



Punjab Government Gazette

EXTRAORDINARY

Published by Authority

CHANDIGARH, FRIDAY, DECEMBER 12, 2025

(AGRAHAYANA 21, 1947 SAKA)

LEGISLATIVE SUPPLEMENT

	Contents	Pages
Part - I	Acts	
	<i>Nil</i>	
Part - II	Ordinances	
	<i>Nil</i>	
Part - III	Delegated Legislation	
	Notification No.G.S.R.194/C.A.61/1985/ Ss.78 and 71/ 2025 dated 05.12.2025 containing the Punjab Substance Use Disorder Treatment, Counseling and Rehabilitation Centres Rules, 2025.	.. 1629-1654
Part - IV	Correction Slips, Republications and Replacements	
	<i>Nil</i>	

PART-III
GOVERNMENT OF PUNJAB
DEPARTMENT OF HEALTH AND FAMILY WELFARE
(HEALTH-6 BRANCH)
NOTIFICATION
The 5th December, 2025

No.G.S.R.194/C.A.61/1985/Ss.78 and 71/2025.- In exercise of the powers conferred by section 78 read with section 71 of the Narcotic Drugs and Psychotropic Substances Act, 1985 (Central Act No. 61 of 1985), and all other powers enabling him/her in this behalf, the Governor of Punjab is pleased to make the following rules, namely: -

RULES

- 1. Short title and commencement.** — (1) These rules may be called the Punjab Substance Use Disorder Treatment, Counseling and Rehabilitation Centres Rules, 2025.

(2) They shall come into force on and with effect from the date of their publication in the Official Gazette.
- 2. Definitions.-** (1) In these rules, unless the context otherwise requires,-
 - (a) “Act” means the Narcotic Drugs and Psychotropic Substances Act, 1985 (Central Act no. 61 of 1985);
 - (b) “Appellate Authority” means the State Level Committee;
 - (c) “Board” means the Mental Health Review Board constituted under the Mental Health Care Act, 2017 (Central Act No. 10 of 2017);
 - (d) “Centre” means the centre established under sub-section (1) of section 71 of the Act, where treatment, counseling and other health services for substance use disorder are provided as specified in rule 18 of these rules;
 - (e) “Clinical psychologist” means a person,-
 - (i) having a recognised qualification in Clinical Psychology from an institution approved and recognised, by the Rehabilitation Council of India, constituted under section 3 of the Rehabilitation Council of India Act, 1992 (Central Act No. 34 of 1992); or
 - (ii) having a Post-Graduate degree in Psychology or Clinical Psychology or Applied Psychology and a Master of Philosophy in Clinical Psychology or Medical and Social Psychology obtained after completion of a full time course of two years which includes supervised clinical training from any University recognised by the University Grants Commission established under the University Grants Commission Act, 1956 (Central Act No. 3 of 1956) and approved and recognised by the Rehabilitation Council of India Act, 1992 (Central Act No. 34 of 1992) or such recognised qualifications as may be prescribed; with three months training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a Psychiatrist;

- (f) "Counsellor" means a person having a recognized qualification in Social Work or other related disciplines such as MA Sociology with experience in clinical settings with three months training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a psychiatrist;
- (g) "Data Entry Operator" means "a person who has passed 12th class or has proficiency in Microsoft Office and is appointed to perform record maintenance functions as specified in rule 18(G) of these rules;
- (h) "District Level Committee" means the Committee constituted under sub-rule (1) of rule 16 of these rules;
- (i) "form" means a form appended to these rules;
- (j) "format" means a format notified under these rules.
- (k) "Government" means the Government of the State of Punjab in the Department of Health and Family Welfare;
- (l) "Inquiry Committee" means a committee as may be constituted by the Licensing Authority for inquiring into the matters of complaints and other such matters as defined under rule 12 of these rules;
- (m) "Licensing Authority" means the Licensing Authority constituted under sub-rule (1) of rule 11 of these rules;
- (n) "major deficiencies" means deficiencies as may be notified by the Licensing Authority from time to time under sub-rule (1) of rule 15;
- (o) "Minor Deficiencies" means deficiencies as may be notified by the Licensing Authority from time to time under sub-rule (1) of rule 21;
- (p) "psychiatric social worker" means a person having a post-graduate degree in Social Work and a Master of Philosophy in Psychiatric Social Work obtained after completion of a full-time course of two years which includes supervised clinical training from any University recognised by the University Grants Commission established under the University Grants Commission Act, 1956 (Central act No. 3 of 1956) or such recognised qualifications, as may be prescribed with three months training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a psychiatrist;
- (q) "psychiatrist" means a medical practitioner possessing a post-graduate degree or diploma in psychiatry awarded by an university recognised by the University Grants Commission established under the University Grants Commission Act, 1956 (Central Act No. 3 of 1956), or awarded or recognised by the National Board of Examinations and included in the First Schedule to the Indian Medical Council Act, 1956 (Central Act No. 102 of 1956), or recognised by the Medical Council of India, constituted under the Indian Medical Council Act, 1956;
- (r) "psychologist" means a professional who has done a Postgraduate degree or a Master's degree in Psychology from a recognized institution with experience in clinical settings, with three months training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a psychiatrist;

PUNJAB GOVT. GAZ.(EXTRA), DECEMBER 12, 2025 1631
(AGHN 21, 1947 SAKA)

- (s) "State Level Committee" means the State Level Committee constituted under rule 3 of these rules;
- (t) "State Level Working Committee" means committee constituted under rule 8 of these rules; and
- (u) "SMHA" means State Mental Health Authority established under Chapter VIII of the Mental Health Care Act, 2017 (Central Act No. 10 of 2017).

(2) The words and expressions used in these rules, but not defined, shall have the same meaning, as assigned to them in the Narcotic Drugs and Psychotropic Substances Act, 1985 and the Mental Health Care Act, 2017 (Central Act No. 10 of 2017).

3. Constitution of the State Level Committee. - (1) there shall be constituted a State Level Committee by the Government. section 71 and section 78.

(2) The Committee constituted under sub-rule (1), shall consist of the following members, namely: -

- | | | |
|--------|--|------------------|
| (i) | Administrative Secretary,
Health and Family Welfare; | Chairperson |
| (ii) | Administrative Secretary, Medical
Education and Research; | Member |
| (iii) | Administrative Secretary,
Higher Education; | Member |
| (iv) | Administrative Secretary,
School Education; | Member |
| (v) | Managing Director National Health Mission-cum-
Secretary Health and Family Welfare | Member |
| (vi) | Director, Social Security
Woman and Child Development; | Member |
| (vii) | Director, Health and Family Welfare; | Member Secretary |
| (viii) | Head of the department of Psychiatry, Amritsar; | Member |
| (ix) | Head of the department of Psychiatry, Patiala; | Member |
| (x) | One Lawyer of repute
(To be nominated by the Chairperson); | Member |
| (xi) | One representatives of existing Non-Government
Organizations working in the field of treatment,
counseling and rehabilitation of persons living with
substance use disorder in the State of Punjab
(To be nominated by the Chairperson); and | Member |
| (xii) | For expert advice, the Committee may opt for any other member for a meeting, who has relevant qualifications and experience in the field of treatment, counseling and rehabilitation of persons living with substance use disorder. | |

4. Functions of the State Level Committee:- (1) The State Level Committee shall.- section 71 and section 78.

- (i) act as Supervisory, Policy making and facilitatory body with regard to the treatment of persons with substance use disorder including their rehabilitation;

- (ii) monitor treatment, rehabilitation and counseling centres in prisons, juvenile homes etc;
- (iii) frame guidelines for various substance use disorder related services;
- (iv) encourage research on issues related to substance abuse and addiction;
- (v) ensure effective implementation of minimum standards of care in the Centres as laid down by the Government of India, State Government or any statutory body, from time to time;
- (vi) help to frame a collaborating treatment network amongst the centres and Government and Non-Governmental Health Care Facilities;
- (vii) spread awareness and social sensitisation on issues related to substance abuse and addiction;
- (viii) identification of vulnerable areas and sections of the population through surveys and stakeholder collaboration for focused interventions;
- (ix) conceptualize and implement community-based peer-led programmes in public and private educational institutions;
- (x) monitor functioning of the District Level Committees;
- (xi) undertake any other activity for the welfare and rehabilitation of persons living with substance use disorder; and
- (xii) any other function which state government may assign to it from time to time;

section 71 and section 78. **5. Meetings of the State Level Committee:** -The Committee shall meet at such time (not less than twice in a year) and place as may be decided by the Chairperson.

section 71 and section 78. **6. Disqualifications.** -No person shall be appointed as a member of State Level Committee, if such person,-

- (i) has been convicted and sentenced to imprisonment for an offence which in the opinion of the Government involves moral turpitude; or
- (ii) is an un-discharged insolvent; or
- (iii) is of unsound mind and stands so declared by a competent court; or
- (iv) has, in the opinion of the State Government, such financial or other interest in the State Level Committee, as is likely to affect prejudicially the discharge of his/her functions or duties as a member.

section 71 and section 78. **7. Term of the office of the non-official members.**-(1) Every non-official member shall hold office for a period of three years from the date of his nomination and shall be eligible for re-appointment.

(2) A non-official member may at any time resign from the membership of the State Level Committee by sending resignation to the Chairperson, and such resignation shall take effect from the date on which it is accepted.

(3) When a vacancy occurs by resignation or otherwise of a non-official member, the person so nominated on such vacancy shall hold office for the remainder of the term of office of the member in whose place he has been so appointed.

PUNJAB GOVT. GAZ.(EXTRA), DECEMBER 12, 2025 1633
(AGHN 21, 1947 SAKA)

(4) When the term of office of any non-official member is going to expire, the Government may nominate such member's successor three months before the expiry of the term of such member but the successor shall assume office only after the expiry of term of the member.

8. Constitution of the State Level Working Committee, - (1) There shall be constituted a State Level Working Committee. section 71 and section 78.

(2) The committee constituted under sub-rule (1) shall consist of the following members, namely;

- | | |
|---|-----------|
| (i) Director Health & Family Welfare; | Chairman |
| (ii) Director Social Security, Women and Child Development; | Member |
| (iii) Director Research and Medical Education, Punjab; and | Member |
| (iv) Assistant Director-cum-State Programme Officer | Member |
| Mental Health Cell. | Secretary |

9. Functions and meetings of the State Level Working Committee.- (1) The State Level Working Committee shall perform all day-to-day functions as assigned by the State Level Committee and by the Government from time to time. section 71 and section 78.

(2) The State Level Working Committee shall meet as and when required at such place as may be decided from time to time.

10.Requirement for license.- (1) No centre in the State of Punjab shall be allowed to operate, unless it has obtained a license from the licensing authority. section 71 and section 78.

(2) No owner (Individual or Governing Body or Firm or Trust) shall have more than five establishments of any category of centres as mentioned under rule 18 in the State. (One in a district with a distance of at least 100 kilometers, in two centres).

Explanation I.- At the time of renewal of license, the Licensing Authority shall renew the license of only five establishments of any category, of such individuals/ governing bodies/firms/trusts that are already running more than five establishments in the State;

Provided further that any individuals/ governing bodies/firms/ or trusts presently operating more than five establishments within the State shall, within a period of six months from the date of commencement of these Rules, furnish to the Licensing Authority a list specifying any five establishments of any category, which they intend to continue to operate under the provisions of these Rules.

Explanation II.- In case, applications are received under sub-rule (1) of rule 13, from different members of a family for obtaining license for any category of Centre as mentioned under rule 18, then the Licensing Authority may consider five establishments to the maximum of such family for issuance of license under rule 13.

11.Licensing Authority. - (1) there shall be constituted a Licensing Authority by the State Government. section 71 and section 78.

(2) the Licensing Authority, constituted under sub-rule (1), shall consist of the following, namely: -

- (a) Director Health Services, Punjab; and
- (b) Director Social Security, Women and Child Development, Punjab.

section 71 and section 78. **12.Functions of the Licensing Authority.-** the functions of the Licensing Authority shall be to:-

- (i) issue and renew licenses for the operation of the Centres;
- (ii) monitor, supervise and evaluate the functioning of the Centres;
- (iii) ensure minimum standards of care in the Centres as per the guidelines issued by the Government of India or any statutory body, or the State Level Committee under these rules;
- (iv) ensure the implementation of the rules and the guidelines issued by the State Level Committee for setting up and functioning of the Centres;
- (v) constitute inquiry committees at the district and state level as and when required for the purpose of inquiring into the complaints against the centres or for the purpose of inspections of the centres;
- (vi) initiate punitive proceedings against the centres in case of any violation of rules;
- (vii) maintain record in the form as specified by the State Level Committee from time to time;
- (viii) frame and implement a comprehensive standard operating procedure/guidelines for effective infection prevention and control in case of outbreak of an infectious disease or any such emergency;
- (ix) conduct training programmes for the personnel deployed in the centres;
- (x) levy and recover penalties;
- (xi) any other work related to the registration of Centres; and
- (xii) such other functions, as may be prescribed and notified by the State Government from time to time.

section 71 and section 78. **13. Procedure for issuing license. – (1)** to obtain a license for establishing a Centre an application shall be submitted online by an individual or governing body or firm or trust to the Licensing Authority, on its Official website ‘<https://psuds.punjab.gov.in/>’ (as notified by the Government) in Form-I along with a fee of one-lac rupees (non-refundable) through online mode or in the shape of demand draft payable in favor of the State Mental Health Authority, Punjab at Chandigarh and alongwith a declaration form stating that the applicant,-

- (a) has passed at least matriculation exam;
 - (b) has not been convicted and sentenced to imprisonment for an offence which in the opinion of the Government involves moral turpitude;
 - (c) is not an un-discharged insolvent; and
 - (d) is not of unsound mind and not so declared by a competent court.
- (2) For every Centre, a license shall have to be obtained,-
- (a) in the name of the owner and Psychiatrist in-charge (Individual or Governing Body or Firm or Trust) of the Centre; and
 - (b) the name of the centre shall also be mentioned in the license.
- (3) Before issuing a license, the Licensing Authority shall get the Centre in question inspected, from the District Level Committee and satisfy itself

about the arrangements and infrastructure available in the Centre as required under these rules.

- (4) If the Licensing Authority is satisfied, it shall issue a license in Form-III within a period of thirty days from the date of receipt of the report submitted by the District Level Committee:

Provided that a license shall be issued, by the Licensing Authority within a period of three months, from the date of submission of the application.

- (5) A license issued under these rules, shall be valid for a period of three years from the date of its issuance, unless suspended, revoked and cancelled by the Licensing Authority.

- (6) A license issued under these rules shall be non-transferable.

- (7) If the Licensing Authority, after receiving the report of the District Level Committee, is not satisfied that the license should be issued, it may refuse to issue license to the applicant;

Provided that before refusing to issue a license, the applicant shall be given a reasonable opportunity of being heard.

- (8) In case a person (an individual or governing body or firm or trust) is refused license, intimation in this regard shall be given to such person (an individual or governing body or firm or trust) by the Licensing Authority in writing.

- (9) The aggrieved person (individual or governing body or firm or trust) may prefer an appeal against such refusal to the Appellate Authority within a period of thirty days from the date of receipt of intimation of such refusal in Form-IV alongwith a fee of five thousand rupees in the shape of demand draft payable in favour of the State Mental Health Authority, Punjab.

- (10) The Licensee may get the license renewed before the expiry of a period of three years from the date of its issuance (as per clause b of this sub rule) by making an online application to the Licensing Authority in FORM-II alongwith a fee of fifty thousand rupees through online mode or in the shape of demand draft payable in favor of the State Mental Health Authority, Punjab.

- (11) The application for renewal of license shall be made minimum three months before the expiry of the validity of the license.

- (12) In case, the licensee fails to get the license renewed before the expiry of the specified period of license, then the Centre in question shall deemed to have been closed and the persons admitted in such centre shall be transferred to the nearest local centre.

Provided that if there is delay in issuing renewed license to the centre, within specified period due to any departmental reason, in such circumstances a provisional license shall be issued by the Licensing Authority for a period of upto 3 months.

- (13) Before issuing a renewed license, the Licensing Authority shall get the Centre in question inspected, from the District Level Committee and satisfy itself about the arrangements, infrastructure available in the Centre and fulfillment of minimum standards as required under these rules.

- (14) On receipt of report from the District Level Committee, if the Licensing Authority is satisfied, it shall issue a license in Form-III within a period of

thirty days from the date of receipt of the report submitted by the District Level Committee:

Provided that a license shall be issued by the Licensing Authority within a period of three months from the date of submission of application.

(15) The Centres established by the Government of Punjab shall be exempted from the payment of license fee. However, such Centres shall have to get themselves registered with the Licensing Authority as per Form-I and III.

(16) Hospitals or Centres,-

(a) which hold a license under these rules, shall include the name of the Psychiatrist working in such centre in the license application, and in case of change of the psychiatrist appointed by that Centre, the same shall be informed immediately to the Licensing Authority in such manner, as may be specified by it, from time to time;

(b) no Centre shall admit a patient or dispense any medicine to a patient in the absence of a qualified psychiatrist; and

(c) the Centres falling in category (II) of rule 18, shall be given a license in the name of the Psychiatrist in whose name such Centre is registered.

(17) License shall be affixed in a conspicuous place in the Centre in such a manner so as to be visible to everyone visiting such Centre.

(18) In case the license is lost, destroyed, mutilated or damaged, the Licensing Authority shall issue a duplicate license on receipt of application in Form-V from the Centre and on payment of five thousand rupees payable in favour of the State Mental Health Authority, Punjab at Chandigarh.

(19) In case of surrender of license of a Centre, the licensee shall have to submit an application to the Licensing Authority along with an affidavit on non-judicial stamp paper of 100 rupees. Licensee shall not be allowed to withdraw such application after expiry of one month from the date of application submitted by him or her to the Licensing Authority:

Provided there shall be no effect on the pending inquiry against a centre, in case of surrender of license.

section 71 and
section 78.

14. Change of the address or premises of the center.- (1) a center can shift from one place to another;

a) within the jurisdiction of a Municipal Corporation or Committee or Village Panchayat of a district; or

b) In case of change of address from the jurisdiction of one Municipal Corporation or Committee or Village Panchayat to another, center can shift within an area of 10 kilometers (within a district only) with the prior approval of Licensing Authority.

(2) For change of address, an application shall be submitted online by an individual/governing body/firm/trust to the Licensing Authority, on its Official website '<https://psuds.punjab.gov.in/>' (as notified by the Government) in Form-VI along with a fee of ten thousand rupees, payable in favour of the State Mental Health Authority, Punjab.

(3) The Licensing Authority shall get the new premises of the Centre in question inspected from the District Level Committee and satisfy itself

about the arrangements, infrastructure available in the Centre and fulfillment of minimum standards as required under these rules.

- (4) If the Licensing Authority is satisfied, it shall issue a license in Form-III with change of address within a period of thirty days from the date of receipt of the report submitted by the District Level Committee:

Provided that a license shall be issued by the Licensing Authority within a period of three months from the date of submission of the application.

15.Cancellation of License.- (1) If the Licensing Authority, on receiving a complaint against a Centre and on getting such complaint, investigated by the District Level Committee in the manner specified from time to time, is satisfied,-

section 71 and
section 78.

- (a) that there are major deficiencies such as,-

- (i) illegal dispensing of medicine,
- (ii) violation of human rights or rights as prescribed, in the Mental Health Care Act, 2017 (Central Act No. 10 of 2017) at the premises of the centre; or
- (iii) such other deficiencies as notified and amended by the Licensing Authority from time to time, are found; or

- (b) that there exists any of the grounds which would have entitled the Licensing Authority to refuse the application for license under these rules considering the health services to public at large,

the Licensing Authority after giving a reasonable opportunity of being heard to the centre, may cancel the license of such center.

Explanation.- On receipt of the report from the Inquiry Committee, if the licensing authority is satisfied that at the premises of the centre major violation of human rights is found, in such case the Licensing Authority shall cancel the license of the center and blacklist both, the centre and its owner for a period of five years.

Provided that if on receipt of a complaint, prima facie it is evident that center has committed violation of any of the provision of the sub-rule (1), the Licensing Authority shall suspend the license of a centre and may initiate an inquiry within a period of fifteen days from the date of such suspension.

- (2) If on inspection (monthly or random), the District Level Committee or any other committee constituted by the Licensing Authority finds any major deficiency in the minimum standards of care; or violation of human rights or rights as prescribed in the Mental Health Care Act, 2017 (Central act No. 10 of 2017) in a Centre, then on receipt of its report the Licensing Authority may suspend the license and may initiate inquiry within a period of fifteen days from the date of such suspension.
- (3) Such Centre shall be given an opportunity of being heard by the Inquiry Committee as constituted by the Licensing Authority. The Inquiry Committee shall submit its report within a period of one month to the Licensing Authority.

- (4) On receipt of the report from the Inquiry Committee, if the licensing authority is satisfied that major deficiencies as mentioned under sub-rule (1) of this rule or as notified by the Licensing Authority in a Centre have been found then Licensing Authority may, by an order, without prejudice to any other action that it may take against such center, cancel the license of the center. or
- (5) On receiving satisfactory report from the Inquiry Committee to the effect that no major deficiencies as notified by the Licensing Authority or violation of human rights or rights as prescribed in the Mental Health Care Act, 2017 (Central act No. 10 of 2017) in a Centre have been found then the suspension shall be revoked by the Licensing Authority.
- (6) On suspension or cancellation of license of the centre, Licensing Authority shall, immediately restrain such centre from carrying on its operations and the persons admitted in such centre may be shifted to the government run centres/hospitals.
- (7) In case of cancellation of license, the aggrieved person or owner may file an appeal to the Appellate Authority within a period of thirty days from the date of intimation of such cancellation in the Form-IV along with a fee of fifty thousand rupees through online mode or in the shape of demand draft payable in favor of the State Mental Health Authority, Punjab.
- (8) The Appellate Authority may blacklist centre or owner for a period of upto five years, if on appeal, the cancelled license of the centre is not revoked due to any major discrepancy/violation.
- (9) In case of major deficiencies or violations or professional misconduct committed by the Psychiatrist –in-charge of the centre, the Appellate Authority may debar such psychiatrist-in-charge from practicing in any center of the State for a period of upto two years or may recommend for any appropriate action against such Psychiatrist by the Punjab Medical Council.

section 71 and
section 78.

16. District Level Committee.- (1) There shall be constituted a District Level Committee by the Government.

(2) The Committee constituted under sub-rule (1) shall consist of the following, namely: -

- | | |
|---|---------------------|
| (i) Deputy Commissioner or his Nominee
(not below the rank of Additional
Deputy Commissioner); | Chairperson |
| (ii) Civil Surgeon of the district; | Member |
| (iii) Deputy Medical Commissioner; | Member
Secretary |
| (iv) Government Psychiatrist of the district hospital; | Member |
| (v) District Social Security Officer; | Member |
| (vi) Drug Inspector of the district; | Member |
| (vii) One member from civil society
(teacher/ex-serviceman/prominent citizen
as may be nominated by the Chairperson); and | Member |
| (viii) One representative of the Non-Governmental
Organizations (to be nominated by the committee | Member |

PUNJAB GOVT. GAZ.(EXTRA), DECEMBER 12, 2025 1639
(AGHN 21, 1947 SAKA)

as per recommendations of the Civil Surgeon
and District Social Security Officer of the district)

17.Functions of the District Level Committee. - The functions of the District Level Committee shall be to,- section 71 and section 78.

- (i) ensure that every Centre has a valid license;
- (ii) periodically monitor, supervise and evaluate the functioning of the Centres in the district in accordance with the conditions of the license and guidelines framed by State Level Committees or Licensing Authority from time to time;
- (iii) enter and search the centers of the respective district and check physical/manual records or compliance of the provisions of these rules;
- (iv) to levy and recover penalties as directed by the Licensing Authority;
- (v) compile and maintain the District Register of the Centers of the respective District;
- (vi) any other work related to the registration of the centres under these rules as assigned by the Licensing Authority;
- (vii) such other functions, as may be notified by the State Government from time to time; and
- (viii) to constitute teams or committees for inspections of the centres of the district.

18. Minimum Standards: the Centres shall be of the following types, namely: - section 71 and section 78.

- (I) Substance use disorder Treatment Centre (indoor and outpatient facility);
- (II) Substance use disorder Treatment Centre (Outpatient Facility only);
- (III) Substance use disorder Treatment Centre (indoor facility with both de-addiction and rehabilitation); and
- (IV) Substance use disorder counseling and rehabilitation Centres,

All these centres shall maintain the minimum standards of care as specified below, namely: -

A. PHYSICAL STANDARDS FOR CENTRES WITH INDOOR FACILITY

(1) Each Centre with indoor facility which falls under category (I), (III) and (IV) mentioned above, shall; -

(a) Premises-

- (i) have safe premises and trees alongwith the boundary wall and adequate plantation;
- (ii) be suitably located at a distance of 100 meters from the main gate of a recognized educational institutions. However, this provision will not apply in such cases where a new recognized educational institution comes up within a distance of 100 meters of an already established and licensed centre;
- (iii) have requisite certificates/No-Objection Certificate (NOC), as applicable from the competent authority;

- (iv) be well maintained and kept in good livable condition;
- (v) have safe and strong structure enough to withstand heavy rains, floods, earthquake or any other natural calamities/disasters;
- (vi) have disabled friendly premises and structure;
- (vii) have a prominent board/signage displaying the name of the facility in local language at the gate or on the building of the Centre;
- (viii) have the name of the doctors (with registration number), fee structure, timings and the services provided at the Centre, well displayed in the language understood by the local public in the area;
- (ix) have valid No-Objection Certificate (NOC) of fire safety from competent authority;
- (x) have pollution control licenses from competent authority;
- (xi) also have a rent deed for a minimum period of three years, if the centre is running in a rented building;
- (xii) have a common room with adequate resources of amusement and entertainment such as television, newspapers, magazines and indoor games etc. Common room must have sufficient chairs adequate to provide sitting to patients and caregivers;
- (xiii) have a room for providing individual counseling, group therapy and family counseling;
- (xiv) have benches, comfortable for both sitting and lying for each patient's caregiver should be provided;
- (xv) have rooms, chambers, wards and corridors must have optimal number of windows for optimal ventilation;
- (xvi) have all doors and corridors should have clear space to allow transport of trolley and wheelchairs side by side simultaneously without any hindrance;
- (xvii) have sufficient illumination during dark, sufficient for reading without causing strain to the eyes;
- (xviii) have illuminated passages during night/ day leading to toilets and emergency exits. Signboards with sufficient illumination should be placed for clear identification of toilets and exits;
- (xix) have power back-up for emergency lights during power failures and load shedding;
- (xx) have closed circuit TV (CCTV) cameras installed in the facility in different areas e.g., corridors, dining room, common room, dorms and wards to ensure the safety of the patients. It must be confirmed that such measures are not defying the rights to live with dignity and privacy of patients, recording for a minimum of two months should be stored;
- (xxi) have reception, enquiry, registration counter, waiting space with seating arrangements at least for five persons;
- (xxii) have related educational material such as posters to be prominently displayed at strategic points in the Centre;
- (xxiii) have pamphlets, hand bills and other educational materials in vernacular which shall be made freely available for the public;

- (xxiv) have space to store records of patients to ensure confidentiality and a system of easy retrieval;
- (xxv) not to keep the patients in basement;
- (xxvi) have biometric attendance system for patients and staff. Inability to maintain the biometric attendance system may lead to cancellation of license;
- (xxvii) have adequate provision for mosquito/fly/ insects' repellents or control measures in the centre;
- (xxviii) have the provision for maintenance of comfortable level of room temperature in all weathers;
- (xxix) have minimum two exits in a dormitory. No sleeping cots in passages, verandas, under staircase or anywhere else except in dorms/rooms;
- (xxx) have adequate recreational facilities for the patients; and
- (xxxi) maintain the infrastructure as per norms laid down by the appropriate authority of the geographical/local area where the centre is situated.

(b) Beds-

- (i) have minimum 60 square feet space per bed with a minimum of 3 feet edge to edge gap between two beds in the wards/rooms;
- (ii) not allowed bunk-beds and patient shall be accessible from both sides of bed to handle emergencies and to provide optimal medical care;
- (iii) have separate cots with mattresses, pillows, bed sheets, drawer sheets and blankets for each patient;
- (iv) change the bed linen at least thrice a week and more frequently, if required. Washing of soiled linen shall be done in a clean and hygienic environment;
- (v) carrying out condemnation of linen should be done periodically. Condemned linen should be stored separately from the usable linen; and
- (vi) take/ follow optimal measures for the prevention of infections such as routine sterilization and disinfection as notified by the Licensing Authority from time to time under clause (viii) of rule 12.

(c) Bathrooms/Toilets-

- (i) have separate toilets for male and female patients in the ratio not less than 1:5 patients with adequate privacy;
- (ii) have separate bathrooms for male and female patients in a ratio not less than 1:10 patients with adequate privacy;
- (iii) have wash basins not less than 1:12 outside the toilets/bath rooms and in the dining area with provision of water supply round the clock; and
- (iv) take/ascertain optimal measures for the prevention of infections.

(2) FOOD, WATER AND NUTRITION

Each centre shall,-

- (i) provide wholesome, fresh, nutritious and adequate meals to the admitted patients;
 - (ii) provide well cooked, fresh, hot and hygienic food, appropriate to local food habits, in sufficient quantities in rotation;
 - (iii) provide tea/beverages atleast twice a day and atleast three meals at proper timings;
 - (iv) have potable drinking water facility and running water for washing, bathing and cleaning purposes;
 - (v) ensure adequate dinning space with sitting facility;
 - (vi) serve special diet to the patients with co-morbid or other medical disorders on the advice of treating physician;
 - (vii) change the menu at least thrice a week and the same items other than cereals shall not be repeated on the same day or next day, except in exceptional circumstances;
 - (viii) provide filtered warm/cold/room temperature water and shall ensure periodic maintenance of filters; and
 - (ix) have the cooks and persons involved in preparation and serving of food must undergo periodic health check-ups. Those found suffering from contagious diseases should be removed till they recover.
- (3) Quality of food shall be supervised and verified by medical officer in-charge of the centre who shall be solely responsible for any discrepancy in this regard.
- (4) In case of food procured from outsourced facilities, kitchens of such facilities shall be periodically inspected by the Licensing Authority or any person authorised in this regard by the Licensing Authority.
- (5) To provide multiple treatment options to the persons with substance use disorder, detoxification and for thorough assessment of such persons, every centre under category (I) and (III) shall ensure minimum admissions (desirable 40% bed occupancy in a year). Inability to maintain the desired bed occupancy may lead to cancellation of license.
- (6) A Substance Use Disorder Counseling and Rehabilitation Centre, i.e. Category (IV) shall,-
- (i) have a minimum area of at least 500 sq. yards, to provide indoor residential and outdoor recreational activities. Provision of library, gym, outdoor and indoor games, newspaper and modes of communication with the family, for the admitted patients in the Centres, shall be made available to the patients; and
 - (ii) ensure access to skill development training courses for all the patients and conduct need assessment to encourage patients to opt for training courses of their choice.
- The District Level Committee shall ensure compliance of the above conditions before recommending for license to a Centre under this category.

B. CENTRES WITH OUTPATIENT FACILITY ONLY

- (1) Each Centre with Outpatient facility only i.e which falls under category II as mentioned above, shall, -
- (i) have safe and strong structure, enough to withstand heavy rains, floods, earthquake or any other natural calamities/disasters;
 - (ii) have disabled friendly premises and structure;
 - (iii) be developed and maintained so as to provide safe and secure environment for patients, their families/guardian and staff;
 - (iv) have a prominent board or signage displaying the name of the Centre in local language;
 - (v) have a prominent board or signage displaying the name of the doctors with their registration number, fee structure of the Centre, timings and the services provided within the Centre, in the language understood by the local public in the area, on the said board;
 - (vi) have a valid No-Objection Certificate (NOC) from fire safety from competent authority;
 - (vii) have adequate lighting and ventilation;
 - (viii) take all precautions to control infections like practicing hand hygiene;
 - (ix) follow State Biomedical waste management rules;
 - (x) have the Doctor's room of not less than 100 square feet;
 - (xi) have dispensing room with sufficient storage capacity;
 - (xii) have rooms for counseling of the patients;
 - (xiii) have waiting area with provision of drinking water and rest room;
 - (xiv) have adequate space for storage of equipment and medicines as per manufacturer's guidelines; and
 - (xv) have at least two beds to handle the emergency cases.
- (2) No centre under category (II) as mentioned above shall provide treatment services to persons with substance use disorder, without obtaining detoxification certificate from him or her, issued from a recognized centre of category (I) or (III).

C. MEDICAL STANDARDS

- (1) No Centre shall compel any patient, to undergo detoxification treatment without explaining him/her the range of treatment options available to such patient, including; substitution, maintenance therapy, psychosocial interventions for substance use disorder.
- (2) Each Centre shall follow the treatment protocol with established and evidence based medical practice and guidelines published by the World Health Organization (WHO), Government of India, State Government and the Indian Psychiatric Society (IPS), including the harm reduction, stigma removal practices advocated from time to time.
- (3) Each Centre with indoor facility shall have the duly qualified nursing and other staff as per their job requirement. The Core

Staff shall have received the training in Substance Use Disorder treatment from a recognized institution.

- (4) Each Centre which falls in category (I), (II) and (III) as mentioned in rule 18 (1) above shall have a duly qualified Psychiatrist as officer in-charge of a Centre.
- (5) Each Centre shall display the arrangements on the notice board, for providing support and emergency services to the patients;
- (6) Each Centre shall ensure adequate transport facility or ambulance for patients.
- (7) Each Centre which falls under category (I), (III) and (IV) as mentioned above shall ensure round the clock medical nursing care of indoor patients.
- (8) Each Centre shall have adequate medicines required for treatment of physical and psychiatric co-morbidities, as may be prescribed or notified by the Licensing Authority or the State Government from time to time.

D. STAFF NORMS

- (1) Each Centre which falls under category (I) as mentioned above shall have,-
 - (i) one full time Psychiatrist who may be supported by an M.B.B.S. doctor with at least three months training in Substance Use Disorder Treatment from a recognized institution.

Explanation- Full time refers to a morning shift of a full time sitting of 8 hours with on call availability for 24*7;

- (ii) Social Workers or Counsellors or Psychologist/Clinical Psychologist;
 - (iii) staff nurses, for round the clock services, who are B.Sc. or Diploma in Nursing with training in Substance Use Disorder Treatment, from a recognized institution;
 - (iv) Ward Attendants for round the clock services, who have passed 10+2 examination from a recognized Board or institution, as the case may be, with orientation to handle patients of substance use disorder at the Centre;
 - (v) data entry operator as per requirement;
 - (vi) minimum two sweepers for round the clock cleanliness per 50 beds and in multiples thereof;
 - (vii) adequate number of Cook-cum-Helpers or regular arrangement for fresh nutritious food from outside;
 - (viii) Peer educator/Peer counsellor (Optional); and
 - (ix) adequate security guards for round the clock duty.
- (2) Each centre with Outpatient facility only i.e which falls under category (II) as mentioned above, shall have;-
 - (i) a full time Psychiatrist;

PUNJAB GOVT. GAZ.(EXTRA), DECEMBER 12, 2025 1645
(AGHN 21, 1947 SAKA)

- (ii) one Counselor or Social Worker or Psychologist /Clinical Psychologist (Counseling service is mandatory);
- (iii) Staff Nurse/Pharmacist-two (including backup). In case of Pharmacist, he/she should have done at least Diploma in Pharmacy from a recognized institution and should have basic knowledge of computer applications;
- (iv) Data Entry Operator as per requirement; and
- (v) Sweeper/ security/ helper/ may be recruited as per requirement.

Explanation- Full time refers to a morning shift of a full time sitting of 8 hours with on call availability for 24*7.

- (3) Each Centre which falls under category (III) as mentioned above, shall have;
- (i) one full time Psychiatrist who may be supported by an M.B.B.S. doctor who has three months training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a psychiatrist;
 - (ii) one Project Director with graduation in any stream;
 - (iii) Psychiatric Social Workers or Counsellors or Psychologist/Clinical Psychologist with three months training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a Psychiatrist and three months training from the National Institute of Mental Health and Neuro-Sciences, Bengaluru, India (NIMHANS).
 - (iv) staff nurses, for round the clock services, who are B.Sc. or Diploma in Nursing with training in Substance Use Disorder Treatment, from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a Psychiatrist;
 - (v) Ward Attendants for round the clock services, who have passed 10+2 examination from a recognized Board or institution, as the case may be, with one month training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a Psychiatrist;
 - (vi) data entry operator as per requirement;
 - (vii) minimum two sweepers for round the clock cleanliness per 50 beds and in multiples thereof;
 - (viii) adequate number of Cook-cum-Helpers or regular arrangement for fresh nutritious food from outside;
 - (ix) Peer educator/Peer counsellor (Optional); and
 - (x) adequate security guards for round the clock duty.
- (4) Each Centre which falls under category (IV) as mentioned above with capacity of fifty beds, shall have,-

-
- (i) one part time Psychiatrist, who shall visit twice a week for a minimum of two hours per visit. In such cases, a psychiatrist can work in maximum of four centers (Each such centre shall display visit time of such psychiatrist at a visible place);
 - (ii) one Project Director with graduation in any stream;
 - (iii) Psychiatric Social Workers or Counsellors or Psychologist/Clinical Psychologist with three months training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a Psychiatrist;
 - (iv) staff nurses, for round the clock services, who are B.Sc. or Diploma in Nursing with training in Substance Use Disorder Treatment, from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a Psychiatrist;
 - (v) Ward Attendants for round the clock services, who have passed 10+2 examination from a recognized Board or institution, as the case may be, with one month training in Substance Use Disorder Treatment from a substance use disorder treatment centre of the respective District Hospital or Sub-Divisional Hospital, under the supervision of a Psychiatrist.;
 - (vi) data entry operator as per requirement;
 - (vii) minimum two sweepers for round the clock cleanliness per 50 beds and in multiples thereof;
 - (viii) adequate number of Cook-cum-Helpers or regular arrangement for fresh nutritious food from outside;
 - (ix) Peer educator/Peer counsellor (Optional); and
 - (x) adequate security guards for round the clock duty.

E. SERVICE NORMS

Each centre in category (I) and (III) shall follow service norms as under:-

- (a) Psychiatrist-patient ratio of 1:75 per OPD shift of 8 hours;
- (b) Counsellor-patient ratio of 1:25 per shift of 8 hours;
- (c) Nurse-patient ratio of 1:20 per shift of 8 hours; and
- (d) Ward attendant-patient ratio of 1:20 per shift of 8 hours.

F. SUPPORT SERVICES

(1) Each centre which falls in category (I), (III) and (IV) as mentioned above, shall provide the following support services, namely: -

- (i) Emergency Medical Care;
- (ii) Referral linkage for specialist medical services, laboratory services, HIV (Human Immunodeficiency Virus)/ AIDS (Acquired Immunodeficiency Syndrome) centres, RNTCP (Revised National Tuberculosis Control Programme) centres;
- (iii) Adequate transport facilities for patients for the purpose of linkage activities and Emergency Medical Care;
- (iv) Regular daily outpatient service wherever applicable; and
- (v) Recreational/ rehabilitation facilities and outdoor activities in centre which falls in category (III) and (IV).

- (2) It is advisable to involve the local NGOs working in the field of substance use disorder at various steps.
- (3) Centres with outpatient facility only i.e. which fall under category (II) as mentioned above shall have a referral linkage with a nearby health facility for providing Emergency and other support services and an undertaking in this regard shall be given at the time of submission of application for grant of license.

G. RECORD MAINTENANCE AND DISSEMINATION

- (1) Every Centre shall maintain medical records of patients as per the provisions of the Code of Medical Ethics Regulations 2002-NMC.
- (2) Every Centre shall maintain personal and treatment record of all the patients for a minimum duration of five years.
- (3) Every Centre shall enter data online on the Government portal at '<https://psuds.punjab.gov.in/>' (as notified by the Government), failing which license shall be suspended as per the provisions of rule 15 and Psychiatrist shall be debarred from practice for a period of two years after giving him/her an opportunity of being heard.
- (4) Every Centre shall maintain the confidentiality of the patients and show patient's records only with the prior approval of the District Mental Health Review Board and with the permission of Officer-in-charge of the Centre.

Explanation: Each centre shall notify the name of the officer In-charge of the centre who shall be responsible for maintaining operations of the centre.

- (5) Every Centre shall maintain record of each purchase of the Opioid and other drugs in the Central Consumable Stock Register (Separate Register or Pages for each medicine) for a period of five years.
- (6) Every Centre shall maintain a separate page in a Register for each patient.
- (7) For every staff, centre shall maintain the record containing the appointment order, documentary evidence of qualification and/or training (and professional registration where applicable).
- (8) Each centre shall ensure the payment of the salary of the staff in the bank accounts and shall maintain the attendance and salary record of the staff.
- (9) Each centre shall upload information containing; infrastructure, services being provided in the center, staffing, its helpline, and documents required for license under these rules such as Fire Safety documents, Bio-Medical Documents, Pollution certificates etc. on the portal created for the purpose by the Licensing Authority.

H. TREATMENT PROTOCOL

Every Centre shall follow the treatment guidelines or any other instructions issued by the Department of Health and Family Welfare, Punjab.

I. MONITORING AND EVALUATION

- (1) Every centre shall make available the data of the Centre for inspection in case of any complaints.

- (2) Every centre shall ensure that the manufacturer who supplies any medicine (buprenorphine + naloxone combination as approved by the State Government) to the Centre gets the batch being supplied, tested from the State Food and Drug Testing Laboratory, Kharar, S.A.S. Nagar; and should not dispense any batch of medicine which has not been tested.
- (3) Every centre shall also comply with such other instructions regarding monitoring and evaluation in this regard as and when issued by the Government.

J. REPORTING

- (1) Every Centre shall submit monthly reports to the Licensing Authority in such format, as prescribed and notified from time to time.
- (2) Every Centre shall submit performance report to the Licensing Authority twice a year, which shall be evaluated for the purpose of renewal of license, in such a manner as may be prescribed and notified by the Licensing Authority from time to time.
- (3) Every Centre shall submit the Annual Report to the Licensing Authority and to the State Mental Health Authority constituted under the Mental Health Care Act, 2017, for the duration of 1st January to 31st December of every year. Such report must be submitted by 31st January in a format as prescribed by the Punjab State Mental Health Authority.

section 71 and
section 78.

19.Admission. —Admission to the Centre shall be made only with informed consent of the patient, after discussing risks, benefits, rights and the provision of advance directives under Mental Health Care Act 2017 and alternatives to the treatment to be recorded in writing. A copy of the Consent Form shall be provided to the patient. The patient shall have the right to refuse or discontinue treatment at any time.

section 71 and
section 78.

20.Regulation of the treatment charges in the Substance Use Disorder Treatment Centres, and Centres with Outpatient facilities.- The State Government shall, from time to time, monitor and issue guidelines to regulate the treatment charges in the Substance Use Disorder Treatment Centres, and Centres with Outpatient facilities.

section 71 and
section 78.

21.Penalties for minor deficiencies as notified by the Licensing Authority from time to time;- for minor deficiencies centre shall be liable to a penalty of upto rupees one lakh for first contravention, a penalty of upto rupees three lakh for second contravention, and a penalty of upto rupees five lakh at third contravention.

section 71 and
section 78.

22.Repeal and Savings;- the Punjab Substance Use Disorder Treatment, Counseling and Rehabilitation Centers Rules 2011, are hereby, repealed:

Provided that any license granted under the provisions of the rules so repealed shall be deemed to have been granted under these rules unless the same is cancelled or modified under these rules:

Provided further that any person appointed under the provisions of the rules so repealed and holding office as such immediately before the commencement of these rules, shall, on such commencement continue to hold his office under the corresponding provisions of these rules, unless they are removed or until superannuated:

Provided further that any proceeding pending in any court under the rules so repealed on the commencement of these rules may be continued in that court as if these rules had not been made.

PUNJAB GOVT. GAZ.(EXTRA), DECEMBER 12, 2025 1649
(AGHN 21, 1947 SAKA)

FORM-I

[(See rule 13(1) and 13 (15)]

APPLICATION FOR REGISTRATION/LICENSE

From

The _____

To

Director Health and Family Welfare,
Punjab, Chandigarh.

Sir,

Subject— Application for Registration/License of

1. Name & Category of the establishment:

- i. Substance use disorder Treatment Centre (indoor and outpatient facility)_____.
- ii. Substance use disorder Treatment Centre (Outpatient Facility only)_____.
- iii. Substance use disorder Treatment Centre (indoor facility with both de-addiction and rehabilitation)_____.
- iv. Substance use disorder counseling and rehabilitation Centres_____.

2. In the name of (a) Owner _____.

(b) Psychiatrist-in-charge _____.

I request you kindly to issue me Registration/License for the period of_____ for the above said institution/s. I am providing the facilities as prescribed by the Act and the rules framed there under. I have attached herewith a Demand Draft for Rs.1,00,000/- (Rs-1Lac) bearing No._____ dated_____ alongwith the declaration form [as per rule 13(1) and 13 (15) of the rules].

I hereby give an undertaking to the effect that I will comply with required minimum standards as per the rules and regulations (subject to the amendments made time from time). I shall protect the human rights & rights as mentioned under the MHC Act 2017, of the admitted patients and shall not engage in the activities adversely affecting the patients such as solitary confinement, forced labour, punishment, beating, psychological torture, chaining or locked up. The patient's liberty shall be protected at all time. I shall allow private interaction with family and provide communication to the patients under supervision of the authorized person of the centre. I will ensure confidentiality of medical and counseling records of the patient, except from the caregivers and under judicial orders.

Thanking you

Yours faithfully,

Signature(Authorised Person)_____

Stamp.

Place_____

Dated_____

FORM-II

[See rule 13(10)]

APPLICATION FOR RENEWAL OF LICENSE

From

To

Director, Health and Family Welfare, Punjab. Chandigarh.

Sir,

Subject. Renewal of Registration license No.....dated_____, valid till_____.

1. Name & Category of establishment:

i. Substance use disorder Treatment Centre (indoor and outpatient facility)

ii. Substance use disorder Treatment Centre (Outpatient Facility only)_____

iii. Substance use disorder Treatment Centre (indoor facility with both de-addiction and rehabilitation)_____

iv. Substance use disorder counseling and rehabilitation Centres_____

2. In the name of (a) Owner _____.

(b) Psychiatrist-in-charge _____.

I request you to kindly renew my Registration/License No.....dated.....for the next three years from_____ to_____,for the above said institution/s. I am providing the facilities as prescribed by the Act and the rules framed there under, I have attached herewith a Demand Draft for Rs. 50,000/- bearing No._____dated_____

Thanking you

Yours faithfully,

Signature(Authorised Person)_____

Stamp.

Place :

Dated :

PUNJAB GOVT. GAZ.(EXTRA), DECEMBER 12, 2025 1651
(AGHN 21, 1947 SAKA)

FORM-III

[See sub rules (4), (14) and (15) of rule 13]

LICENCE/RENEWAL/REGISTRATION CERTIFICATE

We _____, being the Licensing Authority under Narcotic Drugs and Psychotropic Substance Act, 1985 (Central Act No. 61 of 1985), after satisfying the requirement of the Substance Use Disorder Treatment Centres/Rehabilitation, hereby grant the (Non- Transferable) Registration certificate/licence for the

1. Name & Category of establishment:

- i. Substance use disorder Treatment Centre (indoor and outpatient facility) _____
- ii. Substance use disorder Treatment Centre (Outpatient Facility only) _____
- iii. Substance use disorder Treatment Centre (indoor facility with both de-addiction and rehabilitation) _____
- iv. Substance use disorder counseling and rehabilitation Centres _____

2. In the name of (a) Owner _____.

(b) Psychiatrist-in-charge _____.

3. The Registration Certificate/License shall be valid for a period of three years, commencing from.....and ending with.....(unless suspended or cancelled).

The registration shall be subject to the conditions laid down in the sub-section (1) of section 78 read with section 71 sub-section (2) of the Narcotic Drugs and Psychotropic Substance Act 1985 and the rules made there under.

Licensing Authority

Director, Social Security, Women
and Child Welfare (Punjab)

Director, Health
and Family Welfare,(Punjab)

Place: _____

Date : _____

(AGHN 21, 1947 SAKA)

FORM-IV

[See rules 13 (9) and rule 15(7)]

APPLICATION FOR APPEAL

To

The Appellate Authority,
Government of _____

Sir,

(1) I _____ of _____ had applied for a Registration/License for establishing the Substance Use Disorder Treatment/Rehabilitation Centre. (Copy of the earlier application is to be attached). My application was rejected by the Licensing Authority vide its letter No. _____ dated _____ for the following reasons.

1. _____
2. _____
3. _____

(Copy enclosed)

(2) I _____ of _____
I would like to bring to your kind notice that, the Licence of my center _____ has been cancelled by the Licencing Authority vide its letter No. _____ dated _____ for the following reason

1. _____
2. _____
3. _____

(Copy enclosed)

The aforesaid reasons for refusal/cancellation of registration/licence are not valid. You are, therefore, requested to consider my application on the following grounds namely:

1. _____
2. _____
3. _____

I am willing to appear before you for a personal hearing, if necessary. I am enclosing herewith a draft for Rs. 50,000/- bearing No. _____ dated _____.

Thanking You,

Yours faithfully,

Signature(Authorised Person) _____

Stamp.

Place:

Dated:

PUNJAB GOVT. GAZ.(EXTRA), DECEMBER 12, 2025 1653
(AGHN 21, 1947 SAKA)

FORM-V

[See rule 13(18)]

APPLICATION FOR DUPLICATE CERTIFICATE

To

Director, Health and Family Welfare, Punjab. Chandigarh.

Respected Madam/Sir,

Subject. Issue of duplicate registration certificate/license
No.....dated_____, valid from_____to_____.

1. Name & Category of establishment:

4. Substance use disorder Treatment Centre (indoor and outpatient facility)

5. Substance use disorder Treatment Centre (Outpatient Facility
only)_____

6. Substance use disorder Treatment Centre (indoor facility with both de-
addiction and rehabilitation)_____

7. Substance use disorder counseling and rehabilitation
Centres_____

2. Name of (a) Owner _____.

(b) Psychiatrist-in-charge _____.

It is submitted that My original registration certificate/license has been

4. lost ()

5. destroyed ()

6. mutilated ()

7. damaged ()

8. Any other reason ()

Therefore, I request you to kindly issue me a duplicate Registration/License
No.....dated.....which is valid from_____to_____for
the above said institution/s. I am providing the facilities as prescribed
by the Act and the rules framed there under, I have attached herewith a
Demand Draft for Rs. 5,000/- bearing No._____dated_____

Thanking you

Yours faithfully,

Signature(Authorised Person)_____

Stamp.

Place :

Dated :

FORM-VI

[(See rule 14(2))]

APPLICATION FOR THE CHANGE OF ADDRESS

To

Director Health and Family Welfare,
Punjab, Chandigarh.

Respected Madam/Sir,

Subject— Application for THE CHANGE OF ADDRESS

1. Substance use disorder Treatment Centre (indoor and outpatient facility)_____.
2. Substance use disorder Treatment Centre (Outpatient Facility only)_____.
3. Substance use disorder Treatment Centre (indoor facility with both de-addiction and rehabilitation)_____.
4. SubstanceusedisordercounselingandrehabilitationCentres_____.

(A) Previous Address (Detailed) _____

(B) New Address (Detailed)_____

(C) Distance between (A) and (B) As per the norms mentioned in Rules 14 (i)

I am hereby applying for the change of address for my above mentioned center. I shall comply with the rules and regulations pertaining to the change of address. Please consider my application forwarded with the attached demand draft/online fee of Rs.10000/-bearing No. _____ dated_____.

Yours faithfully,

Signature(Authorised Person)_____

Stamp

Place_____

Dated_____

Sd/-

KUMAR RAHUL, IAS,

Administrative Secretary to Government of Punjab,
Department of Health and Family Welfare.