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**Ministry of Information & Communications**  
Royal Government of Bhutan  
Thimphu: Bhutan

**MINISTER**

MoIC (M) - 12/2019-2020/106

14<sup>th</sup> April 2020

The Director General  
Department of Cottage and Small Industries  
Ministry of Economic Affairs  
Thimphu: Bhutan

**Approval to Rules and Regulations for the Places of Entertainment 2020**

In pursuance with the power granted by Section 8 (5) of the Information, Communications and Media Act of Bhutan 2018, the Ministry of Information and Communications hereby approve the Rules and Regulations for the Places of Entertainment 2020.

The Rules and Regulations shall come into effect from 16<sup>th</sup> April 2020.

(Karma D. Wangdi)

**Minister**  
Ministry of Information & Communications  
Thimphu : Bhutan

Cc:

1. Hon'ble Tengay Lyonpo for kind information
2. Dasho Secretary, MoEA for information
3. Dasho Secretary, MoIC for information
4. Director, DoIM, MoIC for information
5. Offtg. Chief Planning Officer, PPD MoIC for information

**RULES AND REGULATIONS FOR THE PLACES OF  
ENTERTAINMENT  
2020**



**Ministry of Economic Affairs  
Royal Government of Bhutan  
Thimphu, Bhutan**

  
14/4/2020

**Minister  
Ministry of Information & Communications  
Thimphu : Bhutan**



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## **CHAPTER 1**

### **Preliminary**

#### **1. Legal basis**

By virtue of Section 85, Chapter 5 of the Information, Communications and Media Act of Bhutan 2018 (“the Act”), the Ministry of Economic Affairs (“the Ministry”) takes the responsibility to promulgate, review and implement the Rules and Regulation for the Places of Entertainment.

Further, in pursuance with the power granted by Section 8 (5) of the Information, Communications and Media Act of Bhutan 2018, the Ministry of Information and Communications approves and issues this Rules and Regulations.

#### **2. Title, Commencement and Extent**

This Rules and Regulations shall:

- a) Be called the Rules and Regulations for the Places of Entertainment 2020;
- b) Come into force on the 24th Day, of the 2<sup>nd</sup> Iron Male Rat Year of the Bhutanese Calendar corresponding to 16<sup>th</sup> April 2020; and
- c) Extend to whole of Bhutan.

#### **3. Scope of Application**

This Rules and Regulations shall apply to the places of entertainment defined under clause 1.7 (c) of these Rules and Regulations and should be read in conjunction with other relevant Rules and Regulations issued by the Ministry.

#### **4. Amendment**

Amendment to this Rules and Regulations shall be made according to the needs and changes in the national priorities, policies and industry trends. Hence, the amendment to this Rules and Regulations by way of addition, variation or repeal may be affected by the Ministry, as and when required.

#### **5. Interpretation**

The power to interpret this Rules and Regulations shall be vested with the Ministry of Economic Affairs who may issue such instructions as may be necessary to give effect to and carry out the provisions of this Rules and Regulations.

#### **6. Rules of Construction**

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



## 7. Definitions

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

- (a) **Closure Timing;** means the timing for the closing of places of entertainment specified under *Schedule D* of this Rules and Regulations.
- (b) **Designated Location;** means locations of the Places of Entertainment which shall be:
  - 1) Outside the radius of 400 meters from the designated and institutional places like Monasteries, Dzongs, Government offices, hospitals, educational institutes and rehabilitation centres; or
  - 2) Within the demarcated Thromde boundary; and
  - 3) Within permanent structure certified by the Entertainment Licensing Committee for the proposed purpose.
- (c) **Entertainment;** means and includes any establishment that provides any form of entertainment whatsoever intended for the general public. Such establishment includes but not limited to movie halls, dance hall, discotheques, music halls, gaming parlors, public houses, bar equipped with facilities for live or recorded music, drayang, luyang, hospitality lounges, video or computer gaming arcades, circuses, magic shows, fetes, concerts, fairs, carnivals, wrestling bouts, sporting events, bingo halls and any other similar forms of entertainments.
- (d) **License;** means License for the places of entertainment issued by the Ministry in accordance with this Rules and Regulations.
- (e) **Location clearance;** means clearance issued and obtained from respective Thromdes/Dzongkhags/Local Government Authorities certifying that the establishment is structurally and location wise suitable for the establishment of the proposed entertainment place.
- (f) **Ministry** means the Ministry of Economic Affairs.
- (g) **Time-bound entertainment** means any type of entertainment that is intended to showcase for a limited number of days.
- (h) **Urban Core** means the center of a city/town/municipality designated as a main commercial area (business).



## CHAPTER 2

### Entertainment Licensing Committee (ELC)

#### 8. Establishment of an Entertainment Licensing Committee (ELC)

- a) As per section 85 (4) of the Information, Communications and Media Act of Bhutan, the ELC shall be established in each Dzongkhag or Thromde for determining the need for an entertainment place in their locality and also to review the applications for establishment of Entertainment Places and recommend such proposal for issuance of license by the Ministry. The ELC shall also ensure and enforce compliance as per the existing standards, guidelines, rules, regulations and any other relevant laws.
- b) The ELC shall be chaired by the Dzongda/Dzongrab in Dzongkhags and the Thrompon/Executive Secretary in Thromdes or any other competent person appointed by them. In the event, the designated official appoints the chairperson other than himself, such appointment shall be notified to the Ministry.
- c) The ELC shall comprise not less than five Members including the Chairperson, and the decision of the Committee shall be based on consensus.
- d) The Members shall be from the relevant offices and the Chairperson shall identify a Member Secretary from among the Members.

#### 9. Roles and responsibility of ELC

- a) The ELC shall review and determine the need for an entertainment places on receipt of a proposal from an entrepreneur within their jurisdiction.
- b) For the purpose of this Rules and Regulations, the ELC shall be authorized to:
  - i) Periodically carry out monitoring and compliance of such established places of entertainment within their jurisdiction;
  - ii) Impose administrative actions and penalties such as issuance of warning letters, imposition of fines, suspension of license and other penalties specified under this Rules and Regulations or any other relevant laws in force;
  - iii) Recommend to the Ministry for issuance of license upon fulfilling the conditions laid under this Rules and Regulations and the Act;
  - iv) Recommend cancellation of the license for established places of entertainment;
  - v) Accord location clearance in the event if the licensee intends to change the location of the establishment. However, this does not constitute as the final approval, which will have to be sought from the Ministry.
  - vi) Issue permit for time-bound entertainment within their jurisdiction; and



vii) Conduct advocacy/public awareness on the places of entertainment.

**10. Procedures for reviewing the application for places of entertainment**

- a) When an application is received for establishment of the Places of Entertainment in their locality, the ELC shall ensure to carry out the following process:
- i) Review and determine the requirement of such establishment;
  - ii) Determine the suitability of the location of such establishment as per the location clearance obtained from respective Thromde/Dzongkhag/Local Government authorities or Community clearance from concerned Local Government authorities;
  - iii) Review the proposal with special attention to employee's welfare, working conditions, occupational health and safety, and mechanism to address sexual harassment at the workplace in line with the provisions of Regulation on working Condition 2012 or other existing relevant laws;
  - iv) Recommend for issuance of license to the Ministry in the format prescribed in *Schedule C* of this Rules and Regulations, if it is in the opinion of the ELC that the proposed establishment fulfills the conditions prescribed in Section 10 (a) (i and ii) of this Rules and Regulations; and
  - v) Conduct inspection to verify the technical standards under *Annexure A* of this Rules and Regulations and working environment of the employees, upon completion of the establishment by the applicant.

**11. Determination of the Location of the proposed Places-of Entertainment**

- a) While determining location, the ELC shall ensure that the proposed establishment shall be:
- i. Outside the radius of 400 meters from the institutional places like Monasteries, Dzongs, government offices, hospitals, educational institutes and rehabilitation centers; OR
  - ii. Within the demarcated "urban core" of Dzongkhag or Thromde; and
  - iii. Within permanent structure certified by the Dzongkhag or Thromde for such purposed establishment.
- b) Notwithstanding anything contained under Section 11 (a) (i) of this Rules and Regulation, the ELC may accord approval for the establishment of places of entertainment if the proposed establishment falls within the urban core area.
- c) In addition to the requirements prescribed under Section 11 (a) and (b), the drayangs and discotheques shall be located at the basement or ground floor of the building.



## CHAPTER 3

### Licensing and Issuance of Permit

#### 12. Process for obtaining License or Permit for Places of Entertainment

- a) Any person who intends to establish, maintain or operate a place of entertainment shall apply for a license, hereinafter called as an "Entertainment License", to the ELC constituted under the respective Dzongkhag or Thromde. The application for obtaining license for the Places of Entertainment shall be in the format prescribed in *Annexure A* of this Rules and Regulations.
- b) The Ministry shall only issue license for the places of entertainment to the applicant who is recommended by the ELC of the respective Dzongkhag or Thromde in the format prescribed in *Schedule C* of this Rules and Regulations.
- c) For obtaining license to establish and operate Luyang (performance troupe), the application shall be submitted in the format prescribed in *Annexure B* of this Rules and Regulations.
- d) For reality shows and time-bound entertainments to be performed or broadcasted in more than one Dzongkhag, the applicant shall apply for permit to the ELC in the format prescribed in *Annexure C* of this Rules and Regulations. The ELC shall thereupon review the proposal and issue permit as deemed appropriate.

#### 13. License for Place of Entertainment

- a) The license issued for the places of entertainment shall be location based. In the event the licensee intends to change the location of establishment, the licensee shall have to obtain location clearance from their respective ELC and then submit to the Ministry for approval.
- b) The licensee shall not under any circumstances, lease the license to a third party. However, the Ministry may approve transfer of license ownership based on recommendation by the ELC.
- c) No licensee shall be allowed to simultaneously operate more than one form of entertainment establishments in the name of one license.
- d) No licensee shall be allowed to operate more than one activity in one establishment.

#### 14. Technical Standards for Places of Entertainment

The specific technical standards for places of entertainment shall be as specified under *Schedule A* of this Rules and Regulations.

#### 15. Validity of the license

The license issued under these Rules and Regulations shall be valid for a period of one year and shall be renewed annually.



## 16. Renewal of License

- a) The license issued under this Rules and Regulations shall be renewed annually. Before the expiry of the license, the licensee shall be required to apply to the ELC for recommendation for renewal as per format prescribed in *Annexure E* of this Rules and Regulations.
- b) The ELC shall forward the application for renewal along with their recommendation including verification report on the technical standards and adverse record if any, in the format prescribed in *Annexure E* of this Rules and Regulations.
- c) The Ministry shall either renew or deny renewal of the application based on the recommendation of the ELC and upon fulfilling all other requirements prescribed in this Rules and Regulation and other existing relevant laws.



## CHAPTER 4 Obligation of the licensee & Penalties

### Obligations of the licensee

#### 17. The Licensee shall have an obligation to:

- a) Prevent crime, disorder, public nuisance and over crowding;
- b) Ensure public safety; and
- c) Protect children from any harm; in their licensed places of entertainments at all times.

#### 18. The Licensee shall ensure:

- a) To strictly comply with the timing for the operation of Places of entertainment as stipulated in *Schedule D* of this Rules and Regulations;
- b) That the maximum volume on the sound system is set to prevent causing hearing damage to its clients and employees or disturbance to the neighborhood;
- c) That the entertainment places are not violent or overtly sexual;
- d) Good conduct by its staffs while interacting with the customers during the operation of entertainment;
- e) The safety of its employees and also provide secure room for the children of their employees during the operational hours;
- f) That the employees are protected from abuse and harassment including sexual harassment and
- g) To maintain cleanliness and hygiene of the premises at all times;
- h) The licensee shall ensure compliance to the provision of the relevant laws with regard to leave, working hours and other entitlements.

#### 19. Penalties

- a) Depending on the degree of violation, the following penalty shall be imposed:
  - i) For first violation: Issue a written warning letter and get legally signed undertaking for not repeating such offence with fine of one year daily minimum wage rate;
  - ii) For second violation: impose a penalty equivalent to three years daily minimum wage rate; and
  - iii) For Third violation: the license shall be cancelled automatically
- b) Notwithstanding the above provisions, if the violation is proved to be severe, the ELC may impose a penalty up to 1 year daily minimum wage or recommend suspension or cancellation of the license to the Ministry, even for the first violation.
- c) If any person found operating the entertainment programme without the license the ELC shall imposed a penalty of ten years daily minimum wage rate.



- d) In the event, if the license is canceled for the first time, the defaulter shall not be eligible to apply for the same license for a period of three (3) years. However, if the same licensee defaults and license gets cancelled for the second time, then the licensee shall not be eligible to apply for the same license thereafter.

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## **SCHEDULE A: TECHNICAL STANDARDS FOR PLACES OF ENTERTAINMENT**

All places of entertainment shall ensure the safety of its clients and employees as well as the hygiene of the establishment. To set up entertainment activities, the following technical standards shall be fulfilled:

### **A. Discotheque**

1. Separate entrance and emergency exit with clear illumination sign.
2. Full sound proofing of the establishment (including walls and ceiling) as well as the dual-doors system to be set up within the establishment. The walls should be fitted with sound insulation and sound/noise absorbent materials and the ceiling must be covered with false ceiling.
3. Adequate ventilation system; either natural or artificial ventilation. If natural breeze is insufficient or impossible to obtain, establishments must install sustainable fresh air facilities to increase artificial ventilation, it is recommended that fresh air entrance and exhaust gas exit installed at least 2.5m high above ground outside establishment.
4. The sound system (loudspeakers or similar devices) must not be directly installed or hung on structure of building (e.g. ceiling, beam and pillar). Such equipment must be installed on brick walls or placed on the ground with good fittings for safety reasons.
5. Adequate portable firefighting equipment; a minimum of four (4) serviceable fire extinguishers with 5 liters capacity, or the establishment must be fitted with fixed automatic sprinkler system (automatic fire detection system).
6. Separate space for dancing as well as well a comfortable resting room (chill out area) which is much cooler and quieter than the main dance floor.
7. Restrict entry of children (below 18 years) and students with school uniforms during the operational hours.
8. Adequate toilets with proper amenities for male and female. The toilets must be kept clean and in good condition with constant flow of running water during the operating hours.
9. Closed Circuit Television systems that cover the dance floor, bar area, entrance areas and secluded areas.
10. The establishment, its yard and surroundings shall be kept clean and free of offensive odor at all times.



11. Separate smoking rooms with good exhaust system including air purifier facility.
12. A minimum of two Bouncer at the entrance.

#### **B. Drayang**

- 1) Full sound proofing of the establishment (including walls and ceiling) as well as the dual-doors system to be set up within the establishment. The walls should be fitted with sound insulation and sound/noise absorbents materials and the ceiling must be covered with false ceiling.
- 2) Separate entrance and emergency exit with clear illumination sign.
- 3) The minimum distance between the stage and the audience must be at least separated by a distance of 2 meters.
- 4) Adequate portable firefighting equipment; a minimum of two (2) serviceable fire extinguishers with 5 liters capacity, or the establishment must be fitted with fixed automatic sprinkler system (automatic fire detection system).
- 5) Closed Circuit Television systems that cover the entrance areas and secluded areas.
- 6) Separate changing rooms for male and female employees.
- 7) Adequate toilets with proper amenities for male and female. The toilets must be kept clean and in good condition with flow of running water during the operating hours.
- 8) The establishment, its yard and surroundings shall be kept clean and free of offensive odor at all times.
- 9) Separate smoking rooms with good exhaust system including air purifier facility.
- 10) Secure stage for the performer.
- 11) Restrict entry for children and students with uniform during the operational hours.
- 12) Provide safety and protection for the employees from abuse and exploitation

#### **C. Cinema Hall**

- 1) Full sound proofing of the establishment (including walls and ceiling) as well as the dual-doors system to be set up within the establishment. The walls should be fitted with sound insulation and sound/noise absorbents materials and the ceiling must be covered with false ceiling.
- 2) Separate entrance and emergency exit with clear illumination sign.
- 3) Adequate ventilation system; either natural or artificial ventilation. If natural breeze is



insufficient or impossible to obtain, establishments must install sustainable fresh air facilities to increase artificial ventilation. Recommended that fresh air entrance and exhaust gas exit installed at least 2.5m high above ground outside establishment.

- 4) Adequate portable firefighting equipment; a minimum of four (4) serviceable fire extinguishers with 5 liters capacity, or the establishment must be fitted with fixed automatic sprinkler system (automatic fire detection system).
- 5) Closed Circuit Television systems that cover the entrance areas and secluded areas.
- 6) The minimum chair width and row spacing (leg room) shall be 22 and 38 inches, respectively.
- 7) The Minimum distance between the seat (front row) and the screen should be twice the length of screen and the maximum distance of the seats from the screen should be five times the length of the screen.
- 8) The Projector room should be equipped with digital projector designed for the screen size of the auditorium.
- 9) Adequate space for recreation and refreshment.
- 10) The draperies and curtains, if used, should be made of fire resistance materials.
- 11) The ceiling and internal walls which are not paneled, tiled or imperviously surfaced should be painted.
- 12) Adequate toilets with proper amenities for male and female. The toilets must be kept clean and in good condition with constant flow of running water during the operating hours.
- 13) The establishment, its yard and surroundings shall be kept clean and free of offensive odor at all times.
- 14) Separate smoking rooms with good exhaust system including air purifier facility.
- 15) Separate ticket counter.

**D. Karaoke /LIVE Music**

- 1) Full sound proofed room with adequate air ventilation and dual door system. There shall be appropriate acoustic materials for best sound reproduction and maximum noise reduction.
- 2) Designated area for lounge with well-equipped furniture and entertainment facilities such as a stage equipped with karaoke machines, microphones, spotlights and speakers/amplifiers etc.



- 3) The ceiling and internal walls which are not paneled, tiled or imperviously surfaced should be painted.
- 4) Adequate portable firefighting equipment; a minimum of two (2) serviceable fire extinguishers with 5 liters capacity, or the establishment must be fitted with fixed automatic sprinkler system (automatic fire detection system).
- 5) Closed Circuit Television systems that cover the entrance areas and secluded areas.
- 6) Adequate toilets with proper amenities for male and female. The toilets must be kept clean and in good condition with flow of running water during the operating hours.
- 7) The establishment, its yard and surroundings shall be kept clean and free of offensive odor at all times.
- 8) Separate smoking rooms with good exhaust system including air purifier facility.
- 9) Adequate ventilation system (natural or artificial).
- 10) Installation of insulated false ceiling from the original ceiling.
- 11) Restrict entry of children and student with uniform during the operational hours.

#### **E. Video/computer gaming arcade**

- 1) Well ventilated room.
- 2) Secured and Personalized space (a computer or game console, table and chair) for individual gaming machines.
- 3) Comfortable chairs and solid tables to house the computers or gaming consoles.
- 4) Adequate space for free movement of staff-as well as users.
- 5) Secure and good arrangement for computers cords, wires and connection, away from areas where people walk.
- 6) Secure and adequate electrical outlets in prefect conditions before any of the computers or gaming consoles. Use of extension cords is not permitted.
- 7) Adequate portable firefighting equipment; a minimum of one (1) serviceable fire extinguishers with 5 liters capacity, or the establishment must be fitted with fixed automatic sprinkler system (automatic fire detection system).
- 8) Adequate toilets with proper amenities for male and female. The toilets must be kept clean and in good condition with flow of running water during the operational hours.
- 9) Closed Circuit Television systems that cover the entrance areas and secluded areas.



- 10) The establishment, its yard and surroundings shall be kept clean and free of offensive odor at all times.
- 11) Separate smoking rooms with good exhaust system including air purifier facility.
- 12) The ceiling and internal walls which are not paneled, tiled or imperviously surfaced should be painted.

## F. Bowling Alleys and Snooker

### 1. Bowling Alley

- a) Full sound proofed room with adequate air ventilation and dual door system.
- b) Presence of insulated false ceiling
- c) The playroom must have adequate air ventilation with good seating arrangement for the customers.
- d) The structure should have a clear span in the bowling equipment area and a minimum ceiling height of 10' (3.05 m).
- e) The bowling length width must be proportionate to its uninterrupted lane width only as shown in the "Bowling Lane Width" chart.

Number of Uninterrupted Lanes	Minimum requirement Width	Number of uninterrupted Lanes	Minimum requirement Width
2	11' 6" (3.51m)	12	76' (20.43m)
4	22' 7" (6.89m)	14	78' 1" (23.81m)
6	33' 8" (10.27m)	16	89' 2" (27.20m)
8	44' 9" (13.66m)	18	100' 4" (30.58m)
10	44' 11" (17.04)	20	111' 5" (33.97m)

*Note: For each additional pair of lanes, add 11' 1" (3.38m)*

1. Adequate portable firefighting equipment; a minimum of two serviceable fire extinguishers with 5 liters capacity, or the establishment must be fitted with fixed automatic sprinkler system (automatic fire detection system).
2. No Bar shall be allowed.
3. Adequate toilets with proper amenities for male and female. The toilets must be kept clean and in good operation with constant flow of running water during the operating hours.
4. Closed Circuit Television systems that cover the entrance areas and secluded areas.

5. The establishment, its yard and surroundings shall be kept clean and free of offensive odor at all times.
6. Separate smoking rooms with good exhaust system including air purifier facility.
7. Minimum of one certified trainer/instructor

**2. Snooker**

1. The playroom must have adequate air ventilation and good light system.
2. Adequate sitting facilities such as chairs and sofa for players as well as audience.
3. No bar shall be allowed.
4. No gambling shall be allowed.
5. Restrict entry of children and student with school uniforms during the operational hours.
6. Adequate toilets with proper amenities for both male and female.
7. Adequate portable firefighting equipment; at least one (1) serviceable fire extinguisher with 5 liters capacity, or the establishment must be fitted with fixed automatic sprinkler system (automatic fire detection system).
8. Separate smoking rooms with good exhaust system including air purifier facility
9. The ceiling and internal walls which are not paneled, tiled or imperviously surfaced should be painted.

**G. Luyang**

To set up Luyang, the following technical standards shall be fulfilled:

a) Minimum musical instruments requirement:

i)	Dramnyen (lute)	:	6 and 6.5 string each
ii)	Yangchen	:	1 no
iii)	Lingm (6 holed flute)	:	2 nos
iv)	Chiwang (2 stringed fiddle)	:	2 nos

b) Minimum Employee requirement

i.	Musician	:	2
ii.	Dancer	:	5 male and 5 female dancers
iii.	Singer	:	1 male and female
iv.	Music teacher	:	1
v.	Choreographer	:	1
vi.	Mask dance teacher	:	1

**Note:** The mask dance teacher must possess a certificate issued by the competent Authority.

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## SCHEDULE B: CHECK LIST FOR TECHNICAL STANDARD

This checklist will be used by the ELC while verifying the technical standards for setting up places of entertainment and must be submitted to the Ministry while forwarding the application for issuance of license. -----

### CHECK LIST FOR DISCOTHEQUE

1. Name \_\_\_\_\_ of \_\_\_\_\_ applicant:

.....

2. Name \_\_\_\_\_ of \_\_\_\_\_ the \_\_\_\_\_ Proposed \_\_\_\_\_ Establishment:

.....

3. Specific \_\_\_\_\_ Location:

.....

Sl	Checklist	Yes	No	Remark
1	Separate entrance and emergency exit with clear illumination sign.			
2	Full sound proofing of the establishment (including walls and ceiling fitted with sound insulation and sound/noise absorbents materials) as well as the dual-doors system			
2	Installation of insulated false ceiling from the original ceiling.			
3	Minimum of four (4) serviceable fire extinguishers of 5 liters capacity or fitted with fixed automatic sprinkler system (automatic fire detection system).			
4	Closed Circuit Television systems covering the dance floor, bar area, entrance areas and secluded areas			
5	Adequate ventilation system (Natural or Artificial system with fresh air entrance and exhaust gas exit installed at least 2.5m high above the floor level).			
6	The sound system (Loudspeakers or similar devices) not directly installed or hung on structure of building (e.g. ceiling, beam and pillar). Such equipment are installed on brick walls or placed on ground with good fittings.			
7	Separate clean toilets with proper amenities for male and female.			
8	Separate smoking rooms with good exhaust system including air purifier facility.			
9	A minimum of two bouncer)			

10	Separate space for dancing and resting.			
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**Date of Verification or re-verification.....**

**Inspection carried out by:**

(1) Name

.....Organization.....  
 .....Signature.....

(2) Name.....Organization

.....Signature.....

(3) Name

.....Organization.....  
 .....Signature.....

(4) Name.....Organization

.....Signature.....

(5) Name.....Organization

.....Signature.....

**Decision of the Inspection team**

Recommend  Not recommended



## CHECK LIST FOR CINEMA HALL

1. Name of applicant:

.....  
 .....

2. Name of the Proposed Establishment:

.....

3. Specific Location:

.....  
 .....

Sl	Checklist	Yes	No	Remark
1	Full sound proofing of the establishment (including walls and ceilings fitted with sound insulation and sound/noise absorbents materials) as well as the dual-doors system			
2	The installation of insulated false ceiling from the original ceiling.			
3	Minimum of four (4) serviceable fire extinguishers of 5 liters capacity or fitted with fixed automatic sprinkler system (automatic fire detection system).			
4	Closed Circuit Television systems covering the entrance areas and secluded areas			
5	Adequate ventilation system (Natural or Artificial system with a fresh air entrance and exhaust gas exit installed at least 2.5m high above ground outside establishment)			
6	The minimum chair width and row spacing (leg room) is 22 and 38 inches, respectively.			
7	The Minimum distance between the seat (front row) and the screen is twice the length of screen and the maximum distance of the seats from the screen is five times the length of the screen.			
8	The draperies and curtains, if used, is made of fire resistance materials			
9	The Projector room is equipped with digital projector designed for the screen size of the auditorium			
10	The ceiling and internal walls which are not paneled, tiled or imperviously surfaced is painted			
11	Separate clean toilets with proper amenities for male and female			
12	Separate smoking rooms with good exhaust system including air purifier facility			
14	Presence of separate ticket counter			
15	Separate entry and exit doors including emergency exit			



16	Adequate space for recreation and refreshment			
----	---	--	--	--

**Date of Verification or re-verification:**.....

**Inspection carried out by:**

- 1.Name ..... Organization
- .....Signature.....
- 2.Name.....Organization
- .....Signature.....
- 3.Name.....Organization
- .....Signature.....
- 4.Name.....Organization
- .....Signature.....
- 5.Name.....Organization
- .....Signature.....

**Decision of the Inspection team**

Recommend  Not recommended



# CHECK LIST FOR DRAYANG

1. Name of applicant:

.....  
 .....

2. Name of the Proposed Establishment:

.....

3. Specific Location:

.....  
 .....

Sl	Checklist	Yes	No	Remark
1	Full sound proofing of the establishment (including walls and ceilings fitted with sound insulation and sound/noise absorbents materials) as well as the dual-doors system.			
2	The installation of insulated false ceiling from the original ceiling.			
3	Minimum of two (2) serviceable fire extinguishers of 5 liters capacity.			
4	Closed Circuit Television systems covering the entrance areas and secluded areas.			
5	Adequate ventilation system(Natural or Artificial)			
6	Separate clean toilets with proper amenities for male and female			
7	Secure dancing stage for performers			
8	The distance between the sitting arrangement and stage shall be Minimum of two meters.			
9	Location of establishment ground Floor/basement			
10	Separate changing room for male and female employees			
11	Separate smoking rooms			

Date of Verification or re-verification: .....

Inspection carried out by:

1. Name

.....Organization.....

Signature.....

2. Name..... Organization  
.....Signature.....
3. Name..... Organization  
.....Signature.....
4. Name..... Organization  
.....Signature.....
5. Name..... Organization  
.....Signature.....

**Decision of the Inspection team**

Recommend  Not recommended



## CHECK LIST FOR KARAOKE/LIVE MUSIC

1. **Name** \_\_\_\_\_ **of** \_\_\_\_\_ **applicant:**

.....  
 .....

2. **Name** \_\_\_\_\_ **of** \_\_\_\_\_ **the** \_\_\_\_\_ **Proposed** \_\_\_\_\_ **Establishment:**

.....

3. **Specific** \_\_\_\_\_ **Location:**

.....  
 .....

Sl	Checklist	Yes	No	Remark
1	Full sound proofed room with adequate air ventilation and dual door system.			
2	Designated area for lounge with well-equipped furniture and entertainment facilities such as a stage equipped with karaoke machines, microphones, spotlights and speakers/amplifiers etc.			
3	The installation of insulated false ceiling from the original ceiling.			
4	Minimum of two (2) serviceable fire extinguishers of 5 liters capacity.			
5	Closed Circuit Television systems covering the entrance areas and secluded areas.			
6	Adequate ventilation system (Natural or Artificial)			
7	Separate toilets with proper amenities for male and female.			
8	Minimum 2 meters separation between the stage and the audience (This is applicable to Live Music)			
9	The ceiling and internal walls which are not paneled, tiled or imperviously surfaced is painted			
10	Separate smoking room			

**Date of Verification or re-verification:** .....

**Inspection carried out by:**

1. \_\_\_\_\_ Name  
 .....Organization.....S  
 ignature.....

2. Name..... Organization



.....Signature.....

3.Name.....

Organization

.....Signature.....

4.Name.....

Organization

.....Signature.....

5.Name.....

Organization

.....Signature.....

**Decision of the Inspection team**

Recommend

Not recommended

# CHECK LIST FOR SNOOKER

1. Name of applicant:

.....

.....

2. Name of the Proposed Establishment:

.....

3. Specific Location:

.....

.....

1	Adequate air ventilation and good light system			
2	Presence of one (1) serviceable fire extinguishers of 5 liters capacity.			
3	Adequate sitting facilities such as chairs and sofa for players as well as audience			
4	The ceiling and internal walls if not paneled, tiled or imperviously surfaced is painted			
5	Adequate toilets with proper amenities			
6	Separate smoking room			

Date of Verification or re-verification: .....

**Inspection carried out by:**

1.Name.....Organization.....

.....Signature.....

2.Name.....Organization.....

Signature.....

3.Name.....Organization.....

.....Signature.....

4.Name.....Organization.....

.....Signature.....

5.Name.....Organization.....

.....Signature.....

**Decision of the Inspection team**

Recommend

Not recommended



# CHECK LIST FOR VIDEO GAME PARLOUR

1. **1. Name of applicant:**

.....

2. **Name of the Proposed Establishment:**

.....

3. **Specific Location:**

.....

1	Adequate air ventilation and good light system			
2	Presence of at least one (1) serviceable fire extinguishers of 5 liters capacity.			
3	Secured and Personalized space (a computer or game console, table and chair) for individual gaming machines.			
4	Secure and good arrangement for computers cords, wires and connection, away from areas where people walk			
5	The ceiling and internal walls which are not paneled, tiled or imperviously surfaced is painted			
6	Adequate toilets with proper amenities			
7	Closed Circuit Television systems that cover the entrance areas and secluded areas			
8	Separate smoking room			

**Date of Verification or re-verification:** .....

**Inspection carried out by:**

1. Name.....Organization.....

.....Signature.....

2. Name.....Organization.....

Signature.....

3. Name.....Organization.....

.....Signature.....

4. Name.....Organization.....

.....Signature.....

5. Name.....Organization.....

.....Signature.....

**Decision of the Inspection team**

Recommend

Not recommended



# CHECK LIST FOR BOWLING ALLEY

1. Name of applicant:

.....

2. Name of the Proposed Establishment:

.....

3. Specific Location:

.....

.....

SI	Checklist	Yes	No	Remark
1	Full sound proofed room with adequate air ventilation and dual door system.			
2	Presence of insulated false ceiling			
3	Minimum of two (2) serviceable fire extinguishers of 5 liters capacity or fitted with fixed automatic sprinkler system (automatic fire detection system).			
4	Closed Circuit Television systems covering the entrance areas and secluded areas.			
5	Adequate separate clean toilets with proper amenities for male and female			
6	A minimum of one certified trainer or instructor			
7	Separate smoking room			

Date of Verification or re-verification: .....

### Inspection carried out by:

1.Name.....Organization.....S.

Signature.....

2.Name.....Organization.....

Signature.....

3.Name.....Organization.....

Signature.....

4.Name.....Organization.....

Signature.....

5.Name.....Organization.....

Signature.....

**Decision of the Inspection team**

Recommend

Not recommended



**SCHEDULE C: RECOMMENDATION FORM FOR ISSUANCE OF LICENSE  
FOR ESTABLISHMENT OF PLACES OF ENTERTAINMENT**

*(For official use by the Dzongkhag/Dungkhag/Thromde ELC)*

Regional Director,  
Regional Trade & Industry Office,  
Ministry of Economic Affairs,

Thimphu/Phuentsholing/Gelephu/SamdrupJongkhar/Mongar/Trongsa

**Subject: Issuance of license for Places of Entertainment**

Dasho/Sir/Madam,

The ELC has verified the technical standards for establishing .....by  
Mr./Ms.....on.....(date).....(month).....(year), with fixed capital investment  
of Nu.....(Million) and employees of ..... (Male) and ..... (female). The Committee  
found that the applicant has fulfilled all the standard requirements as prescribed in the Rules for  
Places of Entertainment 2020 and thus, recommends for issuance of license for the proposed place  
of entertainment.

The check list of the technical standards evaluated by the ELC is attached with this recommendation  
letter for kind reference of the Ministry.

Seal & Signature of the Chairman  
Dzongkhag or Thromde ELC



**SCHEDULE D: OPERATIONAL TIME FOR THE PLACES OF ENTERTAINMENT**

	Places of Entertainment	Operational day	Timing***
	Discotheque	Wednesday,	<b>The respective Dzongkhags/Thromdes shall determine the operational time of these activities.</b>
		Friday & Saturday	
	Drayangs / Karaoke/ Live Music	Monday, Wednesday, Thursday & Sunday	
		Friday & Saturday	
	Gaming Parlour/ Snooker/Bowling Alleys	Monday, Tuesday, Wednesday, Thursday,	
	Video / Computer Arcade	Friday, Saturday & Sunday	



# ANNEXURE A: APPLICATION FOR PLACES OF ENTERTAINMENT

The Chairman  
Entertainment Licensing Committee (ELC)  
Dzongkhag/Thromde  
.....

## Subject: License for Places of Entertainment

Dasho/Sir/ Madam,

I/we would like to apply for a license to operate a place of entertainment. The details are provided below:

### A: Personal details:

Name: .....  
Citizenship Identity card No: ..... Mobile: .....  
email: .....

### Permanent Address:

Village: ..... Geog: .....  
Dzongkhag: .....

### Present Address:

Locality: ..... Geog/town: .....  
.....  
Dzongkhag/Thromde: .....

### B. Details of the establishment

1. Type of entertainment (Tick one):

Discotheque	<input type="checkbox"/>	Drayang	<input type="checkbox"/>	Karaoke	<input type="checkbox"/>	LIVE music	<input type="checkbox"/>
Snooker	<input type="checkbox"/>	Video Games	<input type="checkbox"/>	Cinema Hall	<input type="checkbox"/>	Bowling Alleys	<input type="checkbox"/>
Luyang	<input type="checkbox"/>						

Others.....

2. Proposed name of the establishment: .....

3. Exact location of the establishment:

a. Name of the Location/Place where the establishment will be setup:.....

b. Name of the Dzongkhag/Thromde:.....

c. Name of the building owner.....Plot No: .....

d. Building Number ..... Name of the street.....

e. Location: Basement  Ground floor  Floor no.

4. Total fixed capital investment (Nu.in Million): .....

5. Number of employee:  F

**C. Documents submitted:**

1. Copy of Citizenship Identity Card
2. Valid online/offline Security Clearance Certificate
3. Two recent passport size photographs
4. Consent letter from the landlord

**D. Declaration and undertaking**

I/we hereby declare that:

1. Information provided above are true and complete. In the event, if any changes occur on the information provided, I undertake to inform the Entertainment Licensing Committee (ELC) immediately.
2. I understand the provision of the ICM Act of Bhutan 2018, and Rules and Regulations for the Places of Entertainment 2020.
3. I understand that the ELC may require me to provide other additional document(s) and shall inspect the proposed place of entertainment before forwarding my application to the Ministry.

I also undertake to abide by all the relevant laws, Rules and Regulations of Bhutan as well as all the requirements and Conditions specified by the Ministry in relation to my license

Affix Legal  
Stamp

Name & Signature of the Applicant

Date:



**ANNEXURE B: APPLICATION FORM FOR LUYANG (PERFORMING TROUPE)**

The Chairman  
Entertainment Licensing Committee (ELC)  
Dzongkhag/ Thromde  
.....

**Subject: License for Luyang (Performing Troupe)**

Dasho/Sir/Madam,

I/we would like to submit an application to obtain a license for operation of Luyang (Performing Troupe). The details of the required information are given below:

**A: Personal details:**

Name of the applicant: .....  
Citizenship Identity card No: .....

**Permanent Address:**

Village/Locality:.....Geog/town: .....  
Dzongkhag/Thromde: .....

**Present Address:**

Village/Locality:.....Geog/town: .....  
Dzongkhag/Thromde:.....Mobile No: .....  
Email: .....

**B. Details of the establishment**

- 1. Proposed name of the performing troupe: .....
- 2. Number of staff to be employed.....
- 3. Location/Place where the performing troupe will be established:

Village/Locality:.....Geog/town:.....  
.....

Dzongkhag/Thromde:.....Name of the building  
owner.....

Building Number.....Name of the

street.....

Floor: Basement

Ground floor

Floor no.

**C. Documents submitted:**

1. Copy of Citizenship Identity Card
2. Valid online/offline Security Clearance Certificate
3. CV of the applicant and teacher(s) for music and dance
4. A recent passport size photograph

**C. Declaration and undertaking**

I/we hereby declare 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 Entertainment Licensing Committee (ELC) immediately.
2. I understand the provision of the ICM Act of Bhutan 2018, and Rules and Regulations for the Places of Entertainment 2020.
3. I understand that the ELC may require me to provide other additional document(s) and shall inspect the proposed place of entertainment before forwarding my application to the Ministry.

I also undertake to abide by all the relevant laws, Rules and Regulations of Bhutan as well as all the requirements and Conditions specified by the Ministry in relation to my license.

Affix  
Legal  
Stamp

Name & Signature of the Applicant

Date:

**ANNEXURE C: RENEWAL OF LICENSE FOR PLACES OF ENTERTAINMENT**

The Chairman  
Entertainment Licensing Committee (ELC)  
Dzongkhag/ Thromde  
.....

**Subject: Renewal of the Places of Entertainment**

Sir/Madam,

I would like to apply for the renewal of my license no..... The detail of my license is given below:

- 1. Type of Entertainment: .....
- 2. Name of the Entertainment: .....
- 3. Location: .....
- 4. Validity of the license: .....
- 5. Tax Payer No. (TPN).....
- 6. Contact number: .....

**Documents required to be submitted:**

- 1. Valid Tax clearance Certificate
- 2. Original License

Signature of the Licensee: .....

Date:

*(For official use by the ELC in the Dzongkhag/Thromde)*

The ELC has verified the technical standards of the places of entertainment of Mr./Ms..... on ..... and found to have met all the requirements as prescribed in the Rules and Regulations for the Places of Entertainment. The verified check list is attached for kind reference. Therefore, the ELC recommends for the renewal of the license by the Ministry.

**Seal & Signature of the Chairman  
Dzongkhag/Thromde ELC**

**ANNEXURE D: RENEWAL OF LICENSE FOR PLACES OF ENTERTAINMENT**

The Chairman  
Entertainment Licensing Committee (ELC)  
Dzongkhag/Thromde  
.....

**Subject: Renewal of the Places of Entertainment**  
Sir/Madam,

I would like to apply for the renewal of my license no..... The detail of my license is given below:

- 7. Type of Entertainment: .....
- 8. Name of the Entertainment: .....
- 9. Location: .....
- 10. Validity of the license: .....
- 11. Tax Payer No. (TPN).....
- 12. Contact number: .....

**Documents required to be submitted:**

- 3. Valid Tax clearance Certificate
- 4. Original License

Signature of the Licensee: .....  
Date:

*(For official use by the ELC in the Dzongkhag/Thromde)*

The ELC has verified the technical standards of the places of entertainment of Mr. /Ms..... on ..... and found to have met all the requirements as prescribed in the Rules and Regulations for the Places of Entertainment 2020. The verified check list is attached for kind reference. Therefore, the ELC recommends for the renewal of the license by the Ministry.

**Seal & Signature of the Chairman  
Dzongkhag/ Thromde ELC**

