



Guideline for facility registration and operating license for currently operational facilities. (Energy, Water and Sewerage systems)

Table of Contents

CHAPTER 1: Introduction	3
CHAPTER 2: Application Forms	3
Chapter 2.1: GEN01: Application for Utility Service Facility Registration	3
Chapter 2.2: GEN02: Application for Utility Service Operating License	7
CHAPTER 3: Submission Of Applications.....	14
CHAPTER 4: Process Of Registration of Facilities.	14
CHAPTER 5: Process Of Licensing.....	15
CHAPTER 5.1: General information:.....	15
CHAPTER 5.2: Criteria for TOL:	15
CHAPTER 5.3: Criteria for POL:.....	15
CHAPTER 5.4: Processing TOL applications.	15
CHAPTER 5.5: Processing POL applications.....	15
ANNEX 1 – Onsite Requirements	17
ANNEX 2 - Pre-Requisite Checklist for Water System Permanent Operating License	19
ANNEX 3 - Pre-Requisite Checklist for Sewer System Permanent Operating License	20
ANNEX 4 - Pre-Requisite Checklist for Power System Permanent Operating License.....	21
ANNEX 5 - Process Flow for Utility Services Facility Registration And Operating License Applications	22
Annex 5.1 – Facility Registration	22
Annex 5.2 – TOL Application	23
Annex 5.3 – POL Application	24

Section 2: Type and purpose of Facility		2. قوت و مقصد: قوت و مقصد	
Choose all appropriate.		همه موارد مناسب را انتخاب کنید (همه)	
Power System for		سیستم برق برای	
A1. Inhabited Island	<input type="checkbox"/>	A1. جزیره مسکونی	
A2. Commercial & Industrial	<input type="checkbox"/>	A2. تجاری و صنعتی	
B1. Independent Power Producer	<input type="checkbox"/>	B1. تولیدکننده مستقل برق	
B2. Network/Infrastructure Operation	<input type="checkbox"/>	B2. شبکه و عملیات زیرساخت	
Water Supply System for		سیستم تأمین آب برای	
W-A1. Inhabited Island	<input type="checkbox"/>	W-A1. جزیره مسکونی	
W-A2. Commercial & Industrial	<input type="checkbox"/>	W-A2. تجاری و صنعتی	
W-B1. Independent Water Producer	<input type="checkbox"/>	W-B1. تولیدکننده مستقل آب	
W-B2. Network/Infrastructure Operation	<input type="checkbox"/>	W-B2. شبکه و عملیات زیرساخت	
W-B4. Rainwater Harvesting and Distribution (without a network)	<input type="checkbox"/>	W-B4. جمع‌آوری و توزیع آب باران (بدون شبکه)	
Sewerage System for		سیستم فاضلاب برای	
W-A1. Inhabited Island	<input type="checkbox"/>	W-A1. جزیره مسکونی	
W-A2. Commercial & Industrial	<input type="checkbox"/>	W-A2. تجاری و صنعتی	
W-B3. Independent Sewerage Treatment plant	<input type="checkbox"/>	W-B3. پودخانه تصفیه فاضلاب مستقل	
Detail Design/as-built Approved	Yes <input type="checkbox"/> No <input type="checkbox"/>	تأیید طراحی جزئی/به‌سازی: <input type="checkbox"/> آری <input type="checkbox"/> نه	
Detail Design/as-built Approval Reference Number:		شماره مرجع تأیید طراحی جزئی/به‌سازی: <input type="text"/>	

Mark all the applicable options here for all facilities that are intended to be registered. Eg: to register power system and water system of an inhabited island the applicant shall choose A1 and W-A1.

- **Inhabited Island:** All systems established to supply power, water and sewerage in inhabited islands as the utility service provider.
- **Commercial & Industrial:** All systems established to supply power, water or sewerage services (including self-use) for a commercial or industrial application. This includes resorts as well.
- **Independent Power Producer:** This is where power generation is done by a party other than the utility service provider and sells to the utility service provider (eg: solar PV system under a PPA)
- **Network/Infrastructure operation:** If the applicant only operates part of the system that provides the utility service (eg: generation, transmission or distribution)
- **For all existing facilities,** if the as-built is endorsed by the Authority it is to be indicated and the reference number on the document issued stating the approval of as-built can be stated here. If there are multiple reference numbers for an application involving multiple facilities all the reference numbers shall be listed.

This section refers to the details of the owner of the facility.

This section refers to the details of the focal point on behalf of the owner regarding the facility.

This section refers to the site details of the facility including the name of the facility, address and network coverage of each facility. For an application with multiple facilities the names of the facility and addresses can be listed if different for each facility.

[illegible]

This section refers to the documents that need to be submitted for facility registration.

- Company Registration: Copy of the registration certificate issued by Ministry of Economic Development.
- Copy of Focal Point ID/Registration: This is the identification document for the focal point. For locals this is their national identity card. For foreigners this can be official documents such as passport or work permit.
- Power of attorney document (for focal point): This is a letter/document issued by the company (owner) stating the focal point that has been assigned.
- For facilities with approved detail design where changes have been made during construction and operational phases, the updated as-built document must be submitted.
- For facilities that do not have a detail-design or as-built document approved they must submit the network coverage for each facility.
- Filled asset registry as shown in Annex 1. Applicant may use their own format as long as the required information is included.
- Proof of asset ownership can be submitted by documents such as purchase order, invoice or documents that state assets have been transferred to the applicant (eg. Handed over after completion of a project)

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[illegible]

I hereby certify that the information provided above is complete, true and correct to the best of my knowledge and shall produce proof of such information if I am called upon to do so. I agree to facilitate any site inspections required by the Authority. I am aware that the Utility Regulatory Authority reserves the right to reject this application, if found that the information provided is false. Additionally, I agree to the terms and conditions of any approval that results from this application.

Name	Signature	Stamp
Designation		
Date		

This section is the declaration by the owner. And should be signed by the owner or a person who has the capacity to sign on behalf of the owner.

Annex 1: This annex covers the asset registry format that is to be submitted with the application.

Annex 2: This annex covers the minimum requirement for asset registration. The components mentioned under this annex must be included in the asset registry for each respective facility.

Annex 3: This annex covers the fees applicable to different services and different kinds of facility registrations.

Chapter 2.2: GEN02: Application for Utility Service Operating License

Section 1: Application Type		1. قسم: نوع الطلب	
Choose only one option from the following.		اختر فقط خياراً واحداً من الخيارات التالية.	
Application Type:		نوع الطلب:	
New	<input type="checkbox"/>	جديد	
Renew	<input type="checkbox"/>	إجديد	
Termination of License	<input type="checkbox"/>	إلغاء الترخيص	
Re-issue (Lost /damaged)	<input type="checkbox"/>	إصدار جديد (فقدان/تلف)	
License Type:	Temporary <input type="checkbox"/>	Permanent <input type="checkbox"/>	نوع الترخيص: مؤقت <input type="checkbox"/> دائم <input type="checkbox"/>
Existing Operating License Number (if applicable):		رقم الترخيص التشغيلي الحالي (إن وجد):	

This section refers to the type of application.

- For application type the applicant shall choose one of the options available.
 - New: Application for a new license
 - Renew: If applying to renew an issued license for an existing licensed operator.

- Termination of license: If the operator is no longer operating the already licensed facility and their license has a remaining validity period the operator can apply to terminate their active license.
- Re-issue: If an operator needs a copy of the license issued to them due to the document being lost or damaged.
- For license type the applicant shall choose one of the options available
 - Temporary: This is a temporary operating license issued for a maximum duration of 1 year.
 - Permanent: This is a permanent operating license issued for a stated period between 5-30 years as indicated under Annex 2.
- Exiting operating license number: this is the reference number if there is a license already issued to the operator of the stated facility. This is applicable to all applications except “New” type applications.

Section 2: Type and purpose of Facility		2 ވަނަ ބައި: ފެކްޓަރީ ތަކުގެ ބަނޑުލަންނަ ވަރުދަން	
Choose all appropriate.		އެއްވެސް ތަކެއް ޖެހޭ (އަންގާ)	
Power System for ފޯމް ޖެހޭ ބަނޑުލަންނަ ވަރުދަން			
A1. Inhabited Island	<input type="checkbox"/>	A1. ޖަހާފައިވާ ރާއްޖޭގެ ބަނޑުލަންނަ ވަރުދަން	
A2. Commercial & Industrial	<input type="checkbox"/>	A2. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
B1. Independent Power Producer	<input type="checkbox"/>	B1. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
B2. Network/Infrastructure Operation Only	<input type="checkbox"/>	B2. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
Water Supply System for ފޯމް ޖެހޭ ބަނޑުލަންނަ ވަރުދަން			
W-A1. Inhabited Island	<input type="checkbox"/>	W-A1. ޖަހާފައިވާ ރާއްޖޭގެ ބަނޑުލަންނަ ވަރުދަން	
W-A2. Commercial & Industrial	<input type="checkbox"/>	W-A2. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
W-B1. Independent Water Producer	<input type="checkbox"/>	W-B1. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
W-B2. Network/Infrastructure Operation Only	<input type="checkbox"/>	W-B2. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
W-B4. Rainwater Harvesting and Distribution (without a network)	<input type="checkbox"/>	W-B4. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
Sewerage System ފޯމް ޖެހޭ ބަނޑުލަންނަ ވަރުދަން			
W-A1. Inhabited Island	<input type="checkbox"/>	W-A1. ޖަހާފައިވާ ރާއްޖޭގެ ބަނޑުލަންނަ ވަރުދަން	
W-A2. Commercial & Industrial	<input type="checkbox"/>	W-A2. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
W-B2. Network/Infrastructure Operation Only	<input type="checkbox"/>	W-B2. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
W-B3. Independent Sewerage Treatment plant	<input type="checkbox"/>	W-B3. ޖަހާފައިވާ ބަނޑުލަންނަ ވަރުދަން	
License period in years for permanent licenses (Refer to Annex 2)	Click or tap here to enter text.		
Note: All temporary licenses will be issued for a period of 01 (one) year.			
Detail Design/as-built Approved	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Detail Design/as-built Approval Reference Number: (if applicable):	Click or tap here to enter text.		

This section refers to the type of facility being operated. Applicant can choose all applicable facilities.

- Inhabited Island: All systems established to supply power, water and sewerage in inhabited islands as the utility service provider.
- Commercial & Industrial: All systems established to supply power, water or sewerage services (including self-use) for a commercial or industrial application. This includes resorts as well.
- Independent Power/Water Producer or sewerage treatment plant: This is where power/water generation or sewerage treatment is done by a party other than the utility service provider and sells to the utility service provider (eg: solar PV system under a PPA)
- Network/Infrastructure operation: If the applicant only operates part of the system that provides the utility service (eg: generation, transmission or distribution)
- Licensing period: this can be left blank if applying for a temporary license as the issued license will be for 1 year. For permanent license the applicant shall state between 05 – 30 years as stated in Annex 2.
- For all existing facilities, if the as-built is endorsed by the Authority it is to be indicated and the reference number on the document issued stating the approval of as-built can be stated here. If there are multiple reference numbers for an application involving multiple facilities all the reference numbers shall be listed.

Section 3: Operator Details		3 ވަނަ ބައި: ސަރުކާރު ފަރާތްތަކުގެ ފޯމު
Complete all of the following.		އިތުރު ފޯމުތައް ފުރިހަމަކުރާށެވެ.
Name of Company:	Click or tap here to enter text.	ޖަމިއްޔާގެ ނަންމު:
Registration Number:	Click or tap here to enter text.	ރަޖިސްޓްރޭޝަން ނަންބަރު:
Mailing Address:	Click or tap here to enter text.	ފޮތުގެ ބަންދު:
Email Address:	Click or tap here to enter text.	އިމެއިލުގެ ބަންދު:
Contact Number:	Click or tap here to enter text.	މުޢާމަލާތުގެ ނަންބަރު:
Website:	Click or tap here to enter text.	ވެބްސައިޓް:

This section refers to the details of the operator.

Section 4: Focal point Details		4 ވަނަ ބައި: ފޯކަލް ޕޮއިންޓްގެ ފޯމު
Complete all of the following.		އިތުރު ފޯމުތައް ފުރިހަމަކުރާށެވެ.
Name:	Click or tap here to enter text.	ނަންމު:
ID card Number:	Click or tap here to enter text.	އި.ޖީ.ކޭ. ނަންބަރު:
Designation:	Click or tap here to enter text.	މަގުދަސް:
Email Address:	Click or tap here to enter text.	އިމެއިލުގެ ބަންދު:
Contact Number:	Click or tap here to enter text.	މުޢާމަލާތުގެ ނަންބަރު:

This section refers to the focal point on behalf of the operator. This is the person the Authority will contact regarding the operations of the facility.

Annex Part 1: Required for all Applications		بەشێوەی 1: پێویست بۆ هەموو ئەپڵیکەسییەکان
Company Registration	<input type="checkbox"/>	تەرخوونی بۆ کۆمپانی
GST registration Certificate	<input type="checkbox"/>	بڕیارنامەی تۆڕێکی بەرهەمهێنەرێک
Company Profile	<input type="checkbox"/>	تەرخوونی بۆ پڕۆفایل
Board Resolution	<input type="checkbox"/>	بڕیارنامەی بۆرد
Service Agreement	<input type="checkbox"/>	بڕیارنامەی وێستاندنی خێمە
Commissioning Report	<input type="checkbox"/>	بڕیارنامەی بۆ کۆمپانی
Please refer to Annex 3 for commission report template.		
Company Financial Audit Statement (latest fiscal year)	<input type="checkbox"/>	تەرخوونی بۆ وێستاندنی خێمە (بۆ ساڵێک)
Note: Service agreement is not required if the operator is the owner of the facility for licence type A2 and W-A2.		تۆڕ: ئەگەر وێستاندنی خێمە بۆ وێستاندنی خێمە A2 و W-A2 نەبێت، ئەوا پێویست نییە.

This annex part refers to the documents that must be submitted with all applications.

- **Company Registration:** This is the registration certificate issued by the Ministry of Economic Development.
- **GST registration Certificate:** This is the registration certificate issued by Maldives Inland Revenue Authority.
- **Company profile:** this is the introduction of the company which provides information regarding the activities, mission, goals and strengths of the company.
- **Board Resolution:** This is a document issued by the board of directors of the company stating they have agreed to operate the applied facilities.
- **Service Agreement:** This is the agreement between the responsible council of the utility services.
- **Commissioning Report:** This is the report generated after the commissioning phase of the facility. This document is not required by facilities already operational before publication of the regulations stated in Chapter 1.

Annex Part 2: Documents to be submitted for Temporary license and New Applications	دوره دوم: اسنادی که باید برای مجوز موقت و درخواست های جدید ارائه شود
House connection list (at least 90% connections established) – required only for A1 and W-A1	فهرست اتصال خانگی (حداقل ۹۰٪ اتصالات برقرار شده) - فقط برای A1 و W-A1 الزامی است
Please refer to Annex 4 for house connection list template.	لطفاً به ضمیمه ۴ برای نمونه فرم فهرست اتصال خانگی مراجعه کنید.
Connection material list for new connections (30% of the household list) – required only for A1 and W-A1	فهرست مواد اتصال برای اتصالات جدید (۳۰٪ از لیست خانوار) - فقط برای A1 و W-A1 الزامی است
Proposed Tariff structure (if applicable)	ساختار پیشنهادی تعرفه (در صورت امکان)
Operators (Name, ID No, Designation, qualification) – minimum 4 operators with minimum C3 certification.	اپراتورها (نام، شماره شناسایی، سمت، صلاحیت) - حداقل ۴ اپراتور با حداقل گواهینامه C3
Part 2A: Additional Documents for Power systems:	بخش ۲ا: اسناد اضافی برای سیستم های برق:
Power testing and maintenance equipment list	فهرست تجهیزات تست و نگهداری نیرو
Part 2B: Additional Documents for Water and Sewerage systems	بخش ۲ب: اسناد اضافی برای سیستم های آب و فاضلاب:
Water Quality test reports	گزارشات آزمایش کیفیت آب
Please refer to Annex 5 for water test report template.	لطفاً به ضمیمه ۵ برای نمونه فرم گزارش آزمون آب مراجعه کنید.
Water and sewerage laboratory equipment list	فهرست تجهیزات آزمایشگاه آب و فاضلاب
Minimum equipment requirement is the daily water testing requirements mentioned in annex 3.	حداقل نیاز تجهیزات همانند الزامات روزانه آزمون آب ذکر شده در ضمیمه ۳ است.

This annex part covers documents to be submitted for a new or temporary license application. Part 2A refer to documents to be submitted if the application includes a power system. And Part 2B refer to documents to be submitted if the application includes water and sewerage systems.

- A minimum of 4 operators for each facility are required for a temporary license with a minimum qualification of C3 certification. This list can include engineers and other technical staff in the operating company available at the facility.
- Power testing and maintenance equipment list: this is a list of measuring devices and devices used for maintenance such as multimeter, ammeter, equipment used for distribution box installation etc.
- Water quality test reports: this is the water quality test report issued by a certified laboratory (local or international) that covers all the test parameters mentioned under Annex 5.
- Wastewater quality test reports: this is the wastewater quality test report issued by a certified laboratory (local or international) that covers all the test parameters mentioned under Annex 5.
- Water and sewerage laboratory equipment list: this is the list of equipment available on site for water testing required to test the parameters stated under Annex 5. If there is no laboratory established in the facility the operator can submit a commitment letter as stated on the application form providing the commitment to carry out the water testing necessary from a certified laboratory.

Annex Part 3: Documents to be submitted for Permanent license		2ވަނަ ބައި: ދިވެހި ބަނޑުގަތުމަށް ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
Operators (Name, ID No., Designation, qualification) – minimum 6 operators with minimum C3 certification.	<input type="checkbox"/>	އޮޕަރޭޓަރުން (ނަންމު، އި.ޖީ.އެން.އެން. ނަންބަރު، ދަރިވަރު، ސަރުކާރު، ވަނަވަރު) - ސަންޓުޔަންޑަރު C3 ގެ ސަބަބުން ދަށުން 6 ބަނޑުގަތުމަށް ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
Health and safety manual	<input type="checkbox"/>	ސަލާމަތު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
Operation and maintenance manual	<input type="checkbox"/>	އޮޕަރޭޓަރު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
Emergency response plan	<input type="checkbox"/>	އިމާރާތު ސަރުކާރު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
Proposed Tariff structure (exempted for resorts)	<input type="checkbox"/>	ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ (ސަރުކާރު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ)
5-year investment plan	<input type="checkbox"/>	5 އަހަރުގެ ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
5-year load forecast	<input type="checkbox"/>	5 އަހަރުގެ ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
Company service regulation	<input type="checkbox"/>	ކަނޑުގަތުމަށް ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
Company business plan	<input type="checkbox"/>	ކަނޑުގަތުމަށް ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ
List of services and prices (if applicable)	<input type="checkbox"/>	ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ (ނަންމު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ)
All application forms for the services provided by applicant with Terms & Conditions (if applicable)	<input type="checkbox"/>	އޮޕަރޭޓަރު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ (ނަންމު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ)
Fire-safety inspection letter (from relevant government body)	<input type="checkbox"/>	ފަންނު ސަލާމަތު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ (ސަރުކާރު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ)
Document stating any conditions issued under a temporary license has been met if any.	<input type="checkbox"/>	ވަނަވަރު ބަނޑުގަތުމަށް ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ ނަންމު ފަންނު ދަށުން ހުށަހަޅާން ޖެހޭ ވިޔަފާރީ

Part 3 of Annex covers the documents to be submitted for a permanent license application.

- For all permanent license applications, the following documents are required.
 - Operators: A minimum of 6 operators are required for a temporary license with a minimum qualification of C3 certification. This list can include engineers and other technical staff in the operating company available at the facility.
 - Health and Safety manual: this a health and safety manual for the operations staff working at the facility required under the Energy and Water Acts.
 - Operation and Maintenance manual: This is the document outlining how to operate the system and to carry out maintenance works of the system
 - Emergency response plan: this is the document that outlines the procedure that will be followed in case of different types of emergencies.
 - Proposed Tariff structure. This must be within the maximum tariff rates set.
 - 5-year investment plan based on the demand growth forecasted and company expansion planned if any.
 - 5-year load forecast should cover the expected growth for the demand of service.
 - Company service regulation: This the general regulation of the company related to the utility service provided.
 - Company business plan
 - List of services and prices: This includes all the utility related services offered by the company.
 - Application forms for the services provided with terms and conditions.
 - Fire-safety inspection letter: this is the document issued by MNDF (Maldives National Defense Force) or any other party endorsed by Ministry of Defense that the facility meets the fire-safety requirement and should be valid at the time of application.

CHAPTER 5: Process Of Licensing

CHAPTER 5.1: General information:

- There are two types of Utility Operating License for each sector (Energy, Water and Sewerage)
 - Temporary Operating License (TOL)
 - Permanent Operating License (POL)

CHAPTER 5.2: Criteria for TOL:

- TOL is issued if the application is for a temporary operating license **OR** if the facility does not comply with the requirements for Permanent Operating License.
- The required documents for TOL are listed on the application forms “Application for Utility Service Operating License” (GEN02).
- Maximum License period is 1 (one) year.
- If the Licensee is unable to comply with the requirements for Permanent Operating License within the 1-year of the TOL period, then the Licensee can apply for an extension of the TOL.
- Any TOL issued can be extended multiple times if required. An application form must be submitted for each extension and each extension will be granted a maximum of 1 (one) year. The annual fee stated in the regulation and the application form will be charged for each temporary license extension.

CHAPTER 5.3: Criteria for POL:

- POL is issued when the facility fully complies with all the pre-requisites for Permanent Operating License.
- Minimum License period is 5 years
- Maximum License period is 10/30 years based on type of license applied.

CHAPTER 5.4: Processing TOL applications.

- Once the application is processed and if the application meets the criteria for a TOL an email will be sent to the applicant with the following details to complete the payment
 - Application type
 - Reference No.
 - Amount due (fees for the TOL are also mentioned of the application form)
- The applicant can make the payment through Bandeyri Portal and email the receipt to the Authority.
- Once the payment is made, a TOL will be issued by email to the Applicant.
- The terms and conditions for the license will be attached with the license issued to the applicant.
- Note: An inspection is not mandatory for TOL applications. If all documents are submitted, Authority can issue a TOL once the licensing fees are paid.

CHAPTER 5.5: Processing POL applications.

- If the application is complete then URA will inform the Applicant an Inspection date within 5 days of POL submission.
- Inspection of the facility is mandatory for all POL applications.
- Before the POL Inspection visit by URA the Applicant should ensure that all the necessary requirements (mentioned in section 3 and 4) are ready onsite.
- Refer to Annex 1 for onsite requirements of each type of facility.

- Refer to Annex 2, 3 and 4 for pre-requisite checklists for the applicant's convenience.
- Ensure all items on the checklist are available during inspection for a more streamlined inspection.
- Note: if it was found during the inspection that the pre-requisites for POL are not met, a TOL will be issued to the facility instead.
- Once the inspection is completed and if the application meets the criteria for a POL or TOL an email will be sent to the applicant with the following details to complete the payment
 - Application type
 - License type
 - License duration
 - Reference No.
 - Amount due (fees for the POL are also mentioned of the application form)
- The applicant can make the payment through Bandeyri Portal and email the receipt to the Authority.
- Once the payment made is confirmed, the license will be issued by email to the Applicant.
- The terms and conditions for the license will be attached with the license issued to the applicant.

ANNEX 1 – Onsite Requirements

This annex covers the onsite requirements for when the inspection takes place under a POL application for each type of facility.

1. Onsite requirements for a POL of a Water Supply System
 - i. As-built drawings (updated)
 - ii. Network Pressure test (minimum from 3 locations)
 - iii. Designated Sampling Point (DSP) locations.
 - iv. 6 Operators with certification (should have 1 be certified lab technician among the 6 operator)
 - v. Health and Safety Manual
 - vi. Operation and Maintenance manual
 - vii. Emergency Response Plan
 - viii. Safety equipment
 - ix. Spare parts list
 - x. Chemical storage space
 - xi. Customer service office
 - xii. Complain Handling Mechanism (CHM)
 - xiii. Water testing Laboratory setup
 - xiv. Water test reports (should comply with the supply water standard)
 - xv. Outfall inspection (visual inspection)
 - xvi. Daily/monthly data log sheets
 - xvii. Fire safety inspection letter
2. Onsite requirements for a POL of a Sewerage System
 - i. As-built drawings (updated)
 - ii. Sewer pump specifications (brand and capacity)
 - iii. Ground water sampling point for Pumping stations
 - iv. Boundary walls for pump stations
 - v. 6 Operators with certification (should have 1 be certified lab technician among the 6 operator)
 - vi. Health and Safety Manual
 - vii. Operation and Maintenance manual
 - viii. Emergency Response Plan
 - ix. Safety equipment
 - x. Spare parts list
 - xi. Customer service office
 - xii. Complain Handling Mechanism (CHM)
 - xiii. Wastewater testing Laboratory setup
 - xiv. Wastewater test reports (should comply with the wastewater discharge standard)
 - xv. Outfall inspection (visual inspection)
 - xvi. Daily/monthly data log sheets
 - xvii. Fire safety inspection letter
3. Onsite requirements for POL of a Power System
 - i. As-built drawings (updated)
 - ii. 6 Operators with certification
 - iii. Health and Safety Manual

- iv. Operation and Maintenance manual
- v. Emergency Response Plan
- vi. Safety equipment list
- vii. Spare parts list
- viii. Maintenance log sheets
- ix. Daily/monthly data log sheets
- x. Customer service office
- xi. Complain Handling Mechanism (CHM)
- xii. Fire safety inspection letter

ANNEX 2- Pre-Requisite Checklist for Water System Permanent Operating License

No	Check	Description
1	<input type="checkbox"/>	As-built drawings (updated)
2	<input type="checkbox"/>	Network Pressure test (minimum from 3 locations)
3	<input type="checkbox"/>	Designated Sampling Point (DSP) locations.
4	<input type="checkbox"/>	6 Operators with certification (should have 1 be certified lab technician among the
5	<input type="checkbox"/>	Health and Safety Manual
6	<input type="checkbox"/>	Operation and Maintenance manual
7	<input type="checkbox"/>	Emergency Response Plan
8	<input type="checkbox"/>	Safety equipment
9	<input type="checkbox"/>	Spare parts list
10	<input type="checkbox"/>	Chemical storage space
11	<input type="checkbox"/>	Customer service office
12	<input type="checkbox"/>	Complain Handling Mechanism (CHM)
13	<input type="checkbox"/>	Water testing Laboratory setup
14	<input type="checkbox"/>	Water test reports (should comply with the supply water standard)
15	<input type="checkbox"/>	Outfall inspection (visual)
16	<input type="checkbox"/>	Daily/monthly data log sheets
17	<input type="checkbox"/>	Fire safety inspection letter

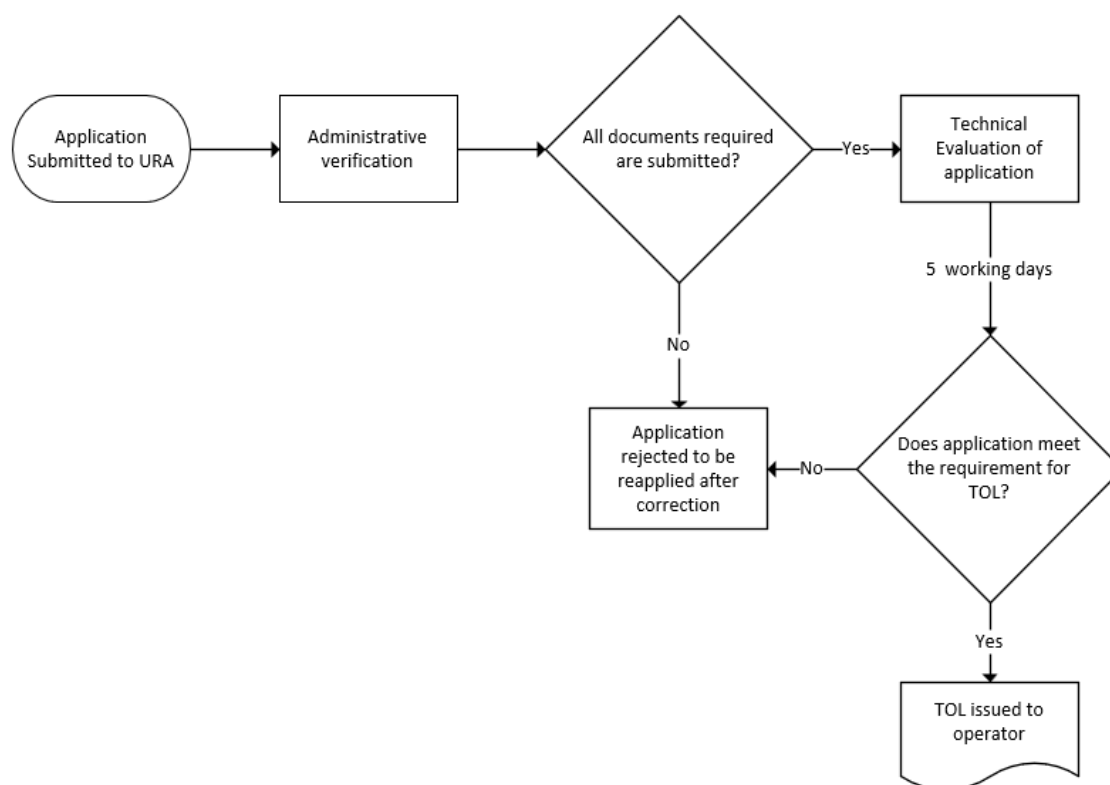
ANNEX 3- Pre-Requisite Checklist for Sewer System Permanent Operating License

No	Check	Description
1	<input type="checkbox"/>	As-built drawings (updated)
2	<input type="checkbox"/>	Sewer pump specs (brand and capacity)
3	<input type="checkbox"/>	Ground water sampling point for Pumping stations
4	<input type="checkbox"/>	Boundary walls for pump stations
5	<input type="checkbox"/>	6 Operators with certification (should have 1 be certified lab technician among the 6 operator)
6	<input type="checkbox"/>	Health and Safety Manual
7	<input type="checkbox"/>	Operation and Maintenance manual
8	<input type="checkbox"/>	Emergency Response Plan
9	<input type="checkbox"/>	Safety equipment
10	<input type="checkbox"/>	Spare parts list
11	<input type="checkbox"/>	Customer service office
12	<input type="checkbox"/>	Complain Handling Mechanism (CHM)
13	<input type="checkbox"/>	Wastewater testing Laboratory setup
14	<input type="checkbox"/>	Wastewater test reports (should comply with the wastewater discharge standard)
15	<input type="checkbox"/>	Outfall inspection
16	<input type="checkbox"/>	Daily/monthly data log sheets
17	<input type="checkbox"/>	Fire safety inspection letter

ANNEX 4- Pre-Requisite Checklist for Power System Permanent Operating License

No	Check	Description
1	<input type="checkbox"/>	As-built drawings (updated)
2	<input type="checkbox"/>	6 Operators with certification
3	<input type="checkbox"/>	Health and Safety Manual
4	<input type="checkbox"/>	Operation and Maintenance manual
5	<input type="checkbox"/>	Emergency Response Plan
6	<input type="checkbox"/>	Safety equipment list
7	<input type="checkbox"/>	Spare parts list
8	<input type="checkbox"/>	Maintenance log sheets
9	<input type="checkbox"/>	Daily/monthly data log sheets
10	<input type="checkbox"/>	Customer service office
11	<input type="checkbox"/>	Complain Handling Mechanism (CHM)
12	<input type="checkbox"/>	Fire safety inspection letter

Annex 5.2 – TOL Application



Annex 5.3 – POL Application

