

RW/NH-33032/01/2017-S&R(R)
Government of India
Ministry of Road Transport & Highways
Highway Administration Cell
Parivahan Bhawan, 1, Sansad Marg, New Delhi- 110001

Dated 21st August, 2023

To,

1. The Chief Secretaries of all the State Governments / UTs.
2. The Principal Secretaries / Secretaries of all States / UTs Public Works Department dealing with National Highways, other centrally sponsored schemes.
3. All Engineer-in-Chief and Chief Engineers of Public Works Department of States / UTs dealing with National Highways, other centrally sponsored schemes.
4. The Director General (Border Roads), Seema Sadak Bhawan, Ring Road, New Delhi-110010.
5. The Chairman, National Highways Authority of India, G-5&6, Sector-10, Dwarka, New Delhi-110075.
6. The Managing Director, NHIDCL, PTI Building, New Delhi-110001.
7. All Chief Engineers - ROs, Regional Offices and ELOs of Ministry of Road Transport & Highways.

Sub: Guidelines / Norms for grant of permission for construction of access to Fuel Stations, Wayside Amenities, Connecting Roads, Other Properties, Rest Area Complexes & such other facilities-Clarification/amendments reg.

Sir,

Following clarifications / amendments are issued herewith with reference to Ministry's policy circular no RW/NH-33032/01/2017-S&R(R) dated 26.06.2020 and amendments dated 28.01.2021 and 02.09.2021 regarding Guidelines / Norms for grant of permission for construction of access to Fuel Stations, Wayside Amenities, Connecting Roads, Other Properties, Rest Area Complexes & such other facilities with immediate effect:

S. No.	Clause and Circular	Existing Clause	Clarification/Amendments
1	Para 4.0 (i) of Appendix-I, page 15 of Circular dated 26.06.2020	The minimum size and shape of the plot for fuel station should primarily be laid down by the Company/Establishment concerned, for which they would need to consider suitable accommodation of all the facilities e.g. fuel pumps, offices, stores, compressor room, air pump and kiosks etc. The Highway Administration steps in primarily keeping in view that no hindrance is caused to the movement of vehicles of expected maximum dimensions, within the fuel station 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 over 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 the fuel station.	It is clarified that changes in internal configuration of the fuel outlet such as number of fuel dispensing units, installation of EV charging stations/CNG/LNG/Bio Fuel etc. filling units do not entail relaxation of norms and do not require approval of Highway Administration.
2	Para-11 Clause-vii of Appendix-I, page 20 of circular dated 26.06.2020	“The toilet facility is to be provided as per the standard layout at figure 6 I, page 20 of demarking separately gents and ladies and duly equipped with lighting, water and requisite cleaning accessories etc. The necessary alterations in the case of existing retail outlets may be done as felt necessary in accordance with the standard layout. A separate access to	The basic purpose is to have these toilet facilities for Public usage with convenient access and adequate level of service, accordingly, layout of toilet blocks may be modified to enhance convenience of Public users and may not be strictly as per standard layout of MoRTH. Thus, the toilet block can be integrated with the Sales Building or enhanced with additional facility for users as per convenience of fuel agency to optimise usage of the space available. The Toilet

		all road users of the National Highways with traffic signages of the availability of toilet facility along National Highways may be provided and the toilets are kept open round the clock”	<p>Blocks in the retail outlet needs to be conspicuous and visible from entry/exit areas and are to be easily accessible to public without requiring passage through office area or other administrative areas of the retail outlet to make the toilet available for the use of public.</p> <p>However, the minimum area stipulated in circular dated 26.06.2020 shall be adhered to. The toilets shall be equipped with lighting, water and cleaning accessories and demarcated separately for Gents and Ladies.</p> <p>The Toilets shall be kept in clean and working condition with provisions of cleaning manpower.</p>
3	Para 2.5.1, page 6 of Circular dated 26.06.2020	After payment of the fee prescribed for processing the application and the fee for Provisional permission, the application will be processed in the 'online' system only, subject to submission of complete set of documents to the proposing Authority, to whom such Highway is entrusted (ie. The project Director of the National Highways Authority of India/General manager or Deputy General Manager of the National Highway Infrastructural Development Corporation Limited/ Executive Engineer of the National Highway Wing of the State Public Work Departments). List of documents to be submitted for getting approval for installation of new Fuel Station/ Way-side Amenity/ Establishment along National Highways is at Annex-I to Appendix-I & List of documents to be submitted for permission for new access to property along National Highways is at Annex-II to Appendix-II. On receipt of	It has been observed that documents/clarifications/comments are being sought more than once resulting in delayed approval. It is hereby directed that documents/clarifications/comments shall be sought by the proposing authority and Highway administration only once and seeking documents/clarifications/comments multiple times shall be eschewed.

		application in the online mode, the proposing authority examine/check the application/proposal thoroughly and if at first hand any further documents/clarification is required same shall be sought from the applicant within 30days time after receiving the application.	
4	Para 3c, page-2 of the Circular dated 28.01.2021	In case of any conflict on ground needing any relaxation in MoRTH revised guidelines dated 26.06.2020, the relaxation may be granted with the approval of Minister (RT&H)	<p>For relaxation of the conditions as directed in Para 3(c) of circular No. RW/NH/33032/01/2017-S&R(R) dated 28.01.2021, cases of permission for access to proposed retail outlets and other commercial establishments will be processed by concerned PIU/NH Division and sent to Regional Officer of MoRTH/NHAI/NHIDCL. The Regional Office will process the case and send it to concerned CE/CGM/ED for recommending to ADG, MoRTH/Member (NHAI)/Director (T), NHIDCL. Proposals of relaxation cases recommended by Regional Office shall be supported with Road Safety Audit of 1 km on either side. The proposal shall also include (a) remedial measures for mitigating the road safety issues; (b) undertakings for meeting the related cost; and (c) all supporting drawings. The proposals submitted by Regional Office shall be examined for Road safety issues by concerned CE/CGM/ED and recommend to concerned ADG, MoRTH/Member (NHAI)/ Director (T), NHIDCL for approval.</p> <p>The proposal recommended at the level of ADG, MoRTH/Member(NHAI)/Director(T), NHIDCL shall be submitted to Highway Administration Cell of the Ministry for seeking permission from competent authority. In case of NHAI/ NHIDCL, the</p>

			proposal shall be routed through AS (H) /JS (NHIDCL) in MoRTH dealing with the matters of NHAI/NHIDCL. In case of State PWDs the proposal shall be routed to Highway Administration Cell through Chief Engineer of concerned Zone.
5	Para 3c, page-2 of the Circular dated 28.01.2021	In case of any conflict on ground needing any relaxation in MoRTH revised guidelines dated 26.06.2020, the relaxation may be granted with the approval of Minister (RT&H).	<p>Following relaxation case shall not be considered unless separate service road is constructed and related costs such as land acquisition, service road and properly designed junction improvement as per IRC standards has to be borne by the applicant.</p> <p>(i) Distance of any intersection with any category of road and median gap is less than 300m in rural stretch and 100m in urban/mountainous stretches.</p> <p>(ii) Distance of Outlet from barriers/Toll Plaza and Railway level crossing is less than 1000m in rural and urban/mountainous stretches.</p>
6	Para 2.10, page 8 of the circular dated 26.06.2020	In case there is a proposal under construction/implementation for capacity augmentation (i.e. widening to 4 or more lanes etc.) of newly declared National Highway, the applicants shall be required to submit a fresh proposal meeting the requirements keeping in view the proposed improvement.	In case of change in status of NH from two lane to four lane, the permission for an existing outlet shall be governed as per new guideline dated 26.06.2020 and necessary modification including construction of service road shall be done by agency at its own cost at the time of renewal
7	Para 2.8, page 7 of the circular dated 26.06.2020	The Highway Administration will maintain a register of fuel station, Private properties, Rest Area complexes and such other facilities, for which access permission have been granted. This will also be regularly updated on the website by the Highway Administrator concerned.	It has been observed that many outlets are in operation in violation of guidelines and they have illegally constructed direct access from main carriageway by filling/covering drain between service road and main carriageway. Highway Administration to close all such direct access immediately as they are traffic safety hazards.

2). This circular issues with the approval of the competent authority.



(Umrav Meena)

Under Secretary to the Government of India
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Copy to:-

1. All Chief Engineers in the Ministry of Road Transport & Highways
2. The Secretary General, Indian Road Congress, IRC Bhawan, Kama Koti Marg, Sector-6, R.K. Puram, New Delhi-110022
3. Technical Circular File, S&R (P&B) Section.
4. NIC for uploading on the Ministry's website.

Copy for kind information to:

1. PS to Hon'ble Minister (RT&H)