

Resolved by the council vide Item No-3
(xvi) on dated 30.8.2002

**TECHNICAL
INSTRUCTIONS &
BYE-LAWS
FOR
TRADE LICENCES**

HEALTH DEPARTMENT

NEW DELHI MUNICIPAL COUNCIL

20-8-00

BYE-LAWS FOR LODGING HOUSE:

The following bye-laws relating to the regulation of Hotels, Lodging House and other places proposed to be made by the New Delhi Municipal Council in exercise of the powers conferred by Section 388 (I) (9) of the New Delhi Municipal Council Act, 1994 are hereby published for general information as required by sub-section(I) of Section 391 of the same act.

BYE - LAWS

1. (i) These bye-laws may be called the New Delhi Municipal Council Regulation of Hotels, Lodging House and similar places bye-laws, 1996.
(ii) They shall come into force on the day of 1991.
2. In these bye-laws:
 - (a) 'Licencee' means a person granted a licence under Sub-Section (I) of section 331 of the Act.

Lodging House:

3. For the purpose of bye-laws 4 to 8 'Lodging House' shall mean any Sarai, Hotel, Boarding House for the general public, Rest Houses, or unlicensed emigration depot or any other place where visitors are received and provided with sleeping accommodation on payment and shall include religious and charitable institutions or 'Ran Baseras maintained and supervised by the Government or the Council.
4. Every licensee of a Lodging House shall cause his name to be registered as such in the Office of the New Delhi Municipal Council and shall also furnish to the Chairperson of the Council the following information in writing:-
 - (a) The position of his Lodging House.
 - (b) The number of rooms reserved for lodgers in such houses.
5. Every licensee of Lodging House shall be required to make his lodging house to conform to the following requirements:-
 - (a) The minimum height of every room intended for the use of the lodging shall not be less than 10 ft.
 - (b) The minimum specification floor area of each such

room shall not be less than 80 sq. ft.

(c) Ventilation shall be provided for each such room by means of windows, gratings or other opening exclusive of the doors, having a combined area equal to not less than one tenth of the floor area of the room, provided that nothing herein shall in any way be deemed to waive the requirements of any bye-laws for the regulation of buildings in general which may from time to time be enforced within the limits of the Council.

6. Every licensee of a Lodging House, who may be so required by the Chairperson, shall keep a register in which he shall cause to be entered the names and addresses of all residents and inmates of his lodging house, and the dates of their arrival, departure and such other information as the Chairperson may prescribe.
7. The licensee of a Lodging House shall when if comes to his notice immediately report to the Chairperson, the occurrence of any infectious disease therein and shall take measures to keep any person suffering from such disease isolated from all other lodgers unless the case has been investigated by the Chairperson.
8. No licensee of a Lodging House shall offer his Lodging House or any part of it to be occupied, if he knows or has good reason to believe that it has been occupied by a person suffering from any infectious disease, until

such Lodging House or part of it and every article therein likely to contain infection has been disinfected to the satisfaction of the Chairperson.

9. Adequate safe water supply will be provided in the premises, the source of which will be declared and the quality will be upto the satisfaction of the Health Authorities.

RESTAURANT, TEA SHOP, COFFEE HOUSE, REFRESHMENT ROOM AND EATING HOUSE

10. All licensees, who sell or expose for sale savouries, sweets or other articles of food shall put up a notice board at a conspicuous place showings rate list of the articles which have been cooked in ghee or edible oil or hydrogenated vegetable oils, or other fats.
11. No licensee shall employ in his business premises any person who is suffering from any infectious, contagious or loathsome disease.
12. No licensee shall manufacture, store or expose for sale or permit the same of any articles of food in any premises not effectively separated to the satisfaction of the Chairperson from any privy, urinal, sullage drain, or place of storage of foul and waste matter.
13. Every licensee shall ensure that all vessels used for the storage or manufacture of the articles intended for

- sale shall have proper cover to avoid contamination.
14. Every licensee who sells any food shall display a notice board containing the Articles which he is exposing or offering for sale.
 15. The licensed premises shall at all reasonable hours be open for inspections by the Chairperson or the officers appointed by him in this behalf.
 16. The licensee shall ensure that the licensed premises and surroundings are always kept in a clean condition, that no refuse or garbage is allowed to remain about them and that it is put in a covered tub or receptacle and finally deposited into the Municipal bin.
 17. The occupier of the licensed premises or his servants shall at all times be cleanly dressed.
 18. Unwholesome article or materials considered unfit for human consumption shall not be kept by the licensee for sale on the premises.
 19. The licensee shall cause the floor and drains of the licensed premises and every bench, table, stall or other articles used or kept on the licensed premises or other place on which the articles are manufactured or prepared or exposed for sale to be washed and thoroughly cleaned every day.
 20. The licensee shall cause every part of the internal surface of the walls and roof or the ceiling of the

licensed premises to be thoroughly lime washed at least once a year.

21. The licensee shall comply with all reasonable requirements which the Chairperson may make to ensure the sanitary fitness of the licensed premises.
22. The licensee shall not carry on or permit to be carried on any other trade in the licensed premises except the trade mentioned in the licence.
23. The licensee shall keep the licensed premises structurally fit for the purpose for which the licence is granted, that is to say:
 - (a) the premises shall have a stone cement or other impervious floor with a 3 ft. cement skirting;
 - (b) the walls shall be properly plastered and lime washed;
 - (c) the premises shall be provided with a drain. The whole floor shall be made of impervious material and so allow all liquid to flow off by the drain which must be connected to the Council sewer or the Municipal drain, where no sewer exists;
 - (d) the premises shall not be used as living or sleeping rooms;
 - (e) there shall be no direct communications between the premises and any room used as a sleeping or living room or with latrine or urinal.
24. The place of manufacture shall be completely protected

by the Licensee by suitable wire-gauze panels and self-closing doors and he shall see that any process of heating or cooking is carried out in a cooking range or

Chullah having proper chimney and flue for the escape of smoke.

25. Every utensil or container meant for use for preparing or containing any article of food intended for sale or ingredients for the preparation of such articles of food shall be properly tinned and kept by the licensee at all times clean and in good order and repair.
26. No licensee shall use for manufacturing, preparing or storing any food or ingredient of food intended for sale any utensil or container which is made of such material or the material of which is in such a stage as is likely to injure such food or render it noxious.
27. The licensee shall not use or permit to be used in the manufacture of articles of food, any water except water obtained from the water supply from such sources as may be approved by the Chairperson.
28. The licensee shall display the licence on the licensed premises.
29. The licensee shall see that kitchen of the manufacturing place has proper flue over the Bhatties and no Bhatti is allowed to be put up outside the shop and even on licensed Takhats.

30. Proper washing arrangements for the used utensils shall be provided by the licensee inside the premises as per directions of the Chairperson.
31. The licensee shall ensure that food handlers are medically examined and protected against cholera and typhoid and that certificate is displayed in the shop to this effect.
32. Articles of food and drink exhibited for sale shall be kept by the licensee in clean utensils properly protected from dust and flies all the 24 hours.

Penalty:

33. Whosoever contravenes any of the provisions of these bye-laws shall be punishable with fine which may extend to five hundred and in the case of continuing contravention, with an additional fine which may extend to twenty rupees for every day during which such contravention continues after conviction for the first such contravention.