

SOUTH DELHI MUNICIPAL CORPORATION
DEPARTMENT OF VETERINARY SERVICES

No. 110 /DVS/SDMC/2013

Dated-24.5.2013

OFFICE ORDER

The Corporation vide Resolution No. 245 dated 25.3.2013 has approved a revised policy for grant of license to the meat shops. This policy is in supersession of all previous policies and office orders issued with regard to licensing to the meat shops.

The terms and conditions of “**Revised Policy for Grant of License to the Meat Shops**” as approved by the Corporation vide above Resolution are given herein below for compliance by all concerned.

Short Title :

This policy will be called as “The Meat Shop Licensing Policy” of the South Delhi Municipal Corporation.

Commencement:

The policy shall come into force at once immediately after approval by the Corporation.

Licenses for the meat shops

1. All meat sellers in the Municipal jurisdiction would obtain license for their shops from South Delhi Municipal Corporation for sale of meat of the species mentioned in this policy.
2. No person shall sale the meat at his shop without valid license in the jurisdictional area of the South Delhi Municipal Corporation.
3. Applications for grant of new/fresh licenses would be received in the Zones and the Zonal Dy. Directors (VS) with the approval of Director (V.S.) would issue the license to the meat shops.
4. The renewal of licenses would be done by the Zonal Dy. Directors (VS) at their own level.
5. The licenses to the meat shops will be issued on regular basis only. No license to any meat shop shall be granted on adhoc/temporary basis.
6. The license would be given for sale the meat of sheep/goats, buffalo, chicken, fish including sea food and pork only.

7. Live Poultry birds shall be kept in cages at the meat shops to which the license for sale of chicken has been granted. As there is no Slaughter House of poultry in Delhi, the slaughtering of live poultry birds shall also be permitted inside the meat shops till such a time, the Slaughter House for poultry in Delhi is made operational by any Govt. authority. Thereafter, no live poultry bird and their slaughtering at meat shops shall be permitted. If any person is found slaughtering of poultry outside his shop or in an open area/roadside, a fine of Rs.1,000/- each time shall be imposed on him irrespective of number of poultry/chickens slaughtered by him.
8. The applicant shall, inter-alia, furnish all documents/information required for grant/renewal of license as the case may be, mentioned in this policy.
9. Each license shall,
 - (a) Unless cancelled, be valid from the date on which it is issued to 31st March of that year
 - (b) be renewed annually on or before 1st April of each year. The Zonal Dy. Directors (VS) would be at liberty to start the process of renewal of license in their zones w.e.f. 1st January of the year of expiry of the license. However, there would be grace period of three months beginning from 1st April to 30th June of each year.
 - (c) If the licence holder fails to get his licence renewed within the grace period of three months, the concerned zonal Dy Director (V.S.) would issue a notice to the license holder thereby asking him to get his license renewed with in 15 days from the date of issuance of the notice failing which the zonal Dy. Director (V.S.) with the approval of the Zonal Dy. Commissioner would seal the meat shop immediately after expiry of the period of notice served upon him. The meat shops sealed on the ground of non-renewal of licence within the grace period would be de-sealed by the zonal Dy. Director (V.S.) only upon renewal of licence by the holder after deposition of the required fee.
10. The fee for grant of new license shall be Rs. 1200/- (Rs. One Thousand Two Hundred Only) and renewal fee for each year shall also be Rs. 1200/- (Rs. One Thousand Two Hundred Only). In addition to the renewal fee, the late fee of Rs. 1000/- for each subsequent month will be charged from the license holder after the expiry of grace period of three months. The processing fee for grant and renewal of license shall be Rs. 250/-.
11. The meat shopkeeper/license holder would allow the Zonal Dy. Commissioner /Director (Veterinary Services)/Zonal Dy. Director(VS)/Veterinary Officer appointed and authorized by the M.C.D. to inspect the meat shop /premises at any time.
12. Where applicants are refused to grant a license they will be given the right to appeal.
13. No person who has a communicable skin disease or infection shall be granted the license. Each applicant will submit a medical certificate from the qualified Medical Officer/practitioner along with his application form to this effect that he is not suffering from any communicable skin disease or infection.

14. The minimum age for grant of license to the meat shop owners shall be 18 years.
15. The applicant would submit the proof of his age issued by competent Govt. authority. **If it is not available due to any reason whatsoever, the applicant may submit an undertaking in the form of affidavit regarding his age proof.**
16. All licences issued shall be renewed by the zonal Dy. Director(VS) only on the submission of the required documents mentioned in this policy under the title **“Documents required for renewal”**. It is clarified that at the time of renewal of licence no other criteria/documents shall be asked from the applicant.
17. The ad-hoc licences issued to the meat shops by the Dy. Health Officers (DHOs) when the veterinary services were the part of Health Department would be converted into regular licences by the zonal Dy. Directors (VS) provided that the meat shops fulfill the conditions mentioned in this policy in respect of distance from the temple/religious place and size and height of the meat shop and all such cases shall be treated as renewal of licences instead of fresh cases. In order to convert their ad-hoc licences into regular, the Zonal Dy. Directors (VS) would obtain the documents from the meat shopkeepers as mentioned in this Policy under the title of ‘Documents required for renewal’ only.
18. The ad-hoc licences which have been revoked by the Zonal Veterinary Officers on the ground of non-submission of required documents or any other reason whatsoever (Except those where the Hon’ble Court has directed to revoke the license) shall be re-instated, regularized and renewed by the zonal Dy. Directors (VS) provided that the meat shops fulfill the conditions mentioned in this policy in respect of distance from the temple/religious place and size and height of the meat shops on submission of documents by the meat shopkeeper mentioned in this Policy under the title of ‘Documents required for renewal’ only.

Non Transferability of the license

1. The license shall be non-transferable in respect to a license holder or location and any such purported transfer shall be void and of no effect.
2. Where the holder of the meat shop license expires, the license shall continue in full force and effect for the benefit of the license holder’s legal heir for the period then un-expired of the term of the license after the death of the license holder and thereafter, the license of the meat shop would be transferred in the name of valid legal heir. The legal heir would submit an application alongwith the NOC in the form of affidavit from other legal heirs, if any, and all relevant documents to the Zonal Dy. Director(VS) within three months from the date of death of the license holder for transfer of license in his/her name.
3. The legal heir of the deceased license holder would apply afresh for grant of license in his/her name and same would be considered by the Zonal Dy. Director(VS), provided that the valid documents regarding proof of legal heir along with other required documents as mentioned in this policy are submitted by him.

4. Whenever the Director (V.S.)/Zonal Dy. Director(VS) decides to refuse an application for grant or renewal of license, the Zonal Dy. Director (VS) shall, by notice in writing, notify the applicant—
 - (a) of the decision and of the reasons there of, and
 - (b) of the time limit within which, and of the manner in which, an appeal against such decision may be made.

Power to revoke the license

1. The Zonal Dy. Commissioner/Director (V.S.)/Zonal Dy. Director(VS) may, at any time, revoke a license if he is satisfied that—
 - (a) the license has been obtained by fraudulent means or by misrepresentation of facts,
 - (b) there has been any contravention (whether by commission or omission) of any provision of this policy or of any Regulation made there under, or
 - (c) the holder of a license has not, within a reasonable time, complied with the requirements of a notice served to him,
 - (d) if upon inspection of the meat shop/investigation by the Zonal Dy. Commissioner/Director (V.S.)/Zonal Dy. Director(VS), it is found that the licensee or any of his associates has violated any of the provisions/terms and conditions mentioned in the policy or has concealed the information while submitting the application form to obtain the license.
2. On violation of the terms and conditions of the policy by the meat shopkeepers, the Zonal Dy. Director (V.S.) shall issue a show cause notice to the meat shopkeepers thereby giving fifteen (15) days time to comply with the terms and conditions laid down in the meat shop license policy. If upon inspection, it is found that the meat shopkeeper has still not complied with the terms and conditions of the meat shop licensing policy, the Zonal Dy. Director (V.S.) would issue him another notice thereby giving further 10 days time asking him to abide by the terms & conditions of the policy failing which his licence shall be revoked by the Zonal Dy. Director (V.S.)/Veterinary Officer without any further notice.

APPEAL AGAINST REFUSAL / REVOCATION OF THE LICENCE

1. Whenever the Director (V.S.)/ zonal Dy. Director(VS) refuses to grant or renew, or revokes the license of the meat shop, the applicant/holder of such license may, within 20 days from the date of the order of the refusal or revocation as the case may be, appeal to the Dy. Commissioner of the concerned zone against such refusal or revocation.
2. On receiving the appeal under this section, the Dy. Commissioner of the zone shall give a reasonable opportunity of being heard and after considering all material facts on record either—
 - (a) dismiss the appeal, or

(c) allow the appeal and direct the Zonal Dy.Director(VS) to grant or renew the license.

Location of Meat Shop

1. Considering the sentiments of people visiting the religious places, following will be complied with while granting the new license to the meat shops.
 - a. The minimum distance between the meat shop and a temple/Gurdwara/religious place should not be less than 50 meters from the nearest/starting points/boundary wall of a temple/Gurdwara/religious place to the meat shop for which licence is to be granted. Only the temple/religious place of adequate size as mentioned in the Policy or confirmed by the Gurudwara Prabandhak Committee, Delhi where general public regularly visit to offer their prayers would be considered for applying this condition. This restriction shall not apply in case of a temple/Gurdwara/religious place having the size lesser than mentioned in the policy whether or not the public visit to offer their prayers to such temple/Gurdwara/religious place.
 - b. The condition of 100 meters distance will apply in case the meat shop is situated directly opposite of the entry gate of a Gurudwara/temple/religious place of any community except Masjid. The condition of 100 meter distance from Masjid will be applicable in case of pork shop only.
 - c. The condition of 50 meter distance from Masjid (Mosque) will be applicable in case of licensed pork shop only i.e. licenses to the mutton/chicken/fish and buffalo meat shops can be granted, if they are situated less than 50 meters distance from the Mosque.
 - d. If a person is running his meat shop without licence prior to the construction of a temple/Gurdwara/mosque/religious place and applies for grant of licence after construction of temple/Gurdwara/mosque/religious place, the distance as mentioned above in this policy shall be taken into consideration while considering his application for grant of licence to the meat shop.
 - e. The condition of distance of temple/Gurdwara/religious place from the meat shop would not be implemented in case of renewal of licences, which have already been issued before the date of approval of this policy by the corporation. In other words, if a temple/Gurdwara/religious place/mosque comes into existence after grant of licence to a meat shop, the factor of distance shall not be taken into account at the time of renewal of licence of that meat shop.
2. The license for a meat shop to sell the meat of species of animals mentioned in this policy (Except of pork) can be granted if it exists in or around the premises of a Masjid provided that the applicant encloses “No Objection certificate” from the Masjid Committee or Imam of the Masjid with the application form.
3. The licences to the meat shops shall be granted in commercial areas, residential areas (Confirming/Non-confirming/authorized/un-authorized colonies) subject to the fulfilment of the terms and conditions mentioned in the policy. In residential areas, the licences shall be granted to the meat shops located on the ground floor only up to the maximum size of 20 sq meters. In commercial areas, the license to the meat shops

would be granted irrespective of the floor provided that there is an arrangement of water for cleaning and its drainage.

4. The explanation of religious place, as contained under para No.16(b) of the Public Notice of 2002-2003 from the Excise Commissioner, Govt. of NCT of Delhi shall be adopted, which is as follows.

“For the purposes of Clause (1) above, a religious place would imply a religious place having a pucca structure with a covered area of more than 400 square feet.”

Size of Meat Shops

Adopting the standards, laid-down by Bureau of Indian Standards in relation to the size will not be practical owing to the constraints in availability of sufficient space all over Delhi wherever the meat shops are scattered. Keeping a standard, which is not possible to achieve will lead to unlicensed meat shops/ sale outlets open to sky where the regular inspection and maintenance of acceptable level of hygiene will be a tough task for the field workers. The meat shops in Delhi can be divided into following four categories and their size as approved earlier by the Corporation vide Resolution No. 143 dated 10.3.2006 will remain unchanged.

1. Category (A):

Those are selling only one type of meat as mentioned herein below.

(a) Sheep & goat (Mutton/ Cheven) **or** (b.) Chicken **or** (c.) Fish

Size:

It will be of at least **4 Sq. meters (40 sq. feet) floor area** and only one type of meat as mentioned hereinabove will be allowed to be sold at this premises with one refrigerator/deep freeze facility of adequate size.

2. Category (B):

Those are selling the meat of any two species as mentioned herein below.

(a.) Sheep/ goat (Mutton/Cheven) and Chicken **or** (b.) Chicken and Fish **or** (c) Sheep/goat (Mutton/cheven) and fish

Size:

It will be at least **6 Sq. meters (60 sq. feet) floor area** wherein the sale of two types of meat as mentioned herein above will be allowed to be sold at this premises with one refrigerator/deep freeze facility of adequate size.

The processed or ready-to-eat meat if sold from the premises must be kept in a separate refrigerated cabinet. The carcasses of sheep and goats/chicken/fish must be stored in separate freezing cabinets.

3. Category (C): Those selling only buffalo meat.

Size:

It will have not less than **6 Sq. meters (60 sq. feet), floor area** wherein only buffalo meat will be allowed for sale.

4. Category (D): Those selling only pork (Pig meat).

Size:

It will be of at least **4 Sq. meters (40 sq. feet) floor area** and only pork (pig meat) will be allowed to be sold at this shop with one refrigerated/deep freeze of adequate size.

The meat of only those species mentioned above in all four categories shall be permitted to be kept on the meat shops.

The Premises/shop

1. The premises/shop shall be structurally pucca. No license shall be granted for a shop having temporary structure or open to sky.
2. The height of shop in all above four categories should not be less than 3 meters, while in case of air-conditioned meat shop; it should not be less than 2.5 meters.
3. The walls up to the height of minimum 1.8 mt. from the floor level shall be made of impervious concrete material (e.g. glazed tiles or hygienic panels, etc.) for easy washing and cleaning purposes.
4. The floor should be made of impervious and non-slippery materials with adequate slope for proper cleaning of the shop.
5. All tables, racks, shelves, boards, etc. shall have zinc/aluminum/stainless steel/marble-granite top to facilitate proper cleaning.
6. It would be compulsory for all meat shopkeepers to display the board outside the meat shop clearly indicating the Halal/Jhatka/Buffalo meat shop/pork shop and will sale the meat of animals strictly in accordance with the board displayed outside their shop. If upon inspection, any violation is found in this regard, the Zonal Dy. Director(VS) will issue him a show cause notice to stop the sale of meat prepared by the method of slaughtering other than displayed on the board outside the meat shop. On violation of second time, a warning shall be issued to the meat shopkeeper regarding sealing of his meat shop and on violation on third time, the meat shop shall be sealed by the concerned Zonal Dy. Director (VS) without any further notice in this regard and he shall also revoke the licence of the meat shop.
7. There should be provision of continuous supply of potable water inside the premises. In case the water supply is intermittent adequate storage arrangement should be made.
8. The door of the shop should preferably be of dark glass.
9. No carcasses should be kept in the manner so as to put upon the public view from outside.
10. No cooking of the meat or other eatable items shall be allowed in the shop.
11. The meat shop should be provided with the facility of proper ventilation, at-least one electric fan and one exhaust fan must be there in each shop.
12. The rails and hanging hooks, if provided for hanging carcasses, should be of non-corrosive metal.
13. The shop should be connected to the sewer line to drain out the water properly after cleaning of the shop. If there is no sewer connection, the license to such meat shops may be granted provided that the applicant submits an affidavit to this effect that he will maintain cleanliness around his shop and no water/blood/blood stained water

would come out on the road which may cause inconvenience to the passers-by/residents.

14. The meat shop for which the license has been granted would have no access/passage/door/entry/exit with any residential/commercial or any other premises/area.

Equipment and Accessories

1. The meat shop should have suitable arrangement for fly proofing in the form of air-curtains or flytraps etc.
2. It should have display cabinet type refrigerator of adequate size for maintaining a temperature of 4 to 8 degree C. or freezing cabinet if the meat is to be stored for more than 48 hours.
3. The weighing balance shall be made of stainless steel or nickel coated. The knives, tools and hooks to be used shall be made of stainless steel/rust free.
4. There should be a provision of geysers in all the meat shops to have hot water at a temperature not less than 82 degree C to clean the premises and equipment used in meat shop.
5. Washbasin made of stainless steel/porcelain shall be provided with liquid soap dispenser or other soap and nail brush for thorough cleaning of hands.
7. The chopping block should preferably be of food-grade synthetic material, which does not contaminate the meat. If the block is of wooden, it should be of hardwood trunk, which is solid enough and should not contaminate the meat.
8. A waste bin with a pedal operated cover shall be provided in the premises for collection of waste material.

Transportation

1. The meat shopkeepers shall transport the meat in hygienic conditions in a container specially meant for transporting the meat to avoid any dust and contamination of the meat.
2. Under no circumstances, carcasses will be transported in the vehicles used for commuting the human beings.

Pest Control

The meat shop should have adequate arrangements for control of insects/ rodents within the premises and should be free from insects, birds, rodents and other vermin. Banned items of insecticides/pesticides/rodenticides shall not be used at the meat shops.

General terms & conditions

1. Every person employed for meat handling at the meat shop shall be medically examined by the authorized registered medical practitioners and it shall include examination of sputum and x-ray of the chest for tuberculosis, every year. The medical examination shall also include examination of stool for protozoan and helminthes infestations for those parasites, which are transmitted by ingestion, and also for the presence of enteropathogenic Escherichia coli, Salmonella, Shigella species and Vibrio cholera. The medical report will be enclosed by the applicant while applying for the license (fresh/renewal) of the meat shop.
2. It would be the responsibility of the meat shop owners/licence holders to maintain proper hygiene inside the shops including personnel hygiene of the workers.
3. The floor and other articles at the shops should be washed with appropriate disinfectant/detergent/sanitizer/hot water.
4. The refrigerated/freezing cabinet should be regularly cleaned and well maintained.
5. The carcasses shall not be allowed to cover with wet-clothes.
6. The premises/meat shop shall not be used for residential purposes nor it shall communicate with any residential/commercial shop/premises.
7. If illegal slaughtering of animals is found at any meat shop/premises, the same shall be sealed by the concerned Zonal Dy. Director (V.S.)/Veterinary Officer on the spot without issuance of any show cause notice to its owner/licence holder and also without waiting for approval of the competent authority.
8. The meat obtained from the authorised Slaughter House shall only be sold at the meat shops. If upon inspection, it is found that the meat of illegally slaughtered animals is being sold on the licensed meat shop, the fine/composite fee as per existing rules shall be imposed at the meat shopkeepers on each time, provided that the meat is fit for human consumption. If on inspection it is found that the meat is not fit for human consumption, the same shall be destroyed by the zonal Dy. Director (VS)/Veterinary Officers of Central Meat Raid Team/s as deems fit by them under the circumstances.
9. If any person is found selling meat even after revocation of licence, the zonal Dy. Director (V.S.) shall issue a show cause notice to the meat shopkeeper thereby asking him to stop selling of meat on the shop immediately. If the meat shopkeeper still continues to sell the meat, the zonal Veterinary officer with the approval of Zonal Dy. Commissioner shall seal the shop.
10. Under Delhi Agricultural Cattle Preservation Act 1994, which is administered by Govt. of NCT of Delhi, the slaughtering of cow or its progeny is prohibited in Delhi. If the Zonal Veterinary Officer/any veterinary doctor of M.C.D. upon inspection of any premises/meat shop observes cow slaughtering, he shall immediately inform the police and the Veterinary Officer of Govt. of NCT, Delhi who would lift the meat samples for laboratory examination. The zonal Veterinary Officer of M.C.D shall revoke the licence

and seal such premises/shop immediately on the spot without waiting for approval of any authority and also lodge FIR in the concerned Police Station against the persons involved in cow slaughtering to initiate the action against the concerned persons as per law.

11. If a person is found selling the meat at his shop suspected for cow or its progeny, the Zonal Veterinary Officer/Dy. Director (V.S.) would immediately contact the Veterinary Officer of G.N.C.T.D. to lift the meat samples for laboratory testing and would lodge the FIR with police. If the laboratory report confirms that the meat sample belongs to cow or its progeny, the Zonal Veterinary Officer would revoke the licence and seal the meat shop immediately after arrival of the laboratory report with the approval of Dy. Commissioner of the zone.
12. If slaughtering of cow or its progeny/sale of meat of cow or its progeny is found at any meat shop/premises, the zonal Dy. Director (V.S.) shall not grant/renew the licence to that shop/premises in future, after it is revoked on the above ground. Further, if any person is found involved in slaughtering of cow or its progeny/sale of meat of cow or its progeny, no licence to sell the meat in future shall be granted/renewed in the name of that person in any municipal zone and the concerned zonal Dy. Director (V.S.) shall also circulate the name of such persons to all zonal Dy. Director (V.S.) for their information and action as proposed above.
13. The premises/meat shop sealed on the ground of illegal slaughtering of animals/sale of meat of illegally slaughtered animals/violation of terms & conditions of the policy shall be de-sealed by the Zonal Dy. Director (V.S.) with the approval of the Dy. Commissioner of the zone.
14. The premises/meat shop sealed on the ground of slaughtering of cow or its progeny or sale of meat of cow or its progeny shall remain sealed till the out come of the decision/orders of the Hon'ble court.
15. Decision for de-sealing of the meat shops shall be taken by the Dy. Commissioner of the zone.
16. Keeping in view the public health aspects, no sale, purchase of fish/chicken/mutton/buffalo meat/ pork or any other meat would be allowed at any open platform/place open to sky.
17. The Zonal Dy. Director(VS) will carry out regular inspection of all cold storages/meat-processing units situated in his zonal area.
18. The licence for storage of the meat in the cold storages/meat processing units shall be granted only upon confirmation that the licence to operate the factory (machines) has been granted by the Factory Licensing Department of South Delhi Municipal Corporation.
19. The Hon'ble Supreme Court vide orders dated 29.09.2006 has allowed twenty four categories of trade in residential areas and the same now have been notified in the Master Plan 2021 (section 15.6.3), the meat/poultry/fish shop is one of them which is reproduced herein below.

“The small shops of maximum 20 sqm area, trading in or dealing with the following items/activities may be allowed on ground floor only, in residential premises, including in A & B category colonies.

1. Vegetables/fruits/flowers
2. Bakery items/confectionary items
3. Kirana/General Stores
4. Dairy Products
5. Stationery/Books/gifts book binding.
6. Photostat/fax/STD/PCO
7. Cyber Café/call phone booths
8. LPG booking office/show rooms with out LPG cylinders
9. Atta chakki
10. Meat/Poultry and fish shop
11. Pan shop
12. Barber shop/hair dressing saloon/beauty parlour
13. Laundry/dry-cleaning/ironing
14. Sweet shops/tea stall with out sitting arrangements
15. Chemists shops
16. Optical shops
17. Tailoring shops
18. Electrical and electronic repair shop
19. Photo shop
20. Cable TV/DTH operations
21. Hosiery/Readymade garments/ cloth shops
22. ATM
23. Cycle repair shop
24. Ration shop & Kerosene shop under PDS

Any other item/activity that may be notified by the Central Government.

Accordingly, the licenses to the meat shops running on the ground floor of residential areas upto a maximum of 20 sqm would also be granted subject to the completion of all other terms and conditions mentioned in this policy.

20. The licensee would keep a photocopy of the license at his meat shop to which it relates. However, the meat shopkeeper would also show the original licence granted to the meat shop upon asking by the zonal Dy. Director (V.S.) /any other veterinary doctor appointed by M.C.D.
21. The Zonal Dy. Director (VS)/Director (Veterinary Services) or any other Veterinary doctor appointed by MC.D. by whatever designation known can seize and destroy the meat which has appeared unfit for human consumption upon inspection.
22. If the meat shopkeeper refuses to pay the composition fee/fine against the meat of illegally slaughtered animals as fixed by the competent authority from time to time, the meat of such illegally slaughtered animals would be seized and destroyed by the zonal veterinary officer/ any other Veterinary doctor appointed by M.C.D. irrespective of his designation/post held.

23. If live poultry birds and fish are seized during action against illegal meat/poultry/fish sellers, the Zonal Dy. Director (V.S.)/Veterinary Officer shall dispose off such live poultry birds/fish by way of auction as early as possible after such seizure. If no body comes to participate in the auctioning process, the zonal veterinary officer shall be at liberty to dispose off the live poultry birds and fish in any manner what he deems fit and proper under the circumstances.
24. Hides, skins, hoofs un-cleaned gut will not be allowed to store at meat shops.
25. The meat obtained from the unauthorized sources or unstamped meat is liable to be confiscated and destroyed.
26. No live animal shall be kept inside the meat shop.
27. The meat shopkeeper would submit NOC and rent agreement from the owner of the shop/property, if he is a tenant, at the time of applying for grant of licence for the first time only. NOC, rent agreement and rent receipts from the owner of the shop/property would not be required at the time of subsequent renewals of the license.
28. The licence of the meat shop cannot be compared to the licences of general branch, as the meat being perishable item requires regular inspection for renewal of licence. In view of this, the licence for the meat shops shall be renewed on yearly basis as mentioned in the policy approved earlier by the Corporation.
29. The condition of submission of No Objection Certificate from the Managing Committee and or Imam of the Masjid, if the license is applied for a shop situated in the compound/building of a Masjid (Mosque) would continue.
30. Even if a dispute is pending in any court of law relating to the property, the Zonal Dy. Director (V.S.) shall renew the license of the meat shop on the basis of documents mentioned in this policy under the title "Documents required for renewal". However, the renewal/further continuance of the license shall be subjected to the outcome of the court orders.

Packaging & the Dispensing

The prepared meat shall be packed in bags made of permissible material.

Requirements of documents for grant of licence

Each applicant will enclose following documents while applying first time for grant of licence to the meat shop.

1. Application in a prescribed format (As per **Annexure -"I"**)
2. Proof of the residence and photo identity of the applicant (Passport/Voters Identity Card/PAN Card or any other proof etc. issued by Govt. body)
3. Proof of the ownership of the shop/premises, if the owner himself is applying for licence

4. One blue print of the design of shop with measurements plan, Key plan, site plan etc.
5. NOC and the copy of valid rent agreement, if the shop for which license is applied is on rent/lease basis from the owner of the shop.
6. Proof of the electric supply to the shop.
7. Proof of water supply/connection.
8. Proof of age of the applicant/undertaking from applicant if age proof is not available.
9. Medical certificate from the medical practitioner as mentioned in the policy.
10. No Objection certificate from the managing committee and or Imam of the Masjid if the license is applied for a shop situated in the compound/building of a Masjid (Mosque).
11. An Affidavit to this effect that no other kind of meat will be sold at the shop except for the license is granted.
12. Bank draft in favour of the Commissioner, M.C.D of required fee as mentioned in this policy.
13. Any other relevant document/information required by the Zonal Veterinary Officer to satisfy himself in respect of the documents submitted by the applicant.

Documents required for renewal of licence

1. Filled in renewal application form (As per **Annexure -“II”**)
2. Medical certificate from the medical practitioner as mentioned in the policy.
3. Bank draft in favour of the Commissioner, M.C.D. of required renewal fee and late fee as the case may be.

This issues with the approval of the Commissioner, South Delhi Municipal Corporation.

Director (V.S.)

Distribution:

1. Dy. Director (V.S.)-Central Zone
2. Dy. Director (V.S.)-South Zone
3. Dy. Director (V.S.)-West Zone
4. Dy. Director (V.S.)- NazafgarhZone
5. Veterinary Officer, Central Meat raid
5. Office copy

Annexure – “I”

**SOUTH DELHI MUNICIPAL CORPORATION
DEPARTMENT OF VETERINARY SERVICES
NAME OF THE ZONE -----**

Application form for grant of licence to the meat shops

Passport size
photo of the
applicant

1. Name of the applicant _____
2. Father's name _____
3. Date of birth _____
4. Age on the day of submission of application form (in complete years) _____
5. Address of residence _____

6. Address for correspondence _____

7. Contact No.
(Residence) _____ Mobile _____
8. Address of the shop for which licence is required _____

9. Whether the shop is on ownership or on rent - (Owner /rent / lease) _____
10. Licence required for sale of meat (Sheep & goats/fish/chicken/buffalo/pork) _____
11. Size of the meat shop in Sq Feet _____
12. Height of the meat shop in ft. _____
14. Whether the shop is located in commercial area/residential area _____
15. Any other information _____

(Name & signatures of the applicant)

Undertaking:

I (Name of the applicant) _____ do hereby solemnly declare and affirm that the information provided above is true & correct to the best of my knowledge and belief and nothing has been concealed or misrepresented thereon. If any information is found false/fabricated, my application for grant of licence shall be liable to be rejected and if licence has been granted, it shall be cancelled/revoked by M.C.D. I shall abide by all terms & conditions as mentioned in the “Meat Shop Licencing Policy” of the M.C.D. and upon violation, if found, my licence shall be cancelled/revoked.

(Name & signatures of the applicant)

Annexure – “II”

**SOUTH DELHI MUNICIPAL CORPORATION
DEPARTMENT OF VETERINARY SERVICES
NAME OF THE ZONE -----**

Application form for renewal of licence to the meat shops

Passport size photo of the applicant
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1. Name of the licence holder _____
2. Father's name _____
3. Licence Number issued _____
4. Date on which licence was issued _____
5. Date of expiry of licence _____
6. Address of residence _____

7. Address for correspondence _____

8. Contact No. Residence) _____ Mobile _____
9. Address of the shop for which licence has been granted _____

10. Whether the shop is on ownership or on rent - (Owner /rent / lease) _____
11. Whether the applicant is himself is owner of the shop or tenant _____
12. Whether renewal is sought in the name of licence holder or legal heir, if in the name of
legal heir, relation with the deceased licence holder _____
13. Any other information _____

(Name & signatures of the applicant)

Undertaking:

I (Name of the applicant) _____ do hereby solemnly declare and affirm that the information provided above is true & correct to the best of my knowledge and belief and nothing has been concealed or misrepresented thereon. If any information is found false/fabricated, my application for renewal of licence shall be liable to be rejected and if licence has been renewed, it shall be cancelled/revoked by M.C.D. I shall abide by all terms & conditions as mentioned in the “Meat Shop Licencing Policy” of the M.C.D. and upon violation, if found, my licence shall be cancelled/revoked.

(Name & signatures of the applicant)