



## Municipal Corporation, Faridabad

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Health Officer - Faridabad

From

Medical Officer of Health  
Municipal Corporation  
Faridabad

To

✓ Executive Engineer(IT)  
Municipal Corporation  
Faridabad

Memo No.MCF/MOH/2023/ 99

Dated:- 20-01-2023

**Sub:- Regarding Publishing of the Checklist of the documents for Pet Dogs Registration on MCF Site.**

On the Subject Cited above, it is submitted that in lieu of order Ld.CMC dated 17.01.2023 made in the interest of Public as well as in the interest of the Corporation. It has been decided to upload the list of following documents, Performa of Veterinary Doctor Certified Dog Witness Certificate(Copy attached) & Public notice(Copy attached) so that citizen can check the relevant documents on the MCF Site and needless movement and gathering of the masses in the O/o MOH could be checked out and general public after seeking such checklist of documents can directly approach the Atal Sewa Kendra/CFC Center/ Saral Kendra with the listed documents the details of which are shown below:-

• **Checklist of documents-**

1. Rabies inoculation certificate from Veterinary Doctor
2. Photo of the Dog
3. Photo of the Owner
4. ID Proof of the Owner
5. Veterinary Doctor Certified Dog Witness Certificate

• **Registration & Renewal Fee Structure -**

1. Fixation of Fees for Pet Dogs Registration(Registration Fees-Rs. 1500/-) as approved by Ld.CMC
2. Annual Renewal Fees-Rs. 1000/-(Fixed)as approved by Ld.CMC

Therefore, on the basis of above cited facts, a written request to publish the aforesaid checklist of documents and fee structure on the official web site of MCF so that pending applications which are withheld & due for payment of registration fees could be forwarded to the citizen for making ePayment and fresh applications could be applied in a methodical manner.

Medical Officer of Health

Endst. Memo No.MCF/MOH/2023/

Dated:-

A Copy of the above is forwarded to Ld.CMC for kind information please.

Medical Officer of Health

**Faridabad stepping towards Smart City**

## Public Notice

It is intimated to every citizen in the jurisdiction of Municipal Corporation, Faridabad that they should ensure strict compliance of by laws issued under the Haryana Municipal Corporation act-1994 and all communications and advisory issued by Animal Welfare Board of India (AWBI). They must comply with all the terms & conditions, which is required under section 311.

- a. All the pet owners must get the registration done by the registration authority i.e., Municipal Commissioner, Faridabad of all the dogs kept within the municipal areas.
- b. Any dog which has not been registered, if found in any public place, be detained at a place set apart for the purpose.
- c. Every dog handler must carry Registration card while taking dog outside at public places/on road.
- d. All pet owners shall keep the dog on leash when brought out at public places and it is guarded so that it does not bite anyone.
- e. The owner of the dog shall also carry an eco-friendly disposable bag and dog shit plucker for scooping the poo/shit of the dog and dispose it off properly to maintain hygiene and cleanliness at public places. Failure in doing so will attract a penalty of minimum amount not less than Rs. 500/-.
- f. The pet dog shall in any condition not be released alone outside home at any point of time.
- g. Resident Welfare Associations (RWAs) and Apartment Owner Associations (AOAs) cannot frame bye-laws.
- h. Appropriate action/penalty for non-compliance will be levied on such dog owners.

## **Health Certificate**

This is to certify that I have physically examined.....years Old dog/Bitch.  
Breed.....Male/Female, name .....owned by.....resident of  
..... and found him/her free from any infectious and Contagious diseases.

At the time of examination, pet is found to be healthy and fit. And there is no objection  
in issuing license for keeping this dog as a pet from its health point of view.

Name

(Sign & Stamp of Veterinary Doctor)  
(Registered under Haryana Veterinary Council)

Date: .....

Place: .....