

Kassena-Nankana West District Assembly (Distilling and Sale of Akpeteshie)
Bye-Laws 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 124 of the Local Government Act, 2016 (Act 936) these Bye-Laws are hereby made:

- Title.** 1. This Bye-Law shall be cited as the Kassena-Nankana West District Assembly (Distilling and Sale of Akpeteshie) Bye-law 2010 and shall apply within the area of Authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).
- Distillers and sellers of akpeteshie etc to obtain licence.** 2. (1) Any person who wishes to distil or sell akpeteshie or any intoxicating liquor made by Ghanaians within the area of authority of the Assembly shall apply to and obtain from the Assembly a licence to do so.
- (2) Any licence granted under these Bye-laws shall expire on the 31st December of the year in which it is granted and shall be subject to such conditions as the Assembly may determine.
- Fees,** 3. There shall be payable for any licence such fee as the Assembly may by resolution determine.
- Offence** 4. Any person who contravenes the provisions of sub-paragraph (1) of paragraph 2 of these Bye-laws commits an offence and is liable to conviction to a fine not exceeding GH¢100.00 or to imprisonment not exceeding six months or to both.
- Revocation** 5. Any Bye-law on distilling and selling of Akpeteshie in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the
.....2009

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of MLG&RD

Kassena-Nankana West District Assembly (Control of Self-employed Artisans) Bye Law 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- Title.** 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (**control of self Employed Artisans**) Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).
- Licence.** 2. (1) No person shall work as an artisan in the area of authority of the Assembly unless. He/she obtains from the Assembly a licence to work as such.
(2) Any licence issued under these Bye-laws shall expire on the 31st December of the Year in which it is issued and shall be subject to such conditions as the Assembly may determine.
- Fees.** 3. The fees payable to the Assembly for any licence issued in accordance with these Bye-laws shall be fixed by resolution of the Assembly.
- Penalty.** 4. Any person who contravenes any provision of these Bye-laws shall be guilty of an offence and on conviction be liable to a fine not exceeding GH¢500.00 or to a term of imprisonment not exceeding two months or to both.
- Interpre- 5. In these Bye-laws unless the context otherwise requires-“Assembly” means the Kassena-Nankana West District Assembly “Artisan” means a self-employed skilled work person whose trade is set out in the schedule to these Bye-laws.
tation.

SCHEDULE

Fitting	Steel Bending	Barbering
Welders	Photography	Electricians
Spraying and Graphic Arts	Car Washing	Hairdressing
Painting	Vulcanizing	
Upholstering	Tailoring	
Metal Working	Blacksmithing	
Bicycle Repairing	Raffia Working	
Carpentry	Leather Working	
Plumbing	Cement Block Manufacturing	
Wireless and Radio Repairing		

Made at A Meeting of the Kassena-Nankana West District Assembly Held On.....2009

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of MLG& RD

DATEDREGIONAL CO-ORDINATING DIRECTOR

Kassena-Nankana West District Assembly (Construction of Kiosks) Bye-Laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

Title. 1. This Bye-law shall be cited as Kassena-Nankana West District Assembly (**construction of kiosks**) Bye-law 2010 and shall apply within the area of authority of Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).

Permit 2. (1). No person shall construct or cause to be constructed or keep any kiosk within the area of authority of the Assembly without first applying to the Assembly for permission to do so.

Site plan. 3. Where such application is deposited with the Assembly, there shall be attached there to three site plans of the area where the kiosk is to be kept together with three drawing plans of the proposed structure.

Fee. 4. When permission is granted following an inspection of the site, there shall be paid to the Assembly such fee as may from time to time be fixed by a resolution of the Assembly.

Temporary. 5. After the requisite fee has been paid to the Assembly, the applicant shall be issued with a temporary building permit renewable from year to year; and the Assembly reserves the right to revoke the permit as and when it thinks fit in the interest of the public.

Display of Official Numbers. 6. All kiosks owners shall display the official numbers allocated to them by the Assembly in a conspicuous place on the kiosks.

Kiosks not to be const. 7. No. kiosk shall be constructed on sand Crete blocks.

on blocks.
Kiosks not to be used as dwelling house. 8. No. person shall use a kiosk as a dwelling house.

kiosks not to be placed on public foot way. 9. No. person shall place a kiosk on a public footway

size of kiosks: 10. No kiosk shall exceed twelve square metres in size.

Notification: 11. The Assembly shall give seven days notice in writing to the owner of any Kiosk constructed in contravention of these Bye-laws or where he cannot be found, may affix to the kiosk a notice in writing requiring such owner or occupier to remove the unauthorized kiosk within seven days notice, or show sufficient cause why such kiosk should not be pulled down.

12. Every kiosk constructed under these Bye-laws be painted in colour(s) to be determined by the Assembly.

Offence. 13. Any person who contravenes any provision of these Bye-laws shall be guilty of an offence and shall be liable on conviction by a Court to a fine not exceeding GH¢500.00 or to a term of imprisonment not exceeding two months or to both.

Revocation. 14. Any Bye-laws on kiosks keepers in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on2009

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of MLG&RD

DATED..... Regional Co-ordinating Director

Kassena-Nankana West District Assembly (control of bakeries) Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly
by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are
hereby made:

- Title** 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly
(Control of Bakeries) Bye-law 2010 and shall apply within the area of authority of
the Kassena-Nankana West District Assembly (hereinafter referred to as the
“Assembly”)
- Bakeries to be licenced.** 2. No bread shall be prepared or baked in any place for the purpose of sale other
than premises which have been approved and licensed by the Assembly.
- (2) No premises shall be used for the preparation or baking of flour for sale unless
the premises have been approved and licensed.
- (3) Any licence issued under these Bye-laws shall expire on the 31st day of
December of the year in which it is issued.
- Fees.** 3. The fees for every licence issued under these Bye-laws shall be as fixed by
resolution of the Assembly.
- Condition.** 4. No premises shall be licenced for the preparation of baking of bread for sale
unless there exist at least one separate and suitable room for the following purposes-
- to be complied with.**
- (a) the storage of flour and other materials used;
- (b) the mixing and kneading of flour and other materials and any necessary
temporary storage of any bread mixture; and
- (c) The storage of the finished bread or other products of the bakery.
- rooms used for storage of flour, etc to be protected** 5. (1) Any room used for the storage of flour and other products of the bakery,
shall be protected against rats and other vermin and be properly lighted
and ventilated.
- (2) Any materials used in baking bread and which are stored in the
room shall be kept from contact with floor and walls of the room.

6. Any room used for storage or display or sale of bread shall be provided with sufficient shelves, benches or tables.

7. Bread stored or offered for sale shall be protected from contamination by being kept in suitable cupboards or showcases or in wrapping materials approved by a health officer.

Rooms not to be used for other purpose.

8. No. room in the bakery shall be used as a living or sleeping room or for any purposes not directly connected with the baking of bread.

Sanitary Accommodation, etc.

9. (1) The owner of a bakery shall;

(a) provide the persons employed in the bakery with clean aprons and overalls.

to be provided.

(b) make proper arrangements for the disposal of any refuse from the bakery.

Prohibition of smoking.

10. No person shall smoke in any premises used for the baking of bread

Health of employees

11. (1) Any person who is suffering from a festering wound or sore or discharging ears or suffering from diarrhoea or vomiting shall not take part in the preparation or handle any flour material used in the baking of bread.

(2) The owner or manager of a bakery shall ensure that any employee suffering from any disease referred to in sub-paragraph (1) of this paragraph is kept away from the premises used in the baking of bread.

Inspection.

12. The Medical Officer of Health or such other person as may be authorised by him have power to enter any bakeries licensed under these Bye-laws for the purpose of inspection at any time and no person shall obstruct or resist any acting or purporting to act in the performances of his/her duties under these laws.

officer

Bye-

Revocation of

13. The Assembly may revoke any licence granted under paragraph 2 of these Bye-laws if any alteration is made to any premises licenced there under

- licence** without the prior approval of the Assembly or if the owner or manager of the bakery is convicted for any contravention of any provision of these Bye-laws.
- Offence.** 14. Any person who contravenes any of the provisions of these Bye-laws shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢300.00 or to imprisonment for a term not exceeding one month or to both.
- Inter-pretation.** 15. In these Bye-laws unless the context otherwise requires- “flour” means wheaten flour and flour containing no-wheaten substances such as cassava or maize. “bread” includes loaves, cakes, pastries and biscuits.

Made at a meeting of the Kassena-Nankana West District Assembly held on the
.....2009

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG&RD

DATED.....Regional Co-ordinating Director

Kassena-Nankana West District Assembly (lorry parks) Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- Title** 1. This Bye-law shall be cited as Kassena-Nankana West District Assembly (**Lorry Parks**) Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).
- Provision of lorry parks** 2 (1) No driver of a motor vehicle plying for public hire or fare shall in the public park at any town within the area of authority of the Assembly between 6:00a.m. and 6:00p.m parks, load or unload or permit the loading of passengers or goods except at the place provided for the purpose by the Assembly.
- (2) Nothing in these Bye-laws shall prevent-
- a. the loading or unloading of passengers or goods to or from any private store dwelling house, shop or other premises within the town;
 - b. the loading or unloading of passengers or goods at any place within such town in the event of an accident or bonafide breakdown of the vehicle.
- lorry park Fees.** 3. (1) There shall be payable for the use of the lorry park in respect of each motor a fee fixed by resolution of the Assembly.
- (2) Every driver of a motor vehicle shall each day, on first entering the lorry park, pay the fee to the person appointed by the Assembly to be in-charge of the lorry park (hereinafter called the “attendant”) and shall produce the ticket to the attendant; and any driver failing to produce such ticket shall be deemed to be first-entering the lorry park.
- (3) The attendant shall issue ticket in respect of each payment specifying the amount paid, the date of issue and the registration number of the vehicle and ticket

shall be valid only for the motor vehicle indicated thereon and shall not be transferred.

- Mode of entering park, etc**
- (4) Every driver of a motor vehicle shall
- (a) Enter the lorry park by the opening entrance and leave by the exit;
 - (b) park his motor vehicle in the lorry park in such space as may be indicated to him by the attendant;
 - © Secure his motor vehicle from movement by keeping the hand brake on or adopting any other effective means;
 - (d) Refrain from unnecessary sounding of the horn or other warning instruments.
- Prohibition of use of fire.**
5. No person shall light any fire or use any naked light in the lorry park.
- Prohibition against dumping**
6. No person shall place or cause to be placed any refuse, rubbish or offensive or unwholesome matter in a lorry park except at such places as may be provided for that purpose by the Assembly
- Nuisance**
7. No person shall cause nuisance in the lorry park.
- Petrol filling station not to be used as a lorry park.**
8. (1) No person shall use a petrol station as a lorry park except for purpose of refuelling.
- (2) The Assembly may revoke the licence of any petrol dealer who allows his petrol filling station to be used as a lorry park.
- Bookmen.**
9. (1) Any person or group of persons who wish to operate at any of the Assembly's approved lorry parks, as Bookmen shall obtain a licence from the Assembly to do so
- (2) The cost of the licence shall be a fee fixed by resolution of the Assembly subject to performance of the particular Bookman.
- (3) The Assembly may revoke the licence of any Bookman for acts prejudicial

to the good discipline and operation of any of its lorry parks.

Prohibition of hawking In lorry parks 10. No person shall carry on any hawking trade or business within any lorry park or on the foot-way or road-ways immediately bounding the park other than trade business of vendors of petrol or oil at such sites in the parks as may time to time be allocated for such purposes by the Assembly and also sales by registered stall holders in the bread and hot meal stalls..

No person to sell akpeteshie in lorry park. 11. No persons shall sell akpeteshie or any intoxicating liquor in a lorry park.

Person not to stop 12. (1) Any person who brings foodstuffs or animals into the park shall not stop

Vehicle The vehicle for the purpose of off-loading on the streets or lanes adjacent to the park.

(2) Foodstuffs or livestock unloaded at a lorry park shall be conveyed to the appropriate market by their owners within two hours.

Offence. 13. Any person who contravenes any of these Bye-laws shall be guilty of an **Offence** and shall be liable on conviction to a fine not exceeding GH¢500.00 or in default of payment to imprisonment for a period not exceeding three months or to both.

Revocation. 14. Any Bye-laws on lorry parks in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked. made at a meeting of the Kassena-Nankana West District Assembly held on the2009

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of MLG& RD

DATED.....Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Stray Animals) Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- Title** 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Stray Animals) Bye-law 2010 and shall apply within the area of authority of Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).
- Stray Animals etc to be impounded** 2. (1) Any person authorized by the Kassena-Nankana West District Assembly (hereinafter referred to as “the Assembly”) shall-
- (a) Seize any animal which he/she finds in any public place without any person in charge of it; and
- (b) Impound such animal at a place set aside by the Assembly for that purpose or at a place approved by the Assembly.
- Owner to Pay for expenses.** 3. The owner of any impounded animal shall before such animal is released to him pay the Assembly:-
- a. Such Assembly fee as may be fixed by resolution of the Assembly; and
- b. Any expenses incurred by the Assembly for the maintenance of such animal.
- Assembly To auction Unclaimed Animal** 4. (1) The Assembly may sell by public auction any impounded animal if the Owner therefore fails to pay the amount of money specified in paragraph 3 of These Bye-laws, within seven days of such impoundment.
- .
- (2) Proceeds of the auction sale shall be paid into the account of the Assembly.
- Notice to be given to owner.** 5. (1) The Assembly shall before auctioning any stray animal give three days’ notice of the sale to the owner of such animal.
- (2) Where the owner is not known the notice shall be placed in a conspicuous place in the town or village where the animal is found.

Owner to

Pay for damages 6. Where damage/s is done by the impounded animal to the crops or other property of another person, the owner of such impounded animal shall pay for such damage/s

Interpretation 7. In these Bye-laws unless the context otherwise requires-“animal” means, cow donkey, horse, sheep, goat, dog or pig.

Revocation 8. Any Bye-laws on cattle pounds or damage by livestock in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held
on the2009

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMAN
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of MLG& RD

DATED.....Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Control of Mills) Bye-Laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local government Act, 1993 (Act 462) these Bye-laws are hereby made:

- | | |
|--|--|
| Title | 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Control of Mills) Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”) |
| Persons to obtain licences. | 2. (1) No person shall keep a mill within the area of authority of the Assembly unless he/she obtains a licence issued by the Assembly for that purpose.

(2) A licence issued by the Assembly shall expire on the 31 st day of December of the year in which it is issued. |
| Fees. | 3. A fee of an amount fixed by resolution of the Assembly shall be paid to the Assembly in respect of a licence issued by it. |
| Infectious disease | 4. No owner or person in charge of a mill shall allow any person suffering from any infectious or contagious disease to enter any premises of a mill. |
| Structure not to be used as dwelling house. | 5. (a) No person shall use a building erected for a mill as a dwelling house.

(b) No person shall use a mill for milling mineral stones. |
| Cleanliness. | 6. The owner or person in charge of a mill shall keep the premises in a clean condition, and shall brush, sweep or otherwise clean away all dirt and rubbish at the end of the day’s work. |
| Hours of operation | 7. Any mill for which a licence has been issued under these Bye-laws shall operate between the hours of 5.00am and 9:00pm on each day of operation. |

Obstruction. 8. No person shall obstruct or resist any officer or other person authorized by the Assembly from acting or purporting to act in the performance of his/her duties relating to any of these Bye-laws.

Offence 9. (1) Any person who contravenes any provision of these Bye-laws commits an offence and shall be liable on conviction to a fine not exceeding GH¢500.00 or to imprisonment for a term not exceeding two months or to both.

(2) The Assembly may withdraw the licence of any person who makes any alteration to any building licenced under these Bye-laws without the approval of the Assembly.

Inter-pretation. 10. In these Bye-laws unless the context otherwise requires-
“mills” means any building fitted with machinery for the purpose of grinding corn, pepper, tomatoes, millet, cassava, palm nuts, sheanut, or where flour is mixed.

Revocation. 11. Any Bye-laws on the Control of mills in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the 2009

Secretary to the Assembly
IBRAHIM AL-HASSAN

Presiding Member
MARTIN ALICHIMA

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated..... Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Numbering of Houses) Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

Title 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly
(Numbering) Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).

Numbering 2. The Assembly may cause all houses or premises in all or any of the towns or villages in the Kassena-Nankana West District Assembly to be numbered and may for this purpose appoint enumerators.

of houses.

Enumerator 3. An enumerator shall make a mark upon any house or premises sufficient for the to mark identification of the house or premises.

houses.

Entry of 4. An enumerator may enter any house or premises at any reasonable time for the houses or performance of his/her duties and may ask the occupants or owners of such houses or

premises such questions, as he/she may deem necessary.

Offence. 5. Any person who prevents an enumerator from entering any house removes, alters, obliterates or covers any mark made in accordance with these Bye-laws or who refuses to answer any question or knowingly gives a false answer to any question commits an offence and is liable on conviction to a fine not exceeding GH¢100.00 or to a term of imprisonment not exceeding two months or to both.

Revocation. 6. Any Bye-laws on the numbering of houses in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the
.....2009

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated..... Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Cemeteries) Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- Title** 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Cemeteries) Bye-law 2010 and shall apply within the area of authority of the Kassena Nankana West District Assembly (hereinafter referred to as the “Assembly”).
- Plan for cemetery.** 2. (1) The Assembly shall cause a plan of each Cemetery to be prepared by a licenced Surveyor in which the position of all grave space and pathways shall be delineated and plotted, and this plan shall be kept in the office of the Sexton-in-charge of the cemetery.
- (2) In each cemetery a part may be set apart for infant burials and a part may likewise be set apart for free burials.
- Grave** 3. In every cemetery every grave space shall be 2.4 metres by 1.2 metres provided that in the part of the cemetery which may be reserved for infant burials, each grave shall be 1.5 metres by 0.9 metres
- Register of burials.** 4. Each grave space delineated and plotted in the plan provided for in these Bye-laws shall be numbered and the Sexton-in-charge of the said cemetery shall cause a register of burials to be kept in the form set out in the schedule to these Bye-laws.
- Depth of grave.** 5. No grave in a cemetery shall be less than 1.2 metres deep.
- Headstones.** 6. The foundation of a headstone or other materials in the cemetery shall not exceed more than 6 metres below the surface of the ground.
- Free burials** 7. No free burials shall be allowed without the written approval of the Assembly, which shall specify the reasons why a free burial is permitted in each case.

- Burials in compound houses prohibited.** 8. (1) Any type of burial is strictly forbidden in compound houses.
- (2) Where the Assembly has at any town or village set aside a place for use as a cemetery or where a cemetery has otherwise been lawfully provided at any town or village no person shall bury or cause to be buried at or in the neighbourhood of such town or village the body of any deceased person except at such cemetery.
- Fees for graves.** 9. Fees for grave space and vaults shall be payable to the Assembly at the rate fixed by a resolution of the Assembly.
- Nuisance** 10. No person shall commit any nuisance in a cemetery.
- Penalty.** 11. Any person who contravenes any of the provisions of these Bye-laws shall be guilty of an offence and shall be liable on summary conviction to a fine not exceeding GH¢500.00 or to imprisonment for two months or to both.
- Interpretation.** 12. In these Bye-laws unless the context otherwise requires-
“Assembly” means the District Assembly;
“Cemetery” means a parcel of land delineated by the Assembly as a cemetery.
- Revocation** 13. Any Bye-laws on cemeteries in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

SCHEDULE

Register of burial in the Cemetery:

Number:.....

Name of person buried (Surname First)

.....

Date of Burial:..... Date of Death:.....

Registry Office:.....

Grave space granted:.....

Date on which grave space was granted:.....

.....

Name of Grantee:.....

.....

Signature of Sexton:.....

Made at a meeting of the Kassena-Nankana West District Assembly held on the
2009

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated..... Regional Co-ordinating Director

Kassena-Nankana West District Assembly (weekly Lotto) Bye-Laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- Title** 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly **(Weekly Lotto)** Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the(“Assembly”))
- Persons etc. to apply for licence** 2. (1) No person or unincorporated association of persons shall operate a District Weekly Lotto within the area of authority of the Assembly unless he applies and obtains from the Assembly a licence to do so.
- (2) An application for a licence under sub-paragraph (1) of this paragraph shall be accompanied with:
- (a) two passport size photographs of the applicant;
- (b) evidence of a Bank Account of not less than GH¢1000.00
- (c) a certificate of registration from the Registrar-General’s Department
- (d) information on the place from which he/she shall undertake the operations.
- registration fees.** 3. There shall be paid in respect of every licence issued under paragraph 2 of these Bye-laws a registration fee of GH¢500.00 or such higher amount as may be determined by resolution of the Assembly.
- Security deposit.** 4. every applicant shall before being granted a licence to operate a District Weekly Lotto pay to the District Finance Officer a security deposit of GH¢2000.00 or such amount as may be fixed by resolution of the Assembly.
- Annual fees.** 5. Every operator shall pay to the Assembly an annual fee of such amount as the Assembly may by resolution determine.
- Offence.** 6. Any person who contravenes any provision of these Bye-laws commits an offence and is liable on conviction to a fine not exceeding GH¢200.00 or to imprisonment not exceeding twelve months or to both.

Made at a meeting of the Kassena-Nankana West District Assembly held on the
..... 2009.

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated..... Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Sanitation) Bye-Laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

Title 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Sanitation) Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).

Disposal of refuse. 2. (1) Where the Assembly has at any town or village set aside a place for the purpose, no person shall place or cause or permit to be placed any carrion, filth, dirt, refuse or rubbish or any offensive or unwholesome matter on any street, yard, enclosure or open space at such town or village except at such place so set aside.

(2) Where there has been contravention of sub-paragraph (1) and the offender has not been identified or discovered the fact of any carrion or other matter mentioned in the said paragraph being found adjacent to any building shall be prima facie evidence of its having been placed there by the occupier or occupiers thereof.

Removal of wood and rubbish. 3. The occupier or occupiers of any premises shall clear and keep free from any dirt, underbrush, under weeds, wood, high grass, rubbish, rags, broken bottles, refuse and all offensive matter (filling up holes with stones, gravel, or other like materials) the streets or roads at the front, back and sides thereof, and the drains, gutters and channels thereof.

Provided that where two or more buildings abound on any street or roads, the occupier or occupiers of each shall be responsible for keeping clean only that half of the street or road nearest to his or her premises.

Nuisance 4. (1) No person shall cause a nuisance in any public place or open space.

- (2) No occupier of any premises shall allow the existence of a nuisance in such premises.
- Space** 5. (1) Every person shall keep a space of at least 12 feet around his place of dwelling and this shall be constantly swept and all nuisance removed.
- around**
- homes.**
- Where there is a need to keep a vegetable garden close to a wall, the garden shall be kept so as not to cause a nuisance to inmates, neighbours or the public.
- Offence.** 6. Any person who contravenes any of these Bye-laws shall be guilty of an offence and shall be liable on conviction to a fine not exceeding GH¢300.00 or to imprisonment for a term not exceeding three months and in the case of a continuing offence to a further fine of GH¢20.00 for each day that the offence continues after written notice has been served on the offender.
- Interpre-**
- tation.** 7. In these Bye-laws unless the context otherwise requires “Nuisance” includes-
- (a) any pool, ditch, gutter, water course, pond, well hold, tank, urinal, cesspool drain, KVIP or pit which is in such a state as to be offensive or injurious to health of likely to be so;
 - (b) any accumulation or deposit of excreta or urine or things which are, or are likely to be injurious to health;
 - (c) any premises in such a state of disrepair as to be dangerous to the health of man or livestock.
 - (d) any growth or weeds, prickly-pear, long grass or wild bush of any sort;
 - (e) the keeping and harbouring of any animal in any premises constructed or situated as to cause or to be likely to cause such keeping or harbouring to be a nuisance or injurious to health;
 - (f) any well, pond or tank the water of which is tainted with impurities or otherwise injurious to the health of the person using it;

- (g) any works, manufacturing trade or business that is likely to be injurious to the health of neighbours.
- (h) any rat-infested premises or house or any part of a house or premises.
- (i) “Occupier” shall, where the building is not in actual occupation, include the owner thereof.

Revocation. 8. Any Bye-laws on Sanitation in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the 2009.

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated..... Regional Co-ordinating Director

Kassena-Nankana West Assembly (Removal of Night Soil) Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- Title** 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly **(Removal of Night Soil)** Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”)
- Removal of night soil** 2. Only the Assembly shall be responsible for the removal of night soil from premises in which private latrines are kept.
- Fee.** 3. The charge for the removal of night soil from private latrines shall be GH¢20.00 per month per pan or such lower/higher amount as may be determined by resolution of the Assembly.
- Payment in advance.** 4. All payments for the removal of night soil shall be made in advance.
- Owner of occupier to notify the Assembly of private latrine.** 5. Every owner or occupier of any premises in which a private latrine is kept shall give notice of the keeping of such latrine to the District Assembly or Medical Officer of Health who shall provide services of the removal of the night soil from the private latrine.
- Notice to discontinue removal of soil.** 6. Where the owner or occupier of any premises fails to pay the prescribed charge for one month, the Assembly shall give him/her notice and discontinue the removal of the night soil there from
- Provision of water closet within one year of** 7. One year after the coming into effect of this Bye-law, every house owner shall provide a water closet or KVIP in his/her premises.

**commence-
ment of Bye-
laws.**

Penalty. 8. (a) Any unauthorized person who removes night soil from any premises to which this Bye-law applies, and every owner or occupier of any premises who:

(b) Fails to notify the District Assembly or Medical Officer of Health as required by paragraph 5 of this Bye-law shall be guilty of an offence and shall be liable on conviction to a fine not exceeding GH¢200.00 or to a term of imprisonment not exceeding three (3) months or to both.

**Revo-
cation** 9. Any Bye-laws on removal of night soil in existence in the area of authority of the Assembly before the coming into force of these bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the 2009.

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated..... by Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Damage by Livestock) Bye-Law, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

Title 1. this Bye-law shall be cited as the Kassena-Nankana West District Assembly **(Damage by livestock)** Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).

damage by 2. It shall be the duty of the owner or any person in charge of livestock to prevent the livestock. damage or destruction of cultivated crops, ornamental trees or any other property in the area of authority of the Assembly, by the livestock.

3. any owner; or person in charge of livestock who fails to prevent the livestock from causing such damage shall be guilty of an offence, and shall be liable on conviction to a fine of GH¢200.00 or in default of payment to imprisonment for two months or both.

Revocation 4. Any bye-laws on Damage by livestock in existence in the area of authority of the Assembly before the coming into force of these bye-laws are hereby revoked. Made at a meeting of the Kassena-Nankana West District Assembly held on the2009

.....

IBRAHIM AL-HASSAN

Secretary to the Assembly

.....

MARTIN ALICHIMA

Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG&RD

DatedRegional Co-ordinating Director.

**Kassena-Nankana West District Assembly (Control of Cattle, Swine, Sheep and Goats
bye-laws, 2010**

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (act 462) these bye-laws are hereby made:

Title 1. This Bye-law shall be cited as Kassena-Nankana West District Assembly (control of cattle, Swine, Sheep and Goats) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the (“Assembly”).

Prohibition 2. (1) No person shall keep any cattle, swine, sheep or goats within the area of against authority of the Assembly without a valid permit from the Assembly. Provided livestock. that for domestic purposes or for religious or customary ceremonies a person may keep not more than three (3) heads of Cattle, sheep or goats or swine within the area of authority for a maximum period of seven (7) days.

3. Without prejudice to the generality of the proceeding section, the keeping of cattle swine, sheep or goats in any part of the towns and villages within the area of authority of the Assembly, otherwise than for immediate slaughter, or in any public place as the Assembly may prescribe or in such places as the Assembly may licence for that purpose, is prohibited.

Officer to 4. Any officer or servant duly authorised by the Assembly can enter any premises inspect where cattle, swine, sheep or goats are kept in contravention of the provisions premises of this Bye-law and impound such animal. and impound Animals.

5. No. person shall allow any cattle, swine, sheep or goats to stray in any public place within the area of the Assembly.

6. (1) If in any public place any cattle, swine, sheep or goats are found at large without anyone in charge of them any duly authorized servant of the Assembly shall seize and impound such animals and place it in a place set aside by the Assembly for such purpose (hereinafter referred to as the “Pound”).

(2) The owner of any cattle, swine, sheep or goat impounded by the Assembly shall pay to the person appointed for that purpose such fee and such expenses of maintenance of the said animal as may be fixed by resolution of the

Assembly.

- Notice. (3) If the said fee and expenses are not paid within seven (7) days after seizure of the said animals, the officer appointed by the Assembly for that purpose shall give three (3) days notice of his intention to sell the animals.
- (4) At the expiration of the period of notice, the said animals shall be sold by auction by the appointed officer and the proceeds shall be paid to the Kassena-Nankana West District Assembly Finance Officer.
- (5) No liability whatsoever shall attach to the Assembly for the death of any animal after it has been impounded by the Assembly.
- (6) Any person who contravenes any of these Bye-laws shall be guilty of an offence and shall be liable on conviction to a fine not exceeding GH¢400.00 or in default, to a term of imprisonment not exceeding three (3) months.
- Revocation (7) Any bye-laws on control of Cattle, swine, sheep and goats in existence in the area of authority of the Assembly before the coming into force of these bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the2009

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG&RD

DatedRegional Co-ordinating Director

Kassena-Nankana West District Assembly (Removal of Domestic Refuse)
Bye-laws, 2009

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (act 462) these bye-laws are hereby made:

- Title** 1. This Bye-law shall be cited as Kassena-Nankana West District Assembly_(Removal o Domestic Refuses) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly_(hereinafter referred to as the (“Assembly”).
- Places to which Bye-law shall apply** 2. This bye-law shall apply to premises such as dwelling, industrial and Kassena-Nankana West District Assembly_Township except for such of these as the Assembly shall deem expedient to exclude or exempt, and shall be for the removal of domestic or household refuse.
- Dustbin to be supplied at store price.** 3. Dustbins may be supplied by the Assembly at the store price. Each dustbin shall be marked according to the house number, e.g. G.T.20.
- Dustbin service Compulsory.** 4. Every owner or occupier of premises shall provide a dustbin for premises approved by the District Medical Officer of Health
5. Upon the coming into force of this Bye-law, every owner or occupier whether or not he has purchased or otherwise obtained a dustbin in respect of his premises shall, unless the Assembly otherwise directs, pay a monthly fee prescribed under Section 12.
- Extra dustbins.** 6. Extra dustbins may be supplied on payment of the cost at store price and the applicant shall from the month of registration pay a fee for service in respect of extra dustbins as provided under section 12.
- Refuse must be in dustbins.** 7. (1) The Assembly shall not be bound to collect or remove any refuse which is not put in a dustbin and failure on the part of the owner or occupier to put domestic household refuse in a dustbin shall not absolve such owner or occupier from the payment of fees.
- Exempt premises.** 8. Where premises are for the time being exempted from the application of this Bye law by the Assembly in the exercise of its discretion under Section 2, the owners or occupiers of such premises shall deposit the domestic or household refuse at the public dustbin or refuse depot provided by the Assembly.

Disposal of refuse only in accordance with these Bye-laws. 9. No domestic refuse shall be disposed otherwise than in accordance with the provisions of this Bye-law. Provided that upon application the owner or occupier of any premises may be permitted by the Assembly to convey refuse to an approved place on conditions set out by the District Medical Officer of Health and approved by the Assembly.

Public dustbins 10. (1) Where public dustbins or refuse depots are provided by the Assembly, these shall be for the exclusive use of the Assembly or of other classes of the public as may be permitted to do so by the Assembly.

(2) Such public dustbins or refuse depots may be cleared daily.

Emergency 11. In time of emergency as where floods or other natural phenomena prevent dustbin service, the Medical Officer of Health may direct that domestic refuse be deposited in the public dustbin or refuse depots.

Charge for services 12. Fees for the removal of domestic refuse from premises (excluding Government and Assembly premises) shall be paid monthly and in advance at GH¢2.00 per each dustbin.

Offence by juveniles. 13. The parent or guardian of every child who contravenes any of the provisions of these Bye-laws shall personally be deemed to have acted in breach of this Bye-law.

Penalty. 14. Any person who contravenes any of the provisions of this bye-law shall be guilty of an offence and shall be liable on summary conviction to a fine not exceeding GH¢200.00 or in default to a term of imprisonment not exceeding 12 months or to both.

15. In this bye-law:

“Assembly” means the Kassena-Nankana West District Assembly.

“Dustbin” in respect of premises means a box or can with cover approved or supplied by the District Medical Officer of health used for collection of domestic or household refuse in private, commercial or industrial houses.

“ Public Dustbin” means an open place, refuse depot, shed or incinerator provided by the District Medical Officer of Health for dumping of refuse by the public.

“Domestic Refuse” means refuse created in the course of ordinary domestic or household activities or in the use of business canteens and collected or put into a dustbin.

“Premises” shall include house, shed or other structure used for business or dwelling or otherwise occupied during the day or night by human beings.

“Store Price” means cost fixed by District Medical Officer of health and approved by the Assembly.

Revocation 16. Any bye-laws on Removal of Domestic Refuse in the area of authority of the Assembly before the coming into force of these bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly_District Assembly held on the2009

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG&RD

DatedRegional Co-ordinating Director.

Kassena-Nankana West District Assembly (Collection of Stone, Gravel and Sand)

Bye-Laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local government Act, 1993 (Act 462) these Bye-laws are hereby made:

- | | |
|------------------|---|
| Title | 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Collection of Stone, Gravel and Sand) Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”). |
| Payment of fees. | 2. (1) No person shall be permitted to excavate or collect stone, gravel or sand from the area of authority of the Assembly unless he pays such fee as the Assembly may by resolution determine.

(2) Upon the payment of the fee such person shall be issued with a licence.

(3) Any licence issued under this paragraph shall be subject to such conditions as the Assembly shall determine and shall expire on the 31 st December of the year in which it is issued. |
| Offence | 3. Any person who contravenes these Bye-laws shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢500,00 or in default of payment to a term of imprisonment not exceeding twelve months or to both. |

Made at a meeting of the Kassena-Nankana West District Assembly Assembly held on the 2009.

.....
IBRAHIM AL-HASSAN

Secretary to the Assembly

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

.....
MARTIN ALICHIMA

Presiding Member

Dated by Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Markets) Bye-Laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local government Act, 1993 (Act 462) these Bye-laws are hereby made:

- Title** 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Markets) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the (“Assembly”).
- Control of markets.** 2. The Assembly shall have the control and management of all authorized markets within the area of authority of the Assembly.
- Allotment of stalls/stores.** 3. (1) Market stalls shall be allotted in such manner as the Assembly may from time to time direct.
- (2) Subject to the provisions of sub-paragraph (1) of this paragraph, applications for the allotment of stalls shall be made to the Assembly and allotment of available stalls shall be in order of priority of applications thereof and upon payment of the prescribed rent thereof to the Assembly.
- (4) The Assembly may refuse allotment of any stall to an applicant previously convicted of an offence under these Bye-laws.
- Rent for Stall/stores** 4. Rent for a stall shall be of an amount fixed by resolution of the Assembly.
- Receipts for stalls/stores.** 5. (1) On payment of rent for a stall, a receipt specifying the period in respect of which it is paid shall be issued to the payer and the receipt shall be prima facie evidence of the payment of rent for the specified period.
- (2) Failure to produce the receipt on demand by a person authorised by the Assembly shall render the occupier of a stall/store liable to ejection from the stall/store.
- (3) Any person served with a notice of ejection (which shall be in such form as the Assembly may direct) who fails to give up possession of the stall/store in accordance with

the terms of the notice shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢200.00 or to imprisonment for a term not exceeding three months or to both.

Payment of rent for stalls. 6. All rents shall be payable monthly, weekly or daily in advance and in the case of monthly or weekly occupations shall expire on the last day of the month or week in which rent has been paid. In the case of an allotment by the month, the occupier of any stall shall give notice of intention to discontinue the use thereof at least seven days before the expiration of the period in respect of which rent has been paid, otherwise he shall be liable for rent in respect of the succeeding months.

Subletting of stalls/stores 7. (1) No person shall sublet a stall/store or in anyway share any stall/store except by permission, in writing, to the Assembly.
(2) Any person who sublets or shares his/her stall/store shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢200.00 or a term of imprisonment not exceeding three months or to both.

Prohibition of selling out side Market. 8. (1) No person shall sell, offer for sale during market hours any article at any Place except in the market or in a shop or in accordance with a hawkers licence to do so issued by the Assembly
(2) Any licence issued under the provisions of sub-paragraph (1) of this paragraph, shall be in the form specified in the First Schedule and the fee payable thereof shall be that fixed by resolution of the Assembly.
(3) Any person who sells any article outside the market without a licence issued in accordance with these Bye-laws, shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢100.00 or to imprisonment for a term not exceeding one (1) month or to both.

Appropriation of parts of market.	9. (1) Parts of the market shall be specifically set aside by the Assembly for the sale of the following articles, and the sale of such articles shall be prohibited elsewhere in the markets a. Fresh meat; b. Fish; c. Bread; d. Palm-wine e. Pito f. Dawadawa (2) Any person who sells any of the articles specified in sub-paragraph (1) of this paragraph anywhere in the market except as specifically set aside for the sale of it shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢100.00 or to imprisonment for a term not exceeding one (1) month or to both.
Daily use of Sellers.	10. (1) A part of the market shall be specifically set aside by the Assembly for the daily sellers who shall pay to the Assembly such daily fees as have been fixed by resolution of the Assembly. (2) On payment of the fee a receipt specifying the date in respect of which it is paid shall be issued to the payer and the receipt shall be prima facie evidence of the payment of the fee for the specified date. (3) Any person served with a notice of ejection from the market (which shall be in such form as the Assembly may direct) who remains in the market shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢100.00 or to imprisonment for a term not exceeding one month or to both.
Sale to be	11. No person shall, within the market, expose any article or food for sale except from a stall or from a table or other support of a minimum height of twenty

from stall inches from the ground
table .

Screening 12. No person shall expose for sale in any market or other place any meat, fish,
palm bread, wine, pito or cooked or prepared food unless it is protected by means of
of meat etc. screens of a pattern approved by the District Health Superintendent.

Person 13. No person suffering from any infectious or contagious disease shall enter or
suffering sell in any market. Any person suffering from any such disease who enters or
from con- sells in the market shall be guilty of an offence and shall on conviction be liable to
tagious a fine not exceeding GH¢100.00 or to imprisonment for a term not exceeding one
disease. month or to both.

Cleanliness. 14. (1) Every occupier of a stall store/shall during his occupation thereof keep it in
a clean state, and shall brush, sweep or otherwise clean away dirt and rubbish there
from before leaving at the end of the day's selling.

(2) Every person occupying a stall/store or using a table or other support for the
purpose of exposing for sale of food thereon shall wash with clean water before
leaving at the end of the day's selling such store/ stall, table or other support.

(3) All dirt, rubbish and sweeping shall be deposited in a covered receptacle (to be of a
type approved by the District Health Superintendent) provided by the Assembly for
the purpose.

Prohibited 15. No person shall bring or cause to be brought into the market or have therein
articles. any of the
following:

- a. Any live animal except birds;
- b. The skin of any animal unless it is dried and properly cured;
- c. The offal of any animal except by permission of a Sanitary Officer of the
Assembly who shall act on the advice of the District Health Superintendent or a
person authorized by such District Health Superintendent.

Cooping of birds etc.	16. Fowls, ducks, guinea-fowls and turkeys offered for sale in the market shall be kept in coops or restrained in any other humane manner.
Children	17. Any person in charge of a child in the market shall be responsible for the good behaviour of such child, shall clean up any litter, or any nuisance that such child may cause.
Butchers' clothing.	18. Butchers and their assistants, when engaged in carrying, handling or selling meat, shall wear clean clothing of a style approved by the sanitary officer of the Assembly who shall act on the advice of the District Health Superintendent in respect of such style of clothing.
Unwholesome food	19. Any person who brings into the market or sells or offers for sale therein any meat, fish, bread, palm-wine , pito, cooked food or other prepared food, which is unwholesome, shall be guilty of an offence and shall, on conviction, be liable to a fine not exceeding GH¢20.00 or to imprisonment for a term not exceeding one month or to both.
Rights to destroy	20 It shall be lawful for the DCE, District Health superintendent or any person representing them to destroy any food or meat under the provisions to paragraph 19 found or proved to be unwholesome
Rights to destroy	19. It shall be lawful for the District Chief Executive or any person representing him to destroy and food or meet under the provision of paragraph 19 found or proved to be unwholesome.
Market hours.	21.(a) No market shall be opened to the public between the hours of 6:00pm and 6:00am.
Prohibition of sleeping in market	22.(b) No person shall use a market as a sleeping place, and any person found using a market as a sleeping place shall be guilty of an offence and shall be liable on conviction to a fine not exceeding GH¢50.00 or to a term of imprisonment not exceeding three months or to both.

- Rights of entry to market. 22.b. It shall be lawful for the District Co-ordinating Director concerned or the District Health superintendent concerned or any person representing them or either of them, to enter the market at anytime and inform the Assembly of any non-compliance with any matter contained in these Bye-laws.
- Obedience to directions of the 23. Every person using the market shall obey the directions of the officer of the Assembly to directions including directions given for the purpose of preserving cleanliness, order and regularity in such market and of facilitating the conduct of business therein.
24. Except otherwise provided in these Bye-laws any person who fails to comply with or contravenes any of the provisions of these Bye-laws shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢200.00 or in default of payment to imprisonment for a term not exceeding six months or to both.
- Revocation.** 25. Any Bye-laws on markets in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Bongo District Assembly held on 2009.

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated..... by Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Entertainment Licence)

Bye-Laws, 2009

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local government Act, 1993 (Act 462) these Bye-laws are hereby made:

- Title 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Entertainment Licence) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly_(hereinafter referred to as the “Assembly”)
- Entertainment licence. 2. (1) No person shall undertake or perform in the area of authority of the Assembly any of the entertainments acts or things specified in the Schedule to these Bye-laws without first having paid to the Assembly a fee fixed by resolution of the Assembly.
- (2) Where the entertainment, act or thing is to be held in any premises other than the Community Centre/Town Hall, the land-lord for occupier granting permission for the use of the premises shall not allow such entertainment, act or thing to take place unless he is satisfied that the necessary fee has been paid to the Assembly.
- Offence. 3. Any person who contravenes the provisions of these Bye-laws shall be guilty of an offence and shall be liable on conviction to a fine not exceeding GH¢200.00 or to imprisonment not exceeding two months or to both.
- Revocation 4. Any bye-laws on Entertainment Licence in the area of authority of the Assembly before the coming into force of these bye-laws are hereby revoked.

SCHEDULE

Entertainments, acts or things requiring payment of fee – concert, cantatas, boxing, magic shows, dancing, drumming, music of theatrical performances, cinemas, videos, or other entertainment to which admission is to be obtained on payment of any money or reward except where the whole proceeds are being devoted to charity.

Made at a meeting of the Kassena-Nankana West District Assembly held on 2009.

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated by Regional Co-ordinating Council.

Kassena-Nankana West District Assembly (Control of Eating Houses)
Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- | | |
|---|--|
| Title | 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Control of Eating Houses) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”). |
| Eating place to be licenced. | 2. (1) The owner of every eating-house shall obtain a licence from the Assembly

(2) There shall be paid in respect of every licence such amount as may be fixed by resolution of the Assembly.

(3) Every licence issued under these Bye-laws shall expire on the 31 st December of the year in which it is issued. |
| Provision of kitchens, etc. | 3. Every eating-house shall be provided with –

(a) a separate room which shall be used solely as a public eating-room; and
(b) a separate kitchen shall be used solely for cooking and for the preparation of food and liquid refreshments for use in the eating-houses. |
| Requirements as to public eating-rooms. | 5. Every room used as a public eating-room in any eating-house shall not be less than 5 metres long or 4 metres wide and no part of any such room shall be less than 4 metres high.

(2) The floor of every public eating-room shall be of concrete or other impervious material and the walls shall be capable of being washed.

(3) Every public eating-room shall be provided with adequate lighting and ventilation. |

- (4) No living or sleeping-room shall open directly into a public eating-room
- (5) Every public eating-room shall be provided with shelves or cupboards for the storage of plates and other utensils, and suitable table and chairs or benches shall also be provided.

**Require-
ments**

- 5. (1) Every kitchen in an eating-house shall be of a type approved by the Sanitary Officer of Health and in every such kitchen, suitable fly-proof storage for foodstuffs shall be provided, together with one or more tables for the preparation of food.
- (2) Every kitchen shall be provided with adequate covered receptacles for the disposal of refuse.

**Washing
plates etc.**

- 6. Every eating-house shall be provided with suitable places for the washing of utensils.

Infected

- 7. (a) No person shall operate, prepare or serve food or drinks in any eating **person** house unless such is certified by the Medical Superintendent to be fit to do so, such certification shall be reviewed every six (6) months.
- (b) No proprietor of an eating-house or persons in charge of such eating-house shall allow any person suffering from an infectious or contagious disease to take part in the preparation or serving of food in the eating-house.

Nuisance.

- 8. No animal or fowls likely to cause a nuisance shall be kept in the compound of any eating-house.

Obstruction

- 9. No person shall obstruct or resist any officer or other person appointed by the Assembly who is acting or purporting to act in the performance of any duties relating to any of the purposes of these Bye-laws in any eating-house.

**With drawal
of licence**

- 10. The Assembly may withdraw any licence issued under these Bye-laws if any alteration made of to any premises licenced there under, after the licence has been granted, without the approval of the Assembly, or if the licenced is convicted of contravention of any of the provisions of these Bye-laws.

- Offence 11. Any person who contravenes any provision of these Bye-laws commits an offence and is liable on conviction to a fine not exceeding GH¢300.00 or to a term of imprisonment not exceeding six months or to both.
- Interpre- 12. In the these Bye-laws unless the context otherwise requires –
tation. “eating-house” means any premises where food is prepared or cooked or liquid refreshment is provided for sale to the public, for consumption therein.
- Revocation 13. Any Bye-laws on control of restaurants and eating-houses in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly_held on
..... 2009.

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD.

Dated.....Regional Co-ordinating Director.

Kassena-Nankana West District Assembly (Herbalists) Bye-laws, 2009

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- | | |
|------------------------------------|---|
| Title | 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Herbalists) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”). |
| Licence | 2 (1) No herbalist shall practice within the area of authority of the - Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”) unless

(a) he first registers with the Ghana Psychic and Traditional Healers Association or such other Traditional Healers Association recognized by the Assembly; and
(b) he obtains a licence from the Assembly. |
| Endorse-
ment of
application | 3. Applications for a licence by a herbalist practicing within the area of authority of the Assembly shall be endorsed by the Chairman or Secretary of the Local Traditional Healers Association. |
| Inspection | 4. Any person duly authorized by the Assembly so to do may enter and inspect the sanitary conditions of a herbalist’s premises and may request any holder of a licence to produce such licence for inspection. |
| Renewal | 5. A licence issued under these Bye-laws shall expire on the 31 st day of December of the year in which it is issued. |
| Fees | 6. The fee payable to the Assembly in respect of any licence issued under these Bye-laws shall be determined by resolution of the Assembly. |
| 7. A herbalist shall: | |
| | (a) keep his/her premises and surroundings clean; |
| | (b) remove all filth from the premises from time to time and as often as may be necessary to maintain the premises in the state of cleanliness. |

- (c) keep his/her stock under hygienic conditions.
- (d) take all reasonable precautions in cases of infections and contagious diseases and
- (e) refer cases beyond his competence to hospital with reasonable dispatch.

Offence. 8. Any person who contravenes any provision of these Bye-laws shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢200.00 or to a term of imprisonment not exceeding six months or to both.

9. Where a herbalist has been convicted on two (2) occasions of an offence under this Bye-law or of an offence involving dishonest or improper conduct as a herbalist, or where he/she repeatedly fails to maintain good sanitary conditions in his/her premises, the Assembly may revoke his/her license.

Inter-pretation 10. In these Bye-laws unless the context otherwise requires –
“herbalist” means a person who holds himself/herself out as practicing therapeutics with herbs.

Revocation 11. Any bye-law on herbalists in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on2009.

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD

Dated..... Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Control of Buildings) Bye-laws, 2009

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- | | |
|-------------------|---|
| Title | 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Control of Buildings) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”) |
| Building permits. | <p>2. (1) No person shall erect any building or execute any work or any building within the area of authority of Kassena-Nankana West District Assembly except under and in accordance with the terms of a building permit issued by the Assembly.</p> <p>(2) Every building permit shall specify the site, the floor area and the measurement of the building.</p> <p>(3) There shall be payable for any such permit a fee of an amount fixed by resolution of the Assembly.</p> |
| Demolition notice | <p>3. (1) If any building is being or has been erected or if any building work is being or has been executed in contravention of these Bye-laws, the Overseer may give notice by inscription “stop work or produce permit” or in writing to the owner or occupier to explain within two weeks, by a statement in writing to the Assembly why such building should not be removed, altered or pulled down.</p> <p>(2) If such owner or occupier fails to show sufficient cause why such building work should not be removed, altered or pulled down, it shall be lawful for the Assembly to carry out the removal, alteration or pulling down, specified in the notice and to recover the expenses from the owner or occupier as if it were a debt from such person to the Assembly.</p> |
| Offence. | 4. Any person who contravenes any provision of these Bye-laws shall be guilty of an offence and shall on conviction be liable to a fine not exceeding GH¢500.00 |

or to a term of imprisonment not exceeding twelve months or to both and in the case of a continuing offence to a further fine not exceeding GH¢20.00 for each day that the offence continues after written notice has been served on the offender.

Inter-pretation. 5. In these Bye-laws unless the context otherwise requires-
“Building” means any structure whatsoever and includes the alteration of any existing building which involves an increase in the floor area of that building; the “floor area” of building includes the area of all verandas, lintel and other roofed spaces;

“Overseer” means an officer appointed by the Kassena-Nankana West District Assembly for the purpose of inspecting any operation under these Bye-laws and includes an inspector.

Revocation. 6. Any bye-laws relating to Building in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the 2009.

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD

Dated..... Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Control of Hawkers) Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

Title	1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Control of Hawkers) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”).
Hawkers to obtain Licences.	2. (1) No person shall operate as a hawker unless he/she obtains upon application a licence from the Assembly to do so. (2) The licence shall be in such form as the Assembly may determine and shall be issued subject to such conditions as the Assembly may deem fit including the following: (a) a hawker shall pay a daily fee as may be fixed by resolution of the Assembly; (b) a hawker shall not erect any stall or other structure in any public place for the purpose of his/her trade or any business without a written permit from the Assembly; (c) a hawker shall not obstruct or impede the free movement of vehicular or pedestrian traffic. (3) The Assembly may revoke the licence of any person who contravenes any condition subject to which a licence is issued.
Application particulars	3. Every application for a licence shall be made in writing and shall contain particulars of the goods, which the applicant wishes to sell.
Duration and fees for licence	5. (1) A licence issued under these Bye-laws shall expire on the 31 st day of December of the year in which it is issued.

(2) A licence shall be issued on the payment of such fee as may be fixed by resolution of the Assembly.

Hawkers to produce licence on demand. 6. Every hawker shall produce for inspection a licence granted under these Bye-laws upon demand being made to him by a person authorized by the Assembly.

Offence 7. Any person who contravenes any provision of these Bye-laws commits an offence and shall on conviction be liable to a fine not exceeding GH¢100.00 or to a term of imprisonment not exceeding two months or to both.

Inter-pretation. 8. In these Bye-laws unless the context otherwise requires-

“hawker” means any person who sells or offers or expose for sale goods of any description in a place other than a recognized market or in his dwelling house or shop and includes any assistant employed by such person.

Revocation Any Bye-laws on Hawkers in existence in the areas of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the2009.

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD

Dated..... Regional Co-ordinating Director

Kassena-Nankana West District Assembly (Slaughter Houses) Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana West District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

- | | |
|---|--|
| Title | 1. This Bye-law shall be cited as the Kassena-Nankana West District Assembly (Slaughter Houses) Bye-law 2009 and shall apply within the area of authority of the Kassena-Nankana West District Assembly__(hereinafter referred to as the “Assembly”). |
| Cattle to be slaughtered in slaughter houses. | 2. No person shall slaughter any cattle or other domestic animal for human consumption in any town or village within the area of authority of the Assembly in any place except the public slaughter house provided by the Assembly or any other place approved by the Assembly. |
| Care of animal to be slaughtered. | 3. (1) No person shall sell or offer or expose for sale the flesh of any domestic animal, which has not been slaughtered in a public slaughterhouse, or other place approved by the Assembly.

(2) Any person who is in charge of any animal, which is about to be slaughtered shall -
(a) Give such animal sufficient water; and
(b) Protect such animal from thirst or any other harassment, pain or harm. |
| Methods of slaughter. | 4. (1) All animals to be slaughtered shall be killed by
(a) Cutting the throat after stunning; or
(b) By a “captive bolt pistol”

(2) No person shall use a captive bolt pistol under sub-paragraph (1) of this paragraph unless he is so authorized by the District Health Superintendent.

(3) No animal shall be slaughtered within sight of another animal. |

(4) Subject to the provisions of sub-paragraph (1) of this paragraph, a Health Officer or any person authorized by the Assembly may direct the manner in which any animal may be slaughtered to prevent cruelty to such animal and any person so directed shall comply.

Users of slaughter houses to keep them clean. 5. (a) Every person who uses a public slaughter house or other place approved by the Assembly for slaughtering animals shall keep such place in such clean state as may be approved by the Health Officer or any person authorized by the Assembly to oversee the slaughter house or other place.

(b) Every person who sells or offers for sale meat in a public slaughter house shall first be certified by the Medical Superintendent to be fit and such certification shall be revised every six (6) months.

Fees. 6. No person shall use a public slaughterhouse unless he pays to the Assembly such fee as may be fixed by resolution of the Assembly.

Offence. 7. Any person who contravenes any provision of these Bye-laws commits an offence and is liable on conviction to a fine not exceeding GH¢200.00 or to imprisonment for a term not exceeding two months or to both.

Revocation. 8. Any Bye-laws on Slaughter houses in existence in the area of authority of the Assembly before the coming into force of these Bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly_held on the2009.

.....
IBRAHIM AL-HASSAN
Secretary to the Assembly

.....
MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD

Dated..... Regional Co-ordinating Director.

Kassena-Nankana West District Assembly (Trotro/Taxi)
Bye-laws, 2010

In exercise of the powers conferred on the Kassena-Nankana District Assembly by section 79 of the Local Government Act, 1993 (Act 462) these Bye-laws are hereby made:

Title 1. this Bye-law shall be cited as the Kassena-Nankana West District Assembly (Trotro/Taxi) Bye-law 2010 and shall apply within the area of authority of the Kassena-Nankana West District Assembly (hereinafter referred to as the “Assembly”)

PART 1 – LICENSING AUTHORITY:

Approval by licensing officer. 2. No Trotro/Taxi Licence or trotro/taxi driver’s licence shall be granted to any person by the Kassena-Nankana West District Assembly unless the grant is first approved by the Licensing Officer.

Revocation etc. by Officer. 3. The Licensing Officer may in his discretion revoke, suspend or vary a licence approved or granted by the Assembly in accordance with these Bye-laws.

4. Any holder of any licence so revoked, varied or suspended shall deliver it to the Licensing Officer for endorsement within seven days of such revocation, suspension or variation, and if required to do so, shall bring any trotro/taxi concerned to the Licensing Officer for the removal of the plates, notices and marks affixed in pursuance of these Bye-laws.

Appeals 5. Any person aggrieved by the decision of the Licensing Officer to revoke, against suspend or vary the licence shall have the right of appeal to the Principal Licensing Officer and shall within seven days of such decision notify the Licensing Officer concerned of his intension to appeal against the decision. The Principal Licensing Officer may confirm, set aside or vary such decision and the decision of the Principal Licensing Officer shall also be subject to appeal to the District Assembly.

False statement etc. 6. Any person who knowingly or willfully makes any false statement or withholds any information for the purpose of obtaining the grant to a trotro/taxi licence or trotro/taxi driver’s licence for himself or any other person, partnership or company shall be guilty of an offence under these Bye-laws.

PART II – TAXI/TROTRO LICENCES

Trotro/
Taxi
licence
to be
Obtained.

7 No. persons shall allow, cause or permit any motor vehicle to be used as a trotro/taxi within the area of authority of the Bawku West District Assembly unless, in addition to being licenced under the Road Traffic Ordinance it has been licenced for use as a trotro/taxi under these Bye-laws.

8. Application for a trotro/taxi licence shall be made to the Licensing Officer on the form prescribed in schedule “A” which may be obtained from the District Chief Executive and shall be signed by the owner of the trotro/taxi or where the trotro/taxi is in joint partnership or company, by the senior partner of the partnership or the Secretary, Manager or other duly authorized officer of the company as the case may be, and the person by whom the application is so signed shall for the purpose of those Bye-laws be deemed to be the applicant for the licence, if granted, shall be issued to him.

9. The prescribed fees for the grant of Licences shall be such fee as may be fixed by resolution of the Assembly and shall be for the following:

- a. Trotro Licence
- b. Taxi Licence
- c. Trotro Driver’s Licence
- d. Taxi Driver’s Licence
- e. Application for trotro/taxi Driver’s Licence

10. No. trotro/taxi shall carry more than the number of passengers authorized by the Licensing Officer

Enquiries
as to
fitness

11. The Licensing Officer shall make such enquiries into the applicant’s character and circumstances as he may think fit, and may refuse to approve the grant of a taxi/trotro Licence if he is satisfied:

- a. That the applicant has been convicted for any indictable offence or any offence involving dishonesty; or
- b. That the applicant appears to him to be unfit to hold a taxi/trotro licence; or

- c. That the vehicle in respect of which the application is made does not conform to the required condition of fitness required by him.

Condition
for
approval.

12. The Licensing Officer shall not approve the grant of a taxi/trotro Licence in respect of any motor vehicle unless:

- a. It complies with all the requirements of the road traffic regulations and any amendments thereto in force;
- b. It is in good condition inside and outside
- c. It is a limousine or saloon car and has four doors.
- d. It has a boot or grit for carrying luggage and is fitted with straps necessary for securing packages, articles or luggage carried.
- e. It has an interior light.
- f. It has a roof of such construction as to satisfy the licensing Officer
- g. It has an illuminated sign bearing the word taxi/trotro in letters affixed to the front portion of the roof facing forward and of such construction as to satisfy the Licensing Officer.

13. If the Licensing Officer is not satisfied that the requirements of these Bye-laws have been complied with in respect of the taxi/trotro which the applicant wishes to have licensed, he shall cause his refusal of the application to be recorded on the application form and shall notify the applicant of his refusal to approve the grant of a taxi/trotro Licence.

Grant
of Trotro/
taxi
Licence

14.(1) If after examining a vehicle presented to him for examination the examining officer finds that it conforms to the conditions of fitness and is fit for public use, he shall give a certificate in respect of the vehicle on the application form.

(2) The applicant shall then take the application form to the Licensing Officer who shall endorse thereon his approval for the issue of a taxi/trotro licence.

(3) The Assembly shall thereupon grant to the applicant a taxi/trotro licence in respect of the taxi/trotro to which the application relates.

(4) The applicant shall then produce to the licensing Officer the taxi/trotro licence issued in respect thereof and the licensing officer shall cause to be affixed thereto plates and notices and such plates shall remain the property of the Assembly.

(15) If the examining officer considers that the vehicle does not comply with the conditions of fitness or is unfit, for public use he shall specify the defect on the application form, and the applicant may produce the vehicle for re-examination within three months from the date of the first examination if the vehicle at the time of the re-examination still does not comply with the conditions of fitness or is unfit for public use the examining officer shall so certify on the application form and the Licensing Officer shall endorse the form in the manner prescribed by Bye-law 8 (2)

Form of 16. A taxi/trotro licence shall be in the form contained in schedule “ B” to these Bye-
Taxi/Trotro laws and shall be in form until the end of the quarter of year, as the case may be
licence unless sooner revoked or suspended and shall be granted subject to the provisions therein specified and to the following conditions:

- a. Every licence or driver shall, when so requested by a police officer or an officer of the Assembly produce the taxi/trotro licence for examination.
- b. Where a driver/licence changes his address during the currency of a taxi/trotro licence he shall notify the licensing officer within fourteen days from the date of such change and shall at the time send or deliver the licence to the licensing officer who shall endorse thereon the driver/licence’s new address and return the licence to him forthwith.
- c. Where a driver/Licence, during the currency of a taxi/trotro licence, changes the place at which the taxi/trotro is ordinarily kept, he shall notify such change to the licensing Officer within seven days from the date of such change.
- d. The Licence shall not permit any person to act as driver of the taxi/trotro when it is hired or is plying for hire unless such person is the holder of a current taxi/trotro driver’s licence issued in accordance with these Bye-laws.

- e. The licence shall not alter, deface, mutilate or obliterate the taxi/trotro licence by erasure or otherwise.
- f. The licence shall produce the taxi/trotro driver's licence of the persons employed or permitted by him to act as driver of the taxi/trotro for examination at his principal place of business within the area of authority of the Kassena-Nankana West District Assembly when required to do so by any police officer or officer of the Assembly
- g. The licence shall at all times allow any licensing officer of person authorized by him to inspect and examine the taxi/trotro.
- h. The Licensee shall not remove or conceal any of the plates, notices or any other marks affixed to the taxi/trotro in pursuance of these bye-laws, nor cause or permit any person not authorized by the licensing officer to conceal any such plate, notice, or mark, nor shall he alter, deface, mutilate or obliterate or cause or permit any person not authorized to alter, deface, mutilate or obliterate any plate, notice or mark placed on the taxi/trotro by the Licensing Officer.
- i. The Licensee shall not knowingly permit the taxi/trotro to be used for an unlawful purpose.
- j. The Licensee shall not cause or permit any person to appear or to be carried on the taxi/trotro by way of advertisement
- k. The Licensee shall keep the taxi/trotro and all fixtures thereto in good order and repair.
- l. The Licencee shall not cause or permit any object or any printed, written or other matter to appear or be displayed on the outside of the taxi/trotro by way of advertisement.
- m. Where a licensee, during the currency of a taxi/trotro licence, ceases to be the owner of the taxi/trotro to which a licence relates, he shall forthwith notify the licensing officer, and return such licence to him for cancellation and before delivering the taxi/trotro to its new owner shall produce it to the Licensing Officer so that all plates, notices and other

marks affixed to the taxi/trotro in pursuance of these Bye-laws may be removed.

Use without plate etc.	17. If the owner of a taxi/trotro, or where the owner is a partnership or company, the person holding the licence in respect of the taxi/trotro on behalf of such partnership or company, causes or permits taxi/trotro to ply for hire: (1) Without any of the plates or notices affixed thereto in pursuance of these Bye-laws or with any such plate or notice so defaced that any figure thereon is illegible, or: (2) Without any of the marks placed thereon by the Licensing Officer or with any such mark obliterated or indistinct that any material particular is illegible, he shall be guilty of an offence. (3) If any person without lawful authority removes, conceals, obliterates or alters any such plate, notice or mark, he shall be guilty of an offence. (4) If any such plate or notice is lost or has become defaced or if any such mark has become obliterated or indistinct the licence shall send the taxi/trotro to the licensing officer who shall affix a new plate of notice or place a new mark on the taxi/trotro as may be required.
Defaced licences	18. A taxi/trotro licence which is defaced or on which there is an unauthorised erasure or alteration of any material particular shall be void.
Irregular licences	19. If any person uses or has in his possession any altered or irregular taxi/trotro licence, or any altered or irregular plate, notice or mark required for the purposes of these bye-laws he shall be guilty of an offence.
Transfer on death	20. (1) In the event of the death of any licence the taxi/trotro licence shall be delivered to the licensing officer, who may by endorsement thereon authorise the Kassena-Nankana West District Assembly to transfer such licence to the personal representative of the deceased or person entitled to succeed him if such representative of the deceased or person entitled to succeed him, satisfies the Licensing Officer of his fitness to hold such licence.

(2) In the case of a taxi/trotro licence held on behalf of a partnership or company the licence may in like manner and subject to like conditions be transferred from the licence to any other person who is entitled under these bye-laws to apply for a taxi/trotro licence on behalf of the partnership or company.

Expiry and renewal 21 (1) A licensee shall, not later than fifteen days after the expiration of the taxi/trotro licence, deliver up the licence and present the taxi/trotro for the removal of any plates and marks affixed thereto in pursuance of these bye-laws, to the licensing officer.

(2) If the licensee conforms to the provisions of these bye-laws and the vehicle complies with the conditions necessary for granting of a licence, the licensing officer shall renew the licence.

Liability in case of partner-ship 22. Where a taxi/trotro licence is held by any person on behalf of any partnership or company, both that person and such partnership or company as the case may be, shall be deemed to be the licensee in respect of that licence and shall be as such liable for any breach of these bye-laws or failure to comply with any provision or condition subject to which the licence is granted.

PART III – TAXI/TROTRO DRIVER’S LICENCE

Age limit 23 No taxi/trotro driver’s licence shall be granted to any person who appears to be under the for licence age of 18 years, and if granted to any person under that age it shall be void.

Taxi drivers licence to be obtained. 24. No person shall drive any taxi/trotro when it is plying for hire or conveying passengers unless he holds a taxi/trotro driver’s licence granted in pursuance of these bye-laws.

25(1) Every applicant for a taxi/trotro driver’s licence shall apply to the licensing officer on the form contained in schedule “C” to these bye-laws which may be obtained from the District Chief Executive and shall satisfy a board consisting of the licensing officer and a Police Officer that he has a sufficient knowledge of the area of authority of the Kassena-Nankana West District Assembly and of these bye-laws.

(2) The Board shall meet not less than once a month at such time and place as shall be notified by the District Chief Executive by a notice published in the gazette.

- 26 (1)The licensing officer may refuse to approve the grant of a taxi/trotro drivers' licence to any applicant, if he is satisfied that the applicant is not of good character or has insufficient knowledge of the area of authority of the Kassena-Nankana West District Assembly or of these bye-laws.
- (2) If the licensing Officer is not so satisfied he shall endorse his refusal to approve the grant of a licence on the application form and inform the applicant of his refusal.
- Form 27 Every taxi/trotro drivers' licence shall be in form contained in schedule "D" to
of Taxi/ these bye-law and shall, unless sooner revoked or suspended, be in force for a
Trotro period of 1 calendar year from the date issued.
Drivers
Licence.
- applicant28 No taxi/trotro driver licence shall be granted to any person who is not in
to hold of a current driving licence authorising him to drive motor vehicles of the class
driving comprising taxi/trotro and any taxi/trotro drivers' licence shall be void if its
licence holder ceases to hold a current driving licence under the road traffic ordinance.
- Copy 29 A taxi/trotro driver should have a copy of his taxi/trotro drivers' licence in his
by licence possession at all times during his employment as a taxi/trotro driver or when
to be appearing before any court, and shall produce it for inspection on demand by a
carried. police officer or person hiring his taxi/trotro or officer of the Assembly.
30. If any holder of taxi/trotro drivers licence:
- a. fails to comply with any of the conditions of this drivers' licence; or
 - b. fails within fourteen days thereof to notify the licensing officer of any change of address; or
 - c. fails to produce his taxi/trotro drivers' licence when required to do so by any person entitled to see it, he shall be guilty of an offence.

PART IV: MISCELLANEOUS

31. No person including the driver shall be carried on any taxi/trotro in excess of the number of persons which it is licenced to carry; provided that, in computing such number, an infant in arms shall not count as a person and two children under 12 years of age shall count as one person.
32. No than one person other than the driver shall sit on the front seat of any taxi/trotro and in such case no luggage shall be carried in the front of the taxi/trotro.
33. No luggage shall be carried on the roof of any taxi/trotro unless fitted with a roof rack approved by the licensing officer
34. The driver of the taxi/trotro shall be liable for any breach under this bye-laws, unless he proves that it occurred without his knowledge or consent.
- Illumi- 35. When a taxi/trotro is provided with a means of illuminating a sign bearing the
nated sign word "taxi/trotro" and is fitted with the approval of the licensing officer, the driver when plying for hire between 6.00pm and 6:00am shall cause the sign to be illuminated.
- Maxiimum 35 The fare payable for the hire of a taxi/trotro shall be in accordance with the
fares following scale:
- a. for the first mile or part thereof.....
 - b. for every subsequent mile or part thereof.....
 - c. for every wait or a quarter of an hour.....
37. Any taxi/trotro driver who demands more than the fare prescribed by these bye-laws or who either before, during or at the end of the hiring solicits or in any way bargains for any sum in excess of the said fare shall be guilty of an offence.
- Loitering 38. Except by reason of accident or other unavoidable cause no driver of an unhired
prohibited taxi/trotro shall cause it to loiter, and except as aforesaid or for the purpose of picking up a passenger. no taxi/trotro is to stop in any public place elsewhere than on a taxi/trotro rank.
- Lost 39. Any person who finds any property accidentally left in a taxi/trotro shall
property immediately hand it over to the driver.

40. Immediately after the termination of every hire of a taxi/trotro, the taxi/trotro driver shall carefully search the taxi/trotro, or if careful search is impracticable, shall look inside the taxi/trotro to ascertain whether any property has been accidentally left therein and if he does not carefully search the taxi/trotro at the termination of hire he shall do so as soon as practicable thereafter.
41. Any taxi/trotro driver who finds any property left in a taxi/trotro or to whom any such property is handed shall within 24 hours, deposit it at a police station within the area of authority of the Kassena-Nankana West District Assembly in the state in which it was found by, or handed to him, and shall truly state the particulars of such findings; provided that if such property is sooner claimed by its owner and satisfactory proof of ownership is given, it shall be restored to the owner forth with instead of being deposited at a police station.
42. There bye-laws shall not apply to a taxi/trotro in transit through or outside the area of authority of the Kassena-Nankana West District Assembly
- Expect- ing of applications.** 43. All applications made to the authorities concerned with the issue of taxi/trotro shall as far as possible be dealt with within one month.
- Penalty** 44. Any person who is guilty of an offence under these bye-laws or who acts in contravention of any of the provisions thereof shall be liable on summary conviction to imprisonment not exceeding three months or in default of payment to a fine of GH¢500.00 or to both.
- Inter pretation** 45. In these bye-laws, unless the context otherwise requires; “Assembly” means the Kassena-Nankana West District Assembly.
- “ Company” includes a company limited or otherwise ;
- “Examining Officer” means any member of the Government Transport Department delegated by the Chief Transport Officer to test and report on vehicles, which are proposed to be used as taxis/trotros;
- “Licencee” means any person to whom a taxi/trotro licence is granted to;

“loiter” means to proceed in a street at a slower speed than that at which other passenger vehicles would normally be driven in the same street at the same time.

“Licensing Officer” means any police officer or officer for the time being in charge of a licensing office.

“Owner” in relation to a taxi/trotro which is the subject of a hiring agreement or higher purchase agreement means the person in possession of the taxi/trotro under the agreement.

“Public Way” includes any highway, market place, Lorry Park, square, street, bridge or other way, which is lawfully used by the public.

“Speedometer” means an instrument for measuring speed and distance;

“Taxi/trotro” means any mechanically propelled wheel public vehicle carrying less than six passengers, used in standing or plying for hire in a public place, whose driver offers to put the whole vehicle at the disposal of the hirer.

“Taxi/trotro” Drivers’ Licence” means a licence as prescribed in Part IV of these bye-laws;

“Taxi/trotro awaiting hiring;

District Chief Executive” means the District Chief Executive of the Kassena-Nankana West District Assembly or other acting on his behalf.

“Quarter” means the three months ending;

Revocation 46. Any bye-laws on Trotro/Taxi in existence in the area of authority of the Assembly before the coming into force of these bye-laws are hereby revoked.

Made at a meeting of the Kassena-Nankana West District Assembly held on the2009.

IBRAHIM AL-HASSAN
Secretary to the Assembly

MARTIN ALICHIMA
Presiding Member

Approved by the Regional Co-ordinating Council on behalf of the MLG & RD
DatedRegional Co-ordinating Director.

SCHEDULE "A"

KASSENA-NANKANA WEST DISTRICT ASSEMBLY

DATE:.....

I, HEREBY APPLY FOR A Troto/Taxi
Licence on my own behalf/on behalf of as follows:

(a) Particulars of Applicant:

Name:.....

Nationality:.....

Address:.....

.....

Age:.....

Trade:.....

(b) Particulars of Particulars or Company:

Name:.....

Registration Number:.....

Address of Local Office:.....

Will you please examine the above-mentioned vehicle and report on its suitability for use as a
Troto/Taxi:

Date:..... 4

LICENSING OFFICER

I certify that I have examined the vehicle presented with this form and find that it does/does not
conform to conditions of fitness laid down by you and is/is not fit for public use.

It is constructed to carry:..... persons.

Date:.....

EXAMINING OFFICER

or

LICENSING OFFICER:

The vehicle does not comply with the conditions of fitness or is unfit for public use by reason of

.....

Date:.....

EXAMINING OFFICER

or

LICENSING OFFICER:

Above defects have/have not been made good

Date:.....

EXAMINING OFFICER

Approval is given for the issue of a Trotro/Taxi Licence to

In respect of vehicle Index No:..... for the carriage of persons.

Date:.....

LICENSING OFFICER

LICENSING OFFICER:

License No:..... has been issued to

In respect of vehicle Index No:.....will you please have the necessary plates affixed?

Date.....

DISTRICT CHIEF EXECUTIVE

SCHEDULE “B”

TROTRO/TAXI LICENCES

Ithe District Chief Executive of Kassena-Nankana West District Assembly being empowered to grant Trotro/Taxi Licences under Kassena-Nankana West District Assembly (Troto/Taxi Licence) Bye-laws, 2010 hereby grant to..... a Troto/Taxi Licence in respect of Troto/Taxi distinguished by the number..... permitting that Troto/Taxi to ply for hire/commercial within the District Assembly.

And I certify that the number of persons, which the Troto/Taxi is licenced, to carry is

..... This Licence is granted subject to compliance by the Licence with the provisions of the Kassena-Nankana West District Assembly (Troto/Tax Bye-laws, 2009 and any statutory provision relating Troto/Taxis. This licence remains in force from the date hereof until the day of 20.....

dated this day of 20

.....)

Right Thumb-Print)

)

)

.....)

Signature

)

.....
DISTRICT CHIEF EXECUTIVE

Fee: GH¢..... Per Quarter of GH¢..... for Annum

NOTE:

Where the licensee is himself the owner or Part-owner of the Troto/Taxi, his name and address are to be inserted here with the word “on behalf of”. as

necessary; where the owner is a Partnership or company, the name of the licensee shall be inserted, and the name and address of the Partnership or Company with the licensee's position therein, e.g. "A.B., Senior Partner of the partnership of 'B' and 'C' (or Secretary of XX and Co. Ltd.)" on behalf of that partnership (or company) of "(insert address of partnership or company)".

SCHEDULE 'C'
APPLICATION FOR TROTRO/TAXI DRIVERS' LICENCE

Date:.....

I hereby apply for a Trotro/Taxi drivers' licence

Photograph
of
Applicant

PARTICULARS OF APPLICANT

Name:..... Height:.....

Nationality:..... Build:.....

Address:..... Hair:.....

..... Eyes:.....

Age:..... Nose:.....

Trade:..... Mouth:.....

Driving Licence No:..... Particulars:.....

I hereby declare that the above particulars are, to the best of my knowledge true.

Date:

SIGNATURE OF APPLICANT



Approval if given for the issue of a Trotro/Taxi driver's licence to:.....
Whose description appears above.

Date:.....

LICENSING OFFICER

LICENSING OFFICER

Trotro/Taxi drivers' licence No.....has been issued to:.....

.....

Date:.....

DISTRICT CHIEF EXECUTIVE

SCHEDULE “D”

TAXI/TROTRO DRIVERS’ LICENCE

LICENCE No.:.....

I, District Chief Executive of Kassena-Nankana West District Assembly being empowered to grant Trotro/Taxi Drivers’ Licence under the

Kassena-Nankana West District Assembly (Troto/Taxi Bye-laws, 2010, hereby license.....residing at to drive Troto/Taxis.

This licence is granted subject to compliance by the holder with the provisions of the Kassena-Nankana West District Assembly.

(TROTRO/TAXI) Bye laws, 2010, and any statutory provision relating to Troto/Taxis. This licence shall have effect as from and shall remain in force until Unless sooner suspended or revoked.

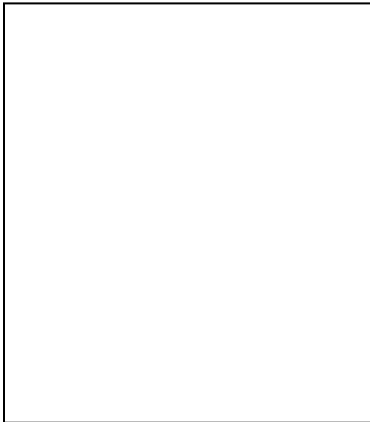
Dated this day of 20

.....

District Chief Executive

DESCRIPTION OF LICENCEE

PHOTOGRAPH OF LICENCEE



Age:.....

Height:.....

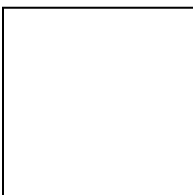
Completion:.....

Hair:.....

Eyes:.....

Build:.....

Peculiarities:.....



.....

Signature of Licence