

Dated Lahore, the 19th Jan. 2009

Town Officer (T.O.)
 Dairy No. 90
 Date 23/1/09
 Gaur Bahich Town

318
 21/1/09

P-72/C

- To
1. All Divisional Commissioners
In the Punjab
 2. All District Coordination Officers
City District Government in the Punjab
 3. All Director Generals
Development Authorities in the Punjab
 4. All Tehsil Municipal Officers/Town Municipal Officers
Tehsil/Town Municipal Administration
In the Punjab

Subject: AMENDMENTS IN POLICY GUIDELINES FOR INSTALLATION OF B.T.S. (BASE TRANS-RECEIVER STATION) TOWERS.

Government of the Punjab had evolved policy guidelines vide Notification No. SOTAX(LG)3-4/2003, dated 21-10-2006 for installation of B.T.S. (Base Trans-Receiver Station) Towers and exemption of commercialization fee in favour of mobile telecom companies in the Province for strict compliance by Local Governments, Development Authorities and cellular Phone Companies. The policy guidelines have been amended as follows:-

1. NOCs / Approval process

- i) All cellular companies desirous to install BTS towers/antennas etc in the city/rural area of Punjab shall make an application to the effect to the concerned District Coordination Officer.
- ii) The District Coordination Officer concerned shall cause the application to be processed by the concerned TMA & other offices for placing it before the District Committee for approval.

iii) The application for NOC for the installation of the communication tower shall be accompanied with the following documents/details:-

- ✓ Site plan of the proposed site.
- ✓ Site details, whether to be installed (roof top/building premises or open plot.
- ✓ A copy of approved building plan in case the antenna/tower is to be installed on roof-top of the building.
- ✓ Structural stability certificate from a qualified Structural Engineer/Engineering Company registered with the Pakistan Engineering Council and countersigned by the Director concerned of the Mobile Telephone Company.
- ✓ NOC from Civil Aviation Authority where ever required.
- ✓ Affidavit from the concerned owner of the property.
- ✓ Detailed design of the tower.
- ✓ Ownership proof.

Handwritten notes and signatures on the left side of the page, including a large signature and various initials.

Handwritten notes and signatures on the right side of the page, including a signature and the text "relates to P&C Dept of approved if in file filed in relevant file".

Handwritten notes at the bottom center, including "Asst" and "T.O. (P&C)".

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- i. ✓ CNIC copy of the owners.
 - j. ✓ NOC from Environmental Protection Authority/District Officer Environment for that particular location for generator set only.
 - k. ✓ Director concerned of Mobile Company to furnish an affidavit stating the following:-

"In case of any loss to life or property the concerned cellular company will be bound to pay Rs. 0.2 million (two lacs) to each victim and make good any damage to any property".

A proper indemnity bond in favour of the approving authority will be provided by the concerned cellular company.

2. Installation of BTS Towers.

- i) The authorities may allow installation of antennas/towers on following properties:-
 - a. Roof tops of private/Government/Semi Government ORGANIZATIONS etc.
 - b. Water tanks.
 - c. Disposal works.
 - d. Nooks/corners of other properties, which cannot be ordinarily put to any productive use by Local Government Authorities.
 - e. Redundant parts of parks (only after permission from the concerned authorities and areas which cannot be used for other activity).
- ii) The area approved for installation of BTS towers shall be maintained/beautified by the concerned company to create environmental friendly atmosphere.
- iii) Repair and maintenance of the premises on/in which the BTS sites are to be constructed will be the responsibility of the Mobile Company as per their requirement.
- iv) The security of BTS towers in all respects shall be the absolute responsibility of the concerned cellular company.
- v) In case the site is acquired by any Government agency for development activity in public interest, the removable structure shall be removed by the cellular company at its own risk and cost. However, compensation for land and permanent structures shall be regulated according to relevant provisions of law.
- vi) Permission to install tower will be valid for 10 years initially, renewable for equal terms subsequently, after due inspection by the Local Government Authority concerned.

3. Towers Design

- i) Mobile companies will design towers keeping in view the following aspects:-
 - a. Using towers which occupy less space.
 - b. Using eye suiting colors on the towers.
 - c. Utilization of high rise buildings/water tanks, wherever possible.
 - d. Usage of maximum monopoles/wall mounts and masts in cities.

- e. Indoor solutions in big cities must be encouraged.
- f. Mobile companies will try to share the towers wherever possible keeping in view all the technical aspects.

4. Committee for approval

The following committee is constituted for granting approval/permission for the construction of the towers/antennas:

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|-------|---|----------|
| i) a. | DCO | Chairman |
| b. | D.O. (Planning) | Member |
| c. | TMO | Member |
| d. | TO (P&C) | Member |
| e. | DO (Environment) | Member |
| f. | Representative of Development Authority concerned | Member |
| g. | Any other member(s) co-opted by the Committee. | |

District Coordination Officer concerned/Chairman of the Committee must complete the process of issuance of N.O.C. within 15 days of the receipt of an application in this regard and it will also include the processing time by TMA for clearance of building plan, if required. If NOC is not issued within 15 days, the applicant may approach the concerned Divisional Commissioner to secure the NOC.

ii) Divisional Commissioner's Role

Divisional Commissioners will review the performance of District Committees to redress the grievances of the applicants. They will send monthly reports to the Provincial Coordination Committee.

iii) Provincial Coordination Committee

In addition, the following Provincial Coordination Committee is constituted to monitor the performance of the District Committees:

- | | | |
|----|---|----------|
| a. | Secretary, LG&CD | Chairman |
| b. | Secretary, EPD | Member |
| c. | Secretary, Industries | Member |
| d. | Secretary, I.T. | Member |
| e. | Secretary, HUD & PHE | Member |
| f. | Nominees of Mobile Companies | Member |
| g. | Any other member(s) co-opted by Committee | |

5. Fee

The cellular companies will be charged one time NOC fee @ Rs. 20,000/- by the concerned TMA/Development Authority in addition to prescribed building approval fee and fee of other departments as per law. Government, however, may revise these rates as and when required.

6. Exemption from commercialization charges

Government may, for the reasons to be recorded, exempt from payment of commercialization charges such concession of land use by Mobile Telephone

Companies which involves foreign investment or project being undertaken with foreign collaboration.

7. Noise Pollution

In case of operation of BTS sites on generators, initially when WAPDA electricity is not available, noise level of the generator sets shall be kept up to 65 - 75 DB (Decibel) and vibration level will not exceed over 1.1 M, at one meter distance from the generators. All generators shall be housed in brick walled rooms/sound proof canopies to ensure that the above two parameters do not exceed the given limits.

8. Miscellaneous

- i) All structures/towers shall be inspected by the respective approving authority after every two years to ensure safety and environmental standards.
- ii) Any future change in approved specifications (towers base, height, building structure) will require fresh sanction by the approving authorities.
- iii) Mandatory spaces of plots shall not be violated wherever towers are installed.
- iv) All towers/BTS will comply with all applicable standards laid down by Federal Regulatory Authorities in addition to these conditions.
- v) The issues of any health hazards due to emission of electromagnetic radiations by the Cellular Base Stations and allied problems of noise and air pollution will be resolved in consultation with Cellular Companies and the policy decisions taken by the Provincial Committee would be binding on the Mobile Phone Companies.

These policy guidelines will supercede all policy letters issued by this Department as well as any other agency, on the subject.

Fatiha
19/11/09.
SECTION OFFICER (TAX)

No. & date even.

A copy is forwarded for information and necessary action to:-

1. The Secretary to Chief Minister, Punjab.
2. The Secretary, Finance Department, Government of the Punjab, Lahore
3. The Secretary, HUD & PHE Department, Government of the Punjab, Lahore
4. The Secretary, Environmental Protection Department, Govt. of the Punjab
5. The Secretary, Information Technology Department
6. The Secretary, Industries, Government of the Punjab, Lahore
7. The Deputy Secretary (General) Staff Officer to Chief Secretary
8. The PSO to Minister for Local Government, Punjab
9. The Chief Executive Officers, all Cellular Companies

Fatiha
19/11/09.
SECTION OFFICER (TAX)