



الهيئة السعودية للمياه
Saudi Water Authority

User Guide: Service Guide for Production of Purified Water

Date: February 2026

Version: 1

First: Service Description

Service Name:

Licensing Application Service for Potable Water Filling Stations
(Production of Purified 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 (purified 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 purified 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 purified water.



Second: Terms and Requirements

Service Prerequisites:

1. Fulfillment of the approved regulatory and technical requirements for purified 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 the necessary approvals or licenses from the relevant competent authorities (where applicable).
5. Identification of the water source used (e.g., wells, dams, etc.) and obtaining the legal license for its use.
6. Obtaining approval from the National Center for Environmental Compliance (NCEC).
7. Uploading the Water Source License issued by the Ministry of Environment, Water, and Agriculture (MEWA).
8. Commitment to conducting periodic testing of the produced water in accordance with the standards and specifications approved by MEWA.
9. Reviewing the instructional guide and complying with the regulatory and technical controls contained therein.

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.



Second: Terms and Requirements

Service Requirements:

- 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.
- Operational permit issued by the National Center for Environmental Compliance (NCEC).
- Water source usage license issued by MEWA.



Second: Terms and Requirements

Required Documents:

- Test results report for the produced water issued by a laboratory accredited by the Saudi Accreditation Center (SAAC), in accordance with approved standards and specifications.
- 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.
- Approval from the Traffic Department

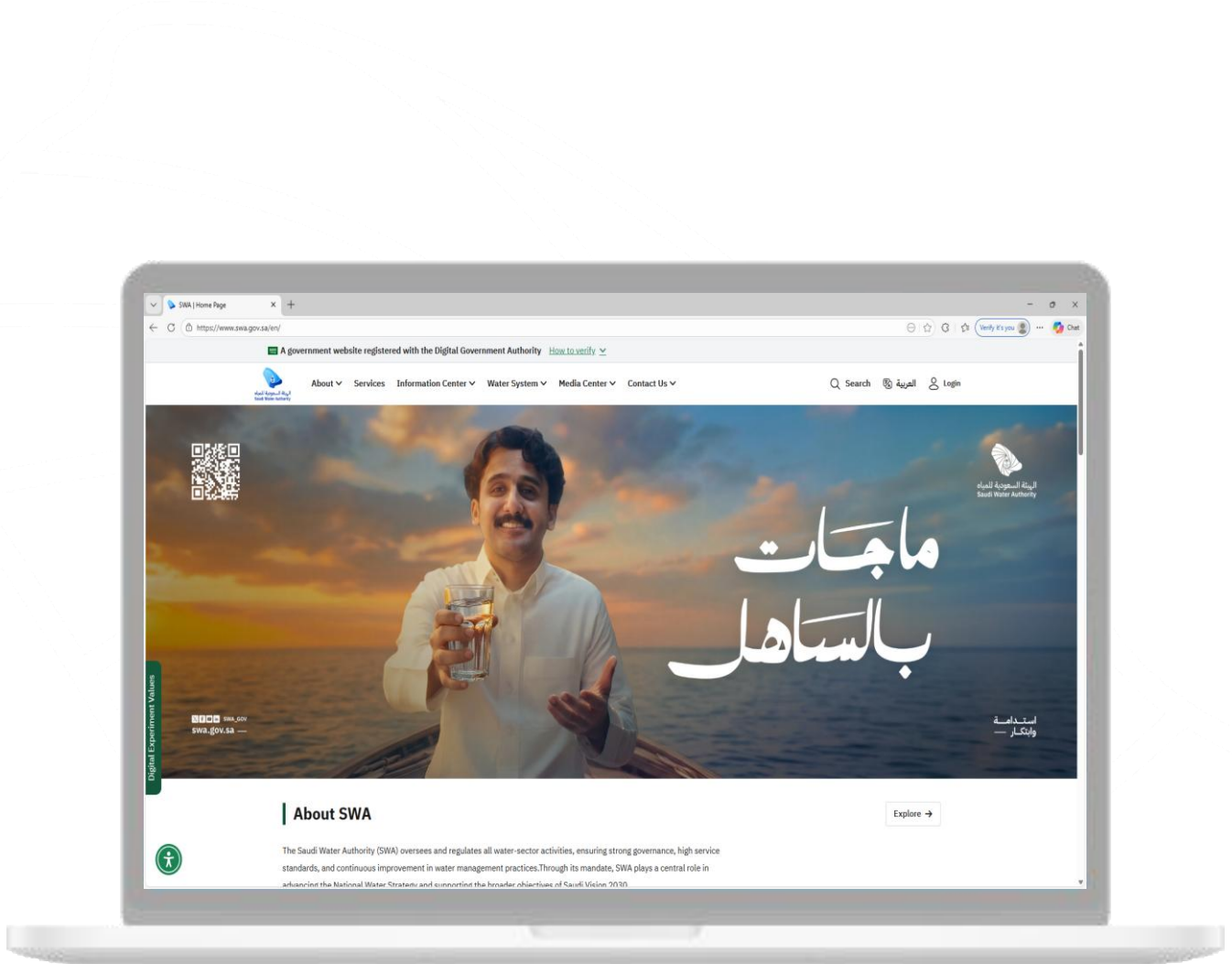
Regulatory Notice:

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

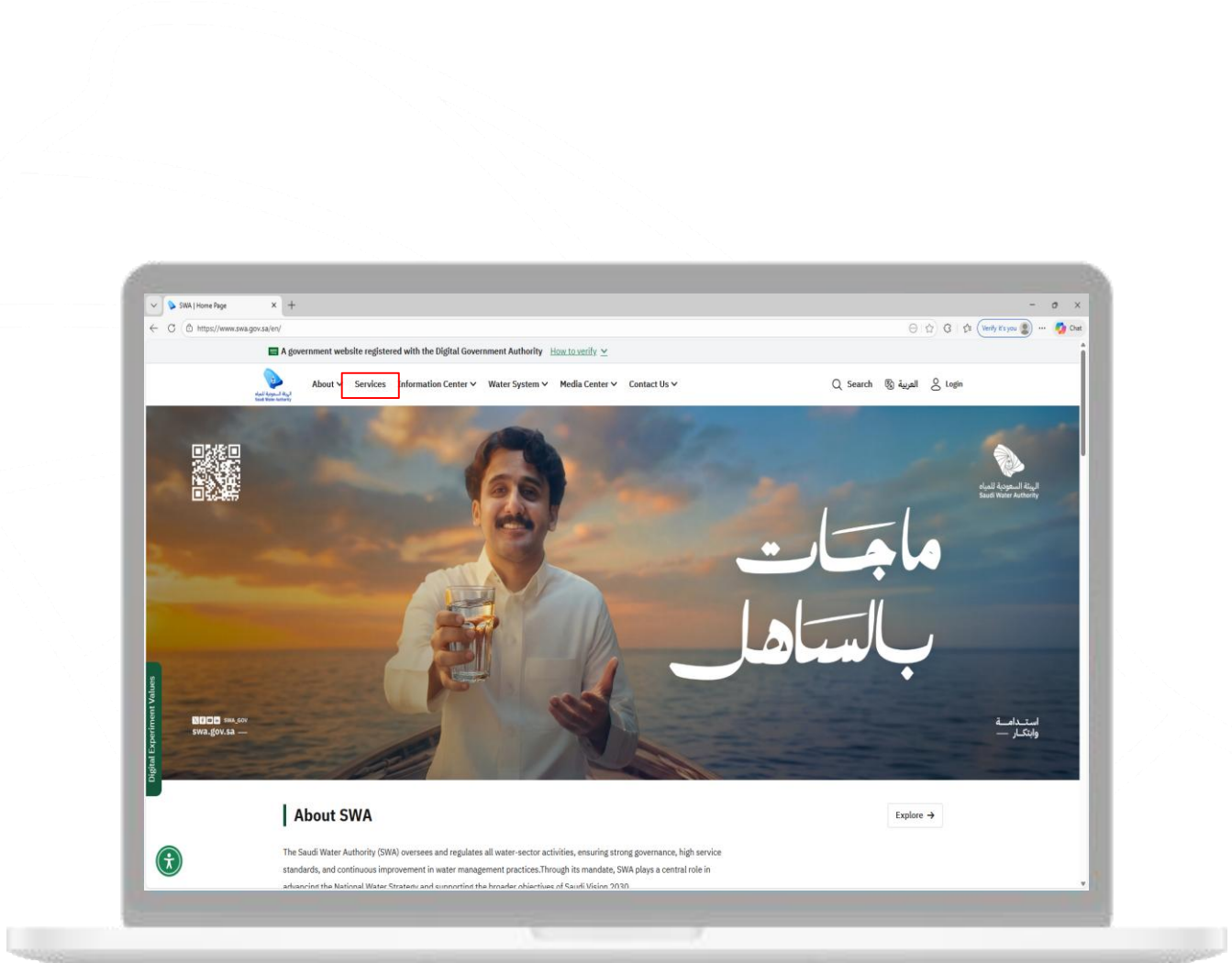
عام Public

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



Third: Steps to Access the Service

2. Navigate to the Electronic Services menu.



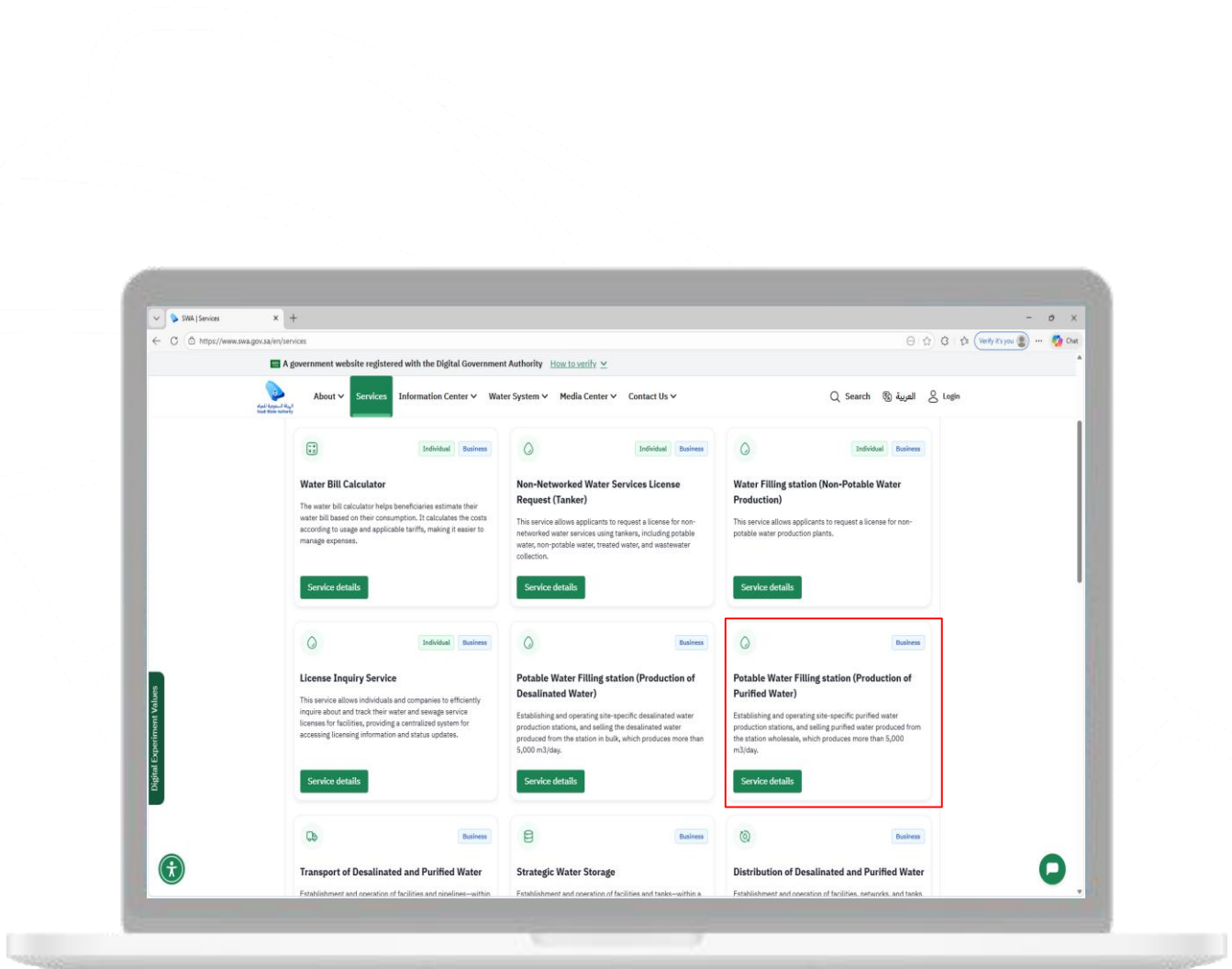
عام Public

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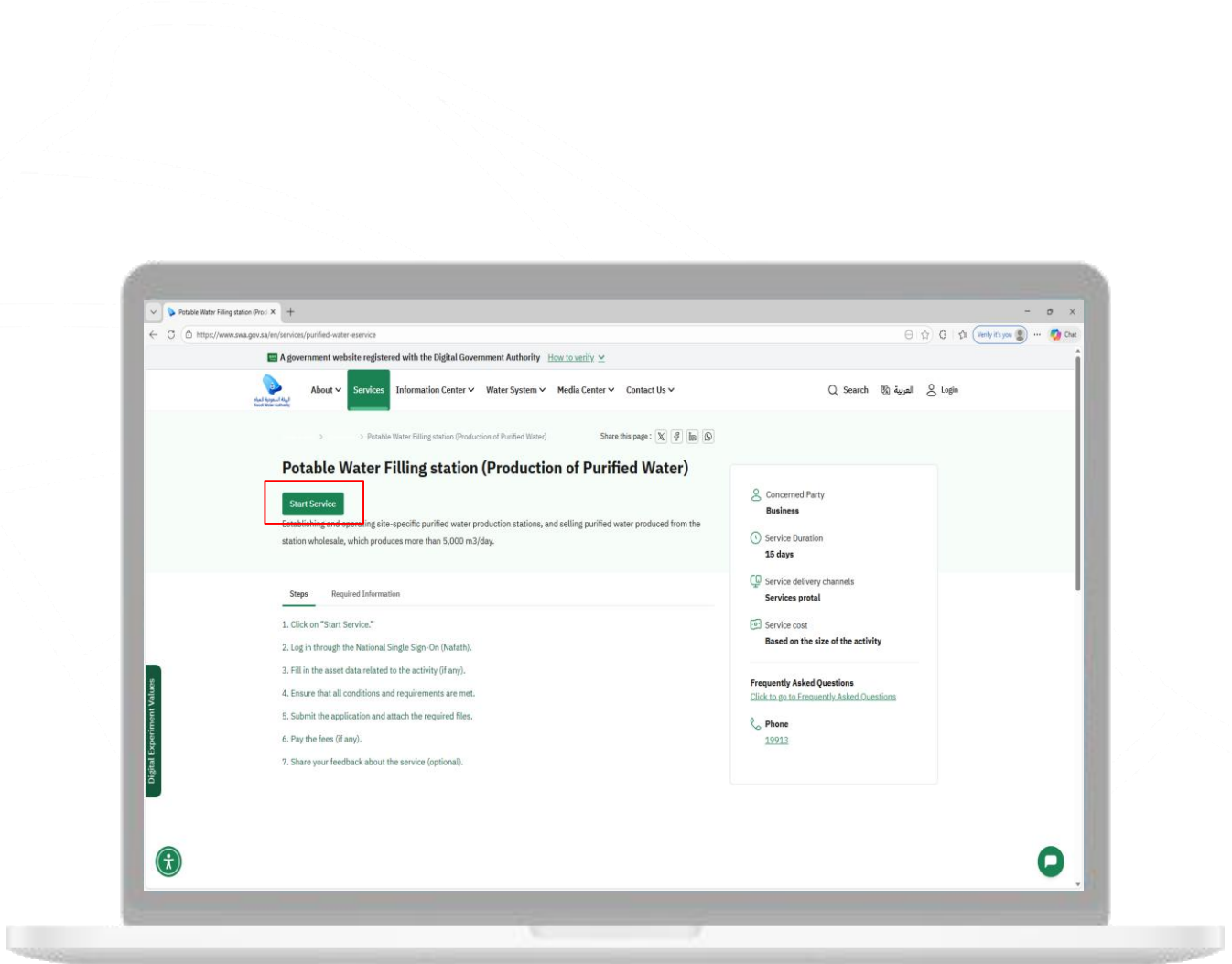
Third: Steps to Access the Service

3. Select the service “Potable Water Filling Station (Production of purified Water).”



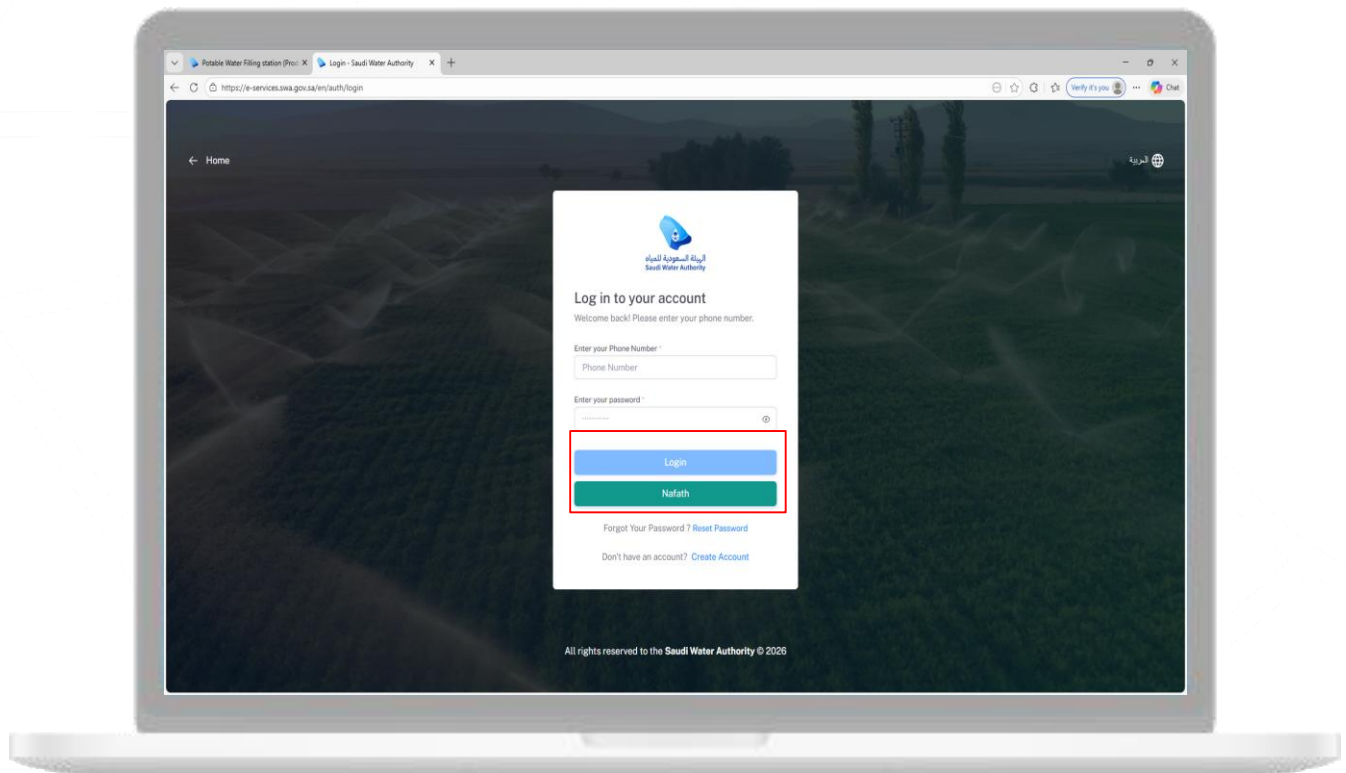
Third: Steps to Access the Service

4. Click on "Start Service."



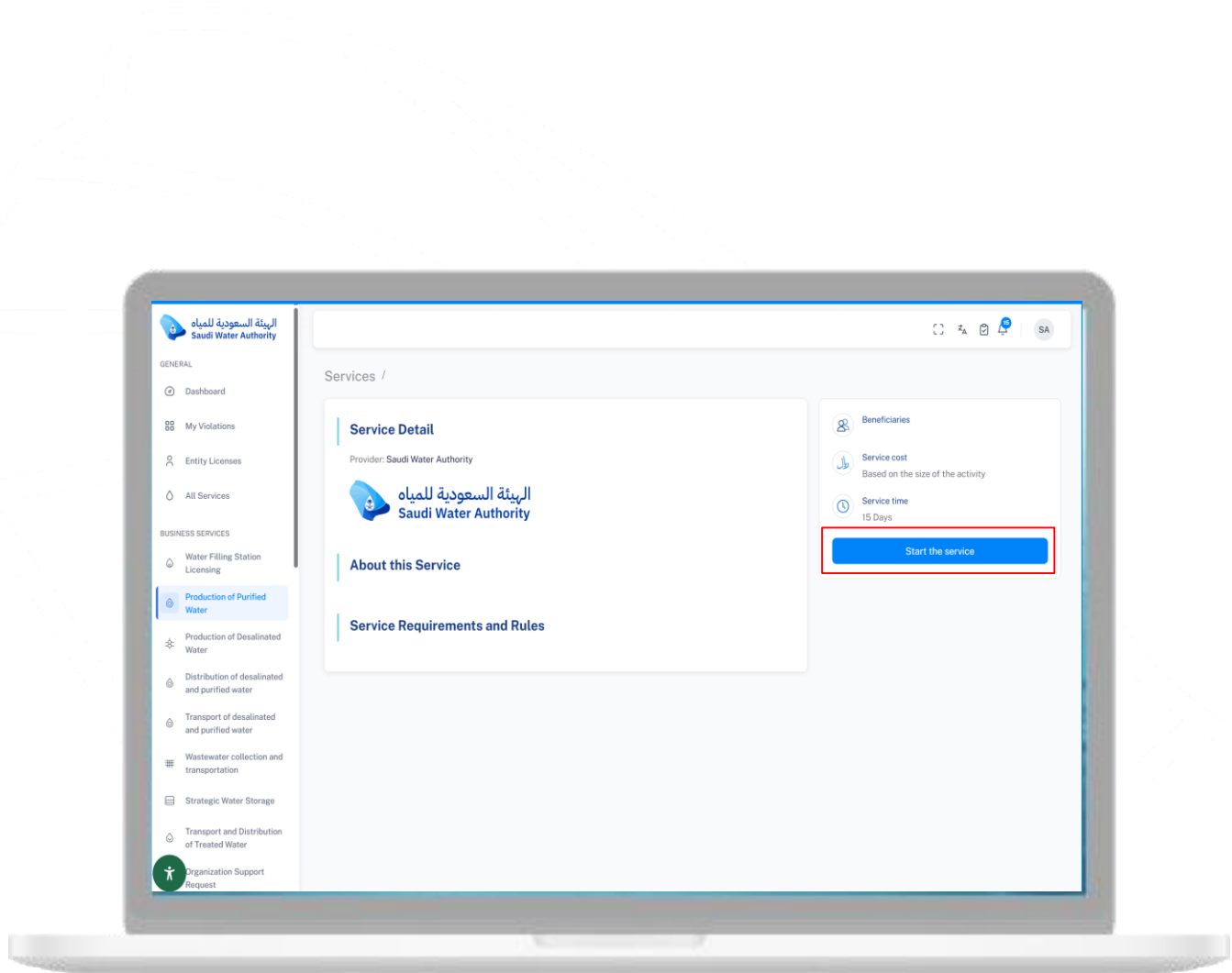
Third: Steps to Access the Service

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



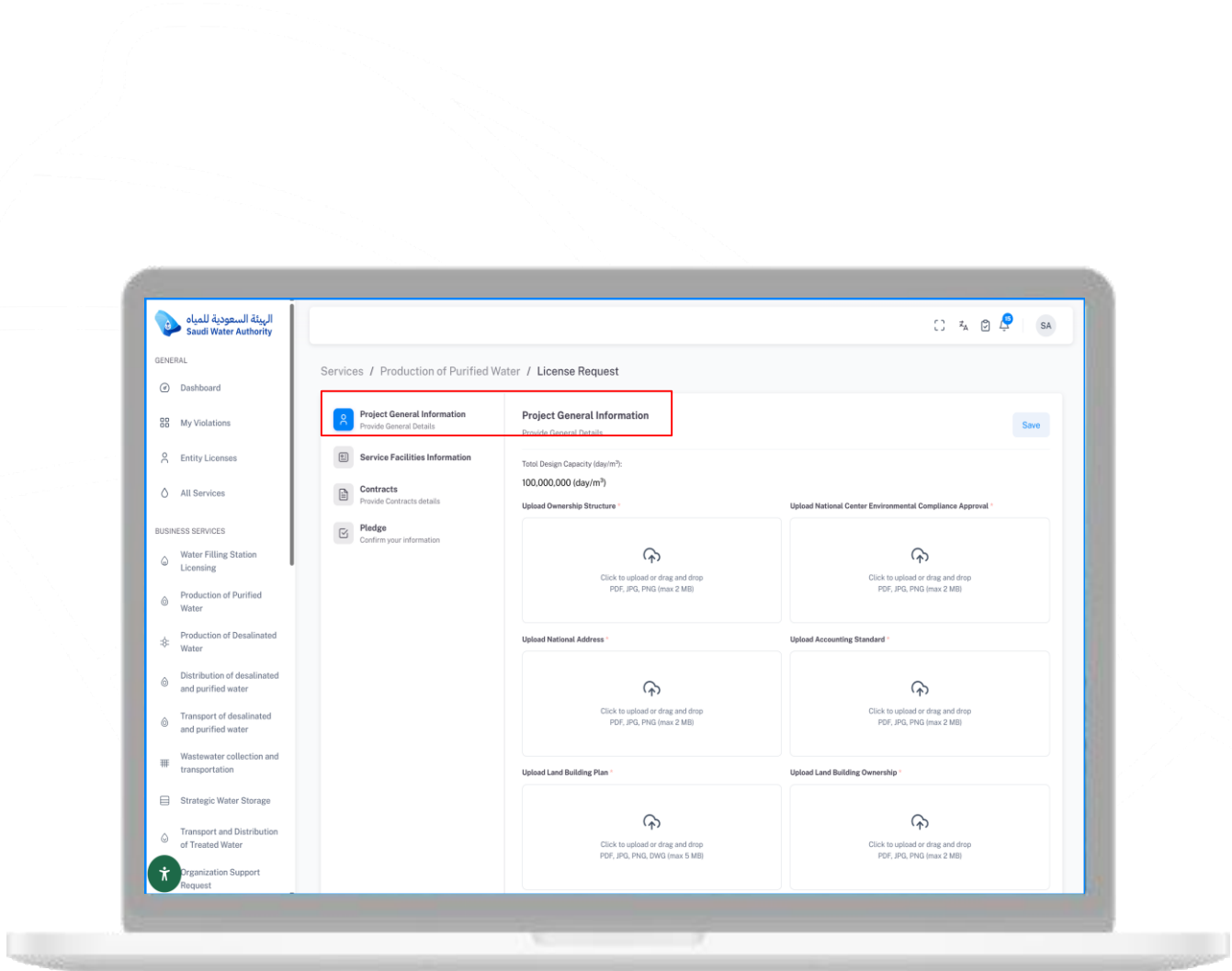
Third: Steps to Access the Service

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.

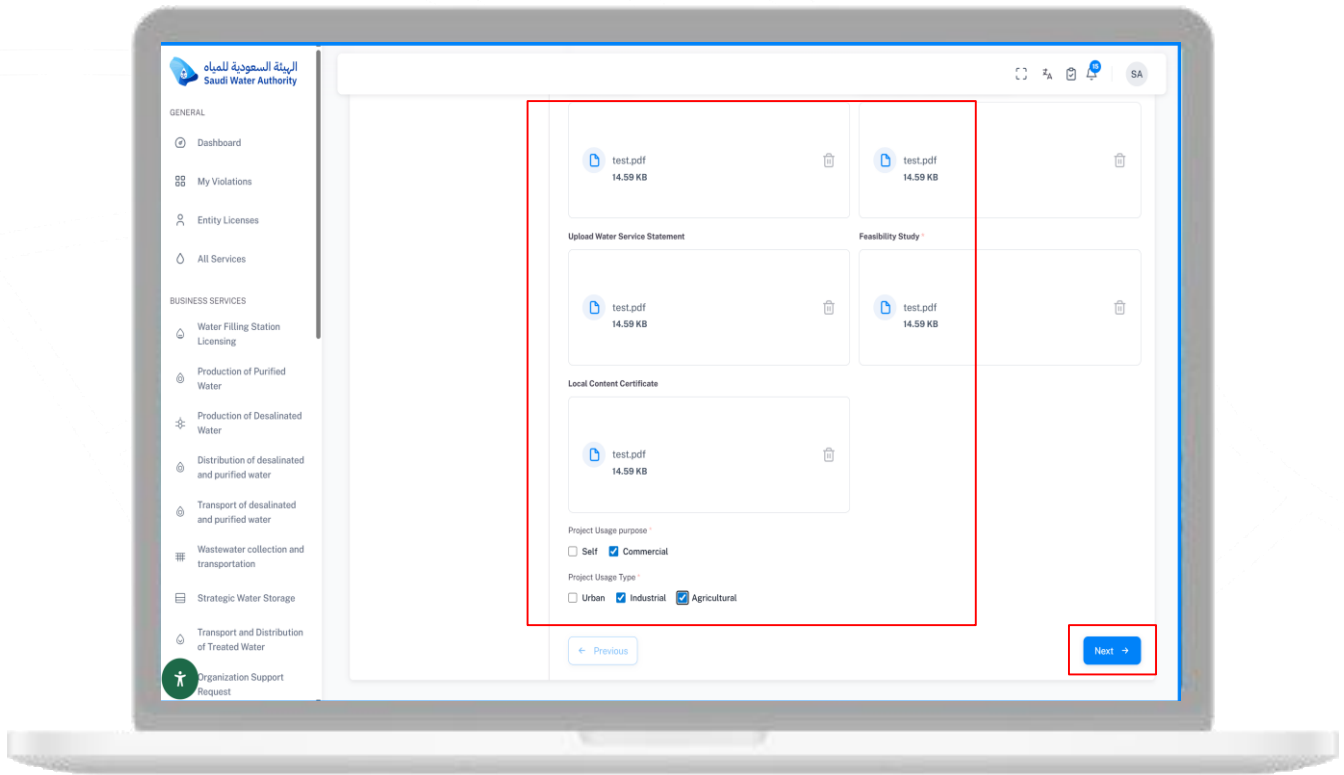


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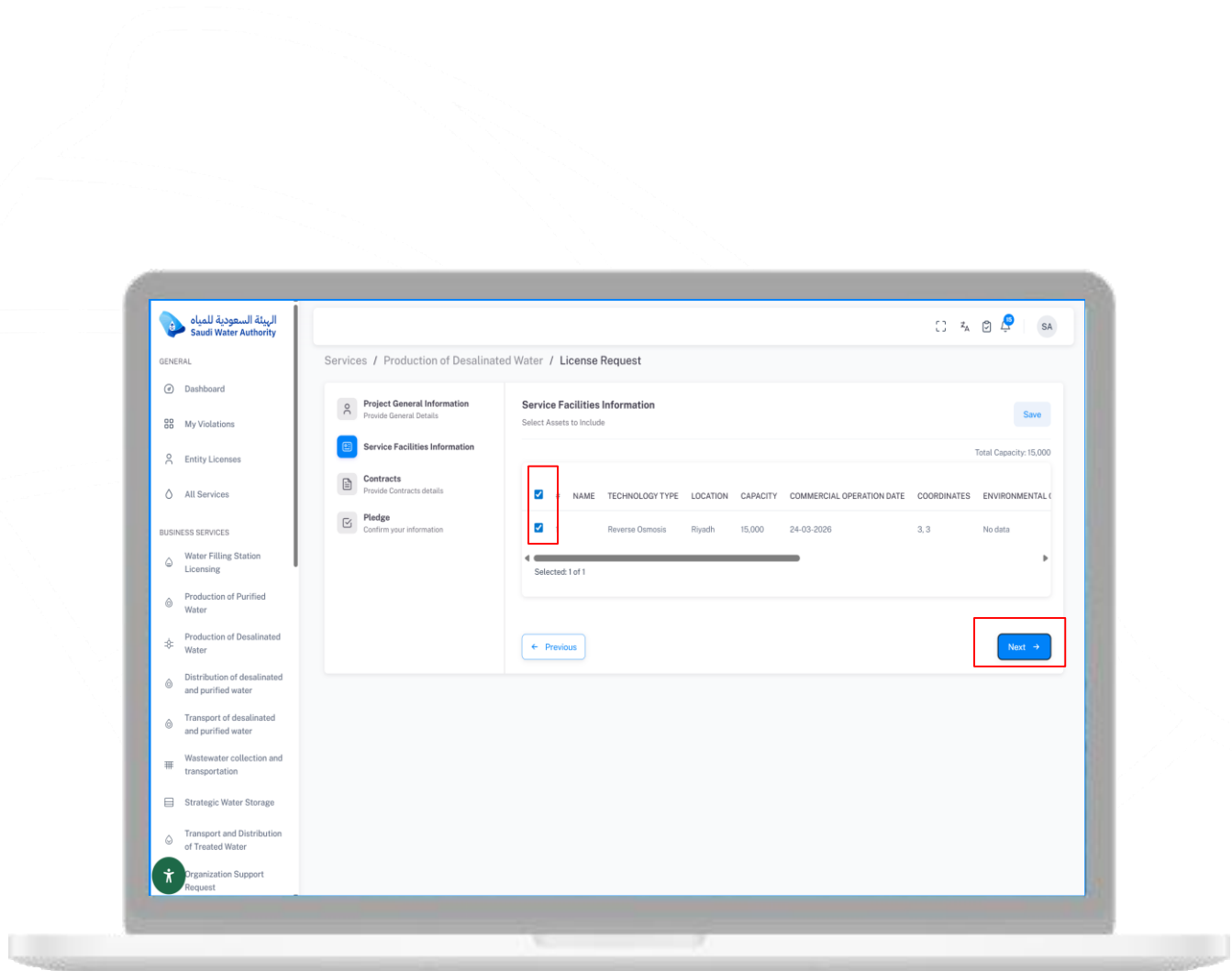
Third: Steps to Access the Service

8. Attach the required files and documents.



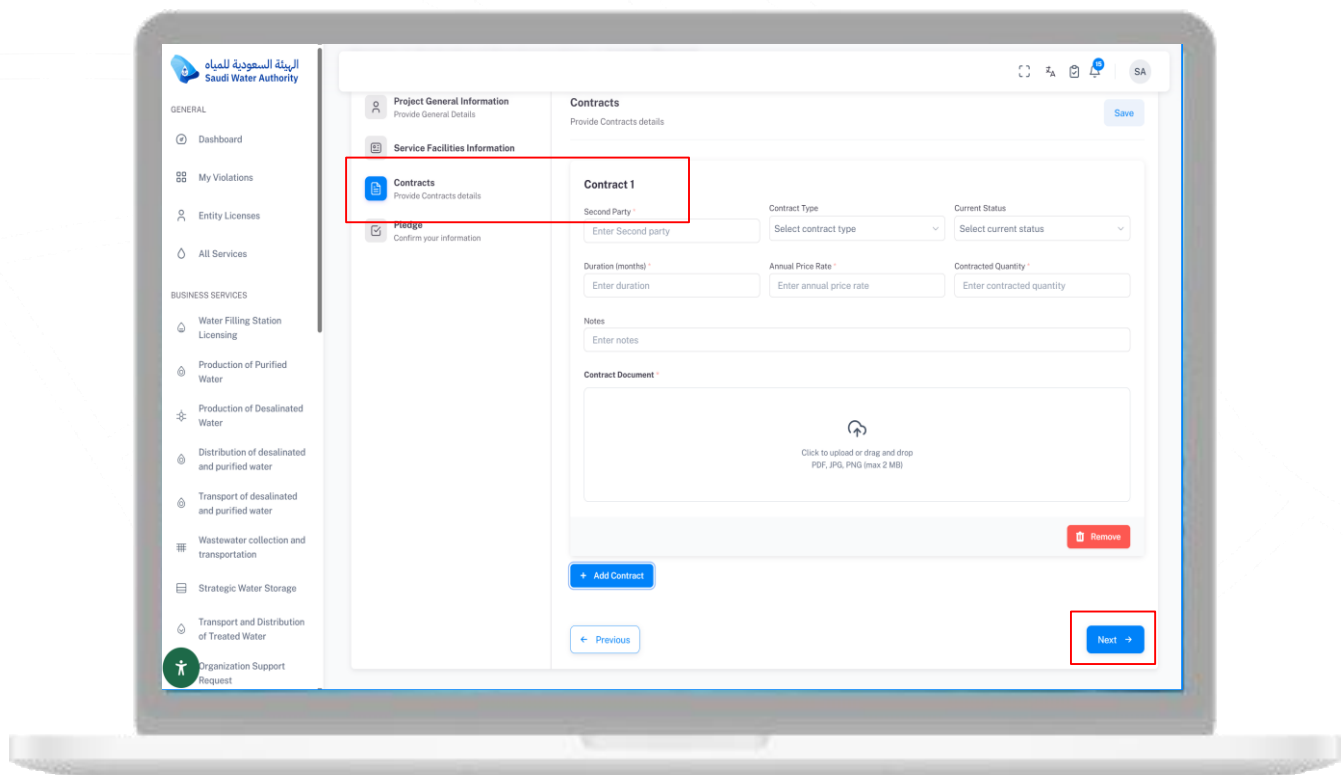
Third: Steps to Access the Service

9. Select the assets associated with the activity.



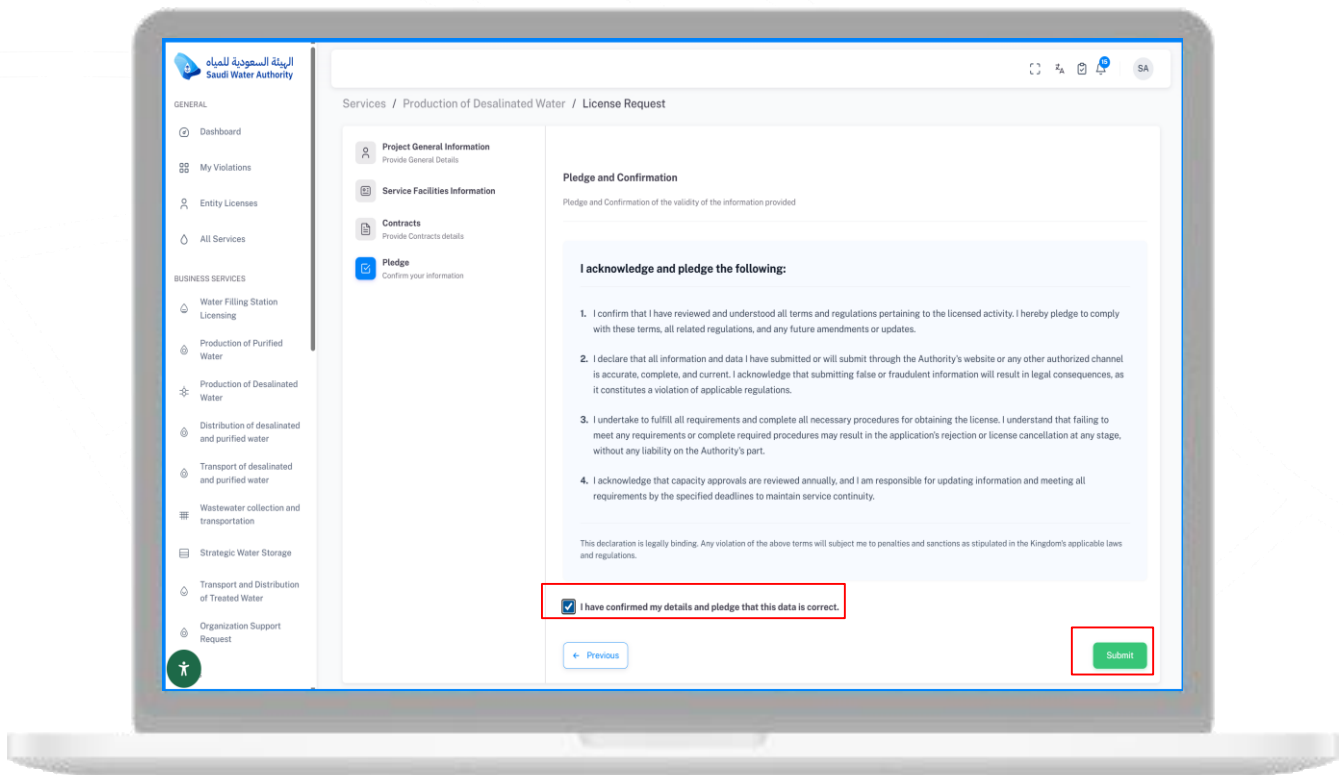
Third: Steps to Access the Service

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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