

CNG SECTOR

GUIDEBOOK

CNG SECTOR

CNG Sector is regulated under OGRA Ordinance, 2002, CNG (Production and Marketing Rules, 2002 and policies of the Federal Government in vogue.

CATEGORIES OF LICENCES

- New CNG License (RLNG Basis)
- Renewal of Existing CNG Marketing License

CHECKLIST

A: NEW CNG LICENCE

- Filled Application Form (complete in all respect) in prescribed format.
- License fee in form of Pay order/Bank Draft of Rs. 25,000/- in favour of OGRA, Islamabad, payable at any bank in Islamabad (In Original)
- Third party inspector (TPI) Site Verification Charges in form of Pay order/Bank Draft of Rs. 20,000/- in favour of OGRA, Islamabad, payable at any bank in Islamabad (In Original)
- Proof of Registration of the Company/Firm (Registered Company under Company's Act)/Partnership Deed.
- Proof of site acquisition.
- Financial Competence certificate of the Bank stating therein that applicant is financially sound to establish CNG Station.
- Partnership deed in case of Partnership/AOP, along with copies of CNIC of all partners.
- Attested Copy(s) of N.I.C of the applicant(s).
- NOC from concerned Gas Company regarding sale of RLNG only, as per attached format.
- NOC (In original) from the concerned Oil Marketing Company (OMC) (In case CNG Station is being constructed on an OMC outlet)
- Undertaking on the Affidavit (in original as per attached format) inter-alia covering that: -
 - o Site is litigation free.
 - o Application is only for RLNG based CNG and the applicant / licensee cannot claim for its conversion to indigenous gas.
 - o Proposed CNG Station / any new works /CNG Refuelling station shall not be located / constructed in any residential area. Area of operation shall be clear of any residential area whether inhabited or not by a minimum distance of 100 feet distance on either side from such building or area. At the time of verification of works, TPI will verify it and any recommendation of TPI will be complied with.
- CVs of Technical Staff to be deputed.
- Feasibility report

(B) CHECK LIST FOR RENEWAL IN CNG MERKETING LICENCE:

(i)	Affidavit / Undertaking as per prescribed format regarding renewal in CNG Marketing Licence duly signed by the Authorized Signatory/partners, issued by the notary public;	☐				
(ii)	Rs.25,000/- as renewal fee of CNG Production & Marketing licence in the form of pay order/bank draft in the favor of OGRA payable at Islamabad; Bank Name: _____ Amount _____ DD/Pay order no: _____ Date: _____	☐				
(iii)	Attested copy of valid Explosive Licence (Form-B) with respect to your CNG Station granted by Department of Explosive;	☐				
(iv)	NOC in original from Oil Marketing Company regarding renewal in your CNG Marketing Licence OR; attested copy of valid lease agreement signed between Oil Marketing Company and your CNG Station while clearly mentioning its execution date, validity date, expiry date & exact site address (if applicable) ;	☐				
(v)	Applicable penalty as per schedule given below:- <table border="1"><thead><tr><th>If formalities are completed before 3 months of expiry of Licence</th><th>If formalities are completed before expiry of licence but not before 3 months</th></tr></thead><tbody><tr><td>Not applicable</td><td>Rs.50,000/-</td></tr></tbody></table> (if applicable) Bank Name: _____ Amount: _____ DD/Pay order no: _____ Date: _____	If formalities are completed before 3 months of expiry of Licence	If formalities are completed before expiry of licence but not before 3 months	Not applicable	Rs.50,000/-	☐
If formalities are completed before 3 months of expiry of Licence	If formalities are completed before expiry of licence but not before 3 months					
Not applicable	Rs.50,000/-					
(vi)	Attach evidence of Annual Inspection Fee for current year;	☐				
(vii)	Attach latest TPI proforma duly signed by 3 rd party inspector (if any); <u>(Note: This application shall only be considered if CNG Station is declared in compliance with the CNG Rules 1992)</u>	☐				

I hereby **affirm/certify** that:-

- All information/documents submitted with this application are correct/true in all respect;
- Requisite formalities as indicated in the above checklist (i.e. B (i) to (viii)) have been fulfilled. In case any formality(ies) is missing/not completed, this application may be returned without consideration and I shall not have any objection on this act of OGRA;