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| **PUBLIC HEALTH DEPARTMENT** | **F A Q S** | **ANSWERS** | **NAME AND PARTICULARS OF CONTACT PERSON** |
| 1. **PAYMENT OF TRADE FEES** | I intend to conduct a classified trade. What should I do? | You must call at the Public Health Department, produce the relevant documents, and pay the prescribed trade fee to the Council. | Desk Officers (Principal Health Inspector, Senior |Health Inspector and Health Inspectors) at the Public Health Department on telephone number  401-3100 on extension numbers 3128 to 3135 |
| Which documents should be produced? | The following documents are normally produced prior to payment of trade fees:   1. Business Registration Card, specifying trade activity and address of trade. 2. National Identity Card 3. Certificate of Incorporation of company (if applicable) 4. Appropriate Building and Land Use Permit in respect of trade premises/Exempt Certificate from Land Use and Planning Department of the Council 5. Approved site and location plans 6. Written consent from the legal owner (s) of the premises + National Identity Card of owner 7. Proof of ownership (Title Deed) 8. In case of death of legal owner, affidavit + written consent of all heirs and their National Identity Cards 9. Permit from the main regulatory body (if applicable) |

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|  | When and how should the fees be paid? | Fees to be paid have been prescribed under the District Council of Black River (fees for classified trades) Regulations 2013 as subsequently amended, and should be paid within 15 days after the start of the Classified Trade and thereafter in respect of every subsequent financial year in two equal instalments. The first one on or before 31st January and the second one on or before 31st July next ensuing.  Renewal should be done within 31 days after the expiry. | Desk Officers (Principal Health Inspector, Senior Health Inspector Health Inspectors,) at the Public Health Department on telephone number  401-3100 on extension numbers 3128 to 3135 |
| Is any surcharge applicable for late payment of trade fees? | Yes. A surcharge of 50% is payable on amount not paid within the period due. |
| What if I trade without payment of the prescribed fees? | You shall commit an offence and may, upon conviction, be liable to a fine not exceeding Rs 25,000. |
| I intend to cease my business. What should I do? | Inform the Chief Executive of the Council in writing accordingly within 15 days of the cessation. |
| 1. **REFUSE COLLECTION SERVICE, CLEANING SERVICES.** | What is the frequency for the provision of these services? | The Council provides a house to house twice weekly refuse collection service on regular days. You may contact the Public Health Department for more information. |

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| 1. **ENVIRONMENTAL SANITATION** | A plot of bareland in my locality is causing nuisances. What can be done? | All owners of barelands shall keep same clean and free from undergrowth at all times, failing which legal actions will be initiated by the Council as per provisions of the Local Government Act 2011. Nevertheless, you can file a complaint at the Complaint desk or contact the Public Health Department of the Council. |  |
| 1. **CEMETERIES AND CREMATION GROUNDS** | What are the opening hours of cemeteries? | Opening hours: 9.00 a.m. to 5.00 p.m. . Fees payable |  |
| I need to conduct the burial/cremation of a relative. What to do? | You should contact the Inspector in Charge of Cemeteries and produce the required documents for burial viz.:   1. Proof of ownership of grave 2. Identity Card of applicant 3. Burial Permit from Civil Status Office   Fees payable for conduct of burials is Rs.300.  **No new grave is available for sale at the Cemeteries**  Documents to be produced to Inspector in Charge of Crematorium:   1. Identity Card of applicant 2. Cremation Permit from Sanitary Authority. 3. Fees for cremation:   Cremation without coffin-RS2000  Cremation with coffin –Rs 3000 | *St Georges/St Louis Cemetery, Richelieu*  Mr. G. Sookee, Health Inspector: 57917802  *St Martin Cemetery, Mont Roches:*  Mr. M. Ramiad, Health Inspector: 57236051  *Grande Riviere Noire/Bambous Cemetries:*  *Mr. L Dhurma: 5748551*  *Flic en Flac Cemetery*  Mr. I Kanaram: 59257715 |