

The Public Health Act Application for a Certificate of Approval Checklist

The following items **must be submitted** as part of an **Application for a Certificate of Approval** for a Wastewater Collection System Project:

- A completed Application Form (attached)
- One printed set of 11" x17" sealed (by a professional engineer registered in the province of Manitoba) drawings of the proposed works
- One printed copy of project tender documents/construction specifications
- One printed copy of a design brief including:
 - Project description including reason for project
 - Summary of key design parameters (ex: design population, pipe capacity, length, diameter, velocity, roughness co-efficient, slope, horizontal & vertical separation, etc.) for each wastewater collection system component (ex: low pressure sewer system, gravity sewer system, forcemains, lift stations)
 - A statement from the design engineer on general conformance with The Ten State Standards noting any significant deviations along with technical justification
 - Proposed construction schedule
 - Location map if not included in the drawings
- One set of permit documents in electronic (pdf) format on a compact disc (CD)
- Approval letter from the Local Government for the proposed subdivision/residential Development
- Confirmation letter from the owner of the wastewater treatment facility that will be receiving wastewater from the proposed wastewater collection system indicating that the treatment facility has or will have sufficient hydraulic and organic capacity to accommodate the wastewater from the proposed wastewater collection system. If sufficient treatment capacity is not presently available, the timeline for the availability of sufficient capacity is required. Capacity confirmation will normally be carried out by the owner's engineer or engineering consultant.

The following additional items **must be submitted depending on the type of project**:

- Process schematics for a new lift station, if not included, in the drawings
- Summary of the evaluation of project alternatives (ex: low pressure versus gravity sewer system; type of lift station; lift station location)
- Description of how the project will be constructed and commissioned to ensure the environment and public health are not compromised during these periods, if not included in the project specifications
- Description of how components of an existing system will be decommissioned (ex: existing septic tanks, existing lift stations)

Submission Instructions:

- Submit the technical information package to:**
 - Director
 - Environmental Approvals Branch
 - Manitoba Sustainable Development
 - 1007 Century Street
 - Winnipeg, MB R3H 0W4

**The Public Health Act
Application for a Certificate of Approval Form**

Section 1: Owner/Proponent Information

Legal Name of Owner/Proponent during Construction (Municipality, Department, Corporation or Individual):		
Contact Person, if different from above:		
Mailing Address:		
City/Town/Village:	Province:	Postal Code:
Civic Address, if different from above:		
Telephone:	Fax:	Email:

Legal Name of Owner/Proponent after Construction, if different from above (Municipality, Department, Corporation or Individual):		
Contact Person, if different from 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/Wastewater Collection System:
Legal Land Description, e.g., Section/Township/Range, Longitude/Latitude, and Rural Municipality:
Location/Address of Work Site:

Section 3: Project Identification

Construction of a new wastewater collection system Alteration of an existing wastewater collection system

Check all that apply:

- Gravity Sewer System
- Low Pressure Sewer System
- Lift Station
- Forcemain

Section 4: Registered Professional Engineer

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

Section 5: Certification

I certify that the information contained in this application 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 Public Health 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., Box 85, Winnipeg MB R3J 3W3, 204-945-4170.