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The Gazette of the Democratic Socialist Republic of Sri Lanka

EXTRAORDINARY

අංක 2070/11 – 2018 මැයි මස 09 වැනි බදාදා – 2018.05.09

No. 2070/11 – WEDNESDAY, MAY 09, 2018

(Published by Authority)

PART IV (A) – PROVINCIAL COUNCILS

PROVINCIAL COUNCILS NOTIFICATIONS

Northern Province Provincial Council

Local Authorities (Standard By-Laws) Act, No. 6 of 1952

DRAFT STANDARD BY-LAWS FOR MUNICIPAL COUNCILS

DRAFT By-Laws for the Municipal Councils Chapter VII to IX made by me, C. V. Wigneswaran, as Chief Minister and the Minister of Finance and Planning, Law and Order, Lands, Electricity, Housing and Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic and Transport of Northern Provincial Council by virtue of powers vested in the Minister under whose purview the subject of Local Government of Provincial Council falls under Sub section 1 of Section 2 of Local Authorities (Standard By-Laws) Act, No. 6 of 1952 read with Paragraph (a) of Sub section 1 of Section 2 of Provincial Council (Consequential Provisions) Act, No. 12 of 1989 are published hereby.

While the above draft By-Laws are approved by resolution passed by the Northern Province Provincial Council under Sub section 3 of Section 2 of above Local Authorities (Standard By-Laws) Act, Municipal Councils in Northern Province are hereby empowered to accept these draft By-laws subject to the provision in the Sub section (2)(a) of Section 2 of the Local Authorities (Standard By-laws) Act and the Municipal Councils in Northern Province are empowered to make By-Laws containing the provisions comprised in draft By-laws by Section 267 of the Municipal Councils Ordinance Chapter 252 read with Section 272 of that Ordinance.

JUSTICE C. V. WIGNESWARAN,
Chief Minister and the Minister of Finance and
Planning, Law and Order, Lands, Electricity,
Housing and Construction, Tourism, Local
Government, Provincial Administration, Rural
Development, Road Development, Motor Traffic and Transport.

Chief Minister's Office,
A-9 Road, Kaithady,
Jaffna,
01st May, 2018.



Contents of Standard By-laws regarding Municipal Council

<i>No.</i>	<i>Chapter</i>	<i>Part</i>	<i>Name of Standard By-laws</i>
1		(i)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items, soft drinks items, vegetables, fruits by pavement hawkers and mobile vendors within the administrative area of the Municipal Council
2		(ii)	Standard By-laws for regularizing, regulating, monitoring and controlling Poultry meat market within the administrative area of the Municipal Council
3	7	(iii)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling dairy farms and milk sales centres within the administrative area of the Municipal Council
4		(iv)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors within the administrative area of the Municipal Council
5		(v)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling factories and Industries within the administrative area of the Urban Council
6		(i)	Standard By-laws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters initiating mitigation measures to minimize risks within the administrative area of the Municipal Council
7	8	(ii)	Standard By-laws for Establishment and maintenance of Pedestrian Crossing within the administrative area of the Municipal Council
8		(iii)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling Solid waste Disposal within the administrative area of the Municipal Council
9	9	(i)	Standard By-laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics within the administrative area of the Municipal Council
10		(ii)	Standard By-laws for regularizing, regulating, monitoring and controlling and administering public health within the administrative area of the Municipal Council

CHAPTER-7

PART I: - Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items Soft drinks items vegetables, fruits by Pavement Hawkers and Mobile Vendors within the Administrative Area of the Municipal Council

- | | | |
|---|---|--|
| 1 | These By-laws may be cited as By-Laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items soft drinks items vegetables fruits by pavement hawkers and mobile vendors within the administrative area of the Municipal Council. | Name of the By-laws. |
| 2 | These By - laws are framed under Section 4 of Municipal Councils Ordinance No. 29 of 1947 for the purpose of protection of the public health of the people residing within the administrative area of the Municipal Council and ensuring supply of hygienic food and preventing obstruction to the road users. | Objective. |
| 3 | These By - laws are framed under Section 267(1) of Municipal Councils Ordinance No. 61 of 1939 read with Sub section 20 of Section 272(9) by which powers are vested in the Municipal Councils. | Legislative enactment for framing By-laws. |
| 4 | Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall issue license to pavement hawkers and mobile vendors who conform to the regulatory standards stated under the By-laws. | Tasks to be executed (4-12). |
| | <ul style="list-style-type: none"> i. Payment hawkers and mobile vendors shall submit application for license as per the sample shown in the First Schedule at the end of these By-laws. ii. Pavement hawkers and mobile vendors shall submit application with two chest size photographs 2 1/2"x2". Upon receiving the application Mayor or the Municipal Commissioner may reject the application on the grounds that the applicant suitability after an appropriate investigation process. Further it is the responsibility of the applicant to confirm his residency through a certificate from the area Grama officer. iii. In case the application received from Pavement Hawkers and Mobile Vendors Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner has approved the application one of the two photographs photograph submitted along with the application shall be affixed to the license and the other photograph copy shall be filed of record in the Municipal office. | |
| 5 | Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall issue license to pavement hawkers and mobile vendors for selling of cooked food and variety of drinks who conform to the following regulatory standards prescribed under the By-laws: | |
| | <ul style="list-style-type: none"> i. Cooked food and variety of drinks shall be preserved in tightly closed containers so as to prevent pollution by variety of insects and water. ii. Cooked food and variety of drinks shall be stored in non-corroding metal devices before serving to the customers. iii. Cooked food and variety of drinks shall be served to the consumers in plates and dishes reserved for that purpose. iv. There shall be separate containers for depositing balance food and drinks after customers have completed eating and drinking and the containers shall have proper lids for keeping. | |

- 6 Pavement hawkers and mobile vendors shall prominently display the license issued by the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner and the identity card during the business hours at the place of business.
- 7 It shall be lawful for pavement hawkers and mobile vendors to produce the license and the identity card issued by the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner whenever demanded by them to show license and identity card.
- 8 Licensed pavement hawkers and mobile vendors shall have the right to conduct business activities from morning 6.00 to evening 7.00. Where Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner approved hours beyond the hours stated above and specifically included in the license Licensed pavement hawkers and mobile vendors shall have the right to conduct business activities during the hours stated in the license.
- 9 i. It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse.
 - (a). Bio-degradable waste
 - (b). Glass
 - (c). Paper or paper based materials
 - (d). Polythene, plastic or polythene or plastic based materials
 - (e). Iron and other kind of metal or parts of iron and other kind of metal
 - (f). Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
 - (g). hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose properly closed
- ii. It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Municipal council and to follow the instructions of the Mayor or any officer authorized by Mayor with regard to the final disposal of the waste as mentioned in para 1,
- 10 Licensed pavement hawkers and mobile vendors shall conform to the regulatory mechanism put in place time to time by the Municipal council.
- 11 Pavement hawkers and mobile vendors shall submit the application for license with medical certificate of a qualified Medical officer.
- 12 License may be granted to mobile vendors to conduct business in motor vehicles.
- 13 No any person without a valid license and identity card issued by the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to Pavement hawkers and mobile vendors shall be allowed to conduct selling of goods, food items, soft drinks items, vegetables, fruits at any street, public grounds, public park or any parking place reserved for all type of conveyances or public bus stand or any place where people assemble.
- 14 No Licensed pavement hawkers and mobile vendors shall be allowed to conduct selling or displaying for selling outside the hours between morning 6.00 and evening 7.00.

- 15 No Licensed pavement hawkers and mobile vendors shall be allowed to use any loud speaker or voice speaker or any other devices to advertise stuff.
- 16 No Licensed pavement hawkers and mobile vendors shall be allowed to occupy place other than specifically mentioned in the license or selling or displaying for selling stuff other than specifically mentioned in the license.
- 17 Licensed pavement hawkers and mobile vendors shall not be allowed to obstruct traffic at any road or obstruct pedestrians who use pavement. Where the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner or any Grama officer or Police officer demand Licensed pavement hawkers and mobile vendors to evict any road or pavement Licensed pavement hawkers and mobile vendors shall not refuse to do so.
- 18 Licensed pavement hawkers and mobile vendors shall not be allowed to conduct selling or stay at any place banned by the Municipal Council.
- 19 Licensed pavement hawkers and mobile vendors shall not be allowed to transfer the license to any person under the By-laws.
- 20 No any person shall be allowed to display fish for selling or selling fish without valid license in terms of standard By-laws 20,21 under Section 6(iv) framed and appeared in Government Gazette(Extraordinary)No.2011/23 dated 24.03.2017 made by Minister in charge of the subject of Local Government in pursuant of Northern Provincial Council resolution on pavement hawkers and mobile vendors selling fish.
- 21 Notwithstanding , Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall not reject application for conducting business by using Motor cycle or bicycles or on foot.
- 22 Mayor or the Municipal Commissioner or any officer authorized By Mayor or Municipal Commissioner or the medical officer of Health shall not be liable for any loss or damage caused in case the license has been temporarily suspended.
- 23 Any person, notwithstanding issued with a valid license under the by-laws, suffering from any communicable disease or skin disease or any person who has been in contact with an infected person or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate , shall not be engaged in pavement selling and mobile vending unless the incubation period of the disease has lapsed under the By-laws.
- 24 Under the By-laws It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner upon the report of the Medical officer of Health submitted to the Mayor that the risk of communicable disease ended and to inform the Licensed pavement hawkers and mobile vendors that the license would be reissued.
- 25 Under the Sub section 247A (2) of Municipal Council Ordinance, Municipal Commissioner has the authority to charge for license fees not exceeded the maximum amount.
- 26 Notwithstanding the provisions under By-laws 25 It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to reserve spaces/places for the pavement hawkers and mobile vendors to conduct selling activities without disturbing the permanent traders on occasion of Festivals, national festivals or peoples gathering within the administrative area of the Municipal Council.

Functions of the
Municipal
Council.

Charges and
fees(25-26).

Delegation of powers.	27	It shall be lawful for the Mayor or Municipal Commissioner to delegate powers functions and duties vested in or imposed or conferred upon Mayor or Municipal Commissioner to any officer of the Municipal Council by such provisions of the By - laws.
Validity period of the license (28-29).	28	Validity of every license or permit issued under the provisions of the By-laws No.25 shall expire on 31 st December each year for which license or permit has been issued unless the validity is cancelled earlier.
	29	Notwithstanding the provisions under By-laws 28,temporary license issued for a particular day under By-laws 26 shall expire after the same day.
Inspection procedures and powers (30-32).	30	It shall be lawful for the Mayor or the Municipal Commissioner or Medical Officer of health or any officer authorized by Mayor or Municipal Commissioner or Medical Officer of health to purchase required amount of sample of any type of goods, cooked food or any kind of food items or any type of variety of drinks kept for sale for purpose of inspection. It shall be the responsibility of the pavement hawkers and mobile vendors who have received the license to extend cooperation for such inspection.
	31	In the event the pavement hawkers and mobile vendors contravene any Section of the By-laws No.4 or contravenes any section of the By-Laws the Mayor or Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall take action to invalidate the licensee after serving notice on the pavement hawkers and mobile vendors. It shall be the responsibility of pavement hawkers and mobile vendors to surrender the cancelled license to Mayor or Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner.
	32	Where the Medical Officer of health reports to the Mayor or Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner that there are possibilities of spread of any communicable disease or stomach borne diseases it is lawful for Mayor or Municipal Commissioner to initiate following actions; <ul style="list-style-type: none"> i. Temporarily suspend the license citing reasons in writing ii. Banning selling by pavement hawkers and mobile vendors in any area within the administrative area of the Municipal council iii. Taking over temporarily suspended license and retain the license during that period iv. Returning the temporarily suspended license to pavement hawkers and mobile vendor upon a report by Medical officer of health to Mayor or Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner that risk of any communicable disease has ended
Complaints and resolving mechanism.	33	Any licensee within the administrative area of the Municipal Council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.
Violation of By-Laws.	34	Any breach of any provision of the By-laws shall be an offence.
Fines and penalties (35-36)	35	Violation or breach of any provision of these By-laws shall be punishable offence and if convicted before a Court of Law which has jurisdiction within Municipal limits and liable to

the penalties under Sub section (a)and (b) of Chapter 267(3) of Municipal Council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3).

- 36 It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to ban any person engaged in selling any good or goods without valid license for pavement and mobile vending such good or goods

- 37 Unless the context otherwise requires, in these By-laws;

Interpretation
and definition.

“The Mayor” shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.

“Municipal Commissioner” in relation to any Municipality, shall mean the Municipal commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.

“Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality.

“Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.

“Chairperson of Meeting” means the Mayor presiding over meetings of the Council for the time being or the Deputy Mayor of the Council who takes the Chair in his absence and it also includes any other member elected on the vote of the members for the Chair in the absence of both the Mayor and the Deputy Mayor.

“Licensee” shall mean a person whosever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Municipal Council.

“Licensed premises” shall mean place for which license has been issued to take all activities under the By-laws.

“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued”mobile vending” shall mean travelling around or carrying on head and selling for public consumption using any approved vehicle from place to place or staying at one place and selling.

“Payment hawking” shall mean carrying out selling at roads or pavement.

- 38 In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Any
inconsistency
between tamil,
sinhala and
English texts
Tamil text shall
prevail.

Schedule -01

Application for Business Tax / Licence 20..... for selling of goods, food items soft drinks items vegetables fruits by Pavement Hawkers and mobile vendors within the administrative area of the Municipal Council Name of the Business Centre:-

1. Name of the Business Centre:-
2. Place of the Business :-
 - (i). Ward No.:-
 - (ii). GN Division No.:-
 - (iii). GN Division Name:-
3. Name of the Applicant:-
 - (i). Full Name:-
 - (ii). Permanent Address:-
 - (iii). GN Division No. & Name:-
(Residential certificate should be attached)
 - (iv). NIC No.:-
(Two Photo should be attached with copy of NIC (Photo Size 2 1/2" X 2"))
 - (v). Telephone No.:-
 - (vi). e-mail Address:-
4.
 - (i). Date of Beginning
 - (ii). Type of business:
 - (iii). Name of the workers of the pavement hawkers and mobile vendors:
 - a. Name:
 - b. Telephone:
 - (iv). Previous Business:-
5. Whether last year license was obtained:- Yes:No:
If last year license was obtained,
License No:
Date:

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....
Date

.....
Signature of Applicant.

For office use

For report as follows

.....

Municipal Commissioner / Authorized officer

For the report of assessment section

Ward:

Assessment No:.....

Name of Street:.....

Name of the Owner:

Detail of Assessment:

Annual Value: Arrears of the assessment tax:.....

.....

Date

.....

Administrative Officer.

For the report of revenue department,

- (i). Type of business:
(ii). Fees to be paid: Under A/B/C
(iii). Remarks:.....

.....

Date

.....

Revenue Inspector.

For the report of the medical officer of health,

Public Health Inspector's Report:

.....

.....

.....

.....

Date

.....

Public Health Inspector.

Report of Medical Officer of Health:

.....

.....

.....

.....

Date

.....

Medical Officer of Health.

For the report of Chief Revenue Inspector,

Rent Agreement:

Nature:.....

Environmental License:.....

M.O.H report:.....

C.O.C:.....

Excise License:.....

Application is recommended/not recommended for the following reasons:.....

.....
Date.....
Chief Revenue Inspector.**Accountant's Recommendation**

Recommended for approval to issue license/not issue license.....

.....
Date.....
Accountant.

Approved/Not Approved

.....
Date.....
Municipal Council Mayor/
Commissioner/Authorized Office.**For the report of Revenue Branch**

Receipt No:

Date of the Receipt:

License No:

Date of the License:

Recommended to issue License.

.....
Administrative Officer (Revenue).

Submit for signature of Municipal Council Commissioner

.....
Date Accountant.

Signed

.....
Date Municipal Council Mayor/
Commissioner/Authorized Officer.

PART II :- Standard By-laws for regularizing, regulating, monitoring and controlling Poultry meat market within the administrative area of the Municipal Council

- | | | |
|---|---|--|
| 1 | These By-laws may be cited as By-Laws for regularizing, regulating, monitoring and controlling Poultry meat market and provide for matters connected therewith or incidental thereto within the administrative area of the Municipal council. | Name of By-laws. |
| 2 | By laws are framed to make provisions to maintain and promote cleanliness and public health within the administrative area of the Municipal council under section 4 of Municipal Councils Ordinance No. 29 of 1947. | Objective. |
| 3 | These be laws are framed in terms of powers vested in the Municipal council under section 272 and section 19 of the Municipal Councils Ordinance No. 29 of 1947 read with section 267. | Legislative enactment for framing By-laws. |
| 4 | Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall issue Trade license to any person to run a Poultry meat sales centre only on submission of an application for permission to run Poultry meat sales centre undertaking to comply with the following conditions within the administrative area of the Municipal Council: | Tasks to be executed(4-13). |
| | i. Place where Poultry meat is exposed for sales shall be marble tiled or concreted or covered by metal sheets. | |
| | ii. Floor and floor of the store of the Poultry meat sales centre shall be cement plastered or covered with marble tiles. | |
| | iii. There shall be windows with sideways opening in every room. Extent of the window door of every room shall not be less than 1/15 th of the room's extent except in condition where the room is provided with a refrigerator. | |
| | iv. Height of every room of the Poultry meat sales centre shall not be less than 5 meters. | |

- v. There shall be under ceiling to every room of the Poultry meat sales centre for which license was issued and the height from floor to ceiling shall not be less than 3 meter.
 - vi. The roof shall be supported by solid material and the height from the surface to lower edge of the corridor shall not be less than 2.5.meter and the width of the corridor shall not be less than 1 meter.
 - vii. There shall be an efficient system of drainage points or channels made of cement plastered or marble tiles with appropriate slope for smooth flow of waste water
 - viii. There shall be an efficient system drain inlets to prevent the waste water access to clean water and a pit to absorb the waste water.
 - ix. The pit shall be air proof and tightly covered.
 - x. There shall adequate containers be kept for the segregation of poultry carcasses disposal and shall be buried into a pit which shall be of 5 ft depth from the surface. At the end of the day's business or as decided by the Municipal council's regulation waste shall be handed over to the refuse vehicle of the Municipal council.
 - xi. There shall be adequate toilets facilities with disinfectants for the use of workers at the sales centre
 - xii. There shall be spitting bins be kept for the use of the workers. Every License holder who was issued license shall keep at least one spittoon for the purpose.
 - xiii. Every License holder who was issued license shall display legibly painted name board of the business as "licensed sales centre for poultry meat" with his name in three languages Sinhala, Tamil and English.
 - xiv. Every License holder who was issued license shall display a schedule of names of all employees and addresses at the sales centre.
 - xv. License holder when instructed in writing by Mayor or the Municipal Commissioner or any officer authorized officer by Mayor or Municipal Commissioner shall at least four times in a year must smoothly whitewash parts thereof, smoothly painting or oil painting wooden parts thereof and must wash using hot water and soap other than the walls thereof covered by smooth tiles or cement plastered of every room of the sales centre.
- 5 It shall be lawful for the licensee to clean and disinfect floor surfaces, marbled or cement plastered portions, equipment, meat cutting table or any other boards and the portion where poultry meat is displayed for business at the close of the business every day.
 - 6 It shall be lawful for the licensee to clean and disinfect utensils used for storage, surroundings and drainage for prevention of odor.
 - 7 It shall be lawful for the licensee to organize protective measures from chicken predators such as cats,rats,dogs and insects.
 - 8 It shall be lawful for the licensee to provide personal protective equipment ,hand gloves and other protective equipment and ensure the workers at the site wear those protective equipment at all times.

- 9 It shall be lawful for the licensee to subject all the workers at the site for at least one medical checkup in every year.
- 10 It shall be lawful for the licensee to provide clean drinking water, clean towel, Nail cleaning brush, soap or liquid soap to the workers.
- 11 It shall be the responsibility of the licensee to segregate the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to recycling.
 - (a). Bio-degradable waste
 - (b). Glass
 - (c). Paper or paper based materials
 - (d). Polythene, plastic or polythene or plastic based materials
 - (e). Iron and other kind of metal or parts of iron and other kind of metal
 - (f). Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
 - (g). hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed. It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Municipal council and to follow the instructions of the Mayor or any officer authorized by Mayor with regard to the final disposal of the waste as mentioned in para 1 of 11.
- 12 It shall be the responsibility of the licensee to keep adequate clean drinking water at the site.
- 13 It shall be the responsibility of the licensee to keep opened the poultry meat premises every day except days on which Government of Sri Lanka or Mayor of the Municipal Council requires to be closed and it shall be opened from 6.00 a.m to 6.00 p.m unless Municipal Council requires otherwise.
- 14 No person shall run poultry meat at any market or any other place without a valid license from Mayor or Municipal commissioner or any officer authorized by Mayor.
- 15 It shall be the responsibility of the licensee to keep the left over or unsold chicken meat every day to store in a deep freezer from the time of the close of the business till the time of the opening on the following day and the deep freezer should be activated for this purpose. No left over or unsold poultry meat shall be stored in a deep freezer which has not been activated.
- 16 No persons shall be allowed to keep animals within the business premises.
- 17 No persons shall be allowed to spit within the business premises except into a spittoon kept for that purpose.
- 18 No persons shall be allowed to pollute environment from inappropriate and illegal dumping of discarded poultry waste within the surrounding area.
- 19 No persons shall be allowed to engage in mobile sales of poultry.
- 20 In terms of the By-laws It shall be the responsibility of the licensee to ensure that the premises for which license was issued is out of bound for any person as a sleeping or eating place during day or night time.

Tasks not to be carried out (14-23).

	21	Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate , shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless the incubation period of the disease has lapsed.
	22	No persons other than who are clad in washed and clean cloth in shall be allowed to engage in any work related to the business.
	23	No material or any cloth other than equipment containers used for storing poultry meat or processing shall be allowed to be kept in the premises for which license was issued.
Function of Municipal Council (24-25).	24	It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to purchase required amount of poultry meat kept in the fridge for sale for purpose of inspection .
	25	In the event the licensee contravenes any section of the By-laws Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date.
Charges and Fees.	26	Under section 247(a) of the Municipal Councils Ordinance No. 29 of 1947 shall be lawful for the Municipal Commissioner to charge and recover fee not exceeding maximum fee prescribed for authorizing business centre for sale of poultry meat.
Delegation of power.	27	It shall be lawful to the Mayor or Municipal Commissioner to delegate powers functions and duties vested in or imposed or conferred upon Mayor or Municipal Commissioner to any officer of the Municipal Council by such provisions of the By - laws.
Valid period of license or permit.	28	Validity of every license or permit issued under the provisions of the By-laws shall expire on 31 st December each year for which license or permit has been issued unless the validity is cancelled earlier.
Procedure for inspection and powers(29-32).	29	It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to inspect the standards prescribed in By-laws within the specified period at the licensed premises.
	30	Any licensee who received such notice as prescribed in Section No.25 of the By-law shall act as stipulated in the notice before the specified date. If any acceptable request is received by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner has the power to extend the date not exceeding 14 days.
	31	Any licensee who received such notice as prescribed in section No.25 of the By-law shall act as stipulated in the notice before the specified, It shall be the responsibility of the licensee who have received the license to extend cooperation for such inspection of the standards prescribed in By-laws within the specified period at the licensed premises by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner and shall not obstruct such inspection. If any acceptable request is received by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner has the power to extend the date not exceeding 14 days.

32 It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of Section 25 of the By-laws.

33 Any licensee within the administrative area of the Municipal Council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.

Complaints and resolving mechanism

34 Any breach of any provision of the Bylaws shall be an offence

Violation of By-laws

35 Violation or breach of any provision of these By-laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under sub section (a)and (b) of chapter 267(3) of Municipal council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3).

Fines and penalties

36 Unless the context otherwise requires, in these by-laws”The Mayor” shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.

Interpretation and definition

“Municipal Commissioner” in relation to any Municipality, shall mean the Municipal Commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.

“Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality.

“Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.

“Licensee” shall mean a person whoever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Municipal Council

“Licensed premises” shall mean place for which license has been issued to take all activities under the By-laws

“The power to inspect within the specified period “shall mean anytime the business activities are taking place

“Poultry meat stall or Poultry meat business” shall mean where poultry meat is displayed for sales including live chicken

37 In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail..

a n y inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01**Application for Business tax / License 20..... For Poultry meat market within the administrative area of the Municipal Council**

1. Name of the Meat Stall:-
2. Place of the Meat Stall:-
 - i. Ward No.:-
 - ii. Assessment No.:-
 - iii. Name of the Road/Street:-
 - iv. GN Division No. & Name:-
3. Name of the Applicant:-
 - i. FullName:-
 - ii. Permanent Address:-
 - iii. GN Division No. & Name:-
 - iv. NIC No.:-
 - v. Telephone No.:-
 - vi. e-mail Address:-
4.
 - i Date of Beginning the meat Stall
 - ii. Name of the manager of the meat Stall:
 - iii. Previous Business:-
5. If it is rented building,
 - i. Name of the Owner:
 - ii. Address:-
6. Whether last year licence was obtained:- Yes: No.:

If last year licence was obtained,

Licence No.:

Date:

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By- Law.

.....
Date

.....,
Signature of Applicant.

For office use

For report as follows:

.....
Municipal Commissioner / Authorized officer.

For the report of assessment section

Ward:..... Assessment No. :.....
Name of Street:.....
Name of the Owner:.....
Detail of Assessment:.....
Annual Value:..... Arrears of the assessment tax:.....

.....
Date Administrative Officer.

For the report of revenue department,

1. Type of business:.....
2. Fees to be paid:.....Under A/B/C
3. Remarks:.....

.....
Date Revenue Inspector.

For the report of the medical officer of health,

Public Health Inspector's Report:

.....
.....
.....

.....
Date Public Health Inspector.

Report of Medical Officer of Health:

.....

.....

.....

.....

Date

.....

Medical Officer of Health.

For the report of chief Revenue Inspector,

Rent Agreement:.....

Nature:.....

Environmental License:.....

M.O.H report:.....

C.O.C:.....

Excise License:.....

Application is recommended/not recommended for the following reasons:.....

.....

.....

Date

.....

Chief Revenue Inspector.

Accountant's Recommendation

Recommended for approval to issue license/not issue license

.....

Date

.....

Accountant.

Approved/Not Approved

.....

Date

.....

Municipal Council Mayor/

Commissioner/Authorized Officer.

For the report of Revenue Branch

Receipt No:.....

Date of the Receipt:.....

License No:.....

Date of the License:.....

Recommended to issue License.

.....

Administrative Officer (Revenue).

Submit for signature of Municipal Council Commissioner

<p>.....</p> <p>Date</p>	<p>.....</p> <p>Accountant</p>
<p>Signed</p>	
<p>.....</p> <p>Date</p>	<p>.....</p> <p>Municipal Council Mayor/ Commissioner/Authorized Office</p>

PART III: - Standard By-laws for formalizing regularizing, regulating, monitoring and controlling dairy farms and milk sales centers within the administrative area of the Municipal Council

- | | |
|--|---|
| <p>1 These By-laws may be cited as By-Laws for By-laws for formalizing regularizing, regulating, monitoring and controlling the dairy farms and milk sales centers and provide for matters connected therewith and incidental thereto within the administrative area of the Municipal Council.</p> | <p>Name of By-law.</p> |
| <p>2 These By-laws are framed under section 4 of Municipal Councils Ordinance No. 29 of 1947 for the purpose of maintaining hygiene and health of the public who reside within the administrative area of the Municipal council.</p> | <p>Objective.</p> |
| <p>3 These By-laws are framed under section 267(1) of Municipal Councils Ordinance No. 29 of 1947 read with section 272 and 23 by which powers are vested in the Municipal councils.</p> | <p>Legislative enactment for framing by-laws.</p> |
| <p>4 Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall issue license to Dairy farms which conform to the regulatory standards stipulated under the By-laws.</p> | <p>Tasks to be executed (4-24)</p> |
- i. A reliable building structure be constructed to keep all animals, providing at least 3x3 meter per animal.
 - ii. Height of the walls of the building shall not be more than 1 meter and the building be constructed with bricks or cement blocks or aluminum and timber and both sides of the walls be cement plastered.
 - iii. The columns/pillars from the western side of the building to the roof be made of strong timber or iron or concrete and the height of the column/pillar not be less than 2.3 meter and the column/pillar be color painted.
 - iv. Roof of the building be made of solid materials and the edge of the roof be not less than 2.3 meter from the surface.
 - v. Floor of the building where the animals are held be made of cement concrete
 - vi. The building be in a safe and reliable manner with proper repair and maintenance

- vii. Reliable and clean water source be provided for drinking and body wash purposes of the cattle and cleaning of the farm.
 - viii. Channels leading to a manure pit outside be constructed of cement or concrete in order to ease smooth flow and absorb waste water generated from bathing animals and cleaning the shed and urine and cow dung.
 - ix. A separate area be reserved for removing cow dung uneaten grass and other feed and this separate area be located at least 10-meter distance from the building where the cattle are held and the milking place. Also this separate area be located at least 10-meter distance from the water sources and the dairy farm well.
 - x. Milking area and the temporary storage facilities be located at least 6-meter distance from the building where the cattle are held.
 - xi. Milking area building be constructed with bricks or cement blocks and both sides of the walls be cement plastered. Height of the walls of the building shall not be less than 1 meter. The columns/pillars from the upper edge of the walls to the roof be made of strong timber or iron or concrete and the columns/pillars be color painted.
 - xii. Floor of milking area building be constructed with cement. Floor and the wall joining shall be circular form. Roof edge of the milking area building shall be not less than 1.8 meter from the surface level.
 - xiii. There shall be a table in the milking area building and the upper side of the table be covered with tiles or non-corrosive sheets or any non-penetrative material.
 - xiv. There shall be a container for refuse at the milking area.
 - xv. Milking area shall be located at a distance not less than 10 meters from any lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage.
 - xvi. There shall be a separate building with all requirements to keep animals with deceases and this building shall be located at a distance not less than 20 meters from the main building where the animals are held.
 - xvii. Channels to remove the waste water from the separate building holding animals with deceases be constructed in a manner waste water does not reach the main building where the animals are held.
 - xviii. In case milking machine is used, sufficient tools and equipment be maintained on daily basis to clean,sterilize and disinfect the machine and the milk collecting tanks or cans.
- 5 All the portions as stipulated under the by-laws 4 shall be color painted at least once a year.
 - 6 There shall be arrangements in place to clean at least once a day the floor, walls of the building where animals and sick animals are held.
 - 7 Dairy farm,channels,drainage,furniture and other tools and equipment in the surroundings shall be cleanly maintained in hygienic condition.
 - 8 It shall be lawful for the Licensee to cause to subject the employees engaged at the poultry farm to medical examination at least once a year.

- 9 It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in poultry farm and also to ensure that the employees wear the above protective gear at all times.
- 10 It shall be lawful for the Licensee to cause the employees engaged in milking to wash their bodies before starting milking.
- 11 It shall be lawful for the Licensee to arrange cleaning of the main building where the animals are held and the floor and table at least once a day.
- 12 In case milking machine is used, the milk collecting tanks or cans shall be cleaned sterilized and disinfected on daily basis at least once a day and tools and equipment be maintained in clean manner.
- 13 It shall be lawful for the Licensee to arrange to subject all the animals held in the dairy farm to medical examination under a Veterinary surgeon or his nominated representative at least thrice a year and take necessary measures as per the advice given by the Veterinary surgeon or his nominated representative.
- 14 Where any animal is infected or sick It shall be lawful for the Licensee to arrange to separate the infected or sick animal from the main building and keep in the building where sick animals are held and inform the Veterinary surgeon.
- 15 It shall be lawful for the Licensee to arrange to stock animal feed other than gay and grass in feed carriers away from rats.
- 16 (a). It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to recycling.
 - i. Bio-degradable waste
 - ii. Glass
 - iii. Paper or paper based materials
 - iv. Polythene, plastic or polythene or plastic based materials
 - v. Iron and other kind of metal or parts of iron and other kind of metal
 - vi. Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials.
 - vii. hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed.
- (b). It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Municipal council and to follow the instructions of the Mayor or any officer authorized by Mayor with regard to the final disposal of the waste as mentioned in para (a)

- (c). Notwithstanding the provisions mentioned under para(b), Bio-degradable waste mentioned under (i) such as animal dung, uneaten grass may be used as manure. However, in case the above waste being taken away from the farm waste be covered tightly and shall not be allowed to take away from the land where the dairy farm is located.
- 17 Collected milk shall be stored in a separate room having good ventilation and protected from contamination by variety of insects and flies.
- 18 It shall be the responsibility of the licensee to arrange on the basis of not less than one latrine for every male 10 employees and on this basis there shall be separate latrine for female employees. The latrines shall be located at a distance not less than 15 meters from the main building where the animals are held and the milk collecting rooms.
- 19 It shall be the responsibility of the licensee to arrange to provide clean water, clean disposable towels, nailbrushes, soap or liquid soap to those employees engaged in the dairy farm.
- 20 Every License holder who was issued license shall display legibly painted name board of the business as "licensed Dairy farm" with his name in three languages Sinhala, Tamil and English.
- 21 Every License holder who was issued license shall display a copy of the license at the dairy farm. Every License holder who was issued license shall display a schedule of names of all employees and addresses at the dairy farm so that the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner may inspect the site at all reasonable times.
- 22 Notwithstanding the provisions under the by-laws, it shall be the responsibility of the Milk producing cooperative societies which are engaged in purchasing milk and selling to apply in the specimen application form for the annual Registration card and to obtain serial numbered registration card from the Mayor. In addition to the name address place of purchasing details of the distributor who gives milk to cooperative society, a photograph of the distributor shall be affixed on the registration card.
- 23 It shall be the responsibility of the licensee to arrange to apply in the specimen application form for the annual Registration card and to obtain serial numbered registration card for all the milk sellers. In addition to the name address place of selling details of the milk salesman a photograph of the salesman shall be affixed on the registration card.
- 24 Notwithstanding the provisions under the by-laws, those who supply milk to cooperative societies shall be deemed to be dairy farmers and also the wholesale companies which purchase milk for manufacture of milk products shall be deemed to be dairy farmers under the by-laws.
- 25 No person shall run a dairy farm or milk sales centre at any market or any other place without a valid license from Mayor or Municipal commissioner or any officer authorized by Mayor.
- 26 (a). Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless the incubation period of the disease has lapsed.
- (b). No persons except those who are clad in washed and clean cloth shall be allowed to engage in any work related to the business.

- 27 Tanks/containers/cans/bottles made of softened clay or galvanized iron or Aluminum or enamel coded iron shall be used for milking storing and transporting milk and these items shall not be stored in the main building where the animals are held.
- 28 The tanks,cans,bottles other tools and equipment shall not be used for any purpose other than the original purpose.
- 29 Before starting milking;
 - (i). Each and every dairy Udder be cleanly washed by pure water
 - (ii). Milking person to. washing both hands with soap or liquid soap
 - (iii). If milking by Machin, the machine be sterilized. Without sterilization milking not to be started
- 30 No any person shall be allowed to sell or cause to sell or mix with milk reserved for human consumption, any milk which has been determined by a veterinary surgeon that the animal/ animals have been infected with tuberculosis in udder or any part, udder diseases, foot and mouth decease, anthrax decease Brucellosis decease.
- 31 No any person shall be allowed to use the milk store for any purpose other than storing and manufacture related matters.
- 32 No any person shall be allowed to adulterate milk with water any other substance and damages the quality of the milk.
- 33 No person shall be allowed to sleep in the premises for which license has been issued and to keep or store any material other than tools equipment and material used for activities in the dairy farm. However the rest room or meals room reserved for the employees are exempted from the above.
- 34 Where the water for the activities of the dairy is stored in underground farm tank, lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage be allowed at a distance more than 18 meters from the water tank.
- 35 It shall be the responsibility of the licensee to ensure that the collected milk is protected from contamination from dust other barn air, the flanks of the cow, and the manure and others
- 36 No any licensee shall be allowed to adulterate milk with water or any other liquid any other substance and damages the quality of the milk or to sell the adulterated milk or to display adulterated milk for sales or assign to somebody.
- 37
 - i. No any licensee shall be allowed to preserve or sell milk or milk products which do not have the required ingredients and below the required standard as prescribed in schedule 1 of the Food Act No.28 of 1980 published in Srilanka Government Gazette(extra ordinary) dated 01.08.1991.
 - ii. No any licensee shall be allowed to preserve or sell spoilt or rendered unfit for human consumption or adulterated full creamed milk.
- 38 No any person shall be allowed to preserve or sell or display for selling or transporting milk from one place to another without the card issued by the Mayor or Municipal commissioner or any officer authorized by Mayor.

Functions of the Municipal Council(39-41).	39	It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to purchase required amount of milk kept in the dairy farm for sale for purpose of inspection
	40	In the event the licensee contravenes provisions of by-law 4 or any section of the By-laws Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date
	41	Where in terms of para 23,the conditions under the by-law are complied with by the licensee it is lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to issue appropriate card to the licensee
Charges and fees.	42	Under section 247(a) of the Municipal Councils Ordinance No. 29 of 1947 it shall be lawful for the Municipal Commissioner to charge and recover fee not exceeding maximum fee prescribed for authorizing business centre
Delegation of powers.	43	It shall be lawful to the Mayor or Municipal Commissioner to delegate powers functions and duties vested in or imposed or conferred upon Mayor or Municipal Commissioner to any officer of the Municipal council by such provisions of the BY laws
Valid period of the license or permit.	44	Validity of every license or permit issued under the provisions of the By-laws shall expire on 31 st December each year for which license or permit has been issued unless the validity is cancelled earlier
Procedure for inspection and powers(45-49).	45	It shall be lawful for the Medical officer of health or Veterinary surgeon any officer authorized by Municipal council to obtain sample of milk from licensee or mobile salesman or any person displayed for sale for purpose of inspection. Licensee or any person obstructs such inspection deemed to be guilty.
	46	It shall be lawful for any authorized officer or police officer inspect annual identity card issued to pavement sellers. Any person obstructs such inspection deemed to be guilty. The police officer shall arrest him and take to the police station forthwith. Officer in charge of the police station shall treat the arrest as an arrest without warrant for a criminal case. In case the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner deem revoking of license would protect public health, Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner may revoke license regardless of situation
	47	When obtaining milk sample Medical officer of health or Veterinary surgeon any officer authorized by Municipal council shall three samples and keep the samples in a container and close with tamper proof seal in the presence of the licensee, handing over one sample to the licensee second one to be dispatched to Government analysist and third one to be sent to the Municipal office. Quality certificate signed by the Municipal council or Government analysist shall confirm the substandard milk
	48	Any licensee who received such notice as prescribed in section No.40 of the By-law shall act as stipulated in the notice before the specified, It shall be the responsibility of the licensee who have received the license to extend cooperation for such inspection of the standards prescribed in By-laws within the specified period at the licensed premises by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner and shall not obstruct such inspection. If any acceptable request is received by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner has the power to extend the date not exceeding 14 days.

- 49 It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 48 of the By-laws
- 50 Any licensee within the administrative area of the Municipal council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days
- 51 Any breach of any provision of the Bylaws shall be an offence
- 52 Violation or breach of any provision of these By laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under sub section (a)and (b) of chapter 267(3) of Municipal council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3).
- 53 Unless the context otherwise requires, in these by-laws
“The Mayor” shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.
“Municipal Commissioner” in relation to any Municipality, shall mean the Municipal commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.
“Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality.
“Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.
“Licensee” shall mean a person whosoever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Municipal Council
“Licensed premises” shall mean a place for which a license under the By-laws was issued to conduct business at a premises authorized by Municipal Council
“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued
“Dairy farm “shall mean a place where same breed animals or different breed animals are kept in order to obtaining and selling milk and this include the buildings surroundings and the animals
“Milk selling Centre “shall mean a center where milk is purchased and sold
“Veterinary surgeon “shall mean a Government Veterinary officer appointed to the administrative area of Municipal council
“Animal “shall mean animal breeds such as cow buffalo sheep goat
- 54 In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Complaints and resolving mechanism.

Violations of By-laws.

Fines and penalties.

Interpretation and definition.

Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01**Application for Business tax / Licence 20..... for dairy farms and milk sales centers within the administrative area of the Municipal Council**

1. Name of the Business centre:—
2. Place of the Business centre:—
 - (i). Ward No.:—
 - (ii). Assessment No.:—
 - (iii). Name of the Road/Street:—
 - (iv). GN Division No. & Name:—
3. Name of the Applicant:—
 - (i). Full Name:—
 - (ii). Permanent Address:—
 - (iii). GN Division No. & Name:—
 - (iv). NIC No.:—
 - (v). Telephone No.:—
 - (vi). e-mail Address:—
4.
 - (i). Date of Beginning:—
 - (ii). Type of business:—
 - (iii). Name of the manager of the business centre / Agent name:—
 - (iv). Previous Business:—
5. If it is rented building:—
 - I. Name of the Owner:—
 - II. Address:—
6. Whether last year license was obtained:— Yes:No.:

If last year license was obtained,

License No.:—

Date:—

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....

Date

.....

Signature of Applicant.

For office use

For report as follows

.....

Municipal commissioner / Authorized officer

For the report of assessment section

Ward:..... Assessment No.:.....

Name of Street:.....

Name of the Owner:.....

Detail of Assessment:.....

Annual Value:..... Arrears of the assessment tax:.....

.....

.....

Date

Administrative Officer.

For the report of Revenue Department,

(iv). Type of business:.....

(v). Fees to be paid:..... Under A/B/C

(vi). Remarks:.....

.....

.....

Date

Revenue Inspector.

For the report of the medical officer of health,

Public Health Inspector's Report:

.....

.....

.....

.....

.....

Date

Public Health Inspector.

Report of Medical Officer of Health:

.....

Date

Medical Officer of Health

For the report of chief Revenue Inspector,

Rent Agreement:.....

Nature:.....

Environmental License:.....

M.O.H report:.....

C.O.C:.....

Excise License:.....

Application is recommended/not recommended for the following reasons:.....

.....

Date

Chief Revenue Inspector

Accountant's Recommendation

Recommended for approval to issue license/not issue license.....

.....

Date

Accountant

Approved/Not Approved

.....

Date

Municipal Council Mayor/? Commissioner/

Authorized Officer

For the report of Revenue Branch

Receipt No:.....

Date of the Receipt:.....

License No:.....

Date of the License:.....

Recommended to issue License.

.....

Administrative Officer (Revenue)

Submit for signature of Municipal Council Commissioner

.....;
Date Accountant.

Signed

.....;
Date Municipal Council Mayor/
Commissioner/Authorized Officer.

PART IV - Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors within the administrative area of the Municipal Council.

- | | | |
|---|---|---|
| 1 | These By-laws may be cited as By-Laws for By-laws for formalizing regularizing, regulating, monitoring and controlling Funeral undertaking Parlours with in the administrative area of the Municipal council. | Name of By-laws |
| 2 | These be laws are framed under section 4 of Municipal council ordinance No.29/1947 for the purpose of protection of the public health of the people residing within the administrative area of the Municipal council. | Objective |
| 3 | These be laws are framed under section 267(1) of Municipal Councils Ordinance No. 29 of 1947 read with sub section 15 of section 272 and sub section(1) of section 147 by which powers are vested in the Municipal councils. | Legislative enactment for framing by-laws |
| 4 | It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to issue License for administering of Funeral undertaking Parlor to those who satisfy the following requirements under the By-laws; | Tasks to be executed(4-19) |
| | (i). There shall be a separate preparation room in the parlor building and the area of the room shall not be less than 80 Sq.ft For this purpose there shall be an elevated concrete floor covered with floor tiles. | |
| | (ii). No outsiders shall be allowed to enter into the preparation room of the parlor without permission | |
| | (iii). There shall be windows within the preparation room and the area of the windows shall be not less than 1/7 th of the area of the room for the purpose of adequate ventilation.Preparation room may not be visible from outside. Windows be separated from all other houses in the neighborhood as not to communicate directly with the parlor. | |
| | (iv). All solid refuse including the parts of the corpse on the premises of a funeral parlor shall be kept in corrosion resistant containers and the containers with tight-fitting lids to prevent variety of insects communicating with containers | |
| | (v). There shall be adequate parking facilities for people visiting to pay last respects to the | |

human remains of the dead to park their vehicles at the parlor premises for which license has been granted(vi). The condolence hall for last respects shall be separated from the corpse preparation room(vii). There shall be a Registrar based on the model as stipulated in the second schedule under the by-laws.

- 5 Any person wishing to apply for a funeral undertaking premises license shall submit an application to the Mayor based on the model stipulated in first schedule under the by-laws.
- 6 Where the ruling of a magistrate or sudden death inquirer are not available the body parts removed from the corpse during the process of preparation shall be buried in 4 ft deep pit from the surface tightly closed after 6 hours of the removal of parts
- 7 Where the ruling of a magistrate or sudden death inquirer is declared the licensee shall conform to the instructions of the magistrate or sudden death inquirer
- 8 Where the facilities at the parlor are not adequate for matters mentioned under the by-law 8 the corpse shall be buried in the Public cemetery of the Municipal council as stipulated under the by-laws on payment of fees determined by the Municipal council time to time
- 9 Preparation room for corpse shall be sufficiently cleansed and disinfected and there shall be sufficient first aid materials and other equipment for the employees use
- 10 It shall be lawful for the Licensee to maintain a report of the employees with their details
- 11 It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in preparation as per instructed by the Regional Director of Health services and also to ensure that the employees wear the above protective gear at all times
- 12 It shall be lawful for the Licensee to cause to subject the employees to medical examination at least once a year.
- 13 It shall be lawful for the Licensee to maintain vehicle involved in loading and unloading corpse washed cleansed and disinfected and vehicle be cleansed by vacuum cleaner at least once a day.
- 14 Where the ruling of a magistrate or sudden death inquirer is declared the licensee shall conform to the instructions with regard to the final rites
- 15 It shall be lawful for the Licensee to keep the human remains of the deceased for last respects in an appropriate room/place in such a manner to honor the owner of the corpse.
- 16 It shall be lawful for the Licensee to keep the human remains of the deceased for last respects in an appropriate room/place in clean and hygienic condition.
- 17 (a). It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse
 - (i). Bio-degradable waste

- (ii). Glass
 - (iii). Paper or paper based materials
 - (iv). Polythene, plastic or polythene or plastic based materials
 - (v). Iron and other kind of metal or parts of iron and other kind of metal
 - (vi). Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
 - (vii). hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed(b). Waste stated under (i) –(vii) shall not include any parts of corpse. It shall be the responsibility of the licensee to dispose of any parts removed from the corpse as per By-laws 6 or 7 as the case may be.(c). It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Municipal council and to follow the instructions of the Mayor or any officer authorized by Mayor with regard to the final disposal of the waste as mentioned in para(i a)
- 18 It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to inspect the standards prescribed in By-laws within the specified period at the licensed premises
- 19 It shall be lawful for the Licensee to keep records of the preparation of all corpses and the undertaking services rendered based on the model stipulated in second schedule and to produce to the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner or any police officer to inspect the register when required by them
- 20 Licensee shall not be allowed to wrap the properly prepared corpse or part of the corpse with polythene or non -degradable materials and keep in the casket, other than the corpses which cannot be prepared, due to multiple injuries or any other reasons. Non executable tasks(20-25)
- 21 Licensee shall not allow any person other than authorized by him to handle corpse preparation or transport the corpse.
- 22 No any person shall be allowed to permit, any corpses whose death was caused by dengue HIV,hepatitis, diarrhea, yellow fever, chicken fox inside the parlor without the written approval of the Regional Director of Health services given to the licensee.
- 23 Licensee shall not be allowed to accept the corpse for preparation and funeral rites without a formal death certificate from the Registrar of death
- 24 Licensee shall not be allowed to undertake the corpse for preparation and funeral rites unless the ruling of the Magistrate or Sudden death inquirer is given to the licensee, in case the death was sudden or suspicious.
- 25 No any person shall be allowed to cause disturbance or nuisance in the neighborhood due to Licensee's activities in the parlor.

Functions of the Municipal council.	26	In the event the funeral services undertaker contravene any section of the By-laws No.4 or contravenes any section of the By-laws the Mayor or Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall take action to serve notice on the licensee on the funeral services undertake to take all actions to satisfy the requirements before a specified date
Fees and charges.	27	It shall be lawful for the Municipal Commissioner to recover an amount not exceeding maximum fee as stipulated under the section 247(A) of Municipal council ordinance No.29/1947 as annual license fee from the funeral services undertaker
Delegation of powers.	28	It shall be lawful for the Mayor or Municipal Commissioner to delegate powers functions and duties vested in or imposed or conferred upon Mayor or Municipal Commissioner to any officer of the Municipal council by such provisions of the Bylaws
Validity period of the license.	29	Validity of every license or permit issued under the provisions of the By-laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier
Inspections procedures and powers(30-31).	30	It shall be the responsibility of the licensee who have received notice under by-laws 26 to conform to the requirements specified in the notice If any acceptable request is received by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner in writing, Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner has the power to extend the date not exceeding 14 days
	31	It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to cancel/revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 30 of the By-laws
Complaints and resolving mechanism.	32	Licensee or any person within the administrative area of the Municipal council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days
Violations of by-laws	33	Any breach of any provision of the Bylaws shall be an offence
Fines and penalties.	34	Violation or breach of any provision of these By laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under sub section (a)and (b) of chapter 267(3) of Municipal council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3).
Definition and interpretation.	35	Unless the context otherwise requires, in these by-laws”The Mayor” shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.”Municipal Commissioner” in relation to any Municipality, shall mean the Municipal commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform,

discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.”Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality. “Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.”Licensee” shall mean a person whosever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Municipal Council “Licensed premises” shall mean a place for which a license under the By-laws was issued to conduct business at a premises authorized by Municipal Council Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued “Funeral undertaking parlor” shall mean

- 36 In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

a n y
inconsistency
between Tamil
Sinhala and
English texts
Tamil Text shall
prevail.

Schedule -01

Application for obtaining permit to operate a Funeral undertaking parlor

01. Name of the applicant :-
02. Address :-
03. National Identity card No. :—
04. Business Name of Funeral undertaking parlor and address :-
05. No. of Human Remains to be kept for preparation at a time :-
06. No. of hearses owned by parlor:-
07. No. of hearses engaged for transportation before preparing Human remains :-
08. Method employed for removal of parts from the Human remains:-
09. If undertake to organize last respects to the deceased:-
 - (i). No. of Human remains
 - (ii). How many vehicles of the mourners be parked at a time:-
10. Are natural flowers are being sold :- Yes/No.:-
11. Method employed to dispose of removed natural flowers and parts of flowers :-
12. No. of employees at the parlor:- ;

13. If a manager is employed

- (i). Name :-
(ii). No. of National Identity Card :-

I agree to abide by provisions of By-laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors and also to abide by the regulations imposed by the Municipal council time to time and affix my signature

.....

.....

Date _____

Signature of applicant.

Schedule -02

Register for recording Human remains prepared at Funeral undertaking parlor or any other places

Name of the Funeral undertaking parlor

Address:—

[illegible]

PART V - Standard By-Laws for formalizing regularizing, regulating, monitoring and controlling factories and Industries within the administrative area of the Municipal Council

- | | | |
|---|--|--|
| 1 | These By-Laws may be cited as By-Laws for By-Laws for formalizing regularizing, regulating, monitoring and controlling the factories and Industries and provide for matters connected therewith and incidental theretowithin the administrative area of the Municipal Council. | Name of BY Law. |
| 2 | These be laws are framed under section 4 of Municipal Councils Ordinance No. 29 of 1947 for the purpose of maintaining hygiene and health of the public, controlling nuisance and regulating and controlling Industrial emission and waste within the administrative area of the Municipal council | Objective. |
| 3 | These be laws are framed under section 267(1) of Municipal Councils Ordinance No. 29 of 1947 read with sub section (a),(b) section 272(5) by which powers are vested in the Municipal councils | Legislative emendment for Framing By-laws. |
| 4 | Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall issue license to any factory or industry which conform to the regulatory standards stipulated under the By-Laws | Tasks to be executed.
(4-10) |
- i. A reliable building structure be constructed with proper repair and maintenance.
 - ii. Proper and effective ventilation system and Lighting system be installed and properly maintained. There shall be windows with sideways opening in every room. Extent of the window door of every room shall not be less than 1/15th of the room's extent. Where the factory or the industry required to operate completely in closed building or air-conditioned these by -laws shall not be applicable.
 - iii. Height of walls of every room shall not be less than 2.14 meters. the building be constructed with bricks cement blocks or aluminum and timber and both sides of the walls be cement plastered.
 - iv. There shall be under ceiling to every room of factory or the industry and the height from floor to ceiling shall not be less than 2 meter.
 - v. The roof shall be supported by solid material such as Iron,timber oil painted or color painted.
 - vi. Floor shall be cement plastered or covered with marble tiles.
 - vii. It shall be the responsibility of the licensee to arrange on the basis of not less than one latrine for every 10 employees and on this basis there shall be separate latrine for male and female employees.
 - viii. Purification of water shall be complied with the standards prescribed by the Regional Director of Health.
 - ix. There shall be mechanism to channel the waste wateremitted from the manufacturing activities. Into the absorbing pit as per the recommendations given by the Regional Director of Health or Chairman, Central Environment authority. The absorbing pit shall be air free and the pit be located at a distance of 50 meters from the public water source or well.
 - x. There shall be fire brigade mechanism in place inside and outside of the factory buildings.

- xi. There shall be mechanism to channel the waste water emitted from the manufacturing activities and wash rooms of the employees to flow smoothly to channels,
 - xii. There shall be a separate room to store raw materials for production, other chemicals, bottles used for packing or any other materials used for packing and the room shall be protected from rats, variety of insects and other harming pests.
 - xiii. Quality certificate be obtained from National water supply and drainage board to the effect that the water used to produce materials processed at the factory as food and beverages for human and animal's consumption, is of good quality. Quality certificate be obtained at least once in six months. Where the water supplied by National water supply and drainage board is used by the factories it shall be deemed as quality certificate of the water supplied by National water supply.
 - xiv. Where the water is stored for factory operations, protective measures be taken to implement mosquito control in order to prevent pollution and contamination. In case the water is stored in underground tanks, lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage be allowed at a distance more than 18 meters from the water tank.
 - xv. The place used as washing room of the used packing be separately located and as specified in para (xiii) the quality certified water be used for the above purpose.
 - xvi. Refuse generated from the production operations be separately removed in reserved containers and tanks as per By-Laws 10
- 5 It shall be the responsibility of the licensee to remove all shrubs, undergrowth and all other types of for any other purposes so as to prevent water stagnation and mosquito breeding and disease inflicting insect breeding
 - 6 All the portions as stipulated under the By-Laws 4 shall be color painted at least once a year
 - 7 All the rooms of the factories, Industries channels, drainage, furniture and other tools and equipment in the surroundings shall be maintained in good repair
 - 8 Where used materials are employed after cleaning to packing activities in any factory, the cleaning;
 - (a). For cleaning the labels pasted on the packing materials on the first round a separate tank shall be made available, and
 - (b). For cleaning the labels pasted on the packing materials in the final round another separate tank shall be made available, i.e two tanks for the purpose, and the final cleaning shall be through a running flow of water
 - 9 It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in factories, Industries activities and also to ensure that the employees wear the above protective gear at all times
 - 10 i. It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse

- (a). Bio-degradable waste
- (b). Glass
- (c). Paper or paper based materials
- (d). Polythene, plastic or polythene or plastic based materials.
- (e). Iron and other kind of metal or parts of iron and other kind of metal.
- (f). Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
- (g). hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose properly closed
- ii. It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Municipal council and to follow the instructions of the Mayor or any officer authorized by Mayor with regard to the final disposal of the waste as mentioned in para 1 of section (ii).
- 11 Location of the factory shall be subject to the regulations and provisions of the Central environment authority, Urban development authority and Factory ordinance.
- 12 It shall be lawful for the Licensee to cause to subject the employees engaged in factories, Industries activities to medical examination at least once a year.
- 13 No person shall run a factory or industry at any market or any other place without a valid license from Mayor or Municipal commissioner or any authorized officer.
- 14 No person shall be allowed to store or use or cause to use any poisonous material or any activity or stench developing nuisance unless precautionary measures are put in place to prevent emission of odor or any poisonous gases.
- 15 Noise generating machinery, equipment or any devise or furnaces shall not be used in factories unless maintaining noise level lower than the level which cause voice pollution under the regulations and the amendments made by Hon.Minister in charge of Environment subject time to time under Section 32 of National Environmental authority Act. No.47 of 1980.
- 16 As per the regulations made under section 32 of National Environmental authority Act. No.47 of 1980 made by Hon.Minister and amendments thereto it is mandatory to install smoke outlets time to time for the purpose of emitting smoke generated from the furnaces. Unless the above arrangement is installed no factory or industry shall fix furnaces.
- 17 No factory or industry shall use or mount siren or bell or steam whistle or any other sound generating devices for the employees to signal starting and ending shifts or other purposes. In case the factory or industry had the siren or bell or steam whistle or any other sound generating devices, three months period from the date of commencing the factory or industry to conform to the regulations under the By-Laws is granted to get rid of the sound facilities.
- 18 No person shall be allowed to channel the waste water generated by the operations in the factories, Industries to public water courses.

Non-executable tasks(13-19).

	19	Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless incubation period of the disease has lapsed.
Function of the Municipal Council.	20	In the event the licensee contravenes provisions of by-law 4 or any section of the By-Laws Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date.
Charges and fines.	21	Under section 247(a) of the Municipal Councils Ordinance No. 29 of 1947 shall be lawful for the Municipal Commissioner to charge and recover fee not exceeding maximum fee prescribed for authorizing business.
Delegation of powers.	22	It shall be lawful to the Mayor or Municipal Commissioner to delegate powers functions and duties vested in or imposed or conferred upon Mayor or Municipal Commissioner to any officer of the Municipal Council by such provisions of the By laws.
Valid period of the license or permit.	23	Validity of every license or permit issued under the provisions of the By-Laws shall expire on 31 st December each year for which license or permit has been issued unless the validity is cancelled earlier.
Procedure for inspection and powers.	24	It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to inspect the standards of the place for which license was issued prescribed in By-Laws within the specified period at the licensed premises.
	25	It shall be lawful for the owner of the factory or industry to cooperate with the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to inspect the standards of the place for which license was issued. No any person shall be allowed to make impediments for such inspection.
	26	Where a notice served under By-Laws 26 on the owner, owner shall comply with such notice before specified date. The Mayor or Municipal Commissioner may extend the specified date in the event of acceptable reasons submitted by the owner However the extension shall not exceed 14 days.
	27	It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 26 of the By-Laws.
Complaints and reserving mechanism.	28	Any licensee within the administrative area of the Municipal Council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal Commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter.
Violation of By-Laws.	29	Any breach of any provision of the Bylaws shall be an offence.

- | | | |
|----|--|---|
| 30 | Violation or breach of any provision of these By laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under sub section (a)and (b) of chapter 267(3) of Municipal Council ordinance Chapter 252, Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3). | Fines and penalties |
| 31 | <p>Unless the context otherwise requires, in these By-Laws</p> <p>“The Mayor” shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.</p> <p>“Municipal Commissioner” in relation to any Municipality, shall mean the Municipal Commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.</p> <p>“Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality.</p> <p>“Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.</p> <p>“Licensee” shall mean a person whosoever obtained a license under the By-Laws and a person who is responsible for management of the business at a premises authorized by Municipal Council”</p> <p>“Licensed premises” shall mean place for which license has been issued to take all activities under the By-Laws.</p> <p>The power to inspect within the specified period “shall mean anytime the business activities are taking place</p> <p>“The power to inspect within the specified period” shall mean any opportunity the business activities are taking place.</p> <p>“Factory” means any place manufacturing a product using any raw material or manufacturing a product using any product produced by other factories</p> | <p>Interpretation and definition</p> |
| 32 | In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail. | <p>A n y inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.</p> |

Schedule -01

Application for Business tax / Licence 20..... For factories and Industries within the administrative area of the Municipal Council

1. Name of the Factory / Industry:–
2. Place of the Factory / Industry:–

- (i). Ward No.:—
- (ii). Assessment No.:—
- (iii). Name of the Road/Street:—
- (iv). GN Division No & Name:—
3. Name of the Applicant:—
- (i). Full Name:—
- (ii). Permanent Address:—
- (iii). GN Division No & Name:—
- (iv). NIC No.:—
- (v). Telephone No.:—
- (vi). e-mail Address:—
- 4.
- (v). Date of Beginning:—
- (vi). Type of business:—
- (vii). Name of the manager of the business centre / Agent name:—
- (viii). Previous Business:—
5. If it is rented building:—
- III. Name of the Owner:—
- IV. Address:—
6. Whether last year license was obtained:— Yes: No:

If last year license was obtained,

License No.:—

Date:—

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....

Date

For office use

For report as follows

.....

Municipal commissioner / Authorized officer.

.....

Signature of Applicant.

For the report of assessment section,

Ward:..... Assessment No.:.....
Name of Street:.....
Name of the Owner:.....
Detail of Assessment:.....
Annual Value:..... Arrears of the assessment tax:.....

.....
Date Administrative Officer.

For the report of revenue department,

- (vii). Type of business:.....
(viii). Fees to be paid:..... Under A/B/C
(ix). Remarks:.....

.....
Date Revenue Inspector.

For the report of the medical officer of health,

Public Health Inspector's Report:

.....
.....
.....

.....
Date Public Health Inspector.

Report of Medical Officer of Health:

.....
.....
.....

.....
Date Medical Officer of Health.

For the report of chief Revenue Inspector,

Rent Agreement:.....

Nature:.....

Environmental License:.....

M.O.H report:.....

C.O.C:.....

Excise License:.....

Application is recommended/not recommended for the following reasons:.....

.....

.....

Date

.....

Chief Revenue Inspector.

Accountant's Recommendation,

Recommended for approval to issue license/not issue license.....

.....

Date

.....

Accountant.

Approved/Not Approved

.....

Date

.....

Municipal Council Mayor/

Commissioner/Authorized Officer.

For the report of Revenue Branch

Receipt No. :.....

Date of the Receipt:.....

License No. :.....

Date of the License:.....

Recommended to issue License.

.....

Administrative Officer (Revenue).

Submit for signature of Municipal Council Commissioner

.....
Date Accountant

Signed

.....
Date Municipal Council Mayor / Commissioner/Authorized Officer.

CHAPTER-8

PART I - Standard by laws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters initiating mitigation measures to minimize risks within the administrative area of the Municipal Council.

- | | | |
|---|--|--|
| 1 | These standard by laws may be cited as the bylaws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters, initiating mitigation measures to minimize risks and provide for matters connected therewith or incidental thereto within the administrative area of the Municipal council. | Name of the By-Laws. |
| 2 | These be laws are framed under section 4 of Municipal Councils Ordinance No. 29 of 1947 to make provisions to minimize the possibilities of disaster situations arising, to provide relief to persons affected by disasters or likely to be affected by a disaster situation, early vigilance to face a disaster situation to put in place mitigating measures to minimize disaster risks all connected and consequential matters thereof within the administrative area of the Municipal Council. | Objective. |
| 3 | These be laws are framed in terms of powers vested in the Municipal council under Section 267 of Municipal Councils Ordinance No. 29 of 1947 read with section 272 and sub Section (J) of Section 188. | Legislative enactment for making By - Laws.. |
| 4 | Constitution of Disaster management committee for putting in place preliminary strategy for provisions to minimize the possibilities of disaster situations arising, to provide relief to persons affected by disasters or likely to be affected by a disaster situation, early vigilance to face a disaster situation to put in place mitigating measures to minimize disaster risks all connected and consequential matters thereof within the administrative area of the Municipal council | Tasks to be executed(4-25) |

5 Composition of Committee

- A** Number of members of the committee under By-law 4 shall not exceed 23 and shall comprise following persons including women members.
- i. Mayor of the Municipal Council shall be the Chairman of the committee
 - ii. Municipal commissioner shall be the Secretary of the committee
 - iii. Four members including the Deputy Mayor shall be elected for the ensuing year at the monthly meeting in December each year
 - iv. Technical officer of the Municipal Council
 - v. Officer in charge or the Chief Fireman of the Fire brigade of the Municipal Council.
 - vi. Assistant Director of the District Disaster management Unit appointed under the Disaster management Act, No.13 of 2005 or a representative named and nominated by him
 - vii. Divisional Secretary of the area which comes under the Municipal Administrative area or a representative named and nominated by him
 - viii. The Medical officer of Health of the area or a representative named and nominated by him
 - ix. Officer In charge of the Police Station of the area or a representative named and nominated by him
 - x. A minimum of three representatives of the Urban Development Advisory board of the area
 - xi. Zonal Director of Education of the area or a representative named and nominated by him
 - xii. Representative of the Chamber of Commerce or Traders Association of the area or a representative named and nominated by him
 - xiii. Electrical Superintendent of the Sri Lanka Electricity Board of the area or a representative named and nominated by him
 - xiv. Officer In charge of the Water supply and Drainage Board of the area or a representative named and nominated by him
 - xv. Depot Manager of the Sri Lanka Transport of the area or a representative named and nominated by him
 - xvi. Representative of the Road Passenger Transport Authority of the Province
 - xvii. Commissioner of Local Government or a representative named and nominated by him
- B** Where a member ceases to be a member of the committee, the committee shall, at the next meeting after such vacancy occurred, elect any other member to the vacancy and the elected member shall function till 31 December of the same year.

- C** Where a member nominated to the committee by virtue of the sub paras(iv) (v) and (ix) being unable to attend a meeting due to personal reasons, the officer shall name and nominate another officer who acts for him for the purpose of participating at the committee meeting with the consent of the Head of the institution.
- 6** (i). Committee shall be summoned to meet at least once in two months. Chairman shall summon special meetings for reasons deemed to be appropriate.
- (ii). Chairman shall preside over every committee meeting and in his absence Deputy Chairman shall preside. In the absence of Chairmen or Deputy Chairman a member elected by the members from among the members present shall preside in terms of sub section (iii) of the By-Law No.5.
- (iii). Quorum for any meeting of the committee shall be one third of the total number of members
- (iv). Each and every resolution of the committee shall be passed by a majority of the members present for such meeting.
- (v). While the Chairman shall have an original vote with the other Members at the Meetings of the Council or at meetings of a committee of the whole House in respect of any matter, question or motion, in case of equality of votes taken on any motion he shall have a casting vote as well.
- 7** The Committee shall have power to act notwithstanding any vacancy in its membership, and any act or proceeding or decision of the Committee shall not be invalid or deemed to be invalid by reason only of such vacancy or any defect in the appointment of the Chairman or member.
- 8** Minutes of every meeting shall be tabled before the committee at the following meeting for the information of the members.
- 9** Committee shall discuss and deliberate any subjects tabled along with the reports of the Finance and Policy committee for approval.
- 10** The tasks of the committee shall be the tasks specified in the 1st schedule of these By-laws.
- 11** (i) It shall be lawful for the Mayor to direct any office or commercial institution within the administrative limits of the Municipal council to blow out or diffuse the following before closing such office or commercial institution at the conclusion of the activities on a daily basis.
- a. A lamp using kerosene oil or
- b. A lamp or blame generated by Coconut oil or any other material
- c. An incense stick or something similar to that
- d. anything else with such effect

- (ii). The owner or Manger or caretaker of such office or commercial institution within the administrative limits of the Municipal council shall be the person responsible to comply with the directions set out in para 11.
- (i) or cause to comply with the directions set out in para(i) through somebody else.
- 12** (i). Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and likely vulnerable disaster zones by the committee with the technical assistance of the Disaster Management Centre to identify causes of disaster with regard to each such zone and in the event of a local disaster, to facilitate finding ways for evacuating affected people and finding suitable places to temporarily lodge them.
- (ii). Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and facilitating public awareness programs.
- (iii). Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and facilitating public awareness programs with notice boards in three languages
- (iv) Facilitating liaison with organizations and persons pursuing hazard, vulnerability and risk reduction studies and implementing action programmes to minimize risks in the identified zones.
- 13** (i). Obtaining evaluation report from Disaster management centre with regard to existing disaster situation and all steps necessary to minimize disasters where it considers appropriate to grant approval for post disaster development and construction. In case of potentials for high disaster risk submitting a certificate from the Chartered Engineer, Architect/Geologist on strategies to minimize disasters.
- (ii). Facilitating liaison with disaster management committees formed under the Disaster management centre at Grama Officer areas level within the administrative area of the Municipal council
- 14** Facilitating liaison with relevant institutions to take necessary activities for restoration of normalcy and providing relief to the affected under the guidelines given by the Government
- 15** Where the Technical committee of the Disaster management centre identifies disaster vulnerable zones
- (i). Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and likely disaster prone zones causes of disaster with regard to each such zone and in the event of a local disaster, to facilitate finding ways for evacuating affected people and finding suitable places to temporarily lodge them.
- (ii). Specifically identifying short term and long terms effects on the lives of those residing in the disaster zones.
- (iii). Identifying appropriate institutions for the supply of necessary equipment required at the locations where the affected people from vulnerable disaster zones and disaster prone zones are housed
- (iv). Facilitating liaison with members of the committee, community leaders, disaster management centre and other relevant stakeholders institutions to take necessary activities for restoration of normalcy and to minimize hazards

- (v). Setting up data and strategy on priority basis and updating them to take necessary activities for restoration of normalcy and to minimize hazards.
 - (vi). It shall be lawful for the Municipal council to offer adequate training with the assistance of the Disaster management centre to the identified teams entrusted to provide relief to the affected people during a disaster situation.
- 16** (i). It shall be lawful for the Municipal council to appoint an officer or employee to preserve early warning messages released by Disaster management centres on the advice of the technical agencies involved in disaster management.
- (ii). It shall be lawful for such officer or employee to transmit such early warning messages with regard to possible risks within the administrative area of the Municipal council to the Disaster management committee or the members of Disaster management committee.
- (iii). The committee shall decide on the course of action to be taken with regard to identified vulnerable disaster zones and likely vulnerable disaster zones within the area of Municipal Council to provide relief to those affected or likely to be affected. In case the Chairperson opines time is inadequate to convene the committee to decide on the course of action on providing facilities such as life protection, food, drinking water, clothing, health and sanitation equipment Chairperson shall notify the decisions and action taken to the members of the committee within three calendar days.
- (iv). The committee or the Mayor shall decide on the course of action to be taken with regard to facilities mentioned in para 3 and the expenses to be incurred for such purpose shall be borne by the Municipal Fund.
- (v). Committee shall table the detailed report along with decisions and expenses incurred from the Municipal Fund at the first meeting after action taken with regard to facilities mentioned in para 3 and the expenses incurred for such purpose borne by the Municipal Fund as per para 4.
- 17** Disaster Management Centre shall provide technical advice to identify lands which are vulnerable to natural disasters and lands with 30 degrees falling within the administrative area of the Municipal council.
- 18** It is lawful for the committee to identify places vulnerable to floods with marking charts and shall grant approval for building the foundation level of the houses taking into account past experience scientifically of maximum water level and rainfall within the administrative area of the Municipal council.
- 19** It is lawful for the Municipal council within the administrative area of the Municipal council to construct surface water diversion or redirecting canals networks and maintenance of such systems and remove all the obstructions that prevent smooth water flowing during period of heavy rainfall.
- (i). It is lawful for the Municipal council within the administrative area of the Municipal council to confirm that building application plan contains appropriate water diversion or redirecting canals networks and maintenance of such systems in case of applications submitted for partition /subdivision of lands for smooth water flowing during period of heavy rainfall.
- (ii). It is lawful for the Municipal council within the administrative area of the Municipal council to confirm that the approval for sales of lands conform with the plan.

- 20** It is lawful for the Municipal council within the administrative area of the Municipal council to conduct awareness programmes among residents, business places and other places on proper use of LP gas cylinders, accessories and installing devices to ensure leakage does not take place as preventive measures.
- 21** It is lawful for the Municipal council within the administrative area of the Municipal council to conduct awareness programmes with the cooperation of the relevant technical institutions among residents, business places and other places on usage of electrical equipment and devices during period of heavy rain, rain with thunder and lightening.
- 22** It is lawful for the Municipal council within the administrative area of the Municipal council to form first aid volunteer groups and provide proper training with the cooperation of the relevant technical institutions.
- 23** (i). Under the By-laws (a). For the purpose of minimizing disaster hazards effects (b). For the purpose of providing relief during times of disasters hazards.
- It is lawful for the Municipal council within the administrative area of the Municipal council to Confirm adequate funds are allocated under disaster management funds
- It is lawful for the Municipal commissioner within the administrative area of the Municipal council to report to the Auditor General of the decision arrived at the monthly meeting of the council without delay.
- 24** (i). Under the By-laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred for the activities coming under the purview of the By-Laws but approval to be received for getting that fund within an island by Local Government minister, Ministry of Provincial Council or approval to be received for getting that fund from foreign by Department of External Resources.
- (ii). Under the By-laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred as mentioned in para(i) shall be credited to Municipal Funds and such assistance shall be utilized for the activities coming under the purview of the By-Laws.
- (iii). Municipal Commissioner shall cause to maintain a separate account for the purpose mentioned in para (ii) and it shall be titled Disaster Management Account of the Council and shall cause to obtain the Council approval for the policy on financing and other guidance coming under the purview of the By-Laws.
- (iv). Under the By-laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred as mentioned in para(i) shall be credited to Municipal Funds and the details of the debit and credit to the Fund account shall be tabled before the Committee for its deliberation at every meeting and shall be tabled before the Council at the next meeting.
- 25** (i). It is lawful for the Head or his Representative of the District disaster management committee of the district wherein the Municipal council is located, Divisional Secretary of Divisional secretariat, which is located within the Municipal administrative area, Local authorities, other State institutions, non-Government organizations to provide data and information pertaining to Disaster management as and when requested by the Municipal commissioner.
- (ii). It is lawful for the Municipal commissioner to provide data and information pertaining to Disaster management as and when requested by the institutions mentioned in para(i).

- (iii). Notwithstanding the contents of the para(i) and (ii), Head or his Representative of the District disaster management committee of the district wherein the Municipal council is located, Divisional Secretary of Divisional secretariat, which is located within the Municipal administrative area, Local authorities ,other State institutions, non-Government organizations it shall not be a hindrance for the Head or his Representative to refrain from providing such data and information if in h.is/her opinion providing data and information is a threat and harmful to national security.
- 26 It shall be lawful to the Mayor or Municipal Commissioner to delegate powers with regard to regulating the By-Laws to any officer of the Municipal council. Delegation powers.
- 27 Municipal commissioner or any officer to whom powers are delegated shall inspect the directives incorporated in the By-Laws and the appropriate time would mean any occasion of such inspection. Procedure of inspection and powers.
- 28 Any person within the administrative area of the Municipal council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and initiate action to resolve the matter. Complaints and resolving mechanism.
- 29 Any breach of any provision of the Bylaws shall be an offence.
- 30 Violation or breach of any provision of these By- laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under sub section (a)and (b) of chapter 267(3) of Municipal council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3). Violation of By-laws.
Fines and Penalties.
- 31 Unless the context otherwise requires, in these by-laws.
“The Mayor” shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.
“Municipal Commissioner” in relation to any Municipality, shall mean the Municipal commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.
“Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality.
“Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.
“Chairperson of Meeting” means the Mayor presiding over meetings of the Council for the time being or the Deputy Mayor of the Council who takes the Chair in his absence and it also includes any other member elected on the vote of the members for the Chair in the absence of both the Mayor and the Deputy Mayor.
“Disaster and Hazard” shall mean the definition provided in the Disaster. Management Act No.13/2005 to the word Disaster.
“Disaster situations arising is defined as an occasion where human life, property and the environment of Sri Lanka is “Being threatened and endangered due to natural and manmade disasters occurred or likely to our within the territory of Sri Lanka. Details is included in schedule-01
- 32 In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail. Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01

Disaster situation includes;

- (a). A landslide
 - (b). A Cyclone.
 - (c). A Flood
 - (d). A drought
 - (e). An industrial catastrophe
 - (f). A tsunami (An ocean waves caused by an underwater earthquake)
 - (g). An earthquake
 - (h). Lightning and thunder
 - (i). Oceanic hazards
 - (j). Fire risks
 - (k). Epidemic situation
 - (l). Explosion
 - (m). An air attack
 - (n). Domestic violence
 - (o). Chemical accidents
 - (p). Risks of radiation
 - (q). Wildfire
 - (r). Sea erosion
 - (s). Tornado associated with whirlwinds and cyclones
- “Providing relief” shall mean making provisions to minimize the possibilities of disaster situations arising, to provide immediate food, dry rations water and sanitation, medical, counseling assistance, shelter, clothing and other needs to affected people disasters or likely to be affected by a disaster situation in an adequate, appropriate and timely manner till they are resettled.

First schedule of the By-Laws

Providing relief to affected people by disaster situation during disaster situation or likely to be affected by disaster and initiating preventing and mitigating measures within the administrative area of the Municipal council

- (i). Identifying vulnerable areas where hazards could occur within the administrative area of the Municipal council
- (ii). Analyzing and determining causes of such disaster situations

- (iii). Devising strategy to prevent and minimize the causes for such disaster situations and to provide relief for smooth return to normalcy of those affected.
- (iv). Correct identification of the number of families in the disaster prone areas and make specific count of students, children, elders and differently abled people.
- (v). Devising strategy to provide relief to those affected families in the disaster prone areas
- (vi). Identifying possible places before the occurrence of disaster for temporarily housing those affected who have been internally displaced.
- (vii). Devising strategy to provide relief such as meals, drinking water and other facilities to those affected families in the disaster prone areas till they are resettled.
- (viii). Devising strategy to provide sanitation and health facilities to those affected families in the disaster prone areas till they are resettled within the administrative area of the Municipal council.
- (ix). Correct identification of the season and period of possible disaster occurrences.
- (x). Identifying alternative routes for traffic when there are possibilities for disaster occurrence in the regular traffic routes.
- (xi). Identifying and measuring the rainfall and the time taken to inundate the trafficking roads as a result of flood situation.
- (xii). Identifying areas drowned under water due to floods and measuring and determining the rainfall and the time taken for the floods to cover the areas and identifying areas drowned under water due to unexpected rainfall and floods and measuring and determining the rainfall accompanied by cyclone.
- (xiii). Causing action to install less expensive meters (meters) to measure the rainfall and collect the data on the rainfall with the cooperation of the Disaster management centre and the Metrological department.
- (xiv). Identifying periods where the people within the Municipal administrative area have no access to drinking water under the existing system and identifying causes for such situation.
- (xv). Causing action to identify the places vulnerable to fire and map out the sites within the Municipal administrative area.
- (xvi). Causing action to identify the places vulnerable to landslide and mudslides with the relevant technical institutions within the Municipal administrative area.
- (xvii). Causing action to identify the places vulnerable to epidemic and to engage in prevention and controlling spread of such epidemics with the cooperation of Health authorities within the Municipal administrative area.
- (xviii). Causing action to identify the industrial and business which are engaged in transferring/transporting flammable dangerous chemicals which could catch fire or ignite or explode and take action to register those business institutions.
- (xix). Causing action to confirm that the data and information collected with regard to Disaster management functions entrusted to the Committee are updated regularly.

Any
inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail.

- (xx). Causing action to confirm maintaining close coordination with the District disaster management unit obtaining data and information and also exchanging the data and information stored by the Municipal council with District disaster management unit within the Municipal administrative area.
 - (xxi). Causing action to identify individuals, organizations and non-government organization and equipment and tools in their possession who have the capacity to help and contribute as groups.
 - (xxii). Causing action to make recommendations to the council of those volunteers who are prepared to engage in functions related to protecting lives and to register their name and to provide them adequate training.
 - (xxiii). Causing action to make recommendations to the council of purchase of necessary equipment and other needy materials disseminating prior information of possible disaster situation emerging or the relief to be provided to the affected.
 - (xxiv). Causing action to table data and information collected by the committee and the methodology adopted by the committee with recommendations to the council.
- 32** In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PART II - Standard By-laws for Establishment and maintenance of Pedestrian Crossing within the administrative area of the Municipal Council

Name of BY Laws.	1 These By-laws may be cited as By-Laws for Establishment and maintenance of Pedestrian Crossing and provide for matters connected therewith or incidental thereto within the administrative area of the Municipal Council.
Objective.	2 These be laws are framed for the purpose of protection of the travelers and prevention of traffic accidents by regulating and monitoring and administering Pedestrian Crossing within the administrative area of the Municipal Council under Section 4 of Municipal Councils Ordinance No. 29 of 1947.
Legislative enactment for Framing By-laws.	3 These be laws are framed under section 267(1) of Municipal Councils Ordinance No. 29 of 1947 read with section 272(6) by which powers are vested in the Municipal Councils.
Tasks to be executed. (4-5).	4 Where any pedestrian crosses the road through the Pedestrian Crossing, all the drivers of all the vehicles shall stop for the pedestrians till the pedestrians cross and reach the other side of the crossing.
	5 Any vehicle shall promptly obey all instructions such as light signal or other signals by a police officer or a traffic guide at pedestrian crossings. Driver of the vehicle shall promptly obey light signal or other signals given by police officer or a traffic guide.
Non-executable tasks(8-10)	6 No person shall be allowed to erase or alter pedestrian crossing signs/ signal under By-law 11.
	7 Any pedestrian shall not be allowed to enter the pedestrian crossing when any vehicle reach the line depicted to show the zone for stopping vehicle.
	8 No any pedestrian at any pedestrian crossing shall be allowed to unnecessarily stop or delay by taking more time than needed at his normal speed when crosswalk to other side of the zone and

Pedestrians may not stay at crossing into the path of a moving vehicle to constitute an immediate hazard. No any pedestrian at any pedestrian crossing shall be allowed to unnecessarily disturb other pedestrians crossing the zone.

9 Driver of any vehicle shall not be allowed to stop the vehicle within a pedestrian crossing unless the vehicle cannot be brought under control for reasons beyond driver's control.

10 Driver of any vehicle shall not be allowed to stop the vehicle within a pedestrian crossing unless the driver stops the vehicle within a pedestrian crossing to avoid an accident.

11 Under By-laws 12 Marking pedestrian crossing zone shall conform to regulations and amendments made time to time as appeared in para No.1 of section 1, instruction No.16 read with figure 4.18 published in *Gazette Extraordinary* No.444/18 dated 13th March 1987 made by the Minister of Transport under Sections 237 read with section 164 of the Motor Traffic Act. It is lawful for the Mayor to cause to confirm the markings are always in place with proper painting continuously.

Functions of the Municipal council (11-14).

12 It is lawful for the Mayor to determine the pedestrian crossings at the highways and roads within the administrative area of the Municipal council as recommended by the consultative committee of the Municipal council and to declare pedestrian crossings at the highways and roads within the administrative area of the Municipal council and cause action to mark signs and install sign boards in conformity with the regulations under the Motor Traffic Act.

13 Municipal council shall have the power to change or remove any pedestrian crossings in terms of the council resolution made from time to time.

14 Municipal council may take action to motivate the Traffic guides involved in traffic guidance at pedestrian crossings in front of schools.

15 Any licensee within the administrative area of the Municipal council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.

Complaints and resolving mechanism.

16 Under the By-laws Mayor or Municipal Commissioner and any officer authorized by Mayor or Municipal commissioner shall have the powers to carry out inspection within the administrative area of Municipal Council.

Delegation of powers.

17 Any person who violates any provisions of these By-laws shall be guilty of an offence.

Violations of By-laws.

18 Violation or breach of any provision of these By-laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under Chapter 267(3) of Municipal Council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of Chapter 267(3).

Fine and Penalties.

19 Unless the context otherwise requires, in these by-laws

"The Mayor" shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.

Interpretation and Definition.

"Municipal Commissioner" in relation to any Municipality, shall mean the Municipal commissioner of the Municipal council constituted or deemed to be constituted under this ordinance for that

Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.

”Municipal Council” shall mean, the Municipal council constituted under the Ordinance for Municipality.

‘Traffic guide’ shall mean a school student or any other person authorized by the principal of the school or any person authorized by the principal to engage for duties at guiding pedestrians and vehicles at pedestrian crossings in front of schools.

‘Vehicle’ shall mean any conveyance **used as an instrument of conveyance under the Motor Traffic Act.** It can include any conveyance, bicycle rickshaw used for transporting passengers

“Pedestrian crossing” shall mean a place shown differently with coloured lines or other means for the walking road users with road signs for crossing road “cross here”.

“Driver” shall mean a person driving push bicycle or tricycle driven mechanically or other means or a person pushing cart or pulling cart or a person pulling rickshaw are classified as drivers under Motor traffic Act

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- 20 In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PART III - Standard By-Laws for formalizing regularizing, regulating, monitoring and controlling Solid waste Disposal within the administrative area of the Municipal Council

Name of By-Law.	1 These By-Laws may be cited as By-Laws for solid waste management through formalizing regularizing, regulating, monitoring and controlling solid waste dumped at road sides, public places, marshy lands, low lying areas, water courses and provide for matters connected therewith or incidental thereto within the administrative area of the Municipal council.
Objective.	2 These be laws are framed under Section 4 of Municipal Councils Ordinance No. 29 of 1947 for the purpose of ensuring management with regard to solid waste dumped at road sides, public places, marshy lands, low lying areas, water courses emission and waste and provide for matters connected therewith or incidental thereto within the administrative area of the Municipal council.
Legislative enactment for framing by-laws.	3 These be laws are framed in terms of powers vested in the Municipal council under Section 129,130,131 of the Municipal Councils Ordinance No. 29 of 1947 and Section 272(5) .
Tasks to be executed(4-17)	4 It shall be the responsibility of every owner or occupant of any premises to maintain his/her premises free of waste and in a hygienic manner. 5 It shall be the responsibility of every owner or occupant of any premises to collect, separate, transfer and dispose of the waste generated in his/her premises as stipulated in the By-Laws.

- 6 It shall be the responsibility of every owner or occupant of any premises to employ method of sweeping or any other method in his/her premises to collect the waste on a daily basis.
- 7 It shall be the responsibility of every owner or occupant of any premises to separate or cause to separate the collected waste as depicted in by laws 8-28.
- 8 It shall be the responsibility of every owner or occupant of any premises to use Dustbins or bags or containers in a safe manner to collect or transfer or dispose of waste as depicted in by laws 8-28. In case the bags or dustbins or contains have become unusable due to damages therein those items may not be used for the purpose of waste disposal. When the owner or occupant of the premises request, Municipal council may provide those Dustbins or bags or containers to owner or occupant of the premises free of charge or at a subsided cost.
- 9 Where an owner or occupant of any premises, in terms of By-Laws 11 fails to get permission to recover, compress, collecting or remove, an owner or occupant of any premises may hand over the waste to the garbage collector.
- 10 Waste which were not removed by recovering, compressing, collecting in terms of by-law 11, shall be removed by the garbage collector authorized by the By-Laws 18(iii) as per the provisions of the By-Laws from 8-26.
- 11 An owner or occupant of any premises may dispose of the waste within his/her premises except prescribed under (a) and (b).
 - a. Areas banned by Municipal council to dump waste.
 - b. Certain kind of waste determined by the Municipal council.
- 12 An owner or occupant of any premises may burn the waste in an incinerator in terms of the regulations approved by Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner or An owner or occupant of any premises may compress, organize and bury within the backyard of the premises in terms of regulations approved by Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner.
- 13 Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner may supply a 'compost container' to any owner or occupant of any premises who have sufficient area within the premises to maintain compost container and store the waste, on request by him/her, Mayor or Municipal commissioner or any officer authorized by Mayor or Municipal commissioner shall approve such request.
- 14 An owner or occupant of any premises may manufacture or compress the waste generated by home garden in terms of regulations approved by Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner. An owner or occupant of any premises may hand over the rubbish to the garbage collector or authorized employee on payment of a fee determined time to time by the council.
- 15 Where an owner or occupant of any premises trim or cut or fell any part of a tree within the bounds of the adjoining premises hanging over his/her property line owner or occupant shall forthwith remove the trimmed part or cause to remove. If not on a payment of a fee to the Municipal council shall hand over the trimmed part to the garbage collector.

- 16 It shall be the responsibility of every owner or occupant of any premises to prevent their domestic animals roaming and dropping feces, dung and waste on public places or streets. If not It shall be the responsibility of owner or occupant of the premises to remove such waste.
- 17 It shall be the responsibility of every owner or occupant of any premises to specify method for disposal of solid waste and other waste generated and compressing compost making in the application when applying for permission to construct or repair his/her house.

18 Premises

Functions to be
executed (18-19)

- i. It shall be the responsibility of the owner or occupant of any premises to segregate the waste generated within the place in the following methods :
- (a). Kitchen waste and biological waste,
 - (b). Recycle and reuse waste,
 - (c). Nuisance creating waste,
 - (d). Carcasses of dead animal's parts of the dead animals and dirt,
 - (e). Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of the owner or occupant of any premises to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe manner covered in moisture free containers avoiding access to rats, variety of insects and animals and keep in a reserved place.
- Carcasses of animals, parts of the dead animals or waste be removed in appropriate manner and hand over to the garbage collector on a payment of a fee decided time to time by the Municipal council.
- iii. Every owner or occupant of any premises may hand over the waste specifically mentioned under sub sections (a) and (b) of By-Laws 18(i) to the garbage collector or authorized employee and failing which owner or occupant along with waste specifically mentioned under sub sections (c) of By-Laws 18(i) may hand over the waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers determined by the Municipal council.
- 19 i. It shall be the responsibility of every owner or occupant of apartment complex or block of flats to segregate the waste as follows;
- (a). Kitchen waste and biological waste,
 - (b). Recycle and reuse waste,
 - (c). Nuisance creating waste,
 - (d). Carcasses of dead animal's parts of the dead animals and dirt.
 - (e). Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of every owner or occupant of apartment complex under By-Laws 19(i) to keep in readiness clean and good quality dustbins /bags/containers as advised

- by the Mayor or Municipal commissioner or any officer authorized by Mayor or Municipal commissioner.
- iii. In the event the owner or occupant of apartment complex under By-Laws 19(i) contravenes provisions of By-law 19(2) Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall demand owner or occupant to keep ready those dustbins /bags/containers on or before a date specified by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner. It shall be the responsibility of every owner or occupant of apartment complex to conform to the requirements specified by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner.
- iv. (iv). It shall be the responsibility of owner or occupant of apartment complex living in the upstairs or down stairs to dispose of the segregated waste into the appropriate coded containers.
- v. It shall be the responsibility of owner or occupant of apartment complex to hand over the waste mentioned under sub section (a) and (b) of By-law 19(i) to the garbage collector. Failing which owner or occupant shall hand over the waste mentioned under Sub section (c) and (d) along with the former waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers constructed by the Municipal council.
- vi. Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner, shall with the prior approval obtained from the monthly meeting of the council, issue dustbins /bags/containers to those living in shanties/slums free of charge.
- vii. It shall be the responsibility of every owner or occupant of any dwelling house in shanty/ slum to collect, separate as mentioned below and dispose of the waste into dustbins / containers in close proximity to shanty/slum;
- (a). Kitchen waste and biological waste
- (b). Recycle and reuse waste
- viii. Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall have the powers to grant permission to the garbage collector to remove garbage classified under sub section (a) and (b) of by-law 19(i)

20 Commercial establishments and offices

- i. It shall be the responsibility of the owner of Commercial establishments and offices to segregate the waste generated within the place in the following methods :
- (a). Kitchen waste and biological waste,
- (b). Recycle and reuse waste,
- (c).. Nuisance creating waste,
- (d). Carcasses of dead animals parts of the dead animals and dirt,
- (e). Dust and dried waste generated by sweeping the premises.

- ii. It shall be the responsibility of the owner of Commercial establishments and offices to collect segregated waste in different bags and keep in a reserved place.
- iii. It shall be the responsibility of owner of commercial establishment or the office to hand over the waste mentioned under sub section (a) and (b) of by-law 20(i) to the garbage collector.
- iv. It shall be the responsibility of owner of commercial establishment and offices in the upstairs or down stairs to dispose of the segregated waste in the appropriate coded containers in conformity with the requirements specified by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner. For this purpose Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner may arrange to supply required dustbins /containers commercial establishment and offices
- v. Every owner of commercial establishment and offices may hand over the waste specifically mentioned under sub sections iv of By-Laws 20 the waste be separated and deposited into the bags or containers. Every owner of commercial establishment and offices has the right to hand over the specifically classified waste to the garbage collector.
- vi. Waste that was specifically mentioned under by-law(i) not collected by garbage collector and the waste specifically mentioned under sub sections (a) and (b) of by-law 20(i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Municipal council
- vii. It shall be the responsibility of owner of commercial establishment and offices to look after health of the employees of commercial establishment and offices engaged to handle disposal of the waste and handling the dustbins /containers mentioned under by-law.

21 Restaurants

- i. It shall be the responsibility of the owner or a person authorized by him to segregate the waste generated within the place in the following methods
 - (a). Kitchen waste and biological waste,
 - (b). Recycle and reuse waste,
 - (c). Nuisance creating waste,
 - (d). Carcasses of dead animal's parts of the dead animals and dirt,
 - (e). Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of the owner or a person authorized by him to collect segregated waste in different bags and keep in a reserved place.
- iii. It shall be the responsibility of owner or a person authorized by him to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe lids made of plastic or metal containers avoiding access to rats, variety of insects and animals and keep in a reserved place

- iv. It shall be the responsibility of owner or a person authorized by him to hand over waste specifically mentioned under sub section (a) and (b) of By-laws 21(i).
- v. Waste that was specifically mentioned under by-law 21(iv) not collected by garbage collector and the waste specifically mentioned under sub sections (i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Municipal council

22 Fruits and vegetable selling centers

- i. It shall be the responsibility of the owner of **Fruits** and vegetable selling centers or a person in charge to segregate the waste generated within the place in the following methods
 - (a). Kitchen waste and biological waste,
 - (b). Recycle and reuse waste,
 - (c). Nuisance creating waste,
 - (d). Carcasses of dead animal's parts of the dead animals and dirt,
 - (e). Dust and dried waste generated by sweeping the premises .
- ii. It shall be the responsibility of the owner of Fruits and vegetable selling centers or a person in charge to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe covered, moisture free containers avoiding access to rat's variety of insects and animals and keep in a reserved place.
- iii. It shall be the responsibility of owner of Fruits and vegetable selling centers or a person in charge to hand over the waste mentioned under sub section (a) and (b) of by-law 19(i) to the garbage collector. Failing which owner or occupant shall hand over the waste mentioned under sub section (c) and (d) along with the former waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers constructed by the Municipal council.

23 Pavement Hawkers vending

- i. It shall be the responsibility of every vendor to segregate the waste generated within the place in the following methods .
 - (a). Kitchen waste and biological waste,
 - (b). Recycle and reuse waste,
 - (c). Nuisance creating waste,
 - (d). Carcasses of dead animals parts of the dead animals and dirt,
 - (e). Dust and dried waste generated by sweeping the premises .
- ii. It shall be the responsibility of the vendor to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe covered, moisture

free containers avoiding access to rats variety of insects and animals and keep in a reserved place

- iii. Waste that was specifically mentioned under by-law(i) not collected by garbage collector and the waste specifically mentioned under sub sections (a) and (b) of by-law 23(i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Municipal council

24 **Factories.**

- i. It shall be the responsibility of the every owner of a factory or producer to segregate the waste generated within the place in the following methods;
 - (a). Kitchen waste and biological waste,
 - (b). Re-cycle and reuse waste,
 - (c). Nuisance creating waste,
 - (d). Carcasses of deed animals parts of the dead animals and dirt,
 - (e). Dust and dried waste generated by sweeping the premises .
- ii. Carcasses of animals ,parts of the dead animals or waste be removed in appropriate manner and hand over to the garbage collector on a payment of a fee decided time to time by the Municipal council
- iii. owner of a factory or producer shall, subject to the conditions prescribed under the National environment Act No.47/1980, dispose of the waste.

Tasks to be executed.

25 **Excavation, construction and demolition.**

- i. Waste generated during excavation of a highway road or street or public place or constructing a building or demolishing shall be stored in a land approved by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner till removal of waste in appropriate manner
 - ii. Waste mentioned under by-law 25(i) be removed in appropriate manner and handed over to the garbage collector on a payment of a fee, decided time to time by the Municipal council
- #### 26
- i. Anyone involved in providing services or utility services such as gas,electricity,water,telephone or constructing a road or a path or excavating a public site shall obtain prior approval from Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner
 - ii. Where the applicant is unable to remove the waste generated after completing the proposed project before obtaining prior approval the applicant shall pay attention to this situation. Applicant shall deposit an amount equivalent to the estimated amount for removing the waste before obtaining prior approval.
 - iii. Where any one fails to remove the waste in full or fails to remove a portion of the waste or does not show interest to remove the waste, based on the decision made by the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner, shall be removed. Under the provision of By-Laws 26(i) the cost shall be deducted from the deposit

27 Private hospitals

Tasks to be executed.

- i. It shall be the responsibility of the owner or Private hospitals to segregate the waste generated within the place in the following methods:
 - (a). Kitchen waste and biological waste
 - (b). Recycle and reuse waste
 - (c). Waste except waste mentioned under (d) of this by-law
 - (d). Nuisance creating waste
 - (e). Dust and dried waste generated by sweeping the premises
- ii. It shall be the responsibility of the owner of private hospital to collect segregated waste specifically prescribed under (a) and (b) of By-Laws 27(i) in different bags and keep in a reserved place and waste specifically prescribed under (c) and (d) of By-Laws 27(i) in different bags and keep in a reserved place. The waste shall be removed in terms of the regulations under National environment protection Act, No.47 of 1980
- iii. waste specifically prescribed under (a) and (b) of By-Laws 27(i) \ shall be handed over to the garbage collector on a payment of a fee decided time to time by the Municipal council

28 Other premises

Tasks to be executed.

- i. Where a person initiates a commercial venture not stated under By-Laws 8-27 or a person who organize or conduct religious, social cultural or educational activity and the person caused generation of waste as a result of the above activities carried out, the person shall segregate the waste generated within the place in the following methods:
 - (a). Kitchen waste and biological waste
 - (b). Recycle and reuse waste
 - (c). Nuisance creating waste
 - (d). Dust and dried waste generated by sweeping the premises
- ii. It shall be the responsibility of the person who organize or conduct the activities stated under by-law 28(i) shall inform the Municipal council in time of his/her special arrangement for collection of waste
- iii. It shall be the responsibility of the person to segregate the waste and keep in separate containers at a reserved place
- iv. waste specifically prescribed under (a) and (b) of By-Laws 28(i) in different bags and keep in a reserved place and waste specifically prescribed under (c) and (d) of By-Laws 28(i) in different bags shall be handed over to the garbage collector on a payment of a fee decided time to time by the Municipal council

29 Public roads and public places

Mayor or Municipal commissioner shall plan, control following discussion and approval from the council and administer the following functions:

Tasks to be executed.

- i. Maintenance of roads, paths, public places, drainages, water running channels and public markets in clean and hygienic manner within the administrative area of the Municipal council
- ii. Supplying, installing and maintaining of adequate containers at both road sides at public places
- iii. Supply of mobile containers at public places during festivals or special programmes or periods as per council resolution at the request of the organizers of such festivals or special programmes
- iv. Maintenance of waste tanks and containers fixed at residential areas in clean and hygienic manner and remove the waste in the tanks and containers before the waste becoming nuisance to the residents
- v. Initiating prompt action on complaints regarding the functions in the preceding paras

Tasks not to be
carried out.
(30-40)

- 30 It shall not be allowed to collect and store the waste in dangerous manner hurting the health facilities of the area and public health of the residents, guests and neighbors
- 31 No any person shall be allowed to dispose of waste at roads, paths, public places, drainages, water running channels and public markets, environs, rivers, ponds or seas
- 32 No any person shall be allowed to burn waste at open places and roads damaging the environment within the administrative area of the Municipal council
- 33 No any person shall be allowed to leave or throw or drop waste at road or paths or public places from vehicles within the administrative area of the Municipal council
- 34 No any license holder issued license by the Municipal commissioner under the Butchers ordinance shall be permitted to slaughter any animals and birds other than the permitted animals and birds at the approved place
- 35 Pavement hawker conducting waste generating vending shall maintain containers or dustbins to collect waste as per the standard requirements approved by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall not be allowed to dispose of at pavement or road or public places
- 36 No Pavement hawker shall be allowed to keep containers or dustbins so as to disturb the traffic of vehicles and pedestrians
- 37 Every pavement hawker shall hand over waste specifically prescribed under (a) and (b) of By-Laws 28(i) in different bags and waste specifically prescribed under (c) and (d) of By-Laws 28(i) in different bags to the garbage collector on daily basis. No Pavement hawker shall be allowed to keep containers or dustbins at pavement or road or public road or highways on non-business days
- 38 No any person shall be allowed to leave or store waste from moisture related commercial establishments, industrial establishments or any waste in containers provided by the Municipal council specifically for dirt and waste
- 39 No any person without permission shall be allowed to engage in following activities within areas reserved for disposal of waste;
 - i. to enter and move into the area

- ii. to drop or dispose of any material or alter the existing position
- iii. to drop or dispose of any prohibited waste decided by the council time to time unless the council approve under special circumstances
- 40 No any person shall be allowed to leave or store waste in any land or premises within the administrative area of the Municipal council without the written approval of the Mayor or the Municipal Commissioner or Central environment authority.
- 41 Mayor or Municipal commissioner shall plan, control following discussion and approval from the council and administer the following functions. Functions to be executed by Municipal Council
 - i. Encourage and involve the public in Reducing, Reuse and Recycling and encourage those willing to involve.
 - ii. Promoting through publicity campaign and media on the importance of segregation of waste, collection, storing and disposal.
 - iii. Extending facilities to small and medium entrepreneurs engaged in Reuse and Recycling
 - iv. Following other models of solid waste disposal.
 - v. Preparing schedule and implementing a programme to communicate with public and inform them of details such as date and time of collecting waste, methods, fees and charges and collection of waste on public holidays as decided by the council on every areas and type of waste within the administrative area of the Municipal council.
 - vi. Causing collection of waste and other waste, which was not handed over according to the schedule, to the authorized garbage collector at appropriate time .
 - vii. Causing transporting of waste from sweeping streets and dangerous waste and other waste, which were not handed over to the authorized garbage collector in safe and hygienic manner.
 - viii. Causing collection of waste from sweeping streets and cleansing drainage and other waste collected from tanks and containers which were not handed over to the authorized garbage collector other than dangerous waste or any other waste declared by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner .
 - ix. Causing appropriate action to process treatment and compression in fully or partially the kitchen waste and biodegradable waste collected by Municipal waste collector and causing action to dispose of the residue and the rejected portion from the treatment process based on the method devised by Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner.
 - x. Causing action to dispose of the dangerous waste based on a decision arrived at after consultation Mayor or Municipal commissioner had with Central environment authority.
 - xi. Causing action to waste incineration or landfilling in hygienic manner as per the requirements stated in permit under the provisions of National Environment Act No.47/1980 or environment protection permit .
 - xii. Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall cause to provide protective over clothes, face masks, hand gloves and gum boots to the employees engaged in street sweeping, collecting, separate and segregating of waste.

Charges and fees

- xiii. Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall cause to examine and approve the details such as solid waste storing and disposing methods stated by those who apply for approval to construct or repair a house or other improvements in the land .
 - xiv. Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall cause to prepare a mechanism for solid waste disposal within the premises where the Municipal council is located
 - xv. Cause to prepare solid waste disposal management plan subject to the National strategy for Solid waste disposal Management of 2000 and relevant Acts for every calendar year with comprehensive details for ensuing three-year period and obtaining approval from the council based on chronological sequence covering three years and implement the programme of solid waste disposal
 - xvi. Mayor shall cause action to investigate the complaints received with regard to Paras i to xv of by-law 41 and cause action to take remedial solution pertaining to public nuisance within 3 days and others within 14 day.
- 42 i. Council shall issue license to a person who apply for approval for reuse, recycling, or compost or biogas manufacture from waste and satisfy the following requirements
- (a). Already running venture within the administrative area of the Municipal council conforming to the By-Laws approved by the council.
 - (b). Retaining an Environment protection permit issued under National Protection Act No.47 of 1980.
 - (c). Obtaining council approval for constructing waster collecting centers as per the standards specified by the council.
 - (d). Organizing vehicles for transporting waste in safe and hygienic manner without creating nuisance to the public as recommended by the mayor or Municipal commissioner.
 - (e). acceptance from person running the venture engaged in recycling or compressing waste to hand over the residue and the waste that were not converted into by products to the Municipal council on a payment of a fee, decided time to time by the Municipal council.
- ii. where the council reject issue of environment protection permit, it is lawful for the council to give reasons, in case applicant requests for reasons, in writing to the applicant for rejection or disapproval of the application within 30 days of receipt of the application.
 - iii. it is lawful for the council to incorporate the kinds of waste collected, areas approved for collection of waste and other relevant conditions in the permit issued for collection of waste.
 - iv. it is lawful for the council to revoke the permit/license under this by-law when the licensee fails to conform to the provisions under By-Laws 42(i)
 - v. No any person shall be allowed to collect or receive waste when the permit/license is revoked under by-law 42(iv). It is lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to organize awareness programmes and media news release for the public to inform them that the permit/license has been revoked.

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| 43 | Under the By-Laws Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner shall have the powers to carry out inspection within the administrative area of Municipal Council. | Delegation of powers. |
| 44 | Validity of every license or permit issued under the provisions of the By-Laws shall expire on 31 st December each year for which license or permit has been issued unless the validity is cancelled earlier. | Validity period of the license(44-47). |
| 45 | Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner shall have the powers to inspect the sites and lands as stated in the By-Laws. | |
| 46 | Under the By-Laws owner/occupant of the places stated in the permit /licensee shall cooperate with the Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner to carry out inspection and shall not obstruct such inspection. | |
| 47 | In the event the owner/occupant/ licensee contravenes provisions of this by-law or any section of the By-Laws Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date. | |
| 48 | It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to inspect the standards prescribed in By-Laws within the specified period at the licensed premises | Procedure for inspection and powers (48-49). |
| | Where a notice served under By-Laws, any person who receives such notice shall comply with such notice before specified date, the Mayor or Municipal commissioner may extend the specified date in the event of acceptable reasons submitted by the owner or occupier of the premises. However, the extension shall not exceed 14 days | |
| 49 | It shall be lawful for the Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner to cancel the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of the By-Laws 47 and 48 | |
| 50 | Any licensee within the administrative area of the Municipal council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days | Complaints and resolving mechanism. |
| 51 | Any breach of any provision of the Bylaws shall be an offence | Violations of by-laws |
| 52 | Violation or breach of any provision of these By laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under sub section (a) and (b) of chapter 267(3) of Municipal council ordinance Chapter 252, Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3). | Fines and Penalties |
| 53 | Unless the context otherwise requires, in these By-Laws "The Mayor" shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance. | Definition and interpretation |

"Municipal Commissioner" in relation to any Municipality, shall mean the Municipal commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform,

discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.

“Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality.

“Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.

“Licensee” shall mean a person whosever obtained a license under the By-Laws and a person who is responsible for management of the business at a premises authorized by Municipal Council.

“Licensed premises” shall mean place for which license has been issued to take all activities under the By-Laws.

“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued” .

“Office” shall mean the place mentioned under chapter 120 of Commercial institutions and offices Act No.19/1964.

"Owner or occupant" shall mean owner of any premises or commercial establishment or person in charge of premises or commercial establishment.

“Commercial establishment” shall mean a place where products are kept for wholesale or retail business, including Hair dressing centers and places selling food and beverages.

“Restaurant” shall mean place with or without facilities for lodging where food beverages are sold. This include eating house, guest house, inns, rest house, rice eating houses and premises supplying food like eating houses.

“Factory” shall mean a place stated under Industrial Ordinance 45/1942.

“Waste or Solid waste” shall mean, sand, mud, dust, ash waste generated during demolishing building, street sweeping garbage.

“Hospital” shall mean places where feeble people or people with infectious diseases or animals are admitted for treatment and places with facilities for admitting people for treatment and include treatment wards, clinic, inpatients department, maternity facilities and veterinary hospital.

“hazardous waste” shall mean parts of organs, blood, blood clot and other materials threatening infection including waste, injecting syringes.

“Collection” means, the receipt of waste by an Authorized Collector or Municipal Waste Collector for transportation for refusing, recycling, processing, treatment or disposal facilities.

“Compost” means, the final product of the bio degradation of waste by microorganism and it is a humus that could be functions as soil conditioner;

“Discharge” means where part or all of the waste produced by a person or premises and put out for collection either within or outside their premises or given to Authorized Collectors or Municipal Waste Collectors;

“Disposal” means, the placement of all waste that is neither re-used, recycled, processed or treated, on or in land where it is intended to stay permanently;

“Food Waste” means, all meat, fish, eggs, vegetables, fruits and other edible materials that cannot be used for consumption;

“Garden Waste” means, parts removed from trees or plants in a home garden or stones, soil ect. removed from a home garden;

“Hazardous Waste” means, waste that is poisonous, corrosive, combustible, reactive, radioactive of infectious in nature;

“Municipal Waste Collector” means, an employee engaged by the Council for sweeping, collection, receipt or removal of waste from bins or receptacles or a person who has entered into a contract with the Council or perform such duties;

“Owner or occupier” includes the owner of the premises or any person who holds power of attorney on behalf of the owner or an agent or caretaker appointed to manage the industry, factory, or recipient of rent and does not include a manager who acts under the order of another person;

“Public place” means, a road, ground, public land, road reservation, playground, public building, cemetery, bus stand, railway station, river, canal, stream, lake, reservoir, pond, pool, lagoon, tributary, waterway, sea, beach or any other places commonly used by the public;

“Recyclable Waste” means, by waste that can be used to produce new goods by changing their form in the process so that they are no longer recognizable as waste;

“Reusable Waste” means, waste that can be utilized after washing, disinfection, or cleaning by other means;

“Sanitary landfill” means, the final disposal of waste in a ground in accordance with the accepted standards in Sri Lanka to minimize the associated social, health and environmental impacts:

“Segregation” means, separating waste into different types according to the categories used in these By-laws:

“Solid Waste” means, substances which have no consumer value to person who abandoned them and includes rubbish, garbage, litter, street sweepings, drain cleanings, dust, soil, mud and ash;

“Storage” means, keeping waste within the premises of an owner or occupier or placing it at an approved public collection point

“Transfer Station” means, any place specified by the Council for this purpose where waste is transferred from smaller to larger vehicles for the purposes of improving the transportation efficiency of the waste from the transfer station to any recycling, processing, treatment or disposal facility;

“Transport” means, transporting waste from the collection point to processing, treatment or disposal facilities using some form of human or animal or mechanically powered vehicle;

Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail

- 54 In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

CHAPTER-9

PART I – Standard By-Laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics within the administrative area of the Municipal Council.

Name of By Law	1. These standard by laws may be cited as the By-laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics and provide for matters connected therewith or incidental thereto within the administrative area of the Municipal Council.
Objective	2. These be laws are framed under section 4 of Municipal Councils Ordinance No. 29 of 1947 for the purpose of maintaining hygiene and health of the public who reside within the administrative area of the Municipal council.
Legislative enactment for making By-Laws.	3. These be laws are framed under section 267(1) of Municipal Councils Ordinance No. 29 of 1947 read with section 272(5)(h) by which powers are vested in the Municipal Councils.
Tasks to be executed(4-5).	<p>4. In order to eradicating mosquito breeding and disease inflicting insect breeding every occupant of the premises within the administrative area of the Municipal Council shall.</p> <ol style="list-style-type: none"> remove or destroy open tins, bottles, boxes, plastic cans,tyres,coconut shells, split coconuts, and any other article or receptacle or vessel preventing water stagnation, maintain gutters, pipes in residential or non-residential buildings and maintain drainage system in the home gardens for smooth flow of water and monitor frequently and remove blocks which prevent smooth flow of water, maintain in good repair closed and covered all water closets,tanks,and other respects for water so as to make it mosquito proof and insect proof and undertake all necessary arrangements for the prevention of mosquito breeding and disease inflicting insect breeding residential or non-residential premises, maintain in good repair any well in the premises to prevent mosquito breeding and disease inflicting insect breeding, maintains in good repair any artificial pond or pool in such premises to be emptied and cleaned periodically at least once in every week, maintain in good repair on a daily basis the drainage system in the premises and home gardens for smooth flow of water so as to preventing water stagnation, remove all shrubs, undergrowth and all other types of vegetation other than grown for purpose of food or ornamental purposes be removed from the buildings and dwelling area, 5 meters around, and maintain in hygienic manner,

- viii. all quarries, abandoned pits, ground pits or any other pits used for any other purposes be monitored and maintained so as to prevent water stagnation,
 - ix. remove and destruct all land grown ornamental plants and aquatic plants and other plant families found within such premises which may facilitate mosquito breeding and disease inflicting insect breeding in order to prevent communicable diseases and remove floating plants or part of plants along with any water course and erecting suitable barriers,
 - x. maintain in good repair any latrine, ditch, sewage, cess-pit or sealed pits found in such premises and its surroundings so as to make it mosquito proof to prevent mosquito breeding,
 - xi. construct cemeteries and erect monuments as a symbol of honour to the deceased with necessary preventive measures so as to prevent water stagnation.
5. Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner may inspect such places where such inspection is deemed necessary and after inspection may inform the owner or occupier of the premises in writing to undertake measures to eradicate mosquito and destroy mosquito breeding and the owner or occupier of the premises shall comply with such notice within the period specified in such notice.
 6. No person who may be the owner or occupier within the administrative area of Municipal Council shall be permitted in any manner to mosquito breeding or spreading or insect breeding. Non executable
Tasks (6-7)
 7. No person who may be the owner or occupier of any premises within the administrative area of Municipal Council shall, without the written approval of the Mayor, be permitted to construct a well, tank, pond, water receptacle, ornamental showers or any other structure where water can get collected or stored .
 8. Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner may at any time of the day between 6 a.m to 6 p.m may enter any premises within the area of authority of the Municipal Council and inspect such premises to ensure the following; Functions of the
Municipal
council
(8-11)
 - i. whether such place is a mosquito breeding place,
 - ii. whether the occupier of the premises has complied with the provisions of the By-laws,
 - iii. whether measures have to be taken to prevent the breeding of and destroy the mosquito and what type of measures to be initiated and,
 - iv. whether the spraying of insecticides within the premises effective.
 9. Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal Commissioner may, after inspection of such premises, by a written notice served on the owner or occupier of such premises require him/her to comply with measures to be taken to prevent the breeding of and destroy the mosquito.

10. Where any construction is done in contrary to provisions of section (7) Mayor or the Municipal Commissioner or any officer authorized by Mayor or Municipal may, after inspection of such premises, by a written notice served on the owner or occupier of such premises require him to fill up such well, tank, pond, water receptacle, ornamental showers or any other structure where water can get collected or stored with specified material or destroy otherwise or alter same in the manner specified in such notice within the period specified in the notice.
11. Any notice under by law 5 or 6 may either be served by delivering it personally to the owner or occupier of the premises or by affixing such notice in a conspicuous place in such premises.
- Delegation of powers. 12. It shall be lawful to the Mayor or Municipal Commissioner to delegate powers functions and duties vested in or imposed or conferred upon Mayor or Municipal Commissioner to any officer of the Municipal Council by such provisions of the BY laws.
- Procedure of inspection and powers (13-16). 13. Under the By-laws Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner shall have the powers to carry out inspection within the administrative area of Municipal council.
14. Under the By-laws any inhabitants dwelling within the administrative area of Municipal Council shall cooperate with the Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner to carry out inspection and shall not obstruct such inspection.
15. Where a notice served under by-laws 9,10 on the owner or occupier of the premises he/she shall comply with such notice before specified date, the Mayor or Municipal commissioner may extend the specified date in the event of acceptable reasons submitted by the owner or occupier of the premises. However, the extension shall not exceed 14 days.
16. Where the owner or occupier of the premises on whom a written notice has been served under by-law 15 fails to comply with the requirements of such notice Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner or by the officer who published such notice or any one authorized by the Mayor in writing may enter such premises at any reasonable time between 6 a.m to 6 p.m with any assistants or servants and carry out the work or measures as specified in such notice.
- Complaints and resolving mechanism. 17. Any resident within the administrative area of the Municipal Council may verbally or in written form communicate any complaint to the Municipal Commissioner or any officer to whom powers are delegated. Municipal commissioner or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.
- Violations of By-laws. 18. Any breach of any provision of the Bylaws shall be an offence.

19. Where the Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner execute or perform the task or tasks specified under by-law 16, owner or occupier of the premises shall be liable to pay the cost incurred for such execution or performance of the task or tasks specified under by-law 16. The owner or occupier of the premises shall within 14 days from the date of a request under the hand of the Mayor for the payment of such expenses make the payments to the Municipal council. Where owner or occupier of the premises fails to pay such expenses within 14 days It shall be lawful for the Municipal Council to recover such expenses as penalties.
20. Violation or breach of any provision of these By laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under sub section (a)and (b) of Chapter 267(3) of Municipal Council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3).
21. Unless the context otherwise requires, in these by-laws”The Mayor” shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.
- “Municipal Commissioner” in relation to any Municipality, shall mean the Municipal commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.
- “Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality.
- “Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.
- “Chairperson of Meeting”
- means the Mayor presiding over meetings of the Council for the time being or the Deputy Mayor of the Council who takes the Chair in his absence and it also includes any other member elected on the vote of the members for the Chair in the absence of both the Mayor and the Deputy Mayor.
- “Owner “shall mean any owner or lessee of a premises or any person who has any right to the rent or produce of the premises.
- “Occupier” shall mean a person in occupation of any premises or having the charge, management or control thereof, whether on his own account or as an agent of any other.

Fine and Penalties (19-20)

Interpretation and Definition

“Disease inflicting insects” shall means mosquitoes and other insects which transmit diseases.

“Premises” shall mean, any land, house, building or any construction, or any well being used or abandoned or any abandoned ship, container or vehicle and also includes any pond, tank or any bank of any lake, water course, drain or river.

Any
Inconsistency
between Tamil
Sinhala and
English texts
Tamil text shall
prevail.

- 22 In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PART II – Standard By-laws for regularizing, regulating, monitoring and controlling and administrating public health within the administrative area of the Municipal Council.

Name of By-Laws	1 These By-laws may be cited as By-Laws for regularizing, regulating, monitoring and controlling and administrating Public health and provide for matters connected therewith or incidental thereto within the administrative area of the Municipal council
Objective	2 By laws are framed to make provisions to maintain and promote public health ensuring supply of wholesome food items and preventing obstacles for travelling of the people residing within the administrative area of the Municipal council under section 4 of Municipal Councils Ordinance No. 29 of 1947
Legislative enactment for framing by-laws	3 These be laws are framed under section 267(1) of Municipal Councils Ordinance No. 29 of 1947 read with section 272(5) by which powers are vested in the Municipal councils.
Tasks to be executed (4-5)	4 It is lawful for the owner of a dead animal to bury carcass safely within 12 hours. In case the owner is not available it is the responsibility of the owner of the place where the animal was dead. 5. It is lawful for the owner or the resident of the premises to remove all shrubs, undergrowth and all other types of vegetation open tins, bottles, boxes, plastic cans, tyres, coconut shells, split coconuts, and any other article or receptacle or vessel preventing water stagnation and maintain the premises in clean and safety manner
Non-executable Tasks (6-16)	6. No person shall be allowed to remove or destroy any mark or notice prescribed under section i of By law 17 without the permission of the Mayor or Municipal Commissioner. 7. No person who has been infected by any of the diseases mentioned under section i of By law 17 shall be allowed to loiter in public places road or street 8. No person shall be allowed to keep any infected child or person naked in public places road or street, and to let any infected child or person to loiter in public places road or street under section i of By law 17 9. No opposite sex shall be allowed to enter into public bathing places designated by the Municipal Council exclusively for male and females

10. i. No person who has been infected by disease/skin disease causing agent shall be allowed to use public bathing places or to wash clothes at public bathing places till disease causing agent have been killed or till the infected person has been completely cured No person who has been infected as mentioned in by law.
- ii. shall be allowed to bathe or wash from the water received from any health person within 10 meter perimeter from the well for his personal use
11. No person shall be allowed to collect water in unhygienic vessels from any common wells or bathing places No any person
12. i. shall be allowed to wash or attempt to wash any material at the public well or near it reserved as common bathing place.
- ii. shall be allowed to carry, chase, or tug any animal to any common bathing place shall be allowed to dirt any public well or public bathing place or its environs
13. No any person shall be allowed to use any place mentioned under By-law 12 for any purpose other than such purpose mentioned under By-law
14. i. No any person shall be allowed to place waste dump, pig pit, latrine pit, cattle farms, cattle ranch, damaged channels within 15 meter parameter from any common well or any water spring or any other water resource from where water is fetched for use
- ii. No agricultural land within 15-meter parameter from any common well or any water spring or any other water resource be allowed to use any fertilizer or insecticides causing pollution.
- iii. No any person shall be allowed to dig well for personal use within 15 meter parameter from any land where fertilizer and insecticide are applied, waste dump, pig pit, latrine pit, cattle farms, cattle ranch,
15. No any person shall be allowed to dispose of solid waste, odorous materials or any unusable materials in any land not owned by such person or any road/street or public place
16. No any person shall be allowed to defecate at any place which has not been reserved for that purpose.
17. i. It is lawful for Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner in writing to display visible special mark or to cause to display such mark until a period decided by Mayor or Municipal commissioner on the house or building where an infected or a person with skin disease resides
- ii. (ii). It is lawful for Mayor or Municipal commissioner or any officer authorized by Mayor or Municipal commissioner in writing to ban bathing or washing at common well or drinking water source

Functions of the
Municipal
council.

	<p>iii. (iii). It shall be the duty of Municipal council to immediately remove carcass of dead animal laying on public road or place to bury or cause appropriate action to bury in case the owner's identity is not available</p> <p>iv. (iv). Municipal council may at its discretion reserve ponds for washing clothes, bathing or bathing animals or other places for fetching waterv.</p> <p>v. Municipal council may at its discretion reserve ponds or other water springs for human use</p>
Delegation of powers.	18. Under the by-laws Mayor or Municipal commissioner and any officer authorized by Mayor or Municipal commissioner shall have the powers to carry out inspection within the administrative area of Municipal council
Violation of By laws.	19. Any person who violates any provisions of these By-laws shall be guilty of an offence
Fine and Penalties.	20. Violation or breach of any provision of these By- laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Municipal limits and liable to the penalties under chapter 267(3) of Municipal council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of chapter 267(3).
Interpretation and Definition.	<p>21. Unless the context otherwise requires, in these by-laws-</p> <p>“The Mayor” shall mean who has been elected as Municipal Mayor in terms of the provisions of the Local Authorities Elections Ordinance.</p> <p>“Municipal Commissioner” in relation to any Municipality, shall mean the Municipal commissioner of the Municipal Council constituted or deemed to be constituted under this ordinance for that Municipality. Any person appointed to act as such Municipal Commissioner or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Commissioner to the extent to which such officer is so empowered.</p> <p>”Municipal Council” shall mean, the Municipal Council constituted under the Ordinance for Municipality.</p> <p>“Authorized Officer” shall mean any officer given authority in written by the Mayor or Municipal Commissioner to carry out particular duty.</p>
Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.	22. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PROVINCIAL COUNCIL NOTIFICATION

Northern Province Provincial Council

Local Authorities (Standard By-Laws) Act, No. 6 of 1952

DRAFT STANDARD BY-LAWS FOR URBAN COUNCILS

Draft By-Laws for the Urban Council Chapter VII to IX made by me, C. V. Wigneswaran, as Chief Minister and the Minister of Finance and Planning, Law and Order, Lands, Electricity, Housing and Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic and Transport of Northern Provincial Council by virtue of powers vested in the Minister under whose purview the subject of Local Government of Provincial Council falls under sub section 1 of section 2 of Local Authorities (Standard By-Laws) Act, No. 6 of 1952 read with paragraph (a) of Sub section 1 of section 2 of Provincial Council (Consequential Provisions) Act, No. 12 of 1989 are published hereby.

While the above draft Bye-Laws are approved by resolution passed by the Northern Province Provincial Council under Sub section 3 of section 2 of above Local Authorities (Standard By-Laws) Act, Urban Councils in Northern Province are hereby empowered to accept these draft By-Laws subject to the provision in the Sub section (2) (a) of section 2 of the Local Authorities (Standard By-Laws) Act and the Urban Councils in Northern Province are empowered to make By-Laws containing the provisions comprised in draft By-Laws by Sections 94 and 153 of the Urban Councils Ordinance Chapter 255 read with section 157 of that Ordinance.

JUSTICE C. V. WIGNESWARAN,
Chief Minister and the Minister of Finance and
Planning, Law and Order, Lands, Electricity,
Housing and Construction, Tourism, Local
Government, Provincial Administration, Rural
Development, Road Development, Motor Traffic
and Transport.

Chief Minister's Office,
A-9 Road, Kaithady,
Jaffna.
01st May 2018.

Contents of Standard By-laws regarding Urban Council

<i>No.</i>	<i>Chapter</i>	<i>Part</i>	<i>Name of Standard By-laws</i>
1		(i)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items soft drinks items vegetables fruits by pavement hawkers and mobile vendors within the administrative area of the Urban Council
2		(ii)	Standard By-laws for regularizing, regulating, monitoring and controlling Poultry meat market within the administrative area of the Urban Council
3	7	(iii)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling dairy farms and milk sales centres within the administrative area of the Urban Council
4		(iv)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors within the administrative area of the Urban Council
5		(v)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling factories and Industries within the administrative area of the Urban Council
6		(i)	Standard By-laws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters initiating mitigation measures to minimize risks within the administrative area of the Urban Council
7	8	(ii)	Standard By-laws for Establishment and maintenance of Pedestrian Crossing within the administrative area of the Urban Council
8		(iii)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling Solid waste Disposal within the administrative area of the Urban Council
9	9	(i)	Standard By-laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics within the administrative area of the Urban Council
10		(ii)	Standard By-laws for regularizing, regulating, monitoring and controlling and administering public health within the administrative area of the Urban Council

CHAPTER - 7

PART I – Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items soft drinks items vegetables fruits by Pavement Hawkers and mobile vendors within the administrative area of the Urban Council

1. These By-laws may be cited as By-Laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items soft drinks items vegetables fruits by pavement hawkers and mobile vendors within the administrative area of the Urban Council. Name of the By-Laws.
2. These be laws are framed under section 4 of Urban Councils Ordinance No. 61 of 1939 for the purpose of protection of the public health of the people residing within the administrative area of the Urban Council and ensuring supply of hygienic food and preventing obstruction to the road users. Objective.
3. These be laws are framed under section 153(1) of Urban Councils Ordinance No. 61 of 1939 read with section 157(9)(m) by which powers are vested in the Urban Councils. Legislative enactment for framing By-laws.
4. Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall issue license to pavement hawkers and mobile vendors who conform to the regulatory standards stated under the By-laws. Functions to be executed. (4-12)
 - (i) Payment hawkers and mobile vendors shall submit application for license as per the sample shown in the first schedule at the end of these By-laws.
 - (ii) Pavement hawkers and mobile vendors shall submit application with two Chest size photographs 21/2"x2". Upon receiving the application Chairman or the Urban Council Secretary may reject the application on the grounds that the applicant suitability after an appropriate investigation process. Further it is the responsibility of the applicant to confirm his residency through a certificate from the area Grama officer.
 - (iii) In case the application received from Pavement hawkers and mobile vendors Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary has approved the application one of the two photographs photograph submitted along with the application shall be affixed to the license and the other photograph copy shall be filed of record in the Urban Council office.
5. Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall issue license to pavement hawkers and mobile vendors for selling of cooked food and variety of drinks who conform to the following regulatory standards prescribed under the By-laws.
 - (i) Cooked food and variety of drinks shall be preserved in tightly closed containers so as to prevent pollution by variety of insects and water.
 - (ii) Cooked food and variety of drinks shall be stored in non-corroding metal devices before serving to the customers.
 - (iii) Cooked food and variety of drinks shall be served to the consumers in plates and dishes reserved for that purpose.
 - (iv) There shall be separate containers for depositing balance food and drinks after customers have completed eating and drinking and the containers shall have proper lids for keeping.
6. Pavement hawkers and mobile vendors shall prominently display the license issued by the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary and the identity card during the business hours at the place of business.
7. It shall be lawful for pavement hawkers and mobile vendors to produce the license and the identity card issued by the Chairman or the Urban Council Secretary or any officer authorized by

Chairman or Urban Council Secretary whenever demanded by them to show license and identity card.

8. Licensed pavement hawkers and mobile vendors shall have the right to conduct business activities from morning 6.00 to evening 7.00. Where Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary approved hours beyond the hours stated above and specifically included in the license Licensed pavement hawkers and mobile vendors shall have the right to conduct business activities during the hours stated in the license.
9. (i) It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse.
 - (a) Bio-degradable waste
 - (b) Glass
 - (c) Paper or paper based material
 - (d) Polythene, plastic or polythene or plastic based materials
 - (e) Iron and other kind of metal or parts of iron and other kind of metal
 - (f) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
 - (g) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose properly closed
- (ii) It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Urban Council and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para 1.
10. Licensed pavement hawkers and mobile vendors shall conform to the regulatory mechanism put in place time to time by the Urban Council.
11. Pavement hawkers and mobile vendors shall submit the application for license with medical certificate of a qualified Medical officer.
12. License may be granted to mobile vendors to conduct business in motor vehicles.
13. No any person without a valid license and identity card issued by the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to Pavement hawkers and mobile vendors shall be allowed to conduct selling of goods, food items, soft drinks items, vegetables, fruits at any street, public grounds, public park or any parking place reserved for all type of conveyances or public bus stand or any place where people assemble.
14. No Licensed pavement hawkers and mobile vendors shall be allowed to conduct selling or displaying for selling outside the hours between morning 6.00 and evening 7.00
15. No Licensed pavement hawkers and mobile vendors shall be allowed to use any loud speaker or voice speaker or any other devices to advertise stuff.
16. No Licensed pavement hawkers and mobile vendors shall be allowed to occupy place other than specifically mentioned in the license or selling or displaying for selling stuff other than specifically mentioned in the license.
17. Licensed pavement hawkers and mobile vendors shall not be allowed to obstruct traffic at any road or obstruct pedestrians who use pavement. Where the Chairman or the Urban Council Secretary or

any officer authorized by Chairman or Urban Council Secretary or any Grama officer or Police officer demand Licensed pavement hawkers and mobile vendors to evict any road or pavement Licensed pavement hawkers and mobile vendors shall not refuse to do so.

18. Licensed pavement hawkers and mobile vendors shall not be allowed to conduct selling or stay at any place banned by the Urban Council.
19. Licensed pavement hawkers and mobile vendors shall not be allowed to transfer the license to any person under the by-laws.
20. No any person shall be allowed to display fish for selling or selling fish without valid license in terms of standard By-laws 20,21 under section 6(iv) framed and appeared in Government *Gazette* (Extra ordinary) No. 2011/23 dated 2017.03.24 made by Minister in charge of the subject of Local Government in pursuant of Northern Provincial council resolution on pavement hawkers and mobile vendors selling fish.
21. Notwithstanding , Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall not reject application for conducting business by using Motor cycle or bicycles or on foot.
22. Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary or the medical officer of Health shall not be liable for any loss or damage caused in case the license has been temporarily suspended.
23. Any person, notwithstanding issued with a valid license under the by-laws, suffering from any communicable disease or skin disease or any person who has been in contact with an infected person or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate , shall not be engaged in pavement selling and mobile vending unless the incubation period of the disease has lapsed under the By-laws.
24. Under the By-laws It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary upon the report of the Medical officer of Health submitted to the Chairman that the risk of communicable disease ended and to inform the Licensed pavement hawkers and mobile vendors that the license would be reissued. Functions of the Urban Council.
25. Under the Sub section 164(2) of Urban Council Ordinance, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee from the pavement hawkers and mobile vendors. charges and fees. (25-26)
26. Notwithstanding the provisions under by-laws 25 It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to reserve spaces/places for the pavement hawkers and mobile vendors to conduct selling activities without disturbing the permanent traders on occasion of Festivals, national festivals or peoples gathering within the administrative area of the Jaffna Urban Council.
27. It shall be lawful for the Chairman or Urban Council Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Urban Council Secretary to any officer of the Urban Council by such provisions of the BY laws. Delegation of powers.
28. Validity of every license or permit issued under the provisions of the By-laws No.25 shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier. Validity period of the license. (28-29)

- Inspection procedures and powers. (30 -32)
29. Notwithstanding the provisions under by-laws 28,temporary license issued for a particular day under By-laws 26 shall expire after the same day.
30. It shall be lawful for the Chairman or the Urban Council Secretary or Medical officer of health or any officer authorized by Chairman or Urban Council Secretary or Medical officer of health to purchase required amount of sample of any type of goods, cooked food or any kind of food items or any type of variety of drinks kept for sale for purpose of inspection. It shall be the responsibility of the pavement hawkers and mobile vendors who have received the license to extend cooperation for such inspection.
31. In the event the pavement hawkers and mobile vendors contravene any section of the By-laws No.4 or contravenes any section of the By-laws the Chairman or Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall take action to invalidate the licensee after serving notice on the pavement hawkers and mobile vendors. It shall be the responsibility of pavement hawkers and mobile vendors to surrender the cancelled license to Chairman or Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary.
32. Where the Medical officer of health reports to the Chairman or Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary that there are possibilities of spread of any communicable disease or stomach borne diseases it is lawful for Chairman or Urban Council Secretary to initiate following actions;
- (i) Temporarily suspend the license citing reasons in writing
 - (ii) Banning selling by pavement hawkers and mobile vendors in any area within the administrative area of the Jaffna Urban Council
 - (iii) Taking over temporarily suspended license and retain the license during that period
 - (iv) Returning the temporarily suspended license to pavement hawkers and mobile vendor upon a report by Medical officer of health to Chairman or Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary that risk of any communicable disease has ended.
- Complaints and resolving mechanism.
33. Any licensee within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.
- Violation of By-laws.
34. Any breach of any provision of the Bylaws shall be an offence.
- Fines and penalties. (35 -36)
35. Violation or breach of any provision of these By laws shall be punishable offence and if convicted before a court of law which has jurisdiction within Urban Council limits and liable to the penalties under sub section (a)and (b) of chapter 267(3) of Urban Council ordinance Chapter 252, Further in case of continued contravention of these by-laws after convicted before a court of law which has the jurisdiction shall be liable to additional fines in terms of sub section (c) of chapter 267(3).
36. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to ban any person engaged in selling any good or goods without valid license for pavement and mobile vending such good or goods.
- Interpretation and definition.
37. Unless the context otherwise requires, in these by-laws
- ”The Chairman” means who has been elected as Urban Chairman by the provisions of the Local Authorities Elections Ordinance.

“Secretary” means the Secretary of the Council or any other officer delegated to carry out the powers, functions and duties of the Secretary.

“Urban Council” means, the Urban Council constituted under the Ordinance of Urban Council for Urbanity

“Authorized Officer” means any officer given authority in written by the Chairman to carry out particular duty.

“Licensee” shall mean a person whosever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Urban Council

“Licensed premises” shall mean place for which license has been issued to take all activities under the By-laws

“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued

“mobile vending” shall mean travelling around or carrying on head and selling for public consumption using any approved vehicle from place to place or staying at one place and selling

“Payment hawking” shall mean carrying out selling at roads or pavement

38. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

any
inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail.

Schedule -01

**Application for Business tax / Licence 20..... for selling of goods, food items soft drinks items
vegetables fruits by pavement hawkers and mobile vendors within the administrative area
of the Urban Council**

1. Name of the Business centre:-

2. Place of the Business :-

(i) Ward No.:-

(ii) GN Division No.:-

(iii) GN Division Name:-

3. Name of the Applicant:-

(i) Full Name:-

(ii) Permanent Address:-

(iii) GN Division No. and Name:-

(Residential certificate should be attached)

(iv) NIC No.:-

(Two Photo should be attached with copy of NIC (Photo Size 2 1/2" X 2"))

(v) Telephone No.:-

(vi) E-mail Address:-

4. (i) Date of Beginning:-
 (ii) Type of business:-
 (iii) Name of the workers of the pavement hawkers and mobile vendors:
 (a) Name:-
 (b) Telephone:-
 (iv) Previous Business:-

5. Whether last year license was obtained:- Yes: No:

If last year license was obtained,

License No.:-

Date:-

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By-Law.

.....
Date

.....
Signature of Applicant.

For office use

For report as follows

.....

Chairman / Secretary / Authorized officer

For the Report of Assessment Section

Ward : Assessment No:

Name of Street :

Name of the Owner :

Detail of Assessment:

Annual Value : Arrears of the assessment tax:.....

.....
Date

.....
Sectional Head.

For the report of revenue department,

(i) Type of business :

(ii) Fees to be paid : Under A/B/C

(iii) Remarks :

.....
Date

.....
Revenue Inspector.

**For the report of the medical officer of health,
 Public Health Inspector's Report:**

.....

.....
Date

.....
Public Health Inspector.

Report of Medical Officer of Health:

.....
.....
.....

.....
Date

.....
Medical Officer of Health.

For the report of chief Revenue Inspector,

Rent Agreement : Nature :
Environmental License : M.O.H report :
C.O.C : Excise License :
Application is recommended/not recommended for the following reasons:.....
.....

.....
Date

.....
Chief Revenue Inspector.

Secretary / Accountant's Recommendation

Recommended for approval to issue license/not issue license.....

.....
Date

.....
Accountant.

Approved/Not Approved.

.....
Date

.....
Chairman/Authorized Office.

For the report of Revenue Branch

Receipt No.: Date of the Receipt :
License No.: Date of the License :

Recommended to issue License.
Sectional head (Revenue).

Submit for signature of Urban Council Chairman

.....
Date

.....
Secretary/ Accountant.

Signed

.....
Date

.....
Chairman/Authorized Officer.

PART II – Standard By-Laws for regularizing, regulating, monitoring and controlling Poultry meat market within the administrative area of the Urban Council

Name of By-Laws.	1. These By-laws may be cited as By-Laws for regularizing, regulating, monitoring and controlling Poultry meat market and provide for matters connected therewith or incidental thereto within the administrative area of the Urban Council.
Objective.	2. By laws are framed to make provisions to maintain and promote cleanliness and public health within the administrative area of the Urban Council under Section 4 of Urban Councils Ordinance No. 61 of 1939.
Legislative enactment for framing by-laws.	3. These be laws are framed under Section 153 of Urban Councils Ordinance No. 61 of 1939 read with Section 157(9)(m) by which powers are vested in the Urban Councils.
Tasks to be executed. (4-13)	<p>4. Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall issue Trade license to any person to run a Poultry meat sales center only on submission of an application for permission to run Poultry meat sales center undertaking to comply with the following conditions within the administrative area of the Urban Council.</p> <ol style="list-style-type: none"> Place where Poultry meat is exposed for sales shall be marble tiled or concreted or covered by metal sheets Floor and floor of the store of the Poultry meat sales center shall be cement plastered or covered with marble tiles There shall be windows with sideways opening in every room. Extent of the window door of every room shall not be less than 1/15th of the room's extent except in condition where the room is provided with a refrigerator Height of every room of the Poultry meat sales centre shall not be less than 5 meters. There shall be under ceiling to every room of the Poultry meat sales centre for which license was issued and the height from floor to ceiling shall not be less than 3 meter. The roof shall be supported by solid material and the height from the surface to lower edge of the corridor shall not be less than 2.5.meter and the width of the corridor shall not be less than 1 meter. There shall be an efficient system of drainage points or channels made of cement plastered or marble tiles with appropriate slope for smooth flow of waste water There shall be an efficient system drain inlets to prevent the waste water access to clean water and a pit to absorb the waste water. The pit shall be air proof and tightly covered. There shall adequate containers be kept for the segregation of poultry carcasses disposal and shall be buried into a pit which shall be of 5 ft depth from the surface. At the end of the day's business or as decided by the Urban Council's regulation waste shall be handed over to the refuse vehicle of the Urban Council. There shall be adequate toilets facilities with disinfectants for the use of workers at the sales centre There shall be spitting bins be kept for the use of the workers. Every License holder who was issued license shall keep at least one spittoon for the purpose. Every License holder who was issued license shall display legibly painted name board of the business as "licensed sales centre for poultry meat" with his name in three languages Sinhala, Tamil and English. Every License holder who was issued license shall display a schedule of names of all employees and addresses at the sales centre. License holder when instructed in writing by Chairman or the Urban Council Secretary or any officer authorized officer by Chairman or Urban Council Secretary shall at least four times in

a year must smoothly whitewash parts thereof, smoothly painting or oil painting wooden parts thereof and must wash using hot water and soap other than the walls thereof covered by smooth tiles or cement plastered of every room of the sales centre.

5. It shall be lawful for the licensee to clean and disinfect floor surfaces, marbled or cement plastered portions, equipment, meat cutting table or any other boards and the portion where poultry meat is displayed for business at the close of the business every day.
6. It shall be lawful for the licensee to clean and disinfect utensils used for storage, surroundings and drainage for prevention of odor.
7. It shall be lawful for the licensee to organize protective measures from chicken predators such as cats, rats, dogs and insects.
8. It shall be lawful for the licensee to provide personal protective equipment, hand gloves and other protective equipment and ensure the workers at the site wear those protective equipment at all times.
9. It shall be lawful for the licensee to subject all the workers at the site for at least one medical checkup in every year.
10. It shall be lawful for the licensee to provide clean drinking water, clean towel, Neil cleaning brush, soap or liquid soap to the workers.
11. It shall be the responsibility of the licensee to segregate the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to recycling;
 - (a) Bio-degradable waste
 - (b) Glass
 - (c) Paper or paper based material
 - (d) Polythene, plastic or polythene or plastic based materials
 - (e) Iron and other kind of metal or parts of iron and other kind of metal
 - (f) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
 - (g) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed.

It shall be the responsibility of the licensee to conform to the policy of solid waste disposal of the Urban Council and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para 1 of 11.

12. It shall be the responsibility of the licensee to keep adequate clean drinking water at the site.
13. It shall be the responsibility of the licensee to keep opened the poultry meat premises every day except days on which Government of Sri Lanka or Chairman of the Urban Council requires to be closed and it shall be opened from 6.00 a.m. to 6.00 p.m. unless Urban Council requires otherwise.
14. No person shall run poultry meat at any market or any other place without a valid license from Chairman or Urban Council Secretary or any officer authorized by Chairman.

Tasks not to be
carried out.
(14 – 23)

	15. It shall be the responsibility of the licensee to keep the left over or unsold chicken meat every day to store in a deep freezer from the time of the close of the business till the time of the opening on the following day and the deep freezer should be activated for this purpose. No left over or unsold poultry meat shall be stored in a deep freezer which has not been activated.
	16. No persons shall be allowed to keep animals within the business premises.
	17. No persons shall be allowed to spit within the business premises except into a spittoon kept for that purpose.
	18. No persons shall be allowed to pollute environment from inappropriate and illegal dumping of discarded poultry waste within the surrounding area.
	19. No persons shall be allowed to engage in mobile sales of poultry.
	20. In terms of the By-laws It shall be the responsibility of the licensee to ensure that the premises for which license was issued is out of bound for any person as a sleeping or eating place during day or night time.
	21. Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless the incubation period of the disease has lapsed.
	22. No persons other than who are clad in washed and clean cloth in shall be allowed to engage in any work related to the business.
	23. No material or any cloth other than equipment containers used for storing poultry meat or processing shall be allowed to be kept in the premises for which license was issued.
Tasks of Urban Council. (24 - 25)	24. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to purchase required amount of poultry meat kept in the fridge for sale for purpose of inspection.
	25. In the event the licensee contravenes any section of the By-laws Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date.
Charges and Fees.	26. Under the sub section 164(2) of Urban Council Ordinance, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee from authorizing business center for sale of poultry meat.
Delegation of power.	27. It shall be lawful to the Chairman or Urban Council Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Urban Council Secretary to any officer of the Urban Council by such provisions of the BY laws.
Valid period of license or permit.	28. Validity of every license or permit issued under the provisions of the By-laws shall expire on 31 st December each year for which license or permit has been issued unless the validity is cancelled earlier.

29. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to inspect the standards prescribed in By-laws within the specified period at the licensed premises. Procedure for inspection and powers. (29-32)
30. Any licensee who received such notice as prescribed in section No.25 of the By-law shall act as stipulated in the notice before the specified date. If any acceptable request is received by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary has the power to extend the date not exceeding 14 days.
31. Any licensee who received such notice as prescribed in section No.25 of the By-law shall act as stipulated in the notice before the specified, It shall be the responsibility of the licensee who have received the license to extend cooperation for such inspection of the standards prescribed in By-laws within the specified period at the licensed premises by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary and shall not obstruct such inspection. If any acceptable request is received by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary has the power to extend the date not exceeding 14 days.
32. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 25 of the By-laws.
33. Any licensee within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days. Complaints and resolving mechanism.
34. Any breach of any provision of the Bylaws shall be an offence. Violation of By-laws.
35. Contravention or breach of any of these by-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153(2). Fines and penalties.
36. Unless the context otherwise requires, in these by-laws Interpretation and definition.

“The Chairman” means who has been elected as Urban Chairman by the provisions of the Local Authorities Elections Ordinance.

“Secretary” means the Secretary of the Council or any other officer delegated to carry out the powers, functions and duties of the Secretary.

“Urban Council” means, the Urban Council constituted under the Ordinance of Urban Council for Urbanity

“Authorized Officer” means any officer given authority in written by the Chairman to carry out particular duty.

“Licensee” shall mean a person whoever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Urban Council

“Licensed premises” shall mean place for which license has been issued to take all activities under the By-laws

“The power to inspect within the specified period “shall mean anytime the business activities are taking place

“Poultry meat stall “or “Poultry meat business” shall mean where poultry meat is displayed for sales including live chicken

Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail

37. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01

Application for Business tax / Licence 20..... for Poultry meat market within the administrative area of the Urban Council

1. Name of the Meat Stall:-
2. Place of the Meat Stall:-
 - (i) Ward No.:-
 - (ii) Assessment No.:-
 - (iii) Name of the Road/Street:-
 - (iv) GN Division No. and Name:-
3. Name of the Applicant:-
 - (i) Full Name:-
 - (ii) Permanent Address:-
 - (iii) GN Division No. and Name:-
 - (iv) NIC No.:-
 - (v) Telephone No.:-
 - (vi) E-mail Address:-
4.
 - (i) Date of Beginning the meat Stall
 - (ii) Name of the manager of the meat Stall:
 - (iii) Previous Business:-
5. If it is rented building,
 - (i) Name of the Owner:
 - (ii) Address:-
6. Whether last year license was obtained:- Yes: No:

If last year license was obtained,

License No.:

Date:

I, do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....
Date

.....
Signature of Applicant.

For office use

For report as follows:

.....

Chairman / Secretary / Authorized officer

For the Report of Assessment Section

Ward : Assessment No.:

Name of Street:.....

Name of the Owner :

Detail of Assessment :

Annual Value : Arrears of the assessment tax:

.....

Date

.....

Sectional Head.

For the report of revenue department,

(i) Type of business :

(ii) Fees to be paid : Under A/B/C

(iii) Remarks :

.....

Date

.....

Revenue Inspector.

For the report of the medical officer of health,

Public Health Inspector's Report:

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.....

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Date

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Public Health Inspector.

Report of Medical Officer of Health:

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.....

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Date

.....

Medical Officer of Health.

For the report of chief Revenue Inspector,

Rent Agreement:..... Nature:.....
 Environmental License:..... M.O.H report:.....
 C.O.C:..... Excise License:.....

Application is recommended/not recommended for the following reasons:.....

.....
 Date

.....
 Chief Revenue Inspector.

Accountant's Recommendation

Recommended for approval to issue license/not issue license.....

.....
 Date

.....
 Accountant.

Approved/Not Approved.

.....
 Date

.....
 Chairman/Authorized Office.

For the report of Revenue Branch

Receipt No.:..... Date of the Receipt:.....

License No.:..... Date of the License:.....

Recommended to issue License.
 Sectional head (Revenue)

Submit for signature of Urban Council Chairman

.....
 Date

.....
 Secretary/ Accountant.

Signed

.....
 Date

.....
 Chairman/Authorized Officer.

PART III – Standard By-laws for formalizing regularizing, regulating, monitoring and controlling dairy farms and milk sales centers within the administrative area of the Urban Council

- | | |
|--|--|
| 1. These By-laws may be cited as By-Laws for By-laws for formalizing regularizing, regulating, monitoring and controlling the dairy farms and milk sales centers and provide for matters connected therewith and incidental thereto within the administrative area of the Urban Council. | Name of By-Law. |
| 2. By laws are framed to make provisions to maintain and promote cleanliness and public health within the administrative area of the Urban Council under section 4 of Urban Councils Ordinance No. 61 of 1939. | Objective. |
| 3. These be laws are framed under section 153 of Urban Councils Ordinance No. 61 of 1939 read with section 157(9)(J)(K)(L) by which powers are vested in the Urban Councils. | Legislative enactment for framing by-laws. |
| 4. which conform to the regulatory standards stipulated under the By-laws; | Tasks to be executed. (4-24) |
- (i) A reliable building structure be constructed to keep all animals, providing at least 3x3 meter per animal
 - (ii) Height of the walls of the building shall not be more than 1 meter and the building be constructed with bricks or cement blocks or aluminum and timber and both sides of the walls be cement plastered
 - (iii) The columns/pillars from the western side of the building to the roof be made of strong timber or iron or concrete and the height of the column/pillar not be less than 2.3 meter and the column/pillar be color painted
 - (iv) Roof of the building be made of solid materials and the edge of the roof be not less than 2.3 meter from the surface
 - (v) Floor of the building where the animals are held be made of cement concrete
 - (vi) The building be in a safe and reliable manner with proper repair and maintenance
 - (vii) Reliable and clean water source be provided for drinking and body wash purposes of the cattle and cleaning of the farm
 - (viii) Channels leading to a manure pit outside be constructed of cement or concrete in order to ease smooth flow and absorb waste water generated from bathing animals and cleaning the shed and urine and cow dung
 - (ix) A separate area be reserved for removing cow dung uneaten grass and other feed and this separate area be located at least 10 meter distance from the building where the cattle are held and the milking place. Also this separate area be located at least 10 meter distance from the water sources and the dairy farm well
 - (x) Milking area and the temporary storage facilities be located at least 6 meter distance from the building where the cattle are held
 - (xi) Milking area building be constructed with bricks or cement blocks and both sides of the walls be cement plastered. Height of the walls of the building shall not be less than 1 meter. The columns/pillars from the upper edge of the walls to the roof be made of strong timber or iron or concrete and the columns/pillars be color painted
 - (xii) Floor of milking area building be constructed with cement. Floor and the wall joining shall be circular form. Roof edge of the milking area building shall be not less than 1.8 meter from the surface level.
 - (xiii) There shall be a table in the milking area building and the upper side of the table be covered with tiles or non-corrosive sheets or any non-penetrative material
 - (xiv) There shall be a container for refuse at the milking area
 - (xv) Milking area shall be located at a distance not less than 10 meters from any lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage
 - (xvi) There shall be a separate building with all requirements to keep animals with deceases and this building shall be located at a distance not less than 20 meters from the main building where the animals are held

- (xvii) Channels to remove the waste water from the separate building holding animals with deceases be constructed in a manner waste water does not reach the main building where the animals are held
 - (xviii) In case milking machine is used, sufficient tools and equipment be maintained on daily basis to clean,sterilize and disinfect the machine and the milk collecting tanks or cans
5. All the portions as stipulated under the by-laws 4 shall be color painted at least once a year.
 6. There shall be arrangements in place to clean at least once a day the floor, walls of the building where animals and sick animals are held .
 7. Dairy farm,channels,drainage,furniture and other tools and equipment in the surroundings shall be cleanly maintained in hygienic condition.
 8. It shall be lawful for the Licensee to cause to subject the employees engaged at the poultry farm to medical examination at least once a year.
 9. It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in poultry farm and also to ensure that the employees wear the above protective gear at all times.
 10. It shall be lawful for the Licensee to cause the employees engaged in milking to wash their bodies before starting milking.
 11. It shall be lawful for the Licensee to arrange cleaning of the main building where the animals are held and the floor and table at least once a day.
 12. In case milking machine is used, the milk collecting tanks or cans shall be cleaned sterilized and disinfected on daily basis at least once a day and tools and equipment be maintained in clean manner.
 13. It shall be lawful for the Licensee to arrange to subject all the animals held in the dairy farm to medical examination under a Veterinary surgeon or his nominated representative at least thrice a year and take necessary measures as per the advice given by the Veterinary surgeon or his nominated representative.
 14. Where any animal is infected or sick It shall be lawful for the Licensee to arrange to separate the infected or sick animal from the main building and keep in the building where sick animals are held and inform the Veterinary surgeon.
 15. It shall be lawful for the Licensee to arrange to stock animal feed other than gay and grass in feed carriers away from rats.
 16. (a) It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to recycling
 - (i) Bio-degradable waste
 - (ii) Glass
 - (iii) Paper or paper based materials
 - (iv) Polythene,plastic or polythene or plastic based materials
 - (v) Iron and other kind of metal or parts of iron and other kind of metal

- (vi) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
 - (vii) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed
 - (b) It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Urban Council and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para (a)
 - (c) Notwithstanding the provisions mentioned under para (b), Bio-degradable waste mentioned under (i) such as animal dung, uneaten grass may be used as manure. However in case the above waste being taken away from the farm waste be covered tightly and shall not be allowed to take away from the land where the dairy farm is located
17. Collected milk shall be stored in a separate room having good ventilation and protected from contamination by variety of insects and flies.
 18. It shall be the responsibility of the licensee to arrange on the basis of not less than one latrine for every male 10 employees and on this basis there shall be separate latrine for female employees. The latrines shall be located at a distance not less than 15 meters from the main building where the animals are held and the milk collecting rooms.
 19. It shall be the responsibility of the licensee to arrange to provide clean water, clean disposable towels, nailbrushes, soap or liquid soap to those employees engaged in the dairy farm.
 20. Every License holder who was issued license shall display legibly painted name board of the business as “licensed Dairy farm “ with his name in three languages Sinhala, Tamil and English.
 21. Every License holder who was issued license shall display a copy of the license at the dairy farm. Every License holder who was issued license shall display a schedule of names of all employees and addresses at the dairy farm so that the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary may inspect the site at all reasonable times.
 22. Notwithstanding the provisions under the by-laws, it shall be the responsibility of the Milk producing cooperative societies which are engaged in purchasing milk and selling to apply in the specimen application form for the annual Registration card and to obtain serial numbered registration card from the Chairman. In addition to the name address place of purchasing details of the distributor who gives milk to cooperative society, a photograph of the distributor shall be affixed on the registration card.
 23. It shall be the responsibility of the licensee to arrange to apply in the specimen application form for the annual Registration card and to obtain serial numbered registration card for all the milk sellers. In addition to the name address place of selling details of the milk salesman a photograph of the salesman shall be affixed on the registration card.
 24. Notwithstanding the provisions under the by-laws, those who supply milk to cooperative societies shall be deemed to be dairy farmers and also the wholesale companies which purchase milk for manufacture of milk products shall be deemed to be dairy farmers under the by-laws.
 25. No person shall run a dairy farm or milk sales centre at any market or any other place without a valid license from Chairman or Urban Council Secretary or any officer authorized by Chairman.

Tasks not to be carried out.
(25-38)

26. (a) Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless the incubation period of the disease has lapsed.
(b) No persons except those who are clad in washed and clean cloth shall be allowed to engage in any work related to the business.
27. Tanks/containers/cans/bottles made of softened clay or galvanized iron or Aluminum or enamel coded iron shall be used for milking storing and transporting milk and these items shall not be stored in the main building where the animals are held.
28. The tanks,cans,bottles other tolls and equipment shall not be used for any purpose other than the original purpose.
29. Before starting milking;
 - (i) Each and every dairy Udder be cleanly washed by pure water
 - (ii) Milking person to .washing both hands with soap or liquid soap
 - (iii) If milking by Machin, the machine be sterilized. Without sterilization milking not to be started
30. No any person shall be allowed to sell or cause to sell or mix with milk reserved for human consumption, any milk which has been determined by a veterinary surgeon that the animal/animals have been infected with tuberculosis in udder or any part, udder diseases, foot and mouth decease, anthrax decease Brucellosis decease.
31. No any person shall be allowed to use the milk store for any purpose other than storing and manufacture related matters.
32. No any person shall be allowed to adulterate milk with water any other substance and damages the quality of the milk.
33. No person shall be allowed to sleep in the premises for which license has been issued and to keep or store any material other than tools equipment and material used for activities in the dairy farm. However the rest room or meals room reserved for the employees are exempted from the above.
34. Where the water for the activities of the dairy is stored in underground farm tank, lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage be allowed at a distance more than 18 meters from the water tank.
35. It shall be the responsibility of the licensee to ensure that the collected milk is protected from contamination from dust other barn air, the flanks of the cow, and the manure and others.
36. No any licensee shall be allowed to adulterate milk with water or any other liquid any other substance and damages the quality of the milk or to sell the adulterated milk or to display adulterated milk for sales or assign to somebody.
37. (i) No any licensee shall be allowed to preserve or sell milk or milk products which do not have the required ingredients and below the required standard as prescribed in schedule 1 of the Food Act, No.28 of 1980 published in SriLanka Government *Gazette* (extra ordinary) dated 01.08.1991
(ii) No any licensee shall be allowed to preserve or sell spoilt or rendered unfit for human consumption or adulterated full creamed milk.

38. No any person shall be allowed to preserve or sell or display for selling or transporting milk from one place to another without the card issued by the from Chairman or Urban Council Secretary or any officer authorized by Chairman.
39. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to purchase required amount of milk kept in the dairy farm for sale for purpose of inspection. Functions of the Urban Council. (39-41)
40. In the event the licensee contravenes provisions of by-law 4 or any section of the By-laws Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date.
41. Where in terms of para 23, the conditions under the by-law are complied with by the licensee it is lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to issue appropriate card to the licensee.
42. Under the sub section 164(2) of Urban Council Ordinance, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee for authorizing business center. Charges and fees.
43. It shall be lawful to the Chairman or Urban Council Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Urban Council Secretary to any officer of the Urban Council by such provisions of the BY laws. Delegation of powers.
44. Validity of every license or permit issued under the provisions of the By-laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier. Valid period of the license or permit.
45. It shall be lawful for the Medical officer of health or Veterinary surgeon any officer authorized by Urban Council to obtain sample of milk from licensee or mobile salesman or any person displayed for sale for purpose of inspection. Licensee or any person obstructs such inspection deemed to be guilty. Procedure for inspection and powers. (45-49)
46. It shall be lawful for any authorized officer or police officer inspect annual identity card issued to pavement sellers. Any person obstructs such inspection deemed to be guilty. The police officer shall arrest him and take to the police station forthwith. Officer in charge of the police station shall treat the arrest as an arrest without warrant for a criminal case. In case the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary deem revoking of license would protect public health, Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary may revoke license regardless of situation.
47. When obtaining milk sample Medical officer of health or Veterinary surgeon any officer authorized by Urban Council shall three samples and keep the samples in a container and close with tamper proof seal in the presence of the licensee, handing over one sample to the licensee second one to be dispatched to Government analyst and third one to be sent to the Urban Council office. Quality certificate signed by the Urban Council or Government analyst shall confirm the substandard milk.
48. Any licensee who received such notice as prescribed in section No.40 of the By-law shall act as stipulated in the notice before the specified, It shall be the responsibility of the licensee who have received the license to extend cooperation for such inspection of the standards prescribed in By-laws within the specified period at the licensed premises by Chairman or the Urban Council

Secretary or any officer authorized by Chairman or Urban Council Secretary and shall not obstruct such inspection. If any acceptable request is received by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary has the power to extend the date not exceeding 14 days.

49. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 48 of the By-laws.

Complaints and resolving mechanism.

50. Any licensee within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.

Violations of By-laws.

51. Any breach of any provision of the By-laws shall be an offence.

Fines and penalties.

52. Contravention or breach of any of these By-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153(2).

Interpretation and definition.

53. Unless the context otherwise requires, in these By-laws

“The Chairman” shall mean who has been elected as Urban Council Chairman in terms of the provisions of the Local Authorities Elections Ordinance.

“Urban Council Secretary” in relation to any Urban Council, shall mean the Urban Council Secretary of the Urban Council constituted or deemed to be constituted under this ordinance for that Urban Council. Any person appointed to act as such Urban Council Secretary or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.

“Urban Council” shall mean, the Urban Council constituted under the Ordinance for Urban Council.

“Authorized Officer” shall mean any officer given authority in written by the Chairman or Urban Council Secretary to carry out particular duty.

“Licensee” shall mean a person whosoever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Urban Council

“Licensed premises” shall mean a place for which a license under the By-laws was issued to conduct business at a premises authorized by Urban Council

“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued

“Dairy farm” shall mean a place where same breed animals or different breed animals are kept in order to obtaining and selling milk and this include the buildings surroundings and the animals

“Milk selling Centre” shall mean a center where milk is purchased and sold

“Veterinary surgeon “shall mean a Government Veterinary officer appointed to the administrative area of Urban Council

“Animal “shall mean animal breeds such as cow buffalo sheep goat

In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail

Schedule -01

Application for Business tax / Licence 20..... for dairy farms and milk sales centers within the administrative area of the Urban Council

1. Name of the Business centre:-
2. Place of the Business centre:-
 - (i) Ward No.:-
 - (ii) Assessment No.:-
 - (iii) Name of the Road/Street:-
 - (iv) GN Division No. and Name:-
3. Name of the Applicant:-
 - (i) Full Name:-
 - (ii) Permanent Address:-
 - (iii) GN Division No. and Name:-
 - (iv) NIC No.:-
 - (v) Telephone No.:-
 - (vi) E-mail Address:-
4.
 - (i) Date of Beginning
 - (ii) Type of business:
 - (iii) Name of the manager of the business centre / Agent name:
 - (iv) Previous Business:-
5. If it is rented building,
 - (i) Name of the Owner:
 - (ii) Address:-
6. Whether last year license was obtained:- Yes: No:
If last year license was obtained,
License No.:
Date:

I, do hereby certify that the above particulars are true and accurate. I, agree to comply with the provisions in the By Law. I, apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....
Date

.....
Signature of Applicant.

For office use

For report as follows:

.....

Chairman / Secretary / Authorized officer

For the Report of Assessment Section

Ward : Assessment No. :

Name of Street :

Name of the Owner :

Detail of Assessment:

Annual Value : Arrears of the assessment tax:

.....

Date

.....

*Sectional Head.***For the report of revenue department,**

(i) Type of business:

(ii) Fees to be paid: Under A/B/C

(iii) Remarks :

.....

Date

.....

*Revenue Inspector.***For the report of the medical officer of health,****Public Health Inspector's Report:**

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.....

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Date

.....

*Public Health Inspector.***Report of Medical Officer of Health:**

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.....

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Date

.....

Medical Officer of Health.

For the report of Chief Revenue Inspector,

Rent Agreement:..... Nature:.....
Environmental License:..... M.O.H. report:.....
C.O.C:..... Excise License:.....
Application is recommended/not recommended for the following reasons:.....
.....

.....
Date

.....
Chief Revenue Inspector.

Accountant's Recommendation

Recommended for approval to issue license/not issue license.....

.....
Date

.....
Accountant.

Approved/Not Approved.

.....
Date

.....
Chairman/Authorized Office.

For the report of Revenue Branch

Receipt No.:..... Date of the Receipt:.....

License No.:..... Date of the License:.....

Recommended to issue License.

.....
Sectional head (Revenue).

Submit for signature of Urban Council Chairman

.....
Date

.....
Secretary/ Accountant.

Signed

.....
Date

.....
Chairman/Authorized Officer.

PART IV – Standard By-Laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors within the administrative area of the Urban Council

Name of BY-Law.	1. These By-Laws may be cited as By-Laws for By-Laws for formalizing regularizing, regulating, monitoring and controlling Funeral undertaking Parlours within the administrative area of the Urban Council.
Objective.	2. By-laws are framed to make provisions to maintain and promote cleanliness and public health within the administrative area of the Urban Council under Section 4 of Urban Councils Ordinance No. 61 of 1939.
Legislative enactment for framing by-laws.	3. These be laws are framed under section 153 of Urban Councils Ordinance No. 61 of 1939 read with Section 157(9)(n) by which powers are vested in the Urban Councils.
Tasks to be executed. (4-19)	<p>4. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to issue License for administering of Funeral undertaking Parlor to those who satisfy the following requirements under the By-laws;</p> <ul style="list-style-type: none"> (i) There shall be a separate preparation room in the parlor building and the area of the room shall not be less than 80 Sq.ft. For this purpose there shall be an elevated concrete floor covered with floor tiles (ii) No outsiders shall be allowed to enter into the preparation room of the parlor without permission (iii) There shall be windows within the preparation room and the area of the windows shall be not less than 1/7th of the area of the room for the purpose of adequate ventilation. (iv) Preparation room may not be visible from outside. Windows be separated from all other houses in the neighborhood as not to communicate directly with the parlor. (v) All solid refuse including the parts of the corpse on the premises of a funeral parlor shall be kept in corrosion resistant containers and the containers with tight-fitting lids to prevent variety of insects communicating with containers (vi) There shall be adequate parking facilities for people visiting to pay last respects to the human remains of the dead to park their vehicles at the parlor premises for which license has been granted (vii) The condolence hall for last respects shall be separated from the corpse preparation room (viii) There shall be a Registrar based on the model as stipulated in the second schedule under the by-laws <p>5. Any person wishing to apply for a funeral undertaking premises license shall submit an application to the Chairman based on the model stipulated in first schedule under the by-laws.</p> <p>6. Where the ruling of a magistrate or sudden death inquirer are not available the body parts removed from the corpse during the process of preparation shall be buried in 4 ft deep pit from the surface tightly closed after 6 hours of the removal of parts.</p> <p>7. Where the ruling of a magistrate or sudden death inquirer is declared the licensee shall conform to the instructions of the magistrate or sudden death inquirer.</p> <p>8. Where the facilities at the parlor are not adequate for matters mentioned under the by-law 8 the corpse shall be buried in the Public cemetery of the Urban Council as stipulated under the By-Laws on payment of fees determined by the Urban Council time to time.</p> <p>9. Preparation room for corpse shall be sufficiently cleansed and disinfected and there shall be sufficient first aid materials and other equipment for the employees use.</p> <p>10. It shall be lawful for the Licensee to maintain a report of the employees with their details.</p>

11. It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in preparation as per instructed by the Regional Director of Health services and also to ensure that the employees wear the above protective gear at all times.
12. It shall be lawful for the Licensee to cause to subject the employees to medical examination at least once a year.
13. It shall be lawful for the Licensee to maintain vehicle involved in loading and unloading corpse washed cleansed and disinfected and vehicle be cleansed by vacuum cleaner at least once a day.
14. Where the ruling of a magistrate or sudden death inquirer is declared the licensee shall conform to the instructions with regard to the final rites.
15. It shall be lawful for the Licensee to keep the human remains of the deceased for last respects in an appropriate room/place in such a manner to honor the owner of the corpse.
16. It shall be lawful for the Licensee to keep the human remains of the deceased for last respects in an appropriate room/place in clean and hygienic condition.
17. (a) It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse
 - (i) Bio-degradable waste
 - (ii) Glass
 - (iii) Paper or paper based materials
 - (iv) Polythene, plastic or polythene or plastic based materials
 - (v) Iron and other kind of metal or parts of iron and other kind of metal
 - (vi) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
 - (vii) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed.
- (b) Waste stated under (i) –(vii) shall not include any parts of corpse. It shall be the responsibility of the licensee to dispose of any parts removed from the corpse as per By-Laws 6 or 7 as the case may be.
- (c) It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Urban Council and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para (i.a.).
18. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to inspect the standards prescribed in By-Laws within the specified period at the licensed premises.
19. It shall be lawful for the Licensee to keep records of the preparation of all corpses and the undertaking services rendered based on the model stipulated in second schedule and to produce to the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary or any police officer to inspect the register when required by them.
20. Licensee shall not be allowed to wrap the properly prepared corpse or part of the corpse with polythene or non-degradable materials and keep in the casket, other than the corpses which cannot be prepared, due to multiple injuries or any other reasons.

Non executable tasks. (20-25)

	21. Licensee shall not allow any person other than authorized by him to handle corpse preparation or transport the corpse.
	22. No any person shall be allowed to permit, any corpses whose death was caused by dengue HIV, hepatitis, diarrhea, yellow fever, chicken box inside the parlor without the written approval of the Regional Director of Health services given to the licensee.
	23. Licensee shall not be allowed to accept the corpse for preparation and funeral rites without a formal death certificate from the Registrar of death.
	24. Licensee shall not be allowed to undertake the corpse for preparation and funeral rites unless the ruling of the Magistrate or Sudden death inquirer is given to the licensee, in case the death was sudden or suspicious.
	25. No any person shall be allowed to cause disturbance or nuisance in the neighborhood due to Licensee's activities in the parlor.
Functions of the Urban Council.	26. In the event the funeral services undertaker contravene any section of the By-Laws No.4 or contravenes any section of the By-laws the Chairman or Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall take action to serve notice on the licensee on the funeral services undertake to take all actions to satisfy the requirements before a specified date.
Charges and fees.	27. Under the sub section 164(2) of Urban Council Ordinance, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee from the funeral services undertaker.
Delegation of powers.	28. It shall be lawful for the Chairman or Urban Council Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Urban Council Secretary to any officer of the Urban Council by such provisions of the By-laws.
Validity period of the license.	29. Validity of every license or permit issued under the provisions of the By-Laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier.
Inspections procedures and powers. (30-31)	30. It shall be the responsibility of the licensee who have received notice under By-Laws 26 to conform to the requirements specified in the notice If any acceptable request is received by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary in writing, Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary has the power to extend the date not exceeding 14 days.
	31. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to cancel/revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 30 of the By-laws.
Complaints and resolving mechanism.	32. Licensee or any person within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.

Any breach of any provision of the Bylaws shall be an offence.

Violations of
bt-laws.

Contravention or breach of any of these by-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153(2)

Fines and
penalties.

Unless the context otherwise requires, in these By-laws

Definition and
interpretation.

“The Chairman” shall mean who has been elected as Urban Council Chairman in terms of the provisions of the Local Authorities Elections Ordinance.

“Urban Council Secretary” in relation to any Urban Council, shall mean the Urban Council Secretary of the Urban Council constituted or deemed to be constituted under this ordinance for that Urban Council. Any person appointed to act as such Urban Council Secretary or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.

“Urban Council” shall mean, the Urban Council constituted under the Ordinance for Urban Council.

“Authorized Officer” shall mean any officer given authority in written by the Chairman or Urban Council Secretary to carry out particular duty.

“Licensee” shall mean a person whosever obtained a license under the By-Laws and a person who is responsible for management of the business at a premises authorized by Urban Council.

“Licensed premises” shall mean a place for which a license under the By-Laws was issued to conduct business at a premises authorized by Urban Council Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued.

“Funeral undertaking parlor” shall mean

In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Any
inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail.

Schedule -01

Application for obtaining permit to operate a Funeral undertaking parlor

01. Name of the applicant :
02. Address :
03. National Identity card No. :
04. Business Name of Funeral undertaking parlor and address :
05. No of Human Remains to be kept for preparation at a time :
06. No of hearses owned by parlor :

07. No. of hearses engaged for transportation before preparing Human remains :
08. Method employed for removal of parts from the Human remains:
09. If undertake to organize last respects to the deceased :
 - (i) No. of Human remains :
 - (ii) How many vehicles of the mourners be parked at a time :
10. Are natural flowers are being sold : Yes/No
11. Method employed to dispose of removed natural flowers and parts of flowers :
12. No. of employees at the parlor :
13. If a manager is employed:
 - (i) Name :
 - (ii) No. of National Identity card

I agree to abide by provisions of By-laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors and also to abide by the regulations imposed by the Municipal council time to time and affix my signature

Date :

.....
Signature of applicant.

Schedule -02

Register for recording Human remains prepared at Funeral undertaking parlor or any other places

Name of the Funeral undertaking parlor :

Address :

[illegible]

PART V – Standard By-Laws for formalizing regularizing, regulating, monitoring and controlling factories and Industries within the administrative area of the Urban Council

- | | |
|--|--|
| 1. These By-Laws may be cited as By-Laws for By-Laws for formalizing regularizing, regulating, monitoring and controlling the factories and Industries and provide for matters connected therewith and incidental thereto within the administrative area of the Urban Council. | Name of By-Law. |
| 2. These be laws are framed under section 4 of Urban Councils Ordinance No. 61 of 1939 for the purpose of maintaining hygiene and health of the public, controlling nuisance and regulating and controlling Industrial emission and waste within the administrative area of the Urban Council. | Objective. |
| 3. These be laws are framed under section 153(1) of Urban Councils Ordinance No. 61 of 1939 read with sub section (ww) section 157(9) by which powers are vested in the Urban Councils. | Legislative enactment for framing By-laws. |
| 4. Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall issue license to any factory or industry which conform to the regulatory standards stipulated under the By-Laws. | Tasks to be executed. (4-10) |
- (i) A reliable building structure be constructed with proper repair and maintenance
 - (ii) Proper and effective ventilation system and Lighting system be installed and properly maintained. There shall be windows with sideways opening in every room. Extent of the window door of every room shall not be less than 1/15th of the room's extent. Where the factory or the industry required to operate completely in closed building or air-conditioned these By-laws shall not be applicable.
 - (iii) Height of walls of every room shall not be less than 2.14 meters. the building be constructed with bricks cement blocks or aluminum and timber and both sides of the walls be cement plastered
 - (iv) There shall be under ceiling to every room of factory or the industry and the height from floor to ceiling shall not be less than 2 meter
 - (v) The roof shall be supported by solid material such as Iron ,timber oil painted or color painted
 - (vi) Floor shall be cement plastered or covered with marble tiles
 - (vii) It shall be the responsibility of the licensee to arrange on the basis of not less than one latrine for every 10 employees and on this basis there shall be separate latrine for male and female employees.
 - (viii) Purification of water shall be complied with the standards prescribed by the Regional Director of Health
 - (ix) There shall be mechanism to channel the waste water emitted from the manufacturing activities.
Into the absorbing pit as per the recommendations given by the Regional Director of Health or Chairman, Central Environment authority. The absorbing pit shall be air free and the pit be located at a distance of 50 meters from the public water source or well
 - (x) There shall be fire brigade mechanism in place inside and outside of the factory buildings
 - (xi) There shall be mechanism to channel the waste water emitted from the manufacturing activities and wash rooms of the employees to flow smoothly to channels
 - (xii) There shall be a separate room to store raw materials for production, other chemicals, bottles used for packing or any other materials used for packing and the room shall be protected from rats, variety of insects and other harming pests
 - (xiii) Quality certificate be obtained from National water supply and drainage board to the effect that the water used to produce materials processed at the factory as food and beverages for human and animals consumption ,is of good quality. Quality certificate be obtained at least once in six months .Where the water supplied by National water supply and drainage board is used by the factories it shall be deemed as quality certificate of the water supplied by National water supply.

- (xiv) Where the water is stored for factory operations, protective measures be taken to implement mosquito control in order to prevent pollution and contamination. In case the water is stored in underground tanks, lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage be allowed at a distance more than 18 meters from the water tank
 - (xv) The place used as washing room of the used packing be separately located and as specified in para (xiii) the quality certified water be used for the above purpose.
 - (xvi) Refuse generated from the production operations be separately removed in reserved containers and tanks as per By-Laws 10.
5. It shall be the responsibility of the licensee to remove all shrubs, undergrowth and all other types of for any other purposes so as to prevent water stagnation and mosquito breeding and disease inflicting insect breeding.
 6. All the portions as stipulated under the By-Laws 4 shall be color painted at least once a year.
 7. All the rooms of the factories, Industries channels, drainage, furniture and other tools and equipment in the surroundings shall be maintained in good repair.
 8. Where used materials are employed after cleaning to packing activities in any factory, the cleaning ;
 - (a) For cleaning the labels pasted on the packing materials on the first round a separate tank shall be made available, and
 - (b) For cleaning the labels pasted on the packing materials in the final round another separate tank shall be made available, i.e. two tanks for the purpose, and the final cleaning shall be through a running flow of water.
 9. It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in factories, Industries activities and also to ensure that the employees wear the above protective gear at all times.
 10. (i) It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse
 - (a) Bio-degradable waste
 - (b) Glass
 - (c) Paper or paper based materials
 - (d) Polythene, plastic or polythene or plastic based materials
 - (e) Iron and other kind of metal or parts of iron and other kind of metal
 - (f) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials
 - (g) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose properly closed
 - (ii) It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Urban Council and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para 1 of section (ii).
 11. Location of the factory shall be subject to the regulations and provisions of the Central environment authority, Urban development authority and Factory ordinance.
 12. It shall be lawful for the Licensee to cause to subject the employees engaged in factories, Industries activities to medical examination at least once a year.

- | | |
|--|--|
| 13. No person shall run a factory or industry at any market or any other place without a valid license from Chairman or Urban Council Secretary or any authorized officer. | Non-executable tasks. (13-19) |
| 14. No person shall be allowed to store or use or cause to use any poisonous material or any activity or stench developing nuisance unless precautionary measures are put in place to prevent emission of odor or any poisonous gases. | |
| 15. Noise generating machinery, equipment or any devise or furnaces shall not be used in factories unless maintaining noise level lower than the level which cause voice pollution under the regulations and the amendments made by Hon.Minister in charge of Environment subject time to time under section 32 of National Environmental authority Act No.47 of 1980. | |
| 16. As per the regulations made under Section 32 of National Environmental authority Act No.47 of 1980 made by Hon.Minister and amendments thereto it is mandatory to install smoke outlets time to time for the purpose of emitting smoke generated from the furnaces. Unless the above arrangement is installed no factory or industry shall fix furnaces. | |
| 17. No factory or industry shall use or mount siren or bell or steam whistle or any other sound generating devices for the employees to signal starting and ending shifts or other purposes. In case the factory or industry had the siren or bell or steam whistle or any other sound generating devices, three months period from the date of commencing the factory or industry to conform to the regulations under the By-Laws is granted to get rid of the sound facilities. | |
| 18. No person shall be allowed to channel the waste water generated by the operations in the factories, Industries to public water courses. | |
| 19. Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless incubation period of the disease has lapsed. | |
| 20. In the event the licensee contravenes provisions of by-law 4 or any Section of the By-Laws Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date. | Function of the Urban Council. |
| 21. Under the sub section 164(2) of Urban Council Ordinance, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee from authorizing business. | Charges and fines. |
| 22. It shall be lawful to the Chairman or Urban Council Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Urban Council Secretary to any officer of the Urban Council by such provisions of the By-laws. | Delegation of powers. |
| 23. Validity of every license or permit issued under the provisions of the By-Laws shall expire on 31 st December each year for which license or permit has been issued unless the validity is cancelled earlier. | Valid period of the license or permit. |
| 24. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to inspect the standards of the place for which license was issued prescribed in By-Laws within the specified period at the licensed premises. | procedure for inspection and powers. |

25. It shall be lawful for the owner of the factory or industry to cooperate with the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to inspect the standards of the place for which license was issued. No any person shall be allowed to make impediments for such inspection.
26. Where a notice served under By-Laws 26 on the owner, owner shall comply with such notice before specified date. The Chairman or Urban Council Secretary may extend the specified date in the event of acceptable reasons submitted by the owner. However the extension shall not exceed 14 days.
27. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 26 of the By-Laws.
- Complaints and
reserving
mechanism.
28. Any licensee within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter.
- Violations of
By-laws.
29. Any breach of any provision of the By-laws shall be an offence.
- Fines and
penalties.
30. Contravention or breach of any of these By-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of Section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of Section 153(2).
- Interpretation
and Definition.
31. Unless the context otherwise requires, in these By-laws
- “The Chairman” shall mean who has been elected as Urban Council Chairman in terms of the provisions of the Local Authorities Elections Ordinance.
- “Urban Council Secretary” in relation to any Urban Council, shall mean the Urban Council Secretary of the Urban Council constituted or deemed to be constituted under this ordinance for that Urban Council. Any person appointed to act as such Urban Council Secretary or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.
- “Urban Council” shall mean, the Urban Council constituted under the Ordinance for Urban Council.
- “Authorized Officer” shall mean any officer given authority in written by the Chairman or Urban Council Secretary to carry out particular duty.
- “Licensee” shall mean a person whosoever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Urban Council”.
- “Licensed premises” shall mean place for which license has been issued to take all activities under the By-Laws.
- The power to inspect within the specified period “shall mean anytime the business activities are taking place”.
- The power to inspect within the specified period” shall mean any opportunity the business activities are taking place.

”Factory” means any place manufacturing a product using any raw material or manufacturing a product using any product produced by other factories

In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail

Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01

Application for Business tax / Licence 20..... for factories and Industries within the administrative area of the Urban Council

1. Name of the factory / Industry :-
2. Place of the factory / Industry:-
 - (i) Ward No.:-
 - (ii) Assessment No.:-
 - (iii) Name of the Road/Street:-
 - (iv) GN Division No. and Name:-
3. Name of the Applicant:-
 - (i) Full Name:-
 - (ii) Permanent Address:-
 - (iii) GN Division No. and Name:-
 - (iv) NIC No.:-
 - (v) Telephone No.:-
 - (vi) E-mail Address:-
4.
 - (i) Date of Beginning
 - (ii) Type of business:
 - (iii) Name of the manager of the business centre / Agent Name:
 - (iv) Previous Business:-
5. If it is rented building,
 - (i) Name of the Owner:
 - (ii) Address:-
6. Whether last year license was obtained:- Yes: No:
If last year license was obtained,
License No.:
Date:

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By-Law. I apply for the licence for the year 20..... to run the Industry/Business under the By-law.

.....
Date

.....
Signature of Applicant.

For office use

For report as follows:

.....

Chairman / Secretary / Authorized officer

For the Report of Assessment Section

Ward: Assessment No:.....

Name of Street:

Name of the Owner:.....

Detail of Assessment:.....

Annual Value:..... Arrears of the assessment tax:.....

.....

Date

.....

*Sectional Head.***For the report of revenue department,**

(i) Type of business:.....

(ii) Fees to be paid:..... Under A/B/C

(iii) Remarks:.....

.....

Date

.....

*Revenue Inspector.***For the report of the medical officer of health,****Public Health Inspector's Report:**

.....

.....

.....

.....

Date

.....

*Public Health Inspector.***Report of Medical Officer of Health:**

.....

.....

.....

.....

Date

.....

Medical Officer of Health.

For the report of chief Revenue Inspector,

Rent Agreement:..... Nature:.....
Environmental License:..... M.O.H report:.....
C.O.C:..... Excise License:.....
Application is recommended/not recommended for the following reasons:.....
.....

.....
Date

.....
Chief Revenue Inspector.

Accountant's Recommendation

Recommended for approval to issue license/not issue license.....

.....
Date

.....
Accountant.

Approved/Not Approved.

.....
Date

.....
Chairman/Authorized Office.

For the report of Revenue Branch

Receipt No:..... Date of the Receipt:.....

License No:..... Date of the License:.....

Recommended to issue License.
Sectional head (Revenue).

Submit for signature of Urban Council Chairman

.....
Date

.....
Secretary/ Accountant.

Signed

.....
Date

.....
Chairman/Authorized Officer.

CHAPTER-8***PART I - Standard by laws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters initiating mitigation measures to minimize risks within the administrative area of the Urban Council***

Name of the By-laws.

1. These standard By-laws may be cited as the By-laws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters, initiating mitigation measures to minimize risks and provide for matters connected therewith or incidental thereto within the administrative area of the Urban Council.

Objective.

2. These be laws are framed under section 4 of Urban Councils Ordinance No. 61 of 1939 to make provisions to minimize the possibilities of disaster situations arising, to provide relief to persons affected by disasters or likely to be affected by a disaster situation, early vigilance to face a disaster situation to put in place mitigating measures to minimize disaster risks all connected and consequential matters thereof within the administrative area of the Urban Council.

Legislative enactment for making By-laws.

3. These be laws are framed under section 153(1) of Urban Councils Ordinance No. 61 of 1939 read with section 157(36)(b) by which powers are vested in the Urban Councils.

Tasks to be executed. (4-25)

4. Constitution of Disaster management committee for putting in place preliminary strategy for provisions to minimize the possibilities of disaster situations arising, to provide relief to persons affected by disasters or likely to be affected by a disaster situation, early vigilance to face a disaster situation to put in place mitigating measures to minimize disaster risks all connected and consequential matters thereof within the administrative area of the Urban Council.

5. Composition of Committee

A Number of members of the committee under By-Laws 4 shall not exceed 23 and shall comprise following persons including women members:

- (i) Chairman of the Urban Council shall be the Chairman of the committee
- (ii) Urban Council Secretary shall be the Secretary of the committee
- (iii) Four members including the Vice Chairman shall be elected for the ensuing year at the monthly meeting in December each year
- (iv) Technical officer of the Urban Council
- (v) Officer in charge or the Chief Fireman of the Fire brigade of the Urban Council
- (vi) Assistant Director of the District Disaster management Unit appointed under the Disaster management Act, No.13 of 2005 or a representative named and nominated by him
- (vii) Divisional Secretary of the area which comes under the Urban Council administrative area or a representative named and nominated by him
- (viii) The Medical officer of Health of the area or a representative named and nominated by him
- (ix) Officer In charge of the Police Station of the area or a representative named and nominated by him
- (x) A minimum of three representatives of the Urban Development Advisory board of the area
- (xi) Zonal Director of Education of the area or a representative named and nominated by him
- (xii) Representative of the Chamber of Commerce or Traders Association of the area or a representative named and nominated by him
- (xiii) Electrical Superintendent of the Sri Lanka Electricity Board of the area or a representative named and nominated by him

- (xiv) Officer In charge of the Water supply and Drainage Board of the area or a representative named and nominated by him
 - (xv) Depot Manager of the Sri Lanka Transport of the area or a representative named and nominated by him
 - (xvi) Representative of the Road Passenger Transport Authority of the Province
 - (xvii) Secretary of Local Government or a representative named and nominated by him.
- B Where a member ceases to be a member of the committee, the committee shall, at the next meeting after such vacancy occurred, elect any other member to the vacancy and the elected member shall function till 31 December of the same year.
- C Where a member nominated to the committee by virtue of the sub paras (iv) (v) and (ix) being unable to attend a meeting due to personal reasons, the officer shall name and nominate another officer who acts for him for the purpose of participating at the committee meeting with the consent of the Head of the institution.
6. (i) Committee shall be summoned to meet at least once in two months. Chairman shall summon special meetings for reasons deemed to be appropriate.
 - (ii) Chairman shall preside over every committee meeting and in his absence Vice Chairman shall preside. In the absence of Chairmen or Vice Chairman a member elected by the members from among the members present shall preside in terms of sub section (iii) of the By-Law No.5.
 - (iii) Quorum for any meeting of the committee shall be one third of the total number of members.
 - (iv) Each and every resolution of the committee shall be passed by a majority of the members present for such meeting.
 - (v) While the Chairman shall have an original vote with the other Members at the Meetings of the Council or at meetings of a committee of the whole House in respect of any matter, question or motion, in case of equality of votes taken on any motion he shall have a casting vote as well.
7. The Committee shall have power to act notwithstanding any vacancy in its membership, and any act or proceeding or decision of the Committee shall not be invalid or deemed to be invalid by reason only of such vacancy or any defect in the appointment of the Chairman or member.
 8. Minutes of every meeting shall be tabled before the committee at the following meeting for the information of the members.
 9. Committee shall discuss and deliberate any subjects tabled along with the reports of the Finance and Policy committee for approval.
 10. The tasks of the committee shall be the tasks specified in the 1st schedule of these By-Laws.
 11. (i) It shall be lawful for the Chairman to direct any office or commercial institution within the administrative limits of the Urban Council to blow out or diffuse the following before closing such office or commercial institution at the conclusion of the activities on a daily basis:
 - (a) A lamp using kerosene oil or
 - (b) A lamp or blame generated by Coconut oil or any other material
 - (c) An incense stick or something similar to that
 - (d) anything else with such effect
 - (ii) The owner or Manger or caretaker of such office or commercial institution within the administrative limits of the Urban Council shall be the person responsible to comply with the directions set out in para 11(i) or cause to comply with the directions set out in para(i) through somebody else.

12. (i) Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and likely vulnerable disaster zones by the committee with the technical assistance of the Disaster Management Centre to identify causes of disaster with regard to each such zone and in the event of a local disaster, to facilitate finding ways for evacuating affected people and finding suitable places to temporarily lodge them.
- (ii) Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and facilitating public awareness programs.
- (iii) Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and facilitating public awareness programs with notice boards in three languages
- (iv) Facilitating liaison with organizations and persons pursuing hazard, vulnerability and risk reduction studies and implementing action programmes to minimize risks in the identified zones.
13. (i) Obtaining evaluation report from Disaster management center with regard to existing disaster situation and all steps necessary to minimize disasters where it considers appropriate to grant approval for post disaster development and construction. In case of potentials for high disaster risk submitting a certificate from the Chartered Engineer, Architect/Geologist on strategies to minimize disasters.
- (ii) Facilitating liaison with disaster management committees formed under the Disaster management center at Grama Officer areas level within the administrative area of the Urban Council.
14. Facilitating liaison with relevant institutions to take necessary activities for restoration of normalcy and providing relief to the affected under the guidelines given by the Government.
15. Where the Technical committee of the Disaster management centre identifies disaster vulnerable zones:
 - (i) Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and likely disaster prone zones causes of disaster with regard to each such zone and in the event of a local disaster, to facilitate finding ways for evacuating affected people and finding suitable places to temporarily lodge them.
 - (ii) Specifically identifying short term and long terms effects on the lives of those residing in the disaster zones.
 - (iii) Identifying appropriate institutions for the supply of necessary equipment required at the locations where the affected people from vulnerable disaster zones and disaster prone zones are housed
 - (iv) Facilitating liaison with members of the committee, community leaders, disaster management center and other relevant stakeholders institutions to take necessary activities for restoration of normalcy and to minimize hazards
 - (v) Setting up data and strategy on priority basis and updating them to take necessary activities for restoration of normalcy and to minimize hazards
 - (vi) It shall be lawful for the Urban Council to offer adequate training with the assistance of the Disaster management center to the identified teams entrusted to provide relief to the affected people during a disaster situation.
16. (i) It shall be lawful for the Urban Council to appoint an officer or employee to preserve early warning messages released by Disaster management centers on the advice of the technical agencies involved in disaster management
- (ii) It shall be lawful for such officer or employee to transmit such early warning messages with regard to possible risks within the administrative area of the Urban Council to the Disaster management committee or the members of Disaster management committee
- (iii) The committee shall decide on the course of action to be taken with regard to identified vulnerable disaster zones and likely vulnerable disaster zones within the area of Urban

- council to provide relief to those affected or likely to be affected. In case the Chairperson opines time is inadequate to convene the committee to decide on the course of action on providing facilities such as life protection, food, drinking water, clothing, health and sanitation equipment Chairperson shall notify the decisions and action taken to the members of the committee within three calendar days.
- (iv) The committee or the Chairman shall decide on the course of action to be taken with regard to facilities mentioned in para 3 and the expenses to be incurred for such purpose shall be borne by the Urban Council Fund.
 - (v) Committee shall table the detailed report along with decisions and expenses incurred from the Urban Council Fund at the first meeting after action taken with regard to facilities mentioned in para 3 and the expenses incurred for such purpose borne by the Urban Council Fund as per para 4.
17. Disaster Management Centre shall provide technical advice to identify lands which are vulnerable to natural disasters and lands with 30 degrees falling within the administrative area of the Urban Council.
 18. It is lawful for the committee to identify places vulnerable to floods with marking charts and shall grant approval for building the foundation level of the houses taking into account past experience scientifically of maximum water level and rainfall within the administrative area of the Urban Council
 19. It is lawful for the Urban Council within the administrative area of the Urban Council to construct surface water diversion or redirecting canals networks and maintenance of such systems and remove all the obstructions that prevent smooth water flowing during period of heavy rainfall.
 - (i) It is lawful for the Urban Council within the administrative area of the Urban Council to confirm that building application plan contains appropriate water diversion or redirecting canals networks and maintenance of such systems in case of applications submitted for partition /subdivision of lands for smooth water flowing during period of heavy rainfall
 - (ii) It is lawful for the Urban Council within the administrative area of the Urban Council to confirm that the approval for sales of lands conform with the plan.
 20. It is lawful for the Urban Council within the administrative area of the Urban Council to conduct awareness programmes among residents, business places and other places on proper use of LP gas cylinders, accessories and installing devices to ensure leakage does not take place as preventive measures.
 21. It is lawful for the Urban Council within the administrative area of the Urban Council to conduct awareness programmes with the cooperation of the relevant technical institutions among residents, business places and other places on usage of electrical equipment and devices during period of heavy rain ,rain with thunder and lightening.
 22. It is lawful for the Urban Council within the administrative area of the Urban Council to form first aid volunteer groups and provide proper training with the cooperation of the relevant technical institutions.
 23. (i) Under the By-laws
 - (a) For the purpose of minimizing disaster hazards effects
 - (b) For the purpose of providing relief during times of disasters hazards

It is lawful for the Urban Council within the administrative area of the Urban Council to Confirm adequate funds are allocated under disaster management funds.

It is lawful for the Urban Council Secretary within the administrative area of the Urban council to report to the Auditor General of the decision arrived at the monthly meeting of the council without delay.

24. (i) Under the By-Laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred for the activities coming under the purview of the By-Laws but approval to be received for getting that fund within an island by Local Government minister, Ministry of Provincial Council or approval to be received for getting that fund from foreign by Department of External Resources.
 - (ii) Under the By-Laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred as mentioned in para (i) shall be credited to Urban Council Funds and such assistance shall be utilized for the activities coming under the purview of the By-Laws.
 - (iii) Urban Council Secretary shall cause to maintain a separate account for the purpose mentioned in para (ii) and it shall be titled Disaster Management Account of the Council and shall cause to obtain the Council approval for the policy on financing and other guidance coming under the purview of the By-Laws.
 - (iv) Under the By-laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred as mentioned in para (i) shall be credited to Urban Council Funds and the details of the debit and credit to the Fund account shall be tabled before the Committee for its deliberation at every meeting and shall be tabled before the Council at the next meeting.
25. (i) It is lawful for the Head or his Representative of the District disaster management committee of the district wherein the Urban Council is located, Divisional Secretary of Divisional secretariat, which is located within the Urban Council administrative area, Local authorities, other State institutions, non-Government organizations to provide data and information pertaining to Disaster management as and when requested by the Urban Council Secretary
 - (ii) It is lawful for the Urban Council Secretary to provide data and information pertaining to Disaster management as and when requested by the institutions mentioned in para (i)
 - (iii) Notwithstanding the contents of the para(i) and (ii), Head or his Representative of the District disaster management committee of the district wherein the Urban Council is located, Divisional Secretary of Divisional secretariat, which is located within the Urban Council administrative area, Local authorities, other State institutions, non-Government organizations it shall not be a hindrance for the Head or his Representative to refrain from providing such data and information if in his/her opinion providing data and information is a threat and harmful to national security.

Delegation powers.

26. It shall be lawful to the Chairman or Urban Council Secretary to delegate powers with regard to regulating the By-Laws to any officer of the Urban Council.

Procedure of inspection and powers.

27. Urban Council Secretary or any officer to whom powers are delegated shall inspect the directives incorporated in the By-Laws and the appropriate time would mean any occasion of such inspection.

Complaints and resolving mechanism.

28. Any person within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and initiate action to resolve the matter.

Violation of By-laws.

29. Any breach of any provision of the By-Laws shall be an offence.

Fines and Penalties.

30. Contravention or breach of any of these by-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the

penalties in terms of section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153(2).

31. Unless the context otherwise requires, in these By-laws

Interpretation
and Definition.

“The Chairman” means who has been elected as Urban Chairman by the provisions of the Local Authorities Elections Ordinance.

“Secretary” means the Secretary of the Council or any other officer delegated to carry out the powers, functions and duties of the Secretary.

“Urban Council” means, the Urban Council constituted under the Ordinance of Urban Council for Urbanity

“Authorized Officer” means any officer given authority in written by the Chairman to carry out particular duty.

“Chairperson of Meeting” means the Chairman presiding over meetings of the Council for the time being or the Vice Chairman of the Council who takes the Chair in his absence and it also includes any other member elected on the vote of the members for the Chair in the absence of both the Chairman and the Vice Chairman.

“Disaster and Hazard” shall mean the definition provided in the Disaster Management Act, No.13/2005 Disaster to the word.

Disaster situations arising is defined as an occasion where human life, property and the environment of Sri Lanka is being threatened and endangered due to natural and manmade disasters occurred or likely to occur within the territory of Sri Lanka. Details is included in schedule-01.

32. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Any
inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail.

Schedule -01

Disaster situation includes;

- (a) A landslide
- (b) A Cyclone
- (c) A Flood
- (d) A drought
- (e) An industrial catastrophe
- (f) A tsunami (An ocean waves caused by an underwater earthquake)
- (g) An earthquake
- (h) Lightning and thunder
- (i) Oceanic hazards
- (j) Fire risks
- (k) Epidemic situation
- (l) Explosion
- (m) An air attack
- (n) Domestic violence
- (o) Chemical accidents
- (p) Risks of radiation
- (q) Wildfire
- (r) Sea erosion
- (s) Tornado associated with whirlwinds and cyclones

“Providing relief” shall mean making provisions to minimize the possibilities of disaster situations arising, to provide immediate food, dry rations water and sanitation, medical, counseling assistance, shelter, clothing and other needs to affected people disasters or likely to be affected by a disaster situation in an adequate, appropriate and timely manner till they are resettled.

First schedule of the By-laws

Providing relief to affected people by disaster situation during disaster situation or likely to be affected by disaster and initiating preventing and mitigating measures within the administrative area of the Urban Council

- (i) Identifying vulnerable areas where hazards could occur within the administrative area of the Urban Council
- (ii) Analyzing and determining causes of such disaster situations
- (iii) Devising strategy to prevent and minimize the causes for such disaster situations and to provide relief for smooth return to normalcy of those affected
- (iv) Correct identification of the number of families in the disaster prone areas and make specific count of students, children, elders and differently abled people.
- (v) Devising strategy to provide relief to those affected families in the disaster prone areas
- (vi) Identifying possible places before the occurrence of disaster for temporarily housing those affected who have been internally displaced
- (vii) Devising strategy to provide relief such as melas, drinking water and other facilities to those affected families in the disaster prone areas till they are resettled
- (viii) Devising strategy to provide sanitation and health facilities to those affected families in the disaster prone areas till they are resettled within the administrative area of the Urban Council
- (ix) Correct identification of the season and period of possible disaster occurrences
- (x) Identifying alternative routes for traffic when there are possibilities for disaster occurrence in the regular traffic routes
- (xi) Identifying and measuring the rainfall and the time taken to inundate the trafficking roads as a result of flood situation
- (xii) Identifying areas drowned under water due to floods and measuring and determining the rainfall and the time taken for the floods to cover the areas and identifying areas drowned under water due to unexpected rainfall and floods and measuring and determining the rainfall accompanied by cyclone
- (xiii) Causing action to install less expensive meters (meters) to measure the rainfall and collect the data on the rainfall with the cooperation of the Disaster management center and the Metrological department.
- (xiv) Identifying periods where the people within the Urban Council administrative area have no access to drinking water under the existing system and identifying causes for such situation
- (xv) Causing action to identify the places vulnerable to fire and map out the sites within the Urban Council administrative area
- (xvi) Causing action to identify the places vulnerable to landslide and mudslides with the relevant technical institutions within the Urban Council administrative area
- (xvii) Causing action to identify the places vulnerable to epidemic and to engage in prevention and controlling spread of such epidemics with the cooperation of Health authorities within the Urban Council administrative area
- (xviii) Causing action to identify the industrial and business which are engaged in transferring/ transporting flammable dangerous chemicals which could catch fire or ignite or explode and take action to register those business institutions
- (xix) Causing action to confirm that the data and information collected with regard to Disaster management functions entrusted to the Committee are updated regularly.

- (xx) Causing action to confirm maintaining close coordination with the District disaster management unit obtaining data and information and also exchanging the data and information stored by the Urban Council with District disaster management unit within the Urban Council administrative area
- (xxi) Causing action to identify individuals, organizations and non-government organization and equipment and tools in their possession who have the capacity to help and contribute as groups
- (xxii) Causing action to make recommendations to the council of those volunteers who are prepared to engage in functions related to protecting lives and to register their name and to provide them adequate training.
- (xxiii) Causing action to make recommendations to the council of purchase of necessary equipment and other needy materials disseminating prior information of possible disaster situation emerging or the relief to be provided to the affected.
- (xxiv) Causing action to table data and information collected by the committee and the methodology adopted by the committee with recommendations to the council.

32. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PART II – Standard By-laws for Establishment and maintenance of Pedestrian Crossing within the administrative area of the Urban Council

- | | |
|---|--|
| 1. These By-laws may be cited as By-Laws for Establishment and maintenance of Pedestrian Crossing and provide for matters connected therewith or incidental thereto within the administrative area of the Urban Council. | Name of By-Laws. |
| 2. These be laws are framed for the purpose of protection of the travelers and prevention of traffic accidents by regulating and monitoring and administering Pedestrian Crossing within the administrative area of the Urban Council under section 4 of Urban Councils Ordinance No. 61 of 1939. | Objective. |
| 3. These be laws are framed under section 153 of Urban Councils Ordinance No. 61 of 1939 read with section 157(7) by which powers are vested in the Urban Councils. | Legislative enactment for framing by-laws. |
| 4. Where any pedestrian crosses the road through the Pedestrian Crossing, all the drivers of all the vehicles shall stop for the pedestrians till the pedestrians cross and reach the other side of the crossing. | Tasks to be executed. (4-5) |
| 5. Any vehicle shall promptly obey all instructions such as light signal or other signals by a police officer or a traffic guide at pedestrian crossings. Driver of the vehicle shall promptly obey light signal or other signals given by police officer or a traffic guide. | |
| 6. No person shall be allowed to erase or alter pedestrian crossing signs/ signal under by-law 11. | Non-executable tasks. (8-10) |
| 7. Any pedestrian shall not be allowed to enter the pedestrian crossing when any vehicle reach the line depicted to show the zone for stopping vehicle. | |
| 8. No any pedestrian at any pedestrian crossing shall be allowed to unnecessarily stop or delay by taking more time than needed at his normal speed when crosswalk to other side of the zone and | |

Pedestrians may not stay at crossing into the path of a moving vehicle to constitute an immediate hazard. No any pedestrian at any pedestrian crossing shall be allowed to unnecessarily disturb other pedestrians crossing the zone.

9. Driver of any vehicle shall not be allowed to stop the vehicle within a pedestrian crossing unless the vehicle cannot be brought under control for reasons beyond driver's control.

10. Driver of any vehicle shall not be allowed to stop the vehicle within a pedestrian crossing unless the driver stops the vehicle within a pedestrian crossing to avoid an accident.

Functions of the
Urban Council.
(11-14)

11. Under by-laws 12 Marking pedestrian crossing zone shall conform to regulations and amendments made time to time as appeared in para No.1 of section 1, instruction No.16 read with figure 4.18 published in Gazette Extraordinary No.444/18 dated 13 March 1987 made by the Minister of Transport under Sections 237 read with section 164 of the Motor Traffic Act. It is lawful for the Chairman to cause to confirm the markings are always in place with proper painting continuously.

12. It is lawful for the Chairman to determine the pedestrian crossings at the highways and roads within the administrative area of the Urban Council as recommended by the consultative committee of the Urban Council and to declare pedestrian crossings at the highways and roads within the administrative area of the Urban Council and cause action to mark signs and install sign boards in conformity with the regulations under the Motor Traffic Act.

13. Urban Council shall have the power to change or remove any pedestrian crossings in terms of the council resolution made from time to time.

14. Urban Council may take action to motivate the Traffic guides involved in traffic guidance at pedestrian crossings in front of schools.

Complaints and
resolving
mechanism.

15. Any licensee within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.

Delegation of
powers.

16. Under the by-laws Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary shall have the powers to carry out inspection within the administrative area of Urban Council.

Violation of
By-laws.

17. Any person who violates any provisions of these By-laws shall be guilty of an offence

Fine and
Penalties.

18. Contravention or breach of any of these by-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153(2).

Interpretation
and Definition.

19. Unless the context otherwise requires, in these by-laws

"The Chairman" shall mean who has been elected as Urban Council Chairman in terms of the provisions of the Local Authorities Elections Ordinance.

"Urban Council Secretary" in relation to any Urban Council, shall mean the Urban Council Secretary of the Urban Council constituted or deemed to be constituted under this ordinance for that Urban

Council. Any person appointed to act as such Urban Council Secretary or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.

“Urban Council” shall mean, the Urban Council constituted under the Ordinance for Urban Council.

“Authorized Officer” shall mean any officer given authority in written by the Chairman or Urban Council Secretary to carry out particular duty.

“Traffic guide” shall mean a school student or any other person authorized by the principal of the school or any person authorized by the principal to engage for duties at guiding pedestrians and vehicles at pedestrian crossings in front of schools.

“Vehicle” shall mean any conveyance used as an instrument of conveyance under the Motor Traffic Act It can include any conveyance, bicycle rickshaw used for transporting passengers.

“Pedestrian crossing” shall mean a place shown differently with colored lines or other means for the walking road users with road signs for crossing road “cross here”.

“Driver” shall mean a person driving push bicycle or tricycle driven mechanically or other means or a person pushing cart or pulling cart or a person pulling rickshaw are classified as drivers under Motor traffic Act.

20. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.
- Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PART III – Standard By-Laws for formalizing regularizing, regulating, monitoring and controlling Solid waste Disposal within the administrative area of the Urban Council

1. These By-laws may be cited as By-laws for solid waste management through formalizing regularizing, regulating, monitoring and controlling solid waste dumped at road sides, public places, marshy lands, low lying areas, water courses and provide for matters connected therewith or incidental thereto within the administrative area of the Urban Council.
 2. These be laws are framed under Section 4 of Urban Councils Ordinance No. 61 of 1939 for the purpose of ensuring management with regard to solid waste dumped at road sides, public places, marshy lands, low lying areas, water courses emission and waste and provide for matters connected therewith or incidental thereto within the administrative area of the Jaffna Urban Council.
 3. These be laws are framed in terms of powers vested in the Urban Council under Section 118, 119, 120 of the Urban Councils Ordinance No. 61 of 1939 and Section 157(b).
 4. It shall be the responsibility of every owner or occupant of any premises to maintain his/her premises free of waste and in a hygienic manner.
 5. It shall be the responsibility of every owner or occupant of any premises to collect, separate, transfer and dispose of the waste generated in his/her premises as stipulated in the By-laws.
- Name of By-laws.
- Objective.
- Legislative enactment for framing By-laws.
- Tasks to be executed. (4-17)

6. It shall be the responsibility of every owner or occupant of any premises to employ method of sweeping or any other method in his/her premises to collect the waste on a daily basis.
7. It shall be the responsibility of every owner or occupant of any premises to separate or cause to separate the collected waste as depicted in by laws 8-28.
8. It shall be the responsibility of every owner or occupant of any premises to use Dustbins or bags or containers in a safe manner to collect or transfer or dispose of waste as depicted in by laws 8-28. In case the bags or dustbins or contains have become unusable due to damages therein.

Those items may not be used for the purpose of waste disposal. When the owner or occupant of the premises request, Urban Council may provide those Dustbins or bags or containers to owner or occupant of the premises free of charge or at a subsidized cost.

9. Where an owner or occupant of any premises, in terms of By-Laws 11, fails to get permission to recover, compress, collecting or remove, an owner or occupant of any premises may hand over the waste to the garbage collector.
10. Waste which were not removed by recovering, compressing, collecting in terms of by-law 11, shall be removed by the garbage collector authorized by the By-Laws 18(iii) as per the provisions of the By-Laws from 8-26.
11. An owner or occupant of any premises may dispose of the waste within his/her premises except prescribed under (a) and (b).
 - (a) Areas banned by Urban Council to dump waste
 - (b) Certain kind of waste determined by the Urban Council
12. An owner or occupant of any premises may burn the waste in an incinerator in terms of the regulations approved by Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary or An owner or occupant of any premises may compress, organize and bury within the backyard of the premises in terms of regulations approved by Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary.
13. Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary may supply a 'compost container' to any owner or occupant of any premises who have sufficient area within the premises to maintain compost container and store the waste, on request by him/her, Chairman or Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall approve such request.
14. An owner or occupant of any premises may manufacture or compress the waste generated by home garden in terms of regulations approved by Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary. An owner or occupant of any premises may hand over the rubbish to the garbage collector or authorized employee on payment of a fee determined time to time by the Council.
15. Where an owner or occupant of any premises trim or cut or fell any part of a tree within the bounds of the adjoining premises hanging over his/her property line owner or occupant shall forthwith remove the trimmed part or cause to remove. If not on a payment of a fee to the Urban Council shall hand over the trimmed part to the garbage collector.
16. It shall be the responsibility of every owner or occupant of any premises to prevent their domestic animals roaming and dropping feces, dung and waste on public places or streets. If not It shall be the responsibility of owner or occupant of the premises to remove such waste.

17. It shall be the responsibility of every owner or occupant of any premises to specify method for disposal of solid waste and other waste generated and compressing compost making in the application when applying for permission to construct or repair his/her house.

18. Premises

Functions to be executed. (18-19)

- (i) It shall be the responsibility of the owner or occupant of any premises to segregate the waste generated within the place in the following methods
- (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Nuisance creating waste
 - (d) Carcasses of deed animals parts of the dead animals and dirt
 - (e) Dust and dried waste generated by sweeping the premises
- (ii) It shall be the responsibility of the owner or occupant of any premises to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe manner covered in moisture free containers avoiding access to rats, variety of insects and animals and keep in a reserved place.

Carcasses of animals ,parts of the dead animals or waste be removed in appropriate manner and hand over to the garbage collector on a payment of a fee decided time to time by the Urban Council.

- (iii) Every owner or occupant of any premises may hand over the waste specifically mentioned under sub sections (a) and (b) of By-Laws 18(i) to the garbage collector or authorized employee and failing which owner or occupant along with waste specifically mentioned under sub sections (c) of By-Laws 18(i) may hand over the waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers determined by the Urban Council.
19. (i) It shall be the responsibility of every owner or occupant of apartment complex or block of flats to segregate the waste as follows:-
- (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Nuisance creating waste
 - (d) Carcasses of deed animals parts of the dead animals and dirt
 - (e) Dust and dried waste generated by sweeping the premises
- (ii) It shall be the responsibility of every owner or occupant of apartment complex under By-Laws 19(i) to keep in readiness clean and good quality dustbins /bags/containers as advised by the Chairman or Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary.
- (iii) In the event the owner or occupant of apartment complex under By-Laws 19 (i) contravenes provisions of By-law 19(2) Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall demand owner or occupant to keep ready those dustbins /bags/containers on or before a date specified by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary. It shall be the responsibility of every owner or occupant of apartment complex to conform to the requirements specified by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary.
- (iv) It shall be the responsibility of owner or occupant of apartment complex living in the upstairs or down stairs to dispose of the segregated waste into the appropriate coded containers.

- (v) It shall be the responsibility of owner or occupant of apartment complex to hand over the waste mentioned under sub section (a) and (b) of By-law 19(i) to the garbage collector. Failing which owner or occupant shall hand over the waste mentioned under Sub section (c) and (d) along with the former waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers constructed by the Urban Council.
- (vi) Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary, shall with the prior approval obtained from the monthly meeting of the council, issue dustbins/bags/containers to those living in shanties/slums free of charge.
- (vii) It shall be the responsibility of every owner or occupant of any dwelling house in shanty/slum to collect, separate as mentioned below and dispose of the waste into dustbins / containers in close proximity to shanty/slum;
 - (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
- (viii) Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall have the powers to grant permission to the garbage collector to remove garbage classified under sub section (a) and (b) of By-law 19(i)

20. Commercial establishments and offices

- (i) It shall be the responsibility of the owner of Commercial establishments and offices to segregate the waste generated within the place in the following methods:
 - (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Nuisance creating waste
 - (d) Carcasses of dead animals parts of the dead animals and dirt
 - (e) Dust and dried waste generated by sweeping the premises
- (ii) It shall be the responsibility of the owner of Commercial establishments and offices to collect segregated waste in different bags and keep in a reserved place.
- (iii) It shall be the responsibility of owner of commercial establishment or the office to hand over the waste mentioned under Sub section (a) and (b) of By-law 20(i) to the garbage collector.
- (iv) It shall be the responsibility of owner of commercial establishment and offices in the upstairs or down stairs to dispose of the segregated waste in the appropriate coded containers in conformity with the requirements specified by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary. For this purpose Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary may arrange to supply required dustbins /containers commercial establishment and offices.
- (v) Every owner of commercial establishment and offices may hand over the waste specifically mentioned under Sub sections iv of By-laws 20 the waste be separated and deposited into the bags or containers. Every owner of commercial establishment and offices has the right to hand over the specifically classified waste to the garbage collector.
- (vi) Waste that was specifically mentioned under By-law(i) not collected by garbage collector and the waste specifically mentioned under sub sections (a) and (b) of By-law 20(i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Urban Council.
- (vii) It shall be the responsibility of owner of commercial establishment and offices to look after health of the employees of commercial establishment and offices engaged to handle disposal of the waste and handling the dustbins /containers mentioned under By-law.

21. Restaurants

- (i) It shall be the responsibility of the owner or a person authorized by him to segregate the waste generated within the place in the following methods:
 - (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Nuisance creating waste
 - (d) Carcasses of deed animals parts of the dead animals and dirt
 - (e) Dust and dried waste generated by sweeping the premises
- (ii) It shall be the responsibility of the owner or a person authorized by him to collect segregated waste in different bags and keep in a reserved place.
- (iii) It shall be the responsibility of owner or a person authorized by him to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe lids made of plastic or metal containers avoiding access to rats, variety of insects and animals and keep in a reserved place.
- (iv) It shall be the responsibility of owner or a person authorized by him to hand over waste specifically mentioned under Sub section (a) and (b) of By-law 21(i).
- (v) Waste that was specifically mentioned under By-law 21(iv) not collected by garbage collector and the waste specifically mentioned under Sub sections (i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Urban Council.

22. Fruits and vegetable selling centers

- (i) It shall be the responsibility of the owner of Fruits and vegetable selling centers or a person in charge to segregate the waste generated within the place in the following methods:
 - (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Nuisance creating waste
 - (d) Carcasses of deed animals parts of the dead animals and dirt
 - (e) Dust and dried waste generated by sweeping the premises
- (ii) It shall be the responsibility of the owner of Fruits and vegetable selling centers or a person in charge to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe covered, moisture free containers avoiding access to rats variety of insects and animals and keep in a reserved place.
- (iii) It shall be the responsibility of owner of Fruits and vegetable selling centers or a person in charge to hand over the waste mentioned under Sub section (a) and (b) of By-law 19(i) to the garbage collector. Failing which owner or occupant shall hand over the waste mentioned under Sub section (c) and (d) along with the former waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers constructed by the Urban Council.

23. Pavement Hawkers vending

- (i) It shall be the responsibility of every vendor to segregate the waste generated within the place in the following methods:
 - (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Nuisance creating waste
 - (d) Carcasses of deed animals parts of the dead animals and dirt
 - (e) Dust and dried waste generated by sweeping the premises
- (ii) It shall be the responsibility of the vendor to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe covered, moisture free containers avoiding access to rats variety of insects and animals and keep in a reserved place.

- (iii) Waste that was specifically mentioned under By-law(i) not collected by garbage collector and the waste specifically mentioned under Sub sections (a) and (b) of By-law 23(i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Urban Council.

24. **Factories**

- (i) It shall be the responsibility of the every owner of a factory or producer to segregate the waste generated within the place in the following methods:-
 - (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Nuisance creating waste
 - (d) Carcasses of deed animals parts of the dead animals and dirt
 - (e) Dust and dried waste generated by sweeping the premises
- (ii) Carcasses of animals ,parts of the dead animals or waste be removed in appropriate manner and hand over to the garbage collector on a payment of a fee decided time to time by the Urban Council.
- (iii) Owner of a factory or producer shall, subject to the conditions prescribed under the National Environment Act No.47/1980, dispose of the waste.

Tasks to be
executed.

25. **Excavation, construction and demolition**

- (i) Waste generated during excavation of a highway road or street or public place or constructing a building or demolishing shall be stored in a land approved by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary till removal of waste in appropriate manner.
- (ii) Waste mentioned under By-law 25(i) be removed in appropriate manner and handed over to the garbage collector on a payment of a fee, decided time to time by the Urban Council.

- 26. (i) Anyone involved in providing services or utility services such as gas,electricity,water,telephone or constructing a road or a path or excavating a public site shall obtain prior approval from Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary.
- (ii) Where the applicant is unable to remove the waste generated after completing the proposed project before obtaining prior approval the applicant shall pay attention to this situation. Applicant shall deposit an amount equivalent to the estimated amount for removing the waste before obtaining prior approval.
- (iii) Where any one fails to remove the waste in full or fails to remove a portion of the waste or does not show interest to remove the waste, based on the decision made by the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary, shall be removed. Under the provision of By-Laws 26(i) the cost shall be deducted from the deposit.

Tasks to be
executed.

27. **Private hospitals**

- (i) It shall be the responsibility of the owner or Private hospitals to segregate the waste generated within the place in the following methods:-
 - (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Waste except water mentioned under (d) of this by-law
 - (d) Nuisance creating waste
 - (e) Dust and dried waste generated by sweeping the premises

- (ii) It shall be the responsibility of the owner of private hospital to collect segregated waste specifically prescribed under (a) and (b) of By-Laws 27(i) in different bags and keep in a reserved place and waste specifically prescribed under (c) and (d) of By-Laws 27(i) in different bags and keep in a reserved place. The waste shall be removed in terms of the regulations under National environment protection Act No.47 of 1980
- (iii) waste specifically prescribed under (a) and (b) of By-Laws 27(i) shall be handed over to the garbage collector on a payment of a fee decided time to time by the Urban Council

28. Other premises

Tasks to be executed.

- (i) Where a person initiates a commercial venture not stated under By-Laws 8-27 or a person who organize or conduct religious, social cultural or educational activity and the person caused generation of waste as a result of the above activities carried out, the person shall segregate the waste generated within the place in the following methods.
 - (a) Kitchen waste and biological waste
 - (b) Recycle and reuse waste
 - (c) Nuisance creating waste
 - (d) Dust and dried waste generated by sweeping the premises
- (ii) It shall be the responsibility of the person who organize or conduct the activities stated under by-law 28(i) shall inform the Urban Council in time of his/her special arrangement for collection of waste
- (iii) It shall be the responsibility of the person to segregate the waste and keep in separate containers at a reserved place
- (iv) waste specifically prescribed under (a) and (b) of By-Laws 28(i) in different bags and keep in a reserved place and waste specifically prescribed under (c) and (d) of By-Laws 28(i) in different bags shall be handed over to the garbage collector on a payment of a fee decided time to time by the Urban Council.

29. Public roads and public places

Tasks to be executed.

Chairman or Urban Council Secretary shall plan, control following discussion and approval from the council and administer the following functions:

- (i) Maintenance of roads, paths, public places, drainages, water running channels and public markets in clean and hygienic manner within the administrative area of the Urban Council
- (ii) Supplying, installing and maintaining of adequate containers at both road sides at public places
- (iii) Supply of mobile containers at public places during festivals or special programmes or periods as per council resolution at the request of the organizers of such festivals or special programmes
- (iv) Maintenance of waste tanks and containers fixed at residential areas in clean and hygienic manner and remove the waste in the tanks and containers before the waste becoming nuisance to the residents
- (v) Initiating prompt action on complaints regarding the functions in the preceding paras

- 30. It shall not be allowed to collect and store the waste in dangerous manner hurting the health facilities of the area and public health of the residents, guests and neighbors.
- 31. No any person shall be allowed to dispose of waste at roads, paths, public places, drainages, water running channels and public markets, environs, rivers, ponds or seas.
- 32. No any person shall be allowed to burn waste at open places and roads damaging the environment within the administrative area of the Urban Council.

Tasks not to be carried out.
(30-40)

33. No any person shall be allowed to leave or throw or drop waste at road or paths or public places from vehicles within the administrative area of the Urban Council.
34. No any license holder issued license by the Urban Council Secretary under the Butchers ordinance shall be permitted to slaughter any animals and birds other than the permitted animals and birds at the approved place.
35. Pavement hawker conducting waste generating vending shall maintain containers or dustbins to collect waste as per the standard requirements approved by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall not be allowed to dispose of at pavement or road or public places.
36. No Pavement hawker shall be allowed to keep containers or dustbins so as to disturb the traffic of vehicles and pedestrians.
37. Every pavement hawker shall hand over waste specifically prescribed under (a) and (b) of By-Laws 28(i) in different bags and waste specifically prescribed under (c) and (d) of By-Laws 28(i) in different bags to the garbage collector on daily basis. No Pavement hawker shall be allowed to keep containers or dustbins at pavement or road or public road or highways on non-business days.
38. No any person shall be allowed to leave or store waste from moisture related commercial establishments, industrial establishments or any waste in containers provided by the Urban Council specifically for dirt and waste.
39. No any person without permission shall be allowed to engage in following activities within ate areas reserved for disposal of waste; (i). to enter and move into the area (ii). to drop or dispose of any material or alter the existing position (iii). to drop or dispose of any prohibited waste decided by the council time to time unless the council approve under special circumstances.
40. No any person shall be allowed to leave or store waste in any land or premises within the administrative area of the Urban Council without the written approval of the Chairman or the Urban Council Secretary or Central environment authority.
41. Chairman or Urban Council Secretary shall plan, control following discussion and approval from the council and administer the following functions.
 - (i) Encourage and involve the public in Reducing, Reuse and Recycling and encourage those willing to involve
 - (ii) Promoting through publicity campaign and media on the importance of segregation of waste, collection, storing and disposal
 - (iii) Extending facilities to small and medium entrepreneurs engaged in Reuse and Recycling
 - (iv) Following other models of solid waste disposal
 - (v) Preparing schedule and implementing a programme to communicate with public and inform them of details such as date and time of collecting waste, methods, fees and charges and collection of waste on public holidays as decided by the council on every areas and type of waste within the administrative area of the Urban Council
 - (vi) Causing collection of waste and other waste, which was not handed over according to the schedule, to the authorized garbage collector at appropriate time
 - (vii) Causing transporting of waste from sweeping streets and dangerous waste and other waste, which were not handed over to the authorized garbage collector in safe and hygienic manner

Functions to be
executed by
Urban Council.

- (viii) Causing collection of waste from sweeping streets and cleansing drainage and other waste collected from tanks and containers which were not handed over to the authorized garbage collector other than dangerous waste or any other waste declared by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary
 - (ix) Causing appropriate action to process treatment and compression in fully or partially the kitchen waste and biodegradable waste collected by Urban Council waste collector and causing action to dispose of the residue and the rejected portion from the treatment process based on the method devised by Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary
 - (x) Causing action to dispose of the dangerous waste based on a decision arrived at after consultation Chairman or Urban Council Secretary had with Central environment authority
 - (xi) Causing action to waste incineration or landfilling in hygienic manner as per the requirements stated in permit under the provisions of National environment Act, No.47/1980 or environment protection permit
 - (xii) Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall cause to provide protective over clothes, face masks, hand gloves and gum boots to the employees engaged in street sweeping, collecting, separate and segregating of waste
 - (xiii) Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall cause to examine and approve the details such as solid waste storing and disposing methods stated by those who apply for approval to construct or repair a house or other improvements in the land
 - (xiv) Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall cause to prepare a mechanism for solid waste disposal within the premises where the Urban Council is located
 - (xv) Cause to prepare solid waste disposal management plan subject to the National strategy for Solid waste disposal Management Of 2000 and relevant Acts for every calendar year with comprehensive details for ensuing three year period and obtaining approval from the council based on chronological sequence covering three years and implement the programme of solid waste disposal
 - (xvi) Chairman shall cause action to investigate the complaints received with regard to Paras i to xv of by-law 41 and cause action to take remedial solution pertaining to public nuisance within 3 days and others within 14 days
42. (i) Council shall issue license to a person who apply for approval for reuse, re-cycling or compost or biogas manufacture from waste and satisfy the following requirements
- (a) Already running venture within the administrative area of the Urban Council conforming to the By-Laws approved by the council
 - (b) Retaining an Environment protection permit issued under National protection Act, No. 47 of 1980
 - (c) Obtaining council approval for constructing waster collecting centers as per the standards specified by the council
 - (d) Organizing vehicles for transporting waste in safe and hygienic manner without creating nuisance to the public as recommended by the Chairman or Urban Council Secretary
 - (e) acceptance from person running the venture engaged in recycling or compressing waste to hand over the residue and the waste that were not converted into by products to the Urban Council on a payment of a fee, decided time to time by the Urban Council
- (ii) where the council reject issue of environment protection permit, it is lawful for the council to give reasons, in case applicant requests for reasons, in writing to the applicant for rejection or disapproval of the application within 30 days of receipt of the application
- Charges and fees.

	<p>(iii) it is lawful for the council to incorporate the kinds of waste collected, areas approved for collection of waste and other relevant conditions in the permit issued for collection of waste</p> <p>(iv) it is lawful for the council to revoke the permit/license under this by-law when the licensee fails to conform to the provisions under By-Laws 42(i)</p> <p>(v) No any person shall be allowed to collect or receive waste when the permit/license is revoked under by-law 42(iv). It is lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to organize awareness programmes and media news release for the public to inform them that the permit/license has been revoked</p>
Delegation of powers.	43. Under the By-laws Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary shall have the powers to carry out inspection within the administrative area of Urban Council.
Validity period of the license. (44-47)	<p>44. Validity of every license or permit issued under the provisions of the By-Laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier.</p> <p>45. Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary shall have the powers to inspect the sites and lands as stated in the By-Laws.</p> <p>46. Under the By-laws owner/occupant of the places stated in the permit /licensee shall cooperate with the Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary to carry out inspection and shall not obstruct such inspection.</p> <p>47. In the event the owner/occupant/ licensee contravenes provisions of this by-law or any section of the By-Laws Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date.</p>
Procedure for inspection and powers. (48-49)	<p>48. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to inspect the standards prescribed in By-laws within the specified period at the licensed premises.</p> <p>Where a notice served under By-Laws, any person who receives such notice shall comply with such notice before specified date, the Chairman or Urban Council Secretary may extend the specified date in the event of acceptable reasons submitted by the owner or occupier of the premises. However the extension shall not exceed 14 days.</p> <p>49. It shall be lawful for the Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary to cancel the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of the By-laws 47 and 48.</p>
Complaints and resolving mechanism.	50. Any licensee within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.
Violation of By-Laws Fines and penalties.	<p>51. Any breach of any provision of the By-laws shall be an offence.</p> <p>52. Contravention or breach of any of these By-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the</p>

penalties in terms of section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153(2).

53. Unless the context otherwise requires, in these By-laws

Definition and interpretation.

“The Chairman” shall mean who has been elected as Urban Council Chairman in terms of the provisions of the Local Authorities Elections Ordinance.

“Urban Council Secretary” in relation to any Urban Council, shall mean the Urban Council Secretary of the Urban Council constituted or deemed to be constituted under this ordinance for that Urban Council. Any person appointed to act as such Urban Council Secretary or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.

“Urban Council” shall mean, the Urban Council constituted under the Ordinance for Urban Council.

“Authorized Officer” shall mean any officer given authority in written by the Chairman or Urban Council Secretary to carry out particular duty.

“Licensee” shall mean a person whosever obtained a license under the By-Laws and a person who is responsible for management of the business at a premises authorized by Urban Council

“Licensed premises” shall mean place for which license has been issued to take all activities under the By-Laws

“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued

“Office” shall mean the place mentioned under chapter 120 of Commercial institutions and offices Act, No.19/1964

“Owner or occupant” shall mean owner of any premises or commercial establishment or person in charge of premises or commercial establishment

“Commercial establishment” shall mean a place where products are kept for wholesale or retail business, including Hair dressing centers and places selling food and beverages

“Restaurant” shall mean place with or without facilities for lodging where food beverages are sold. This include eating house, guest house, inns, rest house, rice eating houses and premises supplying food like eating houses

“Factory” shall mean a place stated under Industrial Ordinance 45/1942

“Waste or Solid waste” shall mean, sand, mud, dust, ash waste generated during demolishing building, street sweeping garbage

“Hospital” shall mean places where feeble people or people with infectious deceases or animals are admitted for treatment and places with facilities for admitting people for treatment and include treatment wards, clinic, inpatients department, maternity facilities and veterinary hospital.

“hazardous waste” shall mean parts of organs, blood, blood clot and other materials threatening infection including waste, injecting syringes

“Collection” means, the receipt of waste by an Authorized Collector or Urban Council Waste Collector for transportation for refusing, recycling, processing, treatment or disposal facilities;

“Compost” means, the final product of the bio degradation of waste by microorganism and it is a humus that could be functions as soil conditioner;

“Discharge” means where part or all of the waste produced by a person or premises and put out for collection either within or outside their premises or given to Authorized Collectors or Urban Council Waste Collectors;

“Disposal” means, the placement of all waste that is neither re-used, recycled, processed or treated, on or in land where it is intended to stay permanently;

“Food Waste” means, all meat, fish, eggs, vegetables, fruits and other edible materials that cannot be used for consumption;

“Garden Waste” means, parts removed from trees or plants in a home garden or stones, soil etc. removed from a home garden;

“Hazardous Waste” means, waste that is poisonous, corrosive, combustible, reactive, radioactive or infectious in nature;

“Urban Council Waste Collector” means, an employee engaged by the Council for sweeping, collection, receipt or removal of waste from bins or receptacles or a person who has entered into a contract with the Council or perform such duties;

“Owner or occupier” includes the owner of the premises or any person who holds power of attorney on behalf of the owner or an agent or caretaker appointed to manage the industry, factory, or recipient of rent and does not include a manager who acts under the order of another person;

“Public place” means, a road, ground, public land, road reservation, playground, public building, cemetery, bus stand, railway station, river, canal, stream, lake, reservoir, pond, pool, lagoon, tributary, waterway, sea, beach or any other places commonly used by the public;

“Recyclable Waste” means, by waste that can be used to produce new goods by changing their form in the process so that they are no longer recognizable as waste;

“Reusable Waste” means, waste that can be utilized after washing, disinfection, or cleaning by other means;

“Sanitary landfill” means, the final disposal of waste in a ground in accordance with the accepted standards in Sri Lanka to minimize the associated social, health and environmental impacts: “Segregation” means, separating waste in to different types according to the categories used in these By-laws:

“Solid Waste” means, substances which have no consumer value to person who abandoned them and includes rubbish, garbage, litter, street sweepings, drain cleanings, dust, soil, mud and ash;

“Storage” means, keeping waste within the premises of an owner or occupier or placing it at an approved public collection point

“Transfer Station” means, any place specified by the Council for this purpose where waste is transferred from smaller to larger vehicles for the purposes of improving the transportation efficiency of the waste from the transfer station to any recycling, processing, treatment or disposal facility;

“Transport” means, transporting waste from the collection point to processing, treatment or disposal facilities using some form of human or animal or mechanically powered vehicle;

54. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Any
inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail.

CHAPTER -9**PART I - Standard By-Laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics within the administrative area of the Urban Council**

Name of By-Law.	1. These Standard By-laws may be cited as the By-laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics and provide for matters connected therewith or incidental thereto within the administrative area of the Urban Council.
Objective.	2. These be laws are framed under Section 4 of Urban Councils Ordinance No. 61 of 1939 for the purpose of maintaining hygiene and health of the public who reside within the administrative area of the Urban council.
Legislative enactment for making By-laws.	3. These be laws are framed under section 153(1) of Urban Councils Ordinance No. 61 of 1939 read with Section 157(9)(s) by which powers are vested in the Urban Councils.
Tasks to be executed. (4-5)	<p>4. In order to eradicating mosquito breeding and disease inflicting insect breeding every occupant of the premises within the administrative area of the Urban Council shall –</p> <ul style="list-style-type: none"> (i) remove or destroy open tins, bottles, boxes, plastic cans, tyres, coconut shells, split coconuts, and any other article or receptacle or vessel preventing water stagnation (ii) maintain gutters, pipes in residential or non-residential buildings and maintain drainage system in the home gardens for smooth flow of water and monitor frequently and remove blocks which prevent smooth flow of water (iii) maintain in good repair closed and covered all water closets, tanks, and other respecters for water so as to make it mosquito proof and insect proof and undertake all necessary arrangements for the prevention of mosquito breeding and disease inflicting insect breeding residential or non-residential premises (iv) maintain in good repair any well in the premises to prevent mosquito breeding and disease inflicting insect breeding (v) maintain in good repair any artificial pond or pool in such premises to be emptied and cleaned periodically at least once in every week (vi) maintain in good repair on a daily basis the drainage system in the premises and home gardens for smooth flow of water so as to preventing water stagnation (vii) remove all shrubs, undergrowth and all other types of vegetation other than grown for purpose of food or ornamental purposes be removed from the buildings and dwelling area, 5 meters around, and maintain in hygienic manner (viii) all quarries, abandoned pits, ground pits or any other pits used for any other purposes be monitored and maintained so as to prevent water stagnation (ix) remove and destruct all land grown ornamental plants and aquatic plants and other plant families found within such premises which may facilitate mosquito breeding and disease inflicting insect breeding in order to prevent communicable diseases and remove floating plants or part of plants along with any water course and erecting suitable barriers (x) maintain in good repair any latrine, ditch, sewage, cess-pit or sealed pits found in such premises and its surroundings so as to make it mosquito proof to prevent mosquito breeding (xi) construct cemeteries and erect monuments as a symbol of honour to the deceased with necessary preventive measures so as to prevent water stagnation. <p>5. Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary may inspect such places where such inspection is deemed necessary and after inspection</p>

- may inform the owner or occupier of the premises in writing to undertake measures to eradicate mosquito and destroy mosquito breeding and the owner or occupier of the premises shall comply with such notice within the period specified in such notice
6. No person who may be the owner or occupier within the administrative area of Urban Council shall be permitted in any manner to mosquito breeding or spreading or insect breeding. Not executable tasks. (6-7)
 7. No person who may be the owner or occupier of any premises within the administrative area of Urban Council shall, without the written approval of the Chairman, be permitted to construct a well, tank, pond, water receptacle, ornamental showers or any other structure where water can get collected or stored.
 8. Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary may at any time of the day between 6 a.m. to 6 p.m. may enter any premises within the area of authority of the Urban Council and inspect such premises to ensure the following; Function of the Urban Council. (8-11)
 - (i) whether such place is a mosquito breeding place
 - (ii) whether the occupier of the premises has complied with the provisions of the By-laws
 - (iii) whether measures have to be taken to prevent the breeding of and destroy the mosquito and what type of measures to be initiated, and
 - (iv) whether the spraying of insecticides within the premises effective.
 9. Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary may, after inspection of such premises, by a written notice served on the owner or occupier of such premises require him/her to comply with measures to be taken to prevent the breeding of and destroy the mosquito.
 10. Where any construction is done in contrary to provisions of Section (7) Chairman or the Urban Council Secretary or any officer authorized by Chairman or Urban Council may, after inspection of such premises, by a written notice served on the owner or occupier of such premises require him to fill up such well, tank, pond, water receptacle, ornamental showers or any other structure where water can get collected or stored with specified material or destroy otherwise or alter same in the manner specified in such notice within the period specified in the notice.
 11. Any notice under by law 5 or 6 may either be served by delivering it personally to the owner or occupier of the premises or by affixing such notice in a conspicuous place in such premises.
 12. It shall be lawful to the Chairman or Urban Council Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Urban Council Secretary to any officer of the Urban Council by such provisions of the By-laws. Delegation of powers.
 13. Under the By-laws Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary shall have the powers to carry out inspection within the administrative area of Urban Council. Procedure of inspection and power. (13-16)
 14. Under the By-laws any inhabitants dwelling within the administrative area of Urban Council shall cooperate with the Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary to carry out inspection and shall not obstruct such inspection.
 15. Where a notice served under By-laws 9, 10 on the owner or occupier of the premises he/she shall comply with such notice before specified date, the Chairman or Urban Council Secretary may extend the specified date in the event of acceptable reasons submitted by the owner or occupier of the premises. However he extension shall not exceed 14 days.
 16. Where the owner or occupier of the premises on whom a written notice has been served under By-law 15 fails to comply with the requirements of such notice Chairman or Urban Council Secretary

	and any officer authorized by Chairman or Urban Council Secretary or by the officer who published such notice or any one authorized by the Chairman in writing may enter such premises at any reasonable time between 6 a.m. to 6 p.m. with any assistants or servants and carry out the work or measures as specified in such notice.
Complaints and resolving mechanism.	17. Any resident within the administrative area of the Urban Council may verbally or in written form communicate any complaint to the Urban Council Secretary or any officer to whom powers are delegated. Urban Council Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.
Violations of By-laws.	18. Any breach of any provision of the By-laws shall be an offence.
Fine and Penalties. (19-20)	19. Where the Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary execute or perform the task or tasks specified under By-law 16, owner or occupier of the premises shall be liable to pay the cost incurred for such execution or performance of the task or tasks specified under By-law 16. The owner or occupier of the premises shall within 14 days from the date of a request under the hand of the Chairman for the payment of such expenses make the payments to the Urban Council. Where owner or occupier of the premises fails to pay such expenses within 14 days It shall be lawful for the Urban Council to recover such expenses as penalties.
	20. Contravention or breach of any of these by-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of Section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of Section 153(2).
Interpretation and Definition.	21. Unless the context otherwise requires, in these By-laws <p>“The Chairman” means who has been elected as Urban Chairman by the provisions of the Local Authorities Elections Ordinance.</p> <p>“Secretary” means the Secretary of the Council or any other officer delegated to carry out the powers, functions and duties of the Secretary.</p> <p>“Urban Council” means, the Urban Council constituted under the Ordinance of Urban Council for Urbanity</p> <p>“Authorized Officer” means any officer given authority in written by the Chairman to carry out particular duty.</p> <p>“Owner” shall mean any owner or lessee of a premises or any person who has any right to the rent or produce of the premises.</p> <p>“Occupier” shall mean a person in occupation of any premises or having the charge, management or control thereof, whether on his own account or as an agent of any other.</p> <p>“Disease inflicting insects” shall means mosquitoes and other insects which transmit diseases.</p> <p>“Premises” shall mean, any land, house, building or any construction, or any well being used or abandoned or any abandoned ship, container or vehicle and also includes any pond, tank or any bank of any lake, water course, drain or river.</p>
Any Inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.	22. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PART II – Standard By-laws for regularizing, regulating, monitoring and controlling and administrating public health within the administrative area of the Urban Council

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| 1. These By-laws may be cited as By-laws for regularizing, regulating, monitoring and controlling and administrating Public health and provide for matters connected therewith or incidental thereto within the administrative area of the Urban Council. | Name of By-law. |
| 2. By-laws are framed to make provisions to maintain and promote cleanliness and public health within the administrative area of the Urban Council under section 4 of Urban Councils Ordinance No. 61 of 1939. | Objective. |
| 3. These be laws are framed under section 153 of Urban Councils Ordinance No. 61 of 1939 read with section 157(9) by which powers are vested in the Urban Councils. | Legislative enactment for framing By-laws. |
| 4. It is lawful for the owner of a dead animal to bury carcass safely within 12 hours. In case the owner is not available it is the responsibility of the owner of the place where the animal was dead. | Tasks to be executed. (4-5) |
| 5. It is lawful for the owner or the resident of the premises to remove all shrubs, undergrowth and all other types of vegetation open tins, bottles, boxes, plastic cans,tyres,coconut shells, split coconuts, and any other article or receptacle or vessel preventing water stagnation and maintain the premises in clean and safety manner. | |
| 6. No person shall be allowed to remove or destroy any mark or notice prescribed under section i of By-law 17 without the permission of the Chairman or Urban Council Secretary. | Non-executable tasks. (6-16) |
| 7. No person who has been infected by any of the diseases mentioned under section i of By law 17 shall be allowed to loiter in public places road or street. | |
| 8. No person shall be allowed to keep any infected child or person naked in public places road or street, and to let any infected child or person to loiter in public places road or street under Section i of By-law 17. | |
| 9. No opposite sex shall be allowed to enter into public bathing places designated by the Urban Council exclusively for male and females. | |
| 10. (i) No person who has been infected by disease/skin disease causing agent shall be allowed to use public bathing places or to wash clothes at public bathing places till disease causing agent have been killed or till the infected person has been completely cured.
(ii) No person who has been infected as mentioned in by law (i),shall be allowed to bathe or wash from the water received from any health person within 10 meter perimeter from the well for his personal use. | |
| 11. No person shall be allowed to collect water in unhygienic vessels from any common wells or bathing places. | |
| 12. No any person
(i) shall be allowed to wash or attempt to wash any material at the public well or near it reserved as common bathing place
(ii) shall be allowed to carry, chase, or tug any animal to any common bathing place
(iii) shall be allowed to dirt any public well or public bathing place or its environs. | |
| 13. No any person shall be allowed to use any place mentioned under By-law 12 for any purpose other than such purpose mentioned under By-law. | |
| 14. (i). No any person shall be allowed to place waste dump, pig pit, latrine pit, cattle farms, cattle ranch, damaged channels within 15 meter parameter from any common well or any water spring or any other water resource from where water is fetched for use.
(ii) No agricultural land within 15 meter parameter from any common well or any water spring or any other water resource be allowed to use any fertilizer or insecticides causing pollution. | |

- (iii) No any person shall be allowed to dig well for personal use within 15 meter parameter from any land where fertilizer and insecticide are applied , waste dump, pig pit, latrine pit, cattle farms, cattle ranch.
15. No any person shall be allowed to dispose of solid waste, odorous materials or any unusable materials in any land not owned by such person or any road/street or public place.
16. No any person shall be allowed to defecate at any place which has not been reserved for that purpose.
- Functions of Urban council.
17. (i) It is lawful for Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary in writing to display visible special mark or to cause to display such mark until a period decided by Chairman or Urban Council Secretary on the house or building where an infected or a person with skin disease resides
(ii) It is lawful for Chairman or Urban Council Secretary or any officer authorized by Chairman or Urban Council Secretary in writing to ban bathing or washing at common well or drinking water source
(iii) It shall be the duty of Urban Council to immediately remove carcass of dead animal laying on public road or place to bury or cause appropriate action to bury in case the owner's identity is not available
(iv) Urban Council may at its discretion reserve ponds for washing clothes, bathing or bathing animals or other places for fetching water
(v) Urban Council may at its discretion reserve ponds or other water springs for human use.
- Delegation of powers.
18. Under the by-laws Chairman or Urban Council Secretary and any officer authorized by Chairman or Urban Council Secretary shall have the powers to carry out inspection within the administrative area of Urban Council.
- Violations of By-laws.
19. Any person who violates any provisions of these By-laws shall be guilty of an offence.
- Fine and Penalties
20. Contravention or breach of any of these by-laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of section 153(2) in Chapter 255 of the Urban Council Ordinance. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153(2).
- Interpretation and Definition.
21. Unless the context otherwise requires, in these By-laws –
“The Chairman” shall mean who has been elected as Urban Council Chairman in terms of the provisions of the Local Authorities Elections Ordinance.
“Urban Council Secretary” in relation to any Urban Council, shall mean the Urban Council Secretary of the Urban Council constituted or deemed to be constituted under this ordinance for that Urban Council. Any person appointed to act as such Urban Council Secretary or any officer of such Council empowered by or under this ordinance to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.
“Urban Council” shall mean, the Urban Council constituted under the Ordinance for Urban Council.
“Authorized Officer” shall mean any officer given authority in written by the Chairman or Urban Council Secretary to carry out particular duty.
- Any Inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.
22. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PROVINCIAL COUNCIL NOTIFICATION

Northern Province Provincial Council

Local Authorities (Standard By-Laws) Act, No. 6 of 1952

DRAFT STANDARD BY-LAWS FOR PRADESHIYA SABHAS

DRAFT By-Laws for the Pradeshiya Sabhas Chapter VII to IX made by me, C. V. Wigneswaran, as Chief Minister and the Minister of Finance and Planning, Law and Order, Lands, Electricity, Housing and Construction, Tourism, Local Government, Provincial Administration, Rural Development, Road Development, Motor Traffic and Transport of Northern Provincial Council by virtue of powers vested in the Minister under whose purview the subject of Local Government of Provincial Council falls under Sub section 1 of Section 2 of Local Authorities (Standard By-Laws) Act, No. 6 of 1952 read with paragraph (a) of Sub section 1 of Section 2 of Provincial Council (Consequential Provisions) Act, No. 12 of 1989 are published hereby.

While the above draft By-Laws are approved by resolution passed by the Northern Province Provincial Council under Sub section 3 of Section 2 of above Local Authorities (Standard By-Laws) Act, Pradeshiya Sabhas in Northern Province are hereby empowered to accept these draft By-Laws subject to the provision in the Sub section (2) (a) of Section 2 of the Local Authorities (Standard By-Laws) Act and the Pradeshiya Sabhas in Northern Province are empowered to make By-Laws containing the provisions comprised in draft By-Laws by Section 122 of the Pradeshiya Sabhas Act, 15 of 1987 read with Section 126 of that Act.

JUSTICE C. V. WIGNESWARAN,
Chief Minister and the Minister of Finance and
Planning, Law and Order, Lands, Electricity,
Housing and Construction, Tourism, Local
Government, Provincial Administration, Rural
Development, Road Development, Motor Traffic
and Transport.

Chief Minister's Office,
A-9 Road, Kaithady,
Jaffna.
01st May 2018.

Contents of Standard By-laws regarding Pradeshiya Sabhas

<i>No.</i>	<i>Chapter</i>	<i>Part</i>	<i>Name of Standard By-laws</i>
1		(i)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items soft drinks items vegetables fruits by pavement hawkers and mobile vendors within the administrative area of the Pradeshiya Sabha.
2		(ii)	Standard By-laws for regularizing, regulating, monitoring and controlling Poultry meat market within the administrative area of the Pradeshiya Sabha.
3	7	(iii)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling dairy farms and milk sales centres within the administrative area of the Pradeshiya Sabha.
4		(iv)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors within the administrative area of the Pradeshiya Sabha.
5		(v)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling factories and Industries within the administrative area of the Pradeshiya Sabha.
6		(i)	Standard By-laws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters initiating mitigation measures to minimize risks within the administrative area of the Pradeshiya Sabha.
7	8	(ii)	Standard By-laws for Establishment and maintenance of Pedestrian Crossing within the administrative area of the Pradeshiya Sabha.
8		(iii)	Standard By-laws for formalizing regularizing, regulating, monitoring and controlling Solid waste Disposal within the administrative area of the Pradeshiya Sabha.
9	9	(i)	Standard By-laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics within the administrative area of the Pradeshiya Sabha.
10		(ii)	Standard By-laws for regularizing, regulating, monitoring and controlling and administrating public health within the administrative area of the Pradeshiya Sabha.

CHAPTER - 7

PART I - Standard By-laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items soft drinks items vegetables fruits by pavement hawkers and mobile vendors within the administrative area of the Pradeshiya Sabha.

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| 1. These By-laws may be cited as By-Laws for By-laws for formalizing regularizing, regulating, monitoring and controlling the selling of goods, food items soft drinks items vegetables fruits by pavement hawkers and mobile vendors within the administrative area of the Pradeshiya Sabha. | Name of the BY-Laws. |
| 2. These be laws are framed under Section 4 of Pradeshiya Sabha, Act section 3 of the Pradeshiya Sabha Act, No. 15 of 1987 for the purpose of protection of the public health of the people residing within the administrative area of the Pradeshiya Sabha and ensuring supply of hygienic food and preventing obstruction to the road users. | Objective. |
| 3. The By-Laws are made by virtue of the power vested in Pradeshiya Sabha by the Sub section 126 (x) of Pradeshiya Sabha Act, No. 15 of 1987, read with Section 122 of Pradeshiya Sabha Act, No. 15 of 1987. | Legislative enactment for framing by-laws. |
| 4. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall issue license to pavement hawkers and mobile vendors who conform to the regulatory standards stated under the By-laws. | Tasks to be executed. (4-12) |

Payment hawkers and mobile vendors shall submit application for license as per the sample shown in the first schedule at the end of these By-laws.

- (i) Pavement hawkers and mobile vendors shall submit application with two Chest size photographs 2 1/2"x2". Upon receiving the application Chairman or the Pradeshiya Sabha Secretary may reject the application on the grounds that the applicant suitability after an appropriate investigation process. Further it is the responsibility of the applicant to confirm his residency through a certificate from the area Grama officer.
 - (ii) In case the application received from Pavement hawkers and mobile vendors Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary has approved the application one of the two photographs photograph submitted along with the application shall be affixed to the license and the other photograph copy shall be filed of record in the Municipal office.
5. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall issue license to pavement hawkers and mobile vendors for selling of cooked food and variety of drinks who conform to the following regulatory standards prescribed under the By-laws.
- (i) Cooked food and variety of drinks shall be preserved in tightly closed containers so as to prevent pollution by variety of insects and water.
 - (ii) Cooked food and variety of drinks shall be stored in non-corroding metal devices before serving to the customers.
 - (iii) Cooked food and variety of drinks shall be served to the consumers in plates and dishes reserved for that purpose.
 - (iv) There shall be separate containers for depositing balance food and drinks after customers have completed eating and drinking and the containers shall have proper lids for keeping.

6. Pavement hawkers and mobile vendors shall prominently display the license issued by the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary and the identity card during the business hours at the place of business.
7. It shall be lawful for pavement hawkers and mobile vendors to produce the license and the identity card issued by the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary whenever demanded by them to show license and identity card.
8. Licensed pavement hawkers and mobile vendors shall have the right to conduct business activities from morning 6.00 to evening 7.00. Where Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary approved hours beyond the hours stated above and specifically included in the license Licensed pavement hawkers and mobile vendors shall have the right to conduct business activities during the hours stated in the license.
9. (i) It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse.
 - (a) Bio-degradable waste.
 - (b) Glass.
 - (c) Paper or paper based materials
 - (d) Polythene, plastic or polythene or plastic based materials.
 - (e) Iron and other kind of metal or parts of iron and other kind of metal.
 - (f) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials.
 - (g) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose properly closed.
- (ii) It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Pradeshiya Sabha and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para 1.
10. Licensed pavement hawkers and mobile vendors shall conform to the regulatory mechanism put in place time to time by the Pradeshiya Sabha.
11. Pavement hawkers and mobile vendors shall submit the application for license with medical certificate of a qualified Medical officer.
12. License may be granted to mobile vendors to conduct business in motor vehicles.

13. No any person without a valid license and identity card issued by the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to Pavement hawkers and mobile vendors shall be allowed to conduct selling of goods, food items, soft drinks items, vegetables, fruits at any street, public grounds, public park or any parking place reserved for all type of conveyances or public bus stand or any place where people assemble. Non executable tasks. (13-23)
14. No Licensed pavement hawkers and mobile vendors shall be allowed to conduct selling or displaying for selling outside the hours between morning 6.00 and evening 7.00.
15. No Licensed pavement hawkers and mobile vendors shall be allowed to use any loud speaker or voice speaker or any other devices to advertise stuff.
16. No Licensed pavement hawkers and mobile vendors shall be allowed to occupy place other than specifically mentioned in the license or selling or displaying for selling stuff other than specifically mentioned in the license.
17. Licensed pavement hawkers and mobile vendors shall not be allowed to obstruct traffic at any road or obstruct pedestrians who use pavement. Where the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary or any Grama officer or Police officer demand Licensed pavement hawkers and mobile vendors to evict any road or pavement Licensed pavement hawkers and mobile vendors shall not refuse to do so.
18. Licensed pavement hawkers and mobile vendors shall not be allowed to conduct selling or stay at any place banned by the Pradeshiya Sabha.
19. Licensed pavement hawkers and mobile vendors shall not be allowed to transfer the license to any person under the by-laws.
20. No any person shall be allowed to display fish for selling or selling fish without valid license in terms of standard By-laws 20, 21 under section 6 (iv) framed and appeared in Government Gazette (*Extra ordinary*) No. 2011/23 dated 2017.03.24 made by Minister in charge of the subject of Local Government in pursuant of Northern Provincial council resolution on pavement hawkers and mobile vendors selling fish.
21. License may be granted to mobile vendors to conduct business in motor vehicles. However license shall not be granted to vending manufactured goods other than cooked food and variety of drinks using motor vehicles. Notwithstanding, Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall not reject application for conducting business by using Motor cycle or bicycles or on foot.
22. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary or the medical officer of Health shall not be liable for any loss or damage caused in case the license has been temporarily suspended.
23. Any person, notwithstanding issued with a valid license under the by-laws, suffering from any communicable disease or skin disease or any person who has been in contact with an infected person or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in pavement selling and mobile vending unless the incubation period of the disease has lapsed under the by-laws.

Functions of the Pradeshiya Sabha.	24. Under the by-laws It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary upon the report of the Medical officer of Health submitted to the Chairman that the risk of communicable disease ended and to inform the Licensed pavement hawkers and mobile vendors that the license would be reissued.
Charges and fees. (25-26)	25. Under the section 149 of Pradeshiya Sabha Act, No. 15 of 1987, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee from the pavement hawkers and mobile vendors. 26. Notwithstanding the provisions under by-laws 25 It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to reserve spaces/places for the pavement hawkers and mobile vendors to conduct selling activities without disturbing the permanent traders on occasion of Festivals, national festivals or peoples gathering within the administrative area of the Pradeshiya Sabha.
Delegation of powers.	27. It shall be lawful for the Chairman or Pradeshiya Sabha Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Pradeshiya Sabha Secretary to any officer of the Pradeshiya Sabha by such provisions of the BY laws.
Validity period of the license. (28-29)	28. Validity of every license or permit issued under the provisions of the By-laws No. 25 shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier. 29. Notwithstanding the provisions under by-laws 28, temporary license issued for a particular day under by-laws 26 shall expire after the same day.
Inspection procedures and powers. (30-32)	30. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or Medical officer of health or any officer authorized by Chairman or Pradeshiya Sabha Secretary or Medical officer of health to purchase required amount of sample of any type of goods, cooked food or any kind of food items or any type of variety of drinks kept for sale for purpose of inspection. It shall be the responsibility of the pavement hawkers and mobile vendors who have received the license to extend cooperation for such inspection. 31. In the event the pavement hawkers and mobile vendors contravene any section of the By-laws No.4 or contravenes any section of the By-laws the Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall take action to invalidate the licensee after serving notice on the pavement hawkers and mobile vendors. It shall be the responsibility of pavement hawkers and mobile vendors to surrender the cancelled license to Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary. 32. Where the Medical officer of health reports to the Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary that there are possibilities of spread of any communicable disease or stomach borne diseases it is lawful for Chairman or Pradeshiya Sabha Secretary to initiate following actions;

- (i) Temporarily suspend the license citing reasons in writing.
 - (ii) Banning selling by pavement hawkers and mobile vendors in any area within the administrative area of the Pradeshiya Sabha.
 - (iii) Taking over temporarily suspended license and retain the license during that period.
 - (iv) Returning the temporarily suspended license to pavement hawkers and mobile vendor upon a report by Medical officer of health to Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary that risk of any communicable disease has ended.
33. Any licensee within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days. Complaints and resolving mechanism.
34. Any breach of any provision of the By laws shall be an offence. Violation of By-laws.
35. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Pradeshiya Sabha limits liable to the penalties in terms of section 122 (2) in the Pradeshiya Sabha Act, No. 15 of 1987. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 122 (2). Fines and penalties. (35-36)
36. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to ban any person engaged in selling any good or goods without valid license for pavement and mobile vending such good or goods.
37. In these By-Laws unless the context otherwise requires “The Chairman” means who has been elected as Chairman by the provisions of the Local Authorities Elections Act.”Secretary” means the Secretary of the Pradeshiya Sabha or any other officer delegated to carry out the powers, functions and duties of the Secretary.”Pradeshiya Sabha” means, the Pradeshiya Sabha constituted under the Act of Pradeshiya Sabha”Authorized Officer” means any officer given authority in written by the Chairman to carry out particular duty.”Licensee” shall mean a person whosever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Pradeshiya Sabha”Licensed premises” shall mean place for which license has been issued to take all activities under the By-laws”Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued”mobile vending” shall mean travelling around or carrying on head and selling for public consumption using any approved vehicle from place to place or staying at one place and selling “Payment hawking” shall mean carrying out selling at roads or pavement. Interpretation and definition.
38. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01

Application for Business tax / Licence 20..... for selling of goods, food items soft drinks items vegetables fruits by pavement hawkers and mobile vendors within the administrative area of the Pradeshiya Sabha.

1. Name of the Business centre:-

2. Place of the Business :-

(i) Ward No:-

(ii) GN Division No:-

(iii) GN Division Name:-

3. Name of the Applicant:-

(i) Full Name:-

(ii) Permanent Address:-

(iii) GN Division No. & Name:-

(Residential certificate should be attached)

(iv) NIC No.:-

(Two Photo should be attached with cop of NIC (Photo Size 2 1/2" X 2)

(v) Telephone No:-

(vi) e-mail Address:-

4.

(i) Date of Beginning:

(ii) Type of business:

(iii) Name of the workers of the pavement hawkers and mobile vendors:

a. Name:

b. Telephone:

(iv) Previous Business:

5. Whether last year license was obtained:- Yes/No:

If last year license was obtained,

License No:

Date:

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....
Date

.....
Signature of Applicant.

For office use

For report as follows

.....

Chairman/Secretary / Authorized Officer

For the report of assessment section

Ward :

Assessment No. :

Name of Street :

Name of the Owner :

Detail of Assessment :

Annual Value:

Arrears of the assessment tax:

.....
Date

.....
Administrative Officer

For the report of revenue Department,

1. Type of business :

2. Fees to be paid : Under A/B/C

3. Remarks :

.....
Date

.....
Revenue Inspector

For the report of the medical officer of health,

Public Health Inspector's Report:

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Date

.....
Public Health Inspector

Medical Officer of Health's Report:

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.....
Date

.....
Medical Officer of Health

For the report of chief Revenue Inspector,

Rent Agreement :

Nature :

Environmental License :

M.O.H report :

C.O.C:

Excise License :

Application is recommended/not recommended for the following reasons:

.....
Date.....
*Chief Revenue Inspector***Secretary's Recommendation**

Recommended for approval to issue license/not issue license.

.....
Date.....
Secretary

Approved/Not Approved

.....
Date.....
*Pradeshiya Sabha Chairman/
Authorized Officer***For the report of Revenue Branch**

Receipt No:

Date of the Receipt:

License No:

Date of the License:

Recommended to issue License.

.....
*Sectional head (Revenue)***Submit for signature of Pradeshiya Sabha Authorized Officer**.....
Date.....
Secretary

Signed

.....
Date.....
*Pradeshiya Sabha Chairman/
Authorized Officer*

PART II - Standard By-laws for regularizing, regulating, monitoring and controlling Poultry meat market within the administrative area of the Pradeshiya Sabha.

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|---|--|
| 1. These By-laws may be cited as By-Laws for regularizing, regulating, monitoring and controlling Poultry meat market and provide for matters connected there with or incidental thereto within the administrative area of the Pradeshiya Sabha. | Name of By-Laws. |
| 2. By-Laws in this part are made of the purpose of protecting sanitation and health of public residing within the Pradeshiya Sabha limit as per the section 3 of the Pradeshiya Sabha Act, No. 15 of 1987. | Objective. |
| 3. The By-Laws are made by virtue of the power vested in Pradeshiya Sabha by the sub section 126 (IX)(j) of Pradeshiya Sabha Act, No. 15 of 1987, read with section 122 (1) of Pradeshiya Sabha Act, No. 15 of 1987. | Legislative enactment for framing By-laws. |
| 4. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall issue Trade license to any person to run a Poultry meat sales centre only on submission of an application for permission to run Poultry meat sales centre undertaking to comply with the following conditions within the administrative area of the Pradeshiya Sabha. | Tasks to be executed (4-13). |
| i. Place where Poultry meat is exposed for sales shall be marble tiled or concreted or covered by metal sheets. | |
| ii. Floor and floor of the store of the Poultry meat sales centre shall be cement plastered or covered with marble tiles. | |
| iii. There shall be windows with sideways opening in every room. Extent of the window door of every room shall not be less than 1/15th of the room's extent except in condition where the room is provided with a refrigerator. | |
| iv. Height of every room of the Poultry meat sales centre shall not be less than 5 meters. | |
| v. There shall be under ceiling to every room of the Poultry meat sales centre for which license was issued and the height from floor to ceiling shall not be less than 3 meter. | |
| vi. The roof shall be supported by solid material and the height from the surface to lower edge of the corridor shall not be less than 2.5 meter and the width of the corridor shall not be less than 1 meter. | |
| vii. There shall be an efficient system of drainage points or channels made of cement plastered or marble tiles with appropriate slope for smooth flow of waste water. | |
| viii. There shall be an efficient system drain inlets to prevent the waste water access to clean water and a pit to absorb the waste water. | |
| ix. The pit shall be air proof and tightly covered. | |
| x. There shall adequate containers be kept for the segregation of poultry carcasses disposal and shall be buried into a pit which shall be of 5 ft depth from the surface. At the end of the day's business or as decided by the Pradeshiya Sabha's regulation waste shall be handed over to the refuse vehicle of the Pradeshiya Sabha. | |

- xi. There shall be adequate toilets facilities with disinfectants for the use of workers at the sales centre.
 - xii. There shall be spitting bins be kept for the use of the workers. Every License holder who was issued license shall keep at least one spittoon for the purpose.
 - xiii. Every License holder who was issued license shall display legibly painted name board of the business as “licensed sales centre for poultry meat” with his name in three languages Sinhala, Tamil and English.
 - xiv. Every License holder who was issued license shall display a schedule of names of all employees and addresses at the sales centre.
 - xv. License holder when instructed in writing by Chairman or the Pradeshiya Sabha Secretary or any officer authorized officer by Chairman or Pradeshiya Sabha Secretary shall at least four times in a year must smoothly whitewash parts thereof, smoothly painting or oil painting wooden parts thereof and must wash using hot water and soap other than the walls thereof covered by smooth tiles or cement plastered of every room of the sales centre.
5. It shall be lawful for the licensee to clean and disinfect floor surfaces, marbled or cement plastered portions, equipment, meat cutting table or any other boards and the portion where poultry meat is displayed for business at the close of the business every day.
 6. It shall be lawful for the licensee to clean and disinfect utensils used for storage, surroundings and drainage for prevention of odor.
 7. It shall be lawful for the licensee to organize protective measures from chicken predators such as cats, rats, dogs and insects.
 8. It shall be lawful for the licensee to provide personal protective equipment, hand gloves and other protective equipment and ensure the workers at the site wear those protective equipment at all times.
 9. It shall be lawful for the licensee to subject all the workers at the site for at least one medical checkup in every year.
 10. It shall be lawful for the licensee to provide clean drinking water, clean towel, Neil cleaning brush, soap or liquid soap to the workers.
 11. It shall be the responsibility of the licensee to segregate the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to recycling.
 - (a) Bio-degradable waste.
 - (b) Glass.
 - (c) Paper or paper based materials.
 - (d) Polythene, plastic or polythene or plastic based materials.
 - (e) Iron and other kind of metal or parts of iron and other kind of metal.

- (f) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials.
- (g) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed. It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Pradeshiya Sabha and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para 1 of 11.
12. It shall be the responsibility of the licensee to keep adequate clean drinking water at the site.
 13. It shall be the responsibility of the licensee to keep opened the poultry meat premises every day except days on which Government of Sri Lanka or Chairman of the Pradeshiya Sabha requires to be closed and it shall be opened from 6.00 a.m to 6.00 p.m unless Pradeshiya Sabha requires otherwise.
 14. No person shall run poultry meat at any market or any other place without a valid license from Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman. Tasks not to be carried out (14-23).
 15. It shall be the responsibility of the licensee to keep the left over or unsold chicken meat every day to store in a deep freezer from the time of the close of the business till the time of the opening on the following day and the deep freezer should be activated for this purpose. No left over or unsold poultry meat shall be stored in a deep freezer which has not been activated.
 16. No persons shall be allowed to keep animals within the business premises.
 17. No persons shall be allowed to spit within the business premises except into a spittoon kept for that purpose.
 18. No persons shall be allowed to pollute environment from inappropriate and illegal dumping of discarded poultry waste within the surrounding area.
 19. No persons shall be allowed to engage in mobile sales of poultry.
 20. In terms of the By-laws It shall be the responsibility of the licensee to ensure that the premises for which license was issued is out of bound for any person as a sleeping or eating place during day or night time.
 21. Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless the incubation period of the disease has lapsed.
 22. No persons other than who are clad in washed and clean cloth in shall be allowed to engage in any work related to the business.
 23. No material or any cloth other than equipment containers used for storing poultry meat or processing shall be allowed to be kept in the premises for which license was issued.

Function of Pradeshiya Sabha (24-25).	<p>24. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to purchase required amount of poultry meat kept in the fridge for sale for purpose of inspection.</p> <p>25. In the event the licensee contravenes any section of the By-laws Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date.</p>
Charges and Fees.	26. Under the section 149 of Pradeshiya Sabha Act No. 15 of 1987, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee for authorizing business center for sale of poultry meat.
Delegation of power.	27. It shall be lawful to the Chairman or Pradeshiya Sabha Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Pradeshiya Sabha Secretary to any officer of the Pradeshiya Sabha by such provisions of the By- laws.
Valid period of license or permit.	28. Validity of every license or permit issued under the provisions of the By-laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier.
Procedure for inspection and powers (29-32).	<p>29. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to inspect the standards prescribed in By-laws within the specified period at the licensed premises.</p> <p>30. Any licensee who received such notice as prescribed in section No.25 of the By-law shall act as stipulated in the notice before the specified date. If any acceptable request is received by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary has the power to extend the date not exceeding 14 days.</p> <p>31. Any licensee who received such notice as prescribed in section No.25 of the By-law shall act as stipulated in the notice before the specified, It shall be the responsibility of the licensee who have received the license to extend cooperation for such inspection of the standards prescribed in By-laws within the specified period at the licensed premises by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary and shall not obstruct such inspection. If any acceptable request is received by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary has the power to extend the date not exceeding 14 days.</p> <p>32. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 25 of the By-laws.</p>
Complaints and resolving mechanism.	33. Any licensee within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.

- | | |
|---|--|
| <p>34. Any breach of any provision of the Bylaws shall be an offence.</p> | <p>Violation of By-laws.</p> |
| <p>35. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Pradeshiya Sabha limits liable to the penalties in terms of section 122 (2) in the Pradeshiya Sabha Act No. 15 of 1987. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 122 (2).</p> | <p>Fines and penalties.</p> |
| <p>36. In these By-Laws unless the context otherwise requires</p> <p>“The Chairman” means who has been elected as Chairman by the provisions of the Local Authorities Elections Act.</p> <p>“Secretary” means the Secretary of the Pradeshiya Sabha or any other officer delegated to carry out the powers, functions and duties of the Secretary.</p> <p>“Pradeshiya Sabha” means, the Pradeshiya Sabha constituted under the Act of Pradeshiya Sabha.</p> <p>“Authorized officer” means any officer given authority in written by the Chairman to carry out particular duty.</p> <p>“Licensee” shall mean a person whoever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Pradeshiya Sabha.</p> <p>“Licensed premises” shall mean place for which license has been issued to take all activities under the By-laws.</p> <p>“The power to inspect within the specified period “shall mean anytime the business activities are taking place.</p> <p>“Poultry meat stall “or “Poultry meat business” shall mean where poultry meat is displayed for sales including live chicken.</p> | <p>Interpretation and definition.</p> |
| <p>37. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.</p> | <p>any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail</p> |

Schedule -01

Application for Business tax / Licence 20..... For Poultry meat market within the administrative area of the Pradeshiya Sabha.

1. Name of the Meat Stall :-
2. Place of the Meat Stall :-
 - (i) Ward No. :-
 - (ii) Assessment No.:-
 - (iii) Name of the Road/Street:-
 - (iv) GN Division No. & Name:-
3. Name of the Applicant:-
 - (i) Full Name:-
 - (ii) Permanent Address:-
 - (iii) GN Division No. & Name:-

(iv) NIC No.:-

(v) Telephone No.:-

(vi) e-mail Address:-

4.

(i) Date of Beginning the meat Stall

(ii) Name of the manager of the meat Stall:

(iii) Previous Business:-

5. If it is rented building,

(i) Name of the Owner:

(ii) Address:-

6. Whether last year license was obtained:- Yes:No:

If last year license was obtained,

License No:

Date:

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....
Date

.....
Signature of Applicant

For office use

For report as follows

.....

Chairman / secretary/ Authorized officer

For the report of assessment section

Ward:

Assessment No. :

Name of Street :

Name of the Owner :

Detail of Assessment :

Annual Value:

Arrears of the assessment tax:

.....
Date

.....
Administrative Officer

For the report of revenue department,

1. Type of business :
2. Fees to be paid : Under A/B/C
3. Remarks :

.....
Date

.....
Revenue Inspector

For the report of the medical officer of health,

Public Health Inspector's Report:

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.....
.....

.....
Date

.....
Public Health Inspector

Report of Medical Officer of Health :

.....
.....
.....

.....
Date

.....
Medical Officer of Health

For the report of chief Revenue Inspector,

Rent Agreement : Nature :
Environmental License : M.O.H report :
C.O.C: Excise License :

Application is recommended/not recommended for the following reasons:
.....

.....
Date

.....
Chief Revenue Inspector

Secretary's Recommendation

Recommended for approval to issue license/not issue license.....

.....
Date

.....
Secretary

Approved/Not Approved

.....
Date.....
Pradeshiya Sabha Chairman/
Authorized Officer**For the report of Revenue Branch**

Receipt No.:.....

Date of the Receipt:.....

License No.:.....

Date of the License:.....

Recommended to issue License.

.....
Sectional head (Revenue)**Submit for signature of Pradeshiya Sabha Chairman**.....
Date.....
Secretary

Signed

.....
Date.....
Pradeshiya Sabha Chairman/
Authorized Officer**PART III - Standard By-laws for formalizing regularizing, regulating, monitoring and controlling dairy farms and milk sales centres within the administrative area of the Pradeshiya Sabha.**Name of
By-Law.

1. These By-laws may be cited as By-Laws for By-laws for formalizing regularizing, regulating, monitoring and controlling the dairy farms and milk sales centers and provide for matters connected therewith and incidental thereto within the administrative area of the Pradeshiya Sabha.

Objective.

2. By-Laws in this part are made of the purpose of protecting sanitation and health of public residing within the Pradeshiya Sabha limit as per the section 3 of the Pradeshiya Sabha Act, No. 15 of 1987.

Legislative
enactment
for framing
by-laws.

3. The By-laws are made by virtue of the power vested in Pradeshiya Sabha by the sub section 126 (IX)(i) of Pradeshiya Sabha Act, No. 15 of 1987, read with section 122 (1) of Pradeshiya Sabha Act, No. 15 of 1987.

Tasks to be
executed (4-24).

4. which conform to the regulatory standards stipulated under the By-laws;

- (i) A reliable building structure be constructed to keep all animals, providing at least 3x3 meter per animal.

- (ii) Height of the walls of the building shall not be more than 1 meter and the building be constructed with bricks or cement blocks or aluminum and timber and both sides of the walls be cement plastered.
- (iii) The columns/pillars from the western side of the building to the roof be made of strong timber or iron or concrete and the height of the column/pillar not be less than 2.3 meter and the column/pillar be color painted.
- (iv) Roof of the building be made of solid materials and the edge of the roof be not less than 2.3 meter from the surface.
- (v) Floor of the building where the animals are held be made of cement concrete.
- (vi) The building be in a safe and reliable manner with proper repair and maintenance.
- (vii) Reliable and clean water source be provided for drinking and body wash purposes of the cattle and cleaning of the farm.
- (viii) Channels leading to a manure pit outside be constructed of cement or concrete in order to ease smooth flow and absorb waste water generated from bathing animals and cleaning the shed and urine and cow dung.
- (ix) A separate area be reserved for removing cow dung uneaten grass and other feed and this separate area be located at least 10 meter distance from the building where the cattle are held and the milking place. Also this separate area be located at least 10 meter distance from.
The water sources and the dairy farm well.
- (x) king area and the temporary storage facilities be located at least 6 meter distance from the building where the cattle are held.
- (xi) Milking area building be constructed with bricks or cement blocks and both sides of the walls be cement plastered. Height of the walls of the building shall not be less than 1 meter. The columns/pillars from the upper edge of the walls to the roof be made of strong timber or iron or concrete and the columns/pillars be color painted.
- (xii) Floor of milking area building be constructed with cement. Floor and the wall joining shall be circular form. Roof edge of the milking area building shall be not less than 1.8 meter from the surface level.
- (xiii) There shall be a table in the milking area building and the upper side of the table be covered with tiles or non-corrosive sheets or any non-penetrative material.
- (xiv) There shall be a container for refuse at the milking area.
- (xv) Milking area shall be located at a distance not less than 10 meters from any lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage.
- (xvi) There shall be a separate building with all requirements to keep animals with deceases and this building shall be located at a distance not less than 20 meters from the main building where the animals are held.
- (xvii) Channels to remove the waste water from the separate building holding animals with deceases be constructed in a manner waste water does not reach the main building where the animals are held
- (xviii) In case milking machine is used, sufficient tools and equipment be maintained on daily basis to clean, sterilize and disinfect the machine and the milk collecting tanks or cans.

5. All the portions as stipulated under the by-laws 4 shall be color painted at least once a year.
6. There shall be arrangements in place to clean at least once a day the floor, walls of the building where animals and sick animals are held.
7. Dairy farm, channels, drainage, furniture and other tools and equipment in the surroundings shall be cleanly maintained in hygienic condition.
8. It shall be lawful for the Licensee to cause to subject the employees engaged at the poultry farm to medical examination at least once a year.
9. It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in poultry farm and also to ensure that the employees wear the above protective gear at all times.
10. It shall be lawful for the Licensee to cause the employees engaged in milking to wash their bodies before starting milking.
11. It shall be lawful for the Licensee to arrange cleaning of the main building where the animals are held and the floor and table at least once a day.
12. In case milking machine is used, the milk collecting tanks or cans shall be cleaned sterilized and disinfected on daily basis at least once a day and tools and equipment be maintained in clean manner.
13. It shall be lawful for the Licensee to arrange to subject all the animals held in the dairy farm to medical examination under a Veterinary surgeon or his nominated representative at least thrice a year and take necessary measures as per the advice given by the Veterinary surgeon or his nominated representative.
14. Where any animal is infected or sick It shall be lawful for the Licensee to arrange to separate the infected or sick animal from the main building and keep in the building where sick animals are held and inform the Veterinary surgeon.
15. It shall be lawful for the Licensee to arrange to stock animal feed other than hay and grass in feed carriers away from rats.
16. (a) It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to recycling:
 - (i) Bio-degradable waste.
 - (ii) Glass.
 - (iii) Paper or paper based materials.
 - (iv) Polythene, plastic or polythene or plastic based materials.
 - (v) Iron and other kind of metal or parts of iron and other kind of metal.
 - (vi) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials.

- (vii) hazardous waste - It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed.
 - (b) It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Pradeshiya Sabha and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para (a).
 - (c) Notwithstanding the provisions mentioned under para (b), Bio-degradable waste mentioned under (i) such as animal dung, uneaten grass may be used as manure. However in case the above waste being taken away from the farm waste be covered tightly and shall not be allowed to take away from the land where the dairy farm is located.
17. Collected milk shall be stored in a separate room having good ventilation and protected from contamination by variety of insects and flies.
 18. It shall be the responsibility of the licensee to arrange on the basis of not less than one latrine for every male 10 employees and on this basis there shall be separate latrine for female employees. The latrines shall be located at a distance not less than 15 meters from the main building where the animals are held and the milk collecting rooms.
 19. It shall be the responsibility of the licensee to arrange to provide clean water, clean disposable towels, nailbrushes, soap or liquid soap to those employees engaged in the dairy farm.
 20. Every License holder who was issued license shall display legibly painted name board of the business as “licensed Dairy farm “ with his name in three languages Sinhala, Tamil and English.
 21. Every License holder who was issued license shall display a copy of the license at the dairy farm. Every License holder who was issued license shall display a schedule of names of all employees and addresses at the dairy farm so that the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary may inspect the site at all reasonable times.
 22. Notwithstanding the provisions under the by-laws, it shall be the responsibility of the Milk producing cooperative societies which are engaged in purchasing milk and selling to apply in the specimen application form for the annual Registration card and to obtain serial numbered registration card from the Chairman. In addition to the name address place of purchasing details of the distributor who gives milk to cooperative society, a photograph of the distributor shall be affixed on the registration card.
 23. It shall be the responsibility of the licensee to arrange to apply in the specimen application form for the annual Registration card and to obtain serial numbered registration card for all the milk sellers. In addition to the name address place of selling details of the milk salesman a photograph of the salesman shall be affixed on the registration card.
 24. Notwithstanding the provisions under the by-laws, those who supply milk to cooperative societies shall be deemed to be dairy farmers and also the wholesale companies which purchase milk for manufacture of milk products shall be deemed to be dairy farmers under the by-laws.
 25. No person shall run a dairy farm or milk sales centre at any market or any other place without a valid license from Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman.

Tasks not to be carried out (25-38).

26. (a) Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless the incubation period of the disease has lapsed.
- (b) No persons except those who are clad in washed and clean cloth shall be allowed to engage in any work related to the business.
27. Tanks/containers/cans/bottles made of softened clay or galvanized iron or Aluminum or enamel coded iron shall be used for milking storing and transporting milk and these items shall not be stored in the main building where the animals are held.
28. The tanks,cans,bottles other tolls and equipment shall not be used for any purpose other than the original purpose.
29. Before starting milking;
 - (i) Each and every dairy Udder be cleanly washed by pure water.
 - (ii) Milking person to .washing both hands with soap or liquid soap.
 - (iii) If milking by Machin, the machine be sterilized. Without sterilization milking not to be started.
30. No any person shall be allowed to sell or cause to sell or mix with milk reserved for human consumption, any milk which has been determined by a veterinary surgeon that the animal/ animals have been infected with tuberculosis in udder or any part, udder diseases, foot and mouth decease, anthrax decease Brucellosis decease.
31. No any person shall be allowed to use the milk store for any purpose other than storing and manufacture related matters.
32. No any person shall be allowed to adulterate milk with water any other substance and damages the quality of the milk.
33. No person shall be allowed to sleep in the premises for which license has been issued and to keep or store any material other than tools equipment and material used for activities in the dairy farm. However the rest room or meals room reserved for the employees are exempted from the above.
34. Where the water for the activities of the dairy is stored in underground farm tank, lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage be allowed at a distance more than 18 meters from the water tank.
35. It shall be the responsibility of the licensee to ensure that the collected milk is protected from contamination from dust other barn air, the flanks of the cow, and the manure and others.
36. No any licensee shall be allowed to adulterate milk with water or any other liquid any other substance and damages the quality of the milk or to sell the adulterated milk or to display adulterated milk for sales or assign to somebody.

37.
 - i. No any licensee shall be allowed to preserve or sell milk or milk products which do not have the required ingredients and below the required standard as prescribed in schedule 1 of the Food Act, No. 28 of 1980 published in Sri Lanka Government *Gazette (extra ordinary)* dated 01.08.1991.
 - ii. No any licensee shall be allowed to preserve or sell spoilt or rendered unfit for human consumption or adulterated full creamed milk.
38. No any person shall be allowed to preserve or sell or display for selling or transporting milk from one place to another without the card issued by the Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman.
39. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to purchase required amount of milk kept in the dairy farm for sale for purpose of inspection. Functions of the Pradeshiya Sabha (39-41).
40. In the event the licensee contravenes provisions of by-law 4 or any section of the By-laws Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date.
41. Where in terms of para 23, the conditions under the by-law are complied with by the licensee it is lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to issue appropriate card to the licensee.
42. Under the section 149 of Pradeshiya Sabha Act, No. 15 of 1987, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee for authorizing business center. Charges and fees.
43. It shall be lawful to the Chairman or Pradeshiya Sabha Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Pradeshiya Sabha Secretary to any officer of the Pradeshiya Sabha by such provisions of the By-laws. Delegation of powers.
44. Validity of every license or permit issued under the provisions of the By-laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier. Valid period of the license or permit.
45. It shall be lawful for the Medical officer of health or Veterinary surgeon any officer authorized by Pradeshiya Sabha to obtain sample of milk from licensee or mobile salesman or any person displayed for sale for purpose of inspection. Licensee or any person obstructs such inspection deemed to be guilty. Procedure for inspection and powers (45-49).
46. It shall be lawful for any authorized officer or police officer inspect annual identity card issued to pavement sellers. Any person obstructs such inspection deemed to be guilty. The police officer shall arrest him and take to the police station forthwith. Officer in charge of the police station shall treat the arrest as an arrest without warrant for a criminal case. In case the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary deem revoking of license would protect public health, Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary may revoke license regardless of situation.

47. When obtaining milk sample Medical officer of health or Veterinary surgeon any officer authorized by Pradeshiya Sabha shall three samples and keep the samples in a container and close with tamper proof seal in the presence of the licensee, handing over one sample to the licensee second one to be dispatched to Government analyst and third one to be sent to the Pradeshiya Sabha office. Quality certificate signed by the Pradeshiya Sabha or Government analyst shall confirm the substandard milk.

48. Any licensee who received such notice as prescribed in section No.40 of the By-law shall act as stipulated in the notice before the specified, It shall be the responsibility of the licensee who have received the license to extend cooperation for such inspection of the standards prescribed in By-laws within the specified period at the licensed premises by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary and shall not obstruct such inspection. If any acceptable request is received by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary has the power to extend the date not exceeding 14 days.

49. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 48 of the By-laws.

Complaints and resolving mechanism.

50. Any licensee within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.

Violations of By-laws.

51. Any breach of any provision of the Bylaws shall be an offence.

Fines and penalties.

52. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Pradeshiya Sabha limits liable to the penalties in terms of section 122 (2) in the Pradeshiya Sabha Act, No. 15 of 1987. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 122 (2).

Interpretation and definition.

53. In these By-Laws unless the context otherwise requires.

“The Chairman” means who has been elected as Chairman by the provisions of the Local Authorities Elections Act.

“Secretary” means the Secretary of the Pradeshiya Sabha or any other officer delegated to carry out the powers, functions and duties of the Secretary.

“Pradeshiya Sabha” means, the Pradeshiya Sabha constituted under the Act of Pradeshiya Sabha.

“Authorized officer” means any officer given authority in written by the Chairman to carry out particular duty.

“Licensee” shall mean a person whosoever obtained a license under the By-laws and a person who is responsible for management of the business at a premises authorized by Pradeshiya Sabha.

“Licensed premises” shall mean a place for which a license under the By-laws was issued to conduct business at a premises authorized by Pradeshiya Sabha.

“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued.

“Dairy farm” shall mean a place where same breed animals or different breed animals are kept in order to obtaining and selling milk and this include the buildings surroundings and the animals.

“Milk selling Centre” shall mean a center where milk is purchased and sold.

“Veterinary surgeon” shall mean a Government Veterinary Officer appointed to the administrative area of Pradeshiya Sabha.

“Animal” shall mean animal breeds such as cow buffalo sheep goat.

In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

any
inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail

Schedule -01

Application for Business tax / Licence 20..... for selling of goods, food items soft drinks items vegetables fruits by pavement hawkers and mobile vendors within the administrative area of the Pradeshiya Sabha.

1. Name of the Business centre:-

2. Place of the Business :-

(i) Ward No.:-

(ii) GN Division No.:-

(iii) GN Division Name:-

3. Name of the Applicant:-

(i) Full Name:-

(ii) Permanent Address:-

(iii) GN Division No. & Name:-

(Residential certificate should be attached)

(iv) NIC No.:-

(Two Photo should be attached with cop of NIC (Photo Size 2 1/2" X 2)

(v) Telephone No.:-

(vi) e-mail Address:-

4.

(i) Date of Beginning

(ii) Type of business:

(iii) Name of the workers of the pavement hawkers and mobile vendors:

a. Name:

b. Telephone:

(iv) Previous Business:-

5. Whether last year license was obtained:- Yes: No:

If last year license was obtained,

License No.:

Date:

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....
Date

.....
Signature of Applicant.

For office use

For report as follows

.....

Chairman/Secretary / Authorized Officer

For the report of assessment section

Ward :

Assessment No. :

Name of Street :

Name of the Owner :

Detail of Assessment :

Annual Value:

Arrears of the assessment tax:

.....
Date

.....
Administrative Officer

For the report of revenue department,

1. Type of business :

2. Fees to be paid : Under A/B/C

3. Remarks :

.....
Date

.....
Revenue Inspector

For the report of the medical officer of health,

Public Health Inspector's Report:

.....
.....
.....

.....
Date

.....
Public Health Inspector

Medical Officer of Health's Report:

.....
.....
.....

.....
Date

.....
Medical Officer of Health

For the report of chief Revenue Inspector,

Rent Agreement : Nature :

Environmental License : M.O.H report :

C.O.C: Excise License :

Application is recommended/not recommended for the following reasons:

.....

.....
Date

.....
Chief Revenue Inspector

Secretary's Recommendation

Recommended for approval to issue license/not issue license.....

.....
Date

.....
Secretary

Approved/Not Approved

.....
Date

.....
*Pradeshiya Sabha Chairman/
Authorized Officer*

For the report of Revenue Branch

Receipt No.: Date of the Receipt:

License No.: Date of the License:

Recommended to issue License.

.....
Sectional head (Revenue)

Submit for signature of Pradeshiya Sabha Authorized Officer

.....
Date

.....
Secretary

Signed

.....
Date

.....
Pradeshiya Sabha Chairman/
Authorized Officer

PART IV - Standard By-Laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors within the administrative area of the Pradeshiya Sabha

Name of BY Law.	1. These By-Laws may be cited as By-Laws for By-Laws for formalizing regularizing, regulating, monitoring and controlling Funeral undertaking Parlours within the administrative area of the Pradeshiya Sabha.
Objective.	2. By-Laws in this part are made of the purpose of protecting sanitation and health of public residing within the Pradeshiya Sabha limit as per the section 3 of the Pradeshiya Sabha Act No. 15 of 1987.
Legislative enactment for framing by-laws.	3. The By-Laws are made by virtue of the power vested in Pradeshiya Sabha by the sub section 126 (IX)(k) of Pradeshiya Sabha Act No. 15 of 1987, read with section 122 (1) of Pradeshiya Sabha Act No. 15 of 1987.
Tasks to be executed (4-19).	4. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to issue License for administering of Funeral undertaking Parlor to those who satisfy the following requirements under the By-laws; <ol style="list-style-type: none"> There shall be a separate preparation room in the parlor building and the area of the room shall not be less than 80 Sq.ft. For this purpose there shall be a elevated concrete floor covered with floor tiles. No outsiders shall be allowed to enter into the preparation room of the parlor without permission There shall be windows within the preparation room and the area of the windows shall be not less than 1/7th of the area of the room for the purpose of adequate ventilation. Preparation room may not be visible from outside. Windows be separated from all other houses in the neighborhood as not to communicate directly with the parlor. All solid refuse including the parts of the corpse on the premises of a funeral parlor shall be kept in corrosion resistant containers and the containers with tight-fitting lids to prevent variety of insects communicating with containers

- v. There shall be adequate parking facilities for people visiting to pay last respects to the human remains of the dead to park their vehicles at the parlor premises for which license has been granted
 - vi. The condolence hall for last respects shall be separated from the corpse preparation room
 - vii. There shall be a Registrar based on the model as stipulated in the second schedule under the by-laws.
5. Any person wishing to apply for a funeral undertaking premises license shall submit an application to the Chairman based on the model stipulated in first schedule under the by-laws.
 6. Where the ruling of a magistrate or sudden death inquirer are not available the body parts removed from the corpse during the process of preparation shall be buried in 4 ft deep pit from the surface tightly closed after 6 hours of the removal of parts.
 7. Where the ruling of a magistrate or sudden death inquirer is declared the licensee shall conform to the instructions of the magistrate or sudden death inquirer.
 8. Where the facilities at the parlor are not adequate for matters mentioned under the by-law 8 the corpse shall be buried in the Public cemetery of the Pradeshiya Sabha as stipulated under the By-Laws on payment of fees determined by the Pradeshiya Sabha time to time.
 9. Preparation room for corpse shall be sufficiently cleansed and disinfected and there shall be sufficient first aid materials and other equipment for the employees use.
 10. It shall be lawful for the Licensee to maintain a report of the employees with their details.
 11. It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in preparation as per instructed by the Regional Director of Health services and also to ensure that the employees wear the above protective gear at all times.
 12. It shall be lawful for the Licensee to cause to subject the employees to medical examination at least once a year.
 13. It shall be lawful for the Licensee to maintain vehicle involved in loading and unloading corpse washed cleansed and disinfected and vehicle be cleansed by vacuum cleaner at least once a day.
 14. Where the ruling of a magistrate or sudden death inquirer is declared the licensee shall conform to the instructions with regard to the final rites.
 15. It shall be lawful for the Licensee to keep the human remains of the deceased for last respects in an appropriate room/place in such a manner to honor the owner of the corpse.
 16. It shall be lawful for the Licensee to keep the human remains of the deceased for last respects in an appropriate room/place in clean and hygienic condition.

17. (a) It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse.
 - (i) Bio-degradable waste.
 - (ii) Glass.
 - (iii) Paper or paper based materials.
 - (iv) Polythene, plastic or polythene or plastic based materials.
 - (v) Iron and other kind of metal or parts of iron and other kind of metal.
 - (vi) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials.
 - (vii) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose tightly closed.
- (b) Waste stated under (i) – (vii) shall not include any parts of corpse. It shall be the responsibility of the licensee to dispose of any parts removed from the corpse as per By-Laws 6 or 7 as the case may be.
- (c) It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Pradeshiya Sabha and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para (i a).
18. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to inspect the standards prescribed in By-Laws within the specified period at the licensed premises.
19. It shall be lawful for the Licensee to keep records of the preparation of all corpses and the undertaking services rendered based on the model stipulated in second schedule and to produce to the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary or any police officer to inspect the register when required by them.
20. Licensee shall not be allowed to wrap the properly prepared corpse or part of the corpse with polythene or non -degradable materials and keep in the casket, other than the corpses which cannot be prepared, due to multiple injuries or any other reasons.
21. Licensee shall not allow any person other than authorized by him to handle corpse preparation or transport the corpse.
22. No any person shall be allowed to permit, any corpses whose death was caused by dengue HIV, hepatitis, diarrhea, yellow fever, chickenbox inside the parlor without the written approval of the Regional Director of Health services given to the licensee.
23. Licensee shall not be allowed to accept the corpse for preparation and funeral rites without a formal death certificate from the Registrar of death.

24. Licensee shall not be allowed to undertake the corpse for preparation and funeral rites unless the ruling of the Magistrate or Sudden death inquirer is given to the licensee, in case the death was sudden or suspicious.
25. No any person shall be allowed to cause disturbance or nuisance in the neighborhood due to Licensee's activities in the parlor.
26. In the event the funeral services undertaker contravene any section of the By-Laws No. 4 or contravenes any section of the By-Laws the Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall take action to serve notice on the licensee on the funeral services undertake to take all actions to satisfy the requirements before a specified date. Functions of the Pradeshiya Sabha.
27. Under the section 149 of Pradeshiya Sabha Act, No. 15 of 1987, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee from the funeral services undertaker. Charges and fees.
28. It shall be lawful for the Chairman or Pradeshiya Sabha Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Pradeshiya Sabha Secretary to any officer of the Pradeshiya Sabha by such provisions of the BY laws. Delegation of powers.
29. Validity of every license or permit issued under the provisions of the By-Laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier. Validity period of the license.
30. It shall be the responsibility of the licensee who have received notice under By-Laws 26 to conform to the requirements specified in the notice If any acceptable request is received by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary in writing, Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary has the power to extend the date not exceeding 14 days. Inspections procedures and powers (30-31).
31. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to cancel/revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 30 of the By-laws.
32. Licensee or any person within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days. Complaints and resolving mechanism.
33. Any breach of any provision of the Bylaws shall be an offence. Violations of by-laws.
34. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Pradeshiya Sabha limits liable to the penalties in terms of section 122 (2) in the Pradeshiya Sabha Act No. 15 of 1987. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 122 (2). Fines and penalties.

Definition and interpretation.

35. In these By-Laws unless the context otherwise requires

“The Chairman” means who has been elected as Chairman by the provisions of the Local Authorities Elections Act.

“Secretary” means the Secretary of the Pradeshiya Sabha or any other officer delegated to carry out the powers, functions and duties of the Secretary.

“Pradeshiya Sabha” means, the Pradeshiya Sabha constituted under the Act of Pradeshiya Sabha.

“Authorized officer” means any officer given authority in written by the Chairman to carry out particular duty.

“Licensee” shall mean a person whosever obtained a license under the By-Laws and a person who is responsible for management of the business at a premises authorized by Pradeshiya Sabha.

“Licensed premises” shall mean a place for which a license under the By-Laws was issued to conduct business at a premises authorized by Pradeshiya Sabha.

“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued.

“Funeral undertaking parlor” shall mean.

36. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01

Application for obtaining permit to operate a Funeral undertaking parlor

01. Name of the applicant ;
02. Address ;
03. National Identity card No. ;
04. Business Name of Funeral undertaking parlor and address ;
05. No. of Human Remains to be kept for preparation at a time ;
06. No. of hearses owned by parlor ;
07. No. of hearses engaged for transportation before preparing Human remains ;
08. Method employed for removal of parts from the Human remains ;
09. If undertake to organize last respects to the deceased
 - (i) No. of Human remains
 - (ii) How many vehicles of the mourners be parked at a time ;
10. Are natural flowers are being sold ; Yes / No
11. Method employed to dispose of removed natural flowers and parts of flowers ;
12. No. of employees at the parlor ;
13. If a manager is employed
 - (i) Name ;
 - (ii) No. of National Identity card

I agree to abide by provisions of By-laws for formalizing regularizing, regulating, monitoring and controlling the Funeral undertaking Parlors and also to abide by the regulations imposed by the Municipal council time to time and affix my signature.

Date

Signature of applicant

PART IV (A) – GAZETTE EXTRAORDINARY OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA – 09.05.2018

Name of the Funeral undertaking parlor
Address

[illegible]

PART V - Standard By-Laws for formalizing regularizing, regulating, monitoring and controlling factories and Industries within the administrative area of the Pradeshiya Sabha

Name of By-Laws.	1. These By-Laws may be cited as By-Laws for By-Laws for formalizing regularizing, regulating, monitoring and controlling the factories and Industries and provide for matters connected therewith and incidental thereto within the administrative area of the Pradeshiya Sabha.
Objective.	2. These be laws are framed under section 3 of Pradeshiya Sabha Act No. 15 of 1987 for the purpose of maintaining hygiene and health of the public, controlling nuisance and regulating and controlling Industrial emission and waste within the administrative area of the Pradeshiya Sabha.
Legislative enactment for framing By-Laws.	3. The By-Laws are made by virtue of the power vested in Pradeshiya Sabha by the sub section 126 (IX)(t)(u) of Pradeshiya Sabha Act, No. 15 of 1987, read with section 122 (1) of Pradeshiya Sabha Act, No. 15 of 1987.
Tasks to be executed (4-10).	<p>4. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall issue license to any factory or industry which conform to the regulatory standards stipulated under the By-Laws.</p> <ol style="list-style-type: none"> A reliable building structure be constructed with proper repair and maintenance. Proper and effective ventilation system and Lighting system be installed and properly maintained. There shall be windows with sideways opening in every room. Extent of the window door of every room shall not be less than 1/15th of the room's extent. Where the factory or the industry required to operate completely in closed building or air-conditioned these by -laws shall not be applicable. Height of walls of every room shall not be less than 2.14 meters. The building be constructed with bricks cement blocks or aluminum and timber and both sides of the walls be cement plastered. There shall be under ceiling to every room of factory or the industry and the height from floor to ceiling shall not be less than 2 meter. The roof shall be supported by solid material such as Iron,timber oil painted or color painted. Floor shall be cement plastered or covered with marble tiles. It shall be the responsibility of the licensee to arrange on the basis of not less than one latrine for every 10 employees and on this basis there shall be separate latrine for male and female employees. Purification of water shall be complied with the standards prescribed by the Regional Director of Health. There shall be mechanism to channel the waste water emitted from the manufacturing activities. Into the absorbing pit as per the recommendations given by the Regional Director of Health or Chairman, Central Environment authority. The absorbing pit shall be air free and the pit be located at a distance of 50 meters from the public water source or well. There shall be fire brigade mechanism in place inside and outside of the factory buildings.

- x. There shall be mechanism to channel the waste water emitted from the manufacturing activities and wash rooms of the employees to flow smoothly to channels.
 - xii. There shall be a separate room to store raw materials for production, other chemicals, bottles used for packing or any other materials used for packing and the room shall be protected from rats, variety of insects and other harming pests.
 - xiii. Quality certificate be obtained from National water supply and drainage board to the effect that the water used to produce materials processed at the factory.
 - xiv. as food and beverages for human and animal's consumption is of good quality. Quality certificate be obtained at least once in six months. Where the water supplied by National water supply and drainage board is used by the factories it shall be deemed as quality certificate of the water supplied by National water supply.
 - xv. Where the water is stored for factory operations, protective measures be taken to implement mosquito control in order to prevent pollution and contamination. In case the water is stored in underground tanks, lavatory, refuse pit, fertilizer dump, fertilizer pit or uncovered drainage be allowed at a distance more than 18 meters from the water tank.
 - xvi. The place used as washing room of the used packing's be separately located and as specified in para (xiii) the quality certified water be used for the above purpose.
 - xvii. Refuse generated from the production operations be separately removed in reserved containers and tanks as per By-Laws 10.
5. It shall be the responsibility of the licensee to remove all shrubs, undergrowth and all other types of for any other purposes so as to prevent water stagnation and mosquito breeding and disease inflicting insect breeding.
 6. All the portions as stipulated under the By-Laws 4 shall be color painted at least once a year.
 7. All the rooms of the factories, Industries channels, drainage, furniture and other tools and equipment in the surroundings shall be maintained in good repair.
 8. Where used materials are employed after cleaning to packing activities in any factory, the cleaning ;(a).For cleaning the labels pasted on the packing materials on the first round a separate tank shall be made available, and(b). For cleaning the labels pasted on the packing materials in the final round another separate tank shall be made available,i.e two tanks for the purpose, and the final cleaning shall be through a running flow of water.
 9. It shall be lawful for the Licensee to cause to provide protective over clothes, face masks, hand gloves to the employees engaged in factories, Industries activities and also to ensure that the employees wear the above protective gear at all times.
 10. (i) It shall be the responsibility of the licensee to classify the waste generated within the place for which license was issued in the following manner provided the waste would be subjected to reuse.
 - (a) Bio-degradable waste
 - (b) Glass
 - (c) Paper or paper based materials

- (d) Polythene, plastic or polythene or plastic based materials.
- (e) Iron and other kind of metal or parts of iron and other kind of metal.
- (f) Left over of the raw materials used for production or waste generated during the process of manufacture and parts of raw materials.
- (g) hazardous waste- It shall be the responsibility of the licensee to separate the waste and keep in different bins or containers or tanks put in place for that purpose properly closed.
- ii. It shall also be the responsibility of the licensee to conform to the policy of solid waste disposal of the Pradeshiya Sabha and to follow the instructions of the Chairman or any officer authorized by Chairman with regard to the final disposal of the waste as mentioned in para 1 of section (ii).

11. Location of the factory shall be subject to the regulations and provisions of the Central environment authority, Urban development authority and Factory Act.
12. It shall be lawful for the Licensee to cause to subject the employees engaged employees engaged in factories, Industries activities to medical examination at least once a year.
13. No person shall run a factory or industry at any market or any other place without a valid license from Chairman or Pradeshiya Sabha Secretary or any authorized officer.
14. No person shall be allowed to store or use or cause to use any poisonous material or any activity or stench developing nuisance unless precautionary measures are put in place to prevent emission of odor or any poisonous gases.
15. Noise generating machinery, equipment or any devise or furnaces shall not be used in factories unless maintaining noise level lower than the level which cause voice pollution under the regulations and the amendments made by Hon.Minister in charge of Environment subject time to time under section 32 of National Environmental authority Act, No. 47 of 1980.
16. As per the regulations made under section 32 of National Environmental authority Act, No. 47 of 1980 made by Hon.Minister and amendments thereto it is mandatory to install smoke outlets time to time for the purpose of emitting smoke generated from the furnaces. Unless the above arrangement is installed no factory or industry shall fix furnaces.
17. No factory or industry shall use or mount siren or bell or steam whistle or any other sound generating devices for the employees to signal starting and ending shifts or other purposes. In case the factory or industry had the siren or bell or steam whistle or any other sound generating devices, three months period from the date of commencing the factory or industry to conform to the regulations under the By-Laws is granted to get rid of the sound facilities.
18. No person shall be allowed to channel the waste water generated by the operations in the factories, Industries to public water courses.

Non-executable
tasks (13-19).

19. Any person suffering from any communicable disease or skin disease or any person who has recently suffered from such disease or any person who has been recently nursing anybody who is suffering from such disease or any person not completed the period mentioned on the medical certificate, shall not be engaged in any work of the authorized premises or allowed to be an assistant to a person employed in the place unless incubation period of the disease has lapsed.
20. In the event the licensee contravenes provisions of by-law 4 or any section of the By-Laws Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date. Function of the Pradeshiya Sabha.
21. Under the section 149 of Pradeshiya Sabha Act, No. 15 of 1987, the Secretary has the authority to charge for license fees not exceeded the maximum amount stated as annual license fee for authorizing business center. Charges and fines.
22. It shall be lawful to the Chairman or Pradeshiya Sabha Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Pradeshiya Sabha Secretary to any officer of the Pradeshiya Sabha by such provisions of the BY laws. Delegation of powers.
23. Validity of every license or permit issued under the provisions of the By-Laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier. Valid period of the license or permit.
24. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to inspect the standards of the place for which license was issued prescribed in By-Laws within the specified period at the licensed premises. Procedure for inspection and powers.
25. It shall be lawful for the owner of the factory or industry to cooperate with the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to inspect the standards of the place for which license was issued. No any person shall be allowed to make impediments for such inspection.
26. Where a notice served under By-Laws 26 on the owner, owner shall comply with such notice before specified date. The Chairman or Pradeshiya Sabha Secretary may extend the specified date in the event of acceptable reasons submitted by the owner However the extension shall not exceed 14 days.
27. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to revoke the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of section 26 of the By-Laws.
28. Any licensee within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter. Complaints and reserving mechanism.
29. Any breach of any provision of the Bylaws shall be an offence. Violation of By-Laws.

Fines and
penalties.

30. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Pradeshiya Sabha limits liable to the penalties in terms of section 122(2) in the Pradeshiya Sabha Act, No. 15 of 1987. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 122(2).

Interpretation
and definition

31. In these By-Laws unless the context otherwise requires

“The Chairman” means who has been elected as Chairman by the provisions of the Local Authorities Elections Act.

“Secretary” means the Secretary of the Pradeshiya Sabha or any other officer delegated to carry out the powers, functions and duties of the Secretary.

“Pradeshiya Sabha” means, the Pradeshiya Sabha constituted under the Act of Pradeshiya Sabha.

“Authorized officer” means any officer given authority in written by the Chairman to carry out particular duty.

“Licensee” shall mean a person who has obtained a license under the By-Laws and a person who is responsible for management of the business at a premises authorized by Pradeshiya Sabha.

“Licensed premises” shall mean “Licensed premises” shall mean place for which license has been issued to take all activities under the By-Laws.

“The power to inspect within the specified period” shall mean anytime the business activities are taking place.

“The power to inspect within the specified period” shall mean any opportunity the business activities are taking place.

“Factory” means any place manufacturing a product using any raw material or manufacturing a product using any product produced by other factories.

any
inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail.

32. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01

Application for Business tax / Licence 20..... For factories and Industries within the administrative area of the Pradeshiya Sabha

Name of the factory / Industry :-

1. Place of the factory / Industry :-

- (i) Ward No.:-
- (ii) GN Division No.:-
- (iii) GN Division Name:-

2. Name of the Applicant:-

- (i) Full Name:-
- (ii) Permanent Address:-
- (iii) GN Division No. & Name:-
(Residential certificate should be attached)

(iv) NIC No.:-

(Two Photo should be attached with cop of NIC (Photo Size 2 1/2" X 2)

(v) Telephone No.:-

(vi) e-mail Address:-

3.

(i) Date of Beginning

(ii) Type of business:

(iii) Name of the workers of the pavement hawkers and mobile vendors:

a. Name:

b. Telephone:

(iv) Previous Business:-

4. Whether last year license was obtained:- Yes : No:

If last year license was obtained,

License No.:

Date:

I do hereby certify that the above particulars are true and accurate. I agree to comply with the provisions in the By Law. I apply for the licence for the year 20..... to run the Industry/Business under the By Law.

.....
Date

.....
Signature of Applicant.

For office use

For report as follows

.....

Chairman/Secretary / Authorized Officer

For the report of assessment section

Ward :

Assessment No. :

Name of Street :

Name of the Owner :

Detail of Assessment :

Annual Value:

Arrears of the assessment tax:

.....
Date

.....
Administrative Officer

For the report of revenue department,

1. Type of business :
2. Fees to be paid : Under A/B/C
3. Remarks :

.....
Date

.....
Revenue Inspector

For the report of the medical officer of health,**Public Health Inspector's Report:**

.....
.....
.....

.....
Date

.....
Public Health Inspector

Medical Officer of Health's Report:

.....
.....
.....

.....
Date

.....
Medical Officer of Health

For the report of chief Revenue Inspector,

Rent Agreement : Nature :

Environmental License : M.O.H report :

C.O.C : Excise License :

Application is recommended/not recommended for the following reasons:

.....

.....
Date

.....
Chief Revenue Inspector

Secretary's Recommendation

Recommended for approval to issue license/not issue license.....

.....
Date

.....
Secretary

Approved/Not Approved

.....
Date

.....
Pradeshiya Sabha Chairman/
Authorized Officer

For the report of Revenue Branch

Receipt No.: Date of the Receipt:
License No.: Date of the License:
Recommended to issue License.

.....
Sectional head (Revenue)

Submit for signature of Pradeshiya Sabha Authorized Officer

.....
Date
Secretary

Signed

.....
Date
*Pradeshiya Sabha Chairman/
Authorized Officer*

CHAPTER - 8

PART I - Standard by laws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters initiating mitigation measures to minimize risks within the administrative area of the Pradeshiya Sabha.

- | | |
|---|---|
| 1. These standard By-Laws may be cited as the By-Laws for regulating, monitoring and controlling Disaster Management providing relief to persons affected by disasters, initiating mitigation measures to minimize risks and provide for matters connected therewith or incidental thereto within the administrative area of the Pradeshiya Sabha. | Name of the BY-Laws. |
| 2. By-Laws in this part are made of the purpose of protecting sanitation and health of public residing within the Pradeshiya Sabha limit as per the Section 3 of the Pradeshiya Sabha Act, No. 15 of 1987 to make provisions to minimize the possibilities of disaster situations arising, to provide relief to persons affected by disasters or likely to be affected by a disaster situation, early vigilance to face a disaster situation to put in place mitigating measures to minimize disaster risks all connected and consequential matters thereof within the administrative area of the Pradeshiya Sabha. | Objective. |
| 3. The By-Laws are made by virtue of the power vested in Pradeshiya Sabha by the Sub section 26 and 132(f) of Pradeshiya Sabha Act, No. 15 of 1987, read with Section 122 of Pradeshiya Sabha Act, No. 15 of 1987. | Legislative enactment for making By-Laws. |
| 4. Constitution of Disaster management committee for putting in place preliminary strategy for provisions to minimize the possibilities of disaster situations arising, to provide relief to persons affected by disasters or likely to be affected by a disaster situation, early vigilance to face a disaster situation to put in place mitigating measures to minimize disaster risks all connected and consequential matters thereof within the administrative area of the Pradeshiya Sabha. | Tasks to be executed (4-25). |

5. Composition of Committee.

- A Number of members of the committee under By-Laws 4 shall not exceed 23 and shall comprise following persons including women members.
- i. Chairman of the Pradeshiya Sabha shall be the Chairman of the committee.
 - ii. Pradeshiya Sabha Secretary shall be the Secretary of the committee.
 - iii. Four members including the Vice Chairman shall be elected for the ensuing year at the monthly meeting in December each year.
 - iv. Technical officer of the Pradeshiya Sabha.
 - v. Officer in charge or the Chief Fireman of the Fire brigade of the Pradeshiya Sabha.
 - vi. Assistant Director of the District Disaster management Unit appointed under the Disaster management Act, No. 13 of 2005 or a representative named and nominated by him.
 - vii. Divisional Secretary of the area which comes under the Pradeshiya Sabha administrative area or a representative named and nominated by him.
 - viii. The Medical officer of Health of the area or a representative named and nominated by him.
 - ix. Officer In charge of the Police Station of the area or a representative named and nominated by him.
 - x. A minimum of three representatives of the Urban Development Advisory board of the area.
 - xi. Zonal Director of Education of the area or a representative named and nominated by him.
 - xii. Representative of the Chamber of Commerce or Traders Association of the area or a representative named and nominated by him.
 - xiii. Electrical Superintendent of the Sri Lanka Electricity Board of the area or a representative named and nominated by him.
 - xiv. Officer In charge of the Water supply and Drainage Board of the area or a representative named and nominated by him.
 - xv. Depot Manager of the Sri Lanka Transport of the area or a representative named and nominated by him.
 - xvi. Representative of the Road Passenger Transport Authority of the Province.
 - xvii. Secretary of Local Government or a representative named and nominated by him.
- B. Where a member ceases to be a member of the committee, the committee shall, at the next meeting after such vacancy occurred, elect any other member to the vacancy and the elected member shall function till 31 December of the same year.

- C. Where a member nominated to the committee by virtue of the sub paras(iv) (v) and (ix)being unable to attend a meeting due to personal reasons, the officer shall name and nominate another officer who acts for him for the purpose of participating at the committee meeting with the consent of the Head of the institution.
6.
 - i. Committee shall be summoned to meet at least once in two months. Chairman shall summon special meetings for reasons deemed to be appropriate.
 - ii. Chairman shall preside over every committee meeting and in his absence Vice Chairman shall preside. In the absence of Chairmen or Vice Chairman a member elected by the members from among the members present shall preside in terms of sub section (iii) of the By-Law No.5.
 - iii. Quorum for any meeting of the committee shall be one third of the total number of members.
 - iv. Each and every resolution of the committee shall be passed by a majority of the members present for such meeting.
 - v. While the Chairman shall have an original vote with the other Members at the Meetings of the Council or at meetings of a committee of the whole House in respect of any matter, question or motion, in case of equality of votes taken on any motion he shall have a casting vote as well.
7. The Committee shall have power to act notwithstanding any vacancy in its membership, and any act or proceeding or decision of the Committee shall not be invalid or deemed to be invalid by reason only of such vacancy or any defect in the appointment of the Chairman or member.
8. Minutes of every meeting shall be tabled before the committee at the following meeting for the information of the members.
9. Committee shall discuss and deliberate any subjects tabled along with the reports of the Finance and Policy committee for approval.
10. The tasks of the committee shall be the tasks specified in the 1st schedule of these By-Laws.
11.
 - i. It shall be lawful for the Chairman to direct any office or commercial institution within the administrative limits of the Pradeshiya Sabha to blow out or diffuse the following before closing such office or commercial institution at the conclusion of the activities on a daily basis.
 - a. A lamp using kerosene oil or
 - b. A lamp or blame generated by Coconut oil or any other material
 - c. An incense stick or something similar to that
 - d. anything else with such effect
 - ii. The owner or Manger or caretaker of such office or commercial institution within the administrative limits of the Pradeshiya Sabha shall be the person responsible to comply with the directions set out in para 11 (i) or cause to comply with the directions set out in para(i) through somebody else.

12.
 - i. Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and likely vulnerable disaster zones by the committee with the technical assistance of the Disaster Management Centre to identify causes of disaster with regard to each such zone and in the event of a local disaster, to facilitate finding ways for evacuating affected people and finding suitable places to temporarily lodge them.
 - ii. Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and facilitating public awareness programs.
 - iii. Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and facilitating public awareness programs with notice boards in three languages.
 - iv. Facilitating liaison with organizations and persons pursuing hazard, vulnerability and risk reduction studies and implementing action programmes to minimize risks in the identified zones.
13.
 - i. Obtaining evaluation report from Disaster management centre with regard to existing disaster situation and all steps necessary to minimize disasters where it considers appropriate to grant approval for post disaster development and construction. In case of potentials for high disaster risk submitting a certificate from the Chartered Engineer, Architect/Geologist on strategies to minimize disasters.
 - ii. Facilitating liaison with disaster management committees formed under the Disaster management centre at Grama Officer areas level within the administrative area of the Pradeshiya Sabha.
14. Facilitating liaison with relevant institutions to take necessary activities for restoration of normalcy and providing relief to the affected under the guidelines given by the Government.
15. Where the Technical committee of the Disaster management centre identifies disaster vulnerable zones.
 - i. Mapping out, updating and maintaining maps with regard to identified vulnerable disaster zones and likely disaster prone zones causes of disaster with regard to each such zone and in the event of a local disaster, to facilitate finding ways for evacuating affected people and finding suitable places to temporarily lodge them.
 - ii. Specifically identifying short term and long terms effects on the lives of those residing in the disaster zones.
 - iii. Identifying appropriate institutions for the supply of necessary equipment required at the locations where the affected people from vulnerable disaster zones and disaster prone zones are housed.
 - iv. Facilitating liaison with members of the committee, community leaders, disaster management centre and other relevant stakeholders institutions to take necessary activities for restoration of normalcy and to minimize hazards.
 - v. Setting up data and strategy on priority basis and updating them to take necessary activities for restoration of normalcy and to minimize hazards.
 - vi. It shall be lawful for the Pradeshiya Sabha to offer adequate training with the assistance of the Disaster management centre to the identified teams entrusted to provide relief to the affected people during a disaster situation.

16.
 - i. It shall be lawful for the Pradeshiya Sabha to appoint an officer or employee to preserve early warning messages released by Disaster management centres on the advice of the technical agencies involved in disaster management.
 - ii. (ii) It shall be lawful for such officer or employee to transmit such early warning messages with regard to possible risks within the administrative area of the Pradeshiya Sabha to the Disaster management committee or the members of Disaster management committee.
 - iii. (iii) The committee shall decide on the course of action to be taken with regard to identified vulnerable disaster zones and likely vulnerable disaster zones within the area of Pradeshiya Sabha to provide relief to those affected or likely to be affected. In case the Chairperson opines time is inadequate to convene the committee to decide on the course of action on providing facilities such as life protection, food, drinking water, clothing, health and sanitation equipment Chairperson shall notify the decisions and action taken to the members of the committee within three calendar days.
 - iv. The committee or the Chairman shall decide on the course of action to be taken with regard to facilities mentioned in para 3 and the expenses to be incurred for such purpose shall be borne by the Pradeshiya Sabha Fund.
 - v. Committee shall table the detailed report along with decisions and expenses incurred from the Pradeshiya Sabha Fund at the first meeting after action taken with regard to facilities mentioned in para 3 and the expenses incurred for such purpose borne by the Pradeshiya Sabha Fund as per para 4.
17. Disaster Management Centre shall provide technical advice to identify lands which are vulnerable to natural disasters and lands with 30 degrees falling within the administrative area of the Pradeshiya Sabha.
18. It is lawful for the committee to identify places vulnerable to floods with marking charts and shall grant approval for building the foundation level of the houses taking into account past experience scientifically of maximum water level and rainfall within the administrative area of the Pradeshiya Sabha.
19. It is lawful for the Pradeshiya Sabha within the administrative area of the Pradeshiya Sabha to construct surface water diversion or redirecting canals networks and maintenance of such systems and remove all the obstructions that prevent smooth water flowing during period of heavy rainfall.
 - (i) It is lawful for the Pradeshiya Sabha within the administrative area of the Pradeshiya Sabha to confirm that building application plan contains appropriate water diversion or redirecting canals networks and maintenance of such systems in case of applications submitted for partition /subdivision of lands for smooth water flowing during period of heavy rainfall.
 - (ii) It is lawful for the Pradeshiya Sabha within the administrative area of the Pradeshiya Sabha to confirm that the approval for sales of lands conform with the plan.
20. It is lawful for the Pradeshiya Sabha within the administrative area of the Pradeshiya Sabha to conduct awareness programmes among residents, business places and other places on proper use of LP gas cylinders, accessories and installing devices to ensure leakage does not take place as preventive measures.

21. It is lawful for the Pradeshiya Sabha within the administrative area of the Pradeshiya Sabha to conduct awareness programmes with the cooperation of the relevant technical institutions among residents, business places and other places on usage of electrical equipment and devices during period of heavy rain, rain with thunder and lightening.
22. It is lawful for the Pradeshiya Sabha within the administrative area of the Pradeshiya Sabha to form first aid volunteer groups and provide proper training with the cooperation of the relevant technical institutions.
23. Under the By-laws.

(a) For the purpose of minimizing disaster hazard effects.

(b) For the purpose of providing relief during times of disasters hazard.

It is lawful for the Pradeshiya Sabha within the administrative area of the Pradeshiya Sabha to confirm adequate funds are allocated under disaster management funds. It is lawful for the Pradeshiya Sabha Secretary within the administrative area of the Pradeshiya Sabha to report to the Auditor General of the decision arrived at the monthly meeting of the council without delay.

24.
 - i. (i). Under the By-Laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred for the activities coming under the purview of the By-Laws but approval to be received for getting that fund within an island by Local Government minister, Ministry of Provincial Council or approval to be received for getting that fund from foreign by Department of External Resources.
 - ii. (ii). Under the By-Laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred as mentioned in para(i) shall be credited to Pradeshiya Sabha Funds and such assistance shall be utilized for the activities coming under the purview of the By-Laws.
 - iii. (iii). Pradeshiya Sabha Secretary shall cause to maintain a separate account for the purpose mentioned in para (ii) and it shall be titled Disaster Management Account of the Council and shall cause to obtain the Council approval for the policy on financing and other guidance coming under the purview of the By-Laws.
 - iv. (iv). Under the By-laws any individual or any institution may provide funds or equipment, tools or any other material towards the expenses incurred as mentioned in para(i) shall be credited to Pradeshiya Sabha Funds and the details of the debit and credit to the Fund account shall be tabled before the Committee for its deliberation at every meeting and shall be tabled before the Council at the next meeting.
25.
 - i. It is lawful for the Head or his Representative of the District disaster management committee of the district wherein the Pradeshiya Sabha is located, Divisional Secretary of Divisional secretariat, which is located within the Pradeshiya Sabha administrative area, Local authorities, other State institutions, non-Government organizations to provide data and information pertaining to Disaster management as and when requested by the Pradeshiya Sabha Secretary.
 - ii. It is lawful for the Pradeshiya Sabha Secretary to provide data and information pertaining to Disaster management as and when requested by the institutions mentioned in para (i).

- iii. Notwithstanding the contents of the para (i) and (ii), Head or his Representative of the District disaster management committee of the district wherein the Pradeshiya Sabha is located, Divisional Secretary of Divisional secretariat, which is located within the Pradeshiya Sabha administrative area, Local authorities, other State institutions, non-Government organizations it shall not be a hindrance for the Head or his Representative to refrain from providing such data and information if in his/her opinion providing data and information is a threat and harmful to national security.
26. It shall be lawful to the Chairman or Pradeshiya Sabha Secretary to delegate powers with regard to regulating the By-Laws to any officer of the Pradeshiya Sabha. Delegation powers.
27. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall inspect the directives incorporated in the By-Laws and the appropriate time would mean any occasion of such inspection. Procedure of inspection and powers.
28. Any person within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and initiate action to resolve the matter. Complaints and resolving mechanism.
29. Any breach of any provision of the By-Laws shall be an offence. Violation of By-laws.
30. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Pradeshiya Sabha limits liable to the penalties in terms of section 122 (2) in the Pradeshiya Sabha Act, No. 15 of 1987. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 122 (2). Fines and Penalties.
31. Unless the context otherwise requires, in these by-laws. Interpretation and Definition
- “The Chairman” means who has been elected as Urban Chairman by the provisions of the Local Authorities Elections Ordinance.
- “Secretary” means the Secretary of the Council or any other officer delegated to carry out the powers, functions and duties of the Secretary.
- “Pradeshiya Sabha” means, the Pradeshiya Sabha constituted under the Act. of Pradeshiya Sabha for Urbanity.
- “Authorized Officer” means any officer given authority in written by the Chairman to carry out particular duty.
- “Chairperson of Meeting” means the Chairman presiding over meetings of the Council for the time being or the Vice Chairman of the Council who takes the Chair in his absence and it also includes any other member elected on the vote of the members for the Chair in the absence of both the Chairman and the Vice Chairman.
- “Disaster and Hazard” shall mean the definition provided in the Disaster Management Act, No. 13/2005 to the word Disaster.
- Disaster situations arising is defined as an occasion where human life, property and the environment of Sri Lanka is being threatened and endangered due to natural and manmade disasters occurred or likely to occur within the territory of Sri Lanka. Details is included in schedule-01.

Any
inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail.

32. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Schedule -01

Disaster situation includes;

- (a) A landslide
- (b) A Cyclone.
- (c) A Flood
- (d) A drought
- (e) An industrial catastrophe
- (f) A tsunami (An ocean waves caused by an underwater earthquake)
- (g) An earthquake
- (h) Lightning and thunder
- (i) Oceanic hazards
- (j) Fire risks
- (k) Epidemic situation
- (l) Explosion
- (m) An air attack
- (n) Domestic violence
- (o) Chemical accidents
- (p) Risks of radiation
- (q) Wildfire
- (r) Sea erosion
- (s) Tornado associated with whirlwinds and cyclones'

“Providing relief” shall mean making provisions to minimize the possibilities of disaster situations arising, to provide immediate food, dry rations water and sanitation, medical, counseling assistance, shelter, clothing and other needs to affected people disasters or likely to be affected by a disaster situation in an adequate, appropriate and timely manner till they are resettled.

First schedule of the By-Laws.

Providing relief to affected people by disaster situation during disaster situation or likely to be affected by disaster and initiating preventing and mitigating measures within the administrative area of the Pradeshiya Sabha.

- i. Identifying vulnerable areas where hazards could occur within the administrative area of the Pradeshiya Sabha.
- ii. Analyzing and determining causes of such disaster situations.
- iii. Devising strategy to prevent and minimize the causes for such disaster situations and to provide relief for smooth return to normalcy of those affected.
- iv. Correct identification of the number of families in the disaster prone areas and make specific count of students, children, elders and differently abled people.

- v. Devising strategy to provide relief to those affected families in the disaster prone areas.
- vi. Identifying possible places before the occurrence of disaster for temporarily housing those affected who have been internally displaced.
- vii. Devising strategy to provide relief such as melas, drinking water and other facilities to those affected families in the disaster prone areas till they are resettled.
- viii. Devising strategy to provide sanitation and health facilities to those affected families in the disaster prone areas till they are resettled within the administrative area of the Pradeshiya Sabha.
- ix. Correct identification of the season and period of possible disaster occurrences.
- x. Identifying alternative routes for traffic when there are possibilities for disaster occurrence in the regular traffic routes.
- xi. Identifying and measuring the rainfall and the time taken to inundate the trafficking roads as a result of flood situation.
- xii. Identifying areas drowned under water due to floods and measuring and determining the rainfall and the time taken for the floods to cover the areas and identifying areas drowned under water due to unexpected rainfall and floods and measuring and determining the rainfall accompanied by cyclone.
- xiii. Causing action to install less expensive meters (meters) to measure the rainfall and collect the data on the rainfall with the cooperation of the Disaster management centre and the Metrological department.
- xiv. Identifying periods where the people within the Pradeshiya Sabha administrative area have no access to drinking water under the existing system and identifying causes for such situation.
- xv. Causing action to identify the places vulnerable to fire and map out the sites within the Pradeshiya Sabha administrative area.
- xvi. Causing action to identify the places vulnerable to landslide and mudslides with the relevant technical institutions within the Pradeshiya Sabha administrative area.
- xvii. Causing action to identify the places vulnerable to epidemic and to engage in prevention and controlling spread of such epidemics with the cooperation of Health authorities within the Pradeshiya Sabha administrative area.
- xviii. Causing action to identify the industrial and business which are engaged in transferring/transporting flammable dangerous chemicals which could catch fire or ignite or explode and take action to register those business institutions.
- xix. Causing action to confirm that the data and information collected with regard to Disaster management functions entrusted to the Committee are updated regularly.
- xx. Causing action to confirm maintaining close coordination with the District disaster management unit obtaining data and information and also exchanging the data and information stored by the Pradeshiya Sabha with District disaster management unit within the Pradeshiya Sabha administrative area.

- xxi. Causing action to identify individuals, organizations and non-government organization and equipment and tools in their possession who have the capacity to help and contribute as groups.
- xxii. Causing action to make recommendations to the council of those volunteers who are prepared to engage in functions related to protecting lives and to register their name and to provide them adequate training.
- xxiii. Causing action to make recommendations to the council of purchase of necessary equipment and other needy materials disseminating prior information of possible disaster situation emerging or the relief to be provided to the affected.
- xxiv. Causing action to table data and information collected by the committee and the methodology adopted by the committee with recommendations to the council.

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English texts
Tamil text shall
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32. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PART II - Standard By-laws for Establishment and maintenance of Pedestrian Crossing within the administrative area of the Pradeshiya Sabha.

Name of By-Laws.	1. These By-laws may be cited as By-Laws for Establishment and maintenance of Pedestrian Crossing and provide for matters connected therewith or incidental thereto within the administrative area of the Pradeshiya Sabha.
Objective.	2. These By-laws are framed for the purpose of protection of the travelers and prevention of traffic accidents by regulating and monitoring and administering Pedestrian Crossing within the administrative area of the Pradeshiya Sabha under section 3 of Pradeshiya Sabha Act, No. 15 of 1987.
Legislative enactment for framing by-laws.	3. The By-Laws are made by virtue of the power vested in Pradeshiya Sabha by the sub section 126 (vii) of Pradeshiya Sabha Act, No. 15 of 1987, read with section 122 (1) of Pradeshiya Sabha Act, No. 15 of 1987.
Tasks to be executed (4-5).	4. Where any pedestrian crosses the road through the Pedestrian Crossing, all the drivers of all the vehicles shall stop for the pedestrians till the pedestrians cross and reach the other side of the crossing. 5. Any vehicle shall promptly obey all instructions such as light signal or other signals by a police officer or a traffic guide at pedestrian crossings. Driver of the vehicle shall promptly obey light signal or other signals given by police officer or a traffic guide.
Non-executable tasks (8-10).	6. No person shall be allowed to erase or alter pedestrian crossing signs/ signal under by-law 11. 7. Any pedestrian shall not be allowed to enter the pedestrian crossing when any vehicle reach the line depicted to show the zone for stopping vehicle.

8. No any pedestrian at any pedestrian crossing shall be allowed to unnecessarily stop or delay by taking more time than needed at his normal speed when crosswalk to other side of the zone and Pedestrians may not stay at crossing into the path of a moving vehicle to constitute an immediate hazard. No any pedestrian at any pedestrian crossing shall be allowed to unnecessarily disturb other pedestrians crossing the zone.
 9. Driver of any vehicle shall not be allowed to stop the vehicle within a pedestrian crossing unless the vehicle cannot be brought under control for reasons beyond driver's control.
 10. Driver of any vehicle shall not be allowed to stop the vehicle within a pedestrian crossing unless the driver stops the vehicle within a pedestrian crossing to avoid an accident.
 11. Under by-laws 12 Marking pedestrian crossing zone shall conform to regulations and amendments made time to time as appeared in para No.1 of section 1, instruction No. 16 read with figure 4.18 published in *Gazette Extraordinary* No. 444/18 dated 13 March 1987 made by the Minister of Transport under Sections 237 read with section 164 of the Motor Traffic Act. It is lawful for the Chairman to cause to confirm the markings are always in place with proper painting continuously. Functions of the Pradeshiya Sabha (11-14).
 12. It is lawful for the Chairman to determine the pedestrian crossings at the highways and roads within the administrative area of the Pradeshiya Sabha as recommended by the consultative committee of the Pradeshiya Sabha and to declare pedestrian crossings at the highways and roads within the administrative area of the Pradeshiya Sabha and cause action to mark signs and install sign boards in conformity with the regulations under the Motor Traffic Act.
 13. Pradeshiya Sabha shall have the power to change or remove any pedestrian crossings in terms of the council resolution made from time to time.
 14. Pradeshiya Sabha may take action to motivate the Traffic guides involved in traffic guidance at pedestrian crossings in front of schools.
 15. Any licensee within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days. Complaints and resolving mechanism.
 16. Under the by-laws Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary shall have the powers to carry out inspection within the administrative area of Pradeshiya Sabha. Delegation of powers.
 17. Any person who violates any provisions of these By-laws shall be guilty of an offence. Violations of By-laws.
 18. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of Section 153(2) in Chapter 255 of the Pradeshiya Sabha Act. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of Section 153(2). Fine and Penalties.
 19. Unless the context otherwise requires, in these By-Laws. Interpretation and Definition.
- “The Chairman” shall mean who has been elected as Pradeshiya Sabha Chairman in terms of the provisions of the Local Authorities Elections Ordinance.

“Pradeshiya Sabha Secretary” in relation to any Pradeshiya Sabha, shall mean the Pradeshiya Sabha Secretary of the Pradeshiya Sabha constituted or deemed to be constituted under this Act for that Pradeshiya Sabha. Any person appointed to act as such Pradeshiya Sabha Secretary or any officer of such Council empowered by or under this Act to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.

“Pradeshiya Sabha” shall mean, the Pradeshiya Sabha constituted under the Act for Pradeshiya Sabha.

“Authorized Officer” shall mean any officer given authority in written by the Chairman or Pradeshiya Sabha Secretary to carry out particular duty.

“Traffic guide” shall mean a school student or any other person authorized by the principal of the school or any person authorized by the principal to engage for duties at guiding pedestrians and vehicles at pedestrian crossings in front of schools.

“Vehicle” shall mean any conveyance used as an instrument of conveyance under the Motor Traffic Act. It can include any conveyance, bicycle rickshaw used for transporting passengers.

“Pedestrian crossing” shall mean a place shown differently with coloured lines or other means for the walking road users with road signs for crossing road “cross here”.

“Driver” shall mean a person driving push bicycle or tricycle driven mechanically or other means or a person pushing cart or pulling cart or a person pulling rickshaw are classified as drivers under Motor traffic Act.

Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

20. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

PART III - Standard By-Laws for formalizing regularizing, regulating, monitoring and controlling Solid waste Disposal within the administrative area of the Pradeshiya Sabha

Name of By-Laws.

1. These By-Laws may be cited as By-Laws for solid waste management through formalizing regularizing, regulating, monitoring and controlling solid waste dumped at road sides, public places, marshy lands, low lying areas, water courses and provide for matters connected therewith or incidental thereto within the administrative area of the Pradeshiya Sabha.

Objective.

2. These be laws are framed under Section 3 of Pradeshiya Sabha Act, No. 15 of 1987 for the purpose of ensuring management with regard to solid waste dumped at road sides, public places, marshy lands, low lying areas, water courses emission and waste and provide for matters connected therewith or incidental thereto within the administrative area of the Pradeshiya Sabha.

Legislative enactment for framing By-Laws.

3. These By-laws are framed in terms of powers vested in the Pradeshiya Sabha under section 93, 94, 95 of the Pradeshiya Sabha Act, No. 15 of 1987 and Section 126 (ix).

4. It shall be the responsibility of every owner or occupant of any premises to maintain his/her premises free of waste and in a hygienic manner. Tasks to be executed (4-17).
5. It shall be the responsibility of every owner or occupant of any premises to collect, separate, transfer and dispose of the waste generated in his/her premises as stipulated in the By-Laws.
6. It shall be the responsibility of every owner or occupant of any premises to employ method of sweeping or any other method in his/her premises to collect the waste on a daily basis.
7. It shall be the responsibility of every owner or occupant of any premises to separate or cause to separate the collected waste as depicted in By-laws 8-28.
8. It shall be the responsibility of every owner or occupant of any premises to use.

Dustbins or bags or containers in a safe manner to collect or transfer or dispose of waste as depicted in By-laws 8-28. In case the bags or dustbins or containers have become unusable due to damages therein those items may not be used for the purpose of waste disposal. When the owner or occupant of the premises request, Pradeshiya Sabha may provide those Dustbins or bags or containers to owner or occupant of the premises free of charge or at a subsidised cost.

9. Where an owner or occupant of any premises, in terms of By-Laws 11, fails to get permission to recover, compress, collecting or remove, an owner or occupant of any premises may hand over the waste to the garbage collector.
10. Waste which were not removed by recovering, compressing, collecting in terms of by-law 11, shall be removed by the garbage collector authorized by the By-Laws 18 (iii) as per the provisions of the By-Laws from 8-26.
11. An owner or occupant of any premises may dispose of the waste within his/her premises except prescribed under (a) and (b).
 - (a) Areas banned by Pradeshiya Sabha to dump waste.
 - (b) Certain kind of waste determined by the Pradeshiya Sabha.
12. An owner or occupant of any premises may burn the waste in an incinerator in terms of the regulations approved by Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary or An owner or occupant of any premises may compress, organize and bury within the backyard of the premises in terms of regulations approved by Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary.
13. Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary may supply a 'compost container' to any owner or occupant of any premises who have sufficient area within the premises to maintain compost container and store the waste, on request by him/her, Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall approve such request.
14. An owner or occupant of any premises may manufacture or compress the waste generated by home garden in terms of regulations approved by Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary. An owner or occupant of any premises may hand over the rubbish to the garbage collector or authorized employee on payment of a fee determined time to time by the council.

15. Where an owner or occupant of any premises trim or cut or fell any part of a tree within the bounds of the adjoining premises hanging over his/her property line owner or occupant shall forthwith remove the trimmed part or cause to remove. If not on a payment of a fee to the Pradeshiya Sabha shall hand over the trimmed part to the garbage collector.
16. It shall be the responsibility of every owner or occupant of any premises to prevent their domestic animals roaming and dropping feces, dung and waste on public places or streets. If not It shall be the responsibility of owner or occupant of the premises to remove such waste.
17. It shall be the responsibility of every owner or occupant of any premises to specify method for disposal of solid waste and other waste generated and compressing compost making in the application when applying for permission to construct or repair his/her house.

Functions to be
executed
(18-19).

18. Premises

- i. It shall be the responsibility of the owner or occupant of any premises to segregate the waste generated within the place in the following methods.
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Nuisance creating waste.
 - (d) Carcasses of dead animals parts of the dead animals and dirt.
 - (e) Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of the owner or occupant of any premises to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe manner covered in moisture free containers avoiding access to rats, variety of insects and animals and keep in a reserved place.

Carcasses of animals ,parts of the dead animals or waste be removed in appropriate manner and hand over to the garbage collector on a payment of a fee decided time to time by the Pradeshiya Sabha.

- iii. Every owner or occupant of any premises may hand over the waste specifically mentioned under Sub sections (a) and (b) of By-Laws 18 (i) to the garbage collector or authorized employee and failing which owner or occupant along with waste specifically mentioned under Sub sections (c) of By-Laws 18 (i) may hand over the waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers determined by the Pradeshiya Sabha.
19. i. It shall be the responsibility of every owner or occupant of apartment complex or block of flats to segregate the waste as follows;
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Nuisance creating waste.
 - (d) Carcasses of dead animals parts of the dead animals and dirt.
 - (e) Dust and dried waste generated by sweeping the premises.

- ii. It shall be the responsibility of every owner or occupant of apartment complex under By-Laws 19 (i) to keep in readiness clean and good quality dustbins /bags/containers as advised by the Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary.
- iii. In the event the owner or occupant of apartment complex under By-Laws 19 (i) contravenes provisions of By-law 19 (2) Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall demand owner or occupant to keep ready those dustbins /bags/containers on or before a date specified by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary. It shall be the responsibility of every owner or occupant of apartment complex to conform to the requirements specified by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary.
- iv. It shall be the responsibility of owner or occupant of apartment complex living in the upstairs or down stairs to dispose of the segregated waste into the appropriate coded containers.
- v. It shall be the responsibility of owner or occupant of apartment complex to hand over the waste mentioned under Sub section (a) and (b) of By-law 19 (i) to the garbage collector. Failing which owner or occupant shall hand over the waste mentioned under Sub section (c) and (d) along with the former waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers constructed by the Pradeshiya Sabha.
- vi. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary, shall with the prior approval obtained from the monthly meeting of the council, issue dustbins /bags/containers to those living in shanties/slums free of charge.
- vii. It shall be the responsibility of every owner or occupant of any dwelling house in shanty/slum to collect, separate as mentioned below and dispose of the waste into dustbins/containers in close proximity to shanty/slum;
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
- viii. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall have the powers to grant permission to the garbage collector to remove garbage classified under Sub section (a) and (b) of By-law 19 (i).

20. Commercial establishments and offices

- i. It shall be the responsibility of the owner of Commercial establishments and offices to segregate the waste generated within the place in the following methods.
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Nuisance creating waste.
 - (d) Carcasses of dead animals parts of the dead animals and dirt.
 - (e) Dust and dried waste generated by sweeping the premises.

- ii. It shall be the responsibility of the owner of Commercial establishments and offices to collect segregated waste in different bags and keep in a reserved place.
- iii. It shall be the responsibility of owner of commercial establishment or the office to hand over the waste mentioned under Sub section (a) and (b) of By-law 20 (i) to the garbage collector.
- iv. It shall be the responsibility of owner of commercial establishment and offices in the upstairs or down stairs to dispose of the segregated waste in the appropriate coded containers in conformity with the requirements specified by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary. For this purpose Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary may arrange to supply required dustbins /containers commercial establishment and offices.
- v. Every owner of commercial establishment and offices may hand over the waste specifically mentioned under Sub sections iv of By-Laws 20 the waste be separated and deposited into the bags or containers. Every owner of commercial establishment and offices has the right to hand over the specifically classified waste to the garbage collector.
- vi. Waste that was specifically mentioned under By-law (i) not collected by garbage collector and the waste specifically mentioned under Sub sections (a) and (b) of By-law 20 (i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Pradeshiya Sabha.
- vii. It shall be the responsibility of owner of commercial establishment and offices to look after health of the employees of commercial establishment and offices engaged to handle disposal of the waste and handling the dustbins /containers mentioned under By-law.

21. Restaurants

- i. It shall be the responsibility of the owner or a person authorized by him to segregate the waste generated within the place in the following methods.
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Nuisance creating waste.
 - (d) Carcasses of dead animals parts of the dead animals and dirt.
 - (e) Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of the owner or a person authorized by him to collect segregated waste in different bags and keep in a reserved place.
- iii. It shall be the responsibility of owner or a person authorized by him to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe lids made of plastic or metal containers avoiding access to rats, variety of insects and animals and keep in a reserved place.
- iv. It shall be the responsibility of owner or a person authorized by him to hand over waste specifically mentioned under Sub section (a) and (b) of By-law 21 (i).

- v. Waste that was specifically mentioned under By-law 21(iv) not collected by garbage collector and the waste specifically mentioned under Sub sections (i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Pradeshiya Sabha.

22. Fruits and vegetable selling centers

- i. It shall be the responsibility of the owner of Fruits and vegetable selling centers or a person in charge to segregate the waste generated within the place in the following methods.
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Nuisance creating waste.
 - (d) Carcasses of deed animals parts of the dead animals and dirt.
 - (e) Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of the owner of Fruits and vegetable selling centers or a person in charge to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe covered, moisture free containers avoiding access to rats variety of insects and animals and keep in a reserved place.
- iii. It shall be the responsibility of owner of Fruits and vegetable selling centers or a person in charge to hand over the waste mentioned under Sub section (a) and (b) of By-law 19 (i) to the garbage collector. Failing which owner or occupant shall hand over the waste mentioned under Sub section (c) and (d) along with the former waste to the garbage collector. Otherwise the waste be disposed of into the bags or containers constructed by the Pradeshiya Sabha.

23. Pavement Hawkers vending

- i. It shall be the responsibility of every vendor to segregate the waste generated within the place in the following methods.
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Nuisance creating waste.
 - (d) Carcasses of deed animals parts of the dead animals and dirt.
 - (e) Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of the vendor to collect segregated waste in different bags and keep in a reserved place. Food and biological waste be collected in safe covered, moisture free containers avoiding access to rats variety of insects and animals and keep in a reserved place.
- iii. Waste that was specifically mentioned under By-law (i) not collected by garbage collector and the waste specifically mentioned under Sub sections (a) and (b) of By-law 23 (i) may be handed over to the garbage collector on a payment of a fee decided time to time by the Pradeshiya Sabha.

24. Factories

- i. It shall be the responsibility of the every owner of a factory or producer to segregate the waste generated within the place in the following methods.
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Nuisance creating waste.
 - (d) Carcasses of deed animals parts of the dead animals and dirt.
 - (e) Dust and dried waste generated by sweeping the premises.
- ii. Carcasses of animals, parts of the dead animals or waste be removed in appropriate manner and hand over to the garbage collector on a payment of a fee decided time to time by the Pradeshiya Sabha.
- iii. owner of a factory or producer shall, subject to the conditions prescribed under the National environment Act, No. 47/1980, dispose of the waste.

Tasks to be
executed.

25. Excavation, construction and demolition

- i. Waste generated during excavation of a highway road or street or public place or constructing a building or demolishing shall be stored in a land approved by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary till removal of waste in appropriate manner.
- ii. Waste mentioned under By-law 25(i) be removed in appropriate manner and handed over to the garbage collector on a payment of a fee, decided time to time by the Pradeshiya Sabha.

26.
 - i. Anyone involved in providing services or utility services such as gas, electricity, water, telephone or constructing a road or a path or excavating a public site shall obtain prior approval from Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary.
 - ii. Where the applicant is unable to remove the waste generated after completing the proposed project before obtaining prior approval the applicant shall pay attention to this situation. Applicant shall deposit an amount equivalent to the estimated amount for removing the waste before obtaining prior approval.
 - iii. Where any one fails to remove the waste in full or fails to remove a portion of the waste or does not show interest to remove the waste, based on the decision made by the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary, shall be removed. Under the provision of By-Laws 26(i) the cost shall be deducted from the deposit.

Tasks to be
executed.

27. Private hospitals

- i. It shall be the responsibility of the owner or Private hospitals to segregate the waste generated within the place in the following methods.

- (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Waste except water mentioned under (d) of this by-law.
 - (d) Nuisance creating waste.
 - (e) Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of the owner of private hospital to collect segregated waste specifically prescribed under (a) and (b) of By-Laws 27 (i) in different bags and keep in a reserved place and waste specifically prescribed under (c) and (d) of By-Laws 27 (i) in different bags and keep in a reserved place. The waste shall be removed in terms of the regulations under National environment protection Act No. 47 of 1980.
 - iii. waste specifically prescribed under (a) and (b) of By-Laws 27 (i) shall be handed over to the garbage collector on a payment of a fee decided time to time by the Pradeshiya Sabha.

28. Other premises

Tasks to be executed.

- i. Where a person initiates a commercial venture not stated under By-Laws 8-27 or a person who organize or conduct religious, social cultural or educational activity and the person caused generation of waste as a result of the above activities carried out, the person shall segregate the waste generated within the place in the following methods.
 - (a) Kitchen waste and biological waste.
 - (b) Recycle and reuse waste.
 - (c) Nuisance creating waste.
 - (d) Dust and dried waste generated by sweeping the premises.
- ii. It shall be the responsibility of the person who organize or conduct the activities stated under by-law 28 (i) shall inform the Pradeshiya Sabha in time of his/her special arrangement for collection of waste.
- iii. It shall be the responsibility of the person to segregate the waste and keep in separate containers at a reserved place.
- iv. waste specifically prescribed under (a) and (b) of By-Laws 28 (i) in different bags and keep in a reserved place and waste specifically prescribed under (c) and (d) of By-Laws 28 (i) in different bags shall be handed over to the garbage collector on a payment of a fee decided time to time by the Pradeshiya Sabha.

29. Public roads and public places

Tasks to be executed.

- (i) Chairman or Pradeshiya Sabha Secretary shall plan, control following discussion and approval from the council and administer the following functions.
 - i. Maintenance of roads, paths, public places, drainages, water running channels and public markets in clean and hygienic manner within the administrative area of the Pradeshiya Sabha.

- ii. Supplying, installing and maintaining of adequate containers at both road sides at public place.
- iii. (Supply of mobile containers at public places during festivals or special programmes or periods as per council resolution at the request of the organizers of such festivals or special programmes.
- iv. (iv) Maintenance of waste tanks and containers fixed at residential areas in clean and hygienic manner and remove the waste in the tanks and containers before the waste becoming nuisance to the residents.
- v. (v) Initiating prompt action on complaints regarding the functions in the preceding paras.

Tasks not to be
carried out
(30-40).

- 30. It shall not be allowed to collect and store the waste in dangerous manner hurting the health facilities of the area and public health of the residents, guests and neighbors.
- 31. No any person shall be allowed to dispose of waste at roads, paths, public places, drainages, water running channels and public markets, environs, rivers, ponds or seas.
- 32. No any person shall be allowed to burn waste at open places and roads damaging the environment within the administrative area of the Pradeshiya Sabha.
- 33. No any person shall be allowed to leave or throw or drop waste at road or paths or public places from vehicles within the administrative area of the Pradeshiya Sabha.
- 34. No any license holder issued license by the Pradeshiya Sabha Secretary under the Butchers ordinance shall be permitted to slaughter any animals and birds other than the permitted animals and birds at the approved place.
- 35. Pavement hawker conducting waste generating vending shall maintain containers or dustbins to collect waste as per the standard requirements approved by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall not be allowed to dispose of at pavement or road or public places.
- 36. No Pavement hawker shall be allowed to keep containers or dustbins so as to disturb the traffic of vehicles and pedestrians.
- 37. Every pavement hawker shall hand over waste specifically prescribed under (a) and (b) of By-Laws 28 (i) in different bags and waste specifically prescribed under (c) and (d) of By-Laws 28 (i) in different bags to the garbage collector on daily basis. No Pavement hawker shall be allowed to keep containers or dustbins at pavement or road or public road or highways on non-business days.
- 38. No any person shall be allowed to leave or store waste from moisture related commercial establishments, industrial establishments or any waste in containers provided by the Pradeshiya Sabha specifically for dirt and waste.
- 39. No any person without permission shall be allowed to engage in following activities within areas reserved for disposal of waste;

- i. to enter and move into the area.
 - ii. to drop or dispose of any material or alter the existing position.
 - iii. to drop or dispose of any prohibited waste decided by the council time to time unless the council approve under special circumstances.
40. No any person shall be allowed to leave or store waste in any land or premises within the administrative area of the Pradeshiya Sabha without the written approval of the Chairman or the Pradeshiya Sabha Secretary or Central environment authority.
41. Chairman or Pradeshiya Sabha Secretary shall plan, control following discussion and approval from the council and administer the following functions.
- (i) Encourage and involve the public in Reducing, Reuse and Recycling and encourage those willing to involve.
 - (ii) Promoting through publicity campaign and media on the importance of segregation of waste, collection, storing and disposal.
 - (iii) Extending facilities to small and medium entrepreneurs engaged in Reuse and Recycling
 - (iv) Following other models of solid waste disposal.
 - (v) Preparing schedule and implementing a programme to communicate with public and inform them of details such as date and time of collecting waste, methods, fees and charges and collection of waste on public holidays as decided by the council on every areas and type of waste within the administrative area of the Pradeshiya Sabha.
 - (vi) Causing collection of waste and other waste, which was not handed over according to the schedule, to the authorized garbage collector at appropriate time.
 - (vii) Causing transporting of waste from sweeping streets and dangerous waste and other waste, which were not handed over to the authorized garbage collector in safe and hygienic manner.
 - (viii) Causing collection of waste from sweeping streets and cleansing drainage and other waste collected from tanks and containers which were not handed over to the authorized garbage collector other than dangerous waste or any other waste declared by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary.
 - (ix) Causing appropriate action to process treatment and compression in fully or partially the kitchen waste and biodegradable waste collected by Pradeshiya Sabha waste collector and causing action to dispose of the residue and the rejected portion from the treatment process based on the method devised by Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary.
 - (x) Causing action to dispose of the dangerous waste based on a decision arrived at after consultation Chairman or Pradeshiya Sabha Secretary had with Central environment authority.
 - (xi) Causing action to waste incineration or landfilling in hygienic manner as per the requirements stated in permit under the provisions of National environment Act, No. 47/1980 or environment protection permit.

Functions to be executed by Pradeshiya Sabha.

- (xii) Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall cause to provide protective over clothes, face masks, hand gloves and gum boots to the employees engaged in street sweeping, collecting, separate and segregating of waste.
- (xiii) Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall cause to examine and approve the details such as solid waste storing and disposing methods stated by those who apply for approval to construct or repair a house or other improvements in the land.
- (xiv) Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall cause to prepare a mechanism for solid waste disposal within the premises where the Pradeshiya Sabha is located.
- (xv) Cause to prepare solid waste disposal management plan subject to the National strategy for Solid waste disposal Management Of 2000 and relevant Acts for every calendar year with comprehensive details for ensuing three year period and obtaining approval from the council based on chronological sequence covering three years and implement the programme of solid waste disposal.
- (xvi) Chairman shall cause action to investigate the complaints received with regard to Paras i to xv of by-law 41 and cause action to take remedial solution pertaining to public nuisance within 3 days and others within 14 days.

Charges and fees.

42. i. Council shall issue license to a person who apply for approval for reuse ,recycling ,or compost or biogas manufacture from waste and satisfy the following requirements.
 - (a) Already running venture within the administrative area of the Pradeshiya Sabha conforming to the By-Laws approved by the council.
 - (b) Retaining an Environment protection permit issued under National protection Act, No.47 of 1980.
 - (c) Obtaining council approval for constructing waster collecting centers as per the standards specified by the council.
 - (d) Organizing vehicles for transporting waste in safe and hygienic manner without creating nuisance to the public as recommended by the Chairman or Pradeshiya Sabha Secretary.
 - (e) acceptance from person running the venture engaged in recycling or compressing waste to hand over the residue and the waste that were not converted into by products to the Pradeshiya Sabha on a payment of a fee, decided time to time by the Pradeshiya Sabha.
- ii. where the council reject issue of environment protection permit, it is lawful for the council to give reasons, in case applicant requests for reasons, in writing to the applicant for rejection or disapproval of the application within 30 days of receipt of the application.
- iii. it is lawful for the council to incorporate the kinds of waste collected, areas approved for collection of waste and other relevant conditions in the permit issued for collection of waste.

- iv. it is lawful for the council to revoke the permit/license under this by-law when the licensee fails to conform to the provisions under By-Laws 42 (i).
 - v. No any person shall be allowed to collect or receive waste when the permit/license is revoked under by-law 42 (iv). It is lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to organize awareness programmes and media news release for the public to inform them that the permit/license has been revoked.
43. Under the By-Laws Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary shall have the powers to carry out inspection within the administrative area of Pradeshiya Sabha. Delegation of powers.
 44. Validity of every license or permit issued under the provisions of the By-Laws shall expire on 31st December each year for which license or permit has been issued unless the validity is cancelled earlier. Validity period of the license (44-47).
 45. Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary shall have the powers to inspect the sites and lands as stated in the By-Laws.
 46. Under the By-Laws owner/occupant of the places stated in the permit /licensee shall cooperate with the Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary to carry out inspection and shall not obstruct such inspection.
 47. In the event the owner/occupant/ licensee contravenes provisions of this by-law or any section of the By-Laws Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary shall take action to issue notice to the licensee demanding him to complete necessary conditions to restore the said premises to the prescribed position before a specified date.
 48. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to inspect the standards prescribed in By-Laws within the specified period at the licensed premises. Procedure for inspection and powers (48-49).
- Where a notice served under By-Laws, any person who receives such notice shall comply with such notice before specified date, the Chairman or Pradeshiya Sabha Secretary may extend the specified date in the event of acceptable reasons submitted by the owner or occupier of the premises. However the extension shall not exceed 14 days.
49. It shall be lawful for the Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary to cancel the license or permit when the licensee who received such notice fails to act as stipulated in the notice before the specified date or extended date in terms of the By-Laws 47 and 48.
 50. Any licensee within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days. Complaints and resolving mechanism.
 51. Any breach of any provision of the Bylaws shall be an offence. Violation of By-Laws.

Fines and
penalties.

52. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of section 153(2) in Chapter 255 of the Pradeshiya Sabha Act. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153(2).

Definition and
interpretation.

53. Unless the context otherwise requires, in these By-Laws.

“The Chairman” shall mean who has been elected as Pradeshiya Sabha Chairman in terms of the provisions of the Local Authorities Elections Ordinance.

“Pradeshiya Sabha Secretary” in relation to any Pradeshiya Sabha, shall mean the Pradeshiya Sabha Secretary of the Pradeshiya Sabha constituted or deemed to be constituted under this Act for that Pradeshiya Sabha. Any person appointed to act as such Pradeshiya Sabha Secretary or any officer of such Council empowered by or under this Act. to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.

“Pradeshiya Sabha” shall mean, the Pradeshiya Sabha constituted under the Act. for Pradeshiya Sabha.

“Authorized Officer” shall mean any officer given authority in written by the Chairman or Pradeshiya Sabha Secretary to carry out particular duty.

“Licensee” shall mean a person whosever obtained a license under the By-Laws and a person who is responsible for management of the business at a premises authorized by Pradeshiya Sabha

“Licensed premises” shall mean place for which license has been issued to take all activities under the By-Laws.

“Powers delegated for relevant time of inspection” shall mean any time business or manufacturing activities taking place at the place for which license was issued.

“Office” shall mean the place mentioned under chapter 120 of Commercial institutions and offices Act, No.19/1964.

“Owner or occupant” shall mean owner of any premises or commercial establishment or person in charge of premises or commercial establishment.

“Commercial establishment” shall mean a place where products are kept for wholesale or retail business, including Hair dressing centres and places selling food and beverages.

“Restaurant” shall mean place with or without facilities for lodging where food beverages are sold. This include eating house, guest house, inns, rest house, rice eating houses and premises supplying food like eating houses.

“Factory” shall mean a place stated under Industrial Ordinance 45/1942.

“Waste or Solid waste” shall mean, sand, mud, dust, ash waste generated during demolishing building, street sweeping garbage.

“Hospital” shall mean places where feeble people or people with infectious diseases or animals are admitted for treatment and places with facilities for admitting people for treatment and include treatment wards, clinic, inpatients department, maternity facilities and veterinary hospital.

“hazardous waste” shall mean parts of organs, blood, blood clot and other materials threatening infection including waste, injecting syringes.

“Collection” means, the receipt of waste by an Authorized Collector or Pradeshiya Sabha Waste Collector for transportation for refusing, recycling, processing, treatment or disposal facilities;

“Compost” means, the final product of the bio degradation of waste by microorganism and it is a humus that could be functions as soil conditioner;

“Discharge” means where part or all of the waste produced by a person or premises and put out for collection either within or outside their premises or given to Authorized Collectors or Pradeshiya Sabha Waste Collectors;

“Disposal” means, the placement of all waste that is neither re-used, recycled, processed or treated, on or in land where it is intended to stay permanently;

“Food Waste” means, all meat, fish, eggs, vegetables, fruits and other edible materials that cannot be used for consumption;

“Garden Waste” means, parts removed from tress or plants in a home garden or stones, soil ect. removed from a home garden;

“Hazardous Waste” means, waste that is poisonous, corrosive, combustible, reactive, radioactive of infectious in nature;

“Pradeshiya Sabha Waste Collector” means, an employee engaged by the Council for sweeping, collection, receipt or removal of waste from bins or receptacles or a person who has entered into a contract with the Council or perform such duties;

“Owner or occupier” includes the owner of the premises or any person who holds power of attorney on behalf of the owner or an agent or caretaker appointed to manage the industry, factory, or recipient of rent and does not include a manager who acts under the order of another person;

“Public place” means, a road, ground, public land, road reservation, playground, public building, cemetery, bus stand, railway station, river, canal, stream, lake, reservoir, pond. pool, lagoon, tributary, waterway, sea, beach or any other places commonly used by the public;

“Recyclable Waste” means, by waste that can be used to produce new goods by changing their form in the process so that they are no longer recognizable as waste;

“Reusable Waste” means, waste that can be utilized after washing, disinfection, or cleaning by other means;

“Sanitary landfill” means, the final disposal of waste in a ground in accordance with the accepted standards in Sri Lanka to minimize the associated social, health and environmental impacts:

“Segregation” means, separating waste into different types according to the categories used in these By-laws:

“Solid Waste” means, substances which have no consumer value to person who abandoned them and includes rubbish, garbage, litter, street sweepings, drain cleanings, dust, soil, mud and ash;

“Storage” means, keeping waste within the premises of an owner or occupier or placing it at an approved public collection point.

“Transfer Station” means, any place specified by the Council for this purpose where waste is transferred from smaller to larger vehicles for the purposes of improving the transportation efficiency of the waste from the transfer station to any recycling, processing, treatment or disposal facility;

“Transport” means, transporting waste from the collection point to processing, treatment or disposal facilities using some form of human or animal or mechanically powered vehicle;

Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

54. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

CHAPTER - 9

PART I - Standard By-Laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics within the administrative area of the Pradeshiya Sabha

Name of By-Law.	1. These standard By-Laws may be cited as the By-laws for the improvement of environmental conditions by prevention of mosquito breeding and disease inflicting insect breeding and the prevention of epidemics and provide for matters connected therewith or incidental thereto within the administrative area of the Pradeshiya Sabha.
Objective.	2. By-Laws in this part are made of the purpose of protecting sanitation and health of public residing within the Pradeshiya Sabha limit as per the section 3 of the Pradeshiya Sabha Act, No. 15 of 1987.
Legislative enactment for making By-Laws.	3. The By-Laws are made by virtue of the power vested in Pradeshiya Sabha by the sub section 126 (IX)(O) of Pradeshiya Sabha Act, No. 15 of 1987, read with section 122 (1) of Pradeshiya Sabha Act No. 15 of 1987.
Tasks to be executed (4-5).	4. In order to eradicating mosquito breeding and disease inflicting insect breeding every occupant of the premises within the administrative area of the Pradeshiya Sabha shall. <ul style="list-style-type: none"> (i) remove or destroy open tins, bottles, boxes, plastic cans, tyres, coconut shells, split coconuts, and any other article or receptacle or vessel preventing water stagnation. (ii) maintain gutters, pipes in residential or non-residential buildings and maintain drainage system in the home gardens for smooth flow of water and monitor frequently and remove blocks which prevent smooth flow of water. (iii) maintain in good repair closed and covered all water closets, tanks, and other receptacles for water so as to make it mosquito proof and insect proof and undertake all necessary arrangements for the prevention of mosquito breeding and disease inflicting insect breeding residential or non-residential premises.

- (iv) maintain in good repair any well in the premises to prevent mosquito breeding and disease inflicting insect breeding.
 - (v) maintain in good repair any artificial pond or pool in such premises to be emptied and cleaned periodically at least once in every week.
 - (vi) maintain in good repair on a daily basis the drainage system in the premises and home gardens for smooth flow of water so as to preventing water stagnation.
 - (vii) remove all shrubs, undergrowth and all other types of vegetation other than grown for purpose of food or ornamental purposes be removed from the buildings and dwelling area, 5 meters around, and maintain in hygienic manner.
 - (viii) all quarries, abandoned pits, ground pits or any other pits used for any other purposes be monitored and maintained so as to prevent water stagnation.
 - (ix) remove and destruct all land grown ornamental plants and aquatic plants and other plant families found within such premises which may facilitate mosquito breeding and disease inflicting insect breeding in order to prevent communicable diseases and remove floating plants or part of plants along with any water course and erecting suitable barriers.
 - (x) maintain in good repair any latrine, ditch, sewage, cess-pit or sealed pits found in such premises and its surroundings so as to make it mosquito proof to prevent mosquito breeding.
 - (xi) construct cemeteries and erect monuments as a symbol of honour to the deceased with necessary preventive measures so as to prevent water stagnation.
5. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary may inspect such places where such inspection is deemed necessary and after inspection may inform the owner or occupier of the premises in writing to undertake measures to eradicate mosquito and destroy mosquito breeding and the owner or occupier of the premises shall comply with such notice within the period specified in such notice.
 6. No person who may be the owner or occupier within the administrative area of Pradeshiya Sabha shall be permitted in any manner to mosquito breeding or spreading or insect breeding. Non executableTasks. (6-7).
 7. No person who may be the owner or occupier of any premises within the administrative area of Pradeshiya Sabha shall, without the written approval of the Chairman, be permitted to construct a well, tank, pond, water receptacle, ornamental showers or any other structure where water can get collected or stored.
 8. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary may at any time of the day between 6 a.m to 6 p.m may enter any premises within the area of authority of the Pradeshiya Sabha and inspect such premises to ensure the following;whether such place is a mosquito breeding place. Function of the Pradeshiya Sabha (8-11).
- Whether the occupier of the premises has complied with the provisions of the By-laws.
- Whether measures have to be taken to prevent the breeding of and destroy the mosquito and what type of measures to be initiated, andwhether the spraying of insecticides within the premises effective.
9. Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary may, after inspection of such premises, by a written notice served on the owner or occupier of such premises require him/her to comply with measures to be taken to prevent the breeding of and destroy the mosquito.

10. Where any construction is done in contrary to provisions of section (7) Chairman or the Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha may, after inspection of such premises, by a written notice served on the owner or occupier of such premises require him to fill up such well, tank, pond, water receptacle, ornamental showers or any other structure where water can get collected or stored with specified material or destroy otherwise or alter same in the manner specified in such notice within the period specified in the notice.
11. Any notice under by law 5 or 6 may either be served by delivering it personally to the owner or occupier of the premises or by affixing such notice in a conspicuous place in such premises.
12. It shall be lawful to the Chairman or Pradeshiya Sabha Secretary to delegate powers functions and duties vested in or imposed or conferred upon Chairman or Pradeshiya Sabha Secretary to any officer of the Pradeshiya Sabha by such provisions of the BY laws.
13. Under the by-laws Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary shall have the powers to carry out inspection within the administrative area of Pradeshiya Sabha.
14. Under the by-laws any inhabitants dwelling within the administrative area of Pradeshiya Sabha shall cooperate with the Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary to carry out inspection and shall not obstruct such inspection.
15. Where a notice served under by-laws 9, 10 on the owner or occupier of the premises he/she shall comply with such notice before specified date, the Chairman or Pradeshiya Sabha Secretary may extend the specified date in the event of acceptable reasons submitted by the owner or occupier of the premises. However he extension shall not exceed 14 days.
16. Where the owner or occupier of the premises on whom a written notice has been served under by-law 15 fails to comply with the requirements of such notice Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary or by the officer who published such notice or any one authorized by the Chairman in writing may enter such premises at any reasonable time between 6 a.m to 6 p.m with any assistants or servants and carry out the work or measures as specified in such notice.
17. Any resident within the administrative area of the Pradeshiya Sabha may verbally or in written form communicate any complaint to the Pradeshiya Sabha Secretary or any officer to whom powers are delegated. Pradeshiya Sabha Secretary or any officer to whom powers are delegated shall conduct a preliminary inquiry into the complaint and resolve the matter within 14 days.
18. Any breach of any provision of the By-laws shall be an offence.
19. Where the Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary execute or perform the task or tasks specified under by-law 16, owner or occupier of the premises shall be liable to pay the cost incurred for such execution or performance of the task or tasks specified under by-law 16. The owner or occupier of the premises shall within 14 days from the date of a request under the hand of the Chairman for the payment of such expenses make the payments to the Pradeshiya Sabha. Where owner or occupier of the premises fails to pay such expenses within 14 days It shall be lawful for the Pradeshiya Sabha to recover such expenses as penalties.

Delegation of powers.

Procedure of inspection and powers (13-16).

Complaints and resolving mechanism.

Violations of By-laws.

Fine and Penalties (19-20).

20. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Pradeshiya Sabha limits liable to the penalties in terms of section 122 (2) in the Pradeshiya Sabha Act, No. 15 of 1987. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 122 (2).

21. In these By-Laws unless the context otherwise requires.

Interpretation
and Definition.

“The Chairman” means who has been elected as Chairman by the provisions of the Local Authorities Elections Act.

“Secretary” means the Secretary of the Pradeshiya Sabha or any other officer delegated to carry out the powers, functions and duties of the Secretary.

“Pradeshiya Sabha” means, the Pradeshiya Sabha constituted under the Act of Pradeshiya Sabha.

“Authorized officer” means any officer given authority in written by the Chairman to carry out particular duty.

“Owner” shall mean any owner or lessee of a premises or any person who has any right to the rent or produce of the premises.

“Occupier” shall mean a person in occupation of any premises or having the charge, management or control thereof, whether on his own account or as an agent of any other.

“Disease inflicting insects” shall means mosquitoes and other insects which transmit diseases.

“Premises” shall mean, any land, house, building or any construction, or any well being used or abandoned or any abandoned ship, container or vehicle and also includes any pond, tank or any bank of any lake, water course, drain or river.

22. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.

Any
Inconsistency
between Tamil,
Sinhala and
English texts
Tamil text shall
prevail.

PART II - Standard By-Laws for regularizing, regulating, monitoring and controlling and administrating public health within the administrative area of the Pradeshiya Sabha

1. These By-Laws may be cited as By-Laws for regularizing, regulating, monitoring and controlling and administrating Public health and provide for matters connected therewith or incidental thereto within the administrative area of the Pradeshiya Sabha.

Name of
BY Law.

2. By laws are framed to make provisions to maintain and promote cleanliness and public health within the administrative area of the Pradeshiya Sabha under section 4 of Pradeshiya Sabha Act, No. 15 of 1987.

Objective.

3. The By-Laws are made by virtue of the power vested in Pradeshiya Sabha by the sub section 126 (IX)(n)(p)(q)(u) of Pradeshiya Sabha Act, No. 15 of 1987, read with section 122 (1) of Pradeshiya Sabha Act, No. 15 of 1987.

Legislative
enactment for
framing
By-Laws.

Tasks to be
executed (4-5).

4. It is lawful for the owner of a dead animal to bury carcass safely within 12 hours. In case the owner is not available it is the responsibility of the owner of the place where the animal was dead.
5. It is lawful for the owner or the resident of the premises to remove all shrubs, undergrowth and all other types of vegetation open tins, bottles, boxes, plastic cans, tyres, coconut shells, split coconuts, and any other article or receptacle or vessel preventing water stagnation and maintain the premises in clean and safety manner.

Non-executable
Tasks (6-16).

6. No person shall be allowed to remove or destroy any mark or notice prescribed under section i of By law 17 without the permission of the Chairman or Pradeshiya Sabha Secretary.
7. No person who has been infected by any of the diseases mentioned under section i of By law 17 shall be allowed to loiter in public places road or street.
8. No person shall be allowed to keep any infected child or person naked in public places road or street, and to let any infected child or person to loiter in public places road or street under section i of By law 17.
9. No opposite sex shall be allowed to enter into public bathing places designated by the Pradeshiya Sabha exclusively for male and females.
10.
 - i. No person who has been infected by disease/skin disease causing agent shall be allowed to use public bathing places or to wash clothes at public bathing places till disease causing agent have been killed or till the infected person has been completely cured.
 - ii. No person who has been infected as mentioned in by law (i), shall be allowed to bathe or wash from the water received from any health person within 10 meter perimeter from the well for his personal use.
11. No person shall be allowed to collect water in unhygienic vessels from any common wells or bathing places.
12. No any person
 - i. shall be allowed to wash or attempt to wash any material at the public well or near it reserved as common bathing place.
 - ii. shall be allowed to carry, chase, or tug any animal to any common bathing place.
 - iii. shall be allowed to dirt any public well or public bathing place or its environs.
13. No any person shall be allowed to use any place mentioned under By-Law 12 for any purpose other than such purpose mentioned under By-Law.
14.
 - i. No any person shall be allowed to place waste dump, pig pit, latrine pit, cattle farms, cattle ranch, damaged channels within 15 meter parameter from any common well or any water spring or any other water resource from where water is fetched for use.
 - ii. No agricultural land within 15 meter parameter from any common well or any water spring or any other water resource be allowed to use any fertilizer or insecticides causing pollution.
 - iii. No any person shall be allowed to dig well for personal use within 15 meter parameter from any land where fertilizer and insecticide are applied, waste dump, pig pit, latrine pit, cattle farms, cattle ranch.
15. No any person shall be allowed to dispose of solid waste, odorous materials or any unusable materials in any land not owned by such person or any road/street or public place.

16. No any person shall be allowed to defecate at any place which has not been reserved for that purpose.
17.
 - i. It is lawful for Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary in writing to display visible special mark or to cause to display such mark until a period decided by Chairman or Pradeshiya Sabha Secretary on the house or building where an infected or a person with skin disease resides.
 - ii. It is lawful for Chairman or Pradeshiya Sabha Secretary or any officer authorized by Chairman or Pradeshiya Sabha Secretary in writing to ban bathing or washing at common well or drinking water source.
 - iii. It shall be the duty of Pradeshiya Sabha to immediately remove carcass of dead animal laying on public road or place to bury or cause appropriate action to bury in case the owner's identity is not available.
 - iv. Pradeshiya Sabha may at its discretion reserve ponds for washing clothes, bathing or bathing animals or other places for fetching water.
 - v. Pradeshiya Sabha may at its discretion reserve ponds or other water springs for human use.
18. Under the By-Laws Chairman or Pradeshiya Sabha Secretary and any officer authorized by Chairman or Pradeshiya Sabha Secretary shall have the powers to carry out inspection within the administrative area of Pradeshiya Sabha. Delegation of powers.
19. Any person who violates any provisions of these By-Laws shall be guilty of an offence. Violations of By-Laws.
20. Contravention or breach of any of these By-Laws shall be punishable offence and if convicted after a prosecution before a court of law, which has jurisdiction within the Urban limits liable to the penalties in terms of section 153(2) in Chapter 255 of the Pradeshiya Sabha Act. Further in case of continued contravention of these By-Laws after convicted before a court of law which has the jurisdiction, shall be liable to additional fine in terms of section 153 (2). Fine and Penalties.
21. Unless the context otherwise requires, in these By-Laws. Interpretation and Definition.

“The Chairman” shall mean who has been elected as Pradeshiya Sabha Chairman in terms of the provisions of the Local Authorities Elections Ordinance.

“Pradeshiya Sabha Secretary” in relation to any Pradeshiya Sabha, shall mean the Pradeshiya Sabha Secretary of the Pradeshiya Sabha constituted or deemed to be constituted under this Act. for that Pradeshiya Sabha. Any person appointed to act as such Pradeshiya Sabha Secretary or any officer of such Pradeshiya Sabha. Empowered by or under this nance to exercise, perform, discharge any of the powers, duties or functions of Secretary to the extent to which such officer is so empowered.

“Pradeshiya Sabha” shall mean, the Pradeshiya Sabha constituted under the Act. for Pradeshiya Sabha.

“Authorized Officer” shall mean any officer given authority in written by the Chairman or Pradeshiya Sabha Secretary to carry out particular duty.
22. In the event of any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail. Any inconsistency between Tamil, Sinhala and English texts Tamil text shall prevail.