

PUBLIC HEALTH DEPARTMENT

Cemeteries

Conduction of burial in land

(1) Verify availability of land if **common**

- in case not available applicant are advised to search in other cemeteries
- If available, applicant pay a fee of Rs 300 issued a receipt
- Records entered in Cash Book

(2) Obtain Burial Permit

- After obtention of Medical Death Certificate
- Obtained Burial Permit from CSO
- In case of early burial or late night burial obtained authorization from registered Medical Practitioners.

In case of private:-

- (i) Verify proof of ownership of grave
- (ii) Identifying plot of land
- (iii) Verify lapse of time for re-opening of grave (5 yrs)
- (iv) Take payment (Rs 300) re-opening, (Rs 500 new grave)
- (v) Enter records, issuing of receipt,

If construction of tomb on grave, he should remove same at his cost and replace back at his cost.

Conduction of Cremations

- Whether on wood or gas incinerator
- Ask for Cremation Permit from declarant
- Take payment.

On wood	Rs 1
Incinerator with coffin	Rs 2,000
Incinerator without coffin	Rs 3,000

Contact person for Cemeteries – HI Changia & HI Auladin

Contact person for Sanitation – HI Luchoomun

A. Procedure for payment of Trade Fee

The following should be produced prior to payment of trade fee:

1. Business Registration Card
2. Identity Card (applicant/representative of company)
3. Certificate of Incorporation
4. Building and Land Use Permit (from Planning Department)
5. Site and location plan
6. Written consent of owner of premises/lease agreement
7. Proof of ownership of premises - copy of title deed/receipt General Rate
8. Identity Card of owner of premises
9. Others (depending on nature of business).

The City Council of Port Louis (Fees for Classified Trades) (Amendment) Regulations 2015 – Government Notice 19 of 2015 makes provision for payment of trade fees (copy annexed).

B. Cessation of Business

Where a person carrying on a classified trade intends to cease or transfer his business, he shall, within 15 days of the cessation or transfer, give notice in writing thereof to the appropriate Chief Executive.

or

He can call at the Health Department to fill in a ‘Cessation of Business/Transfer of Business’ form and produce the following:

- a. Copy of National Identity Card
- b. Copy of receipt of payment.

C. Payment of Bus Toll Fees

The following should be produced prior to payment of bus toll fees:

- a. Road Service Licence
- b. Public Service Licence (Bus) Licence
- c. Horse Power
- d. National Identity Card.

The Municipal Council of Port Louis (Traffic Centre) Regulations 2011 makes provision for payment of bus toll fees.

The fees payable are as follows:

<i>Number of Traffic Centres to be used within the Council Area</i>	<i>Monthly fee per Bus (Rs)</i>
1	500
2	800
3	1000
4 or more	1200

The Traffic Centres within the City Council area of Port Louis are:

1. Victoria Traffic Centre
2. Immigration Traffic Centre
3. La Cure Traffic Centre
4. Cité Vallijee Traffic Centre
5. Plaine Verte Traffic Centre
6. Plaine Lauzun Traffic Centre.

D. Occasional Activities

A person wishing to carry out an occasional activity (such as Trade Fair, Fancy Fair, Concert) shall submit an application in the prescribed form and produce the relevant documents mentioned therein at least two weeks before the event is scheduled.

The following should be produced prior to payment of occasional activity:

- a. Written consent from the owner of the premises.
- b. National Identity Card / Certificate of Incorporation.
- c. Location plan of premises.
- d. Clearances from:
 1. Police Department
 2. Ministry of Health & Quality of Life
 3. Mauritius Fire & Rescue Service
 4. Mauritius Rights Management Society (in case of concert/public entertainment)
 5. Ministry of Industry, Commerce & Consumer Protection (in case of trade fair)
 6. Customs & Excise Department / MRA (in case of sale of liquor).

The person shall pay the relevant fees as prescribed under The City Council of Port Louis (Fees for Classified Trades) Regulations 2014 – Government Notice 128 of 2014.

E. Display of Advertisements

Any person wishing to display an advertisement other than on an advertising structure within the City Council of Port Louis shall submit an application in the prescribed form.

The following documents should be produced along with the application form:

- (i) National Identity Card of the applicant.
- (ii) Certificate of Incorporation of Company.
- (iii) Written authorisation from the owner of the premises where the advertisement is being displayed.

Fees for the display of advertisements are prescribed under The City Council of Port Louis (Fees for Classified Trades) Regulations 2014 – Government Notice 128 of 2014 (copy annexed).

F. Affixing of Posters

According to Section 4(1) of the Environment Protection (Affixing of Posters) Regulations 2008, no person shall affix or cause to be affixed any poster in a public place or which is visible from a public place other than a designated site.

The poster shall contain the real description of the name of the printer and the distributor or the person who has commissioned the poster.

List of designated sites:

1. Cité Vallijee, near football ground
2. Camp Chapelon, near football ground
3. Grand River North West, near bus stop right side
4. La Tour Koenig, Commercial Centre
5. Pointe aux Sables, near bus terminal
6. Menagerie Road, near corner Bain des Dames Coast Road
7. Corner Reserves/Kwan Tee Streets, garden side
8. St François Xavier, in front of Stadium
9. Cité La Cure, near bus terminal
10. Roche Bois, near Mer Rouge round about
11. Trunk Road, opposite Balisage Street
12. Farquhar Street, opposite corner Emmanuel Anquetil Street
13. Plaine Lauzun Bus Terminal, opposite Sam Motors
14. Near Village Hall Pailles
15. Near New Recreational Centre at Cité Jonction, Pailles

The person shall pay the relevant fees as prescribed under The City Council of Port Louis (Fees for Classified Trades) Regulations 2014 – Government Notice 128 of 2014.

Names of officers who will be answering to queries that could not be handled by the Call Centre are:

- Senior Health Inspector B. Bissessur (for payment of Trade Fee, Cessation of Business, Occasional Activity and Affixing of Posters).
- Health Inspector M.S. Heetun (for Bus Toll Fee and Display of Advertisement).

A. Procedure to obtain a stall at Market/Fair

Expression of Interest – whenever vacant stall is advertised in the local press.

Application forms are issued at the City Council.

Interested parties can collect form, fill and deposit at the City Council with the required documents:

- a. National Identity Card
- b. Birth Certificate
- c. Proof of address
- d. Marriage Certificate.

B. Wards

Complaints received:

Bareland - When owner is known, notice is served, otherwise needful is done to trace out owner. If owner is unknown, the Sanitation Section will call to trim part of the land.

Illegal dumping - If author of nuisance is known, notice is served, otherwise the Sanitation Section will be informed to collect the refuse.

Illegal operation - Inspection is carried out to verify and if justified, necessary action will be taken.