

MUNICIPAL CORPORATION OF DELHI
Public Health Department
12th Floor, Dr. SPM Civic Centre,
JLN Marg, New Delhi-110002



No. PS/MHO/MCD/2025/D-32

Dated: - 3/06/2025

OFFICE ORDER

Instructions on Simplified Procedure for Generating Instant Health Trade License by the Trade Operators through MCD Web Portal

Under simplified procedure for availing Instant Health Trade License for designated Health Trades, traders are required to apply through MCD Web Portal, by uploading mandatory documents. The trader/applicant shall pay required processing, registration and license fees, through online only and take out print of the Instant Health Trade License Certificate generated at his/her level at one go. The license generated certificate will bear the title **"Instant Health Trade License"**.

2. Applicant will satisfy on the compliance of the general and technical conditions, availability of mandatory documents for designated Health trades. If the trade fulfils general and technical conditions and there is availability of mandatory documents, then only the trader will proceed to generate Instant Health Trade License from the MCD Web Portal.
3.
 - i. If the Instant Health Trade License is generated by the applicant, for a trade operational in non-conforming areas, such Instant Health Trade License will be treated void ab initio from the date of its generation.
 - ii. Any incorrect Instant Health Trade License is generated on misrepresentation of facts, concealing of facts, wrong information by the trader, then the rejection cum revocation of instant health trade license certificate generated by the trader will be made and license fee will be forfeited. In addition Competent Authority may impose the penalty and it will be decided as per the gravity of the case by the Competent Authority including penal actions like issue of closure notice and sealing of the trade premises.
 - iii. If the Instant Health Trade License is generated without submitting required documents and/or without complying general and technical conditions for the designated trade, deficiency will be raised by the regulating official/officer; for rectification by the trader. Failure to rectify deficiencies by the trader within stipulated time period will entail penal provisions of the DMC Act like issuance of closure notice upto sealing of the trade premises.

iv. The applicant/licensee is bound to check the status of generated Instant Health Trade License in MCD Web Portal through their login and comply for the required rectifications. Failure to check the status and to rectify the deficiency leading to any adverse outcome as explained above will be the sole responsibility of trader.


Municipal Health officer

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