



Tehsil Municipal Administration Attock

**THE TEHSIL MUNICIPAL ADMINISTRATION ATTOCK (REGULATION
OF TRADE OF STORING, PROCESSING, SELLING AND MELTING OF
ANIMAL FAT IN CAULDRONS)
BYE-LAWS, 2013**

LOCAL GOVERNMENT & COMMUNITY DEVELOPMENT DEPARTMENT,

March, 2013

**THE TEHSIL MUNICIPAL ADMINISTRATION ATTOCK (REGULATION OF
TRADE OF STORING, PROCESSING, SELLING AND MELTING OF ANIMAL
FAT IN CAULDRONS) BYE-LAWS, 2013**

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THE TEHSIL MUNICIPAL ADMINISTRATION ATTOCK (REGULATION OF TRADE OF STORING, PROCESSING, SELLING AND MELTING OF ANIMAL FAT IN CAULDRONS) BYE-LAWS, 2013

PREAMBLE:

WHEREAS it is expedient to control and check rapidly increasing unauthorized trade of storing, processing, selling and melting of dead animals fat in cauldrons and as a public health measure across the Province and to regulate the same within specified parameters;

AND WHEREAS the circumstances exist that render it necessary to take immediate steps to frame the Tehsil Municipal Administration Attock regulation of trade of storing, processing, selling, melting of animals fat in cauldrons Bye-Laws, 2013;

AND WHEREAS under section 192 read with Part-II of the Fifth Schedule of the Punjab Local Government Ordinance, 2001, the Tehsil Municipal Administration Attock may, in its ambit of responsibilities, make bye-laws to carry out the purposes of the Ordinance *ibid*.

NOW, THEREFORE, in exercise of the aforesaid powers and all other enabling provisions in this behalf, I *Kinza Murtaza* Administrator Tehsil Municipal Administration Attock hereby approved the following Bye-Laws.

1. SHORT TITLE, EXTENT AND COMMENCEMENT.

(1) These Bye-laws shall be called “The Tehsil Municipal Administration Attock. Regulation of trade of storing, processing, selling and melting of animal’s fat in cauldrons Bye-Laws, 2013.

(2) These bye-laws shall extend to the whole area of the Tehsil Municipal Administration Attock.

(3) These bye-laws shall come into force with immediate effect,

2. DEFINITIONS. In these Bye-Laws, unless there is anything repugnant in the subject or context the following terms and expressions shall have the meaning hereby assigned to them:

(a) “**Animal Fat**” means a fat of a slaughtered *Hilal* animal, including hard fat obtained from suet;

(b) “**Cauldron**” means a large pot used for melting animals fat;

(c) “**Government**” means Government of the Punjab.

(d) “**Licence**” means permission to carry on a trade of storing, processing, selling, melting fats of slaughtered *Hilal* animals within a local area of TMA under such terms and conditions as prescribed under these bye-laws.

(e) “**Local area**” means the area of territorial jurisdiction of TMA Attock.

(f) “**Ordinance**” means the Punjab Local Government Ordinance, 2001;

(g) “**Premises**” means any shop, house, hut, out-house, shed or enclosure built by any material and used for storing, processing, selling and melting fat of slaughtered *Hilal* animals;

(h) “**TMA**” means the Tehsil Municipal Administration Attock, and

(i) “**Trade**” means a business of storing, processing, selling and melting fat of slaughtered *Hilal* animals in cauldrons.

3. PROHIBITION. No person shall carry on the trade in storing, processing, selling and melting fat of dead animals within a local area of TMA.

4. GENERAL PROCEDURE OF LICENSING.

(1) No person shall carry on trade in storing, processing, selling and melting fats of slaughtered *Hilal* animals at any place in the local area of the TMA unless a licence has been obtained in this behalf from the TMA.

(2) No person shall carry on a trade of storing, processing, selling and melting fats of slaughtered *Hilal* animals in a place or premises situated in thickly populated area. The trade should be established away from the human settlement/residences.

(3) No person shall carry on a trade of storing, processing, selling and melting fates of dead animals.

5. APPLICATION FOR GRANT OF LICENCE.

(1) If person intends to carry on a trade of storing, processing, selling and melting fat of slaughtered *Hilal* animals anywhere in the local area of the TMA, he shall apply to the Tehsil Officer (Regulation) in writing for grant of a licence in this behalf;

(2) No application for grant of licence shall be entertained unless submitted on prescribed **Form-I** and accompanied by the following documents:

- (a) Copy of CNIC of the applicant;
- (b) Passport size recent photograph;
- (c) Description of the premises;
- (d) Applicant's ownership/title documents in respect of the premises/place wherein the trade is to be carry on;
- (e) Tenancy agreement, if any; and
- (f) Receipt / Challan Form of payment of licence fee.

(3) The Tehsil Officer (Regulation) shall send the application for licence to concerned Inspector who shall inspect the premises and send his report within seven days to Tehsil Officer (Regulation).

(4) The Tehsil Officer (Regulation) shall within seven days after the receipt of inspection report of the Inspector, either grant licence on **Form-II** for a financial year ending 30th of June or refuse the licence with reason (s) to be communicated to the applicant in writing on **Form-III**.

(5) The grant of a licence shall not be withheld by the Tehsil Officer (Regulation) unless he has reasons to believe that the premises is in the thickly populated area and trade is a nuisance or is likely to be dangerous to the public life and health.

6. FEE FOR LICENCE.

(1) Fee for new licence and renewal fee shall be levied by the TMA under Section 116 of the Ordinance and determined in accordance with the procedure laid down in the Punjab Local Government (taxation) Rules, 2001.

(2) The prescribed fee shall be deposited in the local fund of TMA.

7. NOTICE TO PERSON CARRYING ON UNLICENSED TRADE.

Any person who was, on the date of notification of these bye-laws carrying on this trade in any part of a local areas, shall be bound to immediately apply for a licence for carrying

on such trade in that part after receiving a notice under the prescribed **Form-IV** in this behalf from the TMA to do so. In case of non-compliance, the premises shall be sealed by the Tehsil Officer (Regulation).

8. GENERAL CONDITIONS FOR LICENCE.

The licensee shall:

- (1) Observe the prescribed terms and conditions under these bye-laws.
- (2) keep the licence at the licensed premises and the Licence No. /Registration No. shall be displayed at conspicuous place in the premises.
- (3) not in any case use or allow to be used licensed premises for any other purpose other than the one for which licence has been issued;
- (4) keep an inspection register on the premises in which all inspections made by inspecting authorities shall be recorded.
- (5) make adequate arrangements to the satisfaction of TMA to control any outbreak of fire;
- (6) get his licence renewed in the month of July each year on payment of prescribed fee;
- (7) intimate the Tehsil Officer (Regulation) on closing off or any change in the premises/ location; and
- (8) any other condition which the TMA may deem appropriate to specify.

9. RESPONSIBILITIES OF THE LICENSEE.

The licensee shall ensure that:

- (a) Premises is clean, ventilated, well-lit and well drained.
- (b) No business other than storing, processing, selling and melting of fat of slaughtered *Hilal* Animal is carried on;
- (c) details/record of the source of getting fat of slaughtered *Hilal* animals and its further selling is being maintained in a register.

10. INSPECTION OF THE LICENSED PREMISES AND RENEWAL OF LICENCE.

- (1) The Tehsil Officer (Regulation) or any Inspector designated as such by the TMA in this behalf may inspect any premises, where the trade is being carried on. The Inspecting Officer shall, during the course of Inspection, especially ensure that:
 - (a) The licence is displayed at a conspicuous place.
 - (b) all terms and conditions required under these bye-laws are being followed by the licensee in letter and spirit; and
 - (c) the licensee is maintaining the record of source of getting fat of slaughtered *Hilal* animals and its further selling.

(2) The Tehsil Officer (regulation) shall maintain the record of inspections in the prescribed **Form-V**.

(3) The licence shall be renewed annually after receiving a satisfactory inspection report.

11. MAINTENANCE OF RECORD OF APPLICATION FOR GRANT/RENEWAL OF LICENCES.

The Tehsil Officer (Regulation) shall maintain the record of the applications for grant and renewal of licences in the prescribed **Form-VI**.

12. SURVEY AND MAINTENANCE OF RECORD CAULDRONS.

The Tehsil Officer (Regulation) shall cause the survey to be conducted at the beginning of each financial year to have complete list and particulars of all places, premises or shops being used for storing, processing, selling and melting the fat of *Hilal* animals in the local area of the TMA and maintain a complete record thereof.

13. POWER OF ENTRY AND SEIZURE.

The Tehsil Officer (Regulation) or any Inspector, authorized by the TMA in writing in this behalf, may at any time enter into any place. Premises, or shop being used for storing, processing, selling and melting of animals fat within the jurisdiction of the TMA and, in case, of serious threat to the public health, safety or danger to the life, may seal the premises.

14. CANCELLATION OF LICENCE.

(1) The TMA may cancel the licence in case of violation of any provision of these bye-laws by the licensee. Before cancellation of licence, the licensee shall be informed in writing.

(2) No licence shall be cancelled without affording an opportunity of hearing to the licensee.

15. PUBLIC AWARENESS.

The TMA will make arrangements of public awareness through posters, notice boards, newspapers and electronic media regarding the enforcement of these bye-laws and the responsibilities of the traders engaged in storing, processing, selling and melting of animals fat.

16. Appeals.

Any person aggrieved by an order passed under these bye-laws may file appeal under section 190 of the Ordinance to the Appellate Authority as prescribed under the Punjab Local Government (Appeal) Rules, 2002.

17. PENALTIES.

In addition to any other action as provided in these bye-laws, the person doing an act without licence or permission and found in storing, processing and melting fat of dead animals shall be proceeded against under sections 141 and 143 read with the Fourth Schedule and Eight Schedule of the Ordinance, for imposition of punishment or fine thereon.

(KINZA MURTAZA)
ADMINISTRATOR
TEHSIL MUNICIPAL ADMINISTRATION
ATTOCK

FORM-I

[See bye-law 5(2)]

To

The Tehsil Officer (Regulation),
Tehsil Municipal Administration,
Attock.

Subject:

**APPLICATION FOR GRANT OF LICENSE FOR THE TRADE IN
STORING, SELLING, PROCESSING AND MELTING SLAUGHTERED
HILAL ANIMALS FAT.**

Sir,

I intend to carry on the trade in storing, processing, selling and melting animals fat at _____.

2. I may kindly be permitted and granted a license for carrying on the said trade for one year ending 30th June (Year).
3. I undertake to abide by all the rules and bye-laws applicable to the subject matter, as directed and conveyed by the TMA from time to time.
4. I further undertake that I shall store, processing, sell and melt the fat of slaughtered *Hilal* animals only.
5. After the expiry of the license period, I myself shall apply for renewal of the license.

Applicant's Signature _____

Applicant's Name _____

Father's/Husband's Name _____

CNIC No. _____

Residential Address _____

Contact No. _____

Description of Premises _____

Contact No. _____

The following documents are enclosed:

- (a) Copy of CNIC of the applicant;
- (b) Passport size recent photograph;
- (c) Description of the premises;
- (d) Title of the property;
- (e) Tenancy Agreement, if any; and
- (f) Receipt / Challan Form regarding payment of license fee.

FORM-II

[See bye-law 5(4)]

TEHSIL MUNICIPAL ADMINISTRATION ATTOCK

From

The Tehsil Officer (Regulation),
Tehsil Municipal Administration,
Attock.

To

(Name) _____

Address _____

Subject:

**LICENSE FOR CARRYING ON TRADE IN STORING, PROCESSING,
SELLING AND MELTING SLAUGHTERED *HILAL* ANIMALS FAT.**

With reference to your application dated _____ for grant of license, you are hereby granted a license for carrying on the trade in storing processing, selling and melting fat of slaughtered *Hilal* animals at _____ as requested.

2. During the term of license you will abide by all prescribed terms and conditions and bye-laws on the subject matter and as may be directed or conveyed by the TMA from time to time.

The license is granted to you as per following particulars:-

Name _____

Father's / Husband Name _____

CNIC No. _____

Trade _____

Term of license 1st July, 20__ to 30th June, 20__

License of Fee Paid _____

Address _____

Description of the premises _____

**TEHSIL OFFICER (REGULATION)
TEHSIL MUNICIPAL ADMINISTRATION
ATTOCK**

FORM-III
[See bye-law 5(4)]

TEHSIL MUNICIPAL ADMINISTRATION ATTOCK

To

(Name) _____

Address _____

No. _____

Date _____

Subject:

REJECTION OF APPLICATION FOR GRANT OF LICENSE.

Reference your application, dated _____ for grant of license for carrying on the trade in storing processing, selling and melting of slaughtered Hilal animals fat at _____ in the jurisdiction of Tehsil Municipal Administration Attock.

2. it is intimated that your application for grant of license has been rejected on the following grounds.

(i) _____

(ii) _____

(iii) _____

TEHSIL OFFICER (REGULATION)
TEHSIL MUNICIPAL ADMINISTRATION
ATTOCK

FORM-IV
[See bye-law 7]

TEHSIL MUNICIPAL ADMINISTRATION ATTOCK

To

(Name) _____
Address _____

No. _____ Date _____

Subject: **NOTICE FOR UNLICENSED TRADE OF STORING, SELLING,
PROCESSING AND MELTING OF ANIMAL FAT.**

It has been noticed that you are carrying on the trade of storing, selling, processing and melting animals fat at _____ in the jurisdiction of TMA Attock without obtaining a license regulating such trade.

2. You are directed to immediately apply for obtaining the license in this behalf from the TMA Attock. In case, you fail to obtain the license within a period of 15 days, the premises whereon you are undertaking above trade would be sealed and the expenditure incurred thereon will be borne by you. If you default in payment of such expenditure, it will be recovered as arrears of land revenue.

TEHSIL OFFICER (REGULATION)
TEHSIL MUNICIPAL ADMINISTRATION
ATTOCK

FORM-V
[See bye-law 10]

TEHSIL MUNICIPAL ADMINISTRATION ATTOCK

Record of Inspection of License and Premises and Renewal of License.

Sr. No.	Name & Designation of the Inspecting Officer	Date & Time of Inspection	Name & Address of the person whose premises in inspected	Licensed or unlicensed No. in case of licensed premises	Renewed or not Renewed	Findings and recommendations of the inspecting Officer with signatures and stamp	Action taken against the defaulters

FORM-VI
[See bye-law 11]

TEHSIL MUNICIPAL ADMINISTRATION ATTOCK

Record of Application for Grant/Renewal of License

1	Name of the Applicant	
2	Fathers/ Husband's Name	
3	CNIC No.	
4	Place of Trade	
5	Total Area of Premises	
6	Date of application for grant renewal of license	
7	License No. date of issue	
8	Date of rejection of application	
9	No. & date of notice in case of the person carrying on unlicensed trade	
10	Date of receipt of appeal	
11	Proceedings and decisions	
12	Status of implementation of decision	
13	No. and date of the recovery notice if it is to be recovered as arrears of land revenue.	
14	Reply with date submitted by the license	
15	Communication of the decision of TMA with date	
16	Recovery status	
17	Remarks if any	