



الهيئة السعودية للمياه  
Saudi Water Authority

User Guide:

# Potable Water Filling station (Production of Desalinated Water)

Date: February 2026

Version: 1

## First: Service Description

### Service Name:

Licensing Application Service for Potable Water Filling Stations  
(Production of Desalinated Water)

### Service Description:

This service enables applicants to submit requests for a license to establish or operate a facility for the production and filling of potable water (desalinated water). The service is provided in accordance with the approved regulations and bylaws governing the water sector, ensuring that the activity is conducted within the authorized regulatory, technical, and public health frameworks.

### Service Objectives:

- Regulate and oversee the activity of potable water production and filling.
- Verify that facilities comply with the approved regulatory, technical, and health requirements.
- Ensure the quality and safety of the produced water.
- Protect consumers within the potable water production and filling ecosystem.

### Target Groups:

- Facilities seeking to establish or operate potable water filling stations for desalinated water.



## Second: Terms and Requirements

### Service Prerequisites:

1. Fulfillment of the approved regulatory and technical requirements for potable water production and filling activities.
2. Compliance with the health and regulatory standards relevant to the station's operations.
3. Fulfillment of the requirements listed in the "Potable Water Station Requirements List."
4. Obtaining any relevant approvals or licenses from competent authorities (where applicable).
5. Uploading the Water Source License issued by the Ministry of Environment, Water, and Agriculture (MEWA).
6. Obtaining operational permit issued by the National Center for Environmental Compliance (NCEC).
7. Compliance with energy efficiency standards issued by the Saudi Energy Efficiency Center.
8. Commitment to installing security surveillance cameras (CCTV) in accordance with approved requirements.
9. Reviewing the instructional guide and complying with the regulatory and technical controls contained therein.



## Second: Terms and Requirements

### Service Requirements:

- Provide the applicant facility's information.
- Provide the station's location and activity details.
- Provide technical data related to production and filling processes.
- Enter information of assets associated with the activity (if any).
- Provide details of the ownership structure and the shareholders' ownership percentages in the project/facility.
- Specify the total investment amount for the project/facility (in SAR).
- Indicate the accounting system or standard applied and the approved accounting basis.
- Provide details of contracts related to the activity.
- Enter the facility's National Address.

### Required Documents:

- Commercial Registration (CR) or other proof of the facility's legal status.
- Engineering layout (design) of the filling station issued by a municipality-approved engineering office, including (entrances and exits - filling area - administrative buildings - parking areas- storage area - production station area).
- Proof of ownership of land and buildings, or proof of usufruct/right of use.
- Energy efficiency compliance certificate issued by the Saudi Energy Efficiency Center.
- Operational permit issued by the National Center for Environmental Compliance (NCEC).
- Water Source License issued by the Ministry of Environment, Water, and Agriculture (MEWA).
- Certificate of compliance with CCTV security surveillance installation requirements.



## Second: Terms and Requirements

### Required Documents:

- Produced water test report issued by a laboratory accredited by the Saudi Accreditation Center (SAAC), in accordance with the standards and specifications for water types approved by MEWA
- Financial statements for the past three years (for existing projects/facilities).
- Feasibility study for filling stations intended for commercial sale, including: (services provided, volume and quantities produced in the region, selling price, potential beneficiaries, production costs, and expected returns).
- Valid municipal license.

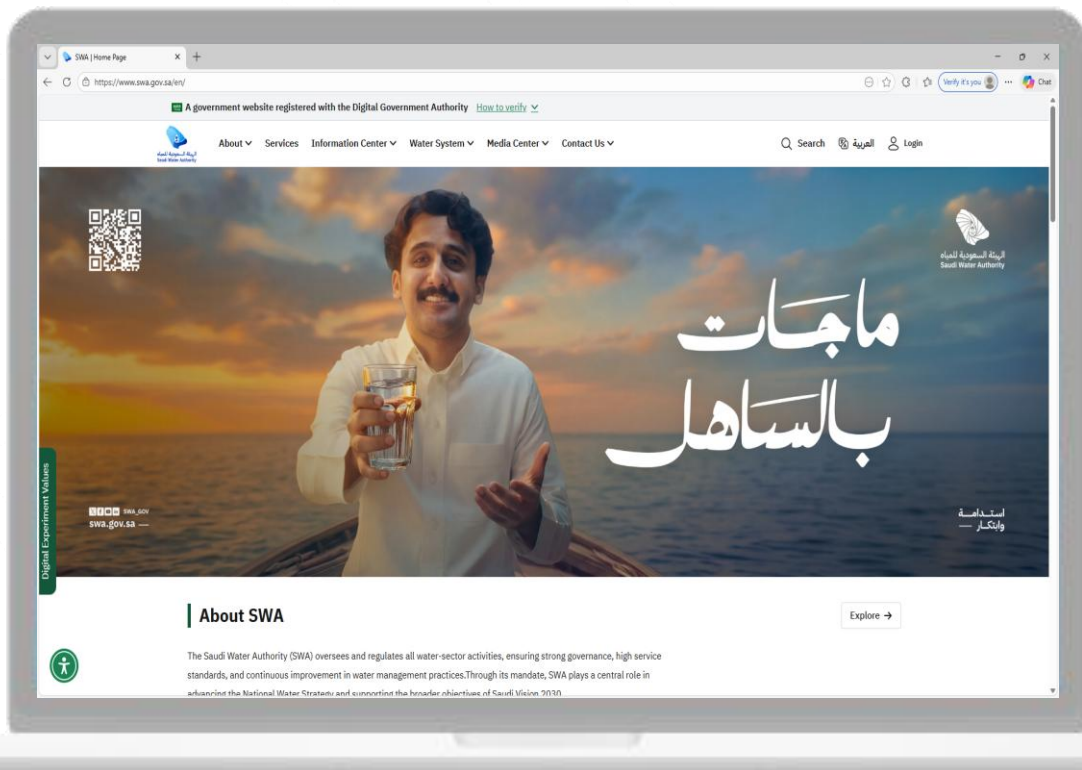
### Regulatory Notice:

The role of the Authority is limited to reviewing the application and verifying compliance with the regulatory and technical requirements prior to issuing the license. The license issued by the Authority does not replace any other approvals or permits that may be required by other competent authorities.



## Third: Steps to Access the Service

1. Visit the Saudi Water Authority website:



Click here to visit the website

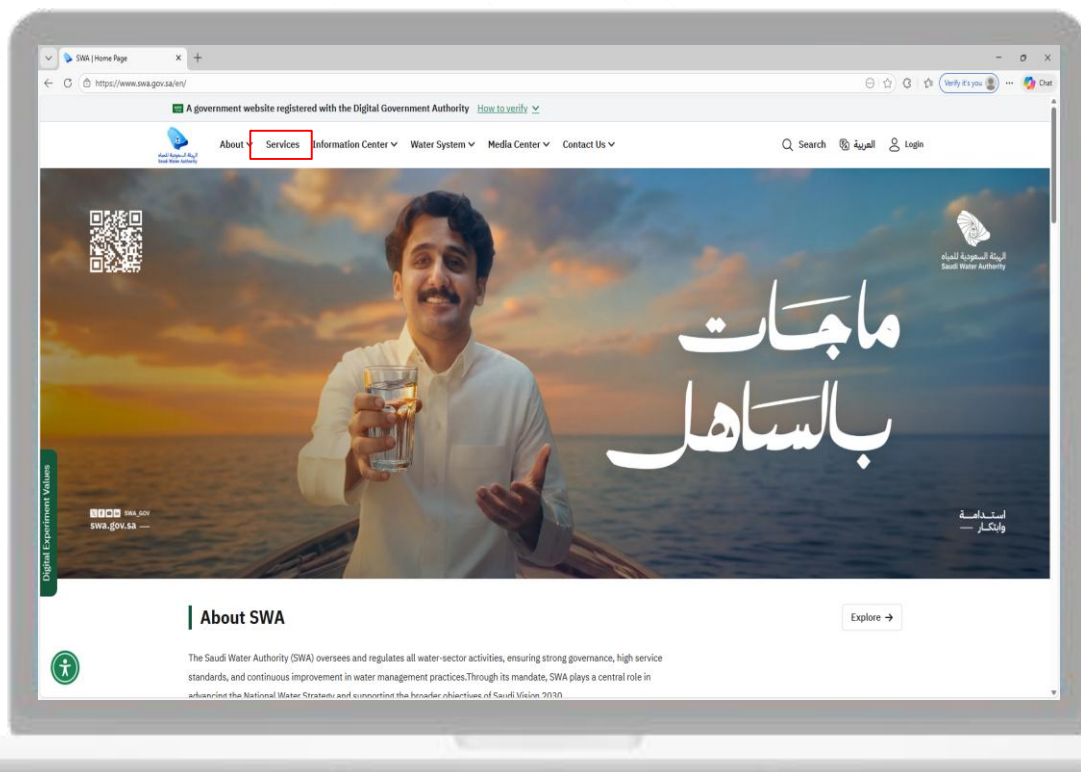
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دليل استخدام خدمة طلب ترخيص محطة تعبئة المياه الصالحة للشرب (إنتاج المياه المحلاة)



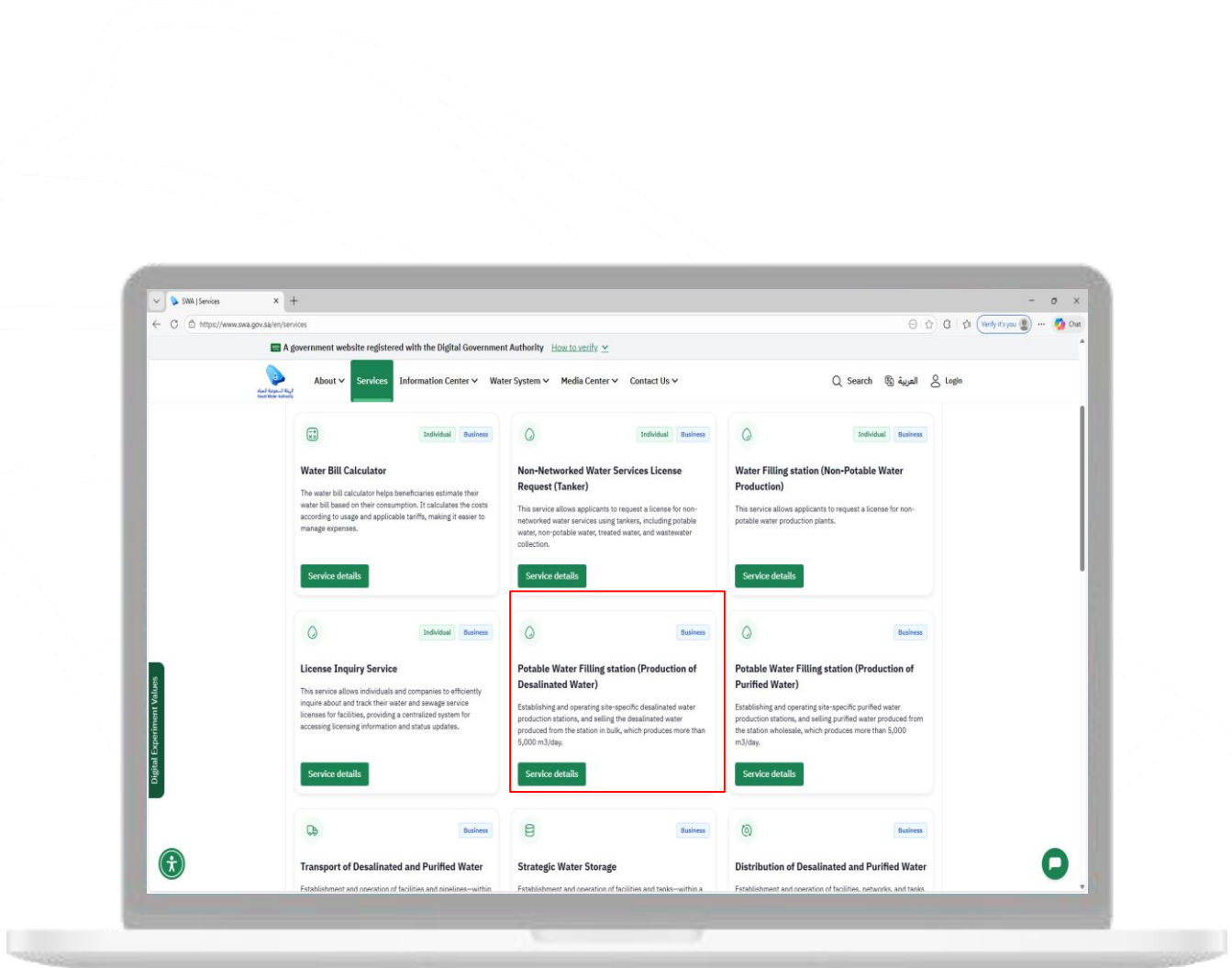
## Third: Steps to Access the Service

2. Navigate to the Electronic Services menu.



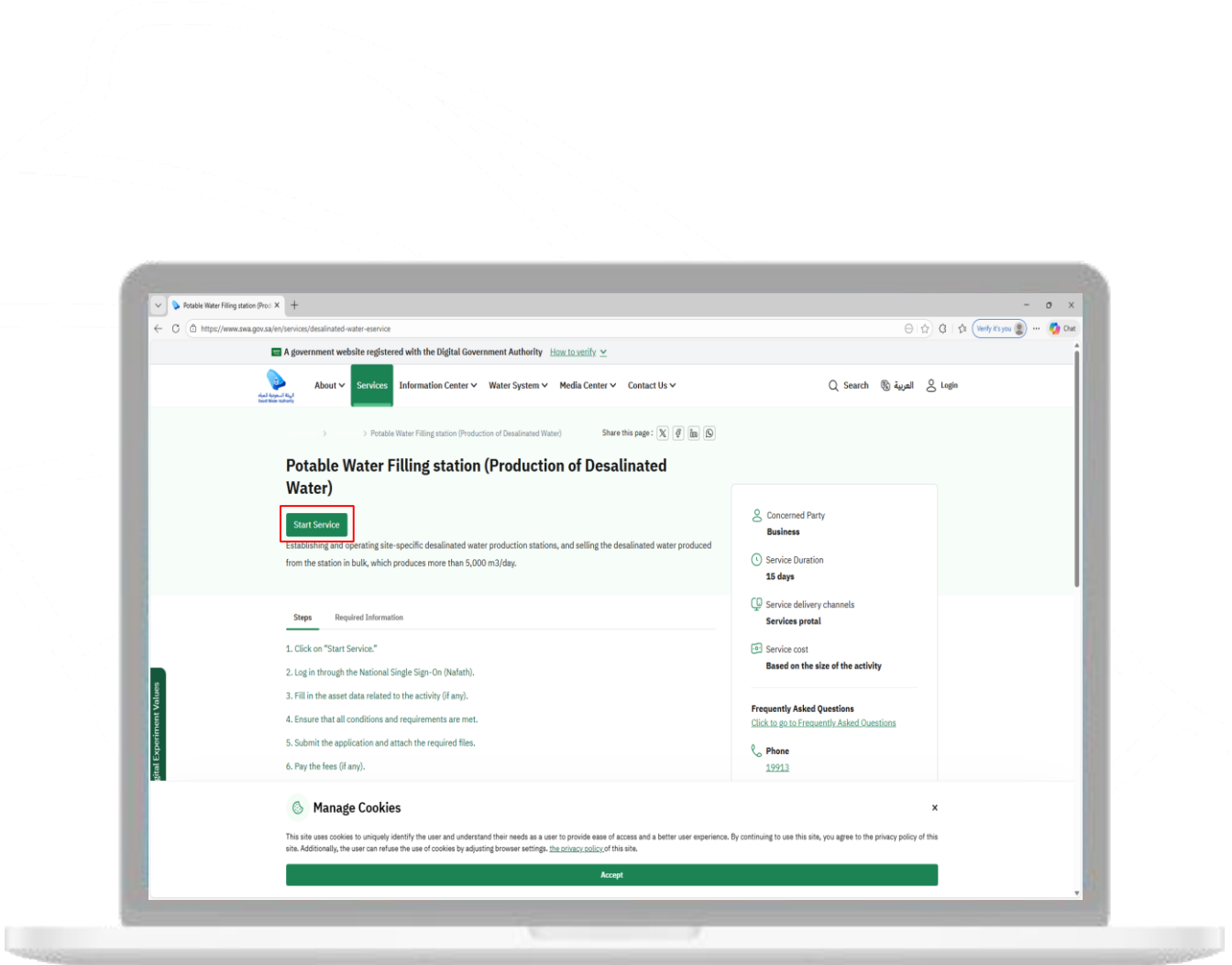
## Third: Steps to Access the Service

3. Select the service “Potable Water Filling Station (Desalinated of Purified Water).”



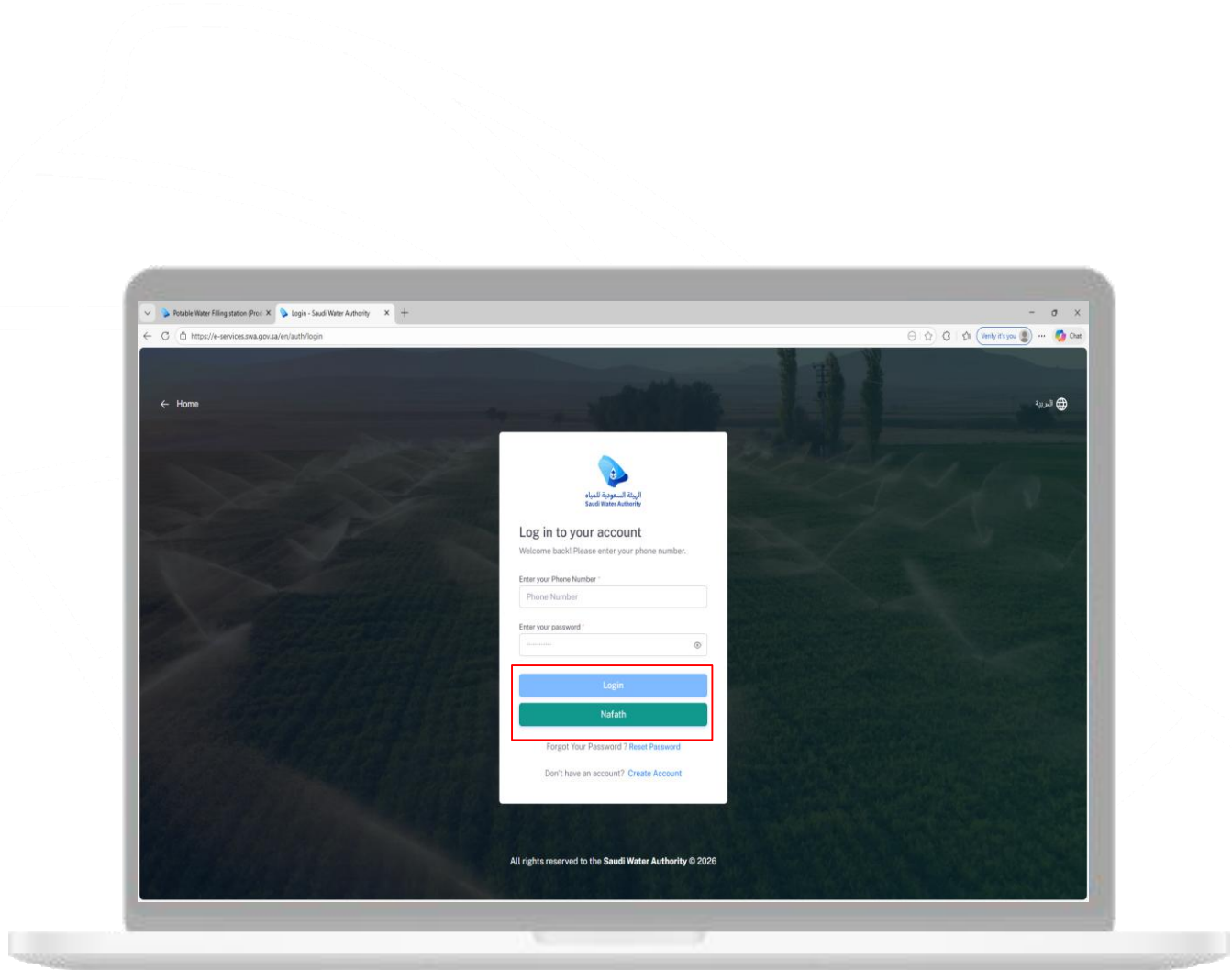
## Third: Steps to Access the Service

4. Click on "Start Service."



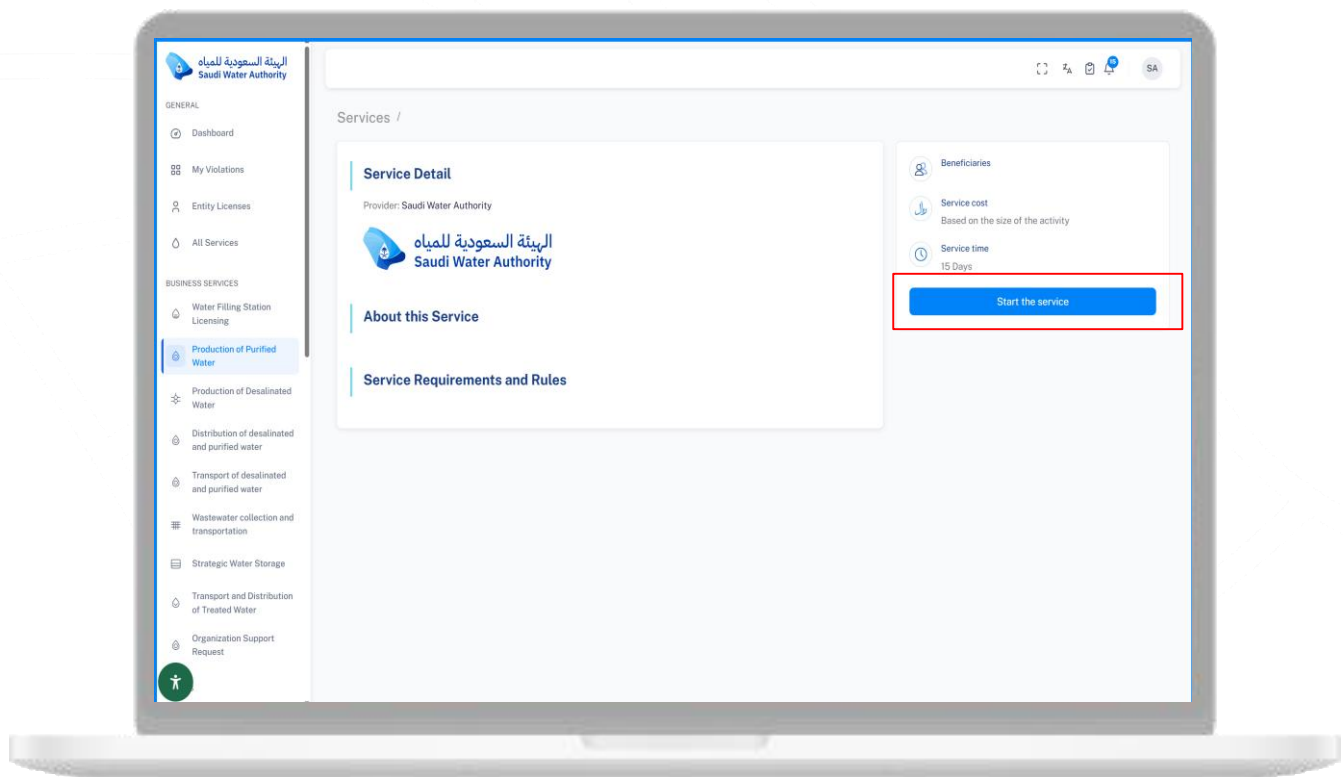
## Third: Steps to Access the Service

5. Log in via the Unified National Access (Nafath).



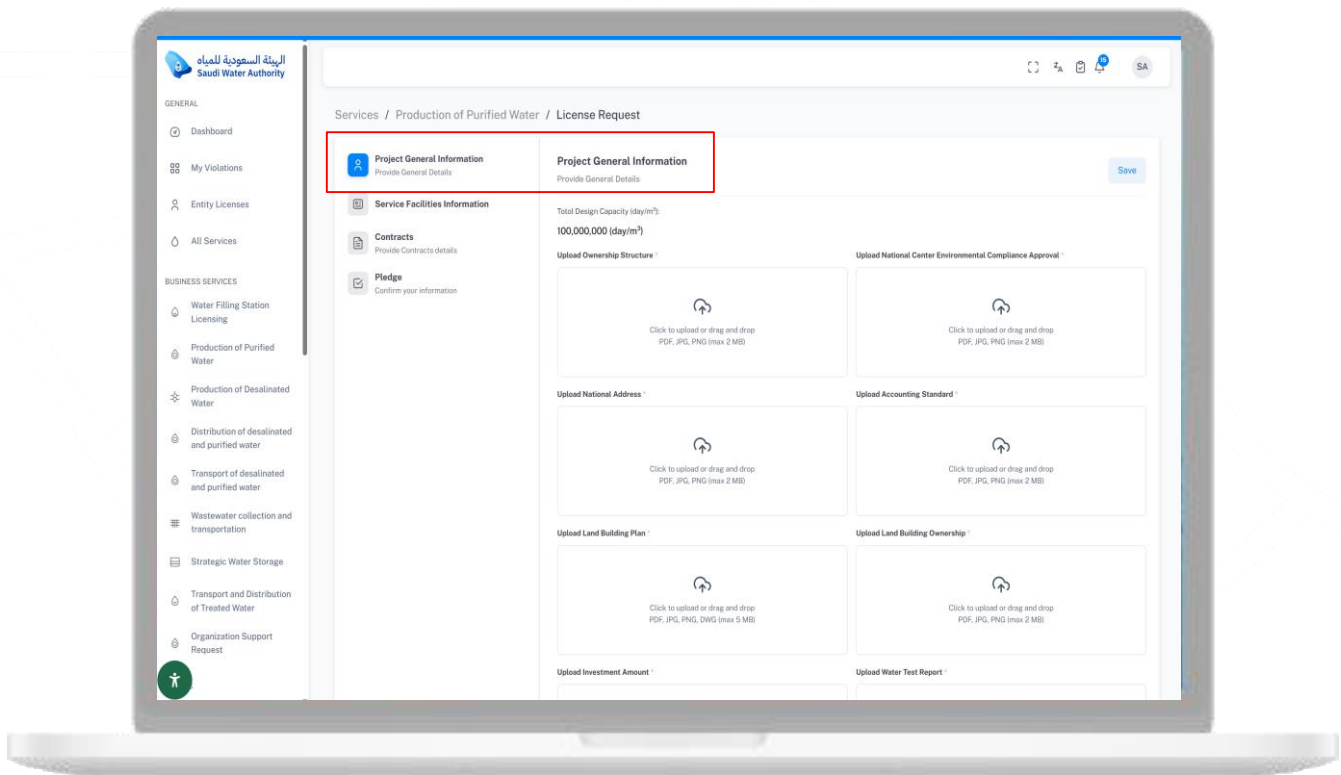
## Third: Steps to Access the Service

6. Access the portal and click “Start Service”.



## Third: Steps to Access the Service

7. Fill out the licensing application form with the required data.

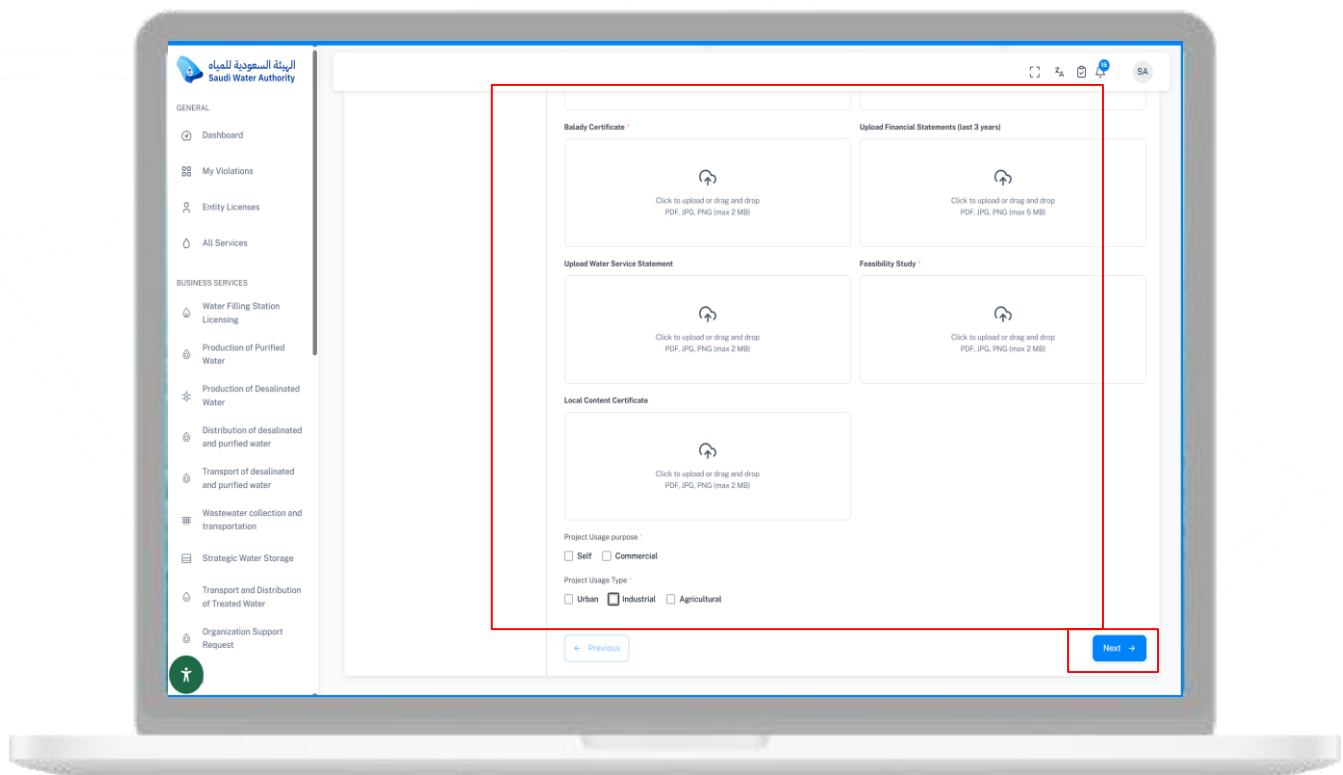


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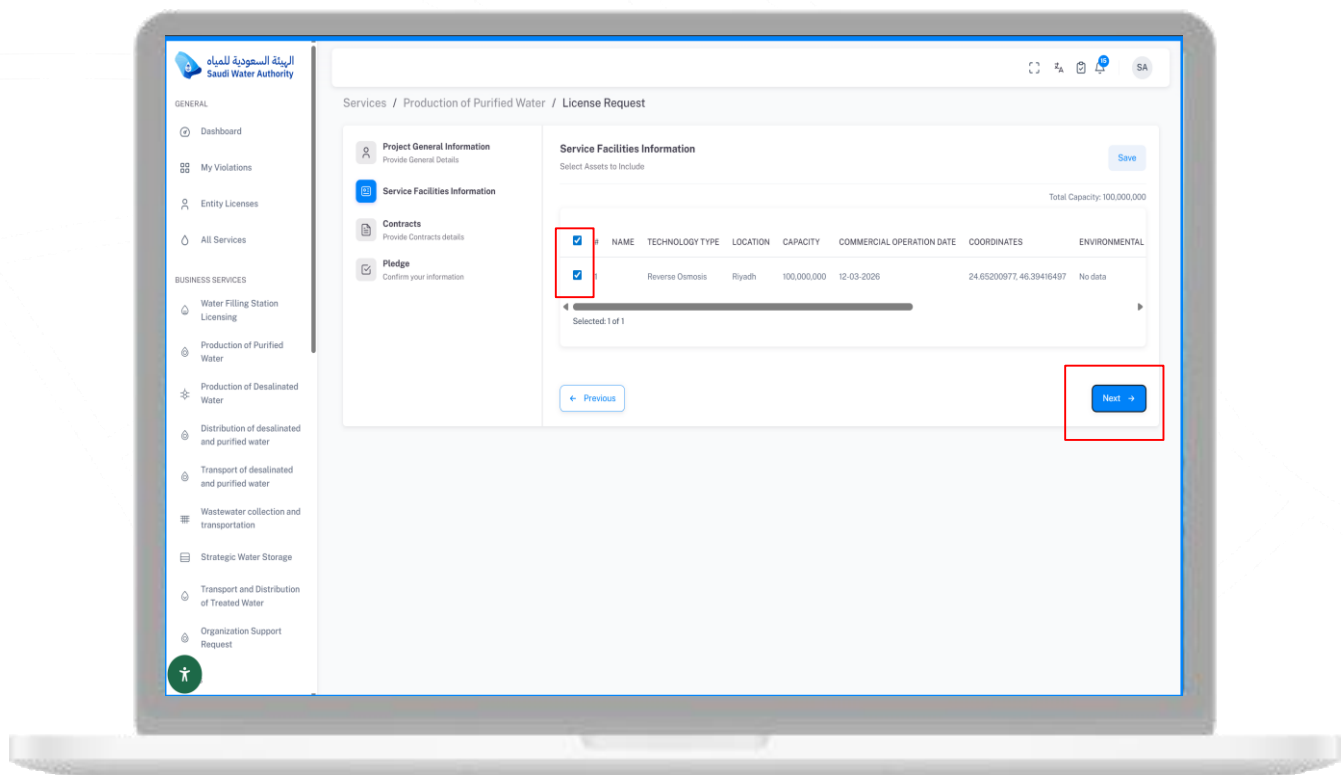
## Third: Steps to Access the Service

### 8. Attach the required files and documents.



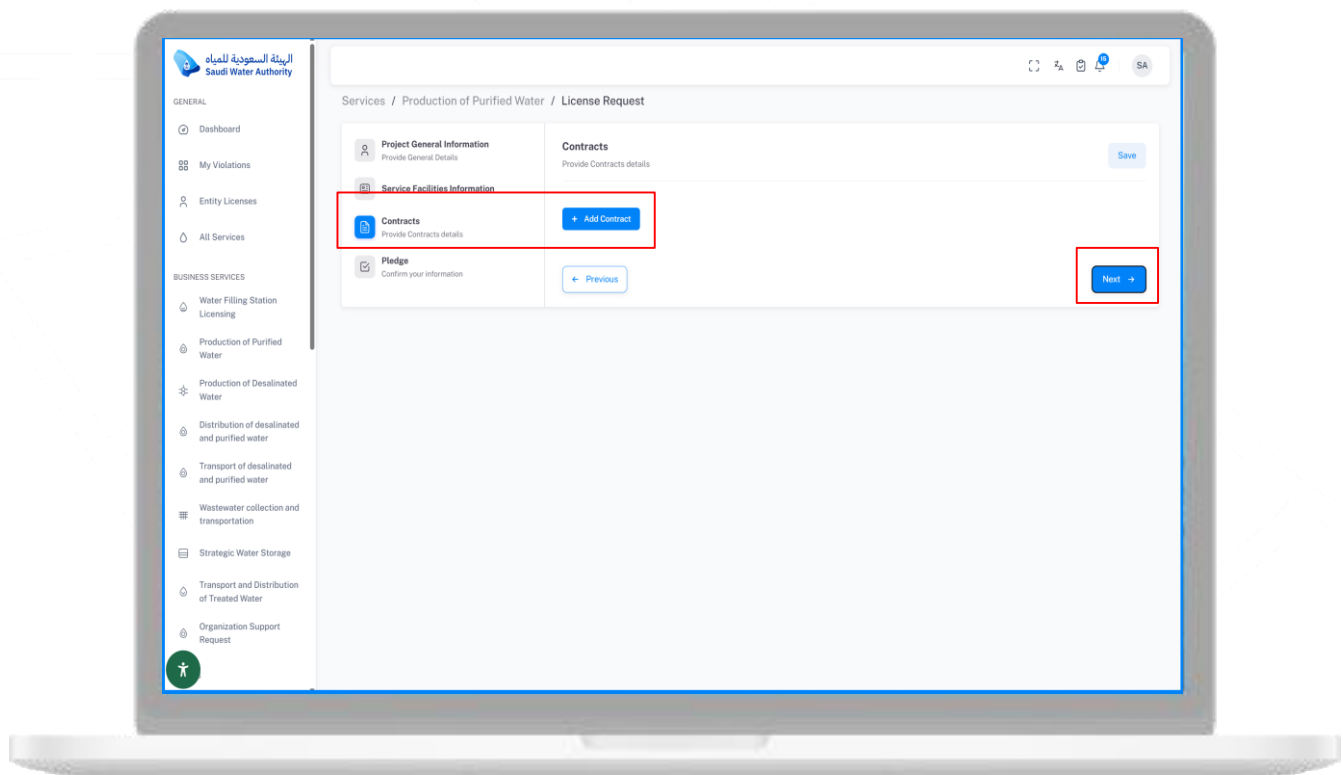
## Third: Steps to Access the Service

9. Select the assets associated with the activity.



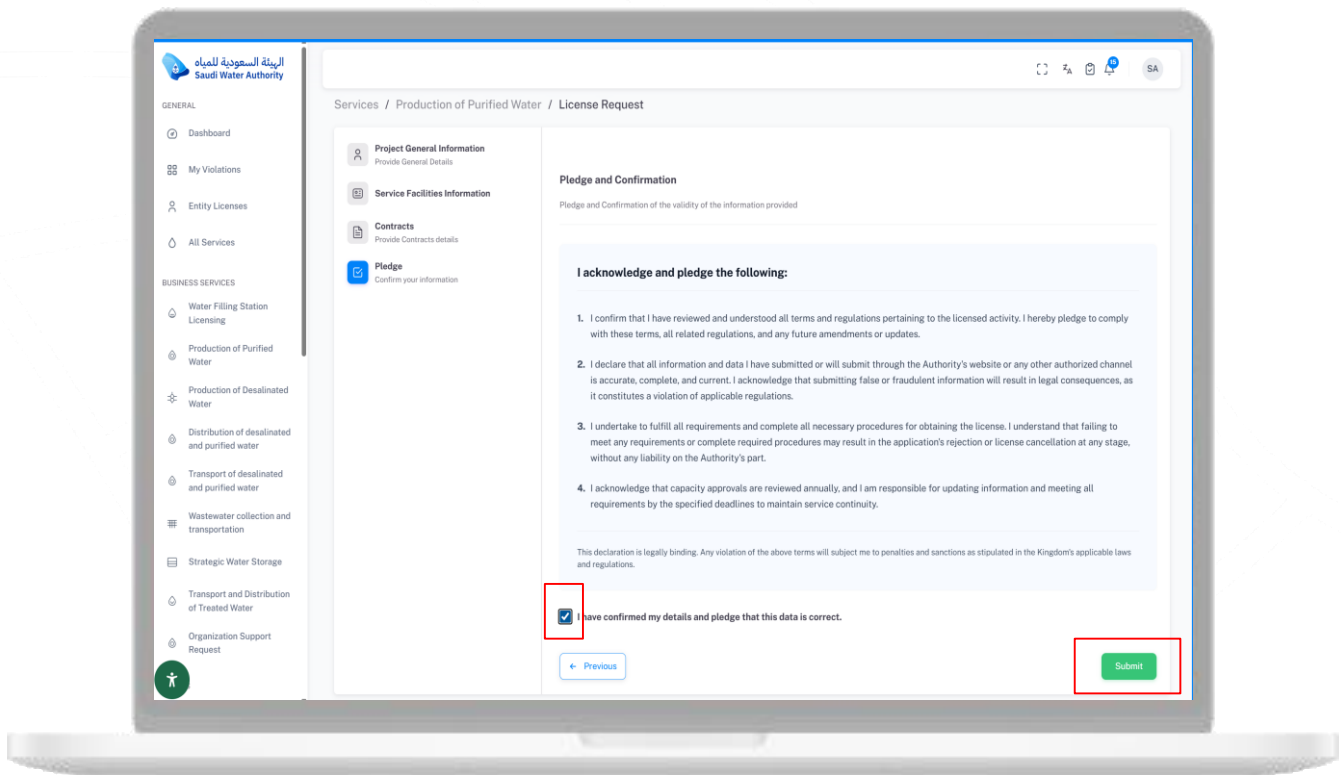
## Third: Steps to Access the Service

### 10. Enter contract details (if applicable)



## Third: Steps to Access the Service

### 11. Acknowledge the accuracy of the information and click “Submit”



## Third: Steps to Access the Service

12. Pay the fees (if applicable).
13. Rate the service (optional)





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