

**NOTICE 644 OF 2012****PETROLEUM PRODUCTS ACT, 1977****AMENDMENT OF REGULATIONS REGARDING PETROLEUM PRODUCTS  
MANUFACTURING LICENCES**

The Minister of Energy intends to make the regulations in the Schedule under section 12C read with sections 2A, 2C, 2E, and 12F of the Petroleum Products Act, 1977 (Act No. 120 of 1977), which draft regulations are hereby published for comment.

All interested parties are hereby invited to comment in writing on the proposed regulations to the Controller of Petroleum Products by—

- (a) Post: Department of Energy  
Private Bag X 96  
Pretoria,  
0001,
- (b) Hand delivery to: Department of Energy  
192 Visagie Street  
Cnr Paul Kruger & Visagie Streets  
Pretoria  
0001,

Or, alternatively

- (c) Email to: [jaco.steyn@energy.gov.za](mailto:jaco.steyn@energy.gov.za)

Comments must be submitted within 30 days from the date of publication of this notice. Comments received after the closing date may not be considered.

## **SCHEDULE**

### **Definition**

1. In these regulations "the Regulations" means the regulations published under Government Notice No. R. 288 of 27 March 2006.

### **Amendment of regulation 11 of the Regulations**

2. Regulation 11 (4) of the Regulations is hereby amended by the substitution for paragraph (a) of the following paragraph:

“(a) remains the property of the Department of Energy;”.

### **Substitution of Annexure A to the Regulations**

3. Annexure A to this schedule is hereby substituted for Annexure A to the Regulations

### **Substitution of Annexure A to the Regulations**

4. Annexure B to this schedule is hereby substituted for Annexure B to the Regulations:

## ANNEXURE A: FORMS



energy

Department:  
Energy  
REPUBLIC OF SOUTH AFRICA

DE 30

## APPLICATION FORM FOR A MANUFACTURING LICENCE

PETROLEUM PRODUCTS ACT 120 OF 1977 AS AMENDED - PETROLEUM PRODUCTS MANUFACTURING LICENCE  
REGULATIONS 2006

**INSTRUCTIONS**

1. READ REGULATIONS BEFORE COMPLETING THIS APPLICATION FORM.

2. USE CAPITAL LETTERS AND WHERE APPLICABLE MARK WITH A ☐.

**OFFICIAL USE ONLY**

MANUFACTURING LICENCE NUMBER

/						/			
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**SECTION 1: APPLICANT'S DETAILS**

REGISTERED  
NAME  
IN FULL


TRADE  
NAME  
IN FULL


POSTAL  
ADDRESS OF  
REGISTERED  
OFFICE


POSTAL CODE

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PHYSICAL  
ADDRESS OF  
REGISTERED  
OFFICE


POSTAL CODE

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BUSINESS  
TEL NO.  
(INCLUDE  
CODE)

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MOBILE PHONE  
NUMBER

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FAX NO.  
(INCLUDE  
CODE)

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[illegible]

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[illegible][illegible][illegible]

Indicate by cross ☒ type of entity or specify in "other"

☐ SOLE TRADER

☐ BODY CORPORATE

OTHER

[illegible][illegible][illegible]

			%
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[illegible][illegible][illegible][illegible][illegible][illegible]

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MUNICIPAL  
AREA/  
AUTHORITY[illegible]

INDICATE PROVINCE WHERE THE MANUFACTURING ACTIVITIES ARE/WILL BE CARRIED OUT

☐ EASTERN CAPE    ☐ FREE STATE    ☐ GAUTENG    ☐ KWAZULU-NATAL

☐ LIMPOPO      ☐ MPUMALANGA      ☐ NORTHERN CAPE      ☐ NORTH WEST

☐ WESTERN CAPE

GLOBAL POSITIONING SYSTEM (GPS) COORDINATES OF PROPERTY WHERE MANUFACTURING ACTIVITY ARE/WILL BE CARRIED OUT

**NOTE: Coordinates must be recorded from the centre of the property, or can be obtained from EIA report.**

**LATITUDE:** degrees, minutes, seconds

		0			1			11
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**LONGITUDE:** degrees, minutes, seconds

		o			'			"
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INDICATE VOLUMES IN BARRELS OF OIL MANUFACTURED PER DAY OR EQUIVANT THEREOF

### MAXIMUM MANUFACTURING CAPACITY

[illegible]

### CURRENT MANUFACTURING CAPACITY

[illegible]

**DOCUMENTS TO BE ATTACHED WITH THE APPLICATION FOR A MANUFACTURING LICENCE**

1. In the case of an application made by an applicant who does not qualify in terms of section 2D of the Act, a motivation for the manufacturing activity.
2. A certified copy of the title deed of the property on which the manufacturing facility is located or is proposed to be located and where applicable, the written permission of the owner of the property on which the manufacturing facility is located or is proposed to be located.
3. A certified copy of the applicant's identity document, if the applicant is a natural person, and in the case of a non- South African citizen, permanent residence permit or employment permit and proof of residence in South Africa, or proof of domicile in South Africa, as the case may be.  
  
OR  
  
a certified copy of the business entity's registration documents, if the applicant is a corporate entity or a trust.
4. A declaration by the applicant stating that the applicant is in compliance with the Charter or a statement of its plans to meet the requirements of the Charter.
5. In the case of an application made by an applicant who does not qualify in terms of section 2D of the Act, certified copies of-
  - a. the land use zoning certificate issued by a competent authority, authorising the manufacturing activity on the property.
  - and
  - b. the Record of Decision of the environmental authorities in accordance with the Environmental Conservation Act, 1989 (Act No. 73 of 1989), as amended or the National Environmental Management Act, 1998 (Act No. 107 of 1998), as amended, permitting manufacturing operations on the property.
6. A declaration by the applicant stating that the applicant is in compliance with the Act, the referred Regulations and all other national, provincial and local government laws applicable for the operation of the activity concerned, including but not limited to laws relating to labour, safety, hazardous substances, security, health and environment.
7. If necessary, the original or certified copy of a declaration by the applicant giving reasons why any attachment required is not provided.

**DECLARATION**

I (full names).....hereby declare  
that all information provided herein is within my personal knowledge and that-

- a) I am duly authorised to make this declaration;
- b) I am the designated person responsible for this licence and any conditions attached thereto;
- c) I have read and understood the regulations related hereto, with specific reference to Regulation 27 regarding any false declaration; and
- d) all information provided herein is to the best of my knowledge true and correct.

Signed at.....(place) on this..... day of.....(month)  
..... (year)

.....  
Signature

I certify that the deponent-

- (a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at ..... (place) on this .....day of .....(month).....(year).

\_\_\_\_\_  
**COMMISSIONER OF OATHS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Capacity: \_\_\_\_\_

**NOTE:** If this application form is completed electronically it must be printed out, signed before a Commissioner of Oaths and submitted with the necessary supporting documents and submitted to the appropriate regional office using the relevant address, mentioned below.

<p><b><u>Gauteng</u></b> Private Bag X96 Pretoria 0001 (012) 406 8000</p> <p><b><u>Physical Address</u></b> Corner Paul Kruger &amp; Visagie Visagie Street, 192 Pretoria 0001</p>	<p><b><u>Western Cape</u></b> Private Bag X9 Roggebaai 8012 (021) 427 1043/ 1017</p> <p><b><u>Physical Address</u></b> Atterbury House (10<sup>th</sup> floor) Riebeeck Street, 9 Cape Town 8001</p>	<p><b><u>Kwazulu- Natal</u></b> Private Bag X54307 Durban 4000 (031) 335 9647/ 9638</p> <p><b><u>Physical Address</u></b> Durban Bay House (3<sup>rd</sup> floor) Anton Lembede street, 333 Durban 4000</p>
<p><b><u>Eastern Cape</u></b> Private Bag X6013 Port Elizabeth 6000 (041) 396 3910</p> <p><b><u>Physical Address</u></b> Eastern cape Mount Croix Cnr Mount and Diaz Road Port Elizabeth 6000</p>	<p><b><u>Free State</u></b> Private Bag X33 Welkom 9463 (057) 391 1300</p> <p><b><u>Physical Address</u></b> The Strip Building Stateway &amp; Bok Street, 314 Welkom 9460</p>	<p><b><u>Mpumalanga</u></b> Private Bag X7297 Witbank 1035 (013) 656 1448</p> <p><b><u>Physical Address</u></b> Province Building Cnr Paul Kruger &amp; Botha Avenue Witbank 1035</p>
<p><b><u>North West</u></b> Private Bag XA1 Klerksdorp 2570 (018) 487 9857</p> <p><b><u>Physical Address</u></b> Vaal University of Technology Building Cnr Voortrekker &amp; Margareta Prinsloo street Klerksdorp 2570</p>	<p><b><u>Northern Cape</u></b> Private Bag X6093 Kimberley 8300 (053) 807 1752</p> <p><b><u>Physical Address</u></b> Liberty Building (1<sup>st</sup> floor) Curry Street, 29-31 Northern Cape Kimberley 8300</p>	<p><b><u>Limpopo</u></b> Private Bag X9467 Polokwane 0699 (015) 287 4727</p> <p><b><u>Physical Address</u></b> Dorp Street 101 Polokwane 0699</p>




**energy**

 Department:  
 Energy  
 REPUBLIC OF SOUTH AFRICA

DE 27

**MANUFACTURING LICENCE ANNUAL INFORMATION (SUBMISSION FORM)**  
**PETROLEUM PRODUCTS ACT 120 OF 1977 AS AMENDED - PETROLEUM PRODUCTS MANUFACTURING LICENCE**  
**REGULATIONS 2006**

**INSTRUCTIONS**

1. READ REGULATIONS BEFORE COMPLETING THIS APPLICATION FORM.
2. USE CAPITAL LETTERS AND WHERE APPLICABLE MARK WITH A ☐.

**PLEASE COMPLETE**

MANUFACTURING LICENCE NUMBER

/						/			
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**SECTION 1: COMPLETE LICENSEE'S DETAILS**
 REGISTERED  
 NAME  
 IN FULL


 TRADE NAME  
 IN FULL


**ENTER DETAILS OF CONTACT MEMBER OF ENTITY**

TITLE

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FAMILY NAME


FIRST NAME


IDENTITY NO.

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**SECTION 2: COMPLETE IF THERE IS A CHANGE IN LICENSEE'S PARTICULARS**
 TRADE NAME  
 IN FULL


 POSTAL  
 ADDRESS OF  
 REGISTERED  
 OFFICE


POSTAL CODE

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 BUSINESS  
 TEL NO.  
 (INCLUDE  
 CODE)

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[illegible][illegible][illegible]

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[illegible][illegible][illegible][illegible][illegible][illegible][illegible][illegible][illegible][illegible]

VOLUMES  
(LITRES) SOLD  
OUTSIDE THE  
REPUBLIC OF  
CALENDAR

[illegible]

## SOUTH AFRICA IN LAST YEAR

PETROL

DIESEL

[illegible]

## ILLUMINATING PARAFFIN

[illegible]

AVIATION  
GASOLINE

[illegible]LIQUIFIED  
PETROLEUM  
GAS[illegible]

JET FUEL

[illegible]

BIOFUELS

[illegible]

INDICATE NUMBER OF EMPLOYEES BY RACE, GENDER AND DISABILITY

**BLACK EMPLOYEES:**

MALE

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**FEMALE**

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DISABLED

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**COLOURED EMPLOYEES:**

MALE

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**FEMALE**

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DISABLED

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INDIAN EMPLOYEES:      MALE     

                                     FEMALE     

                                     DISABLED     

WHITE EMPLOYEES:      MALE     

                                     FEMALE     

                                     DISABLED     

TOTAL NUMBER OF EMPLOYEES     

INDICATE OWNERSHIP BY HISTORICALLY DISADVANTAGED SOUTH AFRICANS (HDSA's) IN  
PERCENTAGE

%

**DOCUMENTS TO BE ATTACHED WITH THE SUBMISSION OF THE MANUFACTURING ANNUAL INFORMATION**

1. A declaration by the licensee that the ownership of the licensed activity has not changed.
2. The volumes of each petroleum product manufactured.
3. The volumes of each petroleum product sold, within the Republic of South Africa, to-
  - a. licensed wholesalers, and
  - b. licensed retailers.
4. The volumes of each petroleum product purchased from licensed wholesalers.
5. Progress and an updated plan in the respect of complying with the objectives of the Charter.
6. A report on the training and the number and title of the qualifications obtained by learners employed by the licensee.

**DECLARATION**

I (full names).....hereby declare  
that all information provided herein is within my personal knowledge and that-

- a) I am duly authorised to make this declaration;
- b) I am the designated person responsible for this licence and any conditions attached thereto;
- c) I have read and understood the regulations related hereto, with specific reference to Regulation 27 regarding any false declaration; and
- d) all information provided herein is to the best of my knowledge true and correct.

Signed at.....(place) on this..... day of.....(month)  
.....(year)

.....  
Signature

I certify that the deponent-

- (a) has acknowledged that he/she knows and understands the contents of this application form and its annexures, that he/she has no objection to taking the prescribed oath and that he/she considers the oath binding on his/her conscience; and
- (b) has in the prescribed manner sworn that the contents of this application form and its annexures are true and signed same before me at .....(place) on this .....day of .....(month).....(year).

\_\_\_\_\_  
**COMMISSIONER OF OATHS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Capacity: \_\_\_\_\_

**NOTE:** If this application form is completed electronically it must be printed out, signed before a Commissioner of Oaths and submitted with the necessary supporting documents and submitted to the appropriate regional office using the relevant address, mentioned below.

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<b><u>Eastern Cape</u></b> Private Bag X6013 Port Elizabeth 6000 (041) 396 3910  <b><u>Physical Address</u></b> Eastern cape Mount Croix Cnr Mount and Diaz Road Port Elizabeth 6000	<b><u>Free State</u></b> Private Bag X33 Welkom 9463 (057) 391 1300  <b><u>Physical Address</u></b> The Strip Building Stateway & Bok Street, 314 Welkom 9460	<b><u>Mpumalanga</u></b> Private Bag X7297 Witbank 1035 (013) 656 1448  <b><u>Physical Address</u></b> Province Building Cnr Paul Kruger & Botha Avenue Witbank 1035
<b><u>North West</u></b> Private Bag XA1 Klerksdorp 2570 (018) 487 9857  <b><u>Physical Address</u></b> Vaal University of Technology Building Cnr Voortrekker & Margareta Prinsloo street Klerksdorp 2570	<b><u>Northern Cape</u></b> Private Bag X6093 Kimberley 8300 (053) 807 1752  <b><u>Physical Address</u></b> Liberty Building (1 <sup>st</sup> floor) Curry Street, 29-31 Northern Cape Kimberley 8300	<b><u>Limpopo</u></b> Private Bag X9467 Polokwane 0699 (015) 287 4727  <b><u>Physical Address</u></b> Dorp Street 101 Polokwane 0699

**ANNEXURE B: LICENCE FEES**

Manufacturing licence fee for a manufacturing facility in respect of which section 2D of the Act is applicable	R 1000
Manufacturing licence fee for a manufacturing facility in respect of which section 2D of the Act is not applicable in respect of petroleum products manufactured from any hydrocarbon including petroleum, crude oil, natural gas, natural gas liquids, or coal or any combination thereof	R 10 000
Annual manufacturing licence fee in respect of petroleum products manufactured from any hydrocarbon including petroleum, crude oil, natural gas, natural gas liquids, or coal or any combination thereof	R 5000
Annual manufacturing licence fee in respect of petroleum products manufactured from other raw materials	R 500
Duplicate licence fee	R 500
Amendment licence fee	R 500

Payment must be deposited into the following relevant regional account closest to the region where the application is lodged –

**Bank:** Nedbank

**Account holder:** Department of Energy

Include your reference number, which will be provided by the Controller, on the deposit slip.

Account Holder Name	Account Number	Branch code	Branch Name
Department of Energy - GP	1454 117 761	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - KZN	1454 117 788	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - NW	1454 117 796	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - WC	1454 117 818	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - MP	1454 117 826	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - FS	1454 117 834	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - EC	1454 117 842	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - LP	1454 117 850	14 54 05	Corporate Client Services, Johannesburg
Department of Energy - NC	1454 117 869	14 54 05	Corporate Client Services, Johannesburg