

**SCHEDULE 4**

*Regulation 6*

**THE PETROLEUM SUPPLY ACT, 2003**

**THE PETROLIUM SUPPLY (GENERAL) REGULATIONS, 2009**

**APPLICATION FOR PETROLEUM OPERATING LICENCE(S)**

Application is hereby made for a petroleum operating licence.

*Note: If space is insufficient to provide details, please attach annexure(s). Any annexure(s) should be identified as such and signed by the signatory of this application.*

**Information provided should be as at the date of the application or renewal.**

1. Name, address and nationality of the applicant. *(If body corporate, provide the corporate name, registered office address and place of incorporation.)*  
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2. Name, Contact Telephone Numbers, and Addresses of Directors and Chief Executive Officer.  
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3. Tax Identification Number /VAT Registration Certificate  
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4. If incorporated outside Uganda, provide proof of establishment of a place of business in Uganda and of registration as a foreign company in accordance with the Companies Act.  
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5. Location of the facility (district, county, sub county, parish and LC1).  
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6. Type of operating licence applied for e.g. *Importation and exportation, pipeline transportation, surface transportation on land or water, storage, including industrial consumers, wholesale and retail distribution and sales, processing or other operations involving the construction of physical plants e.t.c.*  
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7. Name and address of existing or proposed supplier(s) of petroleum products.  
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8. Names, addresses and qualifications of management personnel to be employed for the operation:  
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9. Date for commencement of operations:  
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10. Name and address of Insurer  
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11. Description of the safety programmes and equipment for occupational health, industrial safety and environment  
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12. Proof of amount of investment to be used, supported by a Bank Reference Letter.  
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13. Description of safety programmes, equipment and plans for protection of occupational health, industrial safety and the environment during regular operations.  
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14. Description of contingency plans for accidents, natural disasters or other emergencies.  
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15. Please provide copies of the following documents-
  - (a) a business Plan;
  - (b) latest Environment Impact Assessment/Audit certificate from NEMA;
  - (c) certificate for completion of construction of facility/Installation;
  - (d) previous copies of operations licence ;
  - (e) investment licence by Uganda Investment Authority ;
  - (f) copy of agreement for supply of petroleum products;
  - (g) certificate of incorporation or registration;
  - (h) insurance policy;
  - (i) proof of payment for application for operating licence;
  - (j) bank reference letter;
  - (k) statement and supporting documents giving particulars of the financial and technical capacity of the applicant to operate a petroleum facility;
  - (l) proof of storage facilities owned, rented or otherwise with minimum ten (10) days average monthly anticipated throughput;
  - (m) in case of application for retail licence and licence for industrial consumers, proof of legally binding supply contracts with licensed wholesalers;

- (n) proof of approval or applications filed for other authorizations required by other Government authorities;
- (o) for applicants for a petroleum transportation licence, provide a list of the trucks to be inspected by the Commissioner, detailing for each truck, the registration number, chassis number, tanker capacity, number of axles, copy of certified calibration chart(s) indicating expiry date, copy of logbook, certificate of road-worthiness, proof of training and experience of driver together with a copy of his/her permit. Where applicable, a copy of a previous Transportation Licence is to be attached.

16. Any other additional information considered relevant to this application.

I/ We .....(Director), ..... (Director) and ..... (Secretary) declare that all the information given in this application and in the attached documents is true and correct.

Signed:

.....) Director

.....)Director

.....) Secretary

Date:.....

***Note: Applications should be made to the Commissioner, Petroleum Supply, Ministry of Energy and Mineral Development.***