

Applicant File Ref. No.

MEEI File Ref. No.

File No.: 1/1/36
Document No: MEEI-PAMM-A002
Rev. 1 – March 2016



Government of the Republic of Trinidad and Tobago The Ministry of Energy and Energy Industries

Application for Storage Approval of Liquefied Petroleum Gas (LPG) at 'End-user' Facilities

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1.0 Legal Authority:

Liquefied Petroleum Gas (LPG) storage systems which are in excess of 100 Imperial Gallons must be approved by the Ministry of Energy and Energy Industries as stipulated in Regulation 1 of Part II of the Petroleum Act, Chapter 62:01. This state:

"No crude petroleum, petroleum or dangerous petroleum above the quantity of 100 imperial gallons shall be stored in any place save in a warehouse authorized by licence under the Act."

This application form is issued for compliance under section 42(k) of the Petroleum Act, Chapter 62:01 which states:

'A licensee shall comply with all instructions issued from time to time by the Minister that are reasonably necessary for securing the health, safety and welfare of persons employed for the purpose of operations.'

2.0 Applicability:

This application form must only be used for LPG storage systems with cumulative capacities that exceed 100 Imperial Gallons. This is inclusive of 20 lbs cylinders. If tanks/cylinders are not part of the same storage system then a separate application form must be completed and submitted.

It is not applicable to:

- terminals and other energy based facilities for which the LPG systems are considered part of the entire facility and for which the facility is approved by the Ministry of Energy and Energy Industries.
- marine storage systems, e.g. barges, boats, vessels, etc..
- other refined petroleum products (e.g. diesel, kerosene, jet Ai, gasoline) storage systems. See Document No. MEEI-PAMM-A001
- the road transportation of LPG.
- LPG storages at Service Stations.
- expansion of LPG storage systems that are currently approved by the MEEI.

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Please complete the application form and forward to the address in the footnote for processing. Information must only be entered in the gray shaded boxes.

Instructions on completing the form are provided in the Guidance Document (MEEI-PAMM-AG002 – Guidance Document for completing the application form for Storage Approval of Liquefied Petroleum Gas at End-user Facilities).

Title e.g. Mr	Name:		
Position:			
<i>Applicant's Name and Position</i>		<i>*Applicant's Signature</i>	<i>Date of Application (dd/mm/yy)</i>

Affix company stamp here, (optional).

***Applicant: By your signature above, you hereby certify that the information submitted herein is true and correct and that you are authorised by the installation owner(s) to act on his/their behalf.**

Note: This document contains five (5) pages inclusive of the cover page.

Section A - Owner Information

¹ Company/ Owner/ Lessee of Storage System:			
² Mailing Address:			
³ Contacts:	Tel.:	Fax:	Email:

Section B – Installer Information

¹ Name of Installer:			
² Mailing Address:			
³ Contacts:	Tel.:	Fax:	Email:

Section C: Storage Information

¹ Total volume of LPG to be stored: (e.g. 3 X 100 US Gallons)	<table border="1"> <thead> <tr> <th>Number of tanks/cylinders, e.g. 2</th> <th>Volume of tank/cylinder e.g. 100</th> <th>Measurement Unit e.g. Imperial Gallons</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>			Number of tanks/cylinders, e.g. 2	Volume of tank/cylinder e.g. 100	Measurement Unit e.g. Imperial Gallons															
	Number of tanks/cylinders, e.g. 2	Volume of tank/cylinder e.g. 100	Measurement Unit e.g. Imperial Gallons																		
² Physical address of LPG storage system:	<input type="checkbox"/> Same as in A2 above. (If not, specify below)																				
³ Purpose/ use of the storage system:																					
⁴ Operational status of storage system: (click to choose e.g. currently in use)																					
⁵ Date installed or to be installed:																					
⁶ Buildings on the same premises are: (Tick all that apply)	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Agricultural <input type="checkbox"/> Public Assemblage <input type="checkbox"/> Industrial <input type="checkbox"/> Government <input type="checkbox"/> Parking/ storage <input type="checkbox"/> Other If other, specify below:																				
⁷ Type of establishment where product is to be stored, e.g. school: (click to choose)			If other, specify:																		
⁸ First application for approval of this storage system:	<input type="checkbox"/> Yes <input type="checkbox"/> No (if no, specify date of last application)																				
⁹ Terrain in the vicinity of the tanks/ cylinders is: (click to choose e.g. flat)																					

Section C: Storage Information

<p>¹⁰ Location of tanks/ cylinders: (Tick all that apply)</p>	<input type="checkbox"/> Outdoor <input type="checkbox"/> Aboveground <input type="checkbox"/> Roof <input type="checkbox"/> Basement <input type="checkbox"/> Indoor <input type="checkbox"/> Underground <input type="checkbox"/> Under Eave <input type="checkbox"/> Other																																	
	<p><i>If other, specify below:</i></p> <hr style="border-top: 1px dotted #000;"/>																																	
<p>¹¹ Tanks/ cylinders are:</p>	<input type="checkbox"/> New <input type="checkbox"/> Used																																	
<p>¹² Installation is:</p>	<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary																																	
<p>¹³ Tanks/ cylinders readily accessible to the public?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No																																	
<p>¹⁴ Installation area prone to flooding?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No																																	
<p>¹⁵ If more than one tank/ cylinder are (to be) installed, are they in the same location?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not applicable (NA)																																	
<p>¹⁶ Number of LPG end users connected to the storage system?</p>	<input type="checkbox"/> Pump <input type="checkbox"/> Compressor <input type="checkbox"/> Dispenser <input type="checkbox"/> Not applicable <input type="checkbox"/> Vapouriser <input type="checkbox"/> Meter <input type="checkbox"/> Other																																	
<p>¹⁷ Auxilliary Equipment: (If provided, attach manufacturer's specification sheets)</p>	<p><i>If other, specify below:</i></p> <hr style="border-top: 1px dotted #000;"/>																																	
<p>¹⁸ Is an enclosure (to be) installed around the tanks/ cylinders?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <p>^{a)} If yes, enclosures is: <input type="checkbox"/> Less than 50% open to the surroundings? <input type="checkbox"/> Greater than 50% open to the surroundings? ^{b)} If yes, specify material of construction of enclosure below, e.g. steel chain linked fence and steel louvered gate</p> <hr style="border-top: 1px dotted #000;"/>																																	
<p>¹⁹ Is a leak detection sensor (to be) installed near the tanks/ cylinders?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Indecisive																																	
<p>²⁰ Tanks/ cylinders foundation material of construction? (Tick all that apply)</p>	<input type="checkbox"/> Soil <input type="checkbox"/> Steel <input type="checkbox"/> Concrete <input type="checkbox"/> Wood <input type="checkbox"/> Asphalt <input type="checkbox"/> Aggregate (e.g. stone, pebbles) <input type="checkbox"/> Sand <input type="checkbox"/> Other																																	
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<p>²¹ Other storages on the same premises that are not part of this application: (Tick all that apply)</p>	<input type="checkbox"/> LPG <input type="checkbox"/> Kerosene <input type="checkbox"/> Liquid/ Gaseous Hydrogen <input type="checkbox"/> Diesel <input type="checkbox"/> Oxygen <input type="checkbox"/> Gasolene <input type="checkbox"/> Jet A1 <input type="checkbox"/> Crude Oil/ Condensate/NGL <input type="checkbox"/> NA																																	
<p>²² Has the area City/Regional/ Borough Corporation been advised of the installation?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No																																	
<p>²³ Located near the tanks/cylinders are: (Check all that apply). (Where applicable, the separation distances must be illustrated on the plot plan).</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px dotted #000;"> ^{a)} potential ignition sources within 10 feet? </td> <td style="width: 10%; text-align: center; border-bottom: 1px dotted #000;"> <input type="checkbox"/> Yes </td> <td style="width: 20%; text-align: center; border-bottom: 1px dotted #000;"> <input type="checkbox"/> No </td> </tr> <tr> <td style="border-bottom: 1px dotted #000;"> ^{b)} important building on the same property within 25 feet? </td> <td style="text-align: center; border-bottom: 1px dotted #000;"> <input type="checkbox"/> Yes </td> <td style="text-align: center; border-bottom: 1px dotted #000;"> <input type="checkbox"/> No </td> </tr> <tr> <td style="border-bottom: 1px dotted #000;"> ^{c)} line of adjoining property that can be built upon within 25 feet? </td> <td style="text-align: center; border-bottom: 1px dotted #000;"> <input type="checkbox"/> Yes </td> <td style="text-align: center; border-bottom: 1px dotted #000;"> <input type="checkbox"/> No </td> </tr> <tr> <td style="border-bottom: 1px dotted #000;"> ^{d)} Public roadway within 10 feet? 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Section D : Piping Information

¹ LPG piping is located: (tick all that apply)	<input type="checkbox"/> Aboveground	<input type="checkbox"/> Outdoor	
	<input type="checkbox"/> Underground	<input type="checkbox"/> Indoor	
² Piping schedule and material of construction: (e.g. Schedule 40 Black Steel)	<input type="checkbox"/> ^a LPG Piping (aboveground)		
	<input type="checkbox"/> ^b LPG Piping (underground)		
	<input type="checkbox"/> ^c LPG Vent Piping (indoor)		
	<input type="checkbox"/> ^d LPG Vent Piping (outdoor)		
	<input type="checkbox"/> ^e Firewater Piping		
³ Fluid in the LPG piping is:	<input type="checkbox"/> Liquid	<input type="checkbox"/> Gas	<input type="checkbox"/> Liquid & Gas
	<input type="checkbox"/> Threaded	<input type="checkbox"/> Welded	<input type="checkbox"/> Flanged
⁴ LPG piping joints are: (tick all that apply)	<input type="checkbox"/> Brazed	<input type="checkbox"/> Threaded and Welded	<input type="checkbox"/> Other (specify below)
	If other, specify below:		
⁵ Minimum depth of LPG underground piping:	<input type="checkbox"/> NA	Value e.g. 3.5	Unit e.g. ft. (click to choose)
	<input type="checkbox"/> NA		
⁶ Type of corrosion protection for LPG underground piping:	<input type="checkbox"/> NA		
	<input type="checkbox"/> NA		
⁷ LPG Underground piping is double-walled?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA
	If yes, material of construction of outer wall:		

Section E: Appliances, Equipment and Accessories Details

	Appliance/ Equipment/ Accessory	Number e.g. 3
	¹ Appliance, Equipment or Accessories to be connected to the system: (Specify the number of each type to be installed).	

Section F: Attachments

Attached to this application is/are: (tick all that applies)

- | | |
|--|---|
| <input type="checkbox"/> ¹ Plot plan of the storage system and surrounding infrastructure | <input type="checkbox"/> ⁹ Manufacturer's Specification Sheets for Auxiliary Equipment |
| <input type="checkbox"/> ² Isomeric drawings of tank/s and piping | <input type="checkbox"/> ¹⁰ City/Borough/Regional Corporation letter of approval |
| <input type="checkbox"/> ³ Fire equipment / evacuation route drawing | <input type="checkbox"/> ¹¹ Deed of Ownership of Land/ Letter of Permission to Install on Land |
| <input type="checkbox"/> ⁴ LPG Piping Pressure Test Certificate | <input type="checkbox"/> ¹² Certificate of Environmental Clearance (if storage capacity > 17,500 IG) |
| <input type="checkbox"/> ⁵ Standard Operating Procedures | <input type="checkbox"/> ¹³ Other (specify below) |
| <input type="checkbox"/> ⁶ Emergency Response Plan | 1. _____ |
| <input type="checkbox"/> ⁷ Fire Service Division report/ approval | 2. _____ |
| <input type="checkbox"/> ⁸ Manufacture Specification Sheets for LPG tanks/ cylinders | 3. _____ |

Section G: Other Information

For Official Use Only (Do not enter any information in this section)

				Date
¹ Officer/s assigned				
² MEEI's preliminary site visit:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
³ MEEI's site approval:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
⁴ Fire Service Division's approval:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
⁵ Piping pressure test certificates:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
⁶ OSHA's approval:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
⁷ EMA's approval:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
⁸ TCPD's approval:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
⁹ MEEI's pre-commissioning inspection:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
¹⁰ ERP submitted:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
¹¹ SOPs submitted:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
¹² Tank/piping drawings:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
¹³ Site plan:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
¹⁴ Tanks/ equipment spec. sheets:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
¹⁵ MEEI's final approval:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> NA	
¹⁶ Final approval certificate number:				

...End of Application Form...