



SUPPLEMENT No. 3
TO
THE SOVEREIGN BASE AREAS GAZETTE
No. 1157 of 30th July 1999
SUBSIDIARY LEGISLATION

C O N T E N T S :

*The following SUBSIDIARY LEGISLATION is published in this
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No. 75

THE PLACES OF ENTERTAINMENT ORDINANCE 1999

REGULATIONS UNDER SECTION 22.

No.2 of 1999.

In exercise of the powers conferred upon him under section 22 of the Places of Entertainment Ordinance and of all other powers enabling him in that behalf, the Administrator hereby makes the following Regulations:-

PART I - PRELIMINARY PROVISIONS

Short title.

1. These Regulations may be cited as the Places of Entertainment Regulations 1999.

Interpretation.

2. In these Regulations, unless the context otherwise requires -

“Grade A” in relation to the classification of a place of entertainment, means the highest of the three grades of standards provided in section 4(2) of the Ordinance, “Grade B” means the next grade of standards immediately below Grade A and “Grade C” means the lowest grade of standard so provided;

“Ordinance” means the Places of Entertainment Ordinance 1999 and all other words, terms and expressions shall have the same meaning as defined or as used in the Ordinance.

PART II**CLASSIFICATION, LICENSING, PRICES AND FEES**

Applications for licences.

3. - (1) Subject to section 20 of the Ordinance, application for preliminary classification and licensing must be made to the Chief Officer at least one month before the proposed commencement of operation of the place of entertainment.

(2) Where it appears to the Chief Officer from the studies and plans submitted with an application made under paragraph (1) above that the premises meet the conditions and requirements prescribed by the Ordinance and these Regulations, he shall proceed to issue preliminary classification in the category and grade of standard proposed by the applicant.

(3) Final classification of the place of entertainment shall take place when the Chief Officer is satisfied by proper inspection of the premises that the said place of entertainment meets the conditions and requirements of the Ordinance and these Regulations and in any event not later than three months from the date of the commencement of operation of the said premises.

(4) The inspection required by paragraph (3) above may be carried out by the Chief Officer or any other person authorised in his behalf and shall be in the presence of the applicant or his appointed representative.

(5) Places of entertainment for which an application for classification and a licence to operate is submitted after the commencement of these Regulations shall be classified into one of the categories provided in subsection (1) of section 4 of the Ordinance and depending upon how the said premises meet the criteria laid down in subsection (2) of section 4 of the Ordinance shall be allocated one of two grades of standard, which shall be Grade A or Grade B.

(6) Places of entertainment which are already in operation at the date of commencement of these Regulations and which do not satisfy the criteria laid down in subsection (2) of section 4 of the Ordinance shall be allocated Grade C.

4. Any renewal of classification of a place of entertainment or its reclassification shall be carried out in accordance with the classification procedure provided by Regulation 3.

Renewal of classification of establishment and reclassification.

5. - (1) The licence to operate a place of entertainment shall be issued upon preliminary classification in the name of the applicant and shall relate only to the particular place of entertainment:

Licence.

Provided that where a change of ownership in the name of the place of entertainment occurs, a new licence shall be required.

(2) The licence shall be issued in the form set out in the First Schedule hereto.

First Schedule.

(3) The licence shall be valid for one year or part of the year and shall expire on the 31st December of each year.

(4) Any place of entertainment may be classified in more than one category under the same licence.

6. - (1) The fees payable by the applicant for the issue or renewal of the licence or for a copy thereof shall be those set out in the Second Schedule hereto.

Fees.

Second Shedule.

(2) The aforesaid fees shall be paid by the applicant upon the issue or renewal of the licence or the issue of a copy thereof, as the case may be.

7. - (1) The rights of ownership and use in the Areas of the name of a place of entertainment shall belong to the applicant and shall be transferable when ownership of the place of entertainment is transferred to a third party.

Name of establishment.

(2) In the event of cessation of the operation of a place of entertainment the applicant shall maintain his rights in respect of the name for a period of one year within which he may use the name again for the same place of entertainment, or, in the event of final cessation of its use as a place of entertainment, for another place of entertainment for the same category subject to the approval of the Chief Officer.

8. - (1) The prices of places of entertainment shall be determined by -

Determination of prices.

- (a) the price of the services provided;
- (b) "service charges";
- (c) any additional charge (couvert);
- (d) the percentage surcharge payable to the Chief Officer under section 11 of the Ordinance;
- (e) any admission charge;
- (f) any additional charge or surcharge on account of special events or entertainment programmes;
- (g) any other factors as are determined by the Chief Officer.

9. - (1) Every place of entertainment that is licensed as a restaurant or tavern shall include in its menu one fixed price meal.

(2) Menus shall contain the prices of all meals, drinks, sweets and bottled water provided at the place of entertainment as well as any other special charges.

(3) All menus shall be in English and Greek.

(4) Subject to paragraph (5) below all places of entertainment shall provide coffee, beer, soft drinks or other such refreshments if such refreshments are shown on the menu, without the customer being required to order a meal.

(5) The requirement referred to in paragraph (4) above shall not apply to a place of entertainment licensed as a restaurant or tavern during the hours of 12.00 to 15.00, provided this exception is clearly stated on the menu and on notices displayed conspicuously in the place of entertainment.

(6) Places of entertainment which provide live music shall state in the menu the hours during which such music is provided and the different prices, if any, of food or drinks provided during such hours as well as any other additional charges.

(7) Menus shall state clearly the kind of fish or meat used for the preparation of any dish and whether the foods used are fresh or frozen.

(8) Where Cyprus coffee is provided in a place of entertainment wholesome drinking water must also be provided free of charge.

10. - (1) Every manager or licensee shall be required to keep a record book and enter in it particulars of daily collections and/or charges and shall produce it for audit to any authorised officer.

(2) The form, numbering, contents and other particulars of the record book in question shall be determined by the Chief Officer and shall be supplied by him free of charge to every place of entertainment.

PART III

BUILDINGS, PLANS AND SPECIFICATIONS

11. - (1) In addition to any other provisions in force for buildings used in connection with catering, recreation or entertainment, the structure of a place of entertainment shall be wholly self-contained and all rooms forming part of the structure shall be used as part of the place of entertainment.

(2) Plans for places of entertainment shall include provision for any building to be in keeping with the surrounding area and to conform aesthetically with the local scenery.

(3) Notwithstanding the provisions of any other legislation in force, the Chief Officer may reject plans for a place of entertainment which in his judgement are not in keeping with the local scenery or suited to the environment and character of the area. Likewise, the Chief Officer may, having regard to the category for which each place of entertainment is intended, require alterations to the plans both as regards the appearance and external features of the building and its size.

(4) Plans for any building or other installation submitted under the Ordinance shall be prepared by a registered architect or civil engineer registered in the Architects and Civil Engineers register of the Republic, as provided in the Architects and Civil Engineers Law of the Republic and recognised in the Areas under the Architects and Civil Engineers Ordinance. Wherever possible the use of architectural designs and features of local character shall be included.

Ordinances 12/62
and 14/68.

(5) Plans shall be submitted to the scale 1:100 and shall include external view, ground plans and sectional plans.

(6) Plans shall be accompanied by:-

- (a) an application in a form to be prescribed;
- (b) the registration certificate of the land or a copy thereof if a new place of entertainment is involved or a lease agreement or a registration certificate if a conversion of an existing building is concerned;
- (c) a survey plan showing the location of the site and the official access road;
- (d) a general layout plan for the development of the land;
- (e) any other relevant information.

(7) Preventive measures against heat, noise and insects using accepted technical principles and methods shall be employed in every place of entertainment.

(8) Fire protection measures and equipment in accordance with the directions of the Fire Service shall be installed in every place of entertainment.

12. Such parking space as is required by the Streets and Buildings Regulations or any other legislation in force shall be provided at every place of entertainment.

Parking place.

P.Is. Nos.29/84,
33/85,47/85,69/87,
85/87,83/90,28/91,
63/91,67/96 and
39/97.

13. - (1) There shall be installed in every place of entertainment:-

Installations.

- (a) an adequate and suitable water supply;
- (b) an electricity supply; and
- (c) telephone facilities.

14.- (1) Waste waters and effluents from all places of entertainment shall be conveyed by means of adequate pipes and man-holes to a public sewage system, where available, or to a private system of septic and absorption pits. If the proper functioning of absorption pits is not possible because of the composition of the soil, a biological sewage treatment plant or impermeable tank shall be used.

Drainage and
effluents.

The Chief Officer may require the installation of a biological sewage treatment plant, instead of septic and absorption pits or an impermeable tank where this is considered necessary due to the size or location of the place of entertainment.

(2) Where the refuse from a place of entertainment cannot be removed by public refuse collection services, a suitable incinerator shall be installed. A suitable isolated site shall be provided for temporary dumping of refuse until its collection or incineration.

(3) The site for the temporary dumping of refuse and the location of any incinerator installed under the provisions of paragraph (2) above shall be selected so that -

- (a) the refuse is not seen by customers using the place of entertainment;
- (b) odours from the refuse or from the incinerator do not cause any nuisance to customers or staff; and all possible measures shall be taken to avoid the attraction of animals, flies or other insects to the refuse.

15. Installations of gas appliances in places of entertainment shall be in accordance with the provisions of the Petroleum Ordinance and Regulations made thereunder.

16. - (1) All electrical installations in places of entertainment shall comply with the Electricity Regulations in force from time to time.

(2) Electrical installations in places of entertainment shall include cables for the transmission of power from the central grid or the installations of a separate electrical generating system, voltage transformers where required, and distribution networks within the sites and the buildings up to the points of connection of electric lighting and any special installations required for electrical machinery and appliances.

(3) Electric lighting installations shall be complete and shall extend to all rooms in the place of entertainment, including auxiliary buildings, toilets and open air spaces used. Installation of lighting apparatus shall be carried out in accordance with normally accepted technical and aesthetic rules, and their lighting intensity shall be adequate. Auxiliary socket outlets shall be placed in suitable locations in order to serve any special needs.

(4) At main entrances and auxiliary entrances and exits and in corridors and stairways and escape exits in all places of entertainment which operate during the hours of darkness, effective emergency lighting shall be installed to operate if normal electrical power is interrupted.

(5) Lighting apparatus shall be covered with suitable lamp shades or decorative covers having regard to aesthetic requirements and the grade classification of the place of entertainment.

17. - (1) The main entrance of all places of entertainment shall consist of two sets of double doors, that is to say an outer double door and an inner double door, arranged so as to form a wind barrier.

(2) All places of entertainment shall have a separate service entrance for staff.

(3) Every place of entertainment providing music and dancing and every Grade A place of entertainment which is licensed as a restaurant shall be provided with a cloak-room near to its main entrance.

18. - (1) According to its classification, each place of entertainment shall be of a size sufficient to allow easy movement of its customers. A place of entertainment may consist of one or more adjoining rooms and shall be decorated in a manner to accord with its category and grade.

Gas installations.
Ordinance 1/76
and P.I.24/72.

S.L. Vol.1 p.102
(Cyprus) and
P.Is.19/65 and
92/79.

Entrance.

Size and
decoration of place
of entertainment.

(2) The minimum net floor area for each of the following categories of places of entertainment shall be -

- (a) Restaurant or Tavern : 30 square meters
- (b) Cafeteria or Pizzeria : 30 square meters
- (c) Beer house or Bar : 20 square meters
- (d) Live music and dancing place : 60 square meters
- (e) Snack bar : 20 square meters

(3) Every place of entertainment licensed as a restaurant or tavern of a Grade A shall contain a waiting room for the use of its customers which shall be fitted with adequate seating for the use of its customers and where such restaurant or tavern also contains a bar, such waiting room may be combined with the said bar.

(4) Any place of entertainment licensed as a live music and dancing place shall contain a stage or other special place for the orchestra and a dance floor adequate for the capacity of the place of entertainment. The orchestra shall consist of at least three musical instruments. A temporary dance floor created by the re-adjustment of the tables and chairs and other furniture shall not be considered as a dance floor for the purposes of this regulation.

(5) Places of entertainment classified as Grade A and consisting of two or more storeys shall be provided with separate stairways for use by customers and staff.

(6) A place of entertainment licensed as a live music and dancing place shall have separate dressing rooms for male and female performers.

19. - (1) Subject to paragraph 4 of this regulation, every place of entertainment shall be provided with at least two separate toilets, one for males and one for females. Each toilet shall have its own ante-room containing a wash basin, soap and hand drying facilities which in the case of places of entertainment Grade A, shall consist of towels and electrically operated apparatus.

Toilets.

(2) Every place of entertainment shall provide separate dressing rooms for the male and female members of its staff. Dressing rooms shall be equipped with a toilet and an ante-room containing a wash basin, soap and hand drying facilities. Where the number of male and female staff is six or less one combined room for both males and females may be provided.

(3) The walls of all toilets in places of entertainment shall consist of a tiled or other suitable surface to a height of at least 1.80 meters and the remaining part shall be painted with suitable oil paint.

(4) The number of toilets required in a place of entertainment shall increase proportionately with the capacity of the place of entertainment at the rate of one toilet for every 30 customers. The capacity of a place of entertainment for these purposes shall be calculated at the rate of one person for every square meter of floor space over and above the minimum area specified in regulation 18. The proportion of toilets may be reduced if the capacity of the place of entertainment is exceptionally large.

(5) All toilets in a place of entertainment shall be provided with ventilation either by means of easily accessible windows or with a mechanical system of artificial ventilation.

(6) Toilets in a place of entertainment may be located in the basement of a building or on a mezzanine or mid-storey floor provided they are kept separate from any storage or other ancillary rooms comprising the place of entertainment. Access to such toilets shall be properly marked.

(7) There shall be no direct access between toilets in places of entertainment and any rooms or places where food is prepared or stored.

Size of kitchen and ventilation thereof.

20. - (1) Every place of entertainment licensed as a beer-house or bar, snack bar, or live music and dancing place shall have a kitchen with a floor area of not less than 8 square meters which shall be increased depending on the capacity of the place of entertainment.

(2) Every place of entertainment licensed as a restaurant, tavern, cafeteria or pizzeria shall have a kitchen with a floor area of not less than 15 sq. meters which shall be increased depending on the capacity of the place of entertainment up to a maximum floor area of 50% of the floor area of the dining room of the place of entertainment.

(3) Kitchens in all places of entertainment shall be provided with adequate lighting and open air ventilation and shall be fitted with a means of adequate air extraction above the cooking area.

(4) In order to protect against flies and other insects, all openings in kitchens of places of entertainment including doors, windows and skylights which lead directly to the open air shall be fitted with protective netting which shall be maintained in good condition.

(5) Places of entertainment where food is provided shall contain a room between the kitchen and the dining room communicating with the dining room by swing doors so as to create a wind barrier and minimise smells from the kitchen and communicating with the kitchen by means of a wide opening to allow access by staff. Such room shall be fitted with separate counters for use by the staff on which may be placed plates and dishes to be served by waiters and used plates and dishes which require washing.

(6) The area of such room shall be in such proportion to the capacity of the place of entertainment as to allow the easy movement of the staff.

(7) Such room may be used to store china, glassware, cutlery, linen and other utensils or equipment.

(8) Kitchens in places of entertainment shall have -

- (a) separate places and equipment for washing of utensils;
- (b) suitable separate places for cleaning and preparing food;
- (c) suitable water tanks for continuous supply of hot and cold water;
- (d) separate wash basins for use by staff.

(9) Walls of kitchens of places of entertainment and all ancillary spaces shall consist of a tiled or other suitable surface to a height of at least 1.80 meters and the remaining area shall be painted with suitable oil paint.

(10) Kitchen floors of places of entertainment shall be impermeable and smooth and shall always be maintained in good condition.

21. - (1) Adequate natural or artificial lighting and ventilation shall be provided in all areas in a place of entertainment.

Lighting.
Ventilation.

(2) Public rooms of places of entertainment licensed as Grade A restaurants or as live music or dancing places shall be fitted with a suitable means of mechanical ventilation in order to maintain a constant renewal of air during the hours when such places of entertainment are in operation.

22. - (1) All places of entertainment shall have adequate store-rooms equipped with suitable means of storage such as shelves or racks.

Store-rooms.

(2) In all such store-rooms there shall be storage areas separately identified as areas for -

- (a) foodstuffs and drinks;
- (b) furniture, utensils and other equipment;
- (c) empty bottles or containers; and
- (d) refuse.

23. - (1) A suitable means of air-conditioning shall be installed in all Grade A places of entertainment.

Air conditioning.
Heating.

(2) A suitable means of heating shall be provided in the public areas of all places of entertainment operating during the winter months. This may be by the use of air-conditioning systems, or by means of central heating in the case of Grade A places of entertainment or by means of efficient heaters in the case of Grade B places of entertainment.

24. - (1) Furniture, utensils and clothing used in all places of entertainment shall be of such nature and standard so as to ensure conditions of comfort and good service to customers, orderly operation of the services provided and good aesthetic appearance.

Furniture, utensils,
clothing.

(2) Clean table linen and serviettes shall be provided for each separate customer in places of entertainment licensed as Grade A restaurants.

(3) Utensils and equipment used for the preparation and serving of food in all places of entertainment shall be made from such materials as will ensure absolute cleanliness and prevent the absorption of any substance which may cause food contamination.

25. The provisions of regulations 16, 17 and 22 shall not apply to places of entertainment or, those parts of places of entertainment that are outdoors and in the open air.

Open air places of
entertainment.

PART IV STANDARDS OF FOOD, STAFF AND SERVICE.

26. The standard of service and the variety of food served shall be important factors in determining the classification of places of entertainment under section 3 of the Ordinance.

Standards of food,
staff and service.

27. - (1) Every place of entertainment, according to its class and capacity, shall employ sufficient and adequately trained staff to provide a satisfactory standard of service to customers. The preparation and provision of meals and drinks shall be consistent with the category of the place of entertainment and the menu approved by the Chief Officer for each place of entertainment from time to time.

Composition of staff.

(2) Every place of entertainment licensed as a Grade A restaurant shall have as a member of its staff a head waiter or maitre and shall have facilities to offer and provide specially prepared dishes such as a flambé.

Staff dress.

28. All staff employed in places of entertainment shall be properly dressed in clean clothing appropriate to the duties they are required to perform. Staff engaged in the preparation of food shall wear white overalls and white head covers.

Conduct of work.

29. Staff in all parts of places of entertainment shall carry out their duties with due care to avoid disturbing customers or causing a nuisance.

Obligations of proprietor of business.

30. The licensee and the manager of a place of entertainment shall be responsible for -

- (a) the maintenance and cleanliness of premises and any furniture and equipment contained therein;
- (b) the provision of prompt and efficient service;
- (c) the provision of meals of good quality and sufficient quantity;
- (d) the provision of the services and amenities as offered and advertised;
- (e) the proper storage and preservation of foodstuffs and drinks.

31. - (1) The manager of the place of entertainment and its staff shall behave with politeness towards any customer of the place of entertainment and shall show courtesy in the performance of their duties.

(2) A member of the staff who wishes to complain about a customer, shall report the complaint to his immediate superior and, if he receives no satisfaction, to the manager of the place of entertainment; it shall be strictly prohibited to make any mention of his complaint directly to the customer.

PART V

MISCELLANEOUS PROVISIONS

Offences and penalties.

32. Unless otherwise provided in these Regulations, a person who acts in contravention of any of the provisions of these Regulations or fails to comply with them shall be guilty of an offence and shall be liable on conviction to imprisonment not exceeding six months or to a fine not exceeding three hundred pounds or to both such penalties.

33. Where it is established that there has been a continuous contravention of the provisions of the Ordinance or these Regulations, the Chief Officer may reclassify any place of entertainment by downgrading it to the grade immediately below.

Regulations additional to other Ordinances etc.

34. The provisions of these Regulations shall be additional to any similar provisions under any Ordinance, regulation, enactment, rule, order or any other legal provision.

Directions.

35. - (1) The Chief Officer may issue circular directions in respect of any matter relating to the documents and information required to be submitted for the issue of a licence.

(2) Every manager or licensee of a place of entertainment shall, in pursuance of any circular directions by the Chief Officer, submit to him any statistical data or other information concerning the business turnover of the place of entertainment.

36. For classification purposes the Chief Officer may approve relaxations of a limited nature of any particular Regulations provided that existing buildings or existing places of entertainment are superior to any minimum requirements prescribed by these Regulations in respect of the classification into one of the categories provided by section 4 of the Ordinance.

Relaxations.

FIRST SCHEDULE
FORM OF LICENCE
(Regulation 5)

Serial Number
Licence Number

LICENCE TO OPERATE A PLACE OF ENTERTAINMENT
UNDER THE PLACES OF ENTERTAINMENT ORDINANCE 1999

Having regard to the provisions of the Places of Entertainment Ordinance 1999 and the Regulations made thereunder I hereby grant to a licence to operate the place of entertainment located at under the name and I classify it in the category/categories and Grade Hours of operation from.....to This licence is valid until 31st December (Fee paid £.....)

Chief Officer.

SECOND SCHEDULE
FEEES
(Regulation 6)

- 1. Fee for the issue or renewal of a licence £ 10.00
- 2. Fee for each copy of a licence £ 1.00

Dated this 23rd day of July 1999.

By the Administrator's Command,
P.A. ROTHERAM,
Chief Officer,
Sovereign Base Areas.

No. 76

THE MOTOR VEHICLES (THIRD PARTY INSURANCE)
ORDINANCE

(Cap. 333 and 7 of 1960 - Laws of Cyprus - and Ordinances
5 of 1966, 15 of 1987, 8 of 1988, 18 of 1989,
5 of 1993 and 1 of 1995).

ORDER MADE BY THE ADMINISTRATOR UNDER SECTION 2.

In exercise of the powers vested in him by section 2 of the Motor Vehicles (Third Party Insurance) Ordinance, the Administrator hereby makes the following Order:-

1. This Order may be cited as the Motor Vehicles (Third Party Insurers) (Consolidation) (Amendment) Order 1999 and shall be read as one with the Motor Vehicles (Third Party Insurers) (Consolidation) Order 1994 (hereinafter referred to as "the principal Order").

P.I.No.42/94

2. Paragraph 2 of the principal Order is hereby amended by inserting in the appropriate alphabetical order the following new Insurance Company :-

"Crown Insurance Company Limited."

Dated this 30th day of July 1999.

By the Administrator's Command,
P.A. ROTHERAM,
Chief Officer,
Sovereign Base Areas.

(120/3)

No. 77

THE EXCHANGE CONTROL ORDINANCE
(Cap. 199 – Laws of Cyprus – and Ordinance 6 of 1972)

ORDER MADE BY THE FISCAL OFFICER UNDER SECTION 2(1).

In exercise of the powers vested in me by subsection (1) of section 2 of the Exchange Control Ordinance, I, the Fiscal Officer, hereby make the following Order:-

1. This Order may be cited as the Exchange Control (Authorised Dealers) Order 1999.

2. The person specified in the Schedule hereto is hereby authorised to act for the purposes of this Ordinance as an authorised dealer in relation to gold and foreign currency.

SCHEDULE

Alpha Bank Limited .

3. Public Instrument No. 32 of 1996 is hereby revoked.

Dated this 30th day of July 1999.

By the Administrator's Command,
A.F. LIVINGSTONE,
Fiscal Officer,
Sovereign Base Areas.

(131/7/1)

No. 78

THE EXCHANGE CONTROL ORDINANCE
(Cap. 199 – Laws of Cyprus – and Ordinance 6 of 1972)

ORDER MADE BY THE FISCAL OFFICER UNDER SECTION 2(1).

In exercise of the powers vested in me under subsection (1) of section 2 of the Exchange Control Ordinance, I, the Fiscal Officer, hereby make the following Order:-

1. This Order may be cited as the Exchange Control (Authorised Depositories) Order 1999.
2. The person specified in the Schedule hereto is hereby authorised to act for the purposes of this Ordinance as an authorised depository for the purposes of Part III of the Ordinance.

SCHEDULE

Alpha Bank Limited .

3. Public Instrument No. 31 of 1996 is hereby revoked.
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Dated this 30th day of July 1999.

By the Administrator's Command,
A.F. LIVINGSTONE,
Fiscal Officer,
Sovereign Base Areas.

(131/7/1)
