

## WATER CONCESSION APPLICATION FORM (Part A)

REPUBLIC OF RWANDA



**MINISTRY OF NATURAL RESOURCES**  
**RWANDA WATER AND FORESTRY AUTHORITY**

### APPLICATION FOR WATER CONCESSION

Article 32, 35, Law N°62/2008 of 10/09/2008 relating to the use, conservation, protection and management of water resources

Article 6, 9 of the Ministerial Order N°002/16.01 of 24/05/2013 determining the procedure for declaration, authorization and concession for the utilization of water

<b>IDENTIFICATION OF APPLICANT</b>	<b>DETAILS</b>
1. Full name of Applicant (In Block Letters)	
2. Category of Applicant (Individual, Company, Cooperative, Organization, Institution, Other (specify))	
3. ID/Passport Number of Applicant (Individual) or Certificate of Registration/Legal personality for Company, Cooperative or Organization	Attach copy
<b>Contact address of Applicant</b>	
1. P.O Box	
2. Town, Province, District, Cell, Village	
3. Telephone contact (Mobile)	
4. Telephone contact (Landline)	

5. Email Address	
<b>Alternative Contact Person</b>	
1. Full names of Alternative Contact Person	
2. ID/Passport Number	
3. Town, Province, District, Cell, Village	
4. Telephone contact (Mobile)	
5. Telephone contact (Landline)	
6. Email Address	
<b>SOURCE OF WATER</b>	
<b>DETAILS</b>	
Water body to which the concession will be subject	<input type="checkbox"/> Lake <input type="checkbox"/> River <input type="checkbox"/> Dam <input type="checkbox"/> Stream <input type="checkbox"/> Swamp <input type="checkbox"/> Other (specify)
Name of the water body	
Tributary to	
Concession Location (Town, Province, District, Cell, Village)	Attach geographic/topographic maps describing clearly the place and the status of water concession
Catchment Name and Level (1 and 2)	
Reliability of water in the concession area	<input type="checkbox"/> Water always available <input type="checkbox"/> Frequently Dry <input type="checkbox"/> Dry during certain season
Water volume/discharge in the concession area	m <sup>3</sup> or m <sup>3</sup> /s
<b>PROPOSED USE OF WATER</b>	
<b>DETAILS</b>	
Tick one or more boxes as appropriate	<input type="checkbox"/> Commercial Irrigation <input type="checkbox"/> Mining <input type="checkbox"/> Industrial <input type="checkbox"/> Aquaculture

	<input type="checkbox"/> Water supply <input type="checkbox"/> Electricity generation <input type="checkbox"/> Other (specify)			
Area of the concession (size)	Total area (m <sup>2</sup> or ha)			
Quantity of water to be taken if consumptive use	Flow rate m <sup>3</sup> /s	Maximum daily m <sup>3</sup>	Maximum monthly	Maximum yearly m <sup>3</sup>
Method of water taking ( abstraction by pumping system, diversion, etc)	Type	Dimension of abstracting facilities	Capacity (m <sup>3</sup> /s)	Hours/day( if abstraction by pumping)
Method of measuring the quantity of water to be taken				
Refer to the checklist attached hereto and provide required information corresponding to the proposed use of water				
Return flow quantity and quality	m <sup>3</sup> /day			
Potential effects of proposed activity (positive or adverse)				
Any actions to take to avoid, remedy or mitigate any adverse effects identified				
Proposed duration of the concession	Months/Years			
<b>PROJECT DESCRIPTION</b>	<b>DETAILS</b>			
Provide a detailed description of your project, including but not limited to the method of water use, description of facilities, type of construction activity, and a general overview of how you will operate the project.	Attach separate copies and documents as necessary.			
Project Location (Town, Province, District, Cell, Village)	Attach geographic/topographic maps indicating clearly the place of use			

OWNERSHIP OF ADJOINING LAND	DETAILS
Do you own all of the land necessary for water concession exploitation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If your answer is No, do you have a recorded easement or written consent of land owner or lease agreement allowing access to the land?	Attach copies
If you don't have easement or authorization allowing access, provide the names and addresses of all affected landowners and describe your process for obtaining access	Landowner's Name: City/Province: District: Cell: Village: Plot/Parcel N <sup>o</sup> :

PAYMENT INFORMATION	
A non-refundable application fee of thirty five thousand (35,000) Rwandan francs payable at National Bank of Rwanda, on FONERWA account n <sup>o</sup> 120-28-26 must accompany this application	Attach proof of payment

**CERTIFICATION**

**I, the undersigned, certify that to the best of my knowledge, the information provided in this application and the information submitted in support of this application is true and accurate. I agree to provide any further information which may be required and I am aware of the penalties against providing false information.**

Dated \_\_\_\_\_, at \_\_\_\_\_  
Date Location

Signature of Applicant or duly Authorized Agent \_\_\_\_\_ Seal/Stamp

Full names \_\_\_\_\_ Title or Relationship \_\_\_\_\_

***OFFICIAL SECTION***

Reception date \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

Full names \_\_\_\_\_ Title/Position \_\_\_\_\_

Signature of Ministry Official \_\_\_\_\_

**CHECKLIST (Part B)**

**NOTE:** Information requested hereunder must be provided through attachments submitted with the Application form

**WATER USE AND DEMAND**

<b>IRRIGATION</b>						
Type of Crop		Type of Production System (out door, Green House, hydroponics)	Type of irrigation technology/method (overhead, micro-sprinkler, drip)	Expected Rate of Water Use (m <sup>3</sup> /ha/day)	Total irrigated area (ha)	Total Expected Water demand at the harvesting time (assuming no rainfall)
Type	Growing season (months)					
From	To					
<b>TOTAL</b>						
<b>Storage facilities, if proposed (Reservoirs, tanks, etc)</b>						
<b>Facility</b>			<b>Capacity (m<sup>3</sup>)</b>			
Attach plans/drawings of water diversion relative to fields to be irrigated						
What percentage of water flow will be diverted for agricultural use?						
Describe what diversion/withdrawal/drainage works will be constructed on the irrigated land.						
How will you dispose of unused water? Name the water source to which it will be returned.						

<b>WATER SUPPLY</b>		
	Number	Volume of water required (m <sup>2</sup> )
Population to be served (number of people/number of dwellings)		
Estimated use per capita (m <sup>3</sup> /day)		
Water Demand per day ( number of person*m <sup>3</sup> /day)		
How much water will be abstracted? (m <sup>3</sup> /day)		

Type and number of storage facilities		
How much storage capacity (m <sup>3</sup> )		
Total of volume (m <sup>3</sup> )		

<b>Aquaculture</b>									
<b>Species</b>									
<b>Ponds</b>	IS THE POND CONSTRUCTED IN THE WATER SOURCE CHANNEL OR OFF WATER SOURCE?					Yes		No	
	Length m	Width m	Surface (m <sup>2</sup> /ha)	Storage Capacity (m <sup>3</sup> )	Amount of water to be diverted (m <sup>3</sup> )	Amount of water Returned (m <sup>3</sup> /day) Returned to(Name of Stream)			
<b>In water source aquaculture</b>	Total area (m <sup>2</sup> /ha)	Estimated dry season losses due to evaporation (m <sup>3</sup> /day)				(Calculation)			

<b>INDUSTRIAL</b>	
<b>Type of Industry (tick whichever is appropriate)</b>	
Food Processing	
Horticultural Packaging	
Chemical Manufacturing	
Mineral water	
Brewing/Beverage manufacturing	
Fruit and vegetable canning or pickling	
Others (explain)	
<b>Water Requirements</b>	
Water required for Plant /Processing (m <sup>3</sup> /day)	
Water required for Sanitation Facilities (m <sup>3</sup> /day)	
Water required for other purposes (m <sup>3</sup> /day)	
Total Water Requirements (m <sup>3</sup> /day)	

<b>ELECTRICITY GENERATION</b>		
1. Capacity of Power Plant (output)		
2. Gross fall or head available for power production at the following river stage (Altitude)	At low stage (meters)	At high stage (meters)
3. The net fall or head to be used in 1 above	Meters	
4. The water needed to be used in 1 above	$m^3/s$	
5. Amount of water to be diverted	$(m^3)$	
6. How will water be returned to its sources after use?		
7. State length of any return channel	meters	
8. Distance between dam and Power Plant	m or km	
9. Is there any water user along this distance?		

<b>MINING</b>	
Water required for Physical separation ( $m^3/day$ )	
Water required for washing equipment ( $m^3/day$ )	
Total Water Requirements ( $m^3/day$ )	

<b>CONSTRUCTION OF WORKS FOR THE USE OF WATER</b> <b>(Water flow alteration and construction of Diversion works structures in water flow)</b>	
Purpose of construction (objectives)	
Description of the construction project (Materials, quantities, excavation, construction methods, temporary facilities, etc)	
Expected period of time required for construction within water flow	
Liability during construction	
Topographic site Map (show boundaries of the site and existing	



conditions					
Plans or maps showing proposed alterations and/or constructions at the end of construction works					
<b>Required for water flow diversion only</b>					
Maps showing location of intake and discharges					
Submit drawings/plans including sizes, materials, pipes and fixtures (valves, backflow control devices, meters, etc). Include pump capacity and water storage facilities. Clearly indicate all existing conditions and proposed alteration.					
Submit drawings/plans showing configuration of the intake structure, indicating the stream level at different seasonal flows. Show direction, velocities, detailed sizes and configuration of diversion structures.					
Location of point (s) of diversion	Intake	Flow (m <sup>3</sup> /s)	Latitude	Longitude	Elevation (m)
Location points of discharge	Discharge	Flow (m <sup>3</sup> /s)	Latitude	Longitude	Elevation (m)