

RULES GOVERNING PLACES AND PROGRAMMES OF ENTERTAINMENT



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BHUTAN INFOCOMM AND MEDIA AUTHORITY

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Bhutan InfoComm and Media Authority
Royal Government of Bhutan



FOREWORD

In accordance with Section 33 (1) of the Bhutan Information, Communications and Media Act 2006 (“the Act”), the Bhutan InfoComm and Media Authority (“the Authority”) hereby issues these “*Rules Governing the Places and Programmes of Entertainment*”.

These Rules shall serve both as ready reference and stipulations for relevant organizations and prospective Entertainment Licensees to apply/establish places of entertainment and manage the places/programmes effectively at the same time ensure provision of safe and healthy recreation in the country.

These Rules should be read in conjunction with the existing Regulation on Places of Entertainment, 2009 issued by the Ministry of Information and Communications.


(Chairperson)
BHUTAN INFOCOMM & MEDIA AUTHORITY

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Chapter I: Preliminary

1. Legal basis

In accordance with Section 123 (3) of the Bhutan Information, Communications and Media Act 2006 (“the Act”), the Bhutan InfoComm and Media Authority (“the Authority”) hereby issues these Rules Governing the Places and Programmes of Entertainment.

2. Title and Commencement

These Rules shall be called as Rules Governing the Places and Programmes of Entertainment and shall come into force on the 31st Day of May, 2014 corresponding to the 2nd Day of the 4th Month of the Bhutanese Wood Male Horse Year.

3. Scope of Application

These Rules shall apply to all the places and programmes of entertainment operating within the Kingdom of Bhutan. These Rules should be read in conjunction with the existing Regulation on Places of Entertainment, 2009 issued by the Ministry of Information and Communications.

4. Amendment

Amendment(s) shall be made according to the needs and changes in national priorities, policies and industry trends. The amendment(s) by way of addition, variation or repeal may be effected by the Authority as and when required, after two third majority votes of the Authority members.

5. Interpretation

The power to interpret these Rules shall be vested with the Authority who may issue such direction(s) and notice(s) as may be necessary to give effect to and carry out the provisions of these Rules.

6. Rules of Construction

In this Rules unless the context indicates otherwise, the masculine gender shall include the feminine gender and the singular shall include the plural.

7. Aims and Objectives

These Rules shall serve both as ready reference and stipulations for relevant organizations and prospective Entertainment Licensees to manage the places/programmes of entertainment effectively, and ensure provision of safe and healthy recreation in the country.

8. Definitions

Unless the context otherwise requires, the following words and terms used in this Rules shall have the following meanings assigned to them:

Act means the Bhutan Information, Communications and Media Act 2006.

Authority means the Bhutan InfoComm and Media Authority.

Building shall mean any structure for whatsoever purpose and of whatsoever materials constructed and every part thereof, whether used as human habitation or not including foundation, plinth, walls, floors, roofs, chimneys, plumbing and building services, fixed platforms, veranda, balcony, cornice or projection, part of a building or anything affixed thereto.

Closure Timing means the time specified in the licence for the main activities of the place of entertainment to be stopped.

Main Activities means the following:

- a) Operation of music system and dance floor for discotheque
- b) Operation of music system and stage performance by the artist for drayang
- c) Operation of music system and screen display for karaoke
- d) Operation of billiard board for Snooker
- e) Operation of computer systems and other accessories for video game/gaming parlour
- f) Operation of such other activities as defined in the licensing terms and conditions

ELC means the Entertainment Licensing Committee.

Entertainment includes any activities/performance, dance, reality shows, exhibition, amusement and sedentary games, but does not include the performance of a drama.

Government means the Royal Government of Bhutan

Licensing Committee means the Entertainment Licensing Committee established under each Dzongkhag, Dungkhag or Thromde, for the purpose of determining the need for an entertainment place and to review applications, inspect and approve proposed entertainment places for issuance of licence by the Authority.

Location Clearance Approval: A Location Clearance Approval for places of entertainment is a mandatory requirement issued by a competent local authority certifying that the facility including building(s) in a particular location is structurally and location-wise suitable for the establishment of the proposed entertainment place. The Location Clearance Approval is issued by the Executive Secretary of Thromde/ Head of Dzongkhag/Dungkhag Engineering Cell or any other competent person as appointed by the respective local authorities.

Ministry means the Ministry of Information and Communications.

Place of Entertainment: A Place of Entertainment is a comfortable and safe permanent structure/ commercial venue within permissible area where both guests and residents of a particular place can relax and be entertained. It is a place that promotes social interaction and a sense of community. The places of entertainment as recognized by the Authority shall be but not limited to:

- a) Movie Hall
- b) Dance Hall
- c) Discotheque
- d) Music Hall
- e) Theatres
- f) Bars equipped with facilities for live or recorded music
- g) Gaming parlour
- h) Video/Computer gaming arcade
- i) Gaming Parks (sporting events)
- j) Circuses
- k) Dancing and singing institution for mass entertainment and profit (Performing Troupe).

A Time-bound Entertainment: Is a temporary establishment or event which includes activity/programme for mass entertainment and profit. Time-bound entertainment as recognized by the Authority shall be but not limited to:

- a) Fetes
- b) Concerts
- c) Fairs
- d) Reality shows/programmes
- e) Carnivals

Chapter II: Licensing Committee, Conditions and Procedures for Places of Entertainment

9. Licensing Committee

- (1) There shall be established a Licensing Committee in each Thromde or Dzongkhag or Dungkhag to be called the Entertainment Licensing Committee (ELC) with the responsibility to determine the need for an entertainment place and review applications, inspect and approve proposed entertainment place or events on its own or recommend for issuance of licence by the Authority.
- (2) As per Regulations on Places of Entertainment 2009 Section 2.1.2, the ELC shall be chaired by the Executive Secretary in Thromde; the Dzongda/Dungpa in Dzongkhag/Dungkhag; and the Head of the Authority for jurisdictions neither covered by Dzongkhag nor Thromde and or any other competent person as appointed by the respective local authorities.
- (3) An ELC shall comprise not less than 5 and not more than 7 members including the Chairperson.
- (4) A member shall be appointed for a term not less than 3 years and not more than 5 years.
- (5) A member may resign at any time by notice in writing addressed to the Chairperson. The resignation shall effect from the date of acceptance of the notice or from such other dates as may be agreed between the member and the Chairperson.
- (6) A member shall be removed by the Chairperson if he has:
 - (a) Been adjudged insolvent
 - (b) Become physically and mentally incapable of acting as a member
 - (c) Been convicted of any offense that involves moral turpitude
 - (d) Acquired such financial or other interest as is likely to affect prejudicially the function as a member
 - (e) So abused his position as to render his continuance in the Committee prejudicial to the public interest
- (7) Where a vacancy arises whether by reason of death, resignation, transfer to a location outside the jurisdiction of that administration or removal of a member, the chairperson shall immediately appoint in writing another person to fill such vacancy.

10. Meeting of the Licensing Committee

- (1) All decisions of the Committee shall be based on consensus. The quorum of the Meeting shall be two- third of the committee members.
- (2) One of the members shall be appointed as the Member Secretary to the ELC by the Chairperson.
- (3) The Member Secretary shall maintain all records and decisions of the ELC.

11. Licensing Conditions

- (1) Any person who owns or intends to establish, maintain or operate a place of entertainment shall apply for a licence or permit, hereinafter called as an “entertainment licence or permit”, to the ELC constituted under the respective Thromde or Dzongkhag or Dungkhag
- (2) An ELC may exempt certain classes of entertainments, such as school fetes, non-commercial concerts and traditional local festivals from the requirement to obtain a licence or permit under this Rule.
- (3) An ELC shall determine the need for an entertainment place either on receipt of a proposal from an entrepreneur in a locality OR when the Committee on its own assessment identifies the need for such a place or event in the locality provided that:
 - (a) if the ELC on its own assessment identifies the need for a place of entertainment in the locality, a notification shall be served at least through one recognised media to invite proposals from prospective entrepreneurs on such terms and conditions as outlined by the Committee; OR
 - (b) subject to the award of licence to a limited or open tendering basis when the number of applicants is more than the number of licence or permit to be awarded.
- (4) Establishment of a Drayang and/or Discotheque shall be permitted only on the basement or ground floor of a building.

12. Application Procedure

- (1) An application for an entertainment licence and Undertaking and Surety Bond shall be in the Form prescribed by the Authority under Schedule I(a) and Schedule I(b).
- (2) The Applicant shall complete the Forms under Schedule I (a&b) and send it along with all required documents to the Chairperson, ELC of Thromde or Dzongkhag or Dungkhag.
- (3) A detailed project proposal is required for establishment of places of entertainment or reality shows or such others where the facilities and activities are not covered by this Rule.
- (4) An application may be submitted online following the protocols prescribed for the purpose

13. Evaluation and Approval of Proposals

- (1) An ELC chaired by Executive Secretary, Dzongdag or Dungpa or such persons designated for the purpose shall evaluate proposals to set up places of entertainment. While assessing the application, the ELC shall take into consideration the following subject to specific standards:
 - (a) The entertainment place is located within the core business area reasonably away from Dzong, Hospitals, Schools or residential areas, monasteries and other places of worship.
 - (b) To the extent possible, to be located in a place having adequate parking space.
 - (c) It has the consent of the representative of the surrounding community
 - (d) Is safe, welcoming, and accommodating for all users
 - (e) Has design and features having aesthetic values or are visually appealing and Bhutanese
 - (f) Promotes community involvement
 - (g) Reflect at least one aspect of the local culture or history
 - (h) Has a unique or special character including names of establishment in Bhutanese.
- (2) ELC shall evaluate the proposed entertainment place based on the criteria laid down under Section 14 and technical standards specified under Schedule II.
- (3) An inspection team shall be deputed to inspect the proposed entertainment place including Performing Troupe to determine that the place meets all the technical standards as per check-list specified in Schedule III.
- (4) The inspection team shall submit a technical report-cum-recommendation to the ELC.
- (5) ELC shall review the technical inspection report including list of activities of the application and either reject or endorse with or without preconditions.
- (6) If rejected, written reason shall be provided to the applicant.
- (7) If endorsed with preconditions, the applicant shall meet all the preconditions stated in the letter. In this case, there shall be a second inspection to ensure that the applicant has met all the preconditions.
- (8) If the proposal is endorsed without preconditions, the ELC shall accord approval on the Application Form of the applicant and endorse a copy each to the applicant and to the Authority.
- (9) The applicant shall sign the Terms and Conditions and endorse a copy each to the ELC and the Authority for record.
- (10) Once application is endorsed by the ELC and the decision conveyed to the Authority along with completed application and such other documents, the applicant shall pay the licence fee to the Authority, a precondition to issuance of the entertainment licence.

14. Issuance of Entertainment Licence/Permit

- (1) The Authority shall issue an entertainment licence to the applicant through the respective Dzongkhag/Dungkhag/Thromde ELC on the day the licence fee is received or through such other medium as the circumstances warrant. A copy of the licence shall be endorsed to the Department of Revenue and Customs.
- (2) The Authority may not issue an entertainment licence to the applicant approved by an ELC by providing reasons for its decision, which may be appealed as provided in the Act.
- (3) Drayang and performing troupe licensee shall not own/manage more than one such place of entertainment in the territory of the Kingdom.
- (4) License for Performing Troupe shall be issued by the Authority. Application Form is attached as Schedule IV.

15. Renewal of Licence

- (1) The renewal of the licence shall not be automatic and shall be governed by and construed in accordance with the existing laws of the land and rules including the production of tax clearance certificate and assessment of adverse report(s) for violation of licensing terms and conditions.

16. Change of Location

- (1) The location of a place of entertainment shall be as per the licence issued for that particular location only. The licensee may be allowed to change the location by the ELC on fulfilling the same procedures stipulated for new applicants.
- (2) The change of location of a place of entertainment shall only be allowed within the same Thromde/Dzongkhag/Dungkhag with prior approval of the ELC.

17. Change of Ownership

- (1) Application for the change of ownership may be approved by the Authority subject to endorsement by the local authorities; submission of complete information required by the application form; and that the change of ownership does not violate other laws and rules of the Kingdom of Bhutan. However, if any statutory notices have been served on the current licensee, such notices shall remain valid even after the transfer of ownership.
- (2) The application form for change of ownership of a place of entertainment is attached as Schedule V.

Chapter III: Conditions and Procedures for Time-Bound Entertainment

18. Procedures to obtain time-bound entertainment permit

- (1) For time-bound entertainment including Reality Show, an entertainment permit is required for the establishment to operate or organize such activity which may be approved and issued by the respective ELCs on payment of fees, amount as determined by the ELCs in accordance with technical standards (wherever applicable) and on such terms and conditions stipulated for the purpose.
- (2) The procedures for application, evaluation and approval and issuance of entertainment permit shall be as stipulated in section 12, 13 and 14 of these rules.

19. Permit for temporary Establishment

- (1) If the licensed entertainment providers are not able to meet the demand of the public, an ELC in consultation with licensed entertainment providers may approve and issue time bound permits to host the following entertainments in specific identified venues on payment of fees, amount as determined by the respective ELCs and in consultation with the Authority whenever required.
 - (a) Staging show in open places:
Permit may be issued for staging the show in an open space away from residential places within normal time limits stipulated for Drayang and staging the show on such platforms meeting the technical and safety standards stipulated by a competent Authority for that purpose.
 - (b) Screening of Bhutanese films:
Permit may be issued for semi-permanent structures only subject to meeting safety standards as stipulated by a competent Authority. The films released six months prior to annual tshechu of a particular place shall not be permitted to be screened in the temporary establishment. However, this prohibition shall not apply to a film that has already been screened in the licensed cinema hall(s) of that place.
 - (c) Video/gaming arcades:
Permit may be issued for tent or marquee and such tent or marquee shall meet safety standards stipulated by a competent Authority for that purpose and within normal time limits stipulated for the licensed entertainment establishments.

Provided that in the event the demand for such permit is high, the ELC may offer such permits through an open bid.

- (2) Applications for time bound entertainment at the national level including such programmes organized in more than one Dzongkhag/Thromde, the Authority shall receive, evaluate, approve and issue entertainment permits on payment of fees, amount as determined by the Authority.
- (3) Format and Terms and Conditions for outdoor/ time-bound entertainment permit are attached as schedule VI (a) and VI (b).
- (4) Application Form, Format and Terms and Conditions for Reality Show Programmes are attached as Schedule VII (a), VII (b) and VII (c).

Chapter IV: Responsibilities of a Licencee/Permit Holder, Timing and Licence/Permit Fee Structure

20. Responsibilities of a Licensee/Permit Holder

- (1) A Licensee shall discharge every single responsibility designated under the licensing objectives of the Regulations on Places of Entertainment, 2009 and comply with specific licensing terms and conditions including the undertaking and surety bond executed for the purpose.
- (2) The responsibility of Licensee mentioned above shall be similar to time-bound entertainment permit holders wherever applicable.
- (3) The timing for the operation of Places of Entertainment is listed as Schedule VIII.
- (4) The licence/permit fee structure for the operation of the Places of Entertainment is listed as Schedule IX.
- (5) Terms and Conditions for specific places of entertainment is listed as Schedule X.

Chapter V: Enforcement & Monitoring, Penalties and Appellate Authority

21. Enforcement & Monitoring

- (1) While enforcement of law and order shall primarily be the function of the Royal Bhutan Police, monitoring activities shall be carried out by the respective ELCs.
- (2) The Authority may commission special compliance inspection as and when required.

22. Penalties

- (1) The ELC of each Dzongkhag, Dungkhag and Thromde shall have the authority to impose administrative actions and penalties such as issuing of warning letter, imposition of fine and suspension.
- (2) Appeal against the decision of the ELCs shall be submitted to the Authority as per provision of these rules.

23. Cancellation of Licence and Permit

- (1) The Authority shall be the final body to cancel an existing licence as per provision of the Regulations on Places of Entertainment, 2009 and such other terms and conditions agreed to by the licensee and as per decision of the respective ELCs.
- (2) The respective ELCs shall be the final body to cancel an existing permit issued by them while the Authority shall be the final body to cancel an existing permit issued for more than one Dzongkhag/ Dungkhag/Thromde.

24. Appeal Procedure

- (1) Appeal against the decision of the respective ELCs shall be submitted to the Authority.
- (2) Any appeal against the decision of the Authority shall be submitted to the Appellate Tribunal of the Bhutan InfoComm and Media Authority as per provision of the Act.

Schedule I(A): Application Form for Entertainment Licence

Ref. No.

Date:

The Chairman
Entertainment Licence Committee
Dzongkhag/Dungkhag/Thromde

.....

A: Personal details

Particulars of the applicant:

Name:.....Citizenship I.D.....Village:.....

Geog:Dzongkhag:

Name of spouse:Citizenship ID No.....

Phone No: (Fixed): (Mobile: Email:

Present Address:

B. Details of the establishment

1. Name of the proposed entertainment :

.....

2. Type of entertainment (Tick one):

Discotheque/ Drayang/ Karaoke/ LIVE music/ Snooker/ Video Games /Bowling Alleys

3. Entertainment activities (Please list or attach the detailed business activities if necessary)

.....

.....

.....

4. Place & Location of the establishment:

a. Name of the Location/Place:

b: Plot Number.....

c. Name of the building owner.....

d. Floor: Basement ☐ Ground floor ☐ Floor No. ☐ Room No. ☐
(if applicable)

C. Declaration and undertaking

I hereby declare and undertake that:

1. Information given above is true and complete. In the event, if any changes occur on the information provided, I undertake to inform the committee or the Authority immediately.
2. I understand the provision of the BICM Act 2006, Regulation on Places of Entertainment 2009 and Rules Governing Places and Programmes of Entertainment.
3. In support of my application, I am submitting herewith the following copies of the document:
 - a. Citizenship Identity Card copy
 - b. Valid Security Clearance Certificate
 - c. 1 No. passport size photograph
 - d. Letter of consent from the owner of the building certifying willingness to rent the place in case the applicant is awarded a licence to operate a place of entertainment
4. I understand that the Entertainment Licensing Committee may require me to provide other necessary document(s) and shall inspect the proposed place of entertainment.

Date Signature of Applicant.....
(Affix Legal Stamp)

For official use by the Dzongkhag/Dungkhag/Thromde

Location Clearance:

Approved/Not Approved

Seal & Signature of the Dzongkhag/Dungkhag/Thromde

Decision of the Entertainment Licensing Committee

Application is _____ by the Entertainment Licensing Committee on dd/mm/yyyy
(Approved/Not approved)

Chairperson
Entertainment Licensing Committee

Schedule I(B): Undertaking and Surety Bond

Name of the Applicant (Proprietor): CID No.....

Name of the Entertainment Place:

Address of the Applicant:.

Village :..... Gewog: Dzongkhag:

Present address:

Phone No. (fixed):..... (Mobile):Fax:

Name of the surety:CID No.

Address of the Surety:

Village :..... Gewog: Dzongkhag:

Present address

Phone No. (fixed):..... (Mobile):Fax:

By signing this form/bond, I/we hereby declare and undertake that:

1. Information given above is true and complete. In the event, if any change occurs on the information provided, I/we undertake to inform the committee immediately.
2. I understand the provision of the BICM Act 2006, the Entertainment Regulations-2009 and Rules Governing Places and Programmes of Entertainment.
3. As a licensee, I hereby undertake to abide by the above laws, regulations and licensing terms and conditions. I also understand that I am liable for penalties/fine or other appropriate actions if I violate or breach applicable laws, regulations, rules and licensing terms and conditions.

Applicant’s signature/

Pls. Affix Legal Stamp

Surety’s signature

Pls. Affix Legal Stamp

Witness signature

Name :.....

Village :..... Gewog: Dzongkhag:

CID No..... Date:

Schedule II: Technical Standards

A. Discotheque

1. Location

- 1.1 It should be located reasonably away from Dzongs, Monasteries, Schools, Hospitals, Government offices and predominantly residential areas.
- 1.2 The building or structure proposed for discotheque shall be issued location clearance issued by a competent authority.
- 1.3 The proposed structure shall meet the standards set in the development control regulation (DCR).
- 1.4 A discotheque shall not be located in areas designated as emergency use such as buffer or refuge floor.
- 1.5 Ticketing counter shall be at the entrance of a discotheque.
- 1.6 A discotheque shall be located at the basement or ground floor only.

2. Entry/Exit and Emergency doors

There shall be standard entry/exit and emergency doors with illuminated signs.

3. Restrooms

There shall be separate restrooms for male and female with proper hygiene and cleanliness..

4. Lighting

- 4.1 All lighting equipments and the wiring shall be as per the safety standards specified in the Specifications of Works (Electrical) by the authorized agency.
- 4.2 No cables or wiring shall be done to obstruct any exits, doorways or entries.

5. Ventilation

The Discotheque shall have adequate air ventilation with appropriate exhaust fans.

6. Sound proofing

6.1 The Discotheque shall be required to have proper sound proof.

6.2 No sound equipments or amplifiers shall be located outside the Discotheque.

7. Music/DJs Room

7.1 The music room for the DJ shall be located at appropriate distance from the dance floor with secured entrance.

7.2 The sound equipment shall be secured high and away from the audience

8. Bar

The bar shall be located at an appropriate distance if required.

2. Fire Extinguisher

The place shall have minimum of three serviceable fire extinguishers with 5 litres capacity.

B. Drayang

1. Location

- 1.1 It should be located reasonably away from Dzongs, Monasteries, Schools, Hospitals, Government offices and residential areas.
- 1.2 The building or structure proposed for Drayang shall be issued location clearance approval by a competent authority.
- 1.3 The building or structure proposed for the establishment of a Drayang shall be structurally sound which is to be certified by a competent authority.
- 1.4 The proposed structure shall meet the standards set in the development control Regulation (DCR).
- 1.5 A Drayang shall not be located in areas designated as emergency use such as buffer or refuge floor.
- 1.6 A Drayang shall be located at the basement or ground floor only.

2. Stage & Bar

The Drayang shall have a safe stage for live music and performance with a separate space for bar if required at a reasonable distance from the stage.

3. Lighting and Wiring

- 3.1 All lighting equipments and the wiring shall be as per the safety standards specified in the Specifications of Works (Electrical) by the authorized agency.
- 3.2 No cables or wiring shall be done to obstruct any exits, doorways or entries.
- 3.3 The premises should have enough light both inside and outside the premise.

4. Safety Measures

There shall be enough air ventilation with adequate exhaust fans.

There shall be at least one serviceable fire-extinguisher of more than 5 litres capacity appropriately placed inside the premises.

5. Restroom

There shall be separate restrooms for male and female with proper hygiene and cleanliness.

6. Sound proofing

- 6.1 The Drayang shall be required to have proper sound proof.
- 6.2 No sound equipments or amplifiers shall be located outside the Drayang.

C. Movie Hall

1. Location

- 1.1 It should be located reasonably away from Dzongs, Monasteries, Schools, Hospitals, Government offices and residential areas.
- 1.2 The building or structure proposed for the establishment of a movie shall be structurally sound which is to be certified by a competent authority.
- 1.3 The building proposed for the movie hall shall have enough parking space.
- 1.4 The proposed structure shall meet the standards set in the development control regulation (DCR).
- 1.5 There shall be a dedicated entry passage. The entrance to a cinema or to the cinema foyer may be provided through the circulation area of the parking or in the case of cinema halls with shopping arcades or other business activities, it shall be from the circulation area of the shopping arcades.
- 1.6 Audience access shall be via the front foyer.
- 1.7 Entrance should provide for wheelchair passage.

2. Exit Routes

- 2.1 There shall be a dedicated exit from the main hall of the Cinema, which shall be clear from any blockades or obstruction at any given time, notwithstanding whether films or any other form of entertainment are being exhibited.
- 2.2 The exits shall lead to the parking of the Cinema Hall or to an open air place, to be safe in case of emergency.
- 2.3 The exits shall be clearly visible with the routes to the exits clearly marked with signs.
- 2.4 In case of multiplexes or more than one cinema hall in a particular building, the shared exits should have adequate widths and sizes.
- 2.5 Exit routes should be appropriately designed to facilitate passage for all persons including those with disabilities (people in wheelchair)

3. Width of Exit Routes

- 3.1 The width of each exit route in a building housing one cinema hall shall be not less than 2 meters.
- 3.2 Where a cinema hall shares the exit routes with any part of the adjoining non-domestic accommodations at the same storey of the building, the total numbers of exits shall not be less than two with a width of 2 meters each. In case of more than one cinema the exits shall be not less than four.

4. Gangways and Seats

- 4.1 As Cinema is for a closely seated audience and a place of entertainment, careful consideration is needed to ensure acceptable seating plan and arrangements.
- 4.2 The seating space of each seat or chair shall be not less than 3 feet in height and 2 feet sideways with a back rest and cushioned with arm rest.
- 4.3 The rows of seating flanking the front, back and any cross gangways, and any seats immediately adjacent to an exit, shall be secured in position by floor screws or floor bars.
- 4.4 The distance between the front row of seats and the back row of seats shall be not less than 1.5 feet from each row, for easy access to their seats.
- 4.5 All gangways leading to seats and to the exit should be outlined with light reflector to prevent customers from tripping.
- 4.6 The seat should be securely fixed on the floor and not removable. The design shall conform to the specification of Bhutan Architectural Guidelines.

5. Stage

- 5.1 A minimum of two entry and exits from the stage shall be provided, and shall be so arranged and maintained so as to afford easy means of escape from the stage area, free from obstruction including scenery or props or people if applicable.

6. Stage Lighting and Wiring

- 6.1 All connection of the musical instruments shall be well arranged in order to prevent any accidents or tripping.
- 6.2 Dimmers shall not be placed in a confined particular space which may become over-heated. Dimmers or lamps shall not be in contact with or close to any inflammable objects or materials.
- 6.3 No cables or wiring shall be done to obstruct any exits, doorways or entries.

7. Sound

- 7.1 The cinema hall shall be made sound proof but shall have comprehensive sound facilities for the screening of movies.
- 7.2 The sound equipments shall be secured high and away from the audience.

8. Projection Room

- 8.1 There shall be a separate projection room where all projectors and the associated equipment shall be placed and which is separate from the main hall and seating area of the cinema.
- 8.2 A projection room suite, if not provided with natural ventilation, should be mechanically ventilated to the open air by an independent system.
- 8.3 The projection apparatus and equipments should be safe and suitable for use and standardized by the Authority/Entertainment Licensing Committee.

9. Communications

Security personnel and the management shall be provided with mobile communication devices or trunked communication system for effective day to day management.

10. Restrooms

There shall be separate restrooms with continuous running water supply for males and females clearly stated with a signboard.

11. Fire Safety

The cinema hall should be provided with a minimum of four serviceable fire extinguishers of 5 litres or more capacity and/or fire service installations such as fire hydrant, water tank or sprinkler.

12. Ventilation

The Movie hall shall have adequate air ventilation with adequate exhaust fans suitable and appropriate for large congregation.

13. Cinema Screen

The picture screen, and any temporary proscenium or masking, curtains, draperies, or decorations, shall be non-flammable.

14. Ticketing Counter

The ticketing counter of the cinema shall be suitably located with conducive working conditions with separate counters for male and female.

D. Karaoke /LIVE Music

1. Location

- 1.1 It should be located reasonably away from Dzongs, Monasteries, Schools, Hospitals, Government offices and residential areas.
- 1.2 The building or structure proposed for the establishment of a karaoke/LIVE music shall be structurally sound which is to be certified by a competent authority.
- 1.3 The proposed structure shall meet the standards set in the development control Regulation (DCR).
- 1.4 There shall be a dedicated, suitable and safe means of access to the premises

2. Stage and Safety

- 2.1 A safe stage for live music or performance shall be established.
- 2.2 All lighting equipments and the wiring shall meet safety standards
- 2.3 No cables or wiring shall be done to obstruct any exits, doorways or entries.
- 2.4 All exit routes shall be kept clear and unlocked during the business hours when customers are on the premises.
- 2.5 There shall be at least one serviceable fire extinguisher of 5 litres or more capacity.
- 2.6 The premises should be sound proof.

3. Restrooms

- 3.1 There shall be separate restrooms for male and female with proper hygiene and cleanliness.

E. Music/Concert Hall

1. Location

- 1.1 It should be located reasonably away from Dzongs, Monasteries, Schools, Hospitals, Government offices and residential areas.
- 1.2 The building or structure proposed for the establishment of Music/Concert hall shall be structurally sound which is to be certified by a competent authority.
- 1.3 The building proposed for the Music/Concert hall shall have enough parking spaces.
- 1.4 The proposed structure shall meet the standards set in the development control Regulation (DCR).
- 1.5 There shall be a dedicated entry passage. The entrance to a music/concert or to the music/concert foyer may be provided through the circulation area of the parking or in the case of music/concert halls with shopping arcades or other business activities, it shall be from the circulation area of the shopping arcades.
- 1.6 Audience access shall be via the front foyer.
- 1.7 Entrance shall provide for wheelchair passage.

2. Exit Routes

- 2.1 There shall be a dedicated exit from the music/concert hall, which shall be clear from any blockades or obstruction at any given time, notwithstanding whether films or any other form of entertainment are being exhibited.
- 2.2 The exits shall lead to the parking of the music/concert or to an open air place, to be safe in case of emergency.
- 2.3 The exits shall be clearly visible with the routes to the exits clearly marked with signs.
- 2.4 Exit routes should be appropriately designed to facilitate passage of all persons including those who are disabled and who are on wheelchair.

3. Width of Exit Routes

- 3.1 The width of each exit route in a building housing one cinema hall shall be not less than 3 meters.
- 3.2 Where a music/concert hall shares the exit routes with any part of the adjoining non-domestic accommodations at the same storey of the building, the total numbers of exits shall not be less than two with a width of 3 meters each. In case of more than one music/concert halls, the exits shall be not less than four.

4. Stage

- 4.1 A minimum of two entry and exits from the stage shall be provided, and shall be so arranged and maintained so as to afford easy means of escape from the stage area, free from obstruction including scenery or props or people.

5. Stage Lighting and Wiring

- 5.1 All connection of the musical instruments shall be well arranged in order to prevent any accidents or tripping.
- 5.2 Dimmers shall not be placed in a confined particular space which may become over-heated. Dimmers or lamps shall not be in contact with or close to any inflammable objects or materials.
- 5.3 No cables or wiring shall be done to obstruct any exits, doorways or entries.

6. Sound

- 6.1 The music/concert hall shall be made sound proof but shall have comprehensive sound facilities for the screening of movies.
- 6.2 The sound equipments shall be secured high and away from the audience.

7. Communications

- 7.1 Security personnel shall be assigned for the safety of the public and the property.
- 7.2 Security personnel and the management shall be provided with mobile communication devices or trunked communication system for effective day to day management.

8. Restrooms

There shall be separate restrooms for male and female with proper hygiene and cleanliness maintained at all times.

9. Fire Safety

The music/concert hall should be provided with fire service installations such as fire hydrant, water tank or sprinkler to the satisfaction of the Authority/ELC and the Fire Department of the Royal Bhutan Police.

10. Ticketing Counter

The ticketing counter of the music/concert hall shall be suitably located with conducive working conditions with separate counters for male and female.

F. Video/computer gaming arcade

1. Location

- 1.1 It should be located reasonably away from Dzongs, Monasteries, Schools, Hospitals, Government offices and residential areas.
- 1.2 The building or structure proposed for video/computer gaming arcades shall be suitable for such establishment.

2. General Requirements

- 2.1 The premises should be sound proof (if required in the public interest)
- 2.2 Electric mains shall be fitted far above the reach of the players. Permanent wiring between the mains intake and distribution boards, and gaming machines connections should be protected by conduits or trucking to prevent any damages or accidents.
- 2.3 There shall be appropriate exhaust fans.
- 2.4 There shall be at least one serviceable fire extinguisher.
- 2.5 Adequate restrooms.

3. Hardware Requirements

- 3.1 The management shall ensure that electrical and mechanical parts and design principals does not subject a player to any physical hazards.
- 3.2 A surge protector shall be installed for all power fed to the device to protect the players from any shock.
- 3.3 All gaming machines shall be fixed securely on the floor of the gaming arcade.
- 3.4 There shall not be any glare-effect of the computer on the eyes of the players.
- 3.5 The gaming machine shall be designed so that power and data cables in and out of the gaming machine can be routed to make it inaccessible to both the general public and the players.

G. Bowling Alleys/Snooker

1. Location

- 1.1 It should be located reasonably away from Dzongs, Monasteries, Schools, Hospitals, Government offices and residential areas.
- 1.2 The building or structure proposed for the establishment of a bowling alleys/snooker shall be structurally sound which is to be certified by a competent authority.
- 1.3 The proposed structure shall meet the standards set in the development control Regulation (DCR)
- 1.4 There shall be a dedicated, suitable and safe means of access to the premises.

2. Safety Measures

- 2.1 The hall shall be appropriately ventilated with exhaust fans.
- 2.2 There should be at least one serviceable fire-extinguisher placed inside the premises.
- 2.3 Lighting of the premises should be bright both within and outside.

3. Restroom

There shall be adequate restroom.

H. Performing Troupe

Musical instruments requirement:

1. Dramnyen (Lute) : six/six and half string) one each
2. Yangchen : 2 nos
3. Lingm (six holed Flute) : 2 nos
4. Chiwang (two stringed fiddle) : 2 nos

Employee requirement:

1. Musicians : 4 nos (required to play above four music at a time)
2. Male dancer : minimum 5 (If the performing troupe cater the services of mask dance, a reasonable numbers of employees are required)
3. Female dancer : minimum 7nos (since zhundra performance required minimum of seven performers)
4. Singer : male one and female one (minimum)
5. Music teacher : 1
6. Choreographer : 1
7. Mask Dance teacher : 1

Qualification required for music, mask dance, and Chorographer instructor:

- A certified by a competent Authority as a professional Musician, Mask dancer, and Choreographer.

Dress Code for the performers:

- National dress and regional dress as required

I. Outdoor / Time Bound Entertainment

1. Location

It should be located reasonably away from Dzongs, Monasteries, Hospitals, Government offices and residential areas.

2. Temporary Structures

2.1 The temporary structures shall meet the safety standards

2.2 The temporary structures shall have at least one exit-way

3. Power Supply

3.1 Permission shall be sought from the Bhutan Power Corporation for any power supply and technically qualified persons shall be engaged for the power connection.

3.2 All lighting equipments and the wiring shall meet safety standards

4. Information Center

There shall be an information centre for the public announcements, lost and found information and public safety.

5. Security

There shall be adequate security personnel to guard the entertainment premises.

Schedule III: Technical Standard Checklist

A. Discotheque

	Meets the standard?	
	Yes	No
1. Reasonable distance from cultural, institutions, residential areas	<input type="checkbox"/>	<input type="checkbox"/>
2. Located in the basement/ground floor	<input type="checkbox"/>	<input type="checkbox"/>
3. Ticketing counter at the entrance	<input type="checkbox"/>	<input type="checkbox"/>
4. Signboard/licence display provision	<input type="checkbox"/>	<input type="checkbox"/>
5. Entry/exit and separate emergency doors with standard illumination	<input type="checkbox"/>	<input type="checkbox"/>
6. Separate restroom for male and female	<input type="checkbox"/>	<input type="checkbox"/>
7. All lighting meets the safety standards	<input type="checkbox"/>	<input type="checkbox"/>
8. Adequate ventilation	<input type="checkbox"/>	<input type="checkbox"/>
9. The premise meets the sound proof standard	<input type="checkbox"/>	<input type="checkbox"/>
10. Music/DJ room is suitably located	<input type="checkbox"/>	<input type="checkbox"/>
11. Bar is suitably located	<input type="checkbox"/>	<input type="checkbox"/>
12. Three 5 litres serviceable Fire extinguisher(s)	<input type="checkbox"/>	<input type="checkbox"/>

Comment of the Head of Inspection Team

1. Recommended as the establishment meets the technical standards.
2. Not recommended as the establishment does not meet the technical standards.

Inspection Team (Name/Designation, Signature, Date)

1., Signature: Date:
2., Signature: Date:
3., Signature: Date:
4., Signature: Date:
5., Signature: Date:

B. Drayang

	Meets the standard?	
	Yes	No
1. Reasonable Distance from cultural, institutions, residences	<input type="checkbox"/>	<input type="checkbox"/>
2. Located in the basement/ground floor	<input type="checkbox"/>	<input type="checkbox"/>
3. Signboard/licence display provision	<input type="checkbox"/>	<input type="checkbox"/>
4. Safe stage	<input type="checkbox"/>	<input type="checkbox"/>
5. Separate restroom for male and female	<input type="checkbox"/>	<input type="checkbox"/>
6. All lighting meets the safety standards	<input type="checkbox"/>	<input type="checkbox"/>
7. Adequate ventilation	<input type="checkbox"/>	<input type="checkbox"/>
8. The premises meets the sound proof standard	<input type="checkbox"/>	<input type="checkbox"/>
9. Bar is suitably located	<input type="checkbox"/>	<input type="checkbox"/>
10. One 5 litre or more serviceable Fire extinguisher	<input type="checkbox"/>	<input type="checkbox"/>

Comment of the Head of Inspection Team

1. Recommended as the establishment meets the technical standards.
2. Not recommended as the establishment does not meet the technical standards.

Inspection Team (Name/Designation, Signature, Date)

1., Signature: Date:
2., Signature: Date:
3., Signature: Date:
4., Signature: Date:
5., Signature: Date:

C. Movie Hall/Theatre

		Meets the standard?	
		Yes	No
1.	Reasonable Distance from cultural, institutional, residential areas	<input type="checkbox"/>	<input type="checkbox"/>
2.	Separate Ticketing counter	<input type="checkbox"/>	<input type="checkbox"/>
3.	Signboard/licence display provision	<input type="checkbox"/>	<input type="checkbox"/>
4.	Entry/exit and separate emergency door with standard illumination	<input type="checkbox"/>	<input type="checkbox"/>
5.	Separate restroom for male and female	<input type="checkbox"/>	<input type="checkbox"/>
6.	All lighting meets the safety standards	<input type="checkbox"/>	<input type="checkbox"/>
7.	Adequate ventilation	<input type="checkbox"/>	<input type="checkbox"/>
8.	The premises meet the sound proof standard	<input type="checkbox"/>	<input type="checkbox"/>
9.	Four 5 litres serviceable Fire extinguisher(s)	<input type="checkbox"/>	<input type="checkbox"/>
10.	Seating arrangements meets standard	<input type="checkbox"/>	<input type="checkbox"/>
11.	Light reflectors leading to the seats and exit	<input type="checkbox"/>	<input type="checkbox"/>
12.	Permanent movie screen	<input type="checkbox"/>	<input type="checkbox"/>
13.	Separate projector room	<input type="checkbox"/>	<input type="checkbox"/>
14.	Communication facilities	<input type="checkbox"/>	<input type="checkbox"/>
15.	Parking space	<input type="checkbox"/>	<input type="checkbox"/>

Comment of the Head of Inspection Team

1. Recommended as the establishment meets the technical standards.
2. Not recommended as the establishment does not meet the technical standards.

Inspection Team (Name/Designation, Signature, Date)

1., Signature: Date:
2., Signature: Date:
3., Signature: Date:
4., Signature: Date:
5., Signature: Date:

D. Karaoke /LIVE Music

		Meets the standard?	
		Yes	No
1.	Reasonable Distance from cultural, institutions, residence	<input type="checkbox"/>	<input type="checkbox"/>
2.	Signboard/licence display provision	<input type="checkbox"/>	<input type="checkbox"/>
3.	Separate restroom for male and female	<input type="checkbox"/>	<input type="checkbox"/>
4.	All lighting meets the safety standards	<input type="checkbox"/>	<input type="checkbox"/>
5.	Adequate ventilation	<input type="checkbox"/>	<input type="checkbox"/>
6.	The premises meet the sound proof standard	<input type="checkbox"/>	<input type="checkbox"/>
7.	Bar is suitably located (preferably separate place/room)	<input type="checkbox"/>	<input type="checkbox"/>
8.	One 5 litres serviceable fire extinguisher	<input type="checkbox"/>	<input type="checkbox"/>

Comment of the Head of Inspection Team

1. Recommended as the establishment meets the technical standards.
2. Not recommended as the establishment does not meet the technical standards.

Inspection Team (Name/Designation, Signature, Date)

1., Signature: Date:
2., Signature: Date:
3., Signature: Date:
4., Signature: Date:
5., Signature: Date:

E. Music/Concert Hall

		Meets the standard?	
		Yes	No
1.	Distance from cultural, institutional, residential areas	<input type="checkbox"/>	<input type="checkbox"/>
2.	Structure designed for music/concert hall	<input type="checkbox"/>	<input type="checkbox"/>
3.	Provision for emergency exit	<input type="checkbox"/>	<input type="checkbox"/>
4.	Separate Ticketing counter	<input type="checkbox"/>	<input type="checkbox"/>
5.	Signboard/licence display provision	<input type="checkbox"/>	<input type="checkbox"/>
6.	Separate entry/exit with standard illumination	<input type="checkbox"/>	<input type="checkbox"/>
7.	Separate restroom for male and female	<input type="checkbox"/>	<input type="checkbox"/>
8.	All lighting meets the safety standards	<input type="checkbox"/>	<input type="checkbox"/>
9.	Adequate ventilation	<input type="checkbox"/>	<input type="checkbox"/>
10.	The premises meet the sound proof standard	<input type="checkbox"/>	<input type="checkbox"/>
11.	Fire extinguisher(s)	<input type="checkbox"/>	<input type="checkbox"/>
12.	Light reflectors leading to the seats and exit	<input type="checkbox"/>	<input type="checkbox"/>
13.	Communication facilities	<input type="checkbox"/>	<input type="checkbox"/>
14.	Lobby area and snack counters	<input type="checkbox"/>	<input type="checkbox"/>
15.	Parking space	<input type="checkbox"/>	<input type="checkbox"/>

Comment of the Head of Inspection Team

1. Recommended as the establishment meets the technical standards.
2. Not recommended as the establishment does not meet the technical standards.

Inspection Team (Name/Designation, Signature, Date)

1., Signature: Date:
2., Signature: Date:
3., Signature: Date:
4., Signature: Date:
5., Signature: Date:

F. Video/Computer Gaming Arcades

	Meets the standard?	
	Yes	No
1. Reasonable Distance from cultural, institutions, residences	<input type="checkbox"/>	<input type="checkbox"/>
2. Signboard/licence display provision	<input type="checkbox"/>	<input type="checkbox"/>
3. Provision of restroom	<input type="checkbox"/>	<input type="checkbox"/>
4. All lighting meets the safety standards	<input type="checkbox"/>	<input type="checkbox"/>
5. Adequate ventilation	<input type="checkbox"/>	<input type="checkbox"/>
6. Sound proof standard (if required in the public interest)	<input type="checkbox"/>	<input type="checkbox"/>
7. At least one serviceable fire extinguisher(s)	<input type="checkbox"/>	<input type="checkbox"/>

Comment of the Head of Inspection Team

- 1. Recommended as the establishment meets the technical standards.
- 2. Not recommended as the establishment does not meet the technical standards.

Inspection Team (Name/Designation, Signature, Date)

1.

.....,

Signature:

Date:
2.

.....,

Signature:

Date:
3.

.....,

Signature:

Date:
4.

.....,

Signature:

Date:
5.

.....,

Signature:

Date:

G. Gaming Parlour (Bowling Alleys/Snooker)

Meets the standard?

	Yes	No
1. Reasonable Distance from cultural, institutions, residences	<input type="checkbox"/>	<input type="checkbox"/>
2. Signboard/licence display provision	<input type="checkbox"/>	<input type="checkbox"/>
3. Provision of restrooms	<input type="checkbox"/>	<input type="checkbox"/>
4. All lighting meets the safety standards	<input type="checkbox"/>	<input type="checkbox"/>
5. Adequate ventilation	<input type="checkbox"/>	<input type="checkbox"/>
6. At least one serviceable fire extinguisher(s)	<input type="checkbox"/>	<input type="checkbox"/>
7. Appropriate seating arrangements for spectators	<input type="checkbox"/>	<input type="checkbox"/>

Comment of the Head of Inspection Team

1. Recommended as the establishment meets the technical standards.
2. Not recommended as the establishment does not meet the technical standards.

Inspection Team (Name/Designation, Signature, Date)

1., Signature: Date:
2., Signature: Date:
3., Signature: Date:
4., Signature: Date:
5., Signature: Date:

H. Performing Troupe

Musical instruments requirement:

(Tick as appropriate)

	Yes	No
1. Dramnyen (Lute: six/six and half string) one each	<input type="checkbox"/>	<input type="checkbox"/>
2. Yangchen 2 nos.....	<input type="checkbox"/>	<input type="checkbox"/>
3. Lingm (six holed Flute) 2 nos.....	<input type="checkbox"/>	<input type="checkbox"/>
4. Chiwang (two stringed fiddle) 2 nos.....	<input type="checkbox"/>	<input type="checkbox"/>

Employee requirement:

5. Musicians: 4 (may require to play more than four music at a times	<input type="checkbox"/>	<input type="checkbox"/>
6. Male dancer: minimum 5 (If the performing troupe cater the services of mask dance, a reasonable number of employees are required.....	<input type="checkbox"/>	<input type="checkbox"/>
7. Female dancer: minimum 7nos (Since Zhungdra performance require minimum of seven performers).....	<input type="checkbox"/>	<input type="checkbox"/>
8. Singer: male one and female one (minimum).....	<input type="checkbox"/>	<input type="checkbox"/>
9. Music teacher: 1	<input type="checkbox"/>	<input type="checkbox"/>
10. Chorographer: 1 : Yes/No.....	<input type="checkbox"/>	<input type="checkbox"/>
11. Mask Dance teacher: 1 : Yes/no.....	<input type="checkbox"/>	<input type="checkbox"/>

Comment of the Head of Inspection Team

1. Recommended as the performing troupe meets the standards.
2. Not recommended as the performing troupe meets the standards.

Inspection Team (Name/Designation, Signature, Date)

1., Signature: Date:
2., Signature: Date:
3., Signature: Date:
4., Signature: Date:
5., Signature: Date:

Schedule IV: Application Form for Performing Troupe

Date:

The Chairman
Entertainment License Committee
Bhutan InfoComm and Media Authority

.....

A: Personal details

Particulars of the applicant:

Name: Citizenship I.D.

Village: Geog: Dzongkhag:

Phone No: (Fixed) (Mobile: Email:

Present Address:

Married/not Married (tick as appropriate)

Name of the spouse: Citizenship I.D.

Village: Geog: Dzongkhag:

B. Details of the establishment

Name of the entertainment proposed:

How many staff do you expect to employ? (This can be an estimate)

Proposed place of Practice of programs:

C. Declaration and undertaking

I hereby declare and undertake that:

- (a) Information given above is true and complete. In the event, if any changes occur on the information provided, I undertake to inform the committee immediately.
- (b) I understand the provision of the BICM Act 2006, the Entertainment Regulations-2009, Rules on Places and Programmes of Entertainment and Performing troupe license terms and conditions.
- (c) In support of my application, I am submitting herewith the following attested copies of the documents:
 - (i) Citizenship Identity Card copy
 - (ii) Applied and grant security clearance from Royal Bhutan Police
 - (iii) Two no passport size photographs
 - (iv) A detail Tariff rate for the catering services.
 - (v) Undertaking that the applicant will adhere to the understanding signed between the licensees.
 - (vi) I understand that the ELC may grant me an approval for performing troupe license if my proposal is approved in principle and provided me with a license.

Signature of the applicant:

Affix
legal
stamp

Decision of the Entertainment Licensing Committee:

Approved/Not approved by the Entertainment Licensing Committee

(Seal & Signature)
Chairman
Entertainment Licensing Committee

Schedule V: Application Form for Ownership Change

Date:.....

The Chairman

Entertainment Licence Committee

BICMA/Dzongkhag/Dungkhag/District Municipality

Personal Details

Particulars of the applicant:

Name:Citizenship I.D.....

Village:Geog:Dzongkhag:

Thram No., House No.

Name of the spouse:Citizenship I.D.....

Phone No: (Fixed) (Mobile: Email:

Present Address:

Details of the Previous Licensee:

Name:Citizenship I.D.....

Details of the licence:

Name of the Establishment:

Type of Licence:Date of issue:

Validity of the licence:

Reasons for ownership change (tick as appropriate):

Bought: ()

2. Inheritance: ()

3. Others: ()

Proposed name of the establishment:.....

Declaration and undertaking

I hereby declare that the statements and information given above are true and complete. I shall inform the Bhutan InfoComm and Media Authority/Dzongkhag/Dungkhag/ Thromde immediately if there arises any change to the information given above.

I also undertake to abide by all the applicable laws, Regulations, and Rules of Bhutan as well as all the requirements and conditions specified by the Authority in relation to the licence.

I am enclosing the following herewith [tick as appropriate]:

- (a) Fee of Nu.....by Cash/Cheque/Demand Draft No.date.
- (b) Sale deed/Inheritance document
- (c) Receipt copy of the payment made for sale deed
- (d) CID copy
- (e) Valid Security Clearance
- (f) 1 Passport size photograph
- (g) Legal stamp (3 nos.)

Affix Legal Stamp

Affix Legal Stamp

.....

Signature of the Applicant (Buyer):

.....

Signature of the Applicant (Seller)

Date:

Date:

Application is reviewed and recommended/not recommended

=====

Name of Dealing Official

Approved/Not Approved

Chairman, ELC

Schedule VI(A): Format for Submission of Outdoor/Time-Bound Entertainment

Please make a detailed proposal in the format prescribed hereunder. Applicants are encouraged to elaborate on some of the points by providing additional details. The Authority may issue a permit to the applicants based on soundness of their proposal.

Project proposal:

The proposal should include the following details:

- (1) A background about the company/firm if organized by a company with a copy of a) audio-visual license and b) any other entertainment license.
- (2) If the organizers are not in relation of company/firm, then the applicants must provide a copy of a) citizen ID card, b) security clearance certificate and c) curriculum vitae.
- (3) An brief introduction which among other things may include:
 - (a) Describe the objective of the show and its main activities
 - (b) Who will participate in the show – Name and nationality
 - (c) Dress code for the participants (If the show does not adopt the national dress code, valid reasons may be substantiated)
- (4) If the organizer is planning to take in foreign performers, the approval from the Department of Culture, Ministry of Home and Cultural Affairs should be provided.
- (5) Timing for the show
- (6) Venue of the show and the approval from the respective Authorities for the usage of its premises.
- (7) Agreement with service providers & Revenue Sharing Arrangement if any must be attached to the proposal
- (8) Detailed Programme list should be provided
- (9) Financial and funding plans:

You should provide business, financial and funding plans of its proposed including:

 - (a) What is the estimated cost for the proposal?

- (b) How will you finance the proposal? Will the initial financing be through:
 - (i) Personal savings or
 - (ii) Joint financing (stipulate contribution amount) or
 - (iii) Any other financing mechanism (Please specify)
 - (iv) Whichever mode of financing chosen, you are required to provide the necessary documentary evidence, failing which the Authority reserves the right not to approve the application.
 - (c) Any sponsors for the programme? If affirmative, please provide a copy of the terms and conditions or an understanding that is intended to be adopted.
 - (d) How will you account to the Department of Revenue and Customs to pay entertainment tax applicable under the existing laws? Submit a financial management system including a system to record all financial transaction such as income and expenditure.
 - (e) If planning to exempt the taxes then submit a copy of tax exemption from the Department of Revenue and Customs.
- (10) Dispute settlement and Accountability: The proposal should include provision for resolution of disputes (if any).
- (a) Among organizers (if there is more than one organizer) and service providers
 - (b) With Staff of the project including partners, agencies and institutions
 - (c) With the participant
 - (d) Any other

Schedule VI(B): Terms and Conditions for Outdoor/Time-Bound Entertainment

Mr./Ms....., the holder of the entertainment permit issued by Bhutan InfoComm and Media Authority for conducting a.....on..... herein referred as organizer(s) undertakes:

- (1) Not to engage unskilled or semiskilled personal for the purpose of the concert.
- (2) Not engage in gambling activities at the programme venue. The programme shall be purely for the intended purpose.
- (3) Ensure that the official communications during the programme is either in Dzongkha or English.
- (4) Make adequate security arrangement during the programme.
- (5) Ensure that the temporary structures meet the basic safety standards.
- (6) Ensure safe power supply and to ensure that all wiring and lighting equipment meets the quality standards.
- (7) Respect the intellectual property rights of the Music, songs and such others artistic rights.
- (8) The management will adhere to the following:
 - (a) To maintain the crowd
 - (b) To follow the timing of the permit

I hereby undertake to abide by the above entertainment permit terms and conditions and any other applicable laws, rules and regulations including proposals or undertakings contained in my applications for the permit. I also understand that I am liable for penalties/fine or other actions as appropriate should I violate or breach applicable laws, regulations, rules and permit terms and conditions.

Applicant's signature and date/Legal stamp.....

Name:.....

CID no....., Designation:....., Division.....

Schedule VII (A): Form of Application for Reality Show Permit

(Completed applications will be reviewed within one month from the day of submission of the detailed project proposal).

Date:

The Director
Bhutan InfoComm and Media Authority
Thimphu : Bhutan

A. Personal Details

1. Name: _____

2. Nationality: _____

3. ID Card No. _____

4. Permanent Address: House No. _____ Thram No. _____

Village: _____ Gewog: _____

Dzongkhag: _____

5. Present Address: _____

Phone No: (Fixed) _____ (Mobile) _____

Email Address: _____

B. Details of the Company/Firm

1. Name of the Company/Firm: _____

2. Address: _____

C. Details of the proposed Reality Show

1. Type of Reality Show (tick as appropriate):

- | | |
|------------------------------------|--------------------------------------|
| (a) Singing Competition for Adult; | (b) Singing Competition for Children |
| (c) Dance Competition; | (c) Talent Hunt; |
| (d) Comedy Show; | (e) Quiz Show; |
| (f) Beauty Pageant; | (g) Other; |

If 'other', specify _____

2. Name/Title of the Reality Show:

3. Date of commencement of the Reality Show: (Day) _____ (Month) _____ (Year) _____

4. Date of completion of the Reality Show: (Day) _____ (Month) _____ (Year) _____

5. Location to host the Reality Show (tick as appropriate):

- | | |
|------------------|----------------------|
| (a) Clock Tower; | (b) Changlimethang; |
| (c) BBS Studio; | (d) Personal Studio; |
| (e) Other; | |

If (a) or (b) or (e) is ticked, attach a copy of approval from the relevant authorities.

6. Mode of transmission (tick as appropriate):

- | | |
|------------------------|----------------------------|
| (a) Television (Live); | (b) Television (Recorded); |
| (c) Radio (Live); | (d) Radio (Recorded); |
| (e) Other; | |

If 'other', specify _____

7. Will the program be broadcasted live? Yes/No

8. Have you signed any agreement/MoU with the broadcasting company?

Yes/No

If 'Yes', attach a copy of agreement/MoU signed with the broadcasting company.

If 'No', give reasons: _____

9. Will there be SMS voting? Yes/No

10. If 'Yes', attach a copy of agreement/MoU signed with the telecom service providers.

11. If children are involved in the Show, attach a draft copy of agreement/MoU to be signed with parents.

12 Submit Bank Guarantee/Cash equivalent to the total amount committed for prize money for the show (Application without Bank Guarantee will not be processed).

13 Valid Security Clearance

14 CID Copy

15 Detailed project proposal

D. Declaration and undertaking

I hereby declare that the statements made and the information given above are true to the best of my knowledge and belief. In the event, if any change occurs on the information provided, I undertake to inform the Bhutan InfoComm and Media Authority immediately.

I also undertake to abide by all the applicable laws, regulations and rules of Bhutan as well as all the requirements and conditions specified by the Authority in relation to my permit.

Signature of the Applicant

Schedule VII (B): Format for Submission of Proposals Relating to the Reality Shows/ Programme

Please make a detailed project proposal in the format prescribed hereunder. Applicants are encouraged to elaborate on some points by providing additional details. The Bhutan InfoComm and Media Authority (Authority) may issue a permit to the applicants based on soundness of the project proposal and completed legitimate application form.

Project proposal:

The project proposal should include the following details:

1. A background about the company/firm.

2. A brief introduction which among other things may include:

- (a) Describe the objective of the show and its main activities
- (b) Who will participate in the show – Gender/Age restriction if any
- (c) Dress code for the participants both during the audition and main show. (If the show does not adopt the national dress code, valid reasons may be substantiated)

3. Length of the Show in day(s) or week(s) or month(s) clearly indicating the commencement of the activities until the conclusion of the show. For shows having audition and main shows, the duration may be mentioned separately as hereunder

- (a) Audition
 - (i) place and timeline (example: Samtse 1st March-3rd March 2012)
- (b) Main Show
 - (i) Will the show be broadcasted live or recorded?
 - (ii) Studio (BBS or others)

4. When will the show be broadcasted? Please indicate the time of broadcast. Example: 3.30 PM to 4.30 PM every day or Mondays, Wednesday, Saturday and Sunday

5. Provide details of the activity after the project is approved by the Authority through a valid Reality Show Permit till the conclusion of the project in chronological order as follows:

- (a) Announcement of the main activities of the project in the media including:
 - (i) Permit issued by the Authority
 - (ii) List of activities and criteria for selecting participants
 - (iii) If participants are charged a fee, amount of the fee must be mentioned
 - (iv) Details of logistic cost to be borne by the participant if any
 - (v) Prizes
 - (vi) Any other information that the public or participants are required to know
- (b) Describe the Audition Round as follows:
 - (i) Venue(s) of Audition round (Example In each Dzongkhag Headquarter or name of region(s) etc)
 - (ii) Describe the selection process
 - (iii) Amount of registration fees if any (reasons to be provided if they charge registration fees)
 - (iv) Any other pertinent information
- (c) Selection of participants for the main show and their entitlements
 - (i) How are the selected participants informed?
 - (ii) In case of minors, how will you seek the permission of their parents?
 - (iii) Will the company pay the travel expenses of the selected participants or do they make their own arrangement? Please provide the details such as details of transportation cost, other entitlements etc if company is paying
 - (iv) Will the company provide accommodation and other entitlements during the main show or do they make their own arrangement? Please provide the details
- (d) Describe the main show as follows:
 - (i) Venue(s) of the main show (BBS Studio or other venue)
 - (ii) Describe the competition process
 - Role and discretion of Judges
 - Role of SMS voting including value of each vote
 - Role of show anchor(s). Describe their qualification criteria.
 - Role of proprietor of the company
 - (iii) Other activities such as special shows at specific places during the off-show period
 - (iv) Any other pertinent information

6. Judges:

- a) Describe the qualification of judges?
- b) Selection criteria to recruit/appoint judges?
- c) How many judges will you select in the panel?
- d) What is the remuneration package offered to the judges and show anchor(s)?
- e) How will you remove a judge?
- f) Any other points

7. Financial and funding plans:

You should provide business, financial and funding plans of the proposed project including:

- (a) What is the estimated project cost based on the main cost items?
- (b) How will you finance the project? Will the initial financing be through:
 - (i) Bank loan or
 - (ii) Personal savings or
 - (iii) Joint financing (stipulate contribution amount) or
 - (iv) Any other financing mechanism (Please specify)
 - (v) Whichever mode of financing chosen, you are required to provide the necessary documentary evidence, failing which the Authority reserves the right not to approve your application.
- (c) Will you seek sponsors for the programme? If affirmative, please provide a copy of the terms and conditions that intend to adopt.
- (d) Please provide a comprehensive list of prizes that you wish to offer to the winning and other participants in chronological order.
- (e) Submit Bank Guarantee/Cash warrant/ demand draft equivalent to the total amount committed for prize money for the show.
- (f) How will you account to the Department of Revenue and Customs to pay entertainment tax applicable under the existing laws? Submit a financial management system including a system to record all financial transaction such as income and expenditure.

8. Dispute settlement: The proposal should include provision for resolution of disputes:

- a) Among proprietors (if there is more than one proprietor)
- b) With Staff of the project including Judges, Anchor of the show
- c) With service providers including the broadcasters, telecom operators etc.
- d) With local authorities including Dzongkhags, Thromde Authorities etc.
- e) With the public
- f) With the participant
- g) Any other

Schedule VII (C): Terms and Conditions for the Conduct of Television Reality Show

1. General Conditions

1.1 Period of Permit

- (a) This permit shall be used for the conduct of..... (Singing Competition) within the Kingdom of Bhutan.
- (b) This permit shall be effective from.....
- (c) This permit may be further renewed for such period and subjected to such terms and conditions as may be specified by the Authority.

1.2 Permit is not transferable

- (a) This permit holder shall not assign, transfer, sublet or otherwise dispose of its rights, duties, liabilities, obligations and privileges under this permit to any person or persons except with the prior approval from the Authority.
- (b) Any such approval shall be given subject to terms and conditions, which the Authority at its discretion may impose.

2. Obligation of the permit holder

2.1 This permit holder agrees to:

- (a) Conduct the show as per the approved proposal
- (b) Incorporate any changes only after obtaining prior approval from the Authority. The incorporation includes deletion or addition of any programs to the show.
- (c) Submit to the Authority:
 - (i) An Agreement signed with the Licensed ICT facility/Service providers, detailing the mode of revenue sharing, if the show involves SMS voting.
 - (ii) A Legal undertaking that the rates of SMSs would be adequately advertised to the general public through various media.
- (d) Display the rates of SMSs on the screen while hosting the event, both in Dzongkha and English language.
- (e) Adequately brief the judges or any guests for the show on the conduct of the show and also to refrain from making any personal statements or any other statements that might hurt the sentiments of fellow-citizens or society.

- (f) Resolve any disputes/complaints between or within their management, or with local authorities, or with the general public (viewers), or with the participants/artists, within reasonable time frame.
- (g) Indemnify the Authority from any or all liability resulting/ arising from hosting this show including, without limitation, errors which may occur in the administration of the Show.
- (h) Ensure the performers/artists behave and practice professionalism at all times both within and outside the premises.
- (i) Ensure the welfare of the participants/artists.
- (j) Accord due importance to the promotion of traditional music and songs.
- (k) Ensure no substance abuse including sale or use of tobacco and alcohol or other health hazard substances in the premises.
- (l) Co-operate with the relevant Government ministries, departments, statutory boards or official agencies in all ways possible for the provision of security and emergency services.
- (m) The advertisement of liquor and tobacco products are not permitted.
- (n) That the programme shall not be aired without a valid broadcast licence, in particular by the cable operators (not licensed to broadcast).
- (o) Recognizes that the Authority is empowered to either return the financial Bank Guarantees or cash warranty/demand draft deposited with the Authority for the purpose to the organizer(s) upon successful completion of the show duly endorsed by the stakeholders or to facilitate payment of prize money in the event that the reality show organizer(s) fails to award the prizes as per permit terms and conditions.

3. Award of Prizes

3.1 The permit holder agrees to:

- (a) Strictly adhere to the committed prizes, either in cash or kind, as stipulated in the project proposal.
- (b) Submit a security deposit in the form of Bank Guarantee/cash warranty/demand draft equivalent to the total amount committed for the prizes.
- (c) Award the committed prizes on the concluding day of the show.
- (d) Seek approval of the Authority if the prizes are revised in the course of the show and accordingly revise the Bank Guarantee/cash warranty/demand draft.
- (e) The downward revision of the prizes money shall not be permitted.

4. Direction by the Authority

- 4.1 This permit holder shall strictly and without any undue delay comply with any directions, which the Authority may, from time to time, issue in exercise of its powers, functions or duties under the Act. The Authority may by notice in writing to the permit holder amend, vary or revoke wholly or in part any directions given to the permit holder.
- 4.2 The permit holder shall provide the Authority with any documents or information within its knowledge, custody or control which the Authority may by notice or direction require for the exercise of its functions and duties under the Act.
- 4.3 In order to monitor the permit holder's compliance with the conditions of this permit, the Authority may also direct the permit holder to arrange at its own cost for a separate and independent audit of its activities. The permit holder shall, at the Authority's request, submit to the Authority the audited accounts and reports prepared for inspection.
- 4.4 The Authority may vary or amend any of the terms of this permit by giving the permit holder at least one month's notice in writing.
- 4.5 In all matters of administration of this permit, the Authority shall have the right to determine the permit holder's compliance with the terms and conditions of this permit.

5. Governing Laws

- 5.1 This Permit shall be governed by and construed in accordance with the relevant laws of the land including, and not restricted to, the Sales Tax, Customs and Excise Act 2000 of Bhutan.

6. Penalties

- 6.1 In the event of violation of any terms and conditions herein above mandated, the Authority shall impose the permit holder a penalty of Nu. 18,000.00 (Eighteen Thousand) or six months of national minimum wage rate or whichever is higher and disqualify the permit holder from organising any such shows at least for a period of 2 (two) years.

7. Agreement

The permit holder hereby agrees to abide by the terms and conditions set forth in this permit.

Agreed to and signed on thisday ofmonth of the year

Legal Stamp

Name of Permit holder:

CID No.

Address:

Witness:

Name:

CID No.

Contact no.

Schedule VIII: Timing for the Operation of Places of Entertainment

S l . No.	Particular	Operating days	Timing
1	Discotheque	Wednesday Friday and Saturday	From 5PM to 12 AM From 5PM to 1 AM
2	Drayangs/Karaoke/Live Music	Week days and Sunday Weekends (Friday/Saturday) Tuesday	From 5PM to 11 PM From 5PM to 12 AM Closed
3	Gaming parlour/Snooker/Bowling Alleys	Week days and weekends Tuesday	From 10AM to 10 PM Closed
4	Video/Computer arcade	Week days and weekends Tuesday	From 10AM to 10 PM Closed

Schedule IX: License/Permit Fee Structure/Time Extension Fee

Sl.No.	Particular	Annual / renewal fees in Nu.	Licence transfer fee(50% of the initial licence fee in Nu.)	Time extension on special occasions
1	Discotheque/Drayang	25,000.00	12,500.00	2000(operational day), 4000 (non-operational day)
2	Movie hall	10,000.00	5,000.00	NA
3	Live Band	5,000.00	2,500.00	1,000.00
4	Karaoke	5,000.00	2,500.00	1,000.00
5	Gaming Arcade including snooker/video computer parlour/Bowling Alley	5,000.00	2,500.00	NA
6	Cultural Performing Troupe	5,000.00	2,500.00	NA
7	Entertainment Permit Duration of the permit is time bound			
	i. Reality Show	5,000.00		NA
	ii. Concert	2,000.00		NA
	iii. Fashion Show	5,000.00		NA
	iv. Beauty Pageant	5,000.00		NA
	v. Performance of Drama	-	-	NA

NA means not applicable for the programme.

Schedule X: Terms and Conditions for Operating Places of Entertainment (Drayang/Discotheque/Karaoke/Live Music)

1. Basis

- 1.1 The terms and conditions for operating the entertainment place is as per the 'Regulation on Places of Entertainment 2009' issued by the Ministry of Information and Communications in line with clause 122 and 123 of the Bhutan Information, Communications and Media Act 2006 and Rules Governing Places and Programmes of Entertainment, 2012.
- 1.2 The focus of the terms is on the licensed premises and the activities of those premises having direct and indirect impact on members of the public living, working or engaged in normal activities in the area.

The Licensee agrees:

2. General

- 2.1 To obtain prior written approval from the licensing Dzongkhag/Thromde before making any major structural changes.
- 2.2 Not to change the location of the place of entertainment as the license awarded to me is valid for a particular location.
- 2.3 Not to lease the license under any circumstances as this will lead to immediate revocation/cancellation of the license.
- 2.4 To ensure that smoking in the licensed premises is not allowed and a signboard to this effect should be prominently displayed at the premises and make separate room for smoking.
- 2.5 Not to announce the request amount solicited from the customers or practice employment of unfair business (Applicable to Drayang).

3. Prevent Crime and Disorder

- 3.1 To ensure that the following offences are not committed within the premises of the place of entertainment:

- a) Any attempt to commit a crime
- b) Aiding and abetting a crime
- c) Assault, Battery and reckless endangerment
- d) Sexual harassment
- e) Theft, robbery and extortion
- f) Money laundering and smuggling
- g) Prostitution and other lewd and lascivious conduct
- h) Sale or use of tobacco or other health hazard substances
- i) Gambling or betting
- j) Black marketing
- k) Rioting
- l) Any other anti-social behaviour

3.2 To ensure that “timings” are observed as stipulated in the entertainment license.

4. Ensure Public Safety

- 4.1 To deploy bouncers or security persons in uniform at the premises during the operation of the establishment (at least two bouncers for Drayang and four bouncers including a female bouncer for Discotheque).
- 4.2 To ensure the licensed premises is free of pollution of any kind - be it noise, air, water, land, unlawful advertisements, etc.
- 4.3 To keep the licensed premises clean at all times.

5. Prevent Public Nuisance

- 5.1. To ensure that the licensed premise does not create excessive noise and disturbance.
- 5.2 To prevent overcrowding of the licensed entertainment premises at all times.
- 5.3 Sound equipments and amplifiers shall not be installed outside the establishment.

6. Protect Children from Harm

- 6.1 Not to admit persons below the age of 18 years into the licensed premises.. A signboard to this effect should be prominently displayed at the entrance.
- 6.2. Not to admit students wearing school uniforms into the licensed premises during the operation of the establishment.

7. Ownership change of the license

- 7.1 To seek prior written recommendation of the Dzongkhag/Dungkhag/Thromde Entertainment Licensing Committee and apply to the Authority for ownership change.
- 7.2 The Authority may require additional information, which must be provided by the licensee as per the ownership change form.
- 7.3 An ownership change fee of half the initial license fee is payable to the Authority.

8. Renewal of license

- 8.1 Before the expiration of the validity of the license, the licensee shall renew the license through the respective Dzongkhag/Dungkhag/Thromde.
- 8.2 The licensee shall furnish the employees' details and tax clearance from Department of Revenue and Custom of the previous year and any such information as may be required by the Authority to renew the license.
- 8.3 Licensee shall pay to the Authority an annual License Fee as prescribed by the Authority.
- 8.4 The Authority shall have the right to modify the license fee by amending the license fees schedule and the licensee shall be notified 30 days in advance of any such modification.
- 8.5 Annual license fees shall be payable on or before the license expiry date. However, a grace period of maximum 30 days shall be admissible. A fine of Nu.50/- (fifty) per day shall be charged after the expiry of the grace period for a maximum of 90 days after which the license shall be automatically cancelled.
- 8.6 Administration fee of Nu.500/- shall be levied on the name change of the license.

9. Miscellaneous

- 9.1 To maintain proper records and documents related to information of one's employees including part-time and freelance employees.
- 9.2 Licensee is subjected to all forms of taxes and any other relevant laws of the country.
- 9.3 To maintain service rule for the employees as required by the Labour and Employment Act of Bhutan 2007 of the Ministry of Labour and Human Resources.

10. Penalties

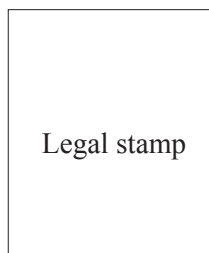
In the event a licensee violates any of the above terms and conditions and the violation(s) is/are established with evidences, the licensing authorities including the Entertainment Licensing Committees (ELCs) of each Dzongkhags/Thromdes shall impose following penalties upon a violating licensee if the said violation is not criminal in nature:

- 10.1 Issue a written warning letter for the first violation.
- 10.2 Impose a penalty fine of Nu. 10,000 (Ngultrum ten thousand) or 3 months daily minimum wage or whichever is higher for the second violation.
- 10.3 Suspend a license for a period of one month followed by automatic cancellation if the licensee does not abide by the terms and conditions stipulated in the suspension order for the third violation.

As the above terms and conditions are not exhaustive, the licensing authority reserves the right to amend the terms and conditions by way of addition, variation or repeal as and when required.

Name of the Establishment:

.....



Signature of the Licensee

Date.....

Schedule XI: Terms and Conditions for Operating Places of Entertainment (Snooker/Video Game/Bowling Alley)

1. Basis

- 1.1 The terms and conditions for operating the entertainment place is as per the 'Regulation on Places of Entertainment 2009' issued by the Ministry of Information and Communications in line with clause 122 and 123 of the Bhutan Information, Communications and Media Act 2006 and the Rules on Places and Programmes for Entertainment, 2012.
- 1.2 The focus of the terms is on the licensed premises and the activities of those premises having direct and indirect impact on members of the public living, working or engaged in normal activities in the area.

The Licensee agrees:

2. General

- 2.1 To obtain prior written approval from the licensing authority/Dzongkhag/Thromde before making any major structural changes.
- 2.2 Not to change the location of the place of entertainment as the license awarded to me is valid for a particular location.
- 2.3 Not to lease the license under any circumstances as this will lead to immediate revocation/cancellation of the license.
- 2.4 To ensure that smoking in the licensed premises is not allowed and a signboard to this effect should be prominently displayed at the premises and make separate room for smoking.
- 2.5 Sale of alcohol is strictly not allowed in the premises

3. Prevent Crime and Disorder

- 3.1 To ensure that the following offences are not committed within the premises of the place of entertainment:
 - a) Any attempt to commit a crime
 - b) Aiding and abetting a crime

- c) Assault, Battery and reckless endangerment
- d) Sexual harassment
- e) Theft, robbery and extortion
- f) Money laundering and smuggling
- g) Prostitution and other lewd and lascivious conduct
- h) Sale or use of tobacco or other health hazard substances
- i) Gambling or betting
- j) Black marketing
- k) Rioting

3.2 To ensure that “timings” are observed as stipulated in the entertainment license.

4. Ensure Public Safety

- 4.1 To ensure the licensed premises is free of pollution of any kind - be it noise, air, water, land, unlawful advertisements, etc.
- 4.2 To keep the licensed premises clean at all times.

5. Prevent Public Nuisance

- 5.1. To ensure that the licensed premises does not create excessive noise and disturbance.
- 5.2 To prevent overcrowding of the licensed entertainment premises at all times.

6. Protect Children from Harm

- 6.1 Not to admit students wearing school uniforms into the licensed premises during the operation of the establishment.

7. Ownership change of the license

- 7.1 To seek prior written recommendation of the Dzongkhag/Dungkhag/Thromde Entertainment Licensing Committee for ownership change.
- 7.2 The Authority may require additional information, which must be provided by the licensee as per the ownership change form.
- 7.3 The ownership change of license will incur half the initial license fee payable to the Authority.

8. Renewal of license

- 8.1 Upon expiration of the validity of the license the licensee shall renew the license on time.

- 8.2 The licensee shall furnish tax clearance of the previous year from Department of Revenue and Customs and any such information as may be needed by the Authority to renew the license.
- 8.3 Licensee shall pay an annual License Fee as prescribed by the Authority.
- 8.4 The Authority shall have the right to modify the license fee by amending the license fees schedule and the licensee shall be notified 30 days in advance of any such modification.
- 8.5 Annual license fees shall be payable on or before the license expiry date. However, a grace period of maximum 30 days shall be admissible. A fine of Nu.50/- (fifty) per day shall be charged after the expiry of the grace period for a maximum of 90 days after which the license shall be automatically cancelled.
- 8.6 Administration Fee of Nu.500/- shall be levied on the name change of the license

9. Miscellaneous

- 9.1 Licensee is subjected to all forms of taxes in accordance with the prevailing laws of the country.
- 9.2 To maintain/develop service rule for the employees as per Labour and Employment Act of Bhutan 2007.

10. Penalties

In the event a licensee violates any of the above terms and conditions and the violation(s) is/are established with evidences, the licensing authorities including the Entertainment Licensing Committees (ELCs) of each Dzongkhag/ Thromde shall impose following penalties upon a violating licensee if the said violation is not criminal in nature:

- 10.1 Issue a written warning letter for the first violation.
- 10.2 Impose a penalty fine of Nu. 10,000 (Ngultrum ten thousand) or 3 months daily minimum wage or whichever is higher for the second violation.
- 10.3 Suspend a license for a period of one month followed by automatic cancellation if the licensee does not abide by the terms and conditions stipulated in the suspension order for the third violation.

As the above terms and conditions are not exhaustive, the licensing authority reserves the right to amend the terms and conditions by way of addition, variation or repeal as and when required.

Name of the Establishment:



Signature of the Licensee

Date.....

Schedule XII: Terms and Conditions for Operating Places of Entertainment (Movie Hall/Theatre)

1. Basis

- 1.1 The terms and conditions for operating the entertainment place is as per the 'Regulation on Places of Entertainment 2009' issued by the Ministry of Information and Communications in line with clause 122 and 123 of the Bhutan Information, Communications and Media Act 2006.
- 1.2 The focus of the terms is on the licensed cinema hall and the activities of that cinema hall having direct and indirect impact on members of the public living, working or engaged in normal activities in the area.

The Licensee agrees:

2. General

- 2.1 To obtain prior written approval from the licensing Authority/Dzongkhag/Dungkhag Thromde before making any major structural changes.
- 2.2 Not to change the location of the cinema hall as the license awarded to me is valid for a particular location.
- 2.3 Not to lease the license under any circumstances as this will lead to immediate revocation/cancellation of the license.
- 2.4 To ensure that smoking in the cinema hall is not allowed and a signboard to this effect should be prominently displayed at the cinema hall and make separate room for smoking.

3. Prevent Crime and Disorder

- 3.1 To ensure that the following offences are not committed within the movie hall/theatre:
 - a) Any attempt to commit a crime
 - b) Aiding and abetting a crime
 - c) Assault, Battery and reckless endangerment
 - d) Sexual harassment
 - e) Theft, robbery and extortion
 - f) Money laundering and smuggling

- g) Prostitution and other lewd and lascivious conduct
- h) Sale or use of tobacco or other health hazard substances
- i) Gambling or betting
- j) Black marketing
- k) Rioting

3.2 To ensure that “timings” are observed as stipulated in the movie hall/ theatre license.

4. Ensure Public Safety

- 4.1 To deploy at least four security personnel for movie hall and one security personnel for theatre.
- 4.2 To ensure that the movie hall/theatre is free of pollution of any kind- be it noise, air, water, land, unlawful advertisements, etc.
- 4.3 To keep the movie hall/theatre clean at all times.
- 4.4 A copy of the seating plan shall be kept readily available at the ticketing counter.

5. Prevent Public nuisance

- 5.1. To ensure that the licensed premise does not create excessive noise and disturbance or the licensee is not allowed to installed speakers and amplifier outside the movie hall/theatre.
- 5.2 To admit customers according to the seating capacity.

6. Protect Children from Harm

- 6.1 To allow customers as per the classification of the films.

7. Import of foreign Film

- 7.1 The licensee shall follow the procedure to screen imported films as per the Rules Governing Examination and Certification of Films, Chapter 3 section 3.1 and 3.2

8. Ownership change of the license

- 8.1 To seek prior written recommendation of the Dzongkhag/Dungkhag/Thromde Entertainment Licensing Committee for ownership change.
- 8.2 The Authority may require additional information, which must be provided by the licensee as per the ownership change form.
- 8.3 The ownership change of license will incur half the initial license fee payable to the Authority.

9. Renewal of license

- 9.1 Upon expiration of the validity of the license the licensee shall renew the license on time.
- 9.2 The licensee shall furnish tax clearance of the previous year from Department of Revenue and Customs and any such other information as may be required by the Authority to renew the license.
- 9.3 Licensee shall pay an annual License Fee as prescribed by the Authority.
- 9.4 The Authority shall have the right to modify the license fee by amending the license fees schedule and the licensee shall be notified 30 days in advance of any such modification.
- 9.5 Annual license fees shall be payable on or before the license expiry date. However, a grace period of maximum 30 days shall be admissible. A fine of Nu.50/- (fifty) per day shall be charged after the expiry of the grace period for a maximum of 90 days after which the license shall be automatically cancelled.
- 9.6 Administration Fee of Nu.500/- shall be levied on the name change of the license

10. Miscellaneous

- 10.1 Licensee is subjected to all forms of taxes in accordance with the prevailing laws of the country.
- 10.2 To maintain/develop service rule for the employees as required under Labour and Employment Act of Bhutan 2007.

11. Penalties

In the event a licensee violates any of the above terms and conditions and the violation(s) is/are established with evidences, the licensing authorities including the Entertainment Licensing Committees (ELCs) of each Dzongkhag/ Thromde shall impose following penalties upon a violating licensee if the said violation is not criminal in nature:

- 11.1 Issue a written warning letter for the first violation.
- 11.2 Impose a penalty fine of Nu. 10,000 (Ngultrum ten thousand) or 3 months daily minimum wage or whichever is higher for the second violation.
- 11.3 Suspend a license for a period of one month followed by automatic cancellation if the licensee does not abide by the terms and conditions stipulated in the suspension order for the third violation.

As the above terms and conditions are not exhaustive, the licensing authority reserves the right to amend the terms and conditions by way of addition, variation or repeal as and when required.

Name of the Establishment:



Signature of the Licensee

Date.....

Schedule XIII: Terms and Conditions for Cultural Performing Troupe

1. General Conditions

1.1 Governing Laws

- a) The licence shall be governed by and construed in accordance with the Bhutan Information, Communications and Media Act 2006 and other relevant laws of the land including, and not restricted to, the Sales Tax, Customs and Excise Act, 2000 of Bhutan.

1.2 Validity of the Terms and Conditions

- a) This terms and conditions shall be valid until the Authority may by notice in writing amend, vary or revoke wholly or in part any provision(s) of the licence.

1.3 Transfer of the license

- a) Approval to transfer a licence shall be accorded strictly upon the recommendation of the ELC and upon payment of transfer fee.
- b) Except under subsection (a), the licence holder shall not under any circumstances transfer this licence, by way of lease or otherwise. Any such transfer shall result in immediate revocation or cancellation of this licence.

2. General duties of the license holder

The licence holder shall:

- 2.1 Focus solely on presenting professional short cultural performances for various events within the Kingdom of Bhutan.
- 2.2 Nurture and develop young people through performing arts.
- 2.3 Encourage and foster the development of Bhutanese culture through the performing troupe and by presenting a platform to explore creativity.
- 2.4 Primarily promote traditional music and songs including mask dance.
- 2.5 Discourage performance of modern dance and songs to the extent possible while catering performance service to clients.

- 2.6 Ensure that there is no substance abuse including sale or use of tobacco or other health hazard substances at their work place or venue of entertainment performance.
- 2.7 Ensure that the performers behave and practice professionalism at all times.
- 2.8 Ensure the welfare of the participants/artists without any discrimination and bias towards their gender and background.
- 2.9 Ensure that no nuisance is created to the neighbourhood during practice session
- 2.10 Obtain approval for the right to use/play music and songs from the concerned author/owner as mandated under the Intellectual Property Rights.
- 2.11 Maintain proper records and documents related to information of one's employees including part-time and freelance and provide such information whenever called for by the Authority.
- 2.12 Develop service rule for the employees as per the Labour and Employment Act of Bhutan 2007 and other relevant laws of the country and submit a copy to the Authority within a period of six months from the issuance of this license.
- 2.13 To submit the detail list of employee and this shall include new employees/outgoing employees within one month.
- 2.14 Resolve any disputes/complaints between or within the management or with local authorities or with the general public/viewers or with the participants/artists and to solve such disputes/complaints internally or by engaging a mediator acceptable to the parties.
- 2.15 Indemnify the Authority from any and all liability resulting or arising from such performance including, without limitation, errors which may occur in the administration of the cultural performance.
- 2.16 Co-operate with the relevant government ministries, departments, statutory boards or agencies in all ways possible for the provision of security and emergency services.

3. Compliance

- 3.1 The licence holder shall strictly and without any undue delay comply with any directions, which the Authority may, from time to time, issue in exercise of its powers, functions or duties under the Act.

- 3.2 The licence holder shall provide the Authority with any documents or information within its knowledge, custody or control which the Authority may by notice or direction require for the exercise of its functions and duties under the Act.
- 3.3 The licence holder may be directed to arrange at its own cost for a separate and independent audit of its activities. The licence holder shall, at the Authority's direction, submit to the Authority the audited accounts and reports prepared for inspection.
- 3.4 The Authority may vary or amend any of the terms of this licence by giving the licence holder at least one month's notice in writing.
- 3.5 The Authority shall have jurisdiction to determine the licence holder's compliance with the terms and conditions of this licence.

4. Renewal

- 4.1 Upon expiration of licence, the Authority shall either approve or reject an application to renew licence based on the performance of the licence holder. If an application for renewal of licence is rejected, the Authority shall provide to the licensee written reasons.
- 4.2 The licensee shall furnish such information including a recommendation letter from the ELC and as may be needed by the Authority to renew the licence.
- 4.3 The licence holder shall pay to the Authority the prescribed annual licence fee before the expiry of the licence.
- 4.4 The Authority shall have the right to modify the licence fee by amending the licence fee structure as and when required and licensee holder shall be notified 30 days in advance of such modifications.
- 4.5 Annual licence fee shall be payable on or before the licence expiry date. A fine of Nu. 50 (fifty) per day shall be levied after the expiry of the license for a maximum of 90 days after which the licence shall be automatically cancelled.
- 4.6 The licensee must submit a valid tax clearance certificate along with the application for renewal of the licence. Non-submission of the certificate shall be the cause for not approving the licence renewal.

5. Penalties

In the event of violation of any terms and conditions herein mandated above, the Authority shall impose the licence holder, penalties in the following manner:

- 5.1 For the first violation, a warning letter shall be issued;
- 5.2 Impose a penalty of Nu.5000 (five Thousand) for the second violation; and
- 5.3 For the third violation, the licence shall be suspended for a period of at least one month and be subsequently cancelled if the licence holder fails to comply with the terms and conditions stipulated in the suspension order.

6. Agreement

The license holder hereby agrees to abide by the terms and conditions set forth in this license.

Agreed to and signed on this..... day of month of year 20.....



Name of licence holder: Witness signature

CID No..... Name:

Address..... Village:

Gewog:

Dzongkhag:

CID No.