GOVERNMENT OF INDIA
MINISTRY OF ROAD TRANSPORT & HIGHWAYS

Parivahan Bhavan,
1, Sansad Marg
New Delhi-110001

No.RW/NH-33023/19/99-DO-III Dated: 24th July, 2013

To

1. The Chief Secretaries of all State Governments/U.Ts.
2. The Principal Secretaries /Secretaries of all States/U.Ts. Public Works Department dealing with National Highways, other Centrally Sponsored Schemes and State Schemes.
3. The Engineers-in-Chief and Chief Engineers of Public Works Departments of States/U.Ts dealing with National Highways, other Centrally Sponsored Schemes and State Schemes.
4. The Chairman, National Highways Authority of India (NHAI), G-5&6, Sector-10, Dwarka, New Delhi-110 075.
5. Director General (Border Roads), Seema Sadak Bhawan, Ring Road, New Delhi-110 010.

Sub: Guidelines/Norms for access permission to Fuel Stations, Private Properties, Rest Area Complexes and such other facilities along National Highways.

Sir,

Ministry had issued separate guidelines on access permission to Fuel Stations, Service Stations; Rest Areas etc. vide Circular No. RW/NH-33023/19/99-DO-III dated 25.09.2003/17.10.2003, & access permission to Private Properties etc. along National Highways vide Circular No. RW/NH-33023/19/99-DO-III dated 31.08.2000. With the improvement in the National Highway network, a greater need for road safety of the users has been felt along with stricter enforcement of the guidelines. It has also been decided that unified norms for access to Fuel Stations, Service Stations, Private Properties, Rest areas and other such facilities along the National Highways may be evolved.

2. Accordingly, the existing Norms and guidelines have now been modified and the unified Guidelines/Norms are enclosed at **Appendix-I & Appendix-II**. The Norms at Appendix-I will be applicable for access permission to all Fuel stations, Service stations, Rest areas, etc. and Norms at Appendix-II will be applicable for access permission to Private Properties, from the date of the issue of this Circular. These norms shall be followed for seeking and granting permissions for the access to National Highways.

3. The power to give permission for access to National Highways lies with the Highway Administration as per the Highway Administration Rules, 2004 under the Control of National Highways (Land and Traffic) Act, 2002. All such access permissions to the National Highways are to be given under Section 28 and 29 of Chapter IV and Section 38 of Chapter VI of the Control of National Highways (Land & Traffic) Act, 2002. These permissions are to be given by the concerned Highway Administration notified by the Central Government under sub-section (1) of Section 28 as per the Guidelines and instructions issued by the Central Government under sub-section (2) of Section 28 of the Control of National Highways (Land & Traffic) Act, 2002.

4. The applicant shall submit a self-certified proposal for seeking access permission to the Highway Administration and will be responsible for all the documents submitted with the application. The Oil Companies shall engage registered Architects/Consultants, empanelled with the Ministry, in preparation of drawings/layouts of the proposed locations and other features of Fuel Stations, Private Properties, Rest Area Complexes and such other facilities so that these are in conformity with the Norms. The Architects/Consultants will also ensure video recordings (before & after completion of the construction work) and that the work is executed as per the approved drawings, failing which action will be initiated to blacklist such Architects/Consultants and to de-energize the fuel station.

5. The Oil Company/Owner of private property shall have to enter into an Agreement for signing the license deed for five years with the Highway Administration (as per Highway Administration Rules, 2004) for the use of NH land. The license shall be issued to the Oil Company on payment of Rs. 2,00,000/- as one-time license fee for the calendar year in which this Circular is issued, alongwith the application, with 5% license fee to be increased every subsequent year. A non-refundable processing fee of Rs. 10,000/- per application shall also be deposited with the application.

The amount of license fee to be charged from the Owners of Private Properties shall be as under:

(i)	**for Residential properties as defined in Appendix II of the Circular**	
	Rural area	No license fee
	Urban area (population less than 10 lakhs)	
	Urban area (population 10 to 20 lakhs)	
	Urban area (population more than 20 lakhs)	
(ii)	**for Other properties as defined in Appendix II of the Circular**	
	Rural area	Rs. 1,50,000/-
	Urban area (population less than 10 lakhs)	Rs. 1,50,000/-
	Urban area (population 10 to 20 lakhs)	Rs. 3,00,000/-
	Urban area (population more than 20 lakhs)	Rs. 6,00,000/-

6. On the expiry of lease, the access-permission may be renewed by the Highway Administration on payment of Rs. 10,000/- as renewal fee, if it conforms to the stipulated norms of the Ministry. The Oil Company/Owner of private property shall apply, with all the documents, for renewal at least four months before the expiry of license deed. The Highway Administration shall process the application for renewal and seek for any rectifications/clarifications within 60 days of receipt of the application. The concerned Oil Company/Owner of private property shall respond within 30 days on receipt of such communication from Highway Administration. The Highway Administration shall give final decision on renewal of the license deed within next 30 days, failing which the renewal will be deemed to have been granted.

7. In case of existing fuel stations constructed as per Ministry's norms but for which prior approval has not been obtained from the Ministry, a penalty of Rs. 25,00,000/- shall be imposed on the Oil Company to regularize such fuel stations. However, in case of fuel stations existing on newly declared National Highways, there shall be no penalty but, such Oil Companies shall have to pay the processing fee of Rs. 10,000/- to the Highway Administration and will be granted 6 months' time to comply with the Ministry's norms. If the deviations from Ministry's norms are non-rectifiable, such cases shall be dealt on case to case basis.

8. That on any breach of the condition imposed by the Highway Administration or the officer authorized by such administration on his behalf may terminate the lease or license, as the case may be.

9. In order to make the system of granting access permissions from National Highways easier and transparent, there shall be a website, developed by NIC, in which each Highway Administration will be provided an account for signing in. The Highway Administration will periodically update the status of an application for access permission from National Highways on the web site. For this purpose, a computer and internet facility shall be made available to each Highway Administration. With the development of web based monitoring system, it is envisaged that delays, if any, will be regularly monitored in the meetings of the Relaxation Committee of the Ministry.

10. After the payment of the processing fee, the application may be processed subject to submission of complete set of documents including the license fee and approved 'in-principle' and Provisional NOC may be issued by Highway Administration to the applicant. The date of 'in-principle' approval may be put on the website & the applicant may be informed within 30 days of the receipt of the application alongwith the prescribed fee.

11. The Oil Company/Owner may construct the Fuel Station/Private Property along with its access as per approved drawings at their own cost within 6 months of the issue of Provisional NOC. After the construction as per approved drawings and to the satisfaction of the Highway Administration, the final approval may be given within

30 days of the receipt of communication from the applicant about the completion of construction work and License deed may be signed by the Competent Authority (i.e. Highway Administration). In case, the construction is not done in one year, the provisional approval shall be deemed to be cancelled, unless renewed by the Highway Administration.

12. Inspections for determining the deviations from prescribed Norms shall be done any time, even after signing of the License Deed, by the Highway Administration. In cases of defaults/deviations found during inspections by Highway Administration, each deficiency shall be immediately rectified, which in no case should exceed 30 days from the date of inspection. The failure to rectify the identified deficiencies within the prescribed time would lead to de-energizing the fuel station by the concerned Oil Company. The re-energizing would be done only on complete rectification and on the authorization by Highway Administration.

13. The Highway Administration will keep a register of record of Fuel Stations, Private Properties, Rest Area Complexes and such other facilities, for which access permission has been granted. This will also be regularly updated on the website.

14. The competent authority in the Ministry shall notify the Appellate Authorities for their respective Highway Administration.

15. The contents of this Circular may please be brought to the notice of all the concerned in your Organization.

16. This Circular issues with the approval of Secretary (RT&H).

Yours faithfully,

Encl: As above

(S K Nirmal)
Superintending Engineer (S,R&T) (Roads)
for Director General (RD) & Special Secretary

Copy to:

1. PPS to Secretary (RT&H) – for kind information
2. All the Technical officers in the Ministry of Road Transport & Highways
3. JS (EIC) & CVO, Ministry of Road Transport & Highways
4. All ROs and ELOs of Ministry of Road Transport & Highways
5. The Secretary General, Indian Roads Congress
6. The Director, IAHE
7. M/o Petroleum & Natural Gas, Govt. of India, with the request to issue suitable instructions to the Oil Companies to adhere to these Norms, while planning, installation and operation of fuel stations along National Highways
8. Technical Circular File of SR&T (R) Section
9. NIC - for office intranet

APPENDIX – I

(Enclosure to Ministry of Road Transport & Highways letter no. RW/NH-33023/19/99-DOIII dated the 24th July, 2013)

I- NORMS FOR LOCATION, LAYOUT AND ACCESS TO FUEL STATIONS ALONG NATIONAL HIGHWAYS.

1. These norms have been finalized in conformity to IRC: 12, ' Guidelines for Access, Location and Layout of Roadside Fuel Stations and Service Stations' and in substantial modification to the Ministry's Circular No. RW/NH-33023/19/99-DOIII dated 25.09.2003/17.10.2003 on "Norms for the Access for Fuel Stations, Service Stations and Rest Areas along National Highways". These norms shall be applicable to all new fuel stations with effect from the date of issue of this Circular.

2. Petrol / Diesel retail outlets and service stations with or without Rest Area Amenities etc. are hereinafter referred to as Fuel Stations.

3. These norms are applicable to all Fuel Stations with or without other user facilities of rest areas, along un-divided carriageway and divided carriageway sections of National Highways in plain, rolling and hilly terrain and passing through urban stretches. For this purpose hilly or mountainous terrain would be, when the cross slope of the country is more than 25%. The urban stretches would be, where National Highway passes through a town of population of 20,000 and more (Census 2011 will apply)

4.0 General Conditions of Siting

4.1 The fuel stations shall generally be a part of the rest area complex along the highways. Rest areas should have various amenities for users e.g. places for parking, toilets, restaurants, rest rooms, kiosks for selling sundry items, bathing facilities, repair facilities, crèche etc. These aspects should be incorporated while planning for improvement and upgradation of highways and/or planning for new fuel stations along the highways. The rest area complex can be planned subject to their commercial viability.

4.2 It should be ensured that the location of the proposed fuel station does not interfere with future improvements of the highway and the nearby intersections/junctions.

4.3 The fuel stations would be located where the highway alignment and profile are favourable i.e. where the grounds are practically level, there are no sharp curves not less than those specified for minimum design speed or steep grades (more than 5%) and where sight distances would be adequate for safe traffic operations. The location would not interfere with placement and proper functioning of highways signs, signals, lighting or other devices that affect traffic operation.

4.4 While considering the proposal for new fuel stations it would be ensured that the fuel stations on a corridor are well distributed on both sides of the highways so that vehicles normally do not have to cut across the traffic to reach them. The fuel stations would be serving only the traffic moving on the adjacent lane. For the vehicles travelling in the lanes in opposite direction, separate fuel stations need to be planned for which permission would be considered keeping also in view of its location and distance norms. In urban areas with population more than 2 million, fuel stations will not be allowed to be set up within the municipal limits along the National Highways even though with service roads, as these can be located on side roads for local traffic.

4.5 In order to provide safe length for weaving of traffic, fuel stations along National Highways shall be located at the minimum distance from an intersection (gap in the central median be treated as intersection) as given below. For single carriageway section, these minimum distances would be applicable for both sides. All the distances shall be measured between the tangent points of the curves of the side roads at intersections / the median openings and the access / egress roads of the fuel stations, as is applicable, in a direction parallel to the centre line of the nearest carriageway of the National Highway.

4.5.1 Non-Urban (Rural) Stretches

1.	Plain and Rolling Terrain	Distance
(i)	Intersection with NHs / SHs / MDRs	1000m
(ii)	Intersection with Rural Roads/approach roads to private and public properties	300m
2.	Hilly / Mountainous Terrain	
(i)	Intersection with NHs / SHs / MDRs	300m
(ii)	Intersection with all other roads and tracks	100m

4.5.2 Urban Stretches

I.	Plain and Rolling Terrain	Distance
A	Urban Area with population of more than 20,000 and less than one lakh.	
1.	Intersection with any category of roads of carriageway width of 3.5m and above	300m
(i)	Intersection with roads of carriageway width of less than 3.5m	100m
B	Urban Area with population of one lakh and above	
(i)	Intersection with any category of road (irrespective of carriageway width)	100m
II.	Hilly and Mountainous Terrain	
(i)	Intersection with any category of road (irrespective of carriageway width)	100m

4.5.3 There shall not be any median gap on a divided carriageway within a distance of 300 m on each side of the fuel station. This minimum distance i.e. 300 m shall be measured between the start of the median gap and the nearest tangent point of access/egress road of the fuel station, as is applicable, in a direction parallel to the centre line of the nearest carriageway of the National Highway.

This stipulation shall be applicable for such median gaps, which are located neither in front of nor in proximity of any intersection or intersecting roads. For intersecting road median gaps or median gaps in proximity of intersections, the provisions stipulated under para 4.5.1 and para 4.5.2 shall apply.

4.6 The minimum distance between two fuel stations along the National Highway would be as given below:-

4.6.1	**Plain and Rolling Terrain in Non-Urban (Rural) Area**	Distance
(i)	Undivided carriageway (for both sides of carriageway)	300m (Including deceleration and acceleration lanes)

(ii)	Divided carriageway (with no gap in median at this location and stretch)	1000m (Including deceleration and acceleration lanes)
4.6.2	**Hilly / Mountainous Terrain and Urban Stretches**	
(i)	Undivided carriageway (for both sides of carriageway)	300m (clear)
(ii)	Divided carriageway (with no gap in median at this location and stretch	300m (clear)

Note:- (i) The minimum distance of 300 m between two fuel stations on both sides of the highway is applicable for undivided carriageway only. In case of divided carriageway, with no gap in medians, the distance restriction is not applicable on the opposite side of the fuel station and the minimum distance between two fuel stations on the same side shall be 1000 m unless the access is through service road. Any deviation will be considered as clustering. In such a case, service road shall be provided and entry/exit point of the service road shall meet the requirements specified for acceleration/deceleration lanes.

(ii) The distances between the fuel stations shall be measured between the tangent points of the access / egress roads of the fuel stations, as is applicable, in a direction parallel to the centre line of the nearest carriageway of the National Highway.

4.6.3 If two or more fuel stations are to be sited in close proximity for some reasons these would be grouped together to have a common access through a service road of 7.0m width and connected to the highway through acceleration, deceleration lanes. From these considerations, the permission for the new fuel stations would be considered only if it is either in proximity to the existing one so that the common access can be provided or the new one located at a distance of more than 1000m. Any objection from the existing fuel station owner against granting of access permission from NH for the proposed new fuel station are to be overruled and access to all fuel stations in case of clustering, shall invariably be from the service road only. Wherever longer service road exists which may itself act as deceleration / acceleration lane, no separate deceleration / acceleration lane is required.

4.6.4 For installation of new fuel station within the 1000 m distance of existing fuel station in plain/rolling terrain and 300 m in hilly/mountainous terrain and urban stretch, new entrant would be responsible for construction and maintenance of the common service road, deceleration & acceleration lanes, drainage and traffic control devices. Wherever, available ROW is inadequate to accommodate such service roads, deceleration / acceleration lanes, etc. the additional land by the side of ROW to accommodate such service roads shall also be acquired by the new entrant Oil Company. In case of hilly / mountainous terrain, common service roads at all such locations may not be possible as per the site conditions and, therefore, common access through service roads would not be a pre-condition.

4.7 The fuel station would not be located within the distance of 1000 m from any barrier including that of toll plaza and railway level crossing. No check barrier/toll plaza should be located within1000 m of a fuel station. However if such barriers are located on service roads only and are separated from the main carriageway, then this requirement shall not apply. Fuel Stations should be located at a minimum distance of 200 m and 500 m from the start of an approach road of a Road Over Bridge (ROB) and the start of a grade separator or a ramp respectively.

5.0 Plot size for fuel station.

5.1 The minimum size and shape of the plot for the fuel station would need to be such that it suitable accommodates fuel pumps, offices, stores, compressor room, air pump and kiosks without causing any hindrance to the movement of vehicles of expected maximum dimensions, within fuel stations and in the access area. Sufficient space would need to be available to accommodate the number of fuel pumps to cater to the expected number of vehicles in peak time at this location so that the vehicles do not spill on to the access area. The air pump and kiosks for pollution control measurements be installed at some distance from the fuel pumps so that the vehicles requiring these services do not cause hindrance to the free movement of vehicles entering or exiting for refuelling.

5.2 From these considerations, the minimum size of the plot for fuel stations along National Highways shall be as follows:-

S.No		Frontage (In Metre)	Depth (In Metre)
(i)	On undivided carriageway in plain and rolling terrain	35	35
(ii)	On divided carriageway in plain / rolling terrain	35	45
(iii)	In hilly and mountainous terrain	20	20
(iv)	In urban stretches	20	20

Note:-The proposed plot of new fuel stations should be such that the minimum frontage is achieved within the minimum total area, as stipulated above.

5.3 For fuel station being part of the rest area complex, the area required for other facilities such as parking, restaurant, rest rooms, toilets, kiosks for selling sundry items, bathing facilities, repair facilities, shops etc. would be extra but there would be a single access/egress.

6.0 Access Layout

6.1 Access for New Fuel Stations along Un-divided Carriageway Sections

6.1.1 The access to the fuel stations along un-divided carriageway sections of National Highway shall be through deceleration and acceleration lanes. The deceleration and acceleration lanes may be dispensed with for the fuel stations located along urban roads and roads in hilly and mountainous terrain. The access to the fuel stations located on National Highways with service road shall be only through that service road.

6.1.2 The deceleration lane would take off from the edge of the paved shoulder taken up to the edge of the Right of Way (ROW) of National Highway, beyond which, the boundary of fuel station shall start. Its minimum length would be 70 m measured along the travelled direction of highway. Its width would be minimum 5.5 m. The shoulder of 2.25 m would be provided towards the outer side of the access / egress (i.e. on the side farthest from the carriageway) for this deceleration lane.

6.1.3 The acceleration lane would take off from the edge of the fuel station on exit side having minimum length of 100 m with parallel type layout. Its starting stretch of 70 m length would be with a curvature of minimum radius of 650 m and the remaining 30 m length would be tapered so as to facilitate vehicles coming out of fuel station, merging with fast moving through traffic on main carriageway, in a safe and efficient manner. Wherever, available ROW is inadequate to accommodate the service roads and / or deceleration / acceleration lanes in plain and rolling terrain of non-urban

stretches, the additional marginal land by the side of ROW to accommodate the deceleration / acceleration lanes shall be acquired by the owner of the fuel station. In cases of widening to 4/6 lanes in near future, the matter shall be dealt on case to case basis.

6.1.4 A separator island would be provided in front of the fuel station so that no right turning take place. The length of this separator island would be determined on the basis of the intersecting points of the edge line of the separator island with the line drawn along the edge of chevron markings as indicated in **Figures 1 and 2** of these norms. Its shape for isolated fuel station would be as shown in Figure 1, and that for the cluster of fuel stations with common service roads, as shown in Figure 2. It would have minimum width of 3m. The width of approaches connecting deceleration and acceleration lanes, along the separator island should be 5.5m.

6.1.5 There would be buffer strip from the edge of the ROW and would extend minimum 3 m inside the fuel station plot. Its minimum length would be 12 m. In urban/hilly or mountainous areas, minimum length of buffer strip may be reduced to 5 m keeping minimum width of opening at entry and exit to 7.5 m. No structure or hoarding except the approved standard identification sign on pole would be permitted, which may be provided outside the ROW. The buffer strip as well as the separator island would be provided with kerb of minimum 275 mm height to prevent vehicles from crossing it or using it for parking purposes. The buffer strip in the approach zone should be suitable shaped to cover extra area in the approach zone after provision of acceleration, deceleration lane and connecting approaches and should be properly turfed for aesthetic landscaping.

6.1.6 The radius for turning curve would be 13 m and that for non-turning curve be from 1.5 to 3 m so as to check over speeding while entering or exiting the fuel station. Wherever, available ROW is inadequate, the additional marginal land by the side of ROW shall be acquired by the owner of the fuel station to provide prescribed turning radius.

6.1.7 The pavement of the access roads including deceleration, acceleration lanes and connecting approaches would have sufficient strength for the expected traffic for the designed period. It would have minimum pavement composition of 150 mm thick Granular Sub Base (GSB) overlaid by three layers of Water Bound Macadam (WBM) (other than WBM-Grading No. 1), each of 75 mm thickness topped by 50 mm thick Bituminous Macadam (BM) and 25 mm thick Semi Dense Bituminous Carpet (SDBC). Interlocking Concrete Blocks as per IRC:SP:63 can also be considered.

6.1.8 A typical access layout for the new fuel station with relevant details for deceleration and acceleration lanes, connecting approaches, Separator Island, buffer strip, drainage, signs and marking on un-divided carriageway section of National Highway would be as shown in Figure 1 of these norms.

6.1.9 The typical access layout for cluster of fuel stations, with details for deceleration lane, service road and acceleration lane etc. would be as shown in Figure 2 of these Norms.

6.2 Access for New Fuel Stations on Divided Carriageway Sections.

6.2.1 The access to the fuel station on divided carriageway sections of National Highways shall be through deceleration and acceleration lanes.

6.2.2 The deceleration lane would take off from the edge of the paved shoulder and taken upto the edge of ROW, from where the boundary of fuel station would start. Its length would be 70 m, measured along the travel direction on the highway. The acceleration lane would be of 100 m length. Its starting stretch of 70 m length would be with a curvature of minimum radius of 650 m and the remaining 30 m tapered so as to facilitate vehicles coming out of fuel stations, merging with fast moving through

traffic on main carriageway in a safe manner. The width of deceleration and acceleration lane shall be 5.5 m with shoulder of 2.25 m. The shoulder shall be provided towards the outer side of the access / egress (i.e. oh the side farthest from the carriageway). Wherever, available ROW is inadequate to accommodate the service roads and / or deceleration / acceleration lanes in plain and rolling terrain of non-urban stretches, the additional marginal land by the side of ROW to accommodate the deceleration / acceleration lanes shall be acquired by the owner of the fuel station. In cases of widening to 4/6 lanes in near future, the matter shall be dealt on case to case basis.

6.2.3 A separator island would be provided in front of the fuel station. The length of this separator island would be determined on the basis of the intersecting points of the edge line of the separator island with the line drawn along the edge of chevron markings as indicated in Figures 3 and 4. Its shape for isolated fuel station would be as shown in **Figure 3**, and that for the cluster of fuel stations with common service roads, as shown in **Figure 4**. It would have minimum width of 3 m. The width of approaches connecting deceleration and acceleration lanes along Separator Island should be 5.5 m.

6.2.4 There would be buffer strip from the edge of the ROW and would extend minimum 3m inside the fuel station plot. Its minimum length would be 12 m. In urban/hilly or mountainous areas, minimum length of buffer strip may be reduced to 5 m keeping minimum width of opening at entry and exit to 7.5 m. No structure or hoarding except the approved standard identification sign on pole, would be permitted which may be provided outside the ROW. The buffer strip as well as the separator island should be provided with kerb of minimum 275 mm height to prevent vehicles from crossing it or using it for parking purposes. The buffer strip in the approach zone should be suitably shaped to cover extra area in the approach zone after provision of acceleration, deceleration lane and connecting approaches and should be properly turfed for aesthetic landscaping.

6.2.5 The radius for turning curves should be 13 m and that for non-turning curves should be from 1.5 to 3 m, so as to check over speeding while entering or exiting the fuel station. Wherever, available ROW is inadequate, the additional marginal land by the side of ROW shall be acquired by the owner of the fuel station to provide prescribed turning radius.

6.2.6 The pavement of the access roads including deceleration, acceleration lanes and connecting approaches would have sufficient designed strength for the expected traffic. It would have minimum pavement composition of 150 mm thick GSB overlaid by three layers of WBM, each of 75 mm thickness (other than WBM-Grading No. 1), topped by 50 mm thick BM and 25 mm thick SDBC. Interlocking Concrete Blocks as per IRC:SP:63 can also be considered.

6.2.7 The typical access layout for the new fuel station with relevant details for deceleration/acceleration lanes connecting approaches, separator island buffer strip, drainage, signs and marking on divided carriageway sections of National Highway would be as shown in Fig. 3 of these Norms.

6.2.8 The access for cluster of Fuel Stations situated in close proximity shall be through acceleration lane, service road and acceleration lane as shown in Fig. 4 of these norms.

6.3 The typical layout for fuel station and signs and markings along National Highways in hilly / mountainous terrains and in urban stretches is given in **Figure 5.**

7.0 Drainage

There shall be adequate drainage system on the access to the fuel station and inside its area so as to ensure that surface water does not flow over the highway or any water logging takes place. For this purpose, the fuel station and access area would be at least 300 mm below the level at the edge of the shoulder on the highway. The surface water from fuel station and access road would need to be collected in a suitable underground drainage system and led away to a natural course through culvert. Only slab culvert with iron grating of adequate strength shall be constructed in the approaches so that surface water is drained through the openings in the grating. Construction of Pipe culverts shall not be permissible for this purpose. The drainage arrangement would be either by the method mentioned above or as per the satisfaction of the Highway Administration/Ministry. The applicant has to prepare separate detailed drawings indicating the drainage arrangements and to be submitted along with the application for permission.

8.0 Enforcement of Right of Way and Building Line

While planning the layout for various facilities inside the fuel stations, it has to be ensured that fuel pumps are located beyond the Building Lines as prescribed in IRC:73, 'Geometric Design Standards for Rural (Non-Urban) Highways' and Fuel Station office building etc. at a safe distance as prescribed by Fire Department or other authorities. The buffer strip would extend minimum 3 m inside the Fuel Station plot, beyond the available ROW. The future widening of the highway shall also be kept in view while setting up and preparing the layout plan of the proposed fuel station. The ROW for this purpose shall be the maximum of the actual available ROW at site at the proposed location and the ROW prescribed in IRC:73 brought out above. The owner of the fuel station shall acquire additional land, if required, to accommodate access/egress roads for fuel stations, service roads, acceleration/deceleration lanes, etc.

9.0 System for Signs and Markings

9.1 An adequate system for signs and marking would be provided at the locations of fuel stations for the guidance of the highway users. The pavement markings would be in the form of chevron at entry and exit locations, give way for the exit from the fuel station. Informatory sign for fuel station would be provided at 1Km ahead, 500 m ahead and at the entry point.

9.2 On undivided carriageway, additional signs for the regulation of entry and exit of the vehicular traffic should be provided on the separator island. Also, an informatory sign should be installed showing the distance of the nearest Fuel Station located in the direction of travel in order to avoid any need for right turnings for accessing the Fuel Station located on the opposite side. This sign should be installed at a location of about 200 m ahead of the opposite side fuel station.

9.3 The pavement markings would conform to IRC:35, 'Code of Practice for Road Markings' and the Road Signs to IRC:67, 'Code of Practice for Road Signs' and IRC:SP:55, 'Guidelines on Safety in Road Construction Zones'.

9.4 These should be as per Sections 801 and 803 of Ministry's Specifications for Road and Bridge Works, as updated from time to time.

9.5 The system for signs and markings with their type and locations would be as shown in Figures 1,2,3 and 4 for the chosen access layout.

10.0 License Deed

10.1 A License Deed would be required to be signed between the Oil Company wanting to install the Fuel Station (Licensee), and Government of India through their designated officers (Highway Administration). The specimen copy of the licence deed is enclosed at **Annex-III to Appendix-I.**

10.2 The license deed would be drawn on a non-judicial stamp paper and all expenses in this regard be borne by the licensee.

10.3 The validity of the licence for the use of National Highway land for access to fuel station would be for a period of five years and on the expiry of lease after which the same would be required to be renewed which could be for a similar period. During this validity period, the owner shall maintain in good condition the deceleration / acceleration lanes, service roads (free from any potholes/patches), toilet & drinking water facilities, drainage arrangement (clean conditions to allow full discharge of storm water), signs and markings (existing at identified location with clear required visibility).

11.0 Payment

11.1 A payment of license fee to the Highway Administration at the rate specified in Para 11.2 below would be payable by the licensee to the Government in consideration of this Agreement for the land for which the license is issued. The license deed is not required to be registered. This fee amount would be paid through a Demand Draft in favour of the concerned **Pay & Accounts Officer** of the Ministry of Road Transport and Highways and would be debitable to the **Major Head 1054 (Revenue Receipt Head).** The above Demand Draft may be forwarded to the Highway Administration on demand. The license deed shall be executed only after the Demand Draft has been remitted in the concerned P&AO office and successfully realized in the Consolidated Fund of India.

11.2 The license shall be issued to the Oil Company on payment of Rs. 2,00,000/- as one-time license fee for the calendar year in which this Circular is issued, alongwith the application, with 5% license fee to be increased every subsequent year. A non-refundable processing fee of Rs. 10,000/- per application shall also be deposited with the application. On the expiry of lease, the access permission may be renewed by the Highway Administration on payment of Rs. 10,000/- as renewal fee, if it conforms to the stipulated norms of the Ministry.

11.3 In case of existing fuel stations constructed as per Ministry's norms but for which prior approval has not been obtained from the Ministry, a penalty of Rs. 25,00,000/- shall be imposed on the Oil Company to regularize such fuel stations. However, in case of fuel stations existing on newly declared National Highways, there shall be no penalty but, such Oil Companies shall have to pay the processing fee of Rs. 10,000/- to the Highway Administration and will be granted 6 months' time to comply with the Ministry's norms. If the deviations from Ministry's norms are non-rectifiable, such cases shall be dealt on case to case basis.

12. Responsibilities of Oil Companies/Owner

12.1 Ministry of Petroleum and Natural Gas / Oil Companies while entertaining any application for the installation of Fuel Station, would supply a copy of these norms to

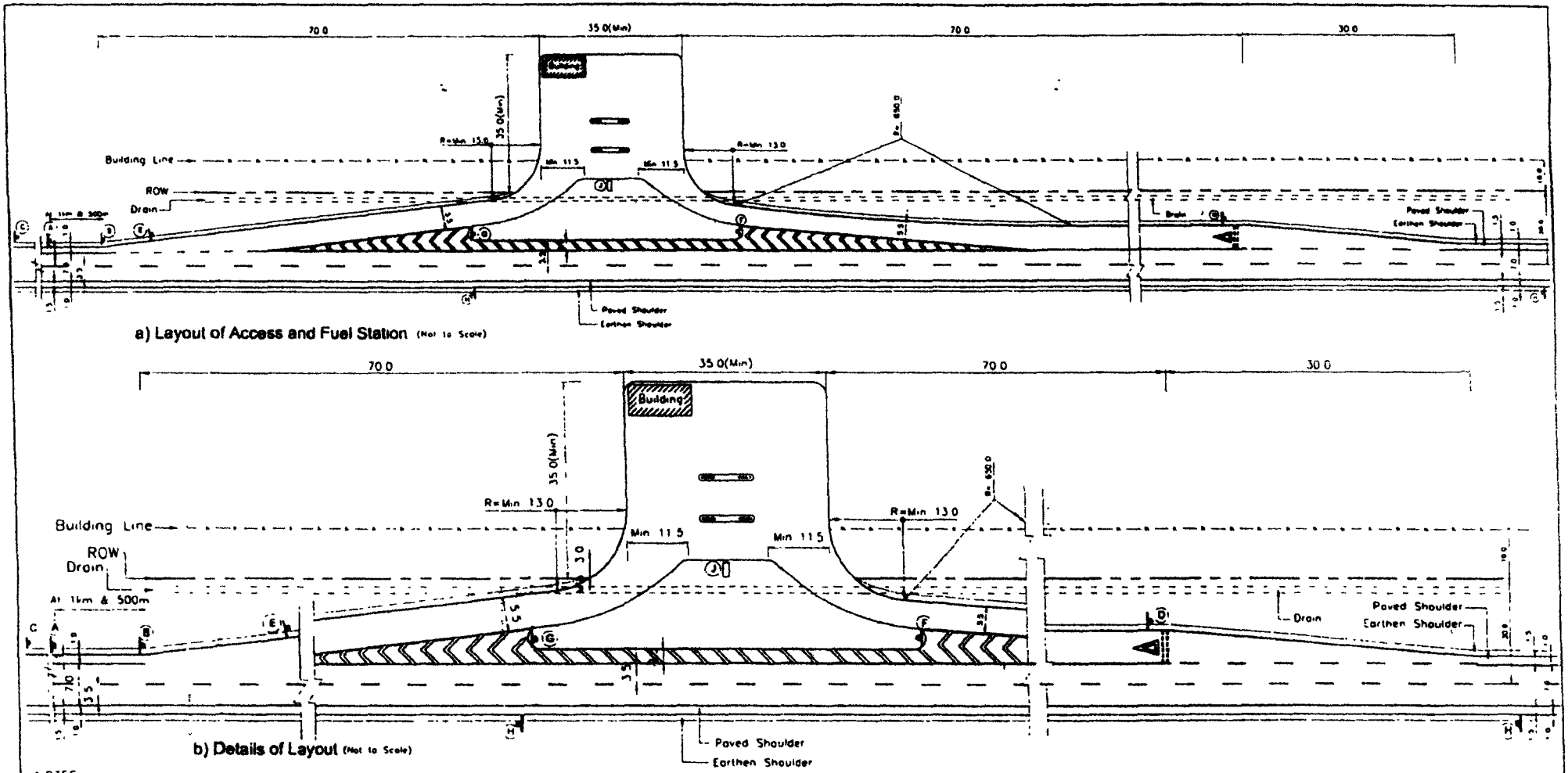
the applicant so that he may assess his position to fulfil the requirements of these norms. Ministry of Petroleum and Natural Gas / Oil Companies would ensure that the plot identified by the applicant conforms to the requirement of these norms in terms of its location, access layout and signs and markings. It shall also be the responsibility of the applicant / owner of Fuel Station to provide the prescribed layout for access as given in Figs. 1/2/3/4/5, as the case may be while preparing the layout.

12.2 After obtaining 'In-principle' approval, Oil Companies / Owner shall be responsible for the construction and maintenance of deceleration / acceleration lanes, service roads, channelizers, drainage arrangement, drinking water & toilet facilities, signs and markings in accordance with the approved layout and specifications conforming to these norms, at his own cost. The drinking water and toilet facilities shall be accessible to the public round the clock. In order to inform the public about these, a display board showing availability of such facilities shall be installed before the entry to the Fuel Station. On completion of the construction in accordance with checklist and conforming to the approvals, a Completion Certificate would be issued by the field unit of NHAI/PWD/BRO/ or any other agency (as the case may be) for getting approval of Highway Administration. The concerned Oil Company would be allowed to energize the fuel station only after the final approval by Highway Administration.

12.3 If the approach roads for access to fuel stations cannot be constructed owing to 4/6/8 laning of National Highway being in progress or even in award stage, permission for constructing temporary access, satisfying the norms, from the National Highway shall be accorded by the Regional Officer, Ministry/NHAI. There shall, however, be no deviations from the approved plan while approving the layout for temporary access and safe & smooth flow of traffic shall be ensured. The Oil Company/Owner shall furnish an undertaking for not hindering the construction work of 4/6/8 laning of the National Highway and that the temporary access shall be replaced by permanent access on completion of the work of National Highway. The dismantling of temporary access shall be borne by the Oil Company/Owner of fuel station.

12.4 Inspections for determining the deviations from prescribed Norms shall be done any time, even after signing of the License Deed, by the Highway Administration. In cases of defaults/deviations found during inspections by Highway Administration, each deficiency shall be immediately rectified, which in no case should exceed 30 days from the date of inspection. The failure to rectify the identified deficiencies within the prescribed time would lead to de-energizing the fuel station by the concerned Oil Company. The re-energizing would be done only on complete rectification and on the authorization by Highway Administration.

******



NOTES –

1. ACCESS ROADS SHOULD HAVE MIN PAVEMENT COMPOSITION OF 150MM GSB WBM GR I OR II OF 75MM EACH 50MM BM AND 25MM SDC
2. ALL PAVEMENT MARKINGS SHOULD BE AS PER IRC 35–1997
3. ALL TRAFFIC SIGNS SHOULD BE AS PER IRC:67–2001 AND IRC SP–55–2001. IN CASE OF A FUEL STATION LOCATED ON THE OTHER SIDE OF TRAVEL DIRECTION, THE USER SHOULD BE INFORMED OF THE LOCATION OF THE FUEL STATION IN HIS/HER DIRECTION OF TRAVEL THROUGH INFORMATION SIGN AS AT (C) OF THE TABLE OF THIS DRAWING
4. THE LENGTH OF SEPARATOR ISLAND SHOULD BE DETERMINED AS PER SITE CONDITION ITS MINIMUM WIDTH SHOULD BE 3M
5. THE SEPARATOR ISLAND AND BUFFER STRIP SHALL BE TURFED WITH PROVISION OF 275MM HIGH KERBS.
6. CULVERTS TO BE PROVIDED IN THE LINE OF STORM WATER DRAIN ON ENTRY AND EXIT APPROACHES TO CATER TO THE EXPECTED DISCHARGE
7. ALL DIMENSIONS ARE IN METRE UNLESS OTHERWISE SPECIFIED

(A) — Fuel Station Ahead at 1km & 500m

(B) — Fuel Station

(C) — Fuel Station Ahead

(D) — Giveway

(E) — One Way

(F) — No Entry

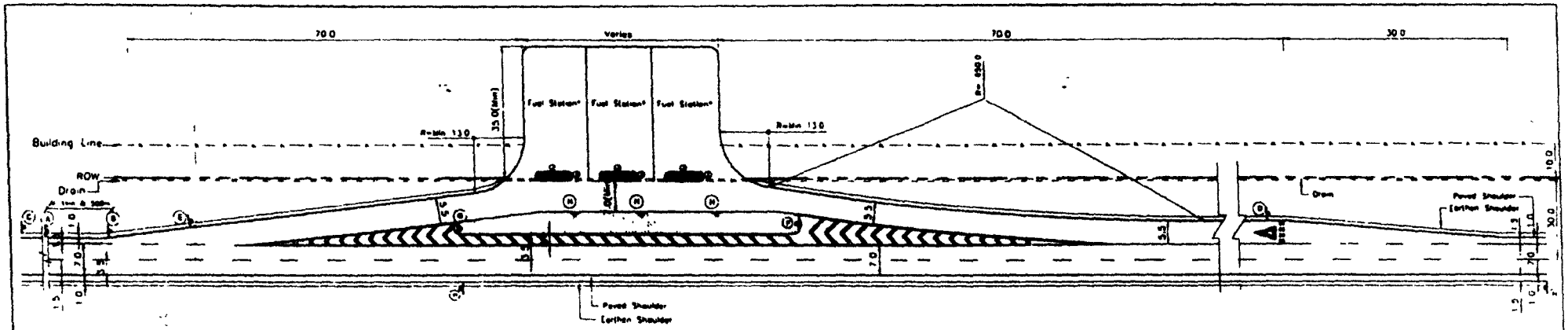
(G) — Compulsory Direction Control

(H) — No Right Turn

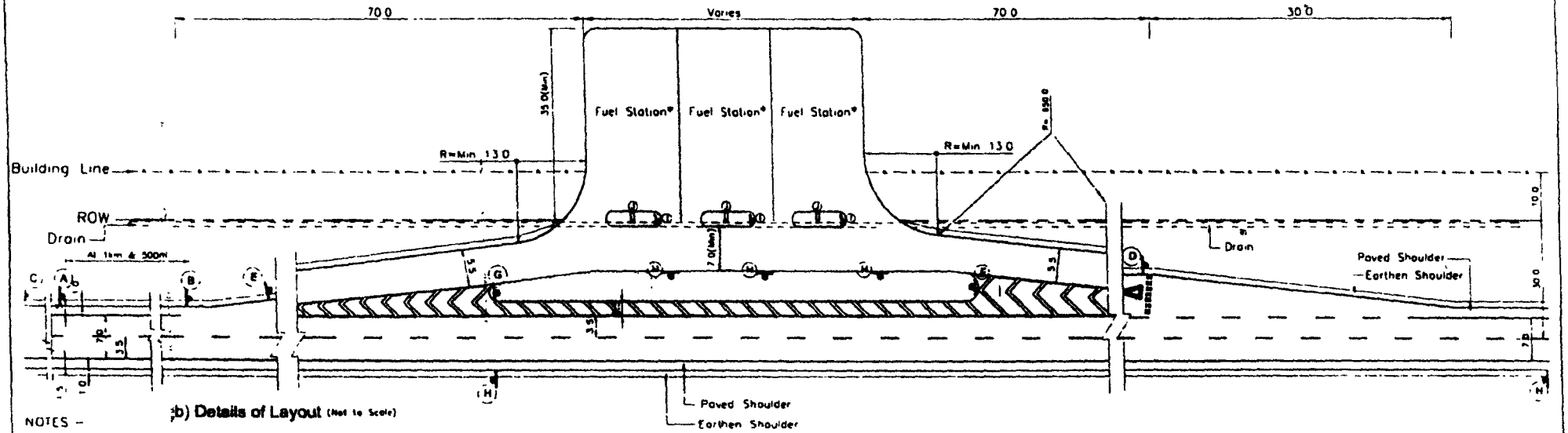
(I) — No Left Turn

(J) — Fuel Station Board

Fig. 1 ACCESS TO FUEL STATION ON UNDIVIDED CARRIAGEWAY SECTION OF NATIONAL HIGHWAY



a) Layout of Access and Number of Fuel Stations (Not to Scale)



b) Details of Layout (Not to Scale)

NOTES –

1. (*) THE LAYOUT FOR ENTRY EXIT, BUFFER STRIP, FUEL PUMPS AND BUILDING ETC WOULD BE AS PER FIG 1 OF THE CIRCULAR
2. ACCESS ROADS SHOULD HAVE MIN PAVEMENT COMPOSITION OF 150MM GSB, WBM GR I II III OF 75MM EACH, 50MM BM AND 25MM SDC
3. ALL PAVEMENT MARKINGS SHOULD BE AS PER IRC 35-1997
4. ALL TRAFFIC SIGNS SHOULD BE AS PER IRC:67-2001 AND IRC SP-55-2001 IN CASE OF A FUEL STATION LOCATED ON THE OTHER SIDE OF TRAVEL DIRECTION, THE USER SHOULD BE INFORMED OF THE LOCATION OF THE FUEL STATION IN HIS/HER DIRECTION OF TRAVEL THROUGH INFORMATION SIGN AS AT (C) OF THE TABLE OF THIS DRAWING
5. THE LENGTH OF SEPARATOR ISLAND SHOULD BE DETERMINED AS PER SITE CONDITION ITS MINIMUM WIDTH SHOULD BE 3M
6. THE SEPARATOR ISLAND AND BUFFER STRIP SHALL BE TURFED WITH PROVISION OF 275MM HIGH KERBS
7. CULVERTS TO BE PROVIDED IN THE LINE OF STORM WATER DRAIN ON ENTRY AND EXIT APPROACHES, TO CATER TO THE EXPECTED DISCHARGE
8. ALL DIMENSIONS ARE IN METRE UNLESS OTHERWISE SPECIFIED

(A) — Fuel Station Ahead at 1km & 500m

(B) — Fuel Station

(C) — Fuel Station Ahead

(D) — Giveway

(E) — One Way

(F) — No Entry

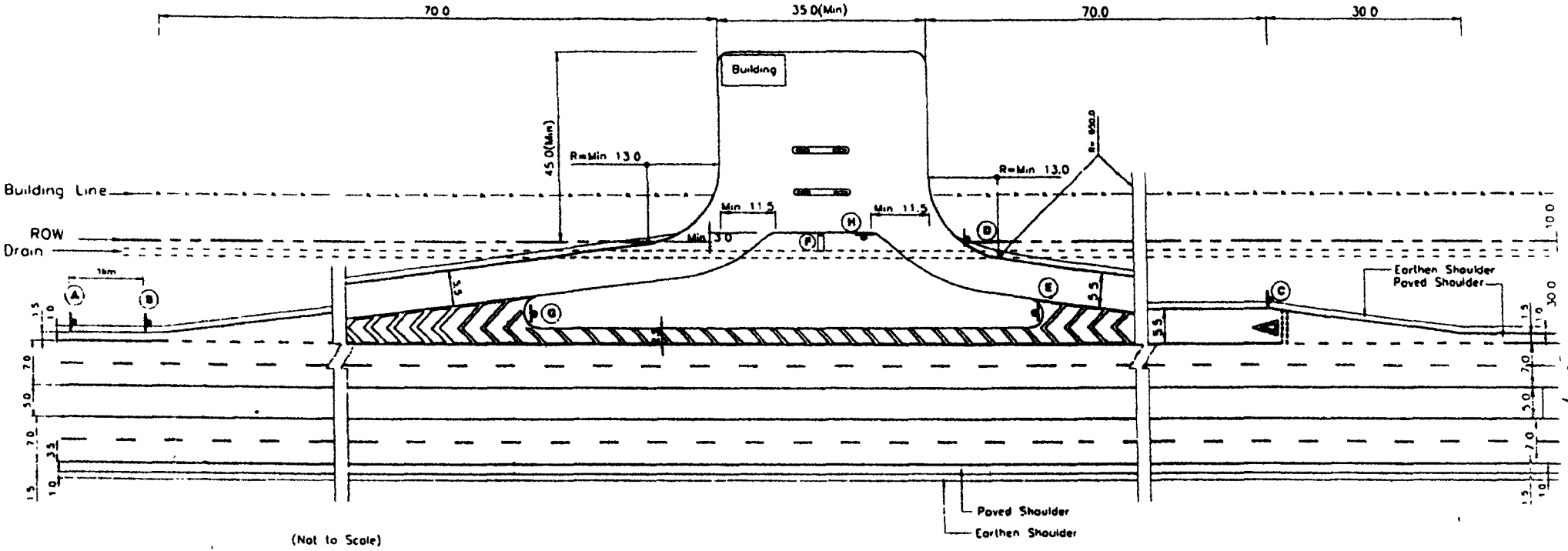
(G) — Compulsory Direction Control

(H) — No Right Turn

(I) — No Left Turn

(J) — Fuel Station Board

Fig. 2 ACCESS TO NUMBER OF FUEL STATIONS ON UNDIVIDED CARRIAGEWAY SECTION OF NATIONAL HIGHWAY



NOTES –

1. ACCESS ROADS SHOULD HAVE MIN PAVEMENT COMPOSITION OF 150MM GSB WBM GR I II IN OF 75MM EACH 50MM BM AND 25MM SDC
2. ALL PAVEMENT MARKINGS SHOULD BE AS PER IRC 35–1997
3. ALL TRAFFIC SIGNS SHOULD BE AS PER IRC 67–2001 AND IRC SP–55–2001
4. THE LENGTH OF SEPARATOR ISLAND SHOULD BE DETERMINED AS PER SITE CONDITION ITS MINIMUM WIDTH SHOULD BE 3M
5. THE SEPARATOR ISLAND AND BUFFER STRIP SHALL BE TURFED WITH PROVISION OF 275MM HIGH KERBS
6. CULVERTS TO BE PROVIDED IN THE LINE OF STORM WATER DRAIN ON ENTRY AND EXIT APPROACHES, TO CATER TO THE EXPECTED DISCHARGE
7. ALL DIMENSIONS ARE IN METRE UNLESS OTHERWISE SPECIFED

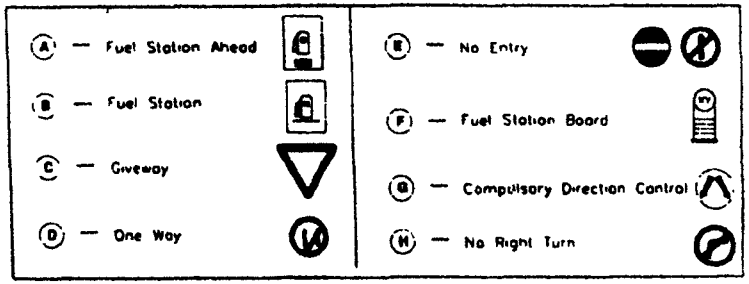
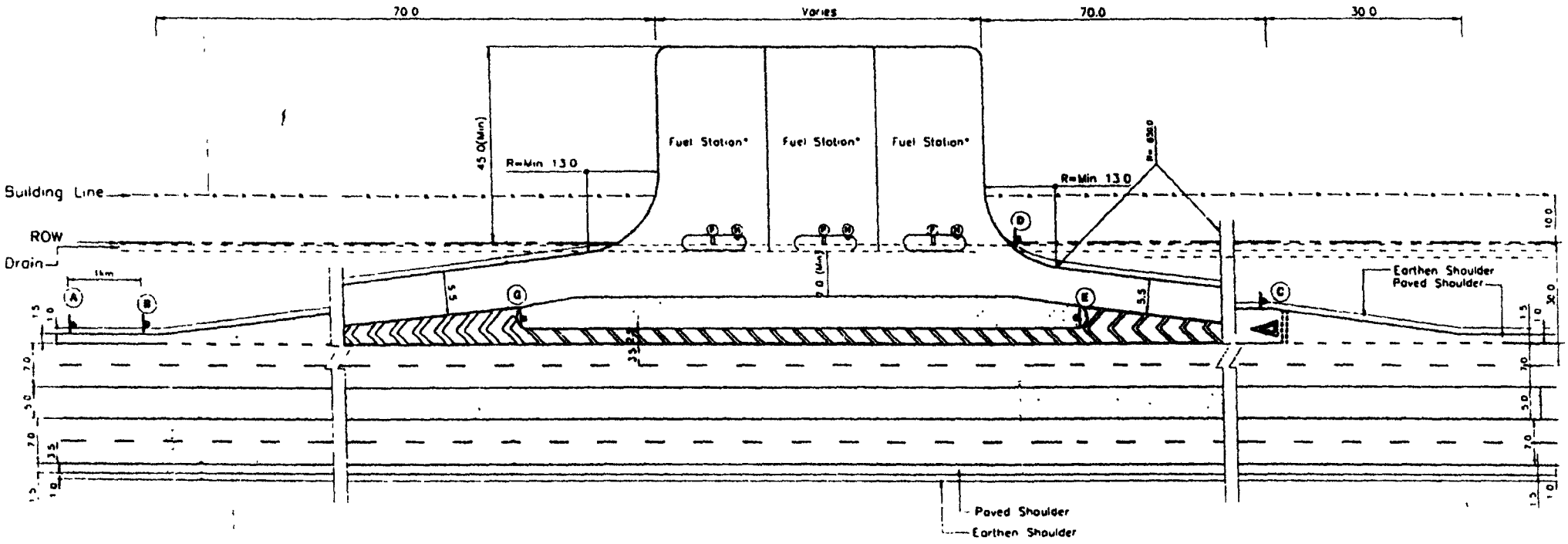


Fig. 3 ACCESS TO FUEL STATION ON DIVIDED CARRIAGEWAY SECTION OF NATIONAL HIGHWAY



NOTES –

1. (*) THE LAYOUT FOR ENTRY, EXIT, BUFFER STRIP, FUEL PUMPS AND BUILDING ETC WOULD BE AS PER FIG 3 OF THE CIRCULAR
2. ACCESS ROADS SHOULD HAVE MIN PAVEMENT COMPOSITION OF 150MM GSB WBM GR I, II & III OF 75MM EACH, 50MM BM AND 25MM SDC.
3. ALL PAVEMENT MARKINGS SHOULD BE AS PER IRC:35-1997
4. ALL TRAFFIC SIGNS SHOULD BE AS PER IRC:67-2001 AND IRC SP-55-2001
5. THE LENGTH OF SEPARATOR ISLAND SHOULD BE DETERMINED AS PER SITE CONDITION ITS MINIMUM WIDTH SHOULD BE 3M
6. THE SEPARATOR ISLAND AND BUFFER STRIP SHALL BE TURFED WITH PROVISION OF 275MM HIGH KERBS
7. CULVERTS TO BE PROVIDED IN THE LINE OF STORM WATER DRAIN ON ENTRY AND EXIT APPROACHES, TO CATER TO THE EXPECTED DISCHARGE
8. ALL DIMENSIONS ARE IN METRE UNLESS OTHERWISE SPECIFIED

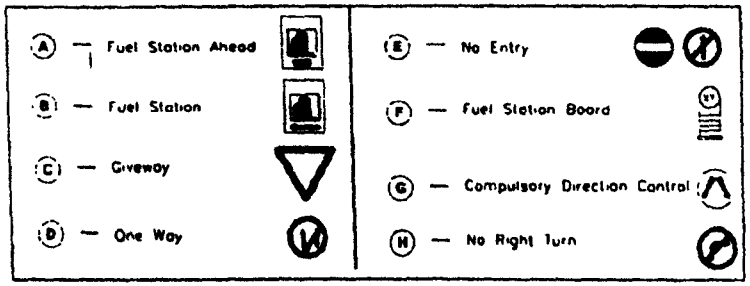
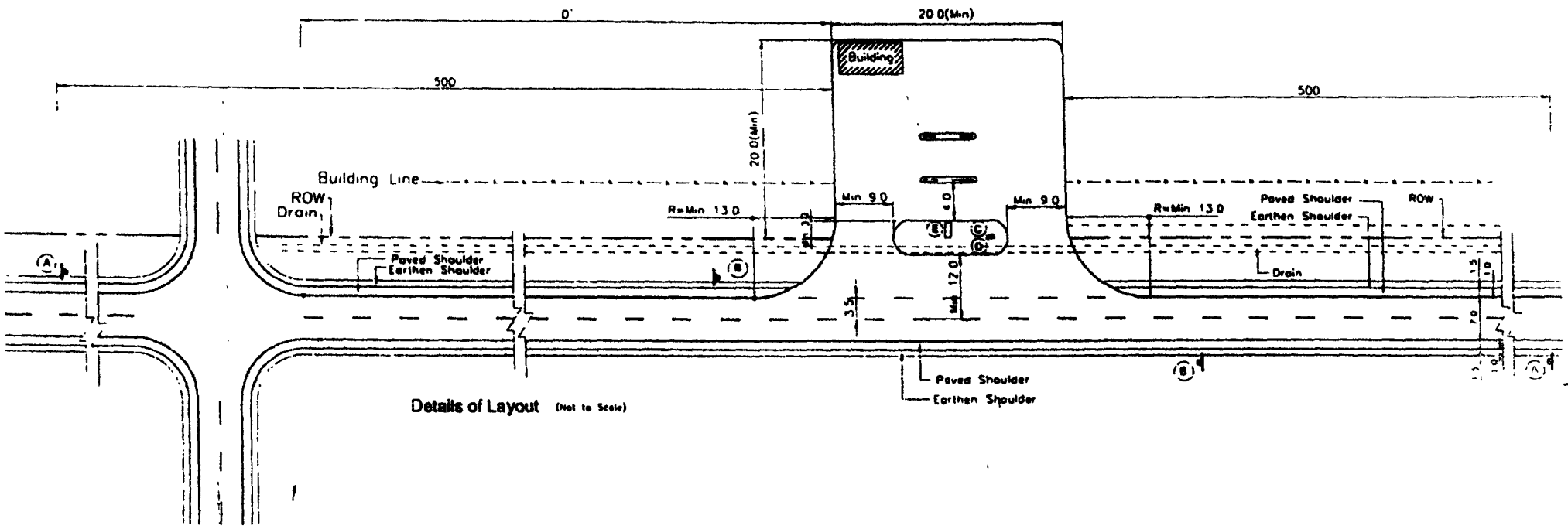


Fig. 4 ACCESS TO FUEL STATION ON DIVIDED CARRIAGEWAY SECTION OF NATIONAL HIGHWAY



Details of Layout (Not to Scale)

NOTES –

1. D' IS MINIMUM 300m WHEN INTERSECTING ROAD IS NH/SH/MDR AND IS MINIMUM 100m FOR OTHER ROADS.
2. APPROACHES SHOULD HAVE MIN PAVEMENT COMPOSITION OF 150MM GSB WBM GR I, II IN OF 75MM EACH, 50MM BM AND 25MM SDC
3. ALL PAVEMENT MARKINGS SHOULD BE AS PER IRC 35–1997
4. ALL TRAFFIC SIGNS SHOULD BE AS PER IRC.67–2001 AND IRC.SP–55–2001
5. THE LENGTH OF SEPARATOR ISLAND SHOULD BE DETERMINED AS PER SITE CONDITION ITS MINIMUM WIDTH SHOULD BE 3M.
6. THE BUFFER STRIP SHALL BE TURFED WITH PROVISION OF 275MM HIGH KERBS
7. CULVERTS TO BE PROVIDED IN THE LINE OF STORM WATER DRAIN ON ENTRY AND EXIT APPROACHES. TO CATER TO THE EXPECTED DISCHARGE
8. ALL DIMENSIONS ARE IN METRE UNLESS OTHERWISE SPECIFIED

(A) — Fuel Station Ahead

(B) — Fuel Station

(C) — No Right Turn

(D) — No Entry

(E) — Fuel Station Board

Fig. 5 ACCESS TO FUEL STATION ON NATIONAL HIGHWAY IN MOUNTAINOUS TERRAIN AND URBAN STRETCHES

ANNEX-I
(To Appendix-I)

(Enclosure to Ministry of Road Transport & Highways letter no. RW/NH-33023/19/99-DOIII dated the 24th July, 2013)

List of documents to be submitted for getting approval for installation of new Fuel Station along National Highways

1. Signed copy of license deed. The draft is at Annex III.

2. Certified copy of location plan of the Fuel Station along the National Highway showing details of Right of Way (ROW) of National Highway, existing intersections and the intersecting roads including existing public roads and other developments falling within a reach of 1.5 km in each side of the Fuel Station and carriageway.

3. Certified copy of plan of the proposed Fuel Station showing details of deceleration, acceleration lanes, service road(if provided), buffer strip, fuel pump, office, kiosk, lubritorium, air and water supply, toilet & drinking water facilities, drainage details, signs and markings conforming to applicable figures enclosed with these Norms.

4. Certified copy of sectional view showing elevation of Fuel Station with respect to National Highway and slopes to be provided for adequate drainage and preventing water logging on National Highway.

5. Drainage plan of the Fuel Station.

6. Detail of the material for pavement composition for deceleration lane, service road and acceleration lane.

7. Undertaking from the oil company/owner that the oil company/owner would pay necessary fee for the use of the National Highway land whenever the fee is asked by the Highway Authorities in future.

8. Undertaking from Oil Company that necessary alteration including complete removal/shifting of the approach roads at its own cost if so required by Ministry, for the development of National Highway or in the interest of safety in this section.

9. Undertaking from Oil Company that they shall take all the action as prescribed in Appendix I to ensure conformity of these Norms.

10. Undertaking from the Oil Company that the fuel station is neither in operation nor energized and that construction of the fuel station has not been commenced.

11. Documentary evidence of additional Land Acquisition details (if required) beyond the available ROW (to accommodate service roads, deceleration / acceleration lanes, turning radius etc.) done by the owner of the fuel station.[NOTE— It needs to be specifically mentioned if the same is not applicable/required.]

Annex-II
(To Appendix-I)

CHECKLIST

{Enclosure to Ministry of Road Transport and Highways letter No.RW/NH-33023/19/99-DO-III dated the 24th July, 2013}

Check list for getting approval for installation of new Fuel Stations along National Highways

1. General Information

1.1 National Highway Number : _____

1.2 State : _____

1.3 Location

1.3.1 (Chainage in km) : _____

1.3.2 [Side of NH (Left or right side of NH towards increasing chainage/km/ direction)] : _____

1.4 Name of Highway Authority : _____

(NHAI/PWD/BRO)

1.5 Highway Administration address: : _____

_____

1.6 Name of Oil Company : _____

(as applicable)

Stipulated Norms for Fuel Stations *(To be updated on revision of IRC:12)*

Sl. No.	Item	Measurement at site	MORTH Norms	Whether complying with MORTH Norms **
1	Distance from intersection:			
	1.1 Non-Urban (Rural) Stretch			
	1.1.1 Plain and Rolling Terrain			
	(i)Intersection with NHs/SHs/MDRs/City Roads		1000 m	Yes/No
	(ii) Intersection with Rural Roads /approach roads to private and public properties		300m	Yes/No
	1.1.2. Hilly/Mountainous Terrain			
	(i) Intersection with NHs/SHs/MDRs		300m	Yes/No
	(ii) Intersection with all other roads and tracks		100m	Yes/No
	1.2 Urban Stretches			
	1.2.1 Plain and Rolling Terrain			
	(a) Urban Area with population of more than 20,000 and less than one lakh.			
	(i) Intersection with any category of roads of carriageway width of 3.5m and above.		300m	Yes/No
	(ii) Intersection with roads of carriageway width of less than 3.5m.		100m	Yes/No
	(b) Urban Area with population of one lakh and above			
	(i) Intersection with any category of road (irrespective of carriageway width).		100m	Yes/No
	1.2.2 Hilly and Mountainous Terrain			
	(i) Intersection with any category of road (irrespective of carriageway width).		100m	Yes/No
2	Gap in the central median from fuel station (for divided carriageway only)		300 m	Yes/No
3	Is it a part of Rest Area complex?			Yes/No

4	Distance from nearest Fuel Station (a) Plain and rolling terrain in non-urban (rural) areas. (i)Undivided carriageway (for both sides of carriageway) (ii) Divided carriageway (with no gap in median at this location)		Minimum 300m Minimum 1000m	Yes/No Yes/No
	(b) Hilly terrain and urban stretches (for both divided and undivided carriageways)		Minimum 300m	Yes/No
5	(a)Distance from Check barrier /Toll Plaza / Railway level crossing		Minimum 1000m	Yes/No
	Mention whether the check barrier is located on main carriageway or on service road separated from main carriageway			Yes/No
	(b) (i) Distance from start of approach road of Road Over Bridge		Minimum 200 m	Yes/No
	(ii) Distance from start of Grade Separator/Ramp		Minimum 500 m	Yes/No
6	Provision of 7.0m/5.5m wide service/connecting road		Necessary at clustering of Fuel Station	Yes/No
	(i) Length of the service road including deceleration and acceleration lanes for regulating entry to/exit from proposed fuel station.		[Mention the lengths in m]	
	(ii) Whether additional Land acquisition is required beyond the available ROW (to accommodate service roads, deceleration / acceleration lanes, etc.) by the owner of the fuel station.			Yes/No
	(iii) If Yes, mention the additional L.A. required to be done by the owner of the fuel station.		[Mention Area (sq.m.)]	

	(iv) Whether additional Land Acquisition as above beyond the available ROW (to accommodate such service roads, deceleration / acceleration lanes, etc.) has been done by the owner of the fuel station.			Yes/No/Not Applicable
	(v) If Yes, whether the documentary evidence of the L.A. details are attached			Yes/No/Not Applicable
7	Gradient of Highway section		Maximum 5%	Yes/No.
8	Slope of Fuel Station Premises/Services Area for drainage purpose		Minimum 2%	Yes/No.
9	(a)Width of Frontage of Plot		Minimum 35m/20m	Yes/No.
	(b) Depth of Plot		Minimum 35m/45m/ 20m	Yes/No
10	Length of Buffer Strip		Minimum 12m (Minimum 5m in Urban/hilly Area keeping minimum width of opening at entry and exit to 7.5 m)	Yes/No.
11.	Width of Buffer Strip extending inside ROW		Minimum 3 m	Yes/No.
12.	Is there only one structure of approved standard identification sign on pole with existing on buffer strip?		No structure or hoarding except approved standard identification sign on pole is allowed on buffer strip.	Yes/No.

13.	Height of kerb for buffer strip		Minimum 275 mm	Yes/No.
14.	Is the space from outer edge of buffer strip to the edge of road turfed and raised with provision of 275mm kerbs, with no other structure?		No structure or hoarding or parking space is allowed in the space in front of buffer strip.	Yes/No.
15.	Radius of Turning Curve		Minimum 13 m	Yes/No.
16.	Radius of Non-turning curve		Minimum 1.5m Maximum 3 m	Yes/No.
	(i) Whether additional Land acquisition is required by the side of ROW (to provide prescribed turning radius) by the owner of the fuel station.			Yes/No
	(ii) If Yes, mention the additional L.A. required to be done by the owner of the fuel station.		[Mention Area (sq.m.)]	
	(iii) Whether additional Land Acquisition as above is required by the side of ROW (to provide prescribed turning radius) has been done by the owner of the fuel station.			Yes/No/Not Applicable
	(iv) If Yes, whether the documentary evidence of the L.A. details are attached			Yes/No/Not Applicable
17.	Minimum downward slope of access roads towards the fuel station.		Minimum 2%	Yes/No.
18.	Difference in level between the highway and the fuel station and access area measured at the edge of the shoulder on the highway.		Minimum 300 mm	Yes/No.
19.	Provision of Culvert, designed for drainage according to IRC:SP-13		Slab culvert with iron grating of adequate strength	Yes/No.

20.	(i) Provision of drinking water and toilet facilities alongwith proper display board at the entry to the fuel station (ii) Provision of proper drainage arrangement for fuel station premises		Drawing showing these arrangements as per satisfaction of highway authorities to be submitted	Yes/No.
21.	Provision of adequate signs and markings as per the drawings		Minimum requirement as shown in the Drawing	Yes/No.
22.	Whether the oil company has certified that the fuel station is neither in operation nor energized and that construction of the fuel station has not been commenced.		—	Yes/No

It is certified that the fuel station is neither in operation nor energized and that construction of the fuel station has not been commenced. Further, we bear full responsibility for genuineness of the site particulars mentioned above and for adherence to the stipulated norms.

[Name, Designation and Signature of the authorized representative of the concerned Oil Company]

Note: - If norms are not satisfied, detailed explanation needs to be given, otherwise the application will not be considered. In all cases supporting documents as per Annex. I have to be submitted, otherwise the case will be summarily rejected.

The Right Of Way (ROW) of the National Highway available at the proposed location from the centre line of the nearest carriageway is [___] m.

The above particulars along with the drawings and documents have been verified and are certified as correct as per the prevailing site conditions.

[Name, Designation and Signature of the concerned field authority of NHAI/State PWD/BRO]

Annex-III

LICENSE FOR THE USE OF NATIONAL HIGHWAY LAND

AGREEMENT TO construct an approach/access road with necessary provisions for drainage, signage and markings, to _____ abutting on the _____ boundary of _____ in kilometer _____ in survey no. _____ of the village _____ in the Taluka of _____ of the _____ District.

AN AGREEMENT made this _____ day of _____ Year Two thousand _____ between the President of India (hereinafter called the Government which expression shall, unless excluded by or repugnant to the context, include his successors in Office and assigns) of the one part and (name and address of Oil Company) hereinafter called "the Licensee"/"the Licensees" (which expression shall, unless excluded by or repugnant to the context, include the said licensee's successor/Licensees successors, heirs, executors, administrators and assigns) of the other part.

2. WHEREAS THE Licensee has/licensees have applied to the Government for permission to construct on the Government land an approach road with necessary provisions for drainage, signs and markings to his/their property abutting on the boundary of _____ in Kilometer _____ in the _____ Taluka of the _____ District more particularly described in the Schedule annexed hereto and shown in the drawing attached hereto (hereinafter referred to as "the said premises").

3. AND WHEREAS THE GOVERNMENT have agreed to grant such permission on the terms and conditions hereinafter mentioned.

4. Now, this Agreement witnesseth that, in consideration of the terms and conditions hereinafter contained and on the part of the licensee/licensees to be observed and performed, the Government hereby grants to the licensee/licensees permission to construct an access/approach road with necessary provisions for drinking water and toilet facilities, drainage works, signs and markings to the said premises as per approved drawings attached subject to the following terms and conditions, namely:-

i. That the licensee/licensees shall within three months from date of receipt of the permission, but without interfering in any way with the highway traffic, complete the construction of the approach road (including deceleration/acceleration lanes) and shall make provisions for drinking water and toilet facilities, drainage, signs and markings at his own cost and to the full satisfaction of the Highway Administration according to the approved drawings and

specifications. The drinking water and toilet facilities shall be accessible to the public round the clock. In order to inform the public about these, a display board showing availability of such facilities shall be installed before the entry to the Fuel Station. The said approach road shall not be brought into use after its completion until the Government/NHAI gives a completion certificate after satisfying himself that it has been completed as per the sanctioned drawings and specifications. The Fuel Station would be energized by the concerned oil company only after completion certificate has been issued by the Highway Administration.

ii. That on the completion of the said work, that part of the approach road, which lies within the limits of Government road land together with any culvert or drain therein constructed shall become the absolute property of the Government subject to the rights of the licensee/licensees to use the same for ingress and egress.

iii. The licensee/licensees shall at his/their own cost keep the said approach road, and any culvert or drain therein, in proper repair and condition to the satisfaction of the Highway Administration. The approach roads would be considered in proper conditions when they are free from potholes and patches. The culverts and drains would be kept in clean conditions to allow full discharge of the storm water, signs and markings to be kept at their respective locations and in clean condition for visibility at all times.

iv. That within Six months of a notice duly given to the licensee/licensees in this behalf, the licensee/licensees shall at his/their own cost remove the said approach road or any drainage work constructed in connection therewith and restore the land to its original condition when required to do so by the Government or by any person duly authorized on its behalf. The Licensee/licensees shall not be entitled to any compensation on account of such removal and restoration.

v. That the approach road shall not be used for any purpose other than that of access to and egress from the premises of the licensee/licensees on to the Government road.

vi. That the licensee/licensees shall not, without the prior permission in writing of the Government/NHAI in any way extend or alter the said approach road or any culvert or drainage therein.

vii. That the licensee/licensees shall at all times permit any duly authorized officer of the Government/NHAI to inspect the said approach road including any culvert or drainage therein. He shall keep the said approach road clear and shall not be entitled to close any right of way over or in respect of the same against Government, or any member of the public.

viii. That the licensee/licensees shall be liable for any loss or damage caused to the Government by drain obstruction or any other like cause due to the said approach road or the drainage work.

ix. That the permission granted by this license shall not in any way be deemed to convey to the licensee/licensees any right into or over, or any interest in Government land other than that herein expressly granted.

x. That in case the said approach road is destroyed, this license shall determine and the license/licensees shall not be entitled to claim any right to construct another approach road in lieu of that so destroyed.

xi. That during the subsistence of this license, the said approach road including the road drainage shall be deemed to have been constructed only by the consent and permission of the Government so that the right of the licensee/licensees to use the same shall not become absolute and indefeasible by lapse of time.

xii. In cases of defaults/deviations found during inspections by Highway Administration, each deficiency shall be immediately rectified, which in no case should exceed 30 days from the date of inspection. The failure to rectify the identified deficiencies within the prescribed time would lead to de-energizing the fuel station by the concerned Oil Company. The re-energizing would be done only on complete rectification and on the authorization by Highway Administration.

xiii. That the licensee/licensees shall not sell, transfer or otherwise dispose of the premises without obtaining from the transferee a duly executed agreement with the Government embodying the terms and conditions herein before.

xiv. The Oil Company shall have to enter into an Agreement for signing the license deed for five years with the Highway Administration (as per Highway Administration Rules 2004), for the use of NH land. The license shall be issued to the Oil Company on payment of Rs. 2,00,000/- as one-time license fee for the calendar year in which this Circular is issued, alongwith the application, with 5% license fee to be increased every subsequent year. A non-refundable processing fee of Rs. 10,000/- per application shall also be deposited with the application.

5. On the expiry of lease, the access permission may be renewed by the Highway Administration on payment of Rs. 10,000/- as renewal fee, if it conforms to the stipulated norms of the Ministry. In case of existing fuel stations constructed as per Ministry's norms but for which prior approval has not been obtained from the Ministry, a penalty of Rs. 25,00,000/- shall be imposed on the Oil Company to regularize such fuel stations. However, in case of fuel stations existing on newly declared National Highways, there shall be no penalty but, such Oil Companies shall have to pay the processing fee of Rs. 10,000/- to the Highway Administration and will be granted 6 months' time to comply with the Ministry's norms.

i. That if and when parallel service roads are constructed the access to fuel station shall be from the service road alone and no claim/compensation shall be entertained on that account.

ii. That this Agreement shall remain in force for five years from the date of execution in the first instance and be terminable by a notice of 6 months and the permission may be renewed after expiry of the said period.

iii. That the license hereby granted shall not be transferable.

iv. That the licensee/licensees shall bear the cost of Stamp and attestation of this Agreement.

6. Situations given below would be treated as violations of the license deed agreement and the Government would be within its right to ask the concerned Oil Company to de-energize the Fuel Station;

i. Non-maintenance of deceleration lane, acceleration lane, service road, drinking water and toilet facilities, drainage system, channelisers, markings, signs and other traffic control devices in

good operating conditions(as specified in Para 4(iii)), during the period of license deed and not rectifying the short comings within the specified period

ii. Non-compliance for revising the layout of access as directed by the Highway Administration in writing within specified period.

7. Not-withstanding anything contained in clause 4, this license can be cancelled at any time by the Highway Administration for breach of any of the terms and conditions of license and the licensee/licensees shall not be entitled to any compensation for loss caused to him/them by such cancellation nor shall be absolved from any liability already incurred by him/them under this Agreement. The licensee/licensees shall at his/their own cost remove approach road lying within the boundary of the Government land and restore the Government land to its original condition. In the event of licensee/licensees refusing to do so, the restoration of the Government land to its original condition shall be done by the in-charge Executive Engineer/Divisional Engineer, at the cost of licensee/licensees and the expenditure incurred shall be recoverable from the licensee/licensees as an arrear without prejudice to any other remedies which may be fixed by Government in this behalf.

8. This Agreement may be executed in two counterparts, each of which when executed and delivered shall constitute an original of this Agreement.

IN WITNESS WHEREOF this agreement is executed in two parts by the parties hereto on the date first above mentioned.

Signed by Shri (Name in full) the licensee/ Licensees

Signed by Shri(name in Full) for and on behalf of the President of India

In the presence of

1. Name in full (signature) with designation

1. Name in full(signature) with designation

2.Name in full(signature) with designation

2.Name in full(signature) with designation

N.B. Wherever alternatives such as his/their Licensee/Licensees has/have etc. are given, only applicable portions should be typed in the fair license deed.

SCHEDULE

(here type the schedule referred to in clause 2)

APPENDIX – II

(Enclosure to Ministry of Road Transport & Highways letter no. RW/NH-33023/19/99-DOIII dated the 24th July, 2013)

II. GUIDELINES FOR ACCESS PERMISSION TO PROPERTIES (EXCLUDING FUEL STATIONS) ALONG NATIONAL HIGHWAYS

In supersession of the earlier Guidelines issued vide Circular No. 142.21 [No. RW/NH-33023/19/99-D.O. III dated 31.08.2000] as far as access to property along National Highways is concerned, the following Guidelines are to be adopted henceforth.

Separate provisions are specified for Other & Residential Properties in Urban/Built up & Rural reaches.

- The Residential Properties (RPs) shall mean individual plots with no more than 4 dwelling units.

- The Other Properties (OPs) whether private or Government, shall include (except Fuel Retail outlets for which separate guidelines exist) all other properties such as Industrial Units, Hotels, Motels, Hospitals, Schools, Educational / Research Institutes, Housing Complexes, Recreational Centers , Religious structures etc.

- For the purpose of these Guidelines, the Urban reaches are defined as National Highway reaches falling under territorial jurisdiction of Municipal Corporation / Municipal Council/ Nagar Palika.

- For the purpose of these Guidelines, reaches whether Urban or Rural having continuous length of 200 m or more where dwellings / shops have been built on one or both sides of National Highway on at least 50% of the total length of each such section, will be considered as Built up reaches.

1. For Other Properties (OPs):-

(i) There shall be no direct access to the National Highway. The access shall be through the service road (which term will include deceleration and acceleration lanes) in case of both Rural and Urban reaches.

(ii) If the land for Acceleration Lane, Deceleration Lane & Service Road is available in ROW, the land will be provided for their construction; otherwise land be provided / acquired by the concerned organization, owner of OP seeking the access permission.

(iii) The service road shall be constructed and maintained by the concerned organization/owner of OP seeking the access permission.

(iv) Fee as specified by the Government shall be paid by the property owner for access permission.

(v) The service road (excluding deceleration and acceleration lanes) shall have a minimum length equal to the plot length of concerned property along the National Highway. No access connection shall be allowed on deceleration and acceleration lanes. Where the concerned property is near junction / median opening etc. the length of the service road shall be increased appropriately.

(vi) The location & layout, road signs & markings requirements for access permission for OPs in Urban & Rural reaches are specified in **Annex I.**

2. For Residential Properties (RPs):-

(i) As far as possible, in Urban /Built up reaches there shall be no direct access to the National Highway; the access be through service road only.

(ii) The service road in existing Built up reaches in Urban / Rural reaches may be constructed by the Highway Authority, subject to availability of funds.

(iii) In rural reaches the direct access can be granted.

(iv) The location & layout, road signs & markings for access permission for RPs in Urban & Rural reaches are specified in **Annex I.**

3. Payment:

3.1 A payment of one-time license fee to the Highway Administration, as specified below, would be payable by the licensee to the Government in consideration of this Agreement for the land for which the license is issued. The license deed is not required to be registered. This fee amount would be paid through a Demand Draft in favour of the concerned **Pay & Accounts Officer** of the Ministry of Road Transport and Highways and would be debitable to the **Major Head 1054 (Revenue Receipt Head)**. The above Demand Draft may be forwarded to the Highway Administration on demand. The license deed shall be executed only after the Demand Draft has been remitted in the concerned P&AO office and successfully realized in the Consolidated Fund of India.

(i)	**for Residential properties**	
	Rural area	No license fee
	Urban area (population less than 10 lakhs)	
	Urban area (population 10 to 20 lakhs)	
	Urban area (population more than 20 lakhs)	
(ii)	**for Other properties**	
	Rural area	Rs. 1,50,000/-
	Urban area (population less than 10 lakhs)	Rs. 1,50,000/-
	Urban area (population 10 to 20 lakhs)	Rs. 3,00,000/-
	Urban area (population more than 20 lakhs)	Rs. 6,00,000/-

3.2 No fee will be charged for renewal of the license deed.

Annex – I
(To Appendix-II)

(Enclosure to Ministry of Road Transport & Highways letter no. RW/NH-33023/19/99-DOIII dated the 24th July, 2013)

Location & Layout, Drainage, Road Signs and Markings requirements for Access connection to Residential Properties (RP) and Other Properties (OP) in Urban , Built up & Rural Reaches

(Refer Fig. at Annex – IV)

S. No.	Description	Urban/ Built up reaches	Rural reaches	Remarks
1.	Minimum Distance between merging points of a service road including acceleration & deceleration Lanes of 100m and 70m respectively.	Length of Plot+170 m	Length of Plot + 170 m	
	Minimum Distance between merging points of two access on the same side of carriage way.	100 m	300 m	If the distance is less than the distance specified, service road to be extended/provided to cover both the access.
2.	Minimum Distance from intersection /Median opening and take off point of an access.	100 m	300 m	If less than the distance specified, service road to be provided /extended (which can left with a dead end also.)
3.	Minimum Distance between merging points of two accesses on the opposite side	In case of undivided carriage way it is preferred to have access connection to properties on opposite side of carriageways, which are exactly opposite to each other, to have minimum distraction to NH Traffic. For divided carriageway no such restriction applies.		

4.	Minimum Distance from Check Barrier	1000 m	1000 m	If distance is less than the distance specified, service road to be provided / extended (which can be left with a dead end also).
5.	Minimum Distance from Railway crossing	300 m	300 m	If distance is less than the distance specified, service road to be provided / extended (which can be left with a dead end also).
6.	Width of entrance / exit	Minimum 9 m Maximum 12 m		For Other Properties only
7.	Radius of Turning curve	Minimum 13 m Ruling 30 m		
8.	Radius of Non-Turning curve	Minimum 1.5 m Maximum 3 m		
9.	Length of acceleration lane	100 m		
10.	Length of deceleration lane	70 m		
11.	Width of acceleration lane	5.5 m minimum		
12.	Width of deceleration lane	5.5 m minimum		
13.	Width of Service Road	5.5 m – 7m		
14.	Crust composition of Service Road ,	Minimum 150 mm thick Granular Sub – base (GSB) overlaid by three layers of		

	Acceleration & Deceleration lane	Water Bound Macadam (WBM) , each of 75 mm thickness overlaid by bituminous surfacing of minimum thickness 20mm.	
15.	Crust composition of access connection / extended service road for Residential Properties	At least Gravel road	For Residential Properties only
16.	Width of access connection / extended service road to Residential Properties	Minimum 3.5 m	
17.	Radius of Turning curve	Minimum 13 m Ruling 30 m	
	Road Signs (According to IRC: 67)		For Other Properties only
18.	Side Road sign on NH before Deceleration lane		
19.	Appropriate facility information sign (i.e Hospital , Eating place etc.)		
20.	One way signs on left side of the Deceleration & Acceleration lanes		
21.	No Parking sign on left side of the Deceleration & Acceleration lane		
22.	No entry sign on right side of the Deceleration lane at its connection with service road		

23.	Appropriate No. of Right turn prohibited signs on right side of service road in front of Property Plot (facing the property)		For Other Properties only
24.	Give way sign with Give way line marking according to IRC:35 on left side of the acceleration lane at 30 m before its connection with NH		
25.	No left turn sign on NH before its connection with Acceleration lane		
26.	No right turn sign on Right side of NH in case of undivided carriageway		
	Road Markings (According to IRC: 35)		
27.	Marking for parallel acceleration lane		For Other Properties only
28.	Marking for tapered deceleration lane		
	Drainage Requirements		
29.	Provision of Culvert for drainage in accordance with IRC SP-13	Minimum 1 m span (slab culvert) with gratings / perforations	For Both Residential Properties & Other Properties
30.	Provision for intercepting drain with vertical Drain system for Rain water harvesting at the down stream end of intercepting drain (According to Appendix A-2 of IRC :SP :50)		
31.	Downward slope of the access road towards the intercepting drain	Minimum 2%	

Annex – II
(To Appendix-II)

(Enclosure to Ministry of Road Transport & Highways letter no. RW/NH-33023/19/99-DOIII dated the 24th July, 2013)

List of Documents to be submitted to Highway Administration by the applicant for permission for new access to property along National Highways

1. Signed copy of license deed. The draft is at **Annex-III.**

2. Self-Certified copy of drawings showing requirements as per norms i.e., Location & Layout, Road Signs, Road Markings, Drainage plan & Crust composition of access road etc.

3. The location drawing shall show the relevant details of reach for 1 km along National Highway on either side of property.

4. Undertaking from the Owner that the Owner would pay necessary fee for the use of the National Highway land whenever the fee is asked by the Highway Authorities in future.

5. Undertaking from Owner that necessary alteration including complete removal/shifting of the approach roads at its own cost if so required by Ministry, for the development of National Highway or in the interest of safety in this section.

6. Undertaking from Owner that they shall take all the action as prescribed in Appendix II to ensure conformity of these Norms.

List of Documents to be submitted to Highway Administration by the applicant for renewal of license deed executed for Access permission for Properties along National Highways

1. Signed copy of license deed to be executed regarding access permission. The draft is at **Annex-III.**

2. Copy of license deed executed earlier.

3. Self-Certified copies of drawings showing requirements as per norms i.e., Location & Layout, Road signs, Road Markings, Drainage plan & Crust composition of access road etc.

4. The location drawing shall show the relevant details of reach for 1 km along National Highway on either side of property.

5. Undertaking from the Owner that the Owner would pay necessary fee for the use of the National Highway land whenever the fee is asked by the Highway Authorities in future.

6. Undertaking from Owner that necessary alteration including complete removal/shifting of the approach roads at its own cost if so required by Ministry, for the development of National Highway or in the interest of safety in this section.

7. Undertaking from Owner that they shall take all the action as prescribed in Appendix II to ensure conformity of these Norms.

Annex-III
(To Appendix-II)

(Enclosure to Ministry of Road Transport & Highways letter no. RW/NH-33023/19/99-DOIII dated the 24th July, 2013)

AGREEMENT TO construct an access road with necessary provision for drainage, Road signs and markings to
* Here enter details

_____ Premises i.e land abutting on the _____ boundary of **Revenue No. etc. _____ in kilometre

** Here enter Name

of NH _____ in survey no._____ of the village _____ in the Taluka of _____ of the _____ District.

AN AGREEMENT made this _____ day of _____ Year Two thousand _____ between the President of India (hereinafter called the Government which expression shall, unless excluded by or repugnant to the context, include his successors in Office and assigns) of the one part and (name and address of Owner of Property) hereinafter called "the Licensee"/"the Licensees" (which expression shall, unless excluded by or repugnant to the context, include the said licensee's successor/Licensees successors, heirs, executers, administrators and assigns) of the other part.

WHEREAS THE Licensee has/licensees have applied to the Government for permission to construct on the Government land an access road with necessary provision for drainage , Road signs and markings to his/their property abutting on the boundary

** Here enter Name of **
_____ in

Of NH Kilometer _____ in the _____ Taluka of the _____ District more particularly described in the Schedule annexed hereto and shown in the drawing attached hereto (hereinafter referred to as "the said premises").

AND WHEREAS THE GOVERNMENT have agreed to grant such permission on the terms and conditions hereinafter mentioned.

Now, this Agreement witness that, in consideration of the terms and conditions hereinafter contained and on the part of the licensee/licensees to be observed and performed, the Government hereby grants to the AND WHEREAS THE GOVERNMENT have agreed to grant such permission on the terms and conditions hereinafter mentioned.

Now, this Agreement witness that, in consideration of the terms and conditions hereinafter contained and on the part of the licensee/licensees to be observed and performed, the Government hereby grants to the licensee/licensees permission to construct an access road to the said premises as per approved drawings attached subject to the following terms and conditions, namely:-

i. That the said access road shall not be brought into use after its completion until the Highway Administration gives a completion certificate after satisfying himself that it has been completed as per the sanctioned drawings and specifications and issue duly signed License deed by Highway Administration.

ii. That on the completion of the said work, that part of the access road, which lies within the limits of Government road land together with any culvert or drain therein constructed shall become the absolute property of the Government subject to the rights of the licensee/licensees to use the same for ingress and egress.

iii. The licensee/licensees shall at his/their own cost keep the said access road, and any culvert or drain therein, in proper repair and condition to the satisfaction of the Highway Administration

iv. That within Six months of a notice duly given to the licensee/licensees in this behalf, the licensee/licensees shall at his/their own cost remove the said access road or any drainage work constructed in connection therewith and restore the land to its original condition when required to do so by the Government or by any person duly authorized on its behalf. The Licensee/licensees shall not be entitled to any compensation on account of such removal and restoration.

v. That the access road shall not be used for any purpose other than that of access to and egress from the premises of the licensee/licensees on to the Government road.

vi. That the licensee/licensees shall not , without the prior permission in writing of the Highway Administration in any way extend or alter the said access road or any culvert or drainage therein.

vii. That the licensee/licensees shall at all time permit any duly authorized officer or servant of the Government/NHAI to inspect the said access road including any culvert or drainage therein. He shall keep the said service road /access road clear and shall not be entitled to close any right of way over or in respect of the same against Government, or any member of the public.

viii. That the licensee/licensees shall not object to any future extension or improvement of service road /access road or any shifting of its connection with highways.

ix. That the licensee shall pay the fees in accordance with Highway Administration Rules whenever asked by Highway authorities.

x. That the licensee/licensees shall be liable for any loss or damage caused to the Government by drain obstruction or any other like cause due to the said access road or the drainage work.

xi. That the permission granted by this license shall not in any way be deemed to convey to the licensee/licensees any right into or over, or any interest in Government land other than that herein expressly granted.

xii. That in case the said access road is destroyed, this license shall determine and the license/licensees shall not be entitled to claim any right to construct another access road in lieu of that so destroyed.

xiii. That during the subsistence of this license, the said access road including the road drainage shall be deemed to have been constructed only by the consent and permission of the Government so that the right of the licensee/licensees to use the same shall not become absolute and indefeasible by lapse of time.

xiv. That, if the licensee fails/licensees fail to execute any work which he has/they have agreed under this agreement to the full satisfaction of the Highway Administration, the work shall be executed by the Highway Administration at the cost of licensee/licensees; and the expenditure incurred shall be recoverable from the licensee as an arrear of land revenue without prejudice to any other remedies which may be open to Government in this behalf.

xv. That the licensee/licensees shall not sell, transfer or otherwise dispose of the premises without obtaining from the transferee a duly executed agreement with the Government embodying the terms and conditions herein before.

xvi. That if and when parallel service roads are constructed the access to premises shall be from the service road alone as determined by the Highway Administration and no claim for compensation shall be entertained on that account.

xvii. That this Agreement shall remain in force for five years from the date of execution in the first instance and be terminable by a notice of 6 months and the permission may or may not be renewed after expiry of the said period.

xviii. That the licence hereby granted shall not be transferable.

xix. That the licensee/licensees shall bear the cost of Stamping and execution of this Agreement.

Not-withstanding anything contained in clause 4, this licence can be cancelled at any time by the licensor through the Highway Administration, for breach of any of the terms and conditions of license and the licensee/licensees shall not be entitled to any compensation for loss caused to him/them by such cancellation nor shall be absolved from any liability already incurred by him/them under this Agreement.

The licensee/licensees shall at his/their own cost remove access road lying within the boundary of the Government land and restore the Government land to its original condition. In the event of licensee/licensees refusing to do so, the restoration of the Government land to its original condition shall be done by the Highway Administration, at the cost of licensee/licensees and the expenditure incurred shall be recoverable from the licensee/licensees as an arrear without prejudice to any other remedies which may be fixed by Government in this behalf.

SCHEDULE

(here type the schedule referred to in clause 2)

IN WITNESS WHEREOF this agreement is executed duplicate by the parties hereto on the date first above mentioned.

Signed by Shri (Name in full) the licensee/ Licensees

Signed by Shri(name in Full) for and on behalf of the President of India

In the presence of

1. Name in full (signature) with designation

2.Name in full(signature) with designation

1. Name in full(signature) with designation

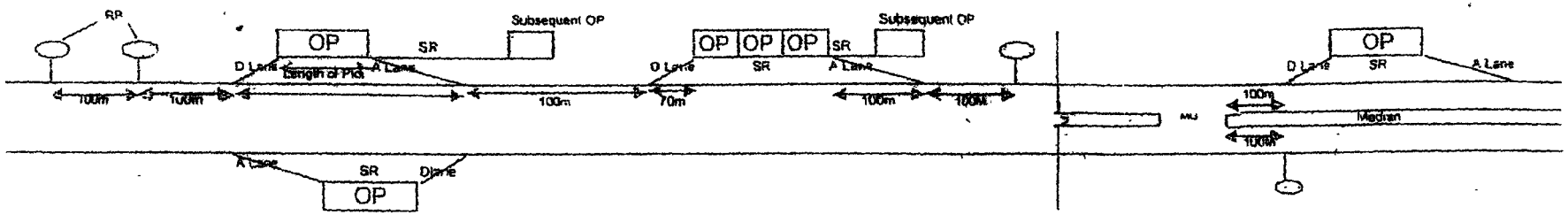
2.Name in full(signature) with designation

N.B. Wherever alternatives such as his/their Licensee/Licensees has/have etc. are given, only applicable portions should be typed in the fair license deed.

Annex -IV

Enclosure to Ministry of Road Transport & Highways Circular No. RW/NH-[illegible]S&R(R) dated 24-7-2013

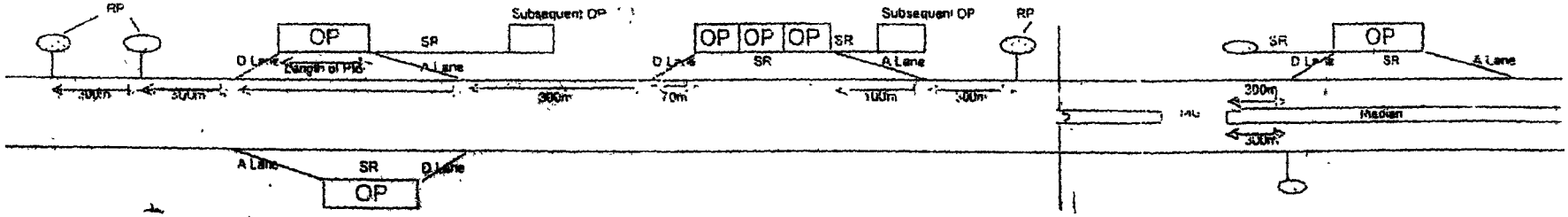
URBAN & BUILT-UP



Undivided Carriageway

Divided Carriageway

RURAL



Undivided Carriageway

Divided Carriageway

Abbreviations

RP	Residential Property	MG	Median Gap
OP	Other property	SR	Service Road
A Lane	Acceleration Lane		
D Lane	Deceleration Lane		

Not to Scale