



# OFFICE OF THE BOLPUR MUNICIPALITY

BOLPUR, BIRBHUM, PIN-731204

Chairman: Smt. Parna Ghosh  
Vice-Chairman: Omar Sekh  
Mail ID- bolpurmunicipality@gmail.com  
www.bolpurmunicipality.org  
Fax: 03463-252501, Phone: 03463-252501

Ref. No. BM/PW/S.E/DP/2024-25/92

Date 09.10.2024

## Stability Certificate for Puja Pandal

This is to certify that the Puja pandal constructed at Ponehantala Sucekhadebok Samity  
by Semipona Boepur. (W/M-19) has been inspected on  
07/10/2024 by the undersigned. After thorough inspection, the following  
aspects have been assessed:

- **Structural Integrity:** The pandal structure is stable and conforms to the safety norms.
- **Fire Safety Measures:** Adequate fire safety equipment and exit routes have been provided.
- **Electrical Safety:** Proper earthing and wiring have been verified to prevent electrical hazards.
- **Crowd Management:** Adequate provisions for handling public gatherings and emergency situations are in place.

Based on the above checks, the pandal is deemed safe for public use during **Durga Puja 2024**, provided that the necessary precautions are maintained throughout the festive period.

## Terms and Conditions for Obtaining a Stability Certificate for Puja Pandal

1. **Submission of Application**  
The Puja Committee must submit a formal application to the municipality requesting a stability certificate at least \_\_\_\_\_ days prior to the event. The application should include all necessary documents.
2. **Structural Drawings and Design**  
The Puja Committee must provide detailed structural drawings and design plans of the pandal, verified and approved by a certified structural engineer/LBS. The design must adhere to local building codes and safety standards.
3. **Safety Measures**



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- **Fire Safety:** Adequate fire safety measures, including fire extinguishers, sand buckets, and water sources, must be installed.
  - **Electrical Safety:** All electrical installations must be done by licensed electricians and comply with safety norms, ensuring proper earthing and insulation to avoid short circuits and fires.
  - **Emergency Exits:** The pandal must have clearly marked emergency exits and accessible pathways for smooth crowd movement in case of an emergency.
4. **Load-Bearing Capacity**  
The structure must be capable of withstanding environmental factors, such as wind and rain. The Puja Committee should ensure that the materials used for construction (bamboo, cloth, metal, etc.) are of high quality and can sustain the expected crowd load.
  5. **Crowd Management Plan**  
The Puja Committee must present a crowd management plan, which includes provisions for managing large gatherings, proper queuing systems, and security personnel to ensure smooth entry and exit.
  6. **Site Inspection**  
The Puja pandal site must be accessible for inspection by the municipality engineer and other authorities. The Puja Committee should cooperate during site visits and provide necessary information as requested by the inspecting officials.
  7. **Insurance Coverage**  
The Puja Committee must ensure the pandal and event are covered by adequate public liability insurance to address any unforeseen incidents or accidents during the festival.
  8. **NOC from Fire and Police Departments**  
Before applying for the stability certificate, the Puja Committee must obtain No Objection Certificates (NOCs) from the Fire Department and the local Police Station. These documents must confirm that fire safety, crowd control, and emergency protocols are in place.
  9. **Environmental and Noise Regulations**  
The pandal must comply with environmental regulations, including restrictions on sound levels (as per the local municipality's noise pollution guidelines) and proper waste management during and after the festival.
  10. **Responsibility for Maintenance**  
The Puja Committee will be responsible for the regular maintenance and upkeep of the pandal throughout the festival period to ensure safety. Any structural damage or concerns raised by authorities must be addressed immediately.
  11. **Adherence to Local Guidelines**  
The Puja Committee must follow all additional guidelines or instructions issued by the local municipal authority. Any violation of these terms can lead to the cancellation of the stability certificate.



বোলপুর পৌরসভা  
কর্তব্যম্বেব কৰ্তব্যং

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## 12. Removal of Pandal Post-Event

The Puja Committee must dismantle and remove the pandal structure within 06 days after the festival, ensuring the site is restored to its original condition.

## Required Documents for Application

1. Application by the Puja Committee
2. Detailed structural drawings and design plan
3. NOC from W.B.S.E.D.C.L
4. NOC from Fire Department
5. NOC from Police Department
6. NOC from Bolpur Municipality
7. NOC from S.D.O, Bolpur
8. Copy of public liability insurance
9. Electrician's license and certificate of electrical safety
10. Crowd management and fire safety plan
11. Environmental clearance (if applicable)

By adhering to these terms and conditions, the Puja Committee can ensure the safety of the public and obtain the stability certificate from the municipality engineer.

  
Signature of Electrician /  
Light Supervisor  
Bolpur Municipality

S.A.E (Elec)  
Bolpur Municipality

  
S.A.E (Civil)  
Bolpur Municipality

Sd/-  
Smt. Parna Ghosh  
Chairman  
Bolpur Municipality