

Amended Instructions for Fuels Stations and Tank Trucks of Fuels Distribution No. (1) of 2012 issued on the basis of the paragraph (a) of article (4) to article (7) of the Regulation of Regulating and Managing Ministry of Energy and Mineral Resources No. 26 of 1985

Article (1)

These instructions are called "Amended Instructions of Fuels Stations and Tank Trucks of Fuels Distribution No. (1) of 2012" and they shall come into force as of their promulgation date in the Official Gazette.

Article (2)

The following works and expressions, wherever mentioned in these instructions, shall have the meaning allocated to each of them, unless the context indicates otherwise.

Kingdom	: The Hashemite Kingdom of Jordan.
Ministry	: The Ministry of Energy and Mineral Resources.
Minister	: The Minister of Energy and Mineral Resources.
Concerned Authorities	: The Ministry of Water and Irrigation, the Ministry of Municipal Affairs, the Ministry of Public Works and Housing, the Ministry of Environment, the Standards and Metrology Organization, the Greater Amman Municipality, the Directorate of Public Security, Department of Traffic and the Directorate General of Civil Defense.
Technical Committee	: Committee consisted of representatives from the concerned Ministries and authorities according to provisions of these instructions.
Person	: Physical or Legal Person.
Oil Derivatives (Fuels)	: Pure or mixed organic compounds traded at fuels stations including, for example, but not limited to (kerosene, diesel and gasoline in all its kinds)
Applicant	: The Physical or Legal person, who presents an application to the Ministry to issue a technical approval on the proposed site, a permit and/or a license for the construction of a new fuels station or to perform any substantial amendments to an existing fuels station.
Substantial Amendments	: These are the amendments being made to an existing fuel station including works of building, destruction, or replacement of old tanks, replacement of pumps, addition of new pumps and/or any other works that may

	lead to the suspension of the fuels station.
Proposed Site	: Plot proposed for establishing of the new fuels station.
Technical Approval on the Proposed Site	: Approval to be granted by the Ministry on the proposed site based upon recommendation of the technical committee according to these instructions.
Security Approval	: Approval to be granted by the Ministry of Interior to construct a fuels station on the proposed site.
Regulatory Approval	: Approval to be granted on the proposed site by the Ministry of Municipal Affairs and the Greater Amman Municipality.
Approval on the Proposed Site	: Approval to be granted by the Ministry Based upon the Technical Approval on the Proposed Site and procuring regulatory and security approvals by the applicant.
Permit	: Permit granted to the applicant to construct new fuels station or perform any substantial amendments on an existing fuel station issued by the Ministry According to these instructions.
Permitted Person	: The Physical or Legal person procured the permit.
License	: A License granted to the applicant to operate a fuel station issued by the Ministry According to these instructions.
Licensee	: The person that holds the license.
Distribution Licensee	: The person that procured the oil derivatives distribution license.
Intersection	: The place, where more than one road comes across, are crossed or ramified at one level and this includes the intersection of the roads with the railway lines.
Penetrative Roads	: They are roads connecting either two cities, or one city with one village or two villages.

Article (3)

- a. No person may establish a new fuel station or perform any substantial amendments to an existing fuel station, except after procuring the permit issued by the Ministry.
- b. No person may operate a new fuel station, except after procuring an operation license issued by the Ministry.

Article (4)

The Ministry shall receive the applications presented to construct new fuel stations and/or to perform amendments to the existing fuel stations in any of the kingdom's regions. The applicant shall fill the approved application form at the Ministry and shall be solely

responsible for the accuracy and correctness of the data mentioned in the request. It is conditioned that the following documents shall be attached upon presenting the application:

- a. New authenticated ownership deed in the name of the applicant or lease contract that authorizes the leasing of the proposed site.
- b. Approved and authenticated plan of organizing and demarcating the site.
- c. New and authenticated plot plan.
- d. Authenticated coordinates of the proposed site.
- e. Topographic plan showing the inclination of the road middle passing in front of the proposed site at three points (beginning, middle and end of the proposed site) issued by a licensed Topographer.
- f. Written consent from the distribution licensee to provide him with the fuels upon operating the station.
- g. Documents that show any substantial amendments on the existing fuel station.

Article (5)

The Minister may form the Technical Committee in coordination with the concerned authorities.

Article (6)

The Technical Committee shall study the applications presented to construct the new fuels stations on the proposed sites, inspect these sites to ensure that they satisfy the conditions mentioned herein and present recommendation to the Ministry on granting or withholding the technical approval on the proposed site.

Article (7)

The Ministry of Interior shall grant the Security Approval to the applicant.

Article (8)

The Ministry of Municipal Affairs or Greater Amman Municipality, each within its competence, shall grant the Regulatory Approval to the applicant.

Article (9)

- a. The Ministry shall grant the Technical Approval to the applicant on the proposed site or withhold it based upon recommendation of the Technical Committee.
- b. The Granting of the Technical Approval depends upon the fulfillment of the following conditions:
 1. The width of the road passing in front of the proposed site shall not be less than the following:

- 1-1 (16) Meters if the road is two-ways and not be less than (12) meters, if the road is one way, provided that the proposed sites are located within the administrative boundaries of the municipalities regions in the Kingdom.
 - 1-2 (24) meters if the road is two-ways and separated by continued middle island and not be less than (20) meters if the road is one-way provided that the proposed sites are located within the administrative boundaries of the Greater Amman Municipality region .
 - 1-3 (20) meters if the road is two-ways, with two routes for each way, either the road is divided or not divided by a middle island provided that the proposed sites are located outside of the administrative boundaries of the municipalities in the Kingdom..
2. The area of the proposed site may not be less than the following:
 - 2.1 (1000) square meters if the proposed site is located within the administrative boundaries of the municipalities regions within the kingdom and the region of the Greater Amman Municipality.
 - 2.2 (2000) square meters if the proposed site is located on penetrative roads within the administrative boundaries of the interconnected Municipalities regions.
 - 2.3 (2000) square meters if the proposed site is located outside of the administrative boundaries of the interconnected Municipalities regions.
3. The façade and depth of the proposed site may not be less than the following:
 - 3.1 (30) Meters for the façade and (30) meters for the depth, if the proposed site is located within the administrative boundaries of the municipalities regions in the kingdom and the region of Greater Amman Municipality.
 - 3.2 (50) Meters for the façade and (35) meters for the depth if the proposed site is located on (penetrative roads/within the administrative boundaries) including the municipalities regions in the kingdom and the region of the Greater Amman Municipality.
 - 3.3 (50) Meters for the façade and (40) meters for the depth, if the proposed site is located outside the administrative boundaries of municipalities and on roads with a width of (30) meters or more.
 - 3.4 (40) Meters for the façade and (50) meters for the depth, if the proposed site is located outside the administrative boundaries of municipalities and on roads with a width less than (30) meters.
4. The distance between the proposed site and the another existing station within the administrative boundaries of the municipalities regions in the kingdom and region of Greater Amman Municipality shall not be less than the following:

- 4.1 (200) meters if the proposed site is located on the same side of the road.
- 4.2 (100) meters if the proposed site is located on the opposite site of the road in case that the road isn't separated by a continued middle island.
- 4.3 It is allowed to establish new fuel stations next to existing fuel stations, if the road between them is separated by a continued middle island.
5. The distance between the proposed site and another existing station outside the administrative boundaries shall not be less than the following:
 - 5.1 (500) meters, if the proposed site is located on the same side of the road.
 - 5.2 (300) meters if the proposed site is located on the opposite site of the road in case that the road isn't separated by a continued middle island.
 - 5.3 It is allowed to establish new fuel stations next to existing fuel stations, if the road between them is separated by a continued middle island.
6. For any decrease in the facade, depth or distances mentioned in article (9/b/3-1), (9/b/3-2), (9/b/3-3), (9/b/4-1), (9/b/4-2) and article (9/b/5-1) and (9/b/5-2) hereof, provided that such decrease in the distances, facade or depth may not be less than (10%), for these cases the required distance mentioned in article (9/b/2-1), 9/b/2-2), (9/b/2-3) of these instructions shall be valid.
7. The borders of the proposed site shall fulfill the following conditions:
 - 7.1 It shall be not less than (200) meters away from the entrances and exits of the tunnels, bridges, ramps and loops, if the service road that is next to or adjacent to the bridge or tunnel consists of two routes at most in relation to the proposed sites located within the administrative boundaries. The distance shall be measured from the beginning and/or end of the ramp.
 - 7.2 It shall be not less than (300) meters away from the entrances and exits of the tunnels, bridges, ramps and loops, if the service road that is next to or adjacent to the bridge or tunnel consists of three routes and above in relation to the proposed sites located within the administrative boundaries. The distance shall be measured from the beginning and/or end of the ramp.
 - 7.3 It shall be not less than (300) meters away from the entrances and exits of the tunnels, bridges, ramps and loops regardless the number of routes of the service road that is next to or adjacent to the bridge or tunnel in relation to the proposed sites located outside the administrative boundaries. The distance shall be measured from the beginning and/or end of the ramp.
 - 7.4 It shall be not less than (150) meters away from the intersection controlled by light signals, from the public squares (traffic circle) and from fourfold intersections, including the proposed sites that are located within and outside the administrative boundaries.
 - 7.5 (100) meters from the beginning and/or end of the horizontal ramps, if the diameter of the ramp is less than (150) meters in relation to the proposed

- sites located inside the administrative boundaries, provided that the necessary visibility distances shall be provided to achieve the secure parking distances according to the road operative speed. The applicant shall present the topographic plan made by a licensed and approved topographer.
- 7.6 It shall be (150) meters away from the beginning and/or end of the horizontal ramps, if the diameter of the ramp is less than (230) meters in relation to the proposed sites located outside the administrative boundaries, provided that the necessary visibility distances shall be provided to achieve the secure parking distances according to the road's operative speed. The applicant shall present the topographic plan made by a licensed and approved topographer.
- 7.7 It shall not be less than (100) meters away from the U-Turn, if the road is consisted of two routes for each direction at most in relation to the proposed sites inside the administrative boundaries.
- 7.8 (150) meters away from the U-Turn, if the road is consisted of three routes for each direction at most in relation to the proposed sites inside the administrative boundaries.
- 7.9 It shall not be less than (200) meters away from the U-Turn in relation to the proposed sites outside the administrative boundaries regardless the number of the road's routes.
- 7.10 It shall be at least (100) meters away from the entrances and exits of the (universities, places of worship, hospitals, schools, travel companies (public transport)) for example, including but not limited to the proposed sites located inside and outside the administrative boundaries.
- 7.11 It shall be at least (100) meters away from the entrances and exits of the culverts (sewerage pipes or closed cable ditches) if they are located inside the administrative boundaries and (150) if they are located outside the administrative boundaries.
- 7.12 It shall be at least (25) meters away from the entrances and exits of the lower tunnels and bridges specialized for the pedestrians including the proposed sites located inside and outside the administrative boundaries.
- 7.13 It shall be at least (12) meters away from the sources of the flames and sparks including but not limited, for example, to welding and blacksmithing workshops, if the proposed sites are located inside and outside the administrative boundaries.
- 7.14 It shall be at least (50) meters away from the (T) and/or (Y) shaped intersections, if the width of either roads equals to (12) meters in relation to the proposed sites located inside the administrative boundaries for regions of Kingdom's municipalities including the Greater Amman Municipality.
- 7.15 It shall be at least (100) meters away from the (T) and/or (Y) shaped intersections, if the width of either road is more than (12) meters in relation

- to the proposed sites located inside the administrative boundaries for regions of Kingdom's municipalities including the Greater Amman Municipality.
- 7.16 It shall be at least (150) meters away from the (T) and/or (Y) shaped intersections, if the width of either road is (12) meters or more in relation to the sites located outside the administrative boundaries.
- 7.17 The distance between the intersections and the proposed sites shall be excluded, in case the width of either road is less than (12) meters including the proposed sites located inside and outside the administrative boundaries.
8. Decrease in percentage not more than (5) % from the distances mentioned in article (9/b/7) of these instructions based upon recommendation from the technical committee.
9. In spite of content of article (9/b/7) regarding the distance from the (T) or (Y) shaped intersections, fuel stations may be constructed on the proposed side, if it is located on a (T) shaped intersection according to the following conditions:-
- 9.1 The station's entrance shall be on the main road and station's exit shall be on the side road and the proposed side shall satisfy the conditions stipulated in article (9/b/7).
- 9.2 The width of the road, on which the station's entrance is located, may not be less than (24) meters and it shall be separated by a continued middle island. The width of the road, on which the station's exit is located shall not be less than (20) meters and it shall be separated by a continued middle island or (16) meters, if it is one-way in relation to the proposed sites inside the administrative boundaries of regions of the Greater Amman Municipality.
- 9.3 The width of the road, on which the station's entrance is located and the road on which the station's exit is located may not be less than (16) meters, if it is a two-way road or (12) meters if it is one-way road in relation to the proposed sites located inside the administrative boundaries for municipalities within the kingdom.
- 9.4 The width of the road, on which the station's entrance is located shall not be less than (20) meters and the width of the road on which the station's exit is located may not be less than (16) meters in relation to the proposed sites located outside the administrative boundaries.
- 9.5 The road adjacent to the proposed site, on which the station's exit is located, shall be on the left side of the site proposed for the entry of the vehicles to the fuel station.
- 9.6 The proposed site shall satisfy the areas stipulated in article (9/b/2) and the dimensions stipulated in article (9/b/3) of these instructions, provided that its shape shall be regular in relation to the site location inside and outside the administrative boundaries including the Greater Amman Municipality.

- 9.7 The entrance or exit of the station may not be located on a service road next to or adjacent to a bridge or tunnel.
- 9.8 The road meeting point, on which the station's exit is located and the road, on which the station's entrance is located shall be controlled by a traffic light and supported by a public square (traffic circle) or a U-Turn.
10. No new fuel stations are allowed to be established on public plots or public squares (traffic circles).
11. Fuel stations are allowed to be established on the horizontal ramps, if the diameter of the ramp is more than (150) meters and if the proposed sites are located within the administrative boundaries and more than (230) meters if the proposed sites are located outside the administrative boundaries, provided that the necessary vision distances shall be provided to achieve the secure parking distances according to the road allowable speed. The applicant shall present the Topographic plan made by a licensed and approved Topographer.
12. It is allowed to establish fuel stations on the service road next to or adjacent to the bridge or tunnel, provided that the road shall be consisted of three routes or more and it shall satisfy the distances stipulated in article (9/b/7) herein.
13. It is allowed to establish fuel stations inside the vertical ramp whether the road is separated or un-separated by a continued middle-island, provided that vision distances shall be achieved not less than (100) meters from both sides of the entrance and exit of the station including the proposed sites located inside the administrative boundaries.
14. It is allowed to establish fuel station inside the vertical ramp whether the road is separated or un-separated by a continued middle-island, provided that vision distances shall be achieved not less than (150) meters from both sides of entrance of the station including the proposed sites located outside the administrative boundaries.
15. The inclination of the road passing in front of the proposed side may not be more than (5) %.
16. The borders of the proposed site from all directions shall be away from the high and medium electricity voltage lines, when projecting them vertically with a distance not less than:
- (12) Meters from the high voltage lines.
 - (6) Meters from the medium voltage lines.
 - It isn't allowed to establish fuel stations in case of passing above the proposed site of high and/or medium voltage lines.

Article (10)

After issuing the Technical Approval on the proposed site, the applicant shall provide the Ministry with the security and regulatory approvals within three months as of the date of

issuing the Technical Approval on the proposed site. Extension of this period for one year maximum is possible in case the applicant has presented to the Ministry evidence that he isn't able to procure the required approvals within the determined period; otherwise, the approval shall become null and void.

Article (11)

1. The Ministry shall issue or withhold the approval on the proposed site from the applicant depending on the availability of the Technical Approval for the proposed site, the Security Approval and the Regulatory Approval.
2. After procuring the above Approvals on the proposed site by the applicant, the Ministry shall issue its Approval under the condition that the applicant will:
 - a. Provide the Ministry with the preliminary engineering drawings in scale (1:200) showing the distances and dimensions mentioned in the annex attached to the instructions on the designing of the fuels stations.
 - b. Provide the Directorate General of Civil Defense with the preliminary engineering drawings including the requirements of the self-protection.
 - c. Provide the regulatory authority with the preliminary engineering drawings according to the terms and conditions of the regulation applicable to the proposed site, on which the fuel stations is intended to be established.
 - d. Prepare the engineering drawings by a licensed engineering office according to the preliminary engineering drawings approved by the Ministry, the Directorate General of Civil Defense and the competent regulatory authority.
 - e. Provide the Ministry with a copy of the engineering drawings approved by the following authorities: the Jordan Engineers Association, the Directorate General of Civil Defense and the competent regulatory authority.
 - f. In case of rendering any other services like car washing, oil changing, flat tires, supermarkets or cafeteria, they shall be merged in the shop drawings to procure the required licenses from the regulatory authorities according to the terms and conditions of the regulation applicable to the plot or from any other competent authority. These services shall be in conformity with requirements of the public health and the regulatory conditions with providing sufficient additional area for these services, provided that they shall not contradict with the work of the station. The ministry shall be provided with approval issued by the Municipal Affairs and/or the Greater Amman Municipality or any other competent authority rendering these services. Services that have negative effect on public health like weapons selling shall be excluded.
 - g. The applicant shall have to procure the licenses required for establishing the fuel station from the competent authorities.

- h. Provide the Ministry with a contract for the supervision of the works for the establishment of the station duly signed by an Authorized and Licensed Engineering Consultancy Office, provided that the contract shall be approved by the Jordan Engineers Association.
- i. The applicant, procuring the approval on the proposed site, shall provide the Ministry with the documents mentioned in clauses (a, b, c, d, e, f, j) of article (11/21) herein within a period of three months extendable up to one year maximum as of date of procuring the approval on the proposed site.

Article (12)

The approval on the proposed site shall be null and void without warning or notice, if the applicant has entered a partner without procuring the written approval of the Ministry. In addition, the approval on the proposed site shall be deemed null and void without warning or notice, if the applicant has assigned the approval to others or has assigned the plot on which the fuel station shall be established before getting the permission from the Ministry to start the construction of the fuel station.

Article (13)

The permitted person shall begin the construction of the fuel station or perform any substantial amendments on the existing station within six months as of the date of procuring the permit; otherwise, the permit shall become null and void.

Article (14)

Upon beginning the construction of the fuel station or performing any substantial amendments on the existing station, the permitted person shall adhere to the following:

- a. The station's design and the buildings to be constructed in the station shall be according to the engineering drawings approved by the regulatory authorities, Directorate General of Civil Defense and according to the annex of instructions of fuels stations' design (attached hereto) and any instructions issued or to be issued by the competent authorities in this regard according to the provisions of the applicable Jordanian Building Law and/or any other law.
- b. The construction process shall be performed under direct supervision of a Licensed Engineering Office and the permitted person shall bear the full responsibility for any mistakes resulted from the construction process.
- c. The pumps, tanks and the remaining materials and tools necessary for the electric and mechanical constructions, the control and monitoring systems and the works required for constructing the station shall be according to the specifications approved by the Standards and Metrology Organization and/or any instructions issued or to be issued by the competent authorities in this regard.

- d. The procurement of the permits from the Ministry, the Standards and Metrology Organization and the Directorate General of Civil Defense on erecting the tanks in the places allocated for this purpose and/or on installing the pumps has been secured.

The permitted person shall:

- Provide an electronic and computer system for monitoring the storage of the oil products in all station's tanks. Such systems shall be possible to be connected with a central system for monitoring the storage of the fuels stations in all governorates of the kingdom.
- e. Provide a guiding electronic pricing list in a prominent place and according to the specifications approved by the Standards and Metrology Organization.
- f. Install the necessary devices and systems necessary for discovering any leakage from the tanks and/or pumps and/or distribution lines.
- g. Provide the necessary manholes to facilitate the cleaning of the tanks with suitable covers to close the openings and to ensure the good ventilation of the tanks according to the instructions issued or to be issued by the competent authorities.
- h. Install the cathodic protection system to reduce the tanks erosion rate.
- i. Provide an electric generator at the station, which can operate the station in the emergency cases of electric current interruption.
- j. Provide 4 or more powerful fire extinguishers, with a capacity of (12) kg, according to the requirements of the Directorate General of Civil Defense.
- k. Provide the necessary guiding or warning signals in a clear and indelible writing, positioned in suitable places and stating the following:
1. Warning signals (no smoking and turn off engine).
 2. Guiding signals (kind of the oil product on the tanks and pumps).
 3. Phosphoric signals indicating the entrance and the exit.
- l. Provide a first aid box equipped with primary medical materials.

Article (15)

The Ministry, the Standards and Metrology Organization and the Directorate General of Civil Defense shall verify that the permitted person has executed the requirements mentioned in article (14) hereof and thereupon the Ministry shall grant him the Work completion Certificate.

Article (16)

After the permitted person procures the work completion certificate for the construction of the fuel stations, the ministry shall grant him an Operation License after presenting the following documents:

- a. Commercial register for the station.

- b. Professions license issued by the Ministry of Municipal Affairs or the Greater Amman Municipality and/or any other authority in coordination with the Directorate General of Civil Defense.
- c. Valid insurance policy to cover any damages that may occur as a result of practicing this activity.
- d. Agreement contract for distributing the oil products duly signed by the distribution licensee.

Article (17)

Upon operating the fuels station, the licensee shall adhere to the following operational requirements:

- a. Engage workers trained and qualified on such kind of services, giving priority to Jordanian workers and providing a security guard for the station. The workers shall satisfy the following conditions:
 - 1. They shall not be less than (18) years old.
 - 2. They shall be competent in reading and writing.
 - 3. They shall hold a certificate of passing a civil defense course qualifying them for this purpose and this certificate's validity shall be renewed every two years.
 - 4. They shall be of good conduct and behavior.
 - 5. They shall be in good health.
 - 6. They shall hold a permit of practicing the profession from the Ministry of Labor.
 - 7. The workers at the station shall wear uniforms with an identification card holding their image, name and name of the station where they work issued by the Fuel Association for its affiliating stations or issued by the distribution licensees for their affiliating stations.
 - 8. If the station's worker has committed any violation related to the compliance with the specifications of oil products or bad credit, the card and the profession practice permit shall be withdrawn and he shall be prevented from practicing this profession at any other fuel station. He shall be referred to the court according to the laws and regulations applicable by the competent authorities.
 - 9. If the station's worker smoked during the process of unloading the tank trucks that provide the station with the fuels or during filling the fuels to the transport means inside the station, the card and the permit shall be withdrawn and he shall be prevented from practicing this profession at any other fuel station by the competent authorities.
- b. Provide the oil products continuously at the station and the licensee or his authorized person shall maintain the stock of the products at a percentage not less than (40%) from the storing capacities for each oil product traded by the stations

- c. The order for the oil products made by the fuels station may not be less than the load of one complete tank truck to reduce the movement of the tank trucks and to maintain public safety.
- d. Restrict to the prices declared by the competent authorities.
- e. Follow up periodically and daily the calibration of fuel pumps using the calibration meter existing at the station. If there are pumps exceeding the allowed tolerances according to the standard specifications approved by the Standards and Metrology Organization, a poster or a board holding the phrase 'the pump is out of order or the pump is under maintenance' shall be fixed on the pump. Otherwise, all pumps shall be deemed sound and shall be subjected to the legal investigation by the competent authorities.
- f. Maintain sound registers of the tanks showing the manufacturing date of the tank, the manufacturing company, tank capacity, tank inspection date and the authority that performed the inspection or any other information that may be required by the competent authorities.
- g. Provide a board showing the name of the person in charge of the station, the names of the workers thereat and the necessary telephone numbers to contact the licensee and the other authorities related to the work of the fuel stations. Sound records shall be kept inside the station according to instructions of the Standards and Metrology Organization and any other related authority.
- h. Maintain the station periodically, well keeping of its ground and casting it in cement and keeping all the buildings and facilities affiliated to the station clean.
- i. Take care of the pumps and clean the tanks and their covers as well as the covers of the unloading points. Keep the filling hose hung in their allocated places and maintain the tanks' manholes cleanliness from both the inside and outside. Not allowing any spilling, and if occurred, it shall be remedied immediately according to the instructions issued by the competent authorities.
- j. Carry out a periodic follow up to ensure that there is no leakage from the tanks, pipes and/or other installations and - if occurred - it shall be remedied immediately according to instructions issued by the competent authorities.

Article (18)

In addition to the responsibility of the Standards and Metrology Organization to verify the specifications of the fuels and specifications and calibration of the meters, of the fuels pumps and fuels distribution tank trucks according to the applicable law of the Standards and Metrology Organization, the related amendments, the regulations and the instructions issued accordingly, the Ministry and the Standards and Metrology Organization shall verify the specifications of the fuels by taking the necessary samples from the fuel stations, analyzing them and taking the legal procedures against those who manipulate the

specifications of the fuels and present bad credit according to the applicable laws and regulations.

Article (19)

The licensee shall consider the following public safety conditions:

- a. Provide the supplies, requirements and provisions of protection related to the stations, facilities and additional buildings that render the other services according to the requirements determined by Directorate General of Civil Defense.
- b. Apply strict banning of smoking inside the fuels stations and forbid the operation of vehicles and transport means during the filling process.
- c. Qualify the workers at the fuels stations to deal with all requirements of public safety inside the station by attending courses to be held by the Directorate General of Civil Defense.

Article (20)

It is conditioned that the fuel distribution tank trucks shall adhere to instructions of the dangerous materials on the roads and instructions issued by the traffic law related to the specifications that shall be satisfied by tank trucks of transferring the liquid and bulk materials. They shall comply with the instructions issued by the Standards and Metrology Organization and any competent authority in this regard. The following shall be considered:

- a. Perform periodic technical examinations to all the fuel distribution tank trucks at the Vehicle Licensing Department at least once per year. The fuel distribution tank trucks shall be equipped with the following:
 1. Spark blocker to be installed on the outlet of the exhaust pipe of the tank truck, so that sparks will be directed towards the lower part of the truck.
 2. Automatic electric breaker/system for closing the electric circuit of the tank truck, whenever the electric load increases on the electric network.
 3. Manual electric breaker to be used by the driver when necessary.
 4. Two powder fire extinguishers, with a capacity of (6 kg).
- b. The fuel distribution tank trucks that distribute the fuel from the fuel stations to the customers shall be painted in yellow and the front part of the tank truck shall be painted in green. The distribution licensed companies shall be allowed to paint the head of the tank truck in any color of their choice, and the following data shall be written on both sides and rear part of the tank truck inside a black frame with black font:
 1. Name of its fuel station and telephone number of the licensee.
 2. Governorate/city/village.
 3. Price of the oil product (Fils/Liter).

4. Type of material allowed to be sold according to the license issued by the Standards and Metrology Organization.
- c. These tank trucks shall be operated with diesel oil.
- d. The works of calibrating the tank trucks shall be made by the Standards and Metrology Organization according to the instructions issued by the Organization. The calibration form shall be kept in the tank truck and the calibration shall be made annually at least or whenever required.
- e. It is necessary to provide the customer with an invoice when selling any quantity of fuel showing the type of fuel, the sold quantity, the name of the fuel station to which the tank truck is affiliated, the name of tank truck's driver, the tank truck's number, the delivery date and time.
- f. The tank trucks' owners shall fill from stations that the tank trucks are licensed by the concerned authorities.
- g. The tank trucks' owners shall sell the oil products exclusively in the governorates where they are registered.
- h. It is strictly forbidden, under penalty of liability, to use the tank trucks for anything other than their allocated purposes, namely: to transport oil products from one fuel station to another, to sell the stations' fuel and/or to transport other material not allocated for them.

Article (21)

The licensee shall be fully responsible for the violations mentioned hereunder, whether such violations are committed by his workers, affiliates or employees, the station's tenant or any other individual:

- a. Mixing the oil products with each other or making any change in the specifications of these products other than the specifications approved by the Standards and Metrology Organization.
- b. Manipulation in the measuring meters fixed on the pumps.
- c. Negligence that leads to the mixing of the oil products with water.
- d. All illegal actions leading to fraud in the quantities or specifications of oil products, and failure to adhere to the instructions issued by the Standards and Metrology Organization or other official authorities.
- e. Purchasing or trading oil products from any source other than the licensed distributors with whom a contract is concluded or selling and/or purchasing or trading these products in violation to the regulations and instructions issued or to be issued by the concerned authorities.
- f. Carrying out any substantial amendments to the station without obtaining the necessary license from the Ministry.
- g. Failure to adhere to the conditions and requirements mentioned herein.

- h. Violating the instructions issued by the Directorate General of Civil Defense regarding the provision of supplies of safeguarding and self-protection necessary in the case of a fire.

Article (22):

The following procedures shall be taken against the licensees in case of registering a violation to any of the clauses stipulated in article (21) above.

- a. The violating licensee and person(s) shall be referred to the competent courts according to the law of the Standards and Metrology Organization No. (22) of 2000 and the amendment thereof.
- b. Based upon written request from the authority that performed the process of registering the violation and/or the ministry, the licensed distributor shall perform the following:
1. In relation to violations mentioned in clauses (a, b, c, d, e):
 - 1.1 The provision of the station with the violating material shall be suspended for a period of three months and the provision of the station with the other products shall be suspended for one month as of the date of verifying the violation, if the station's record is free from any previous violation.
 - 1.2 The provision of the station with the violating material shall be suspended for a period of six months and the provision of the station with the other products shall be suspended for three months as of the date of registering the violation if such a violation is recorded for the second time within two years as of date of the first violation.
 - 1.3 Suspending the provision of the station with all products for a period of six months as of the date of registering the violation, if this violation is registered for the third time within two years as of date of the first violation. The licensed distributor shall reserve its right to cancel the supply contracts signed with the licensees.
 - 1.4 The Ministry shall be entitled to exclude Kerosene from suspension of provision in case of the unavailability of an alternative fuel station in the region, unless Kerosene is the violating material.
 2. The owner of the violating station shall be informed in case of performing any substantial amendments to the station without receiving permission from the ministry and/or in case of failure to adhere to the conditions and requirements mentioned in these instructions that are necessary to remedy the violation during the period determined by the ministry. In case of failure to do so, the station's supply with all fuels will be suspended until remedying the violation.
 3. The owner of the fuel station, which violates the instructions of the Directorate General of Civil Defense related to providing the requirements of safeguarding

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and self-protection, must remedy the violation within one week as of the date of registering the violation. In case of failure to remedy the violation, the station's supply with all fuels will be suspended until remedying the violation.

- c. These procedures do not prevent any other actions from being taken by the judicial or other authorities as a result of the violations committed at the station, including the confiscation of the quantity registered by the Customs Department, if it has not been produced and/or imported by the licensed distributor and if the licensee has not paid the customs fees according to the applicable customs laws.

Article (23)

If any fuel distribution tank trucks are registered in violation of the instructions issued and/or to be issued by the Standards and Metrology Organization and/or the official authorities in this regard, the following procedures shall be taken:

- a. The tank truck shall be stopped and held at the Traffic Department until all legal procedures against the owner have been taken. The same shall apply to the tank truck drivers and the workers.
- b. If any manipulation is detected in the measuring meter, it shall be confiscated and the violators shall be referred to the competent court based upon the law of the Standards and Metrology Organization No. (22) of 2000 and its amendments.
- c. If quantities of smuggled oil products are identified, these quantities shall be confiscated and customs fines shall be imposed according to the applicable customs law. This shall not prevent taking any other legal action from the judicial authorities or any other official authority.
- d. In case of identifying quantities of oil products that violate the applicable specifications, the quantities shall be seized and sent to the petroleum refinery to re-refine at the expense of the tank trucks' owner and the proper procedures shall be taken according to the law of specifications and standards.
- e. These procedures do not prevent any other actions from being taken by the judicial or other authorities as a result of the committed violations.

Article (24)

The Ministries and competent authorities shall perform the operations of monitoring and inspecting the operating fuel stations to ensure their compliance with these instructions.

Article (25)

- A. The license and/or permit may not be assigned to any person in any way, except after receiving approval of the Ministry.
- B. In case of the death of the licensee and/or permitted person, his heirs shall be entitled to apply to the Ministry to procure a new permit and/or license within a

period of no more than (60) days as of the date of death. It is conditioned that the permit and/or license shall be applicable until accepting and/or rejecting the application according to the conditions stipulated herein.

Article (26)

Re-operation of a fuel station which has been suspended for one year or more shall not be allowed unless the necessary examinations are made for the mechanical and electrical lines, tanks and pumps by the competent authorities, providing the Ministry with the examination certificates and getting the written approval of the Ministry.

Article (27)

The owners of fuel stations, whose operation has been suspended for a period of one year or more without legal justification, shall operate their stations within one week as of the date of a written notification; otherwise the Ministry shall grant the approvals to any application presented to the Ministry that satisfies the conditions mentioned in these instructions excluding the clauses related to the distances between the proposed site and the existing suspended fuel station.

Article (28)

These instructions shall be implemented in cooperation and coordination with the Ministry and the Concerned Authorities.

Article (29)

The annex of fuel station designs shall be an integral part of these instructions and shall be read therewith as one unit.

Article (30)

These instructions do not contradict with the instructions of any other laws, regulations and/or instructions issued by other competent authorities according to valid laws and regulations. These instructions shall be complementary to the applicable laws, regulations and instructions, if they present any shortage.

Alaa Batayneh
Minister of Energy and Mineral Resources