

GUIDELINE FOR COMPLETION OF MAGAZINE LICENCE FORM 10 APPLICATION

Submission cannot be made electronically.

FORM 10

Company or Applicant Name and Contact Information

- The legal name of the company and/or the person who is legally entitled to sign the application and who will sign the application. The company name must be that under which the company is legally incorporated. If there is no legal corporation then the name of the applicant that of the legally responsible person. Enter the company/applicant mailing address. If the address to which the licence is to be mailed is different it too should be entered here.
- Enter in the second box the name of the person who is completing the application and is the contact for the application, This may be the same as the applicant. Enter the contact person's E-mail, telephone number, etc.

Notes for MSWord version These are text boxes set up for Arial 10 font. The first box has room for two lines, the second has room for one line.

Type of Licence or Certificate

- Check either existing or new.
- If existing, enter the licence number, e.g. U00000, and check whether application is for renewal or an amendment.
- If a renewal with change or amendment, briefly describe the change
- Check if the applicant is a vendor or user (both could be checked)
- Check if the applicant is proposing to store blasting explosives, fireworks or propellant
- If the applicant is an explosives user, check the type. If the applicant is uncertain of the type, a regional inspector should be contacted.

Notes for MSWord version The boxes can be checked off manually or, replaced in WORD by highlighting the box, clicking on **Insert, Symbols, Wingdings(4th row, 5th character is an X in a box.**

Location of Proposed Magazine Buildings

Specify the location of the magazines in enough detail that the site can be located with the aid of a normal road map. The name of the person responsible for the site and contact information is to be entered in the second box.

Notes for MSWord version These are text boxes set up for Arial 10 font. The first box has room for two lines

Sketches and/or Site Plans

Explosives vendors and users

A sketch or plan must be submitted with every new application. If you previously submitted a sketch and there have been no changes, it is not necessary to resubmit. The directions by road to the site must be part of the sketch or plans, if not clear from the previous section. The sketch/plan need not be to scale, but must show the location of the magazine(s) and that of vulnerable features. Types of vulnerable features are as follows:

Public Highway, railway, canal or other navigable waterway, gas or electrical transmission lines

Dwelling house, retail shop, church, school, factory, work place or other place where people may assemble, building or works used for bulk storage of petroleum spirit, gasoline or other flammable substances.

The distance to vulnerable features must be shown in m.

Any magazine must respect certain minimum distances to vulnerable features. This distance is determined by the quantity of explosives stored and type of vulnerable feature.

Rudimentary Information on these distances can be found in the ERD pamphlet "Blasting Explosives and Detonators Storage, Possession, Transportation, Destruction and Sale" or the much more detailed "Quantity Distance Principles User's Manual".

When applying for a new licence, a Regional ERD inspector should be consulted on appropriate distances from vulnerable features.

Propellant and Fireworks

A sketch or plan must be submitted with every new application. If you previously submitted a sketch and there have been no changes, it is not necessary to resubmit. The directions by road to the site must be part of the sketch or plans, if not clear from the previous section. The sketch/plan need not be to scale, but must show the location of the magazine(s) and that of vulnerable features. Types of vulnerable features are as follows:

Public Highway (show number or name,specify when traffic is heavier than 5000 vehicles per day or when a very lightly travelled road) , railway, canal or other navigable waterway, gas or electrical transmission lines

Dwelling house, retail shop, church, school, factory, work place or other place where people may assemble, building or works used for bulk storage of petroleum spirit, gasoline or other flammable substances.

If the magazine is not of standard construction (as per the Explosives Regulatory Division "Magazine Standards for Blasting Explosives and Detonators" to be superseded May 31, 2000 by "Storage Standards for Industrial Explosives", a technical description of the magazine should be provided, e.g. locked metal office cabinet or locked wooden cupboard or locked concrete block building with sprinkler, two safety exits, concrete floor, wooden shelves, No Smoking signs posted.

Where magazines are located within a building, e.g. small quantities of fireworks or propellant in a shop, a sketch of the building showing at least the location of the storage container(s), places where the public is permitted, location of any flammables or potential sources of ignition (open flames or Smoking), exits and entrances must be provided. If this sketch does not show the distance to nearest public thoroughfares, dwellings or other public places, a separate sketch must be provided.

Any magazine must respect certain minimum distances to vulnerable features. This distance is determined by the quantity of explosives stored and type of vulnerable feature.

Rudimentary Information on these distances can be found in "Quantity Distance Principles User's Manual".

When applying for a new licence, a Regional ERD inspector should be consulted on appropriate distances from vulnerable features.

Magazine and Site Description

The magazine description is based on Explosives Regulatory Division standards. The "Magazines Standards for Blasting Explosives and Detonators", revised 1982 gives the standards for magazines and the types of acceptable magazines have been given a number, Type 1, Type 4. This standard will be replaced May 31, 2001 by the "Storage Standards for Industrial Explosives", in which many of the same type numbers are continued, but the requirements are more rigorous. When applying for an Explosives magazine licence, the magazine must meet the standard or be approved, by exception, by an inspector.

When completing the application:

- indicate your designation for a magazine
- the tag number refers to the number of the tag issued by ERD to magazines that comply with the magazine standards that will come into force May 31, 2001. If you don't have a tag, leave this blank.
- The Magazine Standard Type is the number referred to in the standards, as described above. Indicate the number and the standard to which it conforms, e.g. Type 6 magazine complying with 1982 standard show **6/82**, Type 4 magazine complying with 2001 standard show **4/01**.

Fireworks and Propellants

If the magazine is not of standard construction (as per the Explosives Regulatory Division "Magazine Standards for Blasting Explosives and Detonators" to be superseded May 31, 2000 by "Storage Standards for Industrial Explosives"), a description of the magazine should be provided, e.g. locked metal office cabinet or locked wooden cupboard or locked concrete block building with sprinkler, two safety exits, concrete floor, wooden shelves, No Smoking signs posted. If this is on the attached sketch or plan, it can be referred to here.

- Show the internal dimensions in metres, nearest 0.1 m is acceptable.
- Is there a barricade or mound?
- Product Type, check the applicable box, then indicate on the line, the type; e.g. check explosives, blasting; check propellants, primer; check fireworks, Class 7.2.2
- Show the maximum quantity to be stored
- Distances to vulnerable points, as discussed in section on sketches and/or site plans. All distances shown should correspond to those shown on the sketch or plan. The road/rail distance is that to the closest of road or railroad. If there two roads in question, one lightly traveled, the other more heavily travelled, show the distance to each. Show the distance to the nearest Inhabited building, workplace, etc. Magazine distance is that to the closest magazine containing explosives. In the case of magazines that are moved regularly (ZONE) the minimum distances to road, inhabited buildings and other magazines is to be shown.

Notes for MSWord version These are tables set up for Arial 10 font.

Criteria for inspection

The Form 10 Annex indicates the criteria against which the magazine is to be inspected.

Applicant Signature

Type or print the name of the person whose signature appears below and the date signed. The signature here must be that of the person who is legally entitled to sign the application, in the case of a company, on behalf of the company.