

**The Republic of the Union of Myanmar**  
**Ministry of Hotels and Tourism**  
**(Order for the Application of Prior Permission for the**  
**Construction and Renovation of Hotel or Guest House)**  
**Order No. 1/2019**  
**9<sup>th</sup> Day of Waning of Tabaung, 1380 M.E**  
**(14<sup>th</sup> March, 2019)**

The Ministry of Hotels and Tourism is exercising the powers conferred under Section 39, sub-section (b) of the Myanmar Tourism Law, with the approval of National Tourism Development Central Committee, this order is issued in relation to the Application of Prior Permission for the construction and renovation of Hotel or Guest House.

**Order for the Application of Prior Permission**

1. The wording of this Order shall be construed in accordance with the provisions of the Myanmar Hotels and Tourism Law. In addition, the following expressions shall have the following meanings:
  - (a) **Hotel** means a building can accommodate visitors with at least 20 bedrooms or 40 beds and can provide food, beverages and other services commercially. The terms hotel in sub-paragraph (a) is not included for a lodging facility established for non-commercial purposes for religious and social organization or association;
  - (b) **Guest House** means a building with at least 10 bedrooms or 20 beds that receives guest for commercial purposes only. The terms guest house in sub-paragraph (b) is not included for a lodging facility established for non-commercial purposes for religious and social organization or association;
  - (c) **Entrepreneur** means the applicant either person or company or association for the prior permission for the construction and renovation of Hotel or Guest House;
  - (d) **Prior Permission** means the Permission issued by the Tourism Committee of respective region for the construction or renovation of Hotel or Guest House;

(e) **Prior Permission Scrutinizing Team** means the team formed by the Tourism Committee of respective region for scrutinizing the application of the prior permission for the construction and renovation of Hotel or Guest House.

2. The entrepreneur shall apply the prior permission attached with the following evidence documents: –

- (a) the Application for the Prior Permission;
- (b) the Prior Permission proposal form; (Annexure)
- (c) the Recommendation from Nay Pyi Taw Council, Region or State;
- (d) the Recommendation from the Township General Administration Department;
- (e) the Recommendation from the Administrative Officer of Word or Village;
- (f) the Recommendation of respective Township Development Committee (if the location is within the territory of Nay Pyi Taw, Yangon, Mandalay, Nay Pyi Taw Development Committee, Yangon City Development Committee and Mandalay City Development Committee respectively.)
- (g) the Recommendation from the respective Township Police Force;
- (h) the Recommendation from the respective Township Fire Department;
- (i) the Recommendation from the respective Township Health Department;
- (j) Site Plan/ Floor Plan/ Room Plan of the Hotel or Guest House to be constructed signed by the responsible Engineer;
- (k) the Recommendation from the Environmental Conservation Department;
- (l) land ownership document, the evidence document if the land is leased, the evidence document if the building is leased;
- (m) the proof for the financial status which is enough for the construction of Hotel or Guest House;
- (m) the Recommendation from the Department of Archeology and National Museum, Ministry of Religion and Culture if the proposed land and building is located continuously with the ancient cultural area;
- (o) the Recommendation from the Department of Forestry if the proposed land and building is located continuously with the forest and preserved natural environment area;

(p) the Recommendation from the Department of Civil Aviation if the proposed land and building is located near the Airport.

3. The Entrepreneur shall follow the followings while applying the prior permission: -
- (a) the ownership or leasing evidence document for the land which is suitable for the construction of Hotel or Guest House shall be submitted;
  - (b) the land on which the Hotel or Guest House to be constructed shall suitable for the nature of the business;
  - (c) if the building is a Hotel, the followings shall be applied: -
    - (i) the land area shall have at least 40 feet x 60 feet and above;
    - (ii) the minimum surface area of the building is 30 feet;
    - (iii) at least (20) bedrooms and above and the single bedroom shall have the space of 10 feet length, 10 feet width and 9 feet height (area 100 square feet) and the double bedroom shall have the space of 12 feet length, 12 feet width and 9 feet height (area 144 square feet);
    - (iv) in every bedroom, the bathroom and toilet shall be attached with the measurements of 6 feet length, 6 feet width, 9 feet height or 7 feet length, 5 feet width, 9 feet height;
    - (v) the location is not near to the religious building, schools, etc. and suitable for the Hotel business;
    - (vi) the building shall be a standalone building and having safety stairs separately;
    - (vii) if the building is three stories and above, for the safety and prevention from fire, the usable and structured emergency exit shall be installed and the Fire Alarm, Sprinkler Fire Hoses Reel shall also be installed as per the instruction of the Fire Department;
    - (viii) the building shall have enough natural lighting and good ventilation system;
    - (ix) if the building is four stories and above, at least one elevator shall be installed;
    - (x) having the suitable parking spaces;

- (xi) the facilities shall be provided in accordance with the status of the Hotel, such as, Safety Box, Phone, electronic plugs and Mini-Fridge;
  - (xii) shall have the space for lobby and reception counter;
  - (xiii) at least two public toilets shall be allocated at the public areas;
  - (xiv) the bedrooms shall not be located at the basement;
  - (xv) every bedroom shall have enough natural lighting and good ventilation system;
  - (xvi) every bedroom shall be organized separately and safely;
  - (xvii) the dining room and kitchen shall be formed separately;
  - (xviii) the plan for garbage disposal and sewage system in accordance with the instructions issued by the respective departments with the view to the environmental conservation for the disposal of garbage and sewage from the Hotel. And shall have the Bio Filters and anaerobic system.
- (d) If the building is for the Guest House, the followings shall be applied: -
- (i) the land area shall have at least 30 feet x 60 feet and above;
  - (ii) the minimum surface area of the building is 20 feet;
  - (iii) at least (10) bedrooms and above and the single bedroom shall have the space of 10 feet length, 10 feet width and 9 feet height (area 100 square feet) and the double bedroom shall have the space of 12 feet length, 12 feet width and 9 feet height (area 144 square feet);
  - (iv) in every bedroom, the bathroom and toilet shall be attached with the measurements of 6 feet length, 6 feet width, 9 feet height or 7 feet length, 5 feet width, 9 feet height;
  - (v) the location is not near to the religious building, schools, etc. and suitable for the Hotel business;
  - (vi) the building shall be a standalone building and having safety stairs separately;
  - (vii) if the building is three stories and above, for the safety and prevention from fire, the usable and structured emergency exit shall be installed and the Fire Alarm, Sprinkler, Fire Hoses Reel shall also be installed as per the instruction of the Fire Department;

- (viii) the building shall have enough natural lighting and good ventilation system;
- (ix) having the suitable parking spaces;
- (x) shall have the space for lobby and reception counter;
- (xi) public toilet shall be allocated at the public areas;
- (xii) the bedrooms shall not be located at the basement;
- (xiii) every bedroom shall have enough natural lighting and good ventilation system;
- (xiv) every bedroom shall be organized separately and safely;
- (xv) the plan for garbage disposal and sewage system in accordance with the instructions issued by the respective departments with the view to the environmental conservation for the disposal of garbage and sewage from the Hotel. And shall have the Bio Filters and anaerobic system.

4. The Regional Tourism Committee shall scrutinize the application for prior permission for the construction and renovation of Hotel or Guest House with the Prior Permission Scrutinizing Team.
5. The Regional Tourism Committee shall, when receiving the application of prior permission with the complete attached evidence documents, scrutinize and decide within (20) working days. The decision shall be informed to the applicant.
6. The Regional Tourism Committee shall describe the completion date of construction when issuance of Prior Permission. After issuance of Prior Permission, the inspection shall be carried out from time to time whether the implementation is following as per permission.
7. A person who received the Prior Permission shall submit the completion report to the Regional Tourism Committee once in every six month.

8. The Entrepreneurs shall apply the license to the respective Regional Tourism Committee once the completion of the Hotel or Guest House building with the permission of the Regional Tourism Committee.

Ohn Maung

Union Minister

Ministry of Hotels and Tourism