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B. Financial Information

Please state the projected total cost of implementing the project

(Attach document to confirm project cost (e.g Signed/Verified BoQ, Construction Contract, etc))

Amount in Figures

Amount in Words

Proof of funds	Mark with <input checked="" type="checkbox"/> where applicable
Line of credit from a financial institution	<input type="checkbox"/>
Letter of sponsorship/financing	<input type="checkbox"/>
Bank statement	<input type="checkbox"/>
Grants	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/>

C. Key Technical Personnel for Construction Permit *(initial application only)*


Key engineering/project personnel that are expected to provide expertise for quality assurance.

No	Name	Responsibility ¹	Certification No.	Certification Body	Expiry Date

D. Permission from other Authorities

Requirement	Issue date	Expiry date	Reference No.
Environmental clearance			
Local Authority (<i>Zoning Approval</i>)			
Wayleave clearance <ul style="list-style-type: none"> i. Road Infringement approval ii. Electricity iii. Water iv. Railway v. (Other Specify) 			
Planning Authority (Engineering and layout drawings approval)			
Change of Land Use Approval (where necessary)			

¹ Indicate respective responsibility e.g Project supervisor, SHEQ, site foreman, etc

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E. Details of the Proposed Consumer facility to be constructed

Name of facility _____

Proposed start date _____ Proposed End date _____

Outline the location of the project (Detailed project location, including a topographical map of appropriate scale (such as 1:50,000) with GPS coordinates of the key units in coordinates system WGS 84 in Degrees, Minutes and Seconds (00°00'00.0"S 00°00'00.0"E)

Outline the location of the project Distances from facilities which are normally crowded, incompatible activities, residential, sensitive ecological area and distances to other operating retail facilities

Description	Distance in meters
Distance of the hazardous zone of the proposed Consumer Facility from the nearest filling station.	
Proposed distance from the edge of the storage tanks to boundary of the depot	
Distance from the Closest installation to the centre of the roads	
Distance from the Nearest sensitive zone i.e stream/ water body	
Safety distances proposed from railway lines	
Safety distances proposed from electricity lines	


i. Proposed Product Storage schedule

Tank No.	Bund wall height	Bund wall volume	Type of Tank	Tank Capacity (Litres)		
				Unleaded Petrol	Low Sulphur Gas Oil	Kerosene

ii. Schedule of Required Drawings

The drawings should be printed on A1 paper for clarity.

Drawing Type	Drawing Title	Drawing No.	Date Approved by Local Authority
Site Layout Plan			
Tank Farm			
Oil Interceptor			

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F. Application for Amendment

Name of facility _____

Construction Permit Number _____

Outline of proposed amendments to permit,

Attach relevant supporting documents (Including a “Cover Letter” justifying the proposed amendment)

G. Application for Renewal

a) Please fill in “**Form XI**” and “**Part A**” of this “**Checklist**”

b) Please attach the project progress report showing the milestones achieved and the implementation plan for the remaining works;


c) Please include a “Cover Letter” stating the justification for the renewal of the permit and the implementation status (as a percentage) which should be aligned to milestones in (b) above

H. Declaration by Applicant

I (full name in block letters) _____
 declare that the particulars, details and information given in this Application Form are true and correct to the best of my knowledge

Signature

Date

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I. Appendices (Please attach the following to your application where applicable)

	The following valid documents must be attached	Yes	N/A
1.	Proof of payment for Application Fee	<input type="checkbox"/>	<input type="checkbox"/>
2.	Proof of ownership of land or lease agreement		
3.	Written approval from Zambia Environmental Management Agency	<input type="checkbox"/>	<input type="checkbox"/>
4.	Two (02) copies of each drawing type which are legible, complete, consistent, properly referenced and duly approved (stamped) by the local authority indicating all safety distances (refer to the guidelines for siting of petroleum infrastructure)	<input type="checkbox"/>	<input type="checkbox"/>
5.	Road access approval from a designated Authority	<input type="checkbox"/>	<input type="checkbox"/>
6.	Proof of projected total cost of implementing the project	<input type="checkbox"/>	<input type="checkbox"/>
7.	Project implementation schedule in form of a Gantt chart	<input type="checkbox"/>	<input type="checkbox"/>
8.	Local Authority (<i>Zoning</i>) Approval	<input type="checkbox"/>	<input type="checkbox"/>
9.	Letter of Appointment of the registered engineer supervising the project	<input type="checkbox"/>	<input type="checkbox"/>
10.	Practicing Certificate for the engineer	<input type="checkbox"/>	<input type="checkbox"/>
11.	Pictures of Public notices billboards (<i>in the event that there had been change of land use</i>)	<input type="checkbox"/>	<input type="checkbox"/>

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Review of the Application

Recommendation Approval Reject Request for information

Reason(s) or Condition(s) for the Recommendation

Reviewed by _____ **Sign** _____ **Date** _____

Checked by _____ **Sign** _____ **Date** _____

Approved by _____ **Sign** _____ **Date** _____