

DEPARTMENT OF TOURISM  
GOVERNMENT OF TAMIL NADU

# Guidelines for Registration of Camping Operators (2022)

(Including Eco-tourism, Plantation tourism, Farm tourism, etc.)



**DEPARTMENT OF TOURISM  
GOVERNMENT OF TAMIL NADU**

**GUIDELINES FOR REGISTRATION OF CAMPING OPERATORS**

**INTRODUCTION**

- Tamil Nadu is home to lush green plantations, forests and wildlife destinations that are ideal for setting up eco-camping sites. The tourism industry is currently witnessing a shift from destination-based tourism to experience-based tourism. Resultantly, nature-based activities are gaining popularity among tourists.
- There is a growing demand for eco-camping activities in Tamil Nadu. In conjunction, there is a surge in the number of Camping Operators, providing the need for regulating the growing industry.
- The Department of Tourism, Government of Tamil Nadu plans to promote camping by way of making it safe, accessible, and sustainable for all stakeholders. To this end, there is a need to lay down the minimum acceptable standards for camping in terms of infrastructure, specifications for tents, services to be provided at the campsite, health, hygiene, safety, security, documentation and to provide for the registration of the camping operators in the State.
- The Government has carefully considered the subject and hereby issues the following Guidelines for Registration of Camping Operators.

**1. Title, extension and commencement**

- (a) These Guidelines may be called the “Guidelines for Registration of Camping Operators”.
- (b) It extends to the whole of the State of Tamil Nadu.
- (c) Registration will be compulsory to operate camping sites in the State of Tamil Nadu.



## 2. Objectives

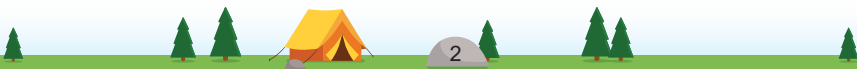
The objectives are:

- (a) To standardise camping operations in the State of Tamil Nadu
- (b) To create and develop quality infrastructure in camping locations
- (c) To provide guidelines for standardising the quality of services and ensuring adherence to quality standards and safety norms
- (d) To create a safe environment for tourist participation in eco-camping activities
- (e) To provide a common registration portal for camping operators
- (f) To develop a stakeholder-friendly and effective process for registration of camping operators

## 3. Definitions

In these Guidelines, unless the context otherwise requires;

- (a) “Applicant” means the camping operator who is currently operating or intends to operate a camping site and applies for registration under these Guidelines.
- (b) “Camping” means an outdoor recreational activity which involves provision of sheltered/ tented accommodation and other amenities to guests at specific sites. It may include prefabricated and container like structures also.
- (c) “Camping site” or “Camp site” or “Eco camping site” means the site / centre of operations as mentioned by the Camping Operator where camping is organised. It can be agricultural land, plantation or vacant land.
- (d) “Camping Operator” or the “Camping site Operator”, means a person or an entity engaged in activities related to camping in Tamil Nadu;
- (e) “Equipment” includes all necessary gear (safety, rescue, equipment) required for conducting camping activities and fulfilling the safety requirements enlisted for the activity by the relevant governing body;
- (f) “Registration” means the recognition of Camping Operators and classification of camping sites into categories of Standard and Premium under the given guidelines. It does not mean any Licensing;
- (g) “Registration Form” means the form appended to these guidelines in Annexure-I;
- (h) “Department” means the Department of Tourism, Government of Tamil Nadu;



## 4. Classification of the Camping Sites

The Camping sites shall be classified into the following categories:

- (a) STANDARD
- (b) PREMIUM

The classification will be made on the basis of submission and assessment of the application for registration in Annexure-I along with Annexure-II which contain the required conditions to be fulfilled for such classification.

## 5. Registration of Camping Operator

### (a) Eligibility for applying for registration:

All Camping Operators in the State who are currently operating camping sites or intend to operate should mandatorily apply and get registered under these Guidelines. Individual applications should be submitted for registration of each campsite.

All camping operators who are currently operating camping sites in the State must apply and get registered within 3 months from the date of issue of these Guidelines.

In case where the camping operators continue to operate without obtaining registration under these guidelines, the camping site will not be allowed to operate further.

### (b) Submission of Application:

An application shall be submitted online in the prescribed format to the Director of Tourism.

### (c) List of documents to be uploaded for Registration:

- (i) Prescribed Registration form (Annexure-I) duly filled along with all attachments to be submitted online.
- (ii) Business documents to be scanned and uploaded as attachments
  - a. Company Registration Certificate
  - b. GST Certificate
  - c. PAN Card
  - d. Village Panchayat / Municipality Tax receipt for the specified area of operation
- (iii) Land ownership documents
  - a. Patta or lease document for at least 3 years
  - b. Electricity / Telephone bill



- (iv) Qualification Proof of staff
- (v) Business Details
  - a. Staff list with designation, proof of address and contact details
  - b. Camping site location with coordinates and photographs
  - c. Type of Camping Site – Agricultural, Plantation, Commercial, etc.
  - d. Details and photographs of facilities provided at the camping site
  - e. Blue Print / Site Layout
  - f. Details of equipment with photographs
  - g. Emergency Response Plan with contact numbers
  - h. Indemnity / Waiver form
- (vi) Location Plan showing access to the site from major roads
- (vii) Location Plan showing access to the nearest Bus Stand, Railway Station and Airport.
- (viii) Letter of Undertaking, duly signed (Annexure-III)
- (ix) Sustainable Practice Declaration (Annexure-IV)

**(d) Registration and Renewal Fee**

An application shall be accompanied with a non-refundable registration fee as given below paid through payment gateway on the registration website.

Sl. No.	Category	Fee for Registration (Amount in Rs.)	Fee for renewal of Registration For every three years (Amount in Rs.)	Penalty for delay of sending the renewal of application (After the validity of registration)
1	Standard	10,000	10,000	A penalty of Rs.5000/- for every one month delay
2	Premium	15,000	15,000	

**Inspection Charges:** The Department of Tourism will fix the inspection and re-inspection charges from time to time and they shall be payable at the time of registration / renewal.

**(e) Mode of Payment:**

Fee shall be paid online.

**(f) Validity of Registration:**

The initial registration will be valid up to the end of the second succeeding financial year i.e., upto 31<sup>st</sup> March of the second succeeding financial year (If first registration is



made on 23<sup>rd</sup> December 2021, it is valid up to March 2024). The registration can be renewed for a further period of not exceeding three years at a time with the fee prescribed in Guidelines 5(d) above.

## 6. Guidelines for Camping Operators

### (a) General Guidelines:

- (i) The camping operator must be a registered firm. It shall be a company / society / proprietorship / partnership etc., with a registered address and GST registration.
- (ii) The camping operator should own the land or should have existing lease agreement, which as on the date of application in valid for at least 3 years.
- (iii) The owner of the establishment shall comply with the tax laws like Income Tax Act.
- (iv) The Department of Tourism or the Government is not responsible or accountable or liable for any of the acts done by the Owner or authorised legal representative or operator of the camping site.

### (b) Camping Site:

#### (i) Land Requirement for Camp Site:

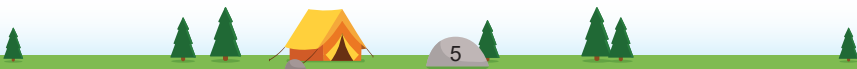
Minimum land required for setting up a camp site is 0.5 acres for a Standard camp site and 2 acres for a Premium camp site. The footprint of tents, buildings and other structures should not be more than 25% of the total area of camp sites.

#### (ii) Camp Site Design and Location:

- a. The camping site should be set up in a safe location which is ideal for erecting permanent and portable tents.
- b. The camping site should be properly fenced on all sides with well defined and gated entry / exit.
- c. If the camping operator wishes to carry out any modifications to the campsite, the same shall be communicated to the Department of Tourism.

#### (iii) Specifications for Tents

- a. Each camping site should have a minimum of 3 tents to be eligible for registration under the Standard Category and a minimum of 6 tents to be eligible for registration under the Premium Category.
- b. The tents should be water-resistant and conform to established market standards.



- c. Tents may be pitched on an elevated platform or wooden platform. Tents that are pitched directly on the ground must be properly sealed at the bottom and sides.
- d. Tents should be pitched with a minimum gap of 10 feet between two tents.
- e. Comfortable and clean mattress, pillows and blankets or sleeping bags should be provided for guests.
- f. The Tents, bedding, sleeping bags and other linen should be cleaned and sanitised after every use.
- g. Number of persons allotted for each tent should not exceed its specified capacity as indicated by the manufacturer.

**(iv) Services to be provided at the Camp site:**

Every camping site must have parking, dining area, wash rooms, luggage storing space, first aid treatment area, covered hygienic kitchen with provision for storage of all grocery items and perishable commodities.

**a. Parking:**

The camping site should have an adequate designated parking area in proportion to the number of camping tents. The parking area should accommodate at least 10 four-wheelers and 20 two-wheelers at any given time for a 2-acre site. In case parking is not available at the camp site, suitable parking should be arranged in a nearby location by the camp site operator.

**b. Electricity & Lighting:**

The camping site should have an electricity connection. The camping site should have a power backup generator or inverters to manage power cuts.

**c. Tourist Facilitation Centre:**

- i. Every camping site should have a Tourist Facilitation Centre, which should be a permanent structure that includes reception / lounge facility, equipment storage shed, locker facilities, CCTV Monitoring Centre, communication facilities and an all-weather shelter capable of providing temporary shelter to all the guests and staff members during any contingency or in the event of a calamity.
- ii. The Tourist Facilitation Centre should have a notice board on display with information about the activities offered at the camp site, tariff, risk mitigation and weather conditions.
- iii. Briefing: Prior to check in / pitching tents, the team leader must brief guests on the following at the Tourist Facilitation Centre:



- Facilities and infrastructure at the camping site like, reception, washroom, dining area, medical facilities etc.
- Weather / climate briefing on weather and climate condition, expected heat / cold / rain etc.
- Briefing must include possible emergencies, evacuation procedures, and safe assembly point.
- If the camp is located in potentially risky areas, then appropriate briefing must be done on potential risk of flood, lightning and other calamities.

iv. Record Maintenance:

- There should be a proper guest register at the camping site to record the details of the guests staying. A copy of the Government issued identity card to be filed and kept for every guest staying at the camp site. An indemnity form should be made available for all guests staying at the Camping site and the guests should provide necessary details and sign the form. In case of minors, the form should be signed by their parents. In case of requirements by Police to share the information regarding the guests, the same shall be complied.
- The camping operator who admits foreign tourists shall register the details of foreigners as per the guidelines of the Bureau of Immigration (may refer URL <http://www.boi.gov.in/content/formc>) and submit the Form – ‘C’ given in the Bureau of Immigration guidelines about the details of tourists to the appropriate authorities.

d. **Kitchen & Dining Area:**

- i. The camping site should have a proper kitchen as per applicable FSSAI regulations.
- ii. The kitchen should be well ventilated and an exhaust fan should be in place. The walking platforms should be tiled.
- iii. The camping site should have a separate / covered dining area with tables and chairs.

e. **Toilets:**

- i. The camping site must have toilets and changing rooms within the premises of the campsite.
- ii. If attached toilets are not available, there should be atleast 1 toilet with supply of 24 hours clean running water for every 4 tents.





**f. Waste Disposal:**

Solid waste and sewage disposal should be carried out in an orderly and eco-friendly manner. The garbage should be segregated into bio-degradable, non-biodegradable & recyclable items and should be appropriately disposed.

**g. Health & Hygiene:**

- i. The camping site must ensure the availability of clean water, adequate safety lighting, signage and first-aid facilities.
- ii. Toilets and waste water disposal must be placed at least 20 metre away from drinking water sources.

**h. Safety & Security:**

- i. Support staff should be available at the camping site at all times.
- ii. The camping site should have proper pathways and directional signage leading to the tents, dining area, toilets, activity area and other utilities.
- iii. Fire extinguishers should be mandatorily placed in the tent area, dining area, kitchen and campfire area.
- iv. The Camping site should have CCTV cameras installed to monitor the premises. The footage should be stored in a central storage space for a period of at least 30 days.
- v. Emergency evacuation plan should be in place at the camping site. An Emergency Action Plan (EAP) must be prepared and regular training imparted to the staff for the same.
- vi. A proper weather forecasting system should be in place.
- vii. First-aid kits with basic medicines should be always available at the camping site. The staff members should have basic knowledge about first-aid and CPR for providing assistance for guests in time of emergency.
- viii. The Campsite must have the contact list of the nearest hospitals, doctors, ambulance providers and medical facilities at all times.
- ix. Operator should have planned access for ambulance and emergency services. The GPS coordinates of the access point should be shared with emergency services and available in the emergency response plan for immediate communication.
- x. The Camping Operator should have adequate insurance coverage to cover the risk to the guests and the staff.



**i. Fire Restrictions:**

- i. Fire and emergency procedure notices should be displayed in public areas.
- ii. Campfire Area:
  - The camping operator should demarcate a separate area for campfire. Fire should be built only in designated fire rings or fire pit. The operator should ensure that the tents are located atleast 20 metres away from the campfire area.
  - The fire pit should not be more than 4 feet in diameter.
  - There should be atleast 3 full buckets (atleast 10 litres each capacity) of water less than 10 feet from the fire pit.
  - The camping operator should ensure that the area is clear of any debris and away from low hanging branches before starting any fire.

**j. Sustainable Tourism Practices:**

- i. Local community participation shall be encouraged to ensure awareness generation and sensitisation about the camp surroundings and its conditions.
- ii. All camping sites shall encourage environment friendly practices.
- iii. The camping operator should ensure conduct of responsible camping through ensuring provision of a peaceful ambience at the camping site. No loud music or noise should be played at camping sites especially during night after 10 p.m.

**(v) Camp sites located in potentially risky areas:**

**a. Camp sites located near Reserved Forests and Wildlife Sanctuaries:**

For camping sites located in the vicinity of a forest area prone to the movement of wild animals, the following may strictly be adhered to:

- i. The Eco-camping site should be located 1 kilometre away from the boundary of the reserved forest / Wildlife Sanctuary.
- ii. The camping site should be properly fenced for ensuring safety for the guests.



- iii. The perimeter of at least 10 metres inside the camping site must be kept clear from weeds and bushes. This will also act as a fireline and prevent the spread of fire.
- iv. The camping operator is not permitted to set up camping sites near wildlife corridors, such as elephant paths.
- v. The camping operator shall ensure that adequate staff is provided at the camping site during all hours for ensuring the safety of the guests staying at the eco-camping site. The camping operator should ensure the availability of safety equipment like., flashlights, alerting devices, wildlife movement detectors etc.
- vi. The camping operator should ensure that there is a proper warning system in place to alert the guests and staff about any possible wildlife movement in the area. It is to be ensured that a proper briefing is done to the guests about the response mechanism for any possible wildlife incursion.
- vii. Tents should be set up to avail maximum advantage of scenic locations and natural view points.

**b. Beach front camping sites:**

The camping operator must ensure that tents are pitched at least 200 feet away from the High Tide Line.

**c. Hillock camping site:**

If the camping site is located on a cliff, the camping operator must guarantee that the cliff's edge is safely fenced and tents should be placed atleast 200 feet away from the cliff's edge. Pitching of tents should be avoided at open sites located in hilly areas prone to lightning and strong winds.

**d. Rural camping sites:**

If the camp ground is located in a rural region, the camping operator must ensure that no disturbance is caused to the residential communities located in the vicinity of the camping site. Community members may be involved in cross-cultural exchanges and effective implementation of eco-tourism-related initiatives.

- e. The camping operator should ensure that camping tents are pitched at a safe distance of 200 feet from the river bank.
- f. The camping operator should abide by the directives issued by the disaster management authorities during the monsoon season to ensure the safety of guests and staff.
- g. Tents should not be pitched 150 feet on either side of High Tension (HT) wires.



(vi) **Staff at Camping Site:**

- a. The camping operator should ensure the availability of trained personnel for operating and managing the camping site. The camping site must maintain a minimum of 4 staff. For camping sites located in potentially risky areas, a minimum of 5 staff is required.
- b. The Camp incharge / Manager should be qualified person who has undergone training through a recognised organisation.
- c. At least two activity leaders should possess a valid First-aid certificate with at least one year of experience. Other support staff shall undergo First-aid training (in-house or external).
- d. Regular scenario training should be organised and documented for staff members to ensure they are trained for handling incidents / accidents.
- e. The Team leader in particular and all staff must be aware of the flora and fauna surrounding the camping site and should have good communication skills.

## 7. Inspection Agency

The Department of Tourism will appoint a panel of inspection agencies to conduct inspection of the campsites. The agency shall conduct the inspection and submit the report to the Director of Tourism.

The Inspection Agency shall recommend for classification of the camping site as Standard/Premium based on the inspection. The Inspection Agency may recommend a category lower, but not higher than the one applied for. In case of the category recommended being lower than the one applied for, there will be no refund / adjustment of fee paid / subsequent adjustment in the fee to be paid in future with respect to renewal, penalty, etc.

## 8. Processing of the Application

(a) **Submission of Application:**

The applicant shall submit the duly filled registration form online along with the corresponding registration fee and inspection charges. The applicant shall select a suitable time slot for physical inspection.

(b) **Scrutiny of Documents & Physical Inspection:**

On receipt of application and Inspection fees from the camping operator along with required documents, the Inspection agency will scrutinise the submitted documents and conduct a physical inspection at the time slot selected by the applicant during the online submission of the Registration Form. The presence of facilities and services will be evaluated against the enclosed Checklist given in Annexure-II.

(c) **Inspection Report:**

- (i) The Inspection agency will submit a detailed inspection report to the Director of Tourism.



- (ii) In such cases where the Inspection Agency identifies rectifications to be made by the Camping operator, an assessment report detailing the works to be carried out will be uploaded online and communicated to the operator.
- (iii) The operator shall carry out the required rectifications and submit a compliance report online.
- (iv) The compliance report should be submitted within 30 days from the date of issue of the assessment report, failing which the application will be rejected and the operator will have to submit a fresh application for registration.

**(d) Re-inspection:**

Upon submission of the compliance report, the applicant shall select a suitable time slot for re-inspection. The Inspection Agency along with one representative from the Department of Tourism shall conduct a re-inspection and submit the report online and re-inspection fee as prescribed will be payable before the re-inspection along with the compliance report.

**(e) Issuance of Certificate of Registration:**

The Director of Tourism shall issue a certificate of registration to the Camping Operator considering the report submitted by the Inspection Agency. The Department of Tourism reserves the right to accept or reject any application or issue instructions for revaluation as the case may be.

**(f) Rejection of Application:**

In case of rejection of application, the Operator may reapply for fresh registration within 60 days from the date of rejection, after rectifying all the defects pointed out.

## 9. Issuance of Certificate of Registration

Once the application is approved for registration, a Certificate of Registration shall be issued to the Camping Operator and this shall be downloaded through the online portal.

## 10. Renewal of Registration

The application for renewal of registration has to be submitted online at least three months before the expiry of the registration to the Department of Tourism. Any delay in the submission of application for renewal of registration will be accepted for a maximum period of two months from the expiry of registration with a penalty of Rs. 5000/- (Rupees five thousand only) for each month of delay. If the application for renewal of registration is not submitted within two months after the expiry of the registration, then the registration will be cancelled and the camping site will be shut down.



## 11. Periodic Inspection

The Director of Tourism can authorise an inspection agency / Officer appointed by him to inspect the premises of the Camping Operator registered under these Guidelines.

Any deficiencies pointed out by the Inspecting agency / Officer shall be informed to the Department, under a copy to the Camping Operator within one week from the date of inspection.

In case if there are any major deficiencies noticed, a maximum time of 60 days may be granted and the registration is suspended till such time the deficiencies are rectified. The Camping Operator must not operate during the suspension period.

If the major deficiencies are not rectified within the maximum period of 60 days, and if there is no valid cause for non-rectification then the Director of Tourism shall cancel the registration of the said Camping Operator.

## 12. Appeal

The Camping Operator may file an appeal against the cancellation order / rejection of application to the Secretary to Government, Tourism, Culture & Religious Endowments Department, Secretariat, Chennai - 600 009 within 30 days from the date of communication of the order of the Director of Tourism. The decision of the Secretary to Government, Tourism, Culture & Religious Endowments Department, Secretariat, thereupon shall be final.

## 13. Cancellation of Registration

The registration of the Camping Operator shall be liable for cancellation by the Director of Tourism, if the operator is found operating in violation of the registration conditions and including the failure on the part of the operator to maintain requisite standards, reports of un-hygienic conditions, misbehaviour, unlawful activities, malpractices, misbehaviour with customers etc.

## 14. Other Provisions

- (a) Any changes in the equipment / facilities / functioning of the Camping site should be informed to the Department of Tourism within one week online.
- (b) Camping Operator shall follow the relevant Laws / Rules & Regulations prevalent in the State of Tamil Nadu.



- (c) The Camping Operator is fully responsible, accountable & liable for the Camping site. The Department of Tourism or the Government is not responsible or liable or accountable for any of the acts done by the Camping Operator or the participants.
- (d) Registration of the Camping Operator shall be finalised within 30 days from the date of receipt of compliance report, after all rectifications are incorporated.
- (e) The camping operator shall comply with the Tax Laws like, Income Tax Act, Goods and Services Tax and other applicable Laws.
- (f) The fee once paid will not be refunded or adjusted for future dues / penalty etc., under any circumstances.
- (g) The applicable rates for electricity, water tax, property tax and sewerage charges would be charged from the registered Camping Operator.

## 15. Implementing Agency

The Guidelines will be implemented by the Department of Tourism.

- (a) The Department of Tourism is authorised to frame and issue guidelines or orders for laying down the procedure of online submission of application, processing, and registration of the Camping Operator and for revision / modification of the formats of the Application and other formats/introduction of new formats (under intimation to Government).
- (b) The Department of Tourism is authorised to evolve procedure for the Inspection and grievance redressal mechanism for visitors / guests / operator.
- (c) The Department of Tourism is also authorised to fix the Inspection Agency and inspection / re-inspection charges.
- (d) The Secretary to Government, Tourism Culture & Religious Endowments Department, Government of Tamil Nadu reserves the right to modify the guidelines / Terms and conditions from time to time as is considered necessary and appropriate and that shall be binding the Camping Operator.



## ANNEXURE-I

## REGISTRATION FORM

**DEPARTMENT OF TOURISM, GOVERNMENT OF TAMIL NADU  
REGISTRATION OF CAMPING OPERATORS**

**Application Form for Registration**

1	Name of the Applicant	
2	Correspondence Address	
3	Contact Number	
4	Email id	
5	Name of the Organisation	
6	Type of the Organisation	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Partnership <input type="checkbox"/> Company Others (specify) _____
7	Camping site details i. Location ii. Geographical Coordinates iii. Area (in sq ft) iv. Type – Agriculture / Plantation / Commercial v. Percentage of the Camping site area to be covered by tents, buildings and other structures.	



8	Total no. of camping tents available at the camping site (Size and features of the camping tents to be furnished)	
9	Tourist Facilitation Centre a. Area in Sq. Ft. b. Facilities provided	
10	Kitchen	
11	Dining Area	
12	List of activities conducted at the camping site	
13	Proposed tariff details along with Check-in and Check-out timings	
14	Staff Strength	
15	Qualification details of the Staff (Educational qualification and experience for all qualified staff members to be furnished)	
16	Documents Checklist scanned copies to be uploaded. <input type="checkbox"/> Company Registration Certificate <input type="checkbox"/> GST registration <input type="checkbox"/> PAN Card <input type="checkbox"/> Village Panchayat / Municipality Tax receipt for the specified area of operation <input type="checkbox"/> Patta or lease document for at least 3 years <input type="checkbox"/> Electricity / Telephone bill <input type="checkbox"/> Staff list with designation, proof of address & Contact details <input type="checkbox"/> Camping site location with coordinates and photographs <input type="checkbox"/> Blue print / site layout <input type="checkbox"/> Details and Photographs of facilities provided at the camping site	



- Details of equipment with photographs
- Location Plan showing access to the site from the major roads
- Location Plan showing access to the nearest Bus Stand, Railway Station and Airport
- Emergency Response Plan with contact numbers
- Indemnity / Waiver Form
- Checklist as per Annexure-II
- Undertaking given by the Applicant in the prescribed format (Annexure-III)
- Sustainable Practice Declaration (Annexure-IV)



## Annexure-II

CHECKLIST FOR REGISTRATION OR RENEWAL  
OF THE CAMPING SITE

Sl. No.	Subject / facility	Standard	Premium	Input by the Camping Operator (Yes/No)	Comments by the Inspection Agency
(i)	(ii)	(iii)	(iv)	(v)	(vi)

## General

1	Minimum Land Area	0.5 acre	2 acre		
2	Full-time operations (24 x 7 based on demand)	M	M		
3	Camping site to have all necessary trading licenses / certifications	M	M		
4	Parking (Parking area to accommodate at least 10 Four-wheelers and 20 Two-wheelers) (In case parking is not available at the camp site, suitable parking should be arranged in a nearby location by the camp site operator)	M	M		
5	Tent areas, restrooms, public areas and kitchens fully serviced daily	M	M		
6	Electricity connection	M	M		
7	Drinking water facility	M	M		
8	Qualified staff	M	M		

**Camping Tents / accommodation**

9	Minimum no. of tents at the camping site	3	6		
10	Nature of accommodation 1. Tents 2. Huts and Cottages 3. Containers 4. Domes 5. Teepee huts 6. Other special structures				
11	Air-conditioning	-	50%		
12	Minimum distance of 10 feet between 2 tents	M	M		
13	A clean change of bedding and other linen between each check-in	M	M		
14	Mattress (minimum 10 cm thick)	M	M		
15	Waste bin inside the tent	M	M		
16	Provision of Drinking water inside the tent	M	M		

**Washrooms**

17	Percentage of tents with dedicated (private) bathroom	Nil	50%		
18	Common toilets (At least 1 toilet for every 4 tents)	M	M		
19	1 bath towel and 1 hand towel to be provided per guest	M	M		



20	Toiletry products for guests (Minimum 1 new soap per guest)	D	M		
21	Clothes hook in each bath / shower room	M	M		
22	Sanitary bin	M	M		
23	Each western WC toilet to have a seat and lid with toilet paper	M	M		
24	Supply of 24 hours clean running water	M	M		
25	24*7 Hot water availability	D	M		
26	Water-saving taps / shower	M	M		
27	Proper Solid waste and Sewage Disposal System	M	M		

### Tourist Facilitation Centre

28	Lounge / reception facility or means to call attention	M	M		
29	Equipment storage shed	M	M		
30	CCTV Monitoring Centre	M	M		
31	Locker facility	M	M		
32	Notice board with information display	M	M		
33	Emergency Communication facilities	M	M		
34	All-weather Shelter for any contingency	M	M		

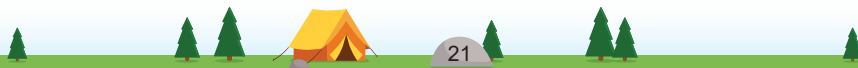


### Kitchen and Dining Area

35	Commercial gas connection	D	D		
36	Proper and hygienic kitchen as per applicable FSSAI regulations	M	M		
37	Refrigerator with deep freeze	M	M		
38	Segregated storage of meat, fish and vegetables	M	M		
39	Clean utensils	M	M		
40	Drinking water	M	M		
41	Ventilation system and Exhaust Fan	M	M		
42	Receiving area and storage area to be clean and distinct from garbage area	M	M		
43	Food handlers Health Checkup 1/6 months	M	M		
44	Garbage to be segregated – wet and dry	M	M		
45	First-aid training for all kitchen staff	M	M		
46	Separate Dining Area with furniture	M	M		

### Safety & Security

47	Sufficient lighting at the camp site	M	M		
48	Signage	M	M		
49	First-aid kit	M	M		
50	Fire and emergency procedure notices displayed in public areas	M	M		



## GUIDELINES FOR REGISTRATION OF CAMPING OPERATORS

51	Fire extinguishers in the tent area, dining area, kitchen and campfire area	M	M		
52	Surveillance cameras	M	M		
53	Emergency Action Plan	M	M		
54	Weather forecasting system	M	M		
55	Contact list of the nearest hospitals, doctors, ambulance providers and medical facilities	M	M		
56	Planned access for ambulance and emergency services	M	M		
57	Insurance Coverage for guests and staff	M	M		

### Guest Services

58	Paid transportation on call	D	D		
59	Facility to accept digital payments	D	D		
60	Assistance with luggage on request	D	D		
61	Provision for emergency supplies toiletries / first aid kit /medicines	M	M		
62	Health / Fitness facilities	D	D		

### Staff welfare / facilities

63	Staff rest room	D	M		
64	Staff locker room	D	D		
65	Toilet facilities	M	M		

\*D stands for Desirable, M stands for Mandatory.

**Note:** The grading in the various categories will depend on the quality of accommodation, facilities and services created or provided. The same can be relaxed as also by the registration authority based on local requirement.



## Annexure-III

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### FORMAT FOR UNDERTAKING

*(to be given by the Owner/ authorised legal representative of the Camping Operator)*

To  
The Director,  
Department of Tourism  
Tamil Nadu Tourism Complex  
No.2, Wallajah Road, Chennai - 600 002

I have read and understood all the terms and conditions mentioned in the guidelines with respect to the approval and registration or renewal of the Registration and hereby agree to abide by me. The information and documents provided are correct and authentic to the best of my knowledge and belief and nothing material has been concealed therein. I am well aware that concealment of facts and giving false information or concealment of facts herein, I will be liable for the civil and criminal action under the relevant provisions of law. I also undertake that the registration availed by me by furnishing such false information or concealment of facts shall be liable to be summarily cancelled.

Place :  
Date :

Signature of Owner / authorised legal representative of Camping Operator

Name:  
Address with pincode and contact No.

E-mail Id:





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## Annexure-IV

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### SUSTAINABLE PRACTICE DECLARATION

I / We solemnly pledge and reiterate our commitment to conduct our business in a manner that be fits the culture and ethos of our rich and ancient civilisation, and the tolerant and accommodating nature of our multicultural society and protects all individuals, especially women and children from all derogatory acts which are contrary to the spirit of our country. We hereby commit to abide by the Code of Conduct for Safe and Honourable Tourism.

Recognising that every earth resource is finite and fragile, I / We further pledge to fully implement sustainable tourism practices, consistent with the best environment and heritage protection standards, such that my / our present tourism resource requirements optimise both local community benefit and future sustainable uses.

Signature:

Date:

Name, Address & Official Seal:





**DEPARTMENT OF TOURISM**

Tamil Nadu Tourism Complex, No. 2, Wallajah Road, Triplicane  
Chennai 600 002, Tamil Nadu, INDIA

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