

## ***The Drinking Water Safety Act*** **Permit To Construct or Alter a Public Water System** **Permit Application Checklist**

The following items **must be submitted** as part of an application for a ***Permit to Construct/Alter a Public Water System***:

- A completed Permit Application Form (attached).
- Two printed sets of 11" x 17" stamped (sealed by a professional engineer registered in the province of Manitoba) drawings of the proposed works.
- Two printed sets of project (construction) specifications.
- Two sets of drawings and specifications in Adobe Acrobat (pdf) readable format on separate compact discs (CD).
- Two printed copies of a design brief including project description, reason for project, proposed construction schedule and location map if not included in the drawings.
- A summary of key design parameters for each project component (water supply, treatment, storage, distribution) and a statement from the design engineer on general conformance with Ten State Standards noting proposed deviations from these Standards with an explanation.

It is **recommended that the following items be included with the submission** where applicable; these items may be addressed in a pre-design report or an *Environment Act* proposal:

- Process schematics of the current, if applicable, and proposed water treatment train for water treatment works if not included in the drawings.
- Specifications and performance guarantees for water treatment equipment if not included in the project specifications.
- Evidence of the suitability of a proposed water treatment process including pilot study results, anticipated treated water quality and log reduction/inactivation calculations.
- Chemical, physical and bacteriological water quality data and an assessment of seasonal variability, where applicable, and vulnerability to contamination for a new water source.
- Well log and well construction details for a new water supply well.
- A summary of the evaluation of project alternatives (ex: sources, technologies, sites).
- A description of how the alterations to an existing water system will be constructed and commissioned to ensure public health is not compromised during these periods if not included in the project specifications.

### **Submission Instructions:**

- Submit the technical information package, checklist and application form to:**

The Office of Drinking Water  
1007 Century Street  
Winnipeg, MB R3H 0W4

#### **DEPARTMENT USE ONLY**

Operation #:

PWS Code:

Approval #:

Operating Licence #:

DWO:

***The Drinking Water Safety Act***  
**Permit to Construct or Alter a Public Water System**  
**Permit Application Form**

**Section 1: Owner/Proponent Information**

Legal Name of Owner - Corporation (Inc. or Ltd.), Cooperative or Individual:		
Contact Person, if different than above:		
Mailing Address:		
City/Town/Village:	Province:	Postal Code:
Civic Address, if different from above:		
Telephone:	Fax:	Email:

**Section 2: Project Location**

Name of Facility/Water System and Community Code (for existing public water systems):	
Legal Land Description (Section/Township/Range, Longitude/Latitude, and Rural Municipality):	
Location/Address of Work Site:	
Head Operator:	Telephone:
Operating Licence Number for Water System, if applicable:	

**Section 3: Project Identification**

Construction of a new public water system OR  Alteration of existing public water system

**Section 4: Registered Professional Engineer**

Name:	Firm:	
Address:		
Telephone:	Fax:	Email:

**Section 5: Certification**

I certify that the information contained in this form is complete and accurate to the best of my knowledge.	
_____	_____
Signature of Owner/Owner's Representative	Date

Personal information is collected under the authority of *The Drinking Water Safety Act* and its pursuant regulations, and is used to issue permits and licences, and for enforcement purposes. Information collected is protected by the privacy provisions of *The Freedom of Information and Protection of Privacy Act*. If you have any questions, contact the Access & Privacy Coordinator, 200 Saulteaux Cr., Winnipeg, MB R3J 3W3, 204-945-4170.