

The Drinking Water Safety Act **Operating Licence For a Semi-Public Water System** **Operating Licence Application Checklist**

The following items **must be submitted** as part of an application for an ***Operating Licence for a Semi-Public Water System***:

- A completed Operating Licence Application Form (attached).
- An Operating Licence Water System Information Form (attached).
- A map indicating the location of the major water system components: surface water intake or well(s), water treatment plant, pumping station(s), and the extent of water distribution system piping.
- A process schematic, sketch or engineering drawing of the water treatment process, if applicable, including (but not limited to) all chemical injection points, on-line monitoring equipment and sampling taps.
- Copies of the most recent chemical analysis results for the raw and treated water.
- If the application is being made following issuance of a permit for the construction or alteration of a semi-public water system, statements from a registered professional engineer, the contractor or the owner on any construction changes, and confirming completion of disinfection procedures and operator training (as per the permit conditions).

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 #:

SPWS Code:

Approval #:

Construction Permit #:

DWO:

The Drinking Water Safety Act **Operating Licence for a Semi-Public Water System** **Operating Licence 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: Water System Information

Name of Facility/Water System and SPWS Code (for existing semi-public water systems):		
Location of Facility/Water System (address, rural municipality and legal land description, Section/Township/Range):		
Population Served, for seasonal systems give average and peak summer day:		
Construction Permit #, if applicable:		
Water Treatment Facility Classification, if available:	Water Distribution Facility Classification, if available:	
Head Operator and Certification Level:		
Contact address for Head Operator:		
Telephone:	Fax:	Email:
24-hour emergency contact number for the water system:		

Section 3: Registered Professional Engineer, if applicable

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

Section 4: Certification

I certify that the information contained in this form is complete and accurate.	
_____	_____
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.