

DEPARTMENT OF MINERAL AND PETROLEUM RESOURCES

NO. 7464

15 May 2026

NATIONAL ENERGY REGULATOR OF SOUTH AFRICA**RULES MADE IN TERMS OF SECTION 33(3) OF THE PETROLEUM PIPELINES
ACT, 2003 (ACT NO. 60 OF 2003)**

The National Energy Regulator has, in terms of section 33(3) of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003), made the Rules contained in the schedule. Electronic copies of the Rules are available at www.nersa.org.za.

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Definitions

In these Rules, any word or expression to which a meaning has been assigned in the Act, shall have the meaning so assigned, unless the context indicates otherwise.

‘Act’ means the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003) including any amendments and regulations made in terms thereof.

‘Activity’ means:

- a) the construction of petroleum pipelines, storage or loading facilities;
- b) the conversion of infrastructure into petroleum pipelines, storage or loading facilities;
and
- c) the operation of petroleum pipelines, storage or loading facilities.

‘Actual design capacity’ means the maximum overfill capacity after the installation of internal features such as the floating roof or blanket.

‘Administrative action’ means administrative action as defined in section 1 of the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000).

‘Amendment’ means to vary, suspend, remove or add a licence condition as contemplated in section 23 of the Act.

‘Adequacy Assessment’ means a process undertaken to verify that all the minimum information as required within the Rules (the Forms) has been submitted and that the information is suitable to enable NERSA to conduct a thorough analysis.

‘Applicant’ as it relates to all applications in terms of these Rules, means the owner of the petroleum pipeline, storage facility or loading facility as contemplated in section 16(1) of the Act.

‘Application Fee’ means the prescribed fee to be paid to the Energy Regulator when lodging an application, as approved, and as may be amended.

‘Authorisation permit’ means a permit issued by the Energy Regulator in terms of these rules.

‘Authorised person’ means a person who has been issued with a valid authorisation permit by the Energy Regulator.

‘Company’ means a company or an external company, both as defined in the Companies Act, 2008 (Act No. 71 of 2008).

‘Complainant’ means a person who has submitted a complaint in terms of section 31 of the Act.

‘Complete application’ means an application that meets the minimum information requirements specified in the Act, the Regulations and these Rules.

‘Conversion’ means a change of existing assets/facility from a non-regulated activity into a regulated activity.

‘Days’ mean calendar days.

‘Energy Regulator’ means the National Energy Regulator established in terms of section 3 of the National Energy Regulator Act, 2004 (Act No. 40 of 2004).

‘GPS’ means Global Positioning System.

‘Facility’ means a petroleum pipeline, petroleum storage facility or petroleum loading facility as defined in section 1 of the Act.

‘Licensee’ means a holder of a licence issued by NERSA in terms of the Act.

‘Operational capacity’ means the allowable safe working capacity after considering the unpumpables and all safety parameters relating to the maximum safe working level of a tank.

‘Person’ means, for the purpose of a licence application, a natural person or a juristic person.

‘Promotion of Administrative Justice Act’ means the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000).

‘Respondent’ means a licensee who is the subject of a complaint in terms of section 31 of the Act.

‘Tariff application’ means an application for the approval or setting of tariffs or an application to amend an approved or set tariff.

‘Third party’ means any company or person other than the sole or co-owner of the petroleum storage facility, who is interested and/or affected or has access to petroleum facilities.

‘Uncommitted capacity’ means capacity determined by the Energy Regulator that is not required to meet contractual obligations in that it is not utilised by the lessee of the storage facility.

CHAPTER 1

GENERAL REQUIREMENTS FOR DOCUMENTS SUBMITTED TO NERSA

Addresses for submission of documents

1. If, in terms of these rules, documents are delivered to the National Energy Regulator of South Africa (NERSA):
 - (a) by hand, they must be delivered to Kulawula House, 526 Madiba Street, Arcadia, Pretoria;
 - (b) by registered post, they must be sent to PO Box 40343, Arcadia, 0007;
 - (c) electronically, they must be emailed to pipelines@nersa.org.za;
 - (d) through the NERSA electronic submission platform, applicants must register; and
 - (e) by fax, they must be faxed to 012 401 4700.

Days and times for submission of documents

2. Documents delivered by hand must be delivered to NERSA only from Monday to Friday, excluding public holidays, from 8:30 to 15:30.

Applications for confidential treatment of information submitted

3. (1) Any person who submits information to NERSA may request confidential treatment of such information.
 - (2) Where a person requests the confidential treatment of information as contemplated in sub-rule (1) above, that person must:
 - (a) submit the application in the manner specified in **Form A** and must provide all information specified therein; and
 - (b) clearly indicate and highlight those parts of the information submitted that the applicant considers to be confidential.
 - (3) Subject to the concurrence of NERSA regarding the confidential nature of the information submitted, such information may be withheld from the public.
 - (4) NERSA will inform the applicant of its decision regarding the request for the confidential treatment of information within 30 days from receipt of such a request or application.

- (5) Information considered by NERSA to be confidential will only be made available to the public in accordance with the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003) ('the Act') or the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000) ('PAIA').

General requirements and procedure for all applications made in terms of the Act

5. (1) All applications must:
- (a) be indexed and paginated; and
 - (b) be signed and accompanied by a signed and dated solemn declaration included in Forms A, B, D – G.
- (2) Applications contemplated in sub-rule (1) above must be delivered by hand or sent by registered post or sent electronically to the addresses specified in Rule 2 of these Rules. Applications may also be faxed to the fax number specified in Rule 2 of these Rules.
- (3) On receipt of an application, NERSA shall provide the applicant with an acknowledgement of receipt of an application that states:
- (a) the date of receipt of the application;
 - (b) the type of application; and
 - (c) the tracking or reference number allocated to that application.
- (4) Applicants must provide any information that NERSA requests and that NERSA may consider necessary to properly consider the application.

Units of measure

6. All measurements must be expressed in metric units, and for capacity, cubic meters should be used.

CHAPTER 2

APPLICATIONS AND OBJECTIONS TO LICENCE APPLICATIONS

Application for a licence

7. (1) An application for a licence must be made in writing, in **Form B**, and must contain all information specified therein.
- (2) An applicant for a licence may request the confidential treatment of information in the licence application, in which case the licence application must be submitted together with:
 - (a) an application for the confidential treatment of information, which complies with Rule 4 of these Rules.
- (3) Based on NERSA's assessment and evaluation of an application, an applicant may, in accordance with section 18(b) of the Act, be requested by NERSA to alter its application.
- (4) NERSA will, within 30 days of receipt of an application, inform an applicant in writing through an Adequacy Assessment whether the application meets the licence application requirements specified in these Rules and is therefore accepted by NERSA.
- (5) Should an applicant fail to respond to the required information specified in the Adequacy Assessment within the specified period, the application will be considered incomplete. If an application is incomplete, NERSA will issue the applicant with a Notice of an Incomplete Licence Application (**Form C**).
- (6) If the application is adequate, the applicant will be required to pay an application fee as outlined in the Application Fees Procedure.
- (7) A tariff is a condition of an operation licence, therefore all tariff applications must be submitted at least six months prior to the date on which the tariff to be approved or set is to take effect. The tariff to be approved or set is a maximum tariff exclusive of value added tax (VAT) and remains until a new tariff takes effect.
- (8) In addition to the information specified in **Form B** as contemplated in sub-rule (1) above, the following information must be submitted with all tariff applications:
 - (a) electronic models containing all calculations;
 - (b) for pipeline tariffs, all information required in terms of NERSA's Tariff Methodology for the Petroleum Pipelines Industry to enable NERSA to set the tariffs for the pipeline;

- (c) for tariffs for storage facilities and loading facilities:
 - (i) proposed tariffs and details regarding the Methodology used to determine such tariffs, which Methodology must comply with the Regulations made in terms of the Act, and
 - (ii) all information necessary to enable NERSA to apply the its Tariff Methodology inclusive of the information tabled below; and
- (d) any additional information requested by NERSA.

Publishing a notice of a licence application and the contents thereof

8. (1) An applicant for a licence must only publish a notice of a licence application after:
- (a) it has received confirmation from NERSA in terms of rule 7(4) that the application meets the application requirements and is accepted by NERSA; and
 - (b) where applicable, it has been informed of NERSA's decision regarding its application for the confidential treatment of information in its licence application.
- (2) The notice contemplated in rule 8(1) must be published in:
- (a) at least two newspapers (online or physical publications) circulating in the area of the proposed activity; and
 - (b) in any two official languages commonly spoken in the area of the proposed activity, one of which must be English.
- (3) The applicant must, on the day of publication of the notice contemplated in rule 8(1) above, forward copies thereof to NERSA to the addresses and numbers specified in rule 2 of these Rules.
- (4) If NERSA deems it necessary considering the specific characteristics of an application, it may direct an applicant for a licence to publish the notice contemplated in rule 8(1) above, in more than one issue of a newspaper, but not exceeding four issues, or on more than one day, but not exceeding six days.

- (5) A notice of a licence application published in terms of these Rules must comply with all requirements listed in section 17(2) of the Act and must:
- (a) state that the licence application will be accessible to members of the public:
 - (i) for a period of 30 days from the date of publication of the notice of the application, excluding Saturdays, Sundays and public holidays and only during office hours,
 - (ii) at the offices of:
 - (aa) the applicant and must state the address, telephone number and the name of the contact person at the offices of the applicant, and
 - (bb) of the Energy Regulator at the address specified in rule 2(a) of these Rules, and
 - (iii) on the website of:
 - (aa) the applicant, where available, and
 - (bb) the Energy Regulator;
 - (b) state that although the 30 days' period specified in sub-rule (5)(a)(i) above includes all Saturdays, Sundays and public holidays from the day of publication, public access to the offices specified in sub-rule (5)(a)(ii) will not be available on such days;
 - (c) state the application reference number issued by NERSA;
 - (d) indicate that NERSA will disregard objections received after the closing date; and
 - (e) state that:
 - (i) persons who wish to lodge objections must do so by completing **Form D**, which is available on NERSA's website or at the NERSA offices at the address specified in rule 2(a) of these Rules, and
 - (ii) objections must be delivered by hand, sent by registered post, sent electronically or sent by fax to the addresses and numbers specified in rule 2 of these Rules.

Changes to an application for a licence

9. (1) An applicant wanting to make changes to its licence application before NERSA has decided on the application, may request permission from NERSA to do so.
- (2) If NERSA deems it necessary, it may direct the applicant to publish a notice of an amendment to a licence application in the same newspapers and in the same languages as the notice of the licence application had been published.

- (3) The notice published in terms of sub-rule (2) above must also comply with rule 8 of these Rules.

Form and manner of an objection to an application for a licence

- 10.(1) An objection to an application for a licence must be submitted by completing **Form D** and must contain all information specified therein.
- (2) An objector may request the confidential treatment of information contained in the objection, in which case the objection must be submitted together with:
- (a) an application for the confidential treatment of information that complies with rule 4 of these Rules; and
 - (b) a non-confidential version of the objection.
- (3) An objection to an application for a licence must be delivered by hand, sent by registered post, sent electronically or sent by fax to the addresses and numbers specified in rule 2 of these Rules.
- (4) An objection must be received by NERSA on or before the closing date of objections mentioned in the notice of the licence application published in terms of rule 8 of these Rules.
- (5) This Rule, with the necessary changes, applies to an objection to an amended application for a licence.
- (6) Comments on an application for a licence that are not objections, must be in writing and sent to NERSA to the addresses or numbers specified in rule 2 of these Rules.

Licence applicant's response to an objection to an application for a licence

11. Applicants must provide NERSA with a detailed response to an objection as contemplated in rule 10 of these Rules:
- (1) within 30 days of receiving the objections to its licence application from NERSA; and
 - (2) in writing, clearly stating the name of the objector, the date of the objection and the objection to which it is responding.

Application for an amendment of a licence

12. The general requirements for all licence amendment applications are as follows:
- (1) A licensee or an affected party may apply to NERSA for the amendment of a licence.

- (2) An application for the amendment of a licence may be considered with the permission of the licensee, on non-compliance by a licensee with a licence condition, if it is necessary for the purposes of the Act or in the case of an emergency. An emergency refers to an unplanned event affecting the conditions of a licence.
- (3) An application for the amendment of a licence must be made in writing on **Form E** and must contain all information specified in the form.
- (4) An applicant may, in accordance with rule 4 of these Rules, request the confidential treatment of information submitted by it as part of an application for the amendment of a licence.
- (5) Where the applicant is a person other than the licensee:
- (a) NERSA must provide the licensee with the non-confidential version of the application for the amendment of its licence;
 - (b) the licensee must provide NERSA with a written response to the application for the amendment to its licence within 30 days from receipt of the information regarding the application for the amendment to its licence; and
 - (c) NERSA will follow the procedure outlined in either rule 14 or 15 of these Rules or both, as appropriate, to process the application.
- (6) Where the application is made with the permission of a licensee:
- (a) the applicant must attach a written confirmation given by the licensee under oath or an affirmation to that effect; and
 - (b) NERSA will process the application in accordance with the procedure outlined in either rule 14 or 15 of these Rules or both, as appropriate.
- (7) The provisions of rules 8, 9, 10 and 11 apply to all applications made under Rule 12.
- (8) Where the amendment of a licence is at the instance of NERSA, the procedure outlined in either rule 14 or 15 of these Rules will be followed, depending on the circumstances of each case.
- (9) Should the amendment sought change the licensee's regulatory asset base (RAB), a tariff application, where applicable, must be submitted to NERSA within six months following the effective date of the amendment, where the provisions of rule 7(7) and 7(8) will be applicable.

Application for the revocation of a licence

13. (1) An application for the revocation of a licence must be made in writing to NERSA on **Form F** and must contain all information specified therein.
- (2) An applicant may, in accordance with rule 4 of these Rules, request the confidential treatment of information submitted as part of an application for the revocation of a licence.
- (3) If the reason for ceasing the licensed activity is that another person is willing and able to assume the rights and obligations of the licensee in accordance with the requirements and objectives of the Act, the licensee must:
- (a) obtain and submit with the licence revocation application, an undertaking under oath by such other person to that effect; and
 - (b) submit proof that the facility has been sold or transferred to such other person.
- (4) NERSA will follow the process outlined in rule 14 or 15 of these Rules to consult with the interested and affected parties. The provisions of rules 8, 9, 10 and 11 apply to all applications made under this rule 13
- (5) For revocation applications made in terms of any other grounds listed in section 24(1) of the Act, NERSA will, in addition to embarking on a public consultation process with interested and affected parties in terms of rule 14 or 15 of these Rules, also perform other verifications as may be warranted to appropriately evaluate the likely implications of the proposed revocation prior to making a decision on the application.

CHAPTER 3**CONSULTATION WITH AFFECTED AND INTERESTED PARTIES****Administrative action affecting any person**

14. (1) For any administrative action that might materially and adversely affect the rights or legitimate expectations of any person, NERSA must call for the written submission of relevant views, facts and evidence.
- (2) The call for written representations:
- (a) must be published on NERSA's website;
 - (b) may also be published on a public noticeboard outside NERSA's offices; and
 - (c) must comply with all the procedures outlined in section 3 of the Promotion of Administrative Justice Act, 2000 (Act No. 3 of 2000).
- (3) If considered appropriate by NERSA and where persons concerned can be readily identified, notices of the call for written representations may be communicated by NERSA directly to such persons.
- (4) For all other NERSA decisions that do not constitute an administrative action as defined in the Promotion of Administrative Justice Act, but that may affect or are of interest to other persons, NERSA must allow such interested and affected persons an opportunity to submit their views and present relevant facts and evidence.
- (5) For the purposes of sub-rule (4) above, NERSA must give at least 14 days' notice of the deadline for submission of written representations.
- (6) Written representations submitted in terms of this rule 14 must be submitted together with an affidavit signed by the submitter or a mandated representative confirming that the information submitted is true and correct.
- (7) At the close of each consultation process, all representations received will be considered in taking a decision and compiling reasons therefor.
- (8) A non-confidential version of any such decision and the reasons therefor will be published on NERSA's website.

Energy Regulator decisions affecting the public

15. (1) For any administrative action that might materially and adversely affect the rights of the public, NERSA will follow the procedure outlined in section 4 of the Promotion of Administrative Justice Act and the Regulations made in terms thereof, including a

consultation period of at least 30 days with interested and affected persons.

- (2) Where NERSA chooses to hold a public hearing as contemplated in regulation 11 of the Regulations made in terms of the Promotion of Administrative Justice Act, NERSA must give notice of the public hearing at least 30 days before the date of the hearing.
- (3) For all other NERSA decisions that do not constitute an administrative action as defined in the Promotion of Administrative Justice Act, but that may affect or are of interest to other persons, NERSA must allow such interested and affected persons a consultation period of at least 14 days.
- (4) Written representations submitted in terms of this rule 15 must be submitted together with an affidavit signed by the submitter or a mandated representative confirming that the information submitted is true and correct.
- (5) At the close of each consultation process, all representations received will be considered in taking a decision and compiling reasons therefor.
- (6) A non-confidential version of any such decision and reasons will be published on NERSA's website.

CHAPTER 4

COMPLAINTS, INVESTIGATIONS AND INSPECTIONS

Form and manner of submitting a complaint

16. (1) Complaints in terms of section 31(1) of the Act must be lodged with NERSA within the period of validity of the licence.
- (2) Complaints contemplated in sub-rule (1) above must comply with section 31 (2) of the Act and must be lodged with NERSA:
 - (a) in writing by completing **Form G**; or
 - (b) telephonically by calling the number: 012 401 4600.
- (3) Written complaints must be delivered by hand, sent by registered post, sent electronically or sent by fax to the addresses and numbers specified in rule 2 of these Rules.
- (4) Where a complaint is lodged telephonically, the complainant will be required to sign an affidavit confirming the details and nature of the complaint.
- (5) A complainant may, in accordance with rule 4, request the confidential treatment of information submitted to NERSA as part of its complaint.
- (6) NERSA must conduct an investigation into any such complaint lodged, in line with rule 19 of these Rules.

Initiation of own investigations and inquiries

17. (1) NERSA may, in accordance with the regulations made in terms of the Promotion of Administrative Justice Act, read with rule 19 of these Rules, also initiate and conduct its own investigations or inquiries into activities of licensees.
- (2) Investigations conducted in terms of sub-rule (1) must be initiated within the period of validity of the licence to which the suspected transgression relates.

Procedures to be followed in investigations of complaints

18. (1) On receipt of a complaint, NERSA will immediately assess whether the complaint concerns a matter that NERSA is required to investigate in terms of the Act.
- (2) If the complaint falls under the investigation jurisdiction of NERSA, a copy of the non-confidential version of the complaint will be provided to the licensee who is the subject of the complaint to respond to the allegations.

- (3) In the case of self-initiated investigations or inquiries, NERSA will prepare written questions based on the information contained in its investigation or inquiry initiation report and forward them to the relevant licensee with the directive to respond thereto.
- (4) The licensee must submit a written response to the complaint or written questions, as the case may be, to NERSA within 30 days from the date of receipt of the copy of the non-confidential version of such complaint or written questions in case of a self-initiated investigation or inquiry.
- (5) In analysing the responses, NERSA may summon a licensee and/or any person believed to be in possession of information relevant to the investigation or inquiry to appear before NERSA to provide evidence.
- (6) Persons summoned by NERSA in the course of an investigation or inquiry will be reimbursed for all associated and reasonable costs within 30 days of receipt of documentary proof of such costs.
- (7) NERSA will first issue preliminary findings on its investigation or inquiry and afford the licensee and any other interested or affected parties an opportunity to make further representations in accordance with the relevant consultation process laid down in rule 14 or 15 of these Rules.
- (8) At the close of the consultation process contemplated in the preceding sub-rule, all further representations received, if any, will be considered and the final findings will be formulated.
- (9) The final findings will be communicated to the complainant and relevant licensee in writing at the conclusion of the investigation or inquiry.

Inspection of and enquiry into licensed activities

19. (1) Licensees must, in accordance with the Act and at all reasonable times, permit an authorised person to enter any property on which a licensed activity is taking place and inspect any facility, equipment, machinery, book, account or other document found thereat.
- (2) NERSA must issue an authorised person with an authorisation permit similar to and reflecting the information contained in **Form H**.
- (3) An authorised person must, on request by an owner or operator of the facility or activity being inspected, show their authorisation permit to the person requesting it.

- (4) Licensees must furnish NERSA with such information as NERSA may consider necessary for the proper administration of the Act.
- (5) A licensee may allow any authorised person to accompany it on any vehicular or airborne inspection of the licensee's property on which a licensed activity takes place.
- (6) When an authorised person has to remove books, accounts or other documents, they shall, where reasonably possible, take copies of such documents rather than the originals.
- (7) If an authorised person removes – for further inspection – books, accounts or other documents or copies thereof from any property on which a licensed activity is taking place, then the authorised person must provide the licensee with a list of such books, accounts or other documents.
- (8) The licensee must, within 30 days of receiving the list contemplated in sub-rule 8 above, inform NERSA of the information in the list that it regards as non-generic, confidential, personal, commercially sensitive or of a proprietary nature, by completing **Form A** and providing all information specified therein.
- (9) Originals of documents contemplated in sub-rule (7) above will be returned to the licensee within 30 days of removal thereof.

CHAPTER 5
GENERAL PROVISIONS

Publishing of information relating to uncommitted capacity

20. (1) A licensee must publish information relating to uncommitted capacity at its petroleum storage facility as and when directed to do so by NERSA.
- (2) The licensee must publish the information contemplated in sub-rule (1) above on its website and must keep copies of the information at the relevant facility for viewing by interested parties.

Repeal of Rules

21. The Petroleum Pipelines Act Rules of 2019 (GNR 1463 in Government Gazette 42837 of 13 November 2019) are hereby repealed in their entirety.

Short title and commencement

22. These Rules are called the 'Petroleum Pipelines Act Rules, 2026' and shall come into operation on the date of their publication.



FORM A

Application for confidential treatment of information submitted to NERSA

INSTRUCTIONS

1. This form must be used for all applications for the confidential treatment of information submitted to NERSA.
2. Please note that this form has five sections (A, B, C, D and E).
3. All applications must be based on and substantiated in terms of the relevant provisions of:
 - (a) the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003); or
 - (b) the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000); or
 - (c) any other appropriate legislation.
4. All applications must be accompanied by a detailed motivation supporting the application.
5. You must clearly indicate and highlight which information in your submission(s) is confidential as NERSA will not accept general claims of confidentiality of entire documents.
6. All information submitted to NERSA without this application shall be treated as not confidential and will be made available to the public.
7. The completed form with supporting documentation must be delivered to NERSA:
 - (a) by registered mail to PO Box 40343, Arcadia, 0007; or
 - (b) by hand at Kulawula House, 526 Madiba Street, Arcadia, Pretoria; or
 - (c) electronically to pipelines@nersa.org.za; or
 - (d) by fax to 012 401 4700.

Enquiries:

Contact:	Executive Manager: Petroleum Pipelines Regulation
Contact no.:	012 401 4600
Fax no.:	012 401 4700

Official Use Only

Date received	_____
Reference number	_____

**SECTION A: PARTICULARS OF THE PARTY MAKING THE REQUEST FOR
CONFIDENTIAL TREATMENT OF INFORMATION**

- 1. Name
- 2. Telephone number
- 3. Fax number
- 4. Email address
- 5. Details of mandated representative, including:
 - (a) Designation.....
 - (b) Surname.....
 - (c) First name.....
 - (d) Telephone number
 - (e) Fax number
 - (f) Email address

SECTION B: PARTICULARS REGARDING THE TYPE OF SUBMISSION

The request for confidential treatment of information is with regard to (tick the appropriate box below):

A licence application

An application for an amendment of a licence

An application for the revocation of a licence

An objection to a licence application

A complaint in terms of section 31 of the Act

A tariff application

Other (specify)

.....

.....

.....

SECTION C: DETAILS OF THE CONFIDENTIALITY REQUEST

Complete the following table and, for each piece of information for which confidential treatment is requested, provide the information required in each column:

The name of the document that contains the information considered to be confidential	The page number, paragraph number and line number at which the confidential information begins and ends	The nature and economic value of the information considered to be confidential	Facts and evidence supporting the request for confidential treatment of information identified in columns 2 and 3	The applicable sections of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003), the Promotion of Access to Information Act, 2000 (Act No. 2 of 2000) or any other appropriate legislation, supporting the request

SECTION D: ORAL REPRESENTATIONS TO NERSA

Indicate your wish to orally present your request to the Energy Regulator: YES
NO

SECTION E: SOLEMN DECLARATION BY REQUESTER OR MANDATED REPRESENTATIVE

I (full names)

Identity Number..... hereby declare that:

- (a) I am authorised byto make this declaration (attach the authorisation); and
- (b) all information provided herein is within my personal knowledge and is both true and correct.

Signed at (place) on this..... day of (month) (year).

.....

Signature

I certify that the deponent:

- (a) has acknowledged that she/he knows and understands the contents of this application form and its annexures, that she/he has no objection to taking the prescribed oath and that she/he considers the oath binding on her/his conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at (place) on this day of (month) (year).

COMMISSIONER OF OATHS

Name _____

Address _____

Capacity _____



FORM B

Applications for a licence in terms of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003)

INSTRUCTIONS

1. Prior to completing this form, you are advised to read the following documents:
 - (a) the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003) and its Regulations; and
 - (b) the Rules made in terms of the Petroleum Pipelines Act, specifically rules 1 to 11.
2. Please note that this form has three chapters and that applicants must provide all information and supporting documentation required. Incomplete applications will not be accepted.
3. The completed form with supporting documentation must be delivered to NERSA:
 - (a) by registered mail to PO Box 40343, Arcadia, 0007; or
 - (b) by hand at Kulawula House, 526 Madiba Street, Arcadia, Pretoria; or
 - (c) electronically to pipelines@nersa.org.za; or
 - (d) by fax to 012 401 4700.
4. If you want to request the confidential treatment of certain information in your application, you must make the request in accordance with rule 4 of the Rules made in terms of the Petroleum Pipelines Act.

Enquiries:

Contact:	Executive Manager: Petroleum Pipelines Regulation
Contact no.:	012 401 4600
Fax no.:	012 401 4700

Official Use Only

Date received	_____
Reference number	_____

CHAPTER 1 GENERAL INFORMATION

You are required to provide the following information:

Section A: Particulars of applicant

1. Full name, where the applicant is a natural person, or full registered name of the applicant
2. Trading name of the applicant (if different from the registered name)
3. Physical and postal addresses of the principal place of business of the applicant
4. Physical and postal address of the registered office of the applicant (if different from principal place of business)
5. Telephone number of the applicant
6. Fax number of the applicant
7. Email address of the applicant
8. Details of the mandated representative at the applicant, including:
 - (a) designation;
 - (b) surname;
 - (c) first name;
 - (d) telephone number;
 - (e) fax number; and
 - (f) email address.

Section B: Desired commencement date

State the desired commencement date of the licence applied for.

Section C: Additional information

Provide any other information relevant to this application.

Section D: Licence conditions

State your desired licence conditions in terms of section 20(1) of the Act.

SECTION E: SOLEMN DECLARATION BY APPLICANT OR MANDATED REPRESENTATIVE

I (full names)

Identity Number..... hereby declare that:

(a) I am authorised byto make this declaration (attach the authorisation); and

(b) all information provided herein is within my personal knowledge and is both true and correct.

Signed at (place) on this..... day of (month) (year).

.....

Signature

I certify that the deponent:

(a) has acknowledged that she/he knows and understands the contents of this application form and its annexures, that she/he has no objection to taking the prescribed oath and that she/he considers the oath binding on her/his conscience; and

(b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at (place) on this day of (month) (year).

COMMISSIONER OF OATHS

Name _____

Address _____

Capacity _____

CHAPTER 2

DOCUMENTS OR INFORMATION TO BE SUBMITTED WITH A LICENCE APPLICATION

1. If the applicant is a natural person and a South African citizen, a certified copy of the applicant's identity document.
2. In the case of a non-South African citizen, a certified copy of her/his:
 - (a) passport;
 - (b) permanent residence permit or employment permit; and
 - (c) proof of residence in South Africa, or proof of domicile in South Africa.
3. If the applicant is:
 - (a) a national, provincial or local government;
 - (b) another statutory body;
 - (c) a juristic person established in terms of an Act of Parliament; or
 - (d) a company or other legal body established by statute or government directive, state the proclamation or legislation establishing such a body.
4. If the applicant is not a natural person, and is not contemplated in 3 above, provide:
 - (a) the title of legislation under which it is registered;
 - (b) the registration number given to it in terms of such legislation;
 - (c) other details relating to the entity; and
 - (d) any other information NERSA may require.
5. Where the applicant is a company, provide:
 - (a) a certified copy of the certificate of incorporation;
 - (b) the names of current directors; and
 - (c) the details regarding the ownership or shareholding structure, including particulars of the shareholders.
6. Where the applicant is a Trust as defined in the Trust Property Act, 1988 (Act No. 57 of 1988), provide:
 - (a) a certified copy of the trust deed or trust instrument and in the event of the same having been amended, copies of the amended page(s) duly certified;
 - (b) Letters of Administration duly certified, issued to the trustees, and if this document has been amended, then a copy of the current Letters of Administration duly certified;
 - (c) certified copies of the identity documents of the trustees and beneficiaries and proof of each one's residential address;

- (d) proof of the address at which the Trust is conducting its business, such as an account of the local authority for rates, taxes, electricity or water, which should reflect the physical address of the Trust; and
 - (e) a resolution of the trustees authorising any one or more of them to apply for the licence, which reflects the names of the trustees that attended this meeting and each one's vote for or against the resolution.
7. Where the applicant has authorised another person to submit the licence application on its behalf, provide documentary proof of authorisation and a certified copy of the identity document of the mandated/authorised representative of the applicant.
 8. Provide proof that the applicant is the owner of the petroleum pipeline, storage facility or loading facility.
 9. Where the owner of the petroleum facility is not the owner of the land on which the facility is situated, provide proof that the applicant is the owner of the petroleum facility and proof of authorisation to use the land.
 10. Where the facility is owned by more than one person, the applicant must provide:
 - (a) details of the co-ownership and documentary proof thereof or a solemn declaration to that effect; and
 - (b) a written mandate from each of the other owners authorising the applicant to apply for the licence on their behalf.
 11. Provide documents demonstrating the administrative abilities of the applicant¹
 12. Provide documents demonstrating the financial abilities of the applicant.¹
 13. Provide documents demonstrating the technical abilities of the applicant.¹
 14. Provide a valid Broad-Based Black Economic Empowerment (B-BBEE) certificate reflecting at least the minimum qualification criteria determined by NERSA (Level 4) for the issuing of licences for purposes of facilitating broad-based black economic empowerment within the petroleum pipelines industry, in line with section 10 of the B-BBEE Act.
 15. If the certificate in 14 above is not available, provide a sworn affidavit stating the reasons why it is not available and outline the measures to be put in place by the applicant to obtain one and/or suggesting the timeline by which this will be submitted to NERSA.

¹ Only original or certified copies will be accepted by the Energy Regulator

CHAPTER 3 DETAILS OF APPLICATION

Complete the appropriate form:

Petroleum Pipelines

- Construction of a petroleum pipeline (PPL.p.F1)
- Conversion of a petroleum pipeline (PPL.p.F2)
- Operation of a petroleum pipeline (PPL.p.F3)

Petroleum Storage Facilities

- Construction of a petroleum storage facility (PPL.sf.F1)
- Conversion of a petroleum storage facility (PPL.sf.F2)
- Operation of a petroleum storage facility (PPL.sf.F3)

Petroleum Loading Facilities

- Construction of a petroleum loading facility (PPL.lf.F1)
- Conversion of a petroleum loading facility (PPL.lf.F2)
- Operation of a petroleum loading facility (PPL.lf.F3)

CONSTRUCTION OF A PETROLEUM PIPELINE (PPL.p.F1)

Provide the following information/documents. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. A technical description of the pipeline adequately specifying the following:

(a) Details of pipeline

The route (from/to)		E.g. from Durban to Alrode, Waltloo, Tarlton via TM2 in Jameson Park				
Number of pump stations						
Number of pig launching & receiving stations						
Node¹ No.	Start GPS coordinates	End GPS coordinates	Diameter, mm	Length, m	Planned design capacity (m³/hour)	Flow direction
			E.g. 250	E.g. 1 275	E.g. 600	(Indicate if bi- or uni-directional)

¹ Node denotes sections of pipeline system with different diameters and/or destination/branches

Node¹ No.	Pump station locations & GPS coordinates	Pig launching stations & GPS coordinates	Pig receiving stations & GPS coordinates	Destination depots
	E.g. xx°xx'xx" S xx°xx'xx" E			

(b) Connections with other pipeline systems (including proof of agreement with owners of such pipelines)

(c) Auxiliary equipment like accumulation and inter-mixture tanks.

2. Detailed maps showing the pipeline route(s).

3. A copy of the basic design philosophy of the intended petroleum pipeline, outlining all design requirements, feasibility, concept study and a preliminary design, including piping and instrumentation diagrams (P&IDs) and basic block flow diagrams indicating envisaged pump stations, control and communication systems (including leak/rupture detection), as appropriate.

4. In the case of greenfield projects, for which a licence is sought, proof of adequate financial viability of the proposed facility through any combination of the following, as may be appropriate:
 - (a) Commercial structure
 - (b) Projected financial statements and/or discounted cash flow (DCF) model (providing assumptions used in calculations and sourcing of figures)
 - (c) Letters of support/intent or actual proof of equity financing agreements and finance, including terms and conditions, demonstrating that the applicant is or will be able to fund the proposed construction
 - (d) Evidence of accessible internal financial resources committed to the proposed construction, where this is self-funded
 - (e) Total estimated investment [capital expenditure (CAPEX) and operating expenditure (OPEX)] required for constructing the proposed facility
 - (f) A description of the tariff policies to be applied
 - (g) Other costs incidental to the project (please specify whether legal, consulting etc.).
5. A certified copy of the Record of Decision of the relevant environmental authorities in accordance with the National Environmental Management Act, 1998 (Act No. 107 of 1998) permitting the activity for which the licence is sought, if applicable. If the Record of Decision has not been obtained, then:
 - (a) submit:
 - (i) proof of application for such permit, or
 - (ii) a solemn declaration outlining the applicant's plans and ability to comply with all applicable labour, health and environmental legislation; or
 - (b) state the reason why the permit is not applicable.
6. List all applicable:
 - (a) legislation;
 - (b) operating and technical standards; and
 - (c) codes and specifications (including those relating to safety) to be used in the activities for which this application is made, for example:
 - (i) South African National Standards (SANS)
 - (ii) the American Society of Mechanical Engineers (ASME) Standards
 - (iii) American Petroleum Institute (API) Standards
 - (iv) European Norms (EN).

7. Status or expected status in terms of the National Key Points Act, 1980 (Act No.102 of 1980).
8. Details of existing and proposed security arrangements.
9. Details of the development programme including:
 - (a) the planned capacity of the project during the various stages of development;
 - (b) the schedule of implementation and minimum investment commitments for looping, receipt and delivery points, pumping stations and other development programmes; and
 - (c) the deadline to commence service for each stage contemplated.

CONVERSION OF A PETROLEUM PIPELINE (PPL.p.F2)

Provide the following information/documentation. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. Existing licence number and date of commencement of licence (if available).
2. Application for the revocation of the licence in terms of section 24 of the Act and rule 13 of these rules, or in terms of any other applicable legislation.
3. If the pipeline is not licensed, provide a technical description of the pipeline, adequately specifying:
 - (a) the route(s);
 - (b) GPS coordinates (of the inlet and outlet flanges);
 - (c) diameter(s);
 - (d) pumping stations;
 - (e) receiving and launching stations;
 - (f) installed design capacity;
 - (g) initial capacity;
 - (h) receipt and delivery points;
 - (i) connections with other pipeline systems;
 - (j) auxiliary equipment like accumulation and inter-mixture tanks; and
 - (k) control and communication systems.
4. Detailed maps and diagrams, showing the 'as built' pipeline route(s), pump stations, control valves etc., as appropriate.
5. A description of the mechanical properties and condition of the pipeline.
6. The results of any programmes, surveys or studies that indicate the present condition of the pipeline. Copies of latest data packs compiled and signed by an Approved Inspection Authority (AIA), and/or a certificate of completion where construction is complete, in case of newly constructed pipelines. In addition, final approved control and communication systems, including leak/rupture detection.

7. A certified copy of the Record of Decision of the relevant environmental authorities in accordance with the National Environmental Management Act, 1998 (Act No. 107 of 1998) permitting the activity for which the licence is sought, if applicable. If the Record of Decision has not been obtained, then
 - (a) submit:
 - (i) proof of application for such permit, or
 - (ii) a solemn declaration outlining the applicant's plans and ability to comply with all applicable labour, health and environmental legislation; or
 - (b) state the reason why the permit is not applicable.
8. List all applicable operating and technical standards, codes and specifications (including those relating to safety) to be used in the activities for which this application is made.
9. A full description of the intended conversion and the reasons therefor.
10. The impact of the conversion on users of the pipeline and any measures taken to ensure the continued provision of services.
11. Apply for a tariff and provide information required in terms of rule 12(10) read with rule 7(7) and 7(8) of these Rules.
12. Election of third-party access to shared capacity arrangements as contemplated in section 20(1)(g) of the Act; and interconnections in terms section 20(1)(j) of the Act.
13. A copy of the emergency plan contemplated in section 20(1)(x) of the Act.
14. A copy of the operating procedures for the pipeline.
15. A copy of the maintenance policy and procedures, and a plan for inspections for the petroleum pipeline.
16. Status in terms of the National Key Points Act, 1980 (Act No. 102 of 1980).
17. Details of existing and proposed security arrangements.
18. Development plans:
 - (a) investment and development plan including nature, schedule and quantum of each investment; and
 - (b) planned changes to pipeline capacity (including additional pump stations) and the dates when changes will become operational.

OPERATION OF A PETROLEUM PIPELINE (PPL.p.F3)

Provide the following information. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. A technical description of the pipeline, adequately specifying:

(a) Details of pipeline:

Route (from/to)		E.g. from Durban to Alrode, Waltloo, Tarlton via TM2 in Jameson Park				
Number of pump stations						
Number of pig launching & receiving stations						
Node¹ No.	Start GPS coordinates	End GPS coordinates	Diameter, mm	Length, m	Planned design capacity (m³/hour)	Flow direction
			E.g.250	E.g.1 275	E.g. 600	(Indicate if bi- or uni-directional)

¹ Node denotes sections of pipeline system with different diameters and/or destination/branches

Node ¹ No.	Pump station locations & GPS coordinates	Pig launching stations & GPS coordinates	Pig receiving stations & GPS coordinates	Destination depots
	E.g. xx°xx'xx" S xx°xx'xx" E			

(b) connections with other pipeline systems (including proof of agreement with owners of such pipelines); and

(c) auxiliary equipment like accumulation and inter mixture tanks.

2. Detailed maps showing *the* 'as built' pipeline route(s), pump stations, control valves etc., as appropriate.

3. A description of the mechanical properties and condition of the pipeline.

4. The results of any programmes, surveys or studies that indicate the present condition of the pipeline. Copies of latest data packs compiled and signed by an Approved Inspection Authority (AIA), and/or a certificate of completion where construction is complete, in case of newly constructed pipelines. In addition, final approved control and communication systems, including leak/rupture detection.

5. A certified copy of the Record of Decision of the relevant environmental authorities in accordance with the National Environmental Management Act, 1998 (Act No. 107 of 1998) permitting the activity for which the licence is sought, if applicable. If the Record of Decision has not been obtained, then
 - (a) submit:
 - (i) proof of application for such permit; or
 - (ii) a solemn declaration outlining the applicant's plans and ability to comply with all applicable labour, health and environmental legislation; or
 - (b) state the reason why the permit is not applicable.
6. List all applicable:
 - (a) legislation;
 - (b) operating and technical standards; and
 - (c) codes and specifications (including those relating to safety) to be used in the activities for which this application is made, for example:
 - (i) South African National Standards (SANS);
 - (ii) American Society of Mechanical Engineers (ASME) Standards;
 - (iii) American Petroleum Institute (API) Standards; and
 - (iv) European Norms (EN).
7. Apply for a tariff and provide information required in terms of rule 12(10) read with rule 7(7) and 7(8) of these Rules.
8. Election of third-party access to shared capacity arrangements as contemplated in section 20(1)(g) of the Act; and interconnections in terms section 20(1)(j) of the Act.
9. A copy of the emergency plan contemplated in section 20(1)(x) of the Act.
10. A copy of the operating procedures for the pipeline.
11. A copy of the maintenance policy and procedures, and a plan for inspections for the petroleum pipeline.
12. Status in terms of the National Key Points Act, 1980 (Act No. 102 of 1980).
13. Details of existing and proposed security arrangements.
14. Development plans:
 - (c) investment and development plan including nature, schedule and quantum of each investment; and
 - (d) planned changes to pipeline capacity (including additional pump stations) and the dates when changes will become operational.

CONSTRUCTION OF A PETROLEUM STORAGE FACILITY (PPL.sf.F1)

Provide the following information/documentation. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. A technical description of the proposed storage facility to be constructed, as follows:
 - (a) Please populate the following tables, where applicable.

Table 1: Tank allocation and capacities

Physical address						
GPS coordinates E.g. XX°XX'XXX" S XX°XX'XXX" E						
Tank ID	Tank diameter (m)	Tank height (m)	Product	Tank type	Operational capacity (m³)	Design capacity (m³)
Combined capacity						

Table 2: Mode of operation – road

Road Gantry							
Intake				Discharge			
Bay number	No. of loading points per product	Product	Rate(m ³ /hour)	Bay number	No. of loading points per product	Product	Rate (m ³ /hour)

Table 3: Mode of operation – rail

Rail Gantry							
Intake				Discharge			
Bay number	No. of loading points per product	Product	Rate(m ³ /hour)	Bay number	No. of loading points per product	Product	Rate (m ³ /hour)

Table 4: Mode of operation – pipeline

Pipeline					
Intake			Discharge		
Source	Product	Rate(m ³ /hour)	Destination	Product	Rate (m ³ /hour)

- (b) Provide a description of the containment system, and a description for handling contaminated water run-off and systems to prevent overflow or leakage.
 - (c) Provide drawings showing:
 - (i) the planned layout of the proposed storage facility;
 - (ii) the storage facility design and piping arrangements [approved diagrams, indicating servitudes and distances approved by the Environmental Impact Assessment (EIA), where applicable]; and
 - (iii) the fences, roads and dimensions of the entire site.
2. A copy of the basic design philosophy of the intended petroleum pipeline, outlining detailed design requirements, a feasibility study, a concept study and a preliminary design, including P&IDs and basic block flow diagrams indicating envisaged pump stations, control valves etc., as appropriate.
3. A certified copy of the Record of Decision of the relevant environmental authorities in accordance with the National Environmental Management Act, 1998 (Act No. 107 of 1998) permitting the activity for which the licence is sought, if applicable. If the Record of Decision has not been obtained, then
- (a) submit:
 - (i) proof of application for such permit; or
 - (ii) a solemn declaration outlining the applicant's plans and ability to comply with all applicable labour, health and environmental legislation; or
 - (b) state the reason why the permit is not applicable.
4. List all applicable:
- (a) legislation;
 - (b) operating and technical standards; and
 - (c) codes and specifications (including those relating to safety) to be used in the activities for which this application is made, for example:
 - (i) South African National Standards (SANS);
 - (ii) American Society of Mechanical Engineers (ASME) Standards;
 - (iii) American Petroleum Institute (API) Standards; and
 - (iv) European Norms (EN).

5. When seeking a licence for greenfield projects, provide proof of adequate financial viability of the proposed facility through **any** combination of the following, as may be appropriate:
 - (a) commercial structure;
 - (b) projected financial statements and/or discounted cash flow (DCF) model (providing assumptions used in calculations and sourcing of figures);
 - (c) letters of support/intent or actual proof of equity financing agreements and finance, including terms and conditions, demonstrating that the applicant is or will be able to fund the proposed construction;
 - (d) evidence of accessible internal financial resources committed to the proposed construction, where this is self-funded;
 - (e) total estimated investment (CAPEX and OPEX) required for constructing the proposed facility;
 - (f) a description of the tariff policies to be applied; and
 - (g) other costs incidental to the project (please specify whether legal, consulting etc.).
6. A copy of the emergency plan contemplated in section 20(1)(x) of the Act.
 - (a) In case of greenfield projects, the emergency plan must be for the purpose of the construction phase; and
 - (b) for brownfield projects within operational facilities, an emergency plan for the operational facility must be revised to include the construction activities.
7. Status in terms of the National Key Points Act, 1980 (Act No. 102 of 1980).
8. Details of existing and proposed security arrangements.
9. Details of the development programme including:
 - (a) planned capacity of the project during the various stages of development;
 - (b) schedule of implementation and minimum investment commitments for the development programme; and
 - (c) deadline to commence service for each stage contemplated.

CONVERSION OF A PETROLEUM STORAGE FACILITY (PPL.sf.F2)

Provide the following information/documentation. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. Existing licence number and date of commencement of licence (if available).
2. Application for the revocation of the licence in terms of section 24 of the Act and rule 13 of these Rules or status of existing licence in terms of any other applicable legislation.
3. If the facility is not licensed, provide a technical description of the proposed storage facility to be converted. This should include the following:
 - (a) GPS coordinates
 - (b) Physical plan of the facility
 - (c) The planned layout of the proposed conversion of the storage facility
 - (d) The diameter and height of the tanks
 - (e) Tank type
 - (f) Design capacity
 - (g) Product stored in each tank
 - (h) Changes to the physical dimensions and capacity of the storage facility
 - (i) Changes to the existing rate at which product can be taken into the proposed storage facility, e.g. Pipeline, rail gantry and road transport gantry, and specify the number of gantries and their capacities.
 - (j) Changes to the rate at which product can be taken out of the proposed storage facility and through what means, e.g. pipeline, rail gantry, road transport gantry, and specify the number of gantries and their capacities.
 - (k) Maps showing:
 - (i) changes to the existing storage facility design, piping arrangements and gantries;
 - (ii) changes to the proposed location of the storage facility, fences and roads;
 - (iii) where applicable, descriptions of changes to the containment system and systems to prevent overflow or leakage;
 - (iv) a description of changes to the regular inspection and maintenance procedures; and
 - (v) where applicable, a description of the changes for handling contaminated water run-off.

4. A description of the mechanical properties and condition of the facility.
5. The results of any programmes, surveys or studies that indicate the present condition of the facility/infrastructure. Copies of latest data packs compiled and signed by an Approved Inspection Authority (AIA), and/or a certificate of completion where conversion is complete, in case of newly constructed infrastructure. In addition, final approved control and communication systems, including leak/rupture detection.
6. A certified copy of the Record of Decision of the relevant environmental authorities in accordance with the National Environmental Management Act, 1998 (Act No. 107 of 1998) permitting the activity for which the licence is sought, if applicable. If the Record of Decision has not been obtained, then:
 - (a) submit:
 - (i) proof of application for such permit; or
 - (ii) a solemn declaration outlining the applicant's plans and ability to comply with all applicable labour, health and environmental legislation; or
 - (b) state the reason why the permit is not applicable.
7. List all applicable operating and technical standards, and codes and specifications (including those relating to safety) to be used in the activities for which this application is made.
8. A full description of the intended conversion and the reasons therefor.
9. The impact of the conversion on users of the facility/infrastructure and any measures taken to ensure continued provision of services.
10. Apply for a tariff and provide information required in terms of rule 12(10), read with rule 7(7) and 7(8) of these Rules.
11. Election of third-party access to shared capacity arrangements as contemplated in section 20(1)(g) of the Act; and interconnections in terms section 20(1)(j) of the Act.
12. A copy of the emergency plan contemplated in section 20(1)(x) of the Act.
13. A copy of the operating procedures for the facility.
14. A copy of the maintenance policy and procedures.
15. Status in terms of the National Key Points Act, 1980 (Act No. 102 of 1980).
16. Details of existing and proposed security arrangements.

17. Development plans:

- (a) investment and development plan including nature, schedule and quantum of each investment; and
- (b) planned changes to facility capacity and the dates when changes will become operational.

OPERATION OF A PETROLEUM STORAGE FACILITY (PPL.sf.F3)

Provide the following information/documentation. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. A technical description of the proposed storage facility to be operated.

(a) Please populate the following tables, where applicable.

Table 1: Tank allocation and capacities

Physical address						
GPS coordinates E.g. XX°XX'XXX" S XX°XX'XXX" E						
Tank ID	Tank diameter (m)	Tank height (m)	Product	Tank type	Operational capacity (m ³)	Design capacity (m ³)
Combined capacity						

Table 2: Mode of operation – road

Road Gantry							
Intake				Discharge			
Bay number	No. of loading points per product	Product	Rate (m ³ /hour)	Bay number	No. of loading points per product	Product	Rate (m ³ /hour)

Table 3: Mode of operation – rail

Rail Gantry							
Intake				Discharge			
Bay number	No. of loading points per product	Product	Rate (m ³ /hour)	Bay number	No. of loading points per product	Product	Rate (m ³ /hour)

Table 4: Mode operation – pipeline

Pipeline					
Intake			Discharge		
Source	Product	Rate (m ³ /hour)	Destination	Product	Rate (m ³ /hour)

- (b) Provide a description of the containment system, including the handling of contaminated water run-off and the systems to prevent overflow or leakage.
 - (c) Provide maps showing:
 - (i) the planned layout of the storage facility to be operated;
 - (ii) the storage facility design and piping arrangements (approved 'as built' diagrams, indicating servitudes and distances approved by the Environmental Impact Assessment, where applicable, signed off by an Authorised Inspection Authority); and
 - (iii) the physical dimensions of the location of the storage facility, fences and roads.
2. A certified copy of the Record of Decision of the relevant environmental authorities in accordance with the National Environmental Management Act, 1998 (Act No. 107 of 1998) permitting the activity for which the licence is sought, if applicable. If the Record of Decision has not been obtained, then:
- (a) submit:
 - (i) proof of application for such permit; or
 - (ii) a solemn declaration outlining the applicant's plans and ability to comply with all applicable labour, health and environmental legislation; or
 - (b) state the reason why the permit is not applicable.
3. List all applicable:
- (a) legislation;
 - (b) operating and technical standards; and
 - (c) codes and specifications (including those relating to safety) to be used in the activities for which this application is made, for example:
 - (i) South African National Standards (SANS);
 - (ii) American Society of Mechanical Engineers (ASME) Standards;
 - (iii) American Petroleum Institute (API) Standards; and
 - (iv) European Norms (EN).
4. Election of third-party access to uncommitted capacity arrangements as contemplated in section 20(1)(n) of the Act.
5. Apply for a tariff and provide information required in terms of rule 12(10) read with rule 7(7) and 7(8) of these Rules.
6. A copy of the emergency plan contemplated in section 20(1)(x) of the Act.
7. A copy of the storage facility operational procedures.

8. A copy of the storage facility's maintenance policy, including maintenance procedures and regular inspection procedures.
9. Status in terms of the National Key Points Act, 1980 (Act No. 102 of 1980).
10. Details of existing and proposed security arrangements.
11. Details of the development programme including:
 - (a) planned capacity of the project during the various stages of development;
 - (b) schedule of implementation and minimum investment commitments for the development programme; and
 - (c) deadline to commence with service for each stage contemplated.

CONSTRUCTION OF A PETROLEUM LOADING FACILITY (PPL.If.F1)

Provide the following information/documentation. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. A technical description of the proposed loading facility to be constructed, including:

Table 1: Loading facility/facilities' details

Physical location				
Name of berth				
GPS coordinates				
No. of loading points				
No. of auxiliary pipelines per loading point				
Loading Point No.	Type of loading facility	Diameter, mm	Capacity (m³/hour)	Product (s)
E.g. 1	E.g. Flexible hose	E.g. 250	E.g. 750	E.g. Diesel, petrol, jet A1 and illuminating paraffin

Table 2: Auxiliary pipeline/pipelines' details

Loading point No.	Diameter, mm	Length, m	Capacity (m³/hour)	Flow direction	Delivery points
E.g.1	E.g. 250	E.g. 1 275	E.g. 600	(Indicate if Bi or uni-directional)	E.g. Engen, BP, etc. in Dom Pedro

2. Maps and diagrams, where appropriate.
3. A copy of the basic design philosophy of the intended loading facility, outlining detailed design requirements, feasibility, concept study and a preliminary design, including Piping and Instrumentation Diagrams (P&IDs) and basic block-flow diagrams indicating envisaged pump stations, control systems etc., as appropriate.
4. The time necessary for ships to be brought into position for loading.
5. Copy of the agreement or authorisation from the National Ports Authority permitting the construction of the facility on its property, where appropriate.
6. A certified copy of the Record of Decision of the relevant environmental authorities in accordance with the National Environmental Management Act, 1998 (Act No. 107 of 1998)

- permitting the activity for which the licence is sought, if applicable. If the Record of Decision has not been obtained, then:
- (a) submit:
 - (i) proof of application for such permit; or
 - (ii) a solemn declaration outlining the applicant's plans and ability to comply with all applicable labour, health and environmental legislation; or
 - (b) state the reason why the permit is not applicable.
7. List all applicable legislation, operating and technical standards, and codes and specifications (including those relating to safety) to be used in the activities for which this application is made.
8. When seeking a licence for greenfield projects, provide proof of adequate financial viability of the proposed facility through any combination of the following, as may be appropriate:
- (a) commercial structure;
 - (b) projected financial statements and/or discounted cash flow (DCF) model (providing assumptions used in calculations and sourcing of figures);
 - (c) letters of support/intent or actual proof of equity financing agreements and finance, including terms and conditions, demonstrating that the applicant is or will be able to fund the proposed construction;
 - (d) evidence of accessible internal financial resources committed to the proposed construction, where this is self-funded;
 - (e) total estimated investment (CAPEX and OPEX) required for constructing the proposed facility;
 - (f) a description of the tariff policies to be applied; and
 - (g) other costs incidental to the project (please specify whether legal, consulting etc.).
9. A copy of the proposed emergency plan contemplated in section 20(1)(x) of the Act, as follows:
- (a) In case of greenfield projects, the emergency plan must be for the purpose of the construction phase.
 - (b) For brownfield projects within operational facilities, the operational facility's emergency plan must be revised to include the construction activities.
10. A copy of the basic design philosophy of the intended loading facility, outlining detailed design requirements, feasibility study, concept study and a preliminary design.
11. Status in terms of the National Key Points Act, 1980 (Act No.102 of 1980).

12. Details of proposed security arrangements.

13. Details of the development programme including:

- (a) planned capacity of the loading facility project during the various stages of development;
- (b) the schedule of implementation and minimum investment commitments for the development programme; and
- (c) the deadline to commence service for each stage contemplated.

CONVERSION OF A PETROLEUM LOADING FACILITY (PPL.If.F2)

Provide the following information. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. Existing licence number and date of commencement of licence (if available).
2. Application for revocation of the licence in terms of section 24 of the Act and rule 13 of these rules or in terms of any other applicable legislation.
3. If the facility is not licensed, a technical description of the loading facility to be converted, including:
 - (a) GPS coordinates;
 - (b) the number of loading points;
 - (c) type of each loading point (e.g. loading arms or flexible hose); and
 - (d) details of the auxiliary pipeline(s) including:
 - (i) diameters,
 - (ii) lengths,
 - (iii) storage facility connected to the pipeline, and
 - (iv) receipts and delivery points.
4. Maps and diagrams, where appropriate.
5. Details of capacities at the various stages of development, planned and potential receipt and delivery points.
6. The rate at which petroleum can be conveyed through the loading facility and the time necessary for ships to be brought into position for loading, and the dimensions and capacities of any auxiliary pipelines connected thereto. Please submit a copy of the agreement with or authorisation from the National Ports Authority.
7. A full description of the intended conversion and the reasons therefor.
8. The impact of the conversion on users of the loading facility and measures taken to ensure continued provision of service.

OPERATION OF A PETROLEUM LOADING FACILITY (PPL.If.F3)

Provide the following information/documentation. Each numbered item below should be copied and must appear at the top of a page with your information below.

1. A technical description of the loading facility, including:

Table 1: Loading facility/facilities' details

Physical location				
Name of berth				
GPS coordinates				
No. of loading points				
Loading point No.	Type of loading facility	Diameter, mm	Capacity (m³/hour)	Product (s)
E.g. 1	E.g. Flexible Hose	E.g. 250	E.g. 750	E.g. Diesel, petrol, Jet A1 and illuminating paraffin

Table 2: Auxiliary pipeline/pipelines' details

Diameter, mm	Length, m	Capacity (m³/hour)	Flow direction	Delivery points
E.g. 250	E.g. 1 275	E.g. 600	(Indicate if Bi or uni-directional)	E.g. Engen, BP, etc. in Dom Pedro

2. Maps and diagrams where appropriate, including the facility design and piping arrangements (approved 'as built' diagrams, indicating servitudes and distances approved by the Environmental Impact Assessment, where applicable, signed off by an Authorised Inspection Authority).
3. The time necessary for ships to be brought into position for loading.
4. A copy of the agreement or authorisation from the National Ports Authority permitting the operation of the facility on its property, where appropriate.
5. A certified copy of the Record of Decision of the relevant environmental authorities in accordance with the National Environmental Management Act, 1998 (Act No. 107 of 1998) permitting the activity for which the licence is sought, if applicable. If the Record of Decision has not been obtained, then:
 - (a) submit:
 - (i) proof of application for such permit; or

- (ii) a solemn declaration outlining the applicant's plans and ability to comply with all applicable labour, health and environmental legislation; or
 - (b) state the reason why the permit is not applicable.
- 6. List all applicable:
 - (a) legislation;
 - (b) operating and technical standards; and
 - (c) codes and specifications (including those relating to safety) to be used in the activities for which this application is made, for example:
 - (i) South African National Standards (SANS)
 - (ii) American Society of Mechanical Engineers (ASME) Standards;
 - (iii) American Petroleum Institute (API) Standards; and
 - (iv) European Norms (EN).
- 7. Election of third-party access to shared capacity arrangements as contemplated in section 20(1)(k) of the Act; and interconnections in terms section 20(1)(j) of the Act.
- 8. Apply for a tariff and provide information required in terms of rule 12(10) read with rule 7(7) and 7(8) of these Rules.
- 9. A copy of the loading facility operational procedure.
- 10. A copy of the loading facility's maintenance policy for the loading facility, including maintenance procedures and regular inspection procedures, by the applicant and other authorities.
- 11. Status in terms of the National Key Points Act, 1980 (Act No. 102 of 1980).
- 12. Details of security arrangements.
- 13. Details of the development programme including:
 - (a) planned capacity of the project during the various stages of development;
 - (b) the schedule of implementation and minimum investment commitments for the development programme; and
 - (c) the deadline to commence service for each stage contemplated.



FORM C

Notice of an Incomplete Licence Application in terms of rule 7(5) of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003)

Name of applicant	
Type of licence applied for	
Date received	
Reference number	

- (a) NERSA hereby informs you that your licence application with the abovementioned details does not meet the application requirements and is therefore considered incomplete.
- (b) You have not submitted the following required information/documentation to NERSA:
- 1.
 - 2.
 - 3.
- (c) The abovementioned information/documentation must be submitted by no later than (insert date) before your application or referral may be considered complete and consequently be accepted.
- (d) Failure to submit the abovementioned information/documentation by the specified date will result in your application or referral being instantly rejected and removed from the database of matters still awaiting to be considered by NERSA.
- (e) The official date of application will be whichever occurs last between the date on which you submit **all** required information as specified in paragraphs (b) and (c) above to NERSA; or the date on which you submit an altered application in line with the directive issued to you by NERSA in terms of section 18(b) of the Act.

Ms XOLILE MTWA

EXECUTIVE MANAGER: PETROLEUM PIPELINES REGULATION

DATE _____



FORM D

Objection to an application for a licence in terms of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003)

INSTRUCTIONS

1. Before completing this form, you are advised to read the following documents:
 - (a) the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003) and its Regulations; and
 - (b) the Rules made in terms of the Petroleum Pipelines Act, specifically rules 1 to 11.
2. Please note that this form has four sections (A, B, C & D). An objector must provide **all** information and supporting documentation required.
3. The completed form with supporting documentation must be delivered to NERSA:
 - (a) by registered mail to PO Box 40343, Arcadia, 0007; or
 - (b) by hand at Kulawula House, 526 Madiba Street, Arcadia, Pretoria; or
 - (c) electronically to pipelines@nersa.org.za; or
 - (d) by fax to 012 401 4700.
4. If you want to request the confidential treatment of certain information in your objection, you must do so in accordance with rule 4 of the Rules made in terms of the Petroleum Pipelines Act.

ENQUIRIES:

Contact:	Executive Manager: Petroleum Pipeline Regulation
Contact no.:	012 401 4600
Fax no.:	012 401 4700

OFFICIAL USE ONLY

Date received	_____
Reference number	_____

SECTION A: DETAILS OF THE OBJECTOR

1. Full registered name of the objector.....
2. Trading name of the objector (if different from the registered name)
.....
3. Registration number of company (if applicable), or Identity Number if the objector is a natural person.....
4. Name of mandated representative. Attach documentary proof of mandate given to representative.....
5. Physical address
6. Postal address.....
7. Telephone number.....
8. Fax number.....
9. Email address.....
10. Details of contact person at the objector, including:
 - (a) designation.....
 - (b) surname.....
 - (c) first name.....
 - (d) telephone number
 - (e) fax number
 - (f) email address.....

16. Clearly state the reasons for your objection [add additional page(s), if necessary] **and** attach supporting documentation

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17. Section 18(a) of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003) provides that:
*Before considering an application for a licence in terms of this Act, the Energy Regulator -
if it is of the view that the proposed construction of a petroleum pipelines, loading facility or storage facility should be altered to provide access to third parties, must inform the applicant of that view and request the applicant to supply reasons as to why the application should not be considered subject to the imposition of such condition;*

If your objection relates to the above quoted section of the Act, clearly state your alternative proposal [add additional page(s), if necessary].

.....
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.....

SECTION D: SOLEMN DECLARATION BY OBJECTOR OR MANDATED REPRESENTATIVE

I (full names)

Identity Number..... hereby declare that:

- (a) I am authorised byto make this declaration (attach the authorisation); and
- (b) All information provided herein is within my personal knowledge and is both true and correct.

Signed at (place) on this.....day of (month) (year).

.....

Signature

I certify that the deponent:

- (a) has acknowledged that she/he knows and understands the contents of this application form and its annexures, that she/he has no objection to taking the prescribed oath and that she/he considers the oath binding on her/his conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at (place) on this day of..... (month) (year).

COMMISSIONER OF OATHS

Name _____

Address _____

Capacity _____



FORM E

Application for an amendment of a licence in terms of section 23 of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003)

INSTRUCTIONS

1. Before completing this form, you are advised to read the following documents:
 - (a) the Petroleum Pipelines Act, 2003 (Act No. 60 Of 2003) and its Regulations; and
 - (b) the Rules made in terms of the Petroleum Pipelines Act, specifically rule 12
2. Please note that this form has five sections (A, B, C, D & E). Applicants must provide all information and supporting documentation required. Incomplete applications will not be accepted.
3. The completed form with supporting documentation must be delivered to NERSA:
 - (a) by registered mail to PO Box 40343, Arcadia, 0007; or
 - (b) by hand at Kulawula House, 526 Madiba Street, Arcadia, Pretoria; or
 - (c) electronically to pipelines@nersa.org.za; or
 - (d) by fax to 012 401 4700.
4. If you want to request the confidential treatment of certain information in your application, you must do so in accordance with rule 4 of the Rules made in terms of the Petroleum Pipelines Act.

Enquiries:

Contact:	Executive Manager: Petroleum Pipelines Regulation
Contact No.:	012 401 4600
Fax No.:	012 401 4700

SECTION A: CATEGORY OF THE APPLICANT

1. Indicate whether you are the licence holder or a party affected by the licence by ticking the appropriate box below:

- I am the licence holder
- I am a party affected by the licence

SECTION B: DETAILS OF THE APPLICANT

- 2. Full registered name of the applicant.....
- 3. Trading name of the applicant (if different from the registered name)
.....
- 4. Registration number of company (if applicable).....
- 5. Name of mandated representative (if applicable). Attach documentary proof of mandate given to representative.....
- 6. Physical address.....
.....
- 7. Postal address
- 8. Telephone number.....
- 9. Fax number.....
- 10. Email address.....
- 11. Details of mandated representative, including:
 - (a) designation.....
 - (b) surname.....
 - (c) first name.....
 - (d) telephone number
 - (e) fax number
 - (f) email address

SECTION C: DETAILS OF THE LICENCE

- 12. Name of licensee
- 13. Type of licence or licensed activity to which this application is applicable
.....
- 14. Location of the facility
- 15. State the licence number (if known)

SECTION D: DETAILS OF THE APPLICATION

16. Clearly indicate the amendments that you seek. Please indicate each amendment sought separately and provide details thereof. If the amendment is to a particular condition, cite the condition [add additional page(s), if necessary].

.....
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.....

17. Provide detailed reasons and a motivation for each of the amendments sought in 16 above [add additional page(s), if necessary].

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18. Substantiate your reasons and motivation in 17 above by submitting documentary proof of your claims.

19. Where the amendment sought is an amendment to an existing tariff, information listed in rule 12(10) read with rule 7(7) and 7(8) of these Rules will be applicable.

SECTION E: SOLEMN DECLARATION BY APPLICANT OR MANDATED REPRESENTATIVE

I (full names).....
 Identity Number..... hereby declare that:

- (a) I am authorised byto make this declaration (attach the authorisation); and
- (b) all information provided herein is within my personal knowledge and is both true and correct.

Signed at (place) on this.....day of (month) (year).

.....
Signature

I certify that the deponent:

- (a) has acknowledged that she/he knows and understands the contents of this application form and its annexures, that she/he has no objection to taking the prescribed oath and that she/he considers the oath binding on her/his conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at (place) on this day of..... (month) (year).

COMMISSIONER OF OATHS

Name:
 Address:
 Capacity:

**FORM F****Application for the revocation of a licence in terms of section 24 of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003)****INSTRUCTIONS**

1. Before completing this form, you are advised to read the following documents:
 - (a) the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003) and its regulations; and
 - (b) the Rules made in terms of the Petroleum Pipelines Act, specifically rule 13
2. Please note that this form has four sections (A, B, C, & D). Applicants must provide **all** information and supporting documentation required. Incomplete applications will not be accepted.
3. The completed form with supporting documentation must be delivered to NERSA:
 - (a) by registered mail to PO Box 40343, Arcadia, 0007; or
 - (b) by hand at Kulawula House, 526 Madiba Street, Arcadia, Pretoria; or
 - (c) electronically to pipelines@nersa.org.za; or
 - (d) by fax to 012 401 4700.
4. If you want to request the confidential treatment of certain information in your application, you must do so in accordance with rule 4 of the Rules made in terms of the Petroleum Pipelines Act.

ENQUIRIES:

Contact:	Executive Manager: Petroleum Pipelines Regulation
Contact no.:	012 401 4600
Fax no.:	012 401 4700

OFFICIAL USE ONLY

Date received	_____
Reference number	_____

SECTION A: PARTICULARS OF LICENSEE

1. Name of licensee
2. Licence number.....
3. Type of licence.....
4. Date on which NERSA issued the licence
5. Details of the licensed facility/ area
-
-
6. Details of mandated representative, including:
 - a) designation
 - b) surname.....
 - c) first name.....
 - d) telephone number
 - e) fax number.....
 - f) email address

SECTION B: REASON(S) FOR APPLICATION

7. Indicate the reason(s) for the application by ticking the appropriate box below:

- (a) The licensed facility or activity is no longer required
- (b) The licensed facility or activity is not economically justifiable
- (c) Another person is willing and able to assume the rights and obligations of the licensee concerned in accordance with the requirements and objectives of the Act

8. If the reason for the application is that the licensed facility or activity:

- (a) is no longer required, or
- (b) is not economically justifiable,

provide a detailed explanation and submit documentation in support of your reason(s).

.....

.....

.....

9. If the reason for the application is that another person is willing and able to assume the rights and obligations of the licensee in accordance with the requirements and objectives of the Act, provide the following information about that person:

- (a) registered name
- (b) trading name (if different from registered name)
.....
- (c) physical address of the registered place of business
.....
.....
- (d) physical address of the principle place of business (if different from the registered place of business)
.....
.....
- (e) postal address
- (f) telephone number
- (g) fax number
- (h) email address
- (i) contact person at applicant, including:
 - designation

- surname.....
 - first name.....
 - telephone number
 - fax number.....
 - email address.....
- (j) submit an undertaking (Section C of this form) by that person confirming its willingness and ability to assume the rights and obligations of the licensee in accordance with the requirements and objectives of the Act and that the person will apply for the relevant licence; and
- (k) submit documentary proof of the ability to assume the rights and obligations of the licensee in accordance with the requirements and objectives of the Act.

SECTION C: SOLEMN DECLARATION BY THE PERSON WILLING AND ABLE TO ASSUME THE RIGHTS AND OBLIGATIONS OF THE LICENSEE OR MANDATED REPRESENTATIVE

I (full names)
Identity Number..... hereby declare that:

- (a) I am authorised byto make this declaration (attach the authorisation);
- (b) all information relating to provided herein is within my personal knowledge and is both true and correct;
- (c)is willing and able to assume the rights and obligations of the licensee in accordance with the requirements and objectives of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003); and
- (d) will apply for the relevant licence.

Signed at (place) on this..... day of (month) (year).

.....
Signature

I certify that the deponent:

- (a) has acknowledged that she/he knows and understands the contents of this application form and its annexures, that she/he has no objection to taking the prescribed oath and that she/he considers the oath binding on her/his conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at(place) on this day of (month) (year).

COMMISSIONER OF OATHS

Name _____
Address _____
Capacity _____

SECTION D: SOLEMN DECLARATION BY THE APPLICANT OR MANDATED REPRESENTATIVE

I (full names)

Identity Number..... hereby declare that:

- (a) I am authorised byto make this declaration (attach the authorisation); and
 (b) all information provided herein is within my personal knowledge and is both true and correct.

Signed at (place) on this.....day of
 (month) (year).

Signature

I certify that the deponent:

- (a) has acknowledged that she/he knows and understands the contents of this application form and its annexures, that she/he has no objection to taking the prescribed oath and that she/he considers the oath binding on her/his conscience; and
 (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at (place)
 on this day of..... (month)
 (year).

COMMISSIONER OF OATHS

Name _____

Address _____

Capacity _____



FORM G

Complaint in terms of section 31 of the Petroleum Pipelines Act, 2003 (Act No. 60 of 2003)

INSTRUCTIONS

1. Before completing this form, you are advised to read the following documents:
 - (a) the Petroleum Pipelines Act, 2003 (Act No. 60 Of 2003) and its Regulations; and
 - (b) the Rules made in terms of the Petroleum Pipelines Act, specifically rule 16.
2. Please note that this form has four sections (A, B, C, & D). Applicants must provide **all** information and supporting documentation required. Incomplete applications will not be accepted.
3. The completed form with supporting documentation must be delivered to NERSA:
 - (a) by registered mail to PO Box 40343, Arcadia 0007; or
 - (b) by hand at Kulawula House, 526 Madiba Street, Arcadia, Pretoria; or
 - (c) electronically to pipelines@nersa.org.za; or
 - (d) by fax to 012 401 4700.
4. If you want to request the confidential treatment of certain information in your application, you must do so in accordance with rule 4 of the Rules made in terms of the Petroleum Pipelines Act.

ENQUIRIES:

Contact: Executive Manager: Petroleum Pipelines Regulation
 Contact No.: 012 401 4600
 Fax No.: 012 401 4700

OFFICIAL USE ONLY

Date received -----
 Reference number -----

SECTION A: PARTICULARS OF COMPLAINANT

1. If you are a natural person, please provide:

(a) Your name and surname

.....

(b) Your identification number

.....

(c) Physical address

.....

(d) Postal address

.....

(e) Telephone number

.....

(f) Fax number

.....

(g) Email address

.....

2. If you are not a natural person, please provide:

(a) the name of your company/organisation

.....

(b) the registration number of your company

.....

(c) Physical address

.....

(d) Postal address

.....

(e) Telephone number

.....

(f) Fax number

.....

(g) Email address

.....

(h) Details of contact person, including:

- designation.....
- surname.....
- first name.....
- telephone number
- fax number
- email address

SECTION B: DETAILS OF THE LICENSEE

Name of the licensee

.....

Licence number (if known)

.....

SECTION D: SOLEMN DECLARATION BY THE COMPLAINANT OR MANDATED REPRESENTATIVE

I (full names)

Identity Number..... hereby declare that:

- (a) I am authorised byto make this declaration (attach the authorisation) *if applicable*; and
- (b) all information provided herein is within my personal knowledge and is both true and correct.

Signed at (place) on this.....day of

..... (month) (year).

Signature

I certify that the deponent:

- (a) has acknowledged that she/he knows and understands the contents of this application form and its annexures, that she/he has no objection to taking the prescribed oath and that she/he considers the oath binding on her/his conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at (place) on this day of.....(month)(year).

COMMISSIONER OF OATHS

Name _____

Address _____

Capacity _____