures.
- c) Evaluate and identify hazards before entry.
- d) Request permission from RSA (in writing) to arrange the sewer entry procedure.
- e) Instruct the telephone operator to arrange the SEP team and other on priority call personnel.
- f) To arrange release of necessary protective gear and site equipment from the ERSU store, if not held by the SEP Team and ensure availability at site in proper working condition.
- g) Verify conditions are safe for entry.
- h) To oversee the entire sewer/ septic tank entry process.
- i) Ensure acceptable entry conditions are maintained.
- j) To call off the sewer/ septic entry if he feels any danger to the authorized entrant.
- k) To report completion of task to RSA.

Authorised Entrant

- a) Trained to know the hazards associated with confined space entry, and in particular, the hazards associated with sewer and septic entry.
- b) Should be trained to use all required equipment.
- c) Know the procedures for communication with the top man/attendant.
- d) Know how to alert the attendant of hazardous or prohibited conditions.
- e) Know how to exit the space if necessary (that is, self rescue).

Top Man/ Attendant

- a) Knows the hazards that may be faced during entry.
- b) Remains outside the sewer/ septic tank during entry operations until relieved by another attendant.
- c) Is aware of possible behavioral effects of hazard exposure in authorized entrants.
- d) Monitors activities inside and outside the space.

- e) Only the Top man should communicate with authorized entrants.
- f) Summons rescue and other emergency services.
- g) Performs non-entry rescues as specified by the employer's rescue procedure.
- h) Performs no duties that might interfere with the attendant's primary duty to monitor and protect the authorized entrants.



(LALHMANSANGA)
Chief Executive Officer
Lunglei Municipal Council

Memo.No.B.12036/3/25-LMC(Estt)

Dated Lunglei, the 14th of January, 2026

Copy to:

1. P.S to Chairman, LMC for information.
2. P.A to Vice Chairman, LMC for information.
3. P.A to Executive Councillor, LMC for Information.
4. All Councillors, LMC for information.
5. All Officers, LMC for information.
6. All Concerned Persons for information.



Chief Executive Officer
Lunglei Municipal Council