

October 2025

Type of Application

- New construction** - proceed with the application (fees apply)
 Repair/maintenance - Do not proceed with the application; approval is not required (if existing facility capacity does not increase)
- Alteration/expansion** - proceed with the application (fees apply)
 Administrative changes to existing approval - proceed with the application (fees don't apply)

A. Application Requirements

Attach a copy of a preliminary emergency response contingency plan for the storage facility. Attach a current storage facility plan.

This plan should illustrate the storage facility layout and orientation, storage tank positions, pipe and equipment location and arrangement, typical small container location and arrangement, surface grades, drainage channels, sewers, containment features and proximity to nearby residences, building, water bodies, site utilities and other infrastructure, surrounding land use and distances, and transportation routes. Identify each tank, warehouse, and stockpile using the assigned identification numbers (from Sections F and G) on the site plan.

NOTE: As of October 1, 2025, an application fee of \$1,000 must be paid for applications to construct new standalone storage facilities and alterations/expansions of existing facilities. The fee does not apply to decommissioning applications, applications submitted to make administrative changes or corrections to existing approvals, or repair/maintenance activities that do not result in expansion of the tank, warehouse or stockpile. If the fee applies, the applicant will receive a notification to pay the application fee from the Ministry of Environment's Finance and Property Management Branch, using the preferred method of contact described in Section C. Once payment is received, the approval will be issued to the applicant within 24-48 hours.

How do I submit the application?

You can submit this application online or by mailing a hard copy.

- Online submission:**
 Use the [Environment Business Services](#) to submit your application and documents
- Mail:** you can complete the report, save and print it, and mail the hard copy to:
 Environmental Protection Branch Impacted Sites and Environmental Emergencies
 Suite 201-115 24th Street East
 Saskatoon, SK S7K 1L5

B. Person Applying

Company Name
 Last Name
 First Name Middle Name
 Address
 City Province Postal Code

Mailing Address Same as above Different from above:

Address
 City Province Postal Code

Contact Details

Phone (main) Phone (work)
 Phone (mobile) Email

Preferred Method of Contact Phone Email Mail

C. Facility Owner Information

Legal Name

Business Name

Address

City Province Postal Code

Mailing Address Same as above Different from above:

Address

City Province Postal Code

Billing Address Same as above Different from above:

Address

City Province Postal Code

Contact Details

Phone (main) Phone (work)

Phone (mobile) Email

Preferred Method of Contact Phone Email Mail

Preferred Method of Payment Cheque Credit Card

D. General Information

Address Telephone

City Province Postal Code

Geographic Coordinates (Decimal degrees) Latitude Longitude

Legal Land Location (e.g., NW-12-34-5-W3):

Quarter Section: _____ Section: _____ Township: _____ Range: _____ Meridian: _____

Facility Code Operation Identification Number

Only for existing facilities Only for existing facilities

E. Site Sensitivity Information

Before completing this section, please review the following resources to ensure your site assessment aligns with regulatory requirements:

- [Water Security Agency \(WSA\) Well Information](#) – Use the WSA's online tools to check for nearby wells and groundwater sensitivity.
- [Hazardous Substances and Waste Dangerous Goods Regulations](#) – These regulations outline the requirements for site sensitivity and facility approvals.
- [National Fire Code of Canada \(2020 Edition\)](#)
Saskatchewan adopts the National Fire Code as the minimum standard for fire-safe operation of buildings and facilities. These resources will help identify potential environmental sensitivities and ensure the facility meets provincial standards.

Feature	Approximate Distance (metres or kilometres)
Nearest well	
Nearest surface water (stream/lake)	
Nearest residence	
Nearest senior citizen care home	
Nearest school	
Nearest hospital	
Nearest daycare centre	
Nearest prison	

F. Storage Tank Information

NOTE: If the storage facility is equipped with more than 5 underground tanks, please copy and complete additional pages as necessary. Assign an identification number (ID) to each tank whether currently in use or not.

Type of Tank (above ground / under ground)	<input type="radio"/> AG <input type="radio"/> UG	<input type="radio"/> AG <input type="radio"/> UG	<input type="radio"/> AG <input type="radio"/> UG	<input type="radio"/> AG <input type="radio"/> UG	<input type="radio"/> AG <input type="radio"/> UG
Assigned Tank ID Number	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Manufacture Name	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Date of Manufacture (yy-mm-dd)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Date of Installation (yy-mm-dd)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Serial Number	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Number of Compartments	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Contents	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Nominal Tank Capacity (in litres, 1 gal. = 4.5 L)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Tank Material					
Steel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fiberglass reinforced plastic (FRP)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Secondary Containment					
Type (double walled, berm, etc.)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Capacity (m ³)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Piping					
Painted steel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Galvanized steel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Plastic covered steel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cathodically protected	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fiberglass reinforced plastic (FRP)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Copper	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Double Wall	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Test Date for Existing Facility					
Leak Test	<input style="width: 100%;" type="text"/> yy-mm-dd	<input style="width: 100%;" type="text"/> yy-mm-dd	<input style="width: 100%;" type="text"/> yy-mm-dd	<input style="width: 100%;" type="text"/> yy-mm-dd	<input style="width: 100%;" type="text"/> yy-mm-dd
Thickness Test	<input style="width: 100%;" type="text"/> yy-mm-dd	<input style="width: 100%;" type="text"/> yy-mm-dd	<input style="width: 100%;" type="text"/> yy-mm-dd	<input style="width: 100%;" type="text"/> yy-mm-dd	<input style="width: 100%;" type="text"/> yy-mm-dd

G. Warehouse, Yard and Stockpile Storage Information

Warehouse Stockpile ID	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fire Suppression System	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Type of Suppression System (foam/water)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Area (m ²)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Type of Fire Alarm					
Single Stage	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Double Stage	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Fire Department	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>

Attach a list which includes material stored, maximum amount stored (kg or L) sorted by Hazard Classes and a list of safety data sheets. Please review the checklist at the end of this form.

H. Qualified Persons

As defined in the *Hazardous Substances and Waste Dangerous Goods Regulations (v.1)*: "Qualified person" means a person who has successfully completed a certification program and possesses two years of directly related experience in the installation, testing, or decommissioning of underground storage tanks or above-ground storage tanks.

Company Name	<input type="text"/>		
Last Name	<input type="text"/>		
First Name	<input type="text"/>	Middle Name	<input type="text"/>
Address	<input type="text"/>		
City	<input type="text"/>	Province	<input type="text"/>
		Postal Code	<input type="text"/>
Country	<input type="text"/>		

Describe the qualification to perform this kind of work and provide a brief summary of the work to be completed at the facility. (Include certification details—e.g., Canadian Petroleum Contractors Association (C.P.C.A) Program—and a short description of the scope, type of work, and timeline. **Attach a scanned copy of the qualification document.**)

I. Legal Question

I hereby acknowledge that the work will be performed by a qualified person to perform the work described herein and the work shall be directly supervised by a certified/qualified person, and acknowledge it is an offence to make a false or misleading statement in this application.

Yes No

K. Certification

I, _____ certify that the information provided on this form is correct to the best of my knowledge.

Signature of Applicant

Date of Application

I. HSWDG Facility Approval Application Checklist

Please ensure the following items are completed and included with your application (where applicable):

- Completed HSWDG Application Form
- Site plan showing facility layout and storage areas
- Description, maximum volume, hazard class, and Safety Data Sheet (SDS) of hazardous substances and waste dangerous goods stored
- Construction or alteration details
- Emergency response plan
- Billing contact information
- Qualified Person certificate or qualification document
- Signed declaration by applicant
- Any supporting documents required by the *Hazardous Substances and Waste Dangerous Goods Regulations (HSWDGR), Chapter E-10.2 Reg 3 (1989)*

Need more information?

[Search the Environment Resource Library](#)
[Submit an Environment General Inquiry](#)