



# BRUHAT BENGALURU MAHANAGARA PALIKE

Office of Chief Commissioner, N.R.Square, Bengaluru-560002

Office of Chief Commissioner /PR/ 136 /2024-25

Date: 07 . 08. 2024

## ORDER

**Subject:** Guidelines to be followed while issuing the trade licence to all Paying Guest accommodations located in BBMP jurisdiction as per section 305 of BBMP Act 2020

As per BBMP 2020 Act it is necessary to follow below mentioned terms and conditions for issuing new Trade licence and renewal of existing trade licences to Paying Guest Accommodations in BBMP jurisdictions.

1. Facility must have all entries, exits and corridors under CCTV surveillance with software and hardware to ensure storage of 90 days of footage of each camera.
2. It must be ensured that as per occupancy related building norms, every occupant shall have not less than 70 square feet of space per head. The licence must be issued for a particular number of occupants for the facility under consideration for issuance of licence.
3. Facilities must have clean and hygienic wash room facilities for the occupants.
4. Facility must have a source of potable drinking water and the owner/ applicant must make sure of the availability of 135 LPCD ( litres per capita/person per day)of water.
5. If the facility has its own mass kitchen, then it must obtain the FSSAI licence within 3 months of serving of trade licence from BBMP.

6. Availability of at least one security guard with established credentials regarding his or her character 24/7 shall be ensured.
7. It must be ensured that the building has fire safety clearance from competent authority before granting of trade licence.
8. Display of the helpline numbers of BBMP and police for any emergency must be ensured.
9. Availability of first aid kit shall be ensured.
10. Facilities must follow solid waste segregation for their waste disposal.

It is here instructed to all HOs, MOHs and SHIs to monitor compliance of above-mentioned guidelines once in 6 months for all the facilities in their jurisdictional area and Zonal Commissioners shall ensure the compliance of above-mentioned guidelines and if any violations are found then necessary action against such facility shall be initiated as per the section 307 and 308 of BBMP 2020 act



**Chief Commissioner**  
**Bruhat Bengaluru Mahanagara Palike**

**Copy To:**

1. Hon'ble Administrator's personal section for kind information.
2. The Chief Commissioner, BBMP, office copy
3. The Special Commissioner, Health, for necessary action.
4. All zonal commissioners for necessary action.
5. The chief health office (PH) for necessary action
6. All Health officers and Medical officers of Health for necessary action.