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བརྗོད་ལས་ཁུངས་ རྩིས་ལྷན།

DEPARTMENT OF INDUSTRY  
MINISTRY OF INDUSTRY, COMMERCE AND EMPLOYMENT  
Royal Government of Bhutan  
Thimphu



MoICE/DoI/CSIPD-24/2024- 419

29th October, 2024

The Chairman  
Dzongkhag/Thromde Entertainment Licensing Committee (ELC)

**Subject: Amendment of the Rules and Regulations for Places of Entertainment 2022**

Dear Dasho,

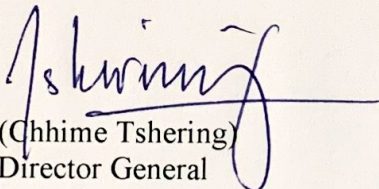
In pursuance of the power conferred by the Information, Communication and Media Act of Bhutan 2018, delegated to the then Ministry of Economic Affairs by the then Ministry Information & Communication through a Memorandum of Understanding, the Ministry of Industry Commerce and Employment has amended the Rules and Regulations for the Places of Entertainment 2022 during its 17<sup>th</sup> Planning and Policy Coordination Meeting held on 4<sup>th</sup> October 2024. The amendment was made to meet the changing needs of time and circumstances. The specific sections that have been amended are:

1. Rule 3.1.11 – The power to approve and issue permit for short-term entertainment activities.
2. Technical standards and its checklist for the places of entertainment under category C – new addition
3. Rule 4.2 – Operational days and timings
4. Rule 6.2 – Penalties
5. Application form for entertainment activities under category C – new addition
6. Civil liability exemption clause – new addition

The Rules and Regulation for the Places of Entertainment 2024 is enclosed herewith for implementation by the Dzongkhag and Thromde ELC.

Thank you

Yours sincerely,

  
(Chhime Tshering)  
Director General

Cc:

1. Hon'ble Lyonpo, Ministry of Industry Commerce and Employment for kind information
2. Dasho Secretary, Ministry of Industry Commerce and Employment for kind information
3. Regional Directors, Regional Office of Industry Commerce & Employment for information

**RULES AND REGULATIONS FOR THE PLACES  
OF ENTERTAINMENT 2024**



Ministry of Industry Commerce and Employment  
Royal Government of Bhutan  
Thimphu, Bhutan

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In pursuance of Section 85, Chapter 5 of the Information, Communications, and Media Act of Bhutan 2018 (“the Act”), and in referring to the Memorandum of Understanding signed erstwhile between then Ministry of Information and Communication and the Ministry of Economic Affairs, the Ministry of Industry, Commerce and Employment hereby adopt Rules and Regulations for the Places of Entertainment 2024 as follows:

## CHAPTER 1: PRELIMINARY

### **Title, Commencement and Extent**

1. These rules and regulations shall:
  - (1) Be the Rules and Regulations for the Places of Entertainment 2024;
  - (2) Come into force on the 28<sup>th</sup> day of Wood Male Dragon Year of the Bhutanese Calendar corresponding to 30<sup>th</sup> October, 2024; and
  - (3) Extend to the whole of Bhutan.

### **Scope of Application**

2. This Rules and Regulations shall apply to the places of entertainment defined under this Rules and Regulations and should be read in conjunction with other relevant Rules and Regulations issued by the Ministry.

### **Repeal**

3. This Rules and Regulations repeal the Rules and Regulations for Places of Entertainment 2022.

### **Saving**

4. All notifications, circulars, or directives issued under the previous rules and regulations governing places of entertainment shall, to the extent that they are consistent with the provisions of these Rules and Regulations, remain in force until expressly amended, repealed, or replaced by subsequent notifications or circulars issued under these Rules and Regulations.



**CHAPTER 2: CATEGORY AND ENTERTAINMENT LICENSING  
COMMITTEE (ELC)**


**Categories**

5. For the purpose of this Rules and Regulations, the places of entertainment are grouped under the following three categories:
- (1) Category A shall include the following:
- i. **Discotheque/Dance Hall** means a nightclub for dancing to live or recorded music by customers and often featuring sophisticated sound systems, elaborate lighting, and other effects.
  - ii. **Karaoke** means an establishment where customers sing along with pre-recorded music with lyrics projected on a TV screen.
  - iii. **Live Music** means an established place where live music and/or songs are being performed by artists.
  - iv. **Snooker/Billiard** means an entertainment establishment equipped with snooker/billiard tables where a game is played with cue balls and sticks.
- (2) Category B shall include the following:
- i. **Luyang** means an entertainment activity performed by a group of singers and dancers on invitation for various events for performing traditional songs and dances;
  - ii. **Bowling Alleys** means an entertainment established in a building or enclosed area with a number of lanes or alleys where a heavy ball is rolled down a long, narrow lane toward a group of objects known as pins, the aim being to knock down more pins than an opponent;
  - iii. **Cinema hall** means an establishment that contains auditoriums for viewing films for entertainment catering to a general public; and
  - iv. **Video or computer gaming arcades** means an entertainment establishment equipped with TV monitors or gaming machines.
- (3) Category C shall include places of entertainment other than those specified under

category A and B above and also time bound activities.

**Establishment of an ELC**

6. The ELC shall be established as per section 85 (4) of the Information, Communications and Media Act of Bhutan at Dzongkhag or Thromde to review and recommend the applications for the establishment of entertainment centers in their area.
7. The ELC shall be chaired by the Dzongdag in Dzongkhags and the Thrompon in Thromdes or any other competent person appointed by them.
8. The ELC shall comprise not more than seven members including the Chairperson, and the decision of the Committee shall be based on consensus.
9. The ELC on its first formation or sitting shall identify a member secretary from one of the relevant agencies. The ELC shall have one member representative from Royal Bhutan Police, and other members from relevant agencies.



### CHAPTER 3: LICENSING AND ISSUANCE OF PERMIT

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

10. Any individual desiring to operate a place of entertainment shall be required to obtain a valid license and strictly comply with all requirements prescribed under these rules and regulations.
11. An applicant or proponent wishing to obtain Entertainment license shall apply for proposed type of the place of entertainment to local authorities or directly to ELC with clear intention and specifications required herein for each category/type of entertainment center. He shall not start the development of infrastructure until ELC completes its review, and informs its acceptance or rejection.
12. The licensee shall obtain a Community Clearance and administrative approval from concerned Local Government Authority to apply for the license for establishment of entertainment centers.
13. In case of direct application received by ELC, the member secretary shall liaise with Local Government authorities to get clearances and follow the same process as mentioned above.
14. The ELC shall review the application for a place of entertainment submitted by concerned local administration in line with relevant policies and other prevalent situation.
15. The ELC shall 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 amendments thereto and other existing relevant laws.
16. The ELC while communicating acceptance shall clearly mention the technical standards required for the proposed place of entertainment, check list to be adopted, and any other provisions to the applicant. The applicant shall start his investment only after getting this acceptance from ELC.
17. The ELC on receiving final confirmation of the completion of infrastructure development for the place of entertainment from the applicant, shall constitute a team and carry out verification of required technical standards and general operating conditions as per **Schedule A** and complete the checklist in **Schedule B**.
18. The ELC shall then recommend for entertainment license if accepted, or inform the applicant if rejected. The Licensing Authority shall issue business license as 'Entertainment License' only if ELC recommends issuing one.
19. The acceptance or rejection of proposal by ELC shall be communicated within 14 days of



receiving the required clearances.

20. The Licensing Authority shall issue an Entertainment License by levying the license fees as provided in Annexure C of this Rules and Regulations, within two (2) working days after receiving a recommendation from ELC.
21. For short-term entertainments and not falling under category A and B, the respective ELC of Dzongkhags or Thromdes, or delegated LG authorities shall approve and issue permit. This includes reality shows and time-bound entertainments. The applicant can directly apply to its local authorities or Dzongkhags or Thromdes.

#### **License for Place of Entertainment**

22. 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 apply for change of location.
23. The licensee shall not under any circumstances, lease the license to a third party. Anyone found leasing or sub-leasing the license shall be charged with fronting. Transfer of ownership is to be permitted, if there are no adverse records, and can be directly applied through online or offline to licensing authority.
24. No individual shall be issued a license for simultaneously operating more than one form of entertainment activity in one location.
25. The places of entertainment under category A may be permitted to operate a restaurant and serve wine and liquor.
26. The places of entertainment under category B shall operate a restaurant, but without serving wine and liquor.

#### **Technical Standards for Places of Entertainment**

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

#### **Validity of the license**

28. The license issued under this Rules and Regulations shall be valid for one year and shall be renewed annually.

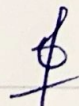
#### **Renewal of License**

29. The license issued under this Rules and Regulations shall be renewed on or before the last date of validity mentioned on the License. The renewal or denial of license shall be based

on the recommendation of ELC which will be sought by the licensing authority through its ELC member or ELC secretariat.

30. Continuing entertainment business under an expired license or non-licensed arrangement is an offence and ELC shall take appropriate measures to immediately to close and charge under applicable laws.
31. Notwithstanding Rule 30, anyone wishing to reactivate the same license number or establishment name which was canceled earlier, except due to violation of this Rules and Regulations and other laws, can do so upon payment of six months national daily minimum wage rate plus the license fee for the new license as applicable.

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## CHAPTER 4: STANDARD REQUIREMENTS AND OPERATION

### Standard Requirements

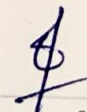
32. The licensee shall adhere to the technical standard provided for each activity as provided in Schedule A of this Rules and Regulations, besides the general standard provided as follows:
- (1) Only engage in activity specified in the license.
  - (2) Ensure that there is no inappropriate physical contact that qualifies as harassment between artists and customers.
  - (3) Ensure that no employee/artist solicit financial or any other favour from the customers.
  - (4) Have a separate dress code for artists and waiters/waitresses for identification.
  - (5) Not employ under-aged employees.
  - (6) Adopt and implement internal service rules approved by the Department of Labour.
  - (7) Ensure that only persons above the age of 18 years are allowed, in the places of entertainment under category A, through proper age verification at the entrance.
  - (8) Ensure that no person carries weapons or any other sharp/harmful objects inside the places of entertainment.
  - (9) Have adequate number of trained bouncer/security personnel, consisting of both male and female, at all times in the places of entertainment under category A except for Snooker.
  - (10) Ensure that the establishment, its yard and surroundings are kept clean and free of offensive odor at all times, and all centers must have proper ventilation and air circulation.
  - (11) Ensure that the place of entertainment has a designated "smoking room" as defined by Tobacco Control Act and its Rules & Regulations with required technical specifications.
  - (12) Ensure that there is adequate First Aid Box, fire extinguisher, fire alarms with at least one trained personnel to handle them and waste collection bins in all entertainment centers.
  - (13) To prohibit sale, possession or use of any controlled substances at the entertainment center.

(14) Ensure to have a metal detection machine at the entrance of the places of entertainment.

**Operational Days and Timing**

33. The operational days and timing for the places of entertainment shall be as outlined in **Schedule C** of this Rules and Regulations.

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## CHAPTER 5: MONITORING COMPLIANCES AND REGULATIONS

34. The ELC shall oversee and assess impact, effect and social outcome or benefits of established places of entertainment; or need to establish other categories of entertainment places and guide field monitoring agencies.
35. The ELC shall monitor and inspect at least once in every three months, and penalize those places of entertainment who fails to comply with provisions of this Rules and Regulations and other applicable laws.
36. Notwithstanding section 35 of this Rules and Regulation, the Licensing Authority may *suo motu* monitor and inspect the places of entertainment and recommend to ELC for necessary action.
37. The ELC shall also frame, direct or involve the Ministry of Health and conduct advocacy on public health, sexual harassment, employee welfare or any other relevant topics.
38. The ELC based on the monitoring reports shall impose penalties as per this Rules and Regulations and other applicable laws.
39. The ELC shall refer those matters not within its purview to relevant agencies for necessary actions.
40. The ELC, Local Government Administration, MoICE offices shall provide necessary support and clarity on rules whenever asked for.



## CHAPTER 6: OBLIGATIONS OF THE LICENSEE AND PENALTIES

### Obligations

41. The licensee shall:
  - (1) Prevent crime, disorder, public nuisance and overcrowding.
  - (2) Ensure public safety.
  - (3) Ensure safety of its clients and employees as well as the hygiene of the establishment.
  - (4) Protect children from any harm in their licensed places of entertainment at all times.
  - (5) Create awareness or provide facilities required by public health notification or enforcement.
  - (6) Strictly comply with the timing for the operation of Places of entertainment as stipulated in this Rules and Regulations.
  - (7) Ensure that the maximum volume of the sound system is set to prevent causing hearing damage to its clients and employees or disturbance to the neighborhood.
  - (8) Ensure that the place of entertainment refrains from all forms of sexual harassment and violence.
  - (9) Ensure good conduct by its staff while interacting with the customers.
  - (10) Comply with this rules and regulations and relevant laws.

### Penalties

42. Any licensee who violates any provision of this Rules and Regulations shall be liable to pay a fine equivalent to six months of national minimum daily wage or their Business Income Tax of previous year, whichever is higher.
43. If a licensee repeats the violation specified under Rule 42 of this Rules and Regulations, his license shall be cancelled for three years and no new license shall be issued at the same place of operation for three years.
44. Any person found operating entertainment centers without a valid license shall be liable to pay a fine equivalent to ten years national daily minimum wage and immediately close the center.
45. Any person or entity organizing entertainment activity under category C without a valid

permit shall be imposed a fine equivalent to ten-year national minimum daily wage and shall be liable for immediate closure of the activity.

46. An organizer of the entertainment activity under category C who violates provisions of these rules and regulations shall be imposed a fine of three years national minimum daily wage.

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## CHAPTER 7: MISCELLANEOUS

### Amendment

47. Amendments will be made to these rules as and when required in consideration of changing circumstances.

### Interpretation

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

### Rules of Construction

49. 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.


### Definitions

50. In this Rules and Regulations, unless the context otherwise requires:
- (1) **Closure Timing:** means the timing for the closing of places of entertainment specified in this Rules and Regulations.
  - (2) **Designated Location:** means locations of the Places of Entertainment which shall be:
    - i) Outside the radius of 400 meters from the designated institutional places like monasteries, dzongs, hospitals, educational institutes and rehabilitation centers; OR
    - ii) Within the urban core of demarcated Thromde boundary, Dzongkhag Throm and Yenlag Throm; and
    - iii) Within permanent structure certified by the Entertainment Licensing Committee for the proposed purpose.
  - (3) **Places of 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, live music, karaoke, music halls, gaming parlors, public houses, luyangs, 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.





- (4) **Location clearance:** means community and Thromde/ Dzongkhag/ Local Government Authority's clearance for location of the establishment.
- (5) **Time-bound entertainment** means any type of entertainment that is intended to showcase for a limited number of days.
- (6) **Ministry** means the Ministry of Industry Commerce and Employment.
- (7) **Entertainment License:** means License for the places of entertainment issued by the relevant departments, designed by the Ministry.



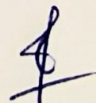
## **SCHEDULE A: TECHNICAL STANDARDS FOR PLACES OF ENTERTAINMENT**

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(I): Technical Standards for Places of entertainment under Category A other than Snooker**

The places of entertainment under this category shall have:

- 1) Entry gates with proper security.
- 2) Separate entrance and emergency exit with clear illumination sign. All doors must be outward opening.
- 3) Full sound proofing of the establishment is required including walls, ceiling and entry/exit with appropriate insulations and other available modes.
- 4) Adequate ventilation system- either natural or artificial ventilation is required to provide adequate comfort and airflow.
- 5) The sound system including loudspeakers or similar devices be installed and fitted properly to assure adequate safety. Adequate facilities like amplifiers, microphones and spotlights be installed.
- 6) Installed fire alarm system and adequate portable, all-time functioning, firefighting equipment. According to the size of the establishment not less than three (3) serviceable fire extinguishers with 5 liters capacity each, or the establishment must be fitted with a fixed automatic sprinkler system (automatic fire detection system).
- 7) Separate comfortable resting room/lounge with well-equipped furniture and airflow in addition to stage or dancing spaces.
- 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) Proper and guarded entry points with security cameras and entertainment halls shall be fitted with CCTV cameras for security purposes.



- 10) Designated "smoking room" as defined by Tobacco Control Act and its Rules & Regulations including professional air filter system like HEPA filter standards.
- 11) The First Aid provisions with standard first aid materials for immediate use in case of incidents/accidents/injury and other sickness, and must be handled by a trained person.
- 12) Adequate and proper waste bins provided in every entertainment centers.
- 13) Dicotheques shall be located at the basement of the building.

**A(II): Technical Standards for Snooker**

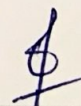
- 1) The playroom must have adequate sound proof, air ventilation and lighting system.
- 2) Comfortable ambience, adequate and comfortable sitting facilities with appropriate furniture.
- 3) Adequate toilets with proper amenities for male and female. The toilets must be kept clean and in good condition with constant flow of running water during the operating hours.
- 4) A fire alarm system or automatic fire detection mechanism be installed to minimize the risk and hazards. The hall must also install portable firefighting equipment for emergency use.
- 5) The entertainment area including guest area shall be a "no smoking area" and it may construct a designated "smoking room" as defined by Tobacco Control Act and its Rules & Regulations including professional air filter system like HEPA filter standards.
- 6) First Aid Box and waste collection bins in appropriate locations.

**Technical Standards for places of entertainment under Category B**

The places of entertainment under this category shall have the following specific technical standards:

**B(I) Cinema Hall**

- 1) Full sound proofing of the establishment is required including walls, ceiling and entry/exit with appropriate insulations and other available modes.



- 2) Separate entrance and emergency exit with clear illumination sign. All doors must be outward opening.
- 3) The ambience of cinema hall be adequately modernized to provide adequate comfort while watching movies and with adequate ventilation system including artificial airflow wherever necessary.
- 4) The cinema hall must be installed with a fire alarm or automatic fire detection system, and must also provide emergency exit in case of emergencies and disasters. There must be adequate number of serviceable fire extinguishers installed according to the size of the hall.
- 5) Closed Circuit Television systems covering 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 the screen and the maximum distance of the seats from the screen should be five times the length of the screen.
- 8) Adequate space for recreation and refreshment.
- 9) The cinema hall shall be a 'No smoking zone'.
- 10) The First Aid provisions must have standard first aid materials for immediate use in case of incidents/accidents/injury and other sickness, and must be handled by a trained person.
- 11) Adequate and proper waste bins are to be provided.
- 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.

#### **B(II) Video/computer gaming arcade**

- 1) The ambience of such entertainment place must be adequately modernized to provide adequate comfort while playing games and with adequate ventilation system including artificial airflow wherever necessary.
- 2) Secured and personalized space (a computer or game console, table and chair) for individual gaming machines.

- 3) Secure and good arrangement for computers cords, wires and connection, away from areas where people walk to ensure safety. The electrical wiring and connections must be assessed as per the load and ensure least electrical short circuits.
- 4) Secure and adequate electrical outlets in perfect conditions before any of the computers or gaming consoles. Electrical connections, its insulation, lightening arrester arrangement etc. must be ensured to avoid any kinds of electrical shocks.
- 5) There must be fire alarm system or automatic fire detection mechanism to minimize the risk from electrical short-circuits. The hall must also install portable firefighting equipment for emergency use.
- 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 operational hours.
- 7) Closed Circuit Television systems that cover the entrance areas and secluded areas for constant monitoring of clients' activities.
- 8) The establishment shall be a "no smoking zone" and anyone wishing to smoke must find a nearby designated "smoking room" as defined by Tobacco Control Act and its Rules & Regulations.
- 9) The First Aid provisions must have standard first aid materials for immediate use in case of incidents/accidents/injury and other sickness, and must be handled by a trained person.
- 10) Adequate and proper waste bins are to be provided in best located corners/areas for use by clients.

### **B(III) Bowling Alleys**

- 1) Adequate sound proofs and air ventilation system.
- 2) The playroom must have comfortable and secure seating arrangement for the customers.
- 3) The structure should have a clear span in the bowling equipment area and a minimum ceiling height of 10' (3.05 m).
- 4) The bowling length and 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"	( 0.58m)
10	44' 11"	(17.04)	20	111' 5"	(33.97m)

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

- 5) There must be fire alarm system or automatic fire detection mechanism to minimize the risk and hazards. The hall must also install portable firefighting equipment for emergency use
- 6) 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.
- 7) Closed Circuit Television systems that cover the entrance areas and secluded areas.
- 8) The entertainment area shall be a "no smoking area" and it may construct a designated "smoking room" as defined by Tobacco Control Act and its Rules and Regulations including professional air filter system like HEPA filter standards.
- 9) The First Aid provisions must have standard first aid materials for immediate use in case of incidents/accidents/injury and other sickness, and must be handled by a trained person.
- 10) Adequate and proper waste bins are to be provided in suitable locations.
- 11) There must be at least one certified trainer/instructor

#### **B(IV) Luyang**

- a) Minimum musical instruments requirement:

Instrument	Requirement
Dramnyen (lute)	6 and 6.5 string each
Yangchen	1 No.
Lingm (6 holed flute)	2
Chiwang (2 stringed fiddle)	2

b) Minimum employee requirement:

Musician	2
Dancer	5 male, 5 female
Singer	1 Male, 1 female
Choreographer	1
Music teacher	1
Mask dance teacher	1

*Note: All mask dance and music teachers should be professional and must possess a certificate issued by the competent Authority.*

### **Technical standards for the places of entertainment under category C**

In addition to the general standards prescribed in chapter 4, the event organizer shall ensure the following:

- 1) Provide adequate space and comfortable sitting facilities in the place of entertainment.
- 2) Separate entrance and emergency exits with clear illumination signs.
- 3) Closed Circuit Television system that covers all areas including the entrance and exits of the place of entertainment.
- 4) Secure and proper arrangement for computers cords, wires and connections away from walk ways. The electrical points, wiring and connections must be carried out by professionals and assessed to avoid any kinds of electrical shocks and fire hazard.
- 5) 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.
- 6) Ensure public order, safety and security of the entire place of entertainment for the entire duration of the event. Adequate number of trained security personnel, consisting of both male and female, at all times to prevent public nuisance, crime or brawls in the premises.
- 7) Ensure proper management of wastes.
- 8) Ensure the approved entertainers/ service providers engage only in activity specified in their license/permit.
- 9) Not employ under-aged employees.
- 10) Ensure the sound systems are maintained at an appropriate volume to avoid noise pollution in the surrounding community.
- 11) Ensure availability of event management services round the clock.

12) Have proper and adequate number of information center/help desks in the place of entertainment.

13) Adhere to any other standards or conditions set by the approving authority.



## SCHEDULE B: CHECKLIST FOR TECHNICAL STANDARD

This checklist will be used by the ELC or delegated LG authorities while verifying the technical standards of the entertainment establishment. While recommending for entertainment license, this checklist shall form a part of it.

**Checklist for places of entertainment under category A other than Snooker** *(This checklist must be read in conjunction with detailed technical standards mentioned in Schedule A(I))*

Name of the applicant: .....

Specific activity: .....

Name of the establishment: .....

Specific location: .....

Sl. No	Check List	Yes	No	Remark
1	Entry gates with proper security			
2	Separate entrance and emergency exit with clear illumination sign. All doors are outward opening.			
3	Fully sound proofed establishment - including walls, ceiling and entry/exit with appropriate insulations and other available modes.			
4	Adequate ventilation system- either natural or artificial ventilation to provide adequate comfort and airflow.			
5	The sound system including loudspeakers or similar devices are installed and fitted properly to assure adequate safety. Adequate facilities like amplifiers, microphones and spotlights are installed.			
6	Installed fire alarm system and adequate portable, all-time functioning, firefighting equipment. According to the size of the establishment not less than three (3) serviceable fire extinguishers with 5 liters capacity each, or the establishment is fitted with a fixed automatic sprinkler system (automatic fire detection system).			
7	Separate comfortable resting room/lounge with well-equipped furniture and airflow in addition to stage or dancing spaces.			

8	Adequate toilets with proper amenities for male and female.			
9	Proper and guarded entry points with security cameras and entertainment hall is fitted with CCTV cameras.			
10	Designated "smoking room" as defined by Tobacco Control Act and its Rules & Regulations including professional air filter system like HEPA filter standards.			
11	First Aid provisions with standard first aid materials for immediate use in case of incidents/accidents/injury and other sickness.			
12	Adequate and proper waste bins provided			
13	Located at the basement of the building (for discotheque).			

Date of 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 .....
- (6) Name ..... Organization..... Signature .....
- (7) Name ..... Organization..... Signature .....

ELC's Recommendation:

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Chairman

**Checklist for Snooker** (This checklist must be read in conjunction with detailed technical standards mentioned in Schedule A (II))

Name of the applicant: .....

Name of the establishment: .....

Specific location: .....

Sl. No	Check List	Yes	No	Remark
1	The playroom has adequate sound proof, air ventilation and lighting system.			
2	Has a comfortable ambience, adequate and comfortable sitting facilities with appropriate furniture.			
3	Adequate toilets with proper amenities for male and female. The toilets are kept clean and in good operation with constant flow of running water during the operating hours.			
4	A fire alarm system or automatic fire detection mechanism is installed to minimize the risk and hazards. The hall is also installed with portable firefighting equipment for emergency use.			
5	The entertainment area including guest area is a "no smoking area" and it has constructed a designated "smoking room" as defined by Tobacco Control Act and its Rules & Regulations including professional air filter system like HEPA filter standards.			
6	First Aid Box and waste collections bins in appropriate locations.			

Date of verification: .....

Inspection carried out by:

(1) Name ..... Organization ..... Signature .....

(2) Name ..... Organization ..... Signature .....

(3) Name ..... Organization ..... Signature .....



**Checklist for places of entertainment under category B** (This checklist must be read in conjunction with detailed technical standards mentioned in Schedule A)

**I. Cinema Hall**

Name of the applicant: .....

Name of the establishment: .....

Specific location: .....

Sl. No	Check List	Yes	No	Remark
1	Fully sound proofed establishment - including walls, ceiling and entry/exit with appropriate insulations and other available modes.			
2	Separate entrance and emergency exit with clear illumination sign. All doors are outward opening.			
3	The ambience of cinema hall is adequately modernized to provide adequate comfort while watching movies and with adequate ventilation system including artificial airflow wherever necessary.			
4	The cinema hall is installed with a fire alarm or automatic fire detection system, has emergency exit, adequate number of serviceable fire extinguishers installed according to the size of hall.			
5	Closed Circuit Television systems covering the entrance areas and secluded areas.			
6	The minimum chair width and row spacing (leg room) are 22 and 38 inches, respectively.			
7	The minimum distance between the seat (front row) and the screen is twice the length of the screen and the maximum distance of the seats from the screen is five times the length of the screen.			
8	Adequate space for recreation and refreshment.			
9	The cinema hall is a 'No smoking zone'.			
10	First Aid Box with standard first aid materials for immediate use in case of incidents/accidents/injury and other sickness.			

11	Adequate and proper waste bins are placed at appropriate locations.			
12	Adequate toilets with proper amenities for male and female.			

Date of 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 .....

(6) Name ..... Organization..... Signature .....

(7) Name ..... Organization..... Signature .....

ELC's Recommendation:

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Chairman

## II. Video/ Computer Gaming Arcade

Name of the applicant: .....

Name of the proposed establishment: .....

Specific location: .....

Sl. No	Check List	Yes	No	Remark
1	The ambience of the entertainment place is adequately modernized to provide adequate comfort while playing games; and adequate ventilation system including artificial airflow wherever necessary.			
2	Secured and personalized space (a computer or game console, table and chair) for individual gaming machines.			
3	Secure and good arrangement for computers cords, wires and connection, away from areas where people walk to ensure safety.			
4	Secure and adequate electrical outlets in perfect conditions before any of the computers or gaming consoles. Electrical connections, its insulation, lightening arrester arrangement etc. are ensured to avoid any kinds of electrical shocks.			
5	Fire alarm system or automatic fire detection mechanism to minimize the risk from electrical short-circuits. The hall is also installed with portable firefighting equipment for emergency use.			
6	Adequate toilets with proper amenities for male and female.			
7	Closed Circuit Television systems covering the entrance areas and secluded areas for constant monitoring of clients' activities.			
8	The establishment is a "No Smoking Zone"			

9	First Aid Box with standard first aid materials for immediate use in case of incidents/accidents/injury and other sickness.			
10	Adequate and proper waste bins are placed at a suitable area for use by the clients.			

Date of 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 .....

(6) Name ..... Organization..... Signature .....

(7) Name ..... Organization..... Signature .....

ELC's Recommendation:

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Chairman



### III. Bowling Alley

Name of the applicant: .....

Name of the establishment: .....

Specific location: .....

Sl. No	Check List	Yes	No	Remark
1	Adequate sound proofs and air ventilation system.			
2	The playroom has a comfortable and secure seating arrangement for the customers.			
3	The structure has a clear span in the bowling equipment area and a minimum ceiling height of 10' (3.05 m).			
4	The bowling length and width are proportionate to its uninterrupted lane width only as shown in the "Bowling Lane Width" chart in Schedule A.			
5	Fire alarm system or automatic fire detection mechanism to minimize the risk and hazards. The hall is also installed with portable firefighting equipment for emergency use			
6	Adequate toilets with proper amenities for male and female.			
7	Closed Circuit Television systems covering the entrance areas and secluded areas.			
8	The entertainment area is a "No Smoking Area" and it has constructed a designated "smoking room" as defined by Tobacco Control Act and its Rules and Regulations including professional air filter system like HEPA filter standards.			
9	First Aid Box with standard first aid materials for immediate use in case of incidents/accidents/injury and other sickness.			
10	Adequate and appropriate waste bins are placed at a suitable areas.			
11	Has at least one certified trainer/instructor			

Date of 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 .....

(6) Name ..... Organization ..... Signature .....

(7) Name ..... Organization ..... Signature .....

ELC's Recommendation:

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Chairman

**IV. Luyang**

Name of the applicant: .....

Name of the establishment: .....

Specific location: .....

Sl. No	Check List	Yes	No	Remark
1	<b>Minimum musical instruments requirement</b>			
	a. Dramnyen (lute) - 6 and 6.5 string each			
	b. Yangchen - 1 no.			
	c. Lingm (6 holed flute) - 2 nos.			
	d. Chiwang (2 stringed fiddle) - 2 nos.			
2	<b>Minimum employee requirement:</b>			
	a. Musician - 2 persons			
	b. Dancers - 5 male, 5 female			
	c. Singer - 1 male, 1 female			
	d. Choreographer - 1 person			
	e. Certified Music teacher - 1 person			
	f. Certified mask dance teacher - 1 person			

Date of 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 .....
- (6) Name ..... Organization ..... Signature .....
- (7) Name ..... Organization ..... Signature .....

ELC's Recommendation:

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Chairman

  
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**Checklist for places of entertainment under category C** (This checklist must be read in conjunction with the detailed technical standards mentioned in Schedule A)

Name of the applicant: .....

Activity/event to be organized: .....

Specific location: .....

Sl. No.	Checklist	Yes	No	Remark
1	Adequate space and comfortable sitting arrangements with proper furniture			
2	Separate entrance and emergency exit with clear illumination signs			
3	Adequate number of CCTV cameras covering the entire area of the place of entertainment.			
4	Adequate and separate toilets with proper amenities for male and female.			
5	Designated smoking rooms with a good exhaust system including air purifier facilities.			
6	Adequate number of trained security personnel consisting both male and female			
7	Adequate First Aid Box, fire extinguisher, waste collection bins			
8	Secure and adequate electrical outlets, wires and connections			

Decision of the ELC:

Recommended

Not recommended

\_\_\_\_\_  
Chairman



### SCHEDULE C: OPERATIONAL DAYS AND TIMING

Sl.No.	Places of Entertainment	Operational Days	Timings
1	Category A	All days of the week	Operate until 3:00 a.m. or as notified by the Ministry.
2	Category B	All days of the week	
3	Category C	As determined by the ELC of respective Dzongkhag or Thromde.	As determined the respective ELC of the Dzongkhag or Thromde.

**ANNEXURE A: APPLICATION FORM FOR PLACES OF ENTERTAINMENT UNDER CATEGORY A AND B**

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 no.: .....

Email ID: .....

**Permanent Address:**

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

**Present Address:**

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

**B. Details of the establishment**

Type of entertainment (Tick one):

- Discotheque
- Karaoke
- Snooker
- Luyang
- Video/computer Games
- Cinema Hall
- Live Music
- Bowling Alleys
- Other .....

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Name of the establishment: .....

Location of the establishment:

- a. Exact location: .....
- b. 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 employees: Male  Female

**C. Documents submitted:**

- i. Copy of Citizenship Identity Card
- ii. Valid online/offline Security Clearance Certificate
- iii. Community clearance and administrative approval from concerned local government Authority

**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/we undertake to inform the Entertainment Licensing Committee (ELC) immediately.
2. I/we understand the provisions of the ICM Act of Bhutan 2018, and Rules and Regulations for the Places of Entertainment 2024.
3. I/we understand that the ELC may require me to provide other additional document(s) and shall inspect the place of entertainment before forwarding my/our application to the Licensing Authority.

**E. Exemption of Civil Liability**

1. I/we acknowledge that the Department/Authority issuing the license shall be exempt from any civil liability arising from any action or omission that breaches any applicable laws, rules, regulations, or conditions of this permit. This exemption applies irrespective of whether such breach committed is intentional, negligent, or accidental.
2. I/we acknowledge and agree that I am/we are solely responsible for ensuring full compliance with all relevant laws, rules, regulations, and the specific conditions of the license. I/we further

agree to indemnify and hold the Department/Authority harmless from any claims, damages, penalties, or liabilities arising from my/our actions or omissions.

3. I/we agree to promptly notify the Department/Authority of any breach or potential breach of the terms and conditions of the license. Failure to do so may result in the suspension or revocation of the license and additional legal action as deemed appropriate by the Authority.
4. I/we understand and agree that the license issued does not waive or excuse me/us from complying with all applicable laws, rules, and regulations governing the permitted activity. I/we shall adhere to all standards and requirements set forth by the relevant regulatory authorities.
5. I/we understand and agree that nothing in this condition shall limit the Department/ Authority's rights to enforce the terms of the license, seek remedial actions, or impose penalties for non-compliance as permitted under the relevant laws, rules, and regulation.
6. I/we 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 PLACES OF  
ENTERTAINMENT UNDER CATEGORY C**

The Chairman  
Entertainment Licensing Committee (ELC)  
Dzongkhag/Thromde

**Subject: Permit for .....**

Dasho/Sir/Madam,

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

**A: Personal details:**

Name: .....

Citizenship Identity card No: ..... Mobile no.: .....

Email ID: .....

**B: Business details:**

1. License name and number (if applying as a licensed entity):  
.....

2. Agency name (if applying as a government/ NGO/ CSO/ NPOs):  
.....

**C. Details of proposed event:**

1. Proposed name/theme of the establishment:  
.....

2. Proposed location/place where the establishment will be set up: .....

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

4. Duration of the proposed event: .....

5. Brief description of the proposed event:  
.....  
.....  
.....

**D. Documents submitted:**

- i. Valid online/offline Security Clearance Certificate (if applicable)
- ii. Layout of the proposed event
- iii. Detailed description of the event based on the requirements prescribed for the Places of Entertainment under Category C in the Rules and Regulations of places of Entertainment 2024.

**E. Declaration and undertaking**

I/We hereby declare that:

1. Information provided above is true and complete. In the event, if any changes occur in the information provided, I/we undertake to inform the Entertainment Licensing Committee (ELC) immediately.
2. I/we understand the provision of the ICM Act of Bhutan 2018, and Rules and Regulations for the Places of Entertainment 2024.
3. I/we understand that the ELC may require me to provide other additional document(s) and shall inspect the proposed place of entertainment.

**F. Exemption of Civil Liability**

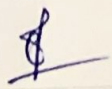
1. I/we acknowledge that the Department/Authority issuing the permit shall be exempt from any civil liability arising from any action or omission that breaches any applicable laws, rules, regulations, or conditions of this permit. This exemption applies irrespective of whether such breach committed is intentional, negligent, or accidental.
2. I/we acknowledge and agree that I am/ we are solely responsible for ensuring full compliance with all relevant laws, rules, regulations, and the specific conditions of the permit. I/we further agree to indemnify and hold the Department/Authority harmless from any claims, damages, penalties, or liabilities arising from my/our actions or omissions.
3. I/we agree to promptly notify the Department/Authority of any breach or potential breach of the terms and conditions of the permit. Failure to do so may result in the suspension or revocation of the permit and additional legal action as deemed appropriate by the Authority.

4. I/we understand and agree that the permit issued does not waive or excuse me/us from complying with all applicable laws, rules, and regulations governing the permitted activity. I/we shall adhere to all standards and requirements set forth by the relevant regulatory authorities.
5. I/we understand and agree that nothing in this condition shall limit the Department/ Authority's rights to enforce the terms of the permit, seek remedial actions, or impose penalties for non-compliance as permitted under the relevant laws, rules, and regulations.
6. I/we 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 Department/Authority in relation to the permit issued.

Affix Legal  
Stamp

Name and Signature of the applicant: .....

Date: .....



**ANNEXURE C: LICENSING FEES FOR PLACES OF  
ENTERTAINMENT**

<b>Sl. No.</b>	<b>Entertainment Activity</b>	<b>License Fee (Nu.)</b>	<b>Renewal Fee (Nu.)</b>	<b>Change of Ownership (Nu.)</b>
1	Discotheque	25,000	25,000	12,500
2	Karaoke	10,000	10,000	5,000
3	Live Music	10,000	10,000	5,000
4	Snooker	5,000	5,000	2,500
5	Video/computer game	5,000	5,000	2,500
6	Luyang	5,000	5,000	2,500
7	Cinema Hall	10,000	10,000	5,000
8	Time bound activities	Respective ELC shall determine the fees		

