



water affairs

Department:
Water Affairs
REPUBLIC OF SOUTH AFRICA

Registration Guide: Raw Water Related Water Uses

**A guide for the registration of Raw Water Use
information under the National Water Act,
(Act 36 of 1998)**

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SECTION 1

1. PURPOSE AND STRUCTURE OF THIS REGISTRATION GUIDE

This Registration Guide is aimed specifically at explaining how water users must register with the Department of Water Affairs.

Section 1 - explains the set up and structure of this registration guide

Section 2 – explains an overview of water use registration process- why water users should register their water use with the Department, which users should and should not register, and when they must register

Section 3 - explains some important definitions that will assist users to complete their Part 1 application forms

Section 4-6 – explains practical information on the raw water use registration forms and how to complete them.

Section 7 - provides a list of registration help lines and contact details of the Department's various offices around the country where users may obtain the forms and assistance to complete the forms.

ALSO REFER TO THE FOLLOWING TWO REGISTRATION GUIDES FOR THE FOLLOWING:

- ✚ **REGISTRATION GUIDE: WATER USER REGISTRATION** (available at <http://www.dwa.gov.za/Projects/WARMS/registration.asp>)
 - Why register?
 - What is registration?
 - Who does not have to register?
 - Who must register their water use?
 - When must users register?
 - How will users be registered?
 - What does it cost to register?
 - Registration no entitlement.
 - How To Complete Registration Part 1 Forms
 - DW 756 Individual
 - DW 757 Water Services Provider (Including Water Boards)
 - DW 758 Company, Business, Partnership or Community, National or Provincial Government
 - DW 759 Water User Association (Including: Established; Government Water Scheme; Irrigation Board; Settlement Board; Subterranean Water Control Board; Water Board For Stock Watering; Water Conservation Board)
 - Etc.

- ✚ **REGISTRATION GUIDE: WASTE DISCHARGE RELATED WATER USES**(available at <http://www.dwa.gov.za/Projects/WARMS/registration.asp>)
 - Section 21(e) of Act: engaging in a controlled activity identified as such in section 37(1) or declared in section 36.
 - Section 21(f) of Act: discharging waste or water containing waste into a water resource through a pipe, canal, sewer, sea outfall or other conduit.
 - Section 21(g) of Act: disposing of waste in a manner which may detrimentally impact on a water resource.
 - Section 21(h) of Act: disposing in any manner of water which contains waste from, or which has been heated in, any industrial or power generation process.

SECTION 2

2. DEFINITIONS USED IN REGISTRATION OF RAW WATER

General definitions of key terms in the registration process are provided here to aid the water user in completing registration forms. Technical definitions for certain fields on the Part 2 forms are also included.

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| PART 1 | <i>Part 1 refers to an Applicant's Information.</i> |
| PART 2 | <i>Part 2 refers to the applicant's water use related information.</i> |
| SUPPLEMENTARY FORMS | <ul style="list-style-type: none"> ▪ <i>With respect to this guide it refers to forms which details the information about the property where the water use takes place and information about property owner</i> |
| WATER RESOURCE | <p><i>A water resource is:</i></p> <ul style="list-style-type: none"> • <i>a river or a spring;</i> • <i>a natural channel in which water flows regularly or intermittently;</i> • <i>a wetland, lake or dam into which, or from which, water flows;</i> • <i>any collection of water which the Minister may declare to be a watercourse; and</i> • <i>surface water, estuaries and aquifers (underground water).</i> <p><i>All water bodies in the hydrological cycle, including underground water, are regarded as water resources.</i></p> |
| WATER USES | <i>Eleven different water uses are listed in Section 21 (a) to (k) of the Act. They are briefly outlined below.</i> |
| <i>S21(a) of Act Taking water from a water resource</i> | <ul style="list-style-type: none"> • <i>Commonly this use involves pumping of water from a dam or river, or from a borehole.</i> • <i>Nationwide, the greatest volume of water is taken for the purpose of irrigated agriculture.</i> |
| <i>S21(b) of Act Storing water</i> | <ul style="list-style-type: none"> • <i>This use includes water that is stored in a dam, reservoir or other impoundment.</i> • <i>The storage dam can be in a watercourse, or off channel.</i> • <i>Commonly the stored water is from natural runoff or river water.</i> • <i>Decision was already taken to no longer allow for registration of waste dams as NWA-Section21 (b) but as NWA-Section21)g).</i> • <i>Weirs built on rivers may also store water, unless there is an outlet for drainage under low flow conditions. These structures must comply with the Dam Safety Regulations.</i> |

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| <p>S21(c) of Act Impeding or diverting the flow of water in a watercourse</p> | <ul style="list-style-type: none"> • Impeding or diverting flow does not cause any loss in flow. • Impeding or diverting structures can fully or partially extend into a river, forcing the natural flow direction to be re-directed around the structure. • Impeding or diverting can be temporary, during construction of a road bridge for example. It can also be permanent, such as the building of a low water bridge across a river where the flow is permanently impeded as it moves under the bridge. • Gauging weirs are an example of impedance if under low flow conditions there is no storage behind the weir. If there is water retained in the weir, then the water use is considered to be "storing water" and not "impeding or diverting flow". |
| <p>S21(d) of Act Engaging in a stream flow reduction activity</p> | <ul style="list-style-type: none"> • Commercial afforestation is currently the only activity declared to be a stream flow reduction activity. • However, community woodlots are also to be registered. |
| <p>S21(i) of Act Altering the bed, banks, course or characteristics of a water course</p> | <ul style="list-style-type: none"> • This water use refers to the physical changes that are made to a water course, for example to widen or straighten the channel of a river. • Alteration of the bed and banks is usually needed for construction and infrastructure development near or across a river. • Sand mining is another common example of this water use. • Alteration of the course of a watercourse refers to the diversion of the water course. The river channel is usually reconstructed or replaced with a canal which may extend for several kilometers from the original course. |
| <p>S21(j) of Act Removing, discharging or disposing of water found underground if it is necessary for the efficient continuation</p> | <ul style="list-style-type: none"> • This water use applies when water must be removed for efficiency or safety reasons. • An example of this use is to ensure safety in underground mining. • Many construction sites also require underground water to be removed. • This water use does NOT apply to the taking of water referred to in 21(a) above. |
| <p>S21(k) of Act Using water for recreational purposes</p> | <ul style="list-style-type: none"> • This water use refers to organised water sports, fishing competitions, floating restaurants etc. • The recreational activity of a person who has lawful access to a water resource is defined in Schedule 1 of the Act (see Section 4) as permissible water use and need NOT be registered. |

SECTION 3

3. PERMISSIBLE WATER USE

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| USE OF WATER | <p>Permissible water use is described in section 22 of the Act as:</p> <ul style="list-style-type: none"> • Schedule 1 use • Continuation of an existing lawful use • Use authorised under a General Authorisation • Licensed use. <p>An overview of these mechanisms for regulating water use is provided below.</p> |
| SCHEDULE 1 USE OF WATER | <p>“Schedule 1” refers to Schedule 1 of the Act which lists a range of permissible water use.</p> <p>Schedule 1 water use is NOT required to be either registered or licensed.</p> |
| <i>Schedule 1 in Detail</i> | <p>Schedule 1 refers to;</p> <ol style="list-style-type: none"> a) taking water for reasonable domestic use in that person's household, directly from any water resource to which that person has lawful access; b) taking water for use on land owned or occupied by that person, for - <ol style="list-style-type: none"> (i) reasonable domestic use; (ii) small gardening not for commercial purposes; and (iii) the watering of animals (excluding feedlots) which graze on that land within the grazing capacity of that land, from any water resource which is situated on or forms a boundary of that land, if the use is not excessive in relation to the capacity of the water resource and the needs of other users; c) storing and using run-off water from a roof; d) in emergency situations, taking water from any water resource for human consumption or firefighting; e) for recreational purposes - <ol style="list-style-type: none"> (i) using the water or the water surface of a water resource to which that person has lawful access; or (ii) portaging any boat or canoe on any land adjacent to a watercourse in order to continue boating on that watercourse; and f) discharging - <ol style="list-style-type: none"> (i) waste or water containing waste; or (ii) run-off water, including stormwater from any residential, recreational, commercial or industrial site, into a canal, sea outfall or other conduit controlled by another person authorised to undertake the purification, treatment or disposal of waste or water containing waste, subject to the approval of the person controlling the canal, sea outfall or other conduit. |

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**EXISTING
LAWFUL USE OF
WATER**

In terms of section 32 of the National Water Act, Act 36 of 1998; an existing lawful water use means a water use -

- a) which has taken place at any time during a period of two years immediately before the date of commencement of this Act; or*
- b) which has been declared an existing lawful water use under section 33, and which -*
 - (i) was authorized by or under any law which was in force immediately before the date of commencement of this Act;*
 - (ii) is identified as a stream flow reduction activity in section 36(1); or*
 - (iii) is identified as a controlled activity in section 37(1).*

In the case of -

- (a) a stream flow reduction activity declared under section 36(1); or*
- (b) a controlled activity declared under section 38, existing lawful water use means a water use which has taken place at any time during a period of two years immediately before the date of the declaration.*

**GENERAL
AUTHORISATIONS
TO USE WATER**

A General Authorisation is an authorisation to use water without a licence, provided that the water use is within the limits and conditions set out in the General Authorisation.

General Authorisations apply only to NEW water use that took place after 1 October 1999 when the Act was fully promulgated. This means that General Authorisations are not retro-active or "back-dated".

Schedule 1 water uses are not included under the General Authorisations, as they are already permissible in terms of the Act and do not require further authorisation.

General authorizations allow the Department to authorize large numbers of people to take up water without the need for a license. People taking up water under a general authorization may need to register their water use. This general authorization can be limited to a specific group of people, and/or specific water resources. This has several advantages namely

- 1. Smaller scale emerging users would not need to be ready to apply for a license.*
- 2. General authorizations can be adapted for specific regional and social needs.*
- 3. General authorizations can promote the uptake of smaller amounts of water by many people - and hence can have a greater impact on poverty.*
- 4. They can reduce the administrative burden.*
- 5. They can allow for the gradual uptake of water by the poor, paralleled with the gradual reduction of use by existing lawful water users.*

General authorizations will therefore be used to support the Water Allocation Reform process, both within compulsory licensing and in other areas, to make it easier for the rural poor to take up water.

With general authorizations, the regulator normally has no discretion to grant or withhold an authorization to a particular person. If a person meets the eligibility criteria for obtaining the general authorization and complies with the conditions of the general authorization, that person is automatically authorized.

**REGISTRATION
AND THE GENERAL
AUTHORISATIONS**

The General Authorisations describe the conditions under which a water use must be registered. Water users must acquaint themselves with the terms and conditions of the General Authorisations, as there are specific conditions applicable to certain water use.

For new water use that started after 8 October 1999 and does NOT fall within the areas or limits set out in the General Authorisation, the user must approach the Department for a licence.

The requirements for registration is outlined in the General Authorisations that are/were published in Government Gazette.

All forms for registration of water use are obtainable from the Regional offices of the Department, as well as from the Departmental web-site at <http://www.dwa.gov.za>

**LICENCES AND
THE GENERAL
AUTHORISATIONS**

Any new water user who does not comply with the terms and conditions of the published General Authorisations must approach the Department for a licence.

SECTION 4

4. OVERVIEW OF REGISTRATION FORMS

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| REGISTRATION FORMS | <p>Registration forms consist of Part 1 and Part 2 as well Supplementary forms.</p> <ul style="list-style-type: none">• Part 1 forms – information on the water user• Part 2 forms – information about the water use.• Supplementary forms – additional information that may be needed. <p>One Part 1 form (refer Registration Guide: Water Users), one or more Part 2 forms and DW901/DW902 (also refer to Registration Guide: Waste Discharge Related Water Uses) must be completed to register a water use. For more detail information refer to website:</p> |
| AMENDMENTS TO WATER USE DETAILS | <p>Details about a registered water use may be amended on any registration form:</p> <ul style="list-style-type: none">• quote the Register Number allocated when the water use was first registered• amend the registered water use details on a new Part 2 form. |
| ADD A NEW WATER USE | <p>A registered water user may register additional water uses:</p> <ul style="list-style-type: none">• quote the Register Number• give the new water use details on a new Part 2 form. |
| SURRENDER OF A REGISTERED WATER USE | <ul style="list-style-type: none">• Once registered, a water use may be surrendered if the activity ceases to take place.• quote the Register Number and indicate which water use/s are to be surrendered. |
| REGISTRATION FORM NUMBERS | <p>The numbers of the various kinds of registration forms that may have to be utilised for the registration of raw water use are provided below</p> |

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| REGISTRATION PART 2 FORMS | <p>DW 760 Taking water from a water resource DW 761 Storing water DW 762 Storing water</p> <p><i>This application form may be used for registering any of the following:</i></p> <ul style="list-style-type: none"> • A dam which can store more than 50 000 cubic meters and has a dam wall which is more than 5 meters high; • A dam belonging to a category of dams declared under section 118(2) of the NWA to be dams with a safety risk; or declared under section 118(3)(a) of the NWA to be a dam with a safety risk; • A dam which is deemed to be significant by the applicant or the relevant office. <p>DW 763 Impeding or diverting the flow of water in a watercourse DW 764 Engaging in a Stream Flow Reduction Activity DW 768 Altering the bed, banks, course or characteristics of a watercourse DW 805 Removing, discharging or disposing of water found underground if it is necessary for the efficient continuation of an activity or for the safety of people DW 806 Using water for recreational purposes</p> |
| SUPPLEMENTARY FORM NUMBERS | <p>DW 787 Taking water from a water resource: irrigated field and crop information DW 793 Storing water: Dam classification DW 901 Details of property where Water Use Take Place DW 902 Details of Property Owner</p> |
| IMPORTANT NOTES WHEN COMPLETING YOUR FORMS | <p><i>Make sure you have the correct Part 1 form and all the Part 2 forms you need.</i></p> <ul style="list-style-type: none"> • Please write clearly in black ink. □ • Use capital letters. • Use one letter or digit per square. <ul style="list-style-type: none"> ▪ Always start on the first square on the left. ▪ This document is also trying to standardise certain components. <p><i>Return completed forms to the nearest office of the Department.</i></p> <p><i>A Registration Certificate cannot be issued unless the information is complete. The Department may return any incomplete forms received.</i></p> |

SECTION 5

5. HOW TO COMPLETE REGISTRATION PART 2 FORMS

For completion of Part 1 forms refer to Registration Guide: Water User registration available at <http://www.dwa.gov.za/Projects/WARMS/Registration/registration1.asp>

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| PART 2 | <i>Part 2 forms require information on:</i> <ul style="list-style-type: none">• the water resource (see Definition of a Water Resource on section 2)• water use and related activities (see Definition of a Water Use on section 2)• existing authorisations or permits (see Existing Lawful Use on section 3) |
| <i>Amendments</i> | <ul style="list-style-type: none">▪ Part 2 forms allow existing registered use to be amended.▪ For each separate water use that is registered, a Use Number is allocated.▪ A Use Number is a sequential number given to each water use registered by a water user.▪ For example, if 5 dams are registered in respect of water user, the Use Numbers will range from 1 to 5.▪ When amending details of, say, Dam number 3, enter the Use Number 3 in the box at the top of the part 2 form for Dam registration. |
| <i>Existing Authorisations</i> | <ul style="list-style-type: none">▪ Existing authorisations may be-▪ Existing Lawful Use (defined on section 3) or▪ General Authorisations (defined on section 3)▪ Where applicable please supply the number of each permit or other authorisation in respect of each water use.▪ Where no permit or authorisation was obtained, ignore this section. |

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| DW760 | Part 2A: Taking Water from a Water Resource |
| | <ul style="list-style-type: none"> ▪ <i>This form is for any instance of taking water from a water resource.</i> ▪ <i>The water resource may occur on a person's property or be accessed by means of a servitude across another person's property.</i> ▪ <i>Common examples include pumping from a river or a borehole, taking water from a canal or dam outlet, or pumping water directly out of a dam.</i> ▪ <i>Water taken from a municipal supply network is NOT a water use.</i> ▪ <i>Water taken from a Water Services Provider such as a Water Board is NOT a water use.</i> |
| Registration / Licensing Part 2A | <p>GENERAL INFORMATION</p> <ul style="list-style-type: none"> • <i>Mark the applicable options with an X and/or complete details where applicable.</i> • <i>For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates.</i> • <i>Indicate the nature of this application: Indicate if the application is an application for a water use license in terms of section 21 of the NWA or whether the application is only to register the water use. An application for a license will include registration by the Department. Registration of the water use is NOT an authorization and the application will not be processed for a license.</i> • <i>Have you already registered a water use with the Department of Water Affairs? If the water use has been registered with the Department, and/or a license issued, provide the registration number and/or water use number provided on the registration certificate.</i> • BBBEE Status: <i>If the application is for a water use license (and the applicant type is applicant type is Company / Individual / Water User Association WUA), and you have been Broad-Based Black Economic Empowerment (B-BBEE) certified, one of the following options should be marked with an X:</i> <ul style="list-style-type: none"> • <i>Historically Disadvantaged Individual (HDI)</i> • <i>Historically Advantaged Individual (HAI)</i> • <i>Black Economic Empowerment (BEE) Compliant</i> <i><u>Note:</u> If one of the above-mentioned (B-BBEE) statuses was selected, the last (i.e. most recent) BBBEE status certification date must be completed in the space provided.</i> • Compulsory Licence: <i>This field indicates if the application is to be regarded as being subject to (or part of) a 'compulsory licensing' drive (refer to the definition in the Registration Guide: Water User.</i> |
| Declaration by Applicant | <ul style="list-style-type: none"> ▪ <i>Individual applicants must sign and date the form themselves.</i> ▪ <i>In the case of a power of attorney a certified copy of the appointment must be attached to the application form.</i> ▪ <i>Use of a thumbprint in the space provided will be acceptable in some cases as an alternative to an applicant's signature</i> |
| WATER RESOURCE INFORMATION (See definition of a Water Resource in Section 3) | |

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| Name of water resource | <ul style="list-style-type: none"> The name of the water resource (e.g. River name). If the water resource has no specific name (eg. a borehole), enter "NO NAME". If it is an unnamed stream, provide some indication of the nearest named river or stream (eg. Unnamed tributary of Olifants River) if possible. |
| Name or reference number of abstraction point | <ul style="list-style-type: none"> Name or reference number of abstraction point if available. |
| Type of water source | <ul style="list-style-type: none"> The type of water source (only one can be selected). If scheme is selected, also provide the name of the scheme. |
| Geographic location | <ul style="list-style-type: none"> Location of abstraction point either in degrees°, minutes' and seconds", or decimal degrees or degrees, decimal minutes. The geographic location can be read from a 1:50 000 topographic map available from the Government Printers at a nominal charge, or at the nearest office of the Department, or by using a Geographic Positioning System (GPS) instrument. |
| Reliability | <ul style="list-style-type: none"> Reliability of the water resource. |
| Drainage region | <ul style="list-style-type: none"> The quaternary drainage region within which the water is being used – obtainable from DWA |
| DESCRIPTION OF WATER USE SECTOR | |
| Sector | <ul style="list-style-type: none"> Only one sector must be selected (Complete a separate Part2A form for each sector). Where water is used for irrigation, also complete form DW787. Watering livestock means using water for intensive animal production units such as feedlots. It does NOT refer to properties where the number of livestock is within the grazing capacity of the land. Aquaculture means fish farming such as trout farms, oyster farms and production of other water species. Domestic water supply means water taken for treatment and supply to communities or resorts for domestic consumption. It does NOT mean water taken for non-commercial domestic use in households or groups of households on a single property. |
| Volume taken | <ul style="list-style-type: none"> The volume of water taken for any of the given frequencies. Only one frequency may be completed (either per year, month or day). |
| Period of water use | <ul style="list-style-type: none"> Date on which the water use started and also the end date (if known). |
| Estimated abstraction pattern | <ul style="list-style-type: none"> If available, provide the water abstraction pattern based on monthly cubic metres used or the monthly use expressed as a percentage of the total annual volume. |
| Households & date | <ul style="list-style-type: none"> Number of households served if known, and the start date. |

IF NOT A SERVICE PROVIDER OR WATER USER ASSOCIATION

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| Water supply institution | <ul style="list-style-type: none">▪ <i>This section only needs to be completed if the applicant is an Individual or Company/Business/Partnership/Government.</i>▪ <i>If water is supplied by a Water User Association or Water Services Provider mark the appropriate block.</i> |
| Name | <ul style="list-style-type: none">▪ <i>Name of Water User Association or Water Services Provider if applicable.</i> |

EXISTING AUTHORISATION

- | | |
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| Permit number and Date | <ul style="list-style-type: none">▪ <i>Supply permit numbers and dates issued if water use was authorised by a permit.</i> |
| General Authorisation | <ul style="list-style-type: none">▪ <i>Mark box if water use takes place in terms of a General Authorisation.</i> |
| Other Authorisation | <ul style="list-style-type: none">▪ <i>Supply the Law/Regulation if an authorisation to use water has been issued under other legislation.</i> |

| DW761 Part 2B: Storing Water | |
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| <ul style="list-style-type: none"> ▪ This form is for any instance of storing water. ▪ Where water is stored on several properties, each property must be separately registered. ▪ Dams and weirs are examples of storing water in a watercourse. ▪ Water may also be stored off-channel. ▪ Off-channel storage means storage in structures such as dams and reservoirs built outside of a watercourse. ▪ Small household water tanks or rainwater tanks are NOT included in this water use. ▪ Storage of clean water and wastewater on mines must comply with the Mining Regulations. ▪ Storage facilities must comply with the Dam Safety Regulations, the Building Regulations and any relevant by-laws of the local authority. ▪ In terms of the Dam Safety Regulations, any dam with a storage capacity greater than 50 000 cubic metres and a dam wall greater than 5 metres in height is regarded as a “dam with a safety risk”. ▪ Other dams may also be classified as having a safety risk, for example dams containing potentially hazardous waste or dams located in certain potentially hazardous locations. ▪ The total water (applicable to the relevant water user) that can be stored must be registered. The water may be stored in one dam or several dams on the applicable property(s). ▪ Dry or empty dams must also be registered. ▪ Dams with a safety risk must be registered in terms of the Dam Safety Regulations. | |
| Registration Part 2B | GENERAL INFORMATION <ul style="list-style-type: none"> • Mark the applicable options with an X and/or complete details where applicable. • For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates. |
| STORAGE OF WATER | |
| Registration of | <ul style="list-style-type: none"> ▪ “Water not containing waste” is usually water from natural surface runoff or taken directly from a water resource, even though it may not be clean enough to drink. ▪ “Wastewater” is water containing waste that is stored for re-use, discharge and/or disposal. Please register this under DW767 [refer Section 21(g) of Act.] |
| STORAGE OF WATER NOT CONTAINING WASTE | |
| Name of watercourse(s) | <ul style="list-style-type: none"> ▪ The name of the watercourse for each storing facility. If the water resource does not have a specific name, enter “no name”. If it is constructed in an unnamed stream, provide some indication of the nearest named river or stream (eg. “Unnamed tributary of Olifants River”), if possible. |
| Number of dams | <ul style="list-style-type: none"> ▪ Total number of dams for storing clean water to be registered for the applicable water user. |
| Starting date | <ul style="list-style-type: none"> ▪ The date when storage commenced/will commence. |
| Measures for movement of aquatic species | <ul style="list-style-type: none"> ▪ Indicate whether any measures for the movement of aquatic species are in place. (such as fish ladders for upstream migration of fish). |

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| STORAGE OF WASTEWATER (WATER CONTAINING WASTE) | |
| LIST AND DESCRIPTION OF DAM(S) | |
| Name or description of dams and source of stored water | <ul style="list-style-type: none"> ▪ <i>Provide a description of the dam(s) or the name(s) thereof and supply the source of stored water. If the water resource is a river or spring without a specific name, enter "no name". If it is constructed in an unnamed stream, provide some indication of the nearest named river or stream (eg. Unnamed tributary of Olifants River), if possible. Also provide the storage volume for each dam.</i> ▪ <i>The volume is the maximum available capacity for storage, even if the dam is not completely full.</i> |
| SERVICE PROVIDER / ASSOCIATION INFORMATION | |
| | <ul style="list-style-type: none"> ▪ <i>If water is supplied by a Water User Association or Water Services Provider, mark the appropriate block.</i> ▪ <i>Supply name of Water User Association or Service Provider if applicable.</i> |
| EXISTING AUTHORISATION | |
| Permit number and Date | <ul style="list-style-type: none"> ▪ <i>Supply permit numbers and dates issued if water use was authorised by a permit(s).</i> |
| General Authorisation | <ul style="list-style-type: none"> ▪ <i>Mark box if water use takes place in terms of a General Authorisation.</i> |
| Other Authorisation | <ul style="list-style-type: none"> ▪ <i>Supply the Law/Regulation if an authorisation to use water has been issued under other legislation</i> |

DW762 Part 2B: Storing Water – Dam Registration

- *This form is for any dam that has a dam safety risk (or any other ‘significant’ dams).*
- *In terms of the Dam Safety Regulations, any dam with a storage capacity greater than 50 000 cubic metres and a dam wall greater than 5 metres in height is regarded as a “dam with a safety risk”.*
- *Other dams may also be declared as having a safety risk if they do not satisfy the criteria above, for example dams containing potentially hazardous waste or dams located in certain potentially hazardous locations and must be registered under DW767 and related forms.*
- *Dams that have already been registered with the Department (Dam Safety) must also be registered on this form.*

Registration / Licensing Part 2**GENERAL INFORMATION**

- *Mark the applicable options with an X and/or complete details where applicable. For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates.*
- *Indicate if the registration application is in respect of a ‘new dam’ or an existing dam already registered.*
- *Indicate the nature of this application: Indicate if the application is an application for a water use license in terms of section 21 of the NWA or whether the application is only to register the water use. An application for a license will include registration by the Department. Registration of the water use is NOT an authorization and the application will not be processed for a license.*
- *Have you already registered a water use with the Department of Water Affairs? If the water use has been registered with the Department, and/or a license issued, provide the registration number and/or water use number provided on the registration certificate.*
- **BBBEE Status:** *If the application is for a water use license (and the applicant type is applicant type is Company / Individual / Water User Association WUA), and you have been Broad-Based Black Economic Empowerment (B-BBEE) certified, one of the following options should be marked with an X:*
 - *Historically Disadvantaged Individual (HDI)*
 - *Historically Advantaged Individual (HAI)*
 - *Black Economic Empowerment (BEE) Compliant*
- **Compulsory Licence:** *This field indicates if the application is to be regarded as being subject to (or part of) a ‘compulsory licensing’ drive (refer to the definition in the Registration Guide: Water User.*

| GENERAL INFORMATION | |
|---|---|
| Name of dam | <ul style="list-style-type: none"> If the dam does not have a name, please supply the name of the property on which the dam is situated. |
| Watercourse | <ul style="list-style-type: none"> "If the water is to be stored in a watercourse" means the water will be retained behind a weir or dam constructed across a natural river channel. |
| Off-stream storage | <ul style="list-style-type: none"> Off-channel storage means storage in structures such as dams, reservoirs and tanks built outside of a natural watercourse. |
| WATER USE SECTOR | |
| Clean water dams | <ul style="list-style-type: none"> Clean water dams store "water not containing waste" which is usually water from natural surface runoff or taken directly from a water resource, even though it may not be clean enough to drink. If the dam is used for more than one purpose, mark all the applicable blocks. |
| Wastewater dams | <ul style="list-style-type: none"> See definition of Wastewater in Registration Guide: Waste Discharge related Water Use available at website http://www.dwa.gov.za/Projects/WARMS/Registration/registration1. If the dam is used for more than one purpose, mark all the applicable blocks. Only if the options does not include the purpose. |
| DAM SIZE AND BASIN INFORMATION | |
| Date of completion | <ul style="list-style-type: none"> Date when dam was completed. |
| <u>Size of Dam</u> Maximum wall height | <ul style="list-style-type: none"> Maximum wall height is the vertical difference between the lowest downstream ground elevation on the outside of the dam wall and the non-overspill crest level or the general top level of the dam wall. |
| Crest length of wall | <ul style="list-style-type: none"> Crest length of the wall includes the length of the spillway, where applicable. |
| Gross capacity | <ul style="list-style-type: none"> The gross storage capacity in thousand cubic metres. |
| Water surface area at full supply level | <ul style="list-style-type: none"> The surface area of the water at full supply level given in hectares. 1 hectare = 10 000 square metres. |

| | |
|---|---|
| Water depth at full supply | <ul style="list-style-type: none"> Water depth at full supply level is measured from the spillway level (ie. full supply level) to the lowest point in the natural stream if the wall is built across a stream. Otherwise it is measured from the maximum spillway level to the lowest point on the natural ground on which the wall is built. |
| Off-stream storage dam basin shape | <ul style="list-style-type: none"> The dam basin shape should be the most applicable description of the shape of the off-stream storage dam. |
| In-stream storage dam basin shape | <ul style="list-style-type: none"> The dam basin shape should be the most applicable description of the shape of the in-stream storage dam. |
| Dam basin dimensions | <ul style="list-style-type: none"> For in-stream storage, measure the length along the centre line of the dam and the width at the widest point of the dam. Both measurements should be made at maximum water level ie. full supply level. |

CLASSIFICATION INFORMATION

| | |
|-------------------------------------|---|
| Has the dam been classified? | <ul style="list-style-type: none"> The classification of the dam is carried out by the Dam Safety Officers of the Department. Any dam with a safety risk that can store more than 50 000 cubic metres and with a wall height exceeding 5 metres must be classified. If the dam has been classified complete the information in the rest of the section. If the dam has not been classified, form DW793: Dam classification must also be completed. |
|-------------------------------------|---|

TECHNICAL INFORMATION ABOUT DAM STRUCTURE

| | |
|--------------------|---|
| Type of dam | <ul style="list-style-type: none"> Mark the applicable dam structure. Mark more than one for composite dams. |
|--------------------|---|

SPILLWAY INFORMATION

| | |
|---|---|
| Type of spillway | <ul style="list-style-type: none"> Mark the applicable spillway type. Mark more than one if necessary. |
| Crest length of spillway | <ul style="list-style-type: none"> Crest length of spillway in metres. |
| Description of spillway gates | <ul style="list-style-type: none"> Provide a description of spillway gates if they are present |
| Details of auxiliary/second spillway | <ul style="list-style-type: none"> The location of auxiliary or second spillway. Type of auxiliary or second spillway. Length of auxiliary or second spillway in metres. |
| Fish ladder or fish way | <ul style="list-style-type: none"> Mark "Yes" if measures are in place to allow for the movement of aquatic species. (upstream migration) |

LOCATION OF DAM

| | |
|--|---|
| Nearest city or town | <ul style="list-style-type: none"> The city or town nearest to the dam which may not necessarily be the same as where the dam owner or applicant resides. |
| Distance from nearest city or town | <ul style="list-style-type: none"> Measure the distance in a straight line between the centre of the dam wall and the Post Office in the city or town. |
| Direction to dam from city/town | <ul style="list-style-type: none"> The arrows show the compass direction from the nearest city or town to the centre of the dam wall, as the crow flies, and not along the road. |
| Number of 1:50000 scale topographic map | <ul style="list-style-type: none"> 1:50 000 scale topographic maps are available from the Government Printers at a nominal charge, or at the nearest office of the Department. |
| Geographic position of centre of wall | <ul style="list-style-type: none"> Enter the geographic location in degrees(°), minutes(') and seconds("), or in decimal degrees or in degrees(°) and decimal minutes('). The geographic location can be read from a 1:50 000 topographic map (Cape datum Clarke) or by using a Global Positioning System (GPS) instrument (Normally WGS-84 datum) Be careful not to switch South and East |
| Drainage region | <ul style="list-style-type: none"> The quaternary drainage region can be obtained from the Department. |
| CONTACT PERSON | |
| Contact persons | <ul style="list-style-type: none"> The person in control of the dam is the person who has the authority to control, manage and administer all safety aspects of the dam. This may be the owner, or any person with delegated authority. Supply the contact number as shown on the form. Supply the details of the dam designer or consultant and the contractor who constructed the dam and associated structures. |
| SERVICE PROVIDER / WATER USER ASSOCIATION INFORMATION | |
| | <ul style="list-style-type: none"> If the dam is controlled by a Water User Association or Service Provider mark the appropriate box. Supply name of Water User Association / Water Services Provider |
| EXISTING AUTHORISATION | |
| Permit number and Date | <ul style="list-style-type: none"> Supply permit numbers and dates issued if water use was authorised by a permit(s). |
| General Authorisation | <ul style="list-style-type: none"> Mark box if water use takes place in terms of a General Authorisation. |
| Other Authorisation | <ul style="list-style-type: none"> Supply the Law/Regulation if an authorisation to use water has been issued under other legislation |

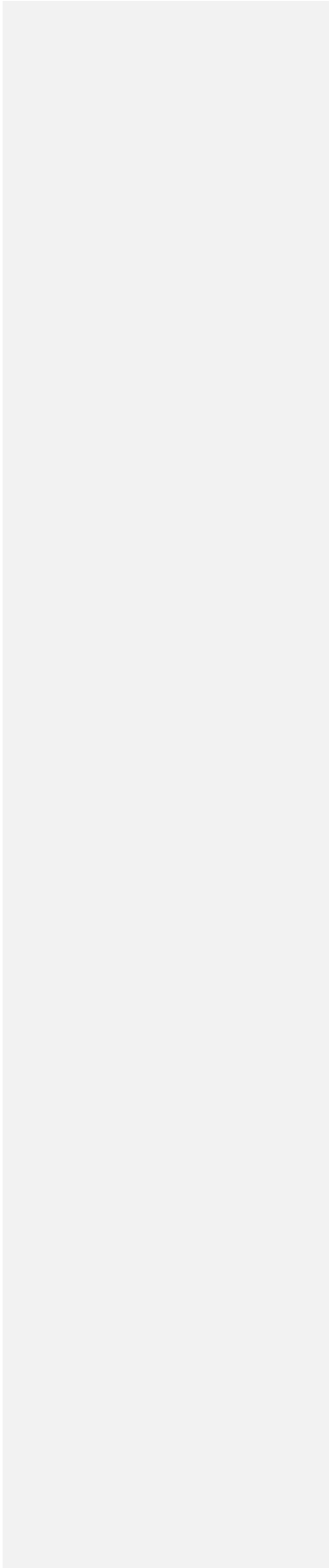
| DW763 | Part 2C: Impeding or Diverting the Flow of Water in a Watercourse |
|-------|---|
| ▪ | <i>Impeding or diverting the flow of water in a watercourse refers to an activity or structure which has a minor interference with the normal flow in a river or stream.</i> |
| ▪ | <i>Impeding flow refers to structures such as low water bridges, jetties and weirs with a low flow outlet constructed for the purpose of hydrological monitoring.</i> |
| ▪ | <i>Diverting flow refers to canalisation of a watercourse within the natural course, or to diverting the flow through a pipe within or around the natural course of the watercourse. The watercourse itself remains intact.</i> |
| ▪ | <i>Diverting of flow may be necessary for construction and maintenance of buildings and roads, or for prospecting activities.</i> |
| ▪ | <i>Only permanent structures should be registered. Temporary impeding or diverting activities and structures need not be registered.</i> |
| ▪ | <i>Note: river diversions are NOT part of this water use. River diversions involving reconstruction of a watercourse and diversion of the river from its natural course are part of DW768.</i> |
| ▪ | <i>Note: any structure which is capable of containing, storing or impounding water is NOT part of this water use. These structures must be registered as storing water on DW761.</i> |

| Registration / Licensing Part 2 | GENERAL INFORMATION |
|---------------------------------|---|
| | <ul style="list-style-type: none"> • <i>Mark the applicable options with an X and/or complete details where applicable. For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates.</i> • <i>Indicate the nature of this application: Indicate if the application is an application for a water use license in terms of section 21 of the NWA or whether the application is only to register the water use. An application for a license will include registration by the Department. Registration of the water use is NOT an authorization and the application will not be processed for a license.</i> • <i>Have you already registered a water use with the Department of Water Affairs? If the water use has been registered with the Department, and/or a license issued, provide the registration number and/or water use number provided on the registration certificate.</i> • BBBEE Status: <i>If the application is for a water use license (and the applicant type is applicant type is Company / Individual / Water User Association WUA), and you have been Broad-Based Black Economic Empowerment (B-BBEE) certified, one of the following options should be marked with an X:</i> <ul style="list-style-type: none"> • <i>Historically Disadvantaged Individual (HDI)</i> • <i>Historically Advantaged Individual (HAI)</i> • <i>Black Economic Empowerment (BEE) Compliant</i> <i>Note: If one of the above-mentioned (B-BBEE) statuses was selected, the last (i.e. most recent) BBBEE status certification date must be completed in the space provided.</i> • Compulsory Licence: <i>This field indicates if the application is to be regarded as being subject to (or part of) a 'compulsory licensing' drive (refer to the definition in the Registration Guide: Water User.</i> |

| NATURE OF ACTIVITY | |
|--------------------|---|
| Nature of activity | ▪ <i>Select either impeding or diverting. Use a separate form if you wish to register both.</i> |
| | |

| WATER RESOURCE INFORMATION | |
|---|--|
| Name of water source | <ul style="list-style-type: none"> If the water resource does not have a specific name, enter "no name". If it is constructed in an unnamed stream, try provide some indication of the nearest named river or stream (eg. "Unnamed tributary of Olifants River"), if possible. |
| Type of water source | <ul style="list-style-type: none"> Mark the appropriate type of water source |
| Drainage region | <ul style="list-style-type: none"> The quaternary drainage region can be obtained from the Department. |
| IMPEDING THE FLOW IN A WATERCOURSE | |
| Geographic location of impedance | <ul style="list-style-type: none"> Enter the geographic location in degrees(°), minutes(') and seconds("), or in decimal degrees or in degrees(°) and decimal minutes('). The geographic location can be read from a 1:50 000 topographic map (Cape datum Clarke) available at the nearest office of the Department or by using a Global Positioning System (GPS) instrument (Normally WGS-84 datum) Be careful not to switch South and East |
| Name of structure | <ul style="list-style-type: none"> If the impeding structure does not have a specific name, enter "no name". |
| Height of structure | <ul style="list-style-type: none"> Height is the vertical difference between the lowest downstream ground elevation on the outside of the structure and the crest level of the general top level of the structure. Measure the height on the downstream side of the structure. |
| Width of structure | <ul style="list-style-type: none"> The width is the thickness of the structure. The widest part of the structure is usually at the base. For example low water bridges are commonly about three metres wide, to allow a single vehicle to cross the bridge at a time. |
| Length of structure | <ul style="list-style-type: none"> The length is the length along the top of the structure. For example, this may be measured from one riverbank to the other if the structure spans the river. |
| Materials used in building the structure | <ul style="list-style-type: none"> Materials include earth, rocks, concrete etc. |
| Number of impeding structures | <ul style="list-style-type: none"> The number of impeding structures must include the structure that is described in the current registration form. |

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|--|--|
| Location of diversion (Start and End) | <ul style="list-style-type: none"> ▪ <i>Enter the geographic location of the start and end of the diversion in degrees(°), minutes(') and seconds("), or in decimal degrees or in degrees(°) and decimal minutes('). The geographic location can be read from a 1:50 000 topographic map (Cape datum Clarke) or by using a Global Positioning System (GPS) instrument (Normally WGS-84 datum)</i> ▪ <i>Be careful not to switch South and East</i> |
| Name of diversion structure | <ul style="list-style-type: none"> ▪ <i>If the diversion does not have a specific name, enter "no name".</i> |
| Height of structure | <ul style="list-style-type: none"> ▪ Height <i>is the vertical difference between the lowest downstream ground elevation on the outside of the structure and the crest level of the general top level of the structure. Measure the height on the downstream side of the structure.</i> |
| Width of structure | <ul style="list-style-type: none"> ▪ <i>The width is the thickness of the structure. The widest part of the structure is usually at the base.</i> |
| Length of diversion | <ul style="list-style-type: none"> ▪ <i>The length is the distance of the diversion along the watercourse. This is measured from the start to the end of the diversion. Select kilometres or metres.</i> |
| List of materials used in building | <ul style="list-style-type: none"> ▪ <i>Materials include earth, rocks, concrete etc.</i> |
| Number of diversions | <ul style="list-style-type: none"> ▪ <i>The number of diverting structures must include the structure that is described in the current registration form.</i> |



| | |
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| Type of activity | <ul style="list-style-type: none"> ▪ <i>Mark the appropriate activity.</i> |
| Start date | <ul style="list-style-type: none"> ▪ <i>Supply the start date of the activity as shown.</i> |
| Flow rate | <ul style="list-style-type: none"> ▪ <i>Please enter the flow rate before and after the diversion or impedance in cubic metres per second if you have the information.</i> |
| Purpose | <ul style="list-style-type: none"> ▪ <i>State the purpose of the activity which affects the flow in the watercourse.</i> |
| <u>If the activity is mining related</u> | |
| Distance from original watercourse | <ul style="list-style-type: none"> ▪ <i>This is the distance in metres measured from the centre of the original watercourse to the closest edge of the mining activity.</i> |
| Distance from al watercourse after impedance or diversion | <ul style="list-style-type: none"> ▪ <i>This is the distance in metres measured from the centre of the impeded/diverted watercourse to the closest edge of the mining activity.</i> |
| Mining method | <ul style="list-style-type: none"> ▪ <i>Supply mining method used (if any)</i> |

EXISTING AUTHORISATION

| | |
|-------------------------------|---|
| Permit number and Date | <ul style="list-style-type: none"> ▪ <i>Supply permit numbers and dates issued if water use was authorised by a permit(s).</i> |
| General Authorisation | <ul style="list-style-type: none"> ▪ <i>Mark box if water use takes place in terms of a General Authorisation.</i> |
| Other Authorisation | <ul style="list-style-type: none"> ▪ <i>Supply the Law/Regulation if an authorisation to use water has been issued under other legislation</i> |

- *From time to time, an activity may be defined as a stream flow reduction activity by the Minister.*

**Registration /
Licensing Part 2**
GENERAL INFORMATION

- *Mark the applicable options with an X and/or complete details where applicable. For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates.*
- *Indicate the nature of this application: Indicate if the application is an application for a water use license in terms of section 21 of the NWA or whether the application is only to register the water use. An application for a license will include registration by the Department. Registration of the water use is NOT an authorization and the application will not be processed for a license.*
- *Have you already registered a water use with the Department of Water Affairs? If the water use has been registered with the Department, and/or a license issued, provide the registration number and/or water use number provided on the registration certificate.*
- **BBBEE Status:** *If the application is for a water use license (and the applicant type is applicant type is Company / Individual / Water User Association WUA), and you have been Broad-Based Black Economic Empowerment (B-BBEE) certified, one of the following options should be marked with an X:*
 - *Historically Disadvantaged Individual (HDI)*
 - *Historically Advantaged Individual (HAI)*
 - *Black Economic Empowerment (BEE) Compliant**Note: If one of the above-mentioned (B-BBEE) statuses was selected, the last (i.e. most recent) BBBEE status certification date must be completed in the space provided.*
- **Compulsory Licence:** *This field indicates if the application is to be regarded as being subject to (or part of) a 'compulsory licensing' drive (refer to the definition in the Registration Guide: Water User.*

| WATER RESOURCE INFORMATION | |
|---|---|
| Name Location | <ul style="list-style-type: none"> Enter the name of the magisterial district where the afforestation is located. Geographic position of centre of farm or property– The geographic location either in degrees°, minutes' and seconds", or in decimal degrees. Preferable decimal degrees WGS-84. Please attach either an 1:10 000 orthophoto or a 1:50 000 topographic map that clearly indicates where the activity occurs. |
| Drainage region | <ul style="list-style-type: none"> Supply the Quaternary Drainage Region. |
| SECTOR | |
| Plantation is used for | <ul style="list-style-type: none"> Mark the type of plantation on the property. Complete a separate form for the area under afforestation that is associated with each sector. |
| SPECIES IN THE PLANTATION | |
| Species in the plantation | <ul style="list-style-type: none"> Indicate each of the species in hectares together with the start and end date for each Only include detail for tree species. Note that orchards are not considered afforestation. |
| SERVICE PROVIDER / WATER USER ASSOCIATION INFORMATION | |
| Is activity controlled by | <ul style="list-style-type: none"> Indicate whether the activity is controlled by a Water User Association or Water Services Provider. Supply name of Water User Association / Water Services Provider. |
| EXISTING AUTHORISATION | |
| Permit number and Date | <ul style="list-style-type: none"> Supply permit numbers and dates issued if water use was authorised by a permit(s). |
| General Authorisation | <ul style="list-style-type: none"> Mark box if water use takes place in terms of a General Authorisation. |
| Other Authorisation | <ul style="list-style-type: none"> Supply the Law/Regulation if an authorisation to use water has been issued under other legislation |

| | |
|--|---|
| DW768 | Part 2I: Altering the Bed, Banks, Course or Characteristics of a Watercourse |
| | <ul style="list-style-type: none"> ▪ <i>Altering the bed and banks of a watercourse refers to those activities which take place in or adjacent to a watercourse, but do NOT impede or divert flow in the watercourse. For impeding and diverting structures, complete DW763.</i> ▪ <i>Examples of altering the bed and banks of a watercourse are typically sand mining and small scale prospecting activities.</i> ▪ <i>Examples of bank alterations can range from landscaping of riverbanks to canalisation activities (where no diversion of flow occurs) and construction of footpaths, roads, bridges and other development on a riverbank.</i> ▪ <i>Altering the course or characteristics of a watercourse refers to major alteration activities which re-route a watercourse along a new path for a substantial distance.</i> ▪ Altering the course of a watercourse was previously known as a river diversion. However the term “diverting flow” is now used to refer only to minor modifications as discussed in DW763, The term “diversion” is no longer applied to a watercourse alteration. ▪ <i>Some alterations may be temporary and remain in place for a limited time period after which the original watercourse is restored. Other alterations are permanent with no intention to restore the original watercourse.</i> ▪ <i>The altered watercourse-</i> <ul style="list-style-type: none"> - <i>may eventually rejoin the original path of the watercourse some kilometres downstream;</i> - <i>may join another watercourse, in another catchment; or</i> - <i>may never rejoin the original path, and eventually flow into the sea or a dam or lake.</i> |
| Registration / Licensing Part 2 | <p>GENERAL INFORMATION</p> <ul style="list-style-type: none"> • <i>Mark the applicable options with an X and/or complete details where applicable. For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates.</i> • <i>Indicate the nature of this application: Indicate if the application is an application for a water use license in terms of section 21 of the NWA or whether the application is only to register the water use. An application for a license will include registration by the Department. Registration of the water use is NOT an authorization and the application will not be processed for a license.</i> • <i>Have you already registered a water use with the Department of Water Affairs? If the water use has been registered with the Department, and/or a license issued, provide the registration number and/or water use number provided on the registration certificate.</i> • BBBEE Status: <i>If the application is for a water use license (and the applicant type is applicant type is Company / Individual / Water User Association WUA), and you have been Broad-Based Black Economic Empowerment (B-BBEE) certified, one of the following options should be marked with an X:</i> <ul style="list-style-type: none"> • <i>Historically Disadvantaged Individual (HDI)</i> • <i>Historically Advantaged Individual (HAI)</i> • <i>Black Economic Empowerment (BEE) Compliant</i> <i>Note: If one of the above-mentioned (B-BBEE) statuses was selected, the last (i.e. most recent) BBBEE status certification date must be completed in the space provided.</i> • Compulsory Licence: <i>This field indicates if the application is to be regarded as being subject to (or part of) a 'compulsory licensing' drive (refer to the definition in the Registration Guide: Water User.</i> |
| WATER RESOURCE INFORMATION | |
| Name of water resource | <ul style="list-style-type: none"> ▪ <i>If the water resource does not have a specific name, enter "no name". If it is constructed in an unnamed stream, try provide some indication of the nearest named river or stream (eg. "Unnamed tributary of Olifants River"), if possible.</i> |

| | |
|--------------------------------------|--|
| Type of water resource | <ul style="list-style-type: none"> Mark the type of water resource. |
| Drainage region | <ul style="list-style-type: none"> The quaternary drainage region can be obtained from the Department. |
| DETAILS OF WATER USE ACTIVITY | |
| Name of alteration | <ul style="list-style-type: none"> If alteration does not have a specific name, enter "no name". |
| Location of alteration | <ul style="list-style-type: none"> Enter the geographic location for both the start and end of the alteration in degrees(°), minutes(') and seconds("), or in decimal degrees or in degrees(°) and decimal minutes('). The geographic location can be read from a 1:50 000 topographic map (Cape datum Clarke) available at the nearest office of the Department or by using a Global Positioning System (GPS) instrument (Normally WGS-84 datum) |
| Length affected by alteration | <ul style="list-style-type: none"> The length of the watercourse that is affected refers to the distance measured along the watercourse, for example along the riverbanks in the case of an altered river. |
| DETAILS OF WATER USE ACTIVITY | |
| Type of alteration | <ul style="list-style-type: none"> Indicate if the bed or banks, or both are affected by the alteration. Note that application for altering the course of a watercourse must be made on DW781. |
| Purpose of alteration | <ul style="list-style-type: none"> State the purpose of the alteration. |
| The activity is .. | <ul style="list-style-type: none"> A temporary alteration is for a limited period of time, after which the watercourse will be returned to its original state. This can be for a few months or several years. A permanent alteration is one in which there is no intention to restore the original watercourse. |
| Start date | <ul style="list-style-type: none"> Start date of the alteration |
| End date | <ul style="list-style-type: none"> End date if alteration is temporary. |
| Number of alterations | <ul style="list-style-type: none"> Supply the number of alterations on the related property/properties. |
| EXISTING AUTHORISATION | |
| Permit number and Date | <ul style="list-style-type: none"> Supply permit numbers and dates issued if water use was authorised by a permit(s). |
| General Authorisation | <ul style="list-style-type: none"> Mark box if water use takes place in terms of a General Authorisation. |
| Other Authorisation | <ul style="list-style-type: none"> Supply the Law/Regulation if an authorisation to use water has been issued under other legislation |

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| DW805 | Part 2J: Removing, Discharging or Disposing of Water found Underground if it is necessary for the Efficient Continuation of an Activity or for the Safety of People |
| <ul style="list-style-type: none"> ▪ <i>This form is for the registration of removing underground water that seeps into mine works, or construction sites.</i> ▪ <i>It does NOT refer to the taking of groundwater for another purpose such as drinking water, irrigation or industrial activities. For taking of groundwater, complete DW760.</i> ▪ <i>Common examples of this water use include:</i> <ul style="list-style-type: none"> - <i>dewatering of mines,</i> - <i>removing underground water from construction sites to allow construction activities, or</i> - <i>removing water from under buildings that experience groundwater seepage into their foundations.</i> ▪ <i>Mine dewatering and the subsequent use of the water must comply with the Mining Regulations.</i> | |
| Registration / Licensing Part 2 | <p data-bbox="357 707 624 730">GENERAL INFORMATION</p> <ul style="list-style-type: none"> • <i>Mark the applicable options with an X and/or complete details where applicable. For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates.</i> • <i>Indicate the nature of this application: Indicate if the application is an application for a water use license in terms of section 21 of the NWA or whether the application is only to register the water use. An application for a license will include registration by the Department. Registration of the water use is NOT an authorization and the application will not be processed for a license.</i> • <i>Have you already registered a water use with the Department of Water Affairs? If the water use has been registered with the Department, and/or a license issued, provide the registration number and/or water use number provided on the registration certificate.</i> • BBBEE Status: <i>If the application is for a water use license (and the applicant type is applicant type is Company / Individual / Water User Association WUA), and you have been Broad-Based Black Economic Empowerment (B-BBEE) certified, one of the following options should be marked with an X:</i> <ul style="list-style-type: none"> • <i>Historically Disadvantaged Individual (HDI)</i> • <i>Historically Advantaged Individual (HAI)</i> • <i>Black Economic Empowerment (BEE) Compliant</i> <i><u>Note:</u> If one of the above-mentioned (B-BBEE) statuses was selected, the last (i.e. most recent) BBBEE status certification date must be completed in the space provided.</i> • Compulsory Licence: <i>This field indicates if the application is to be regarded as being subject to (or part of) a 'compulsory licensing' drive (refer to the definition in the Registration Guide: Water User.</i> |
| WATER RESOURCE INFORMATION | |
| Name of place | <ul style="list-style-type: none"> ▪ <i>If the site where removal of underground water does not have a specific name, enter "no name".</i> |
| Type of water resource | <ul style="list-style-type: none"> ▪ <i>Mark the type of resource that receives discharged water.</i> ▪ <i>Select only one.</i> |
| Geographic Location | <ul style="list-style-type: none"> ▪ <i>Enter the geographic location in degrees(°), minutes(') and seconds("), or in decimal degrees or in degrees(°) and decimal minutes('). The geographic location can be read from a 1:50 000 topographic map (Cape datum Clarke) available at the nearest office of the Department or by using a Global Positioning System (GPS) instrument (Normally WGS-84 datum)</i> |

| | |
|---------------------------------|--|
| Drainage region | <ul style="list-style-type: none"> The quaternary drainage region can be obtained from the Department. |
| DESCRIPTION OF WATER USE | |
| Volume removed per year | <ul style="list-style-type: none"> This is the total amount of water removed over a period of one year. The removal may take place continuously throughout the year, or at certain times of the year. |
| Maximum removed per day | <ul style="list-style-type: none"> The maximum amount removed per day is the greatest volume that has ever been removed during on any given day. |
| Disposal or discharge | <ul style="list-style-type: none"> After removing the water, the discharge or disposal must be registered on the relevant forms DW766 and/or DW767. If the water is stored, the form DW761/DW762 must also be completed. |
| EXISTING AUTHORISATION | |
| Permit number and Date | <ul style="list-style-type: none"> Supply permit numbers and dates issued if water use was authorised by a permit(s). |
| General Authorisation | <ul style="list-style-type: none"> Mark box if water use takes place in terms of a General Authorisation. |
| Other Authorisation | <ul style="list-style-type: none"> Supply the Law/Regulation if an authorisation to use water has been issued under other legislation |

| DW806 Part 2K: Using Water for Recreational Purposes | |
|--|---|
| | <ul style="list-style-type: none"> ▪ <i>This water use refers to recreational activities in or on a water surface.</i> ▪ <i>It does NOT refer to the water use activities that may be related to the recreation, such as taking of water for use in ablution blocks at resorts or disposing of waste in recreational facilities.</i> ▪ <i>Private recreational activities such as fishing on a farm dam or swimming in a river are not required to register, provided the person has lawful access to the water resource.</i> ▪ <i>Organisers of commercial recreational activities must register the water use.</i> ▪ <i>Individual recreational water users do NOT have to register if they are using facilities of a registered organisation</i> |
| Registration / Licensing Part 2 | <p>GENERAL INFORMATION</p> <ul style="list-style-type: none"> • <i>Mark the applicable options with an X and/or complete details where applicable. For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates.</i> • <i>Indicate the nature of this application: Indicate if the application is an application for a water use license in terms of section 21 of the NWA or whether the application is only to register the water use. An application for a license will include registration by the Department. Registration of the water use is NOT an authorization and the application will not be processed for a license.</i> • <i>Have you already registered a water use with the Department of Water Affairs? If the water use has been registered with the Department, and/or a license issued, provide the registration number and/or water use number provided on the registration certificate.</i> • BBBEE Status: <i>If the application is for a water use license (and the applicant type is Company / Individual / Water User Association WUA), and you have been Broad-Based Black Economic Empowerment (B-BBEE) certified, one of the following options should be marked with an X:</i> <ul style="list-style-type: none"> • <i>Historically Disadvantaged Individual (HDI)</i> • <i>Historically Advantaged Individual (HAI)</i> • <i>Black Economic Empowerment (BEE) Compliant</i> <i>Note: If one of the above-mentioned (B-BBEE) statuses was selected, the last (i.e. most recent) BBBEE status certification date must be completed in the space provided.</i> • Compulsory Licence: <i>This field indicates if the application is to be regarded as being subject to (or part of) a 'compulsory licensing' drive (refer to the definition in the Registration Guide: Water User.</i> |
| WATER RESOURCE INFORMATION | |
| Name of resource | <ul style="list-style-type: none"> ▪ <i>If the water resource where recreation takes place does not have a specific name, enter "no name".</i> |
| Type of resource | <ul style="list-style-type: none"> ▪ <i>Select the type of resource. If the recreation activity spans more than one water resource, complete a separate DW806 form for each resource.</i> |
| Geographic Location | <ul style="list-style-type: none"> ▪ <i>Enter the geographic location in degrees(°), minutes(') and seconds("), or in decimal degrees or in degrees(°) and decimal minutes('). The geographic location can be read from a 1:50 000 topographic map (Cape datum Clarke) available at the nearest office of the Department or by using a Global</i> |

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| | <p>Positioning System (GPS) instrument (Normally WGS-84 datum).</p> <ul style="list-style-type: none"> ▪ The quaternary drainage region can be obtained from the Department. |
| Drainage region | |
| DESCRIPTION OF WATER USE | |
| Activity selection | <ul style="list-style-type: none"> ▪ Select any of the listed activities, or specify an additional activity. ▪ Where there are no watercrafts used, leave this column blank. ▪ The number of people refers to the people engaging in the recreational activity. It does NOT include people servicing the activity, such as the staff at a resort. |
| EXISTING AUTHORISATION | |
| Permit number and Date | <ul style="list-style-type: none"> ▪ Supply permit numbers and dates issued if water use was authorised by a permit(s). |
| General Authorisation | <ul style="list-style-type: none"> ▪ Mark box if water use takes place in terms of a General Authorisation. |
| Other Authorisation | <ul style="list-style-type: none"> ▪ Supply the Law/Regulation if an authorisation to use water has been issued under other legislation |

SECTION 6

6. HOW TO COMPLETE REGISTRATION SUPPLEMENTARY FORMS

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| DW787 | Supplementary water use information: Taking water from a water resource irrigated field and crop information | Formatted Table |
| <ul style="list-style-type: none"> ▪ This form is for supplementary information for taking of water from a water resource ▪ This form is ONLY to be completed by water users who irrigate crops with water taken from a water resource. This form is NOT applicable to water users who irrigate with wastewater. For these users, complete form DW765. ▪ The irrigation on this form will be used to determine the total annual requirement of water used in irrigation. ▪ The method for determining the annual irrigation requirement is the SAPWAT computer program as stipulated in the Pricing Strategy. ▪ More information on the SAPWAT program can be obtained from the Director: Water Utilisation, Tel: (012) 336 8734, Fax: (012) 323 5041. ▪ The volume of water that is determined from the information on this form is the volume that will be registered. It will appear on the registration certificate. ▪ A person may wish to confirm the volume of water used in irrigation by installing a water meter at the point where water is taken from the water resource. ▪ A common example is where water is pumped from a river into an irrigation canal. A water meter can be installed on the pump to measure the amount of water that is pumped into the canal. ▪ Another common example is where water is pumped from a borehole and into a storage dam for irrigation at a later date. A water meter can be installed to measure the volume of water that is pumped from the borehole into the dam. ▪ Water meter readings can be provided to the Department, and the volume of water used for irrigation may then be modified. | | |
| SECTIONS ON FORM | EXPLANATIONS | |
| <u>Information of each field</u> | | |
| Field number | <ul style="list-style-type: none"> ▪ Each irrigated field on the farm must be entered on a separate line ▪ Field number is the number of the irrigated field. If there are no numbers, the farmer must allocate numbers that can be used to identify each field. | |
| Area | <ul style="list-style-type: none"> ▪ The area in hectares for each field must be entered. The area is the actual area on the ground and should be as accurate as possible. | |
| Crop | <ul style="list-style-type: none"> ▪ Each crop grown on the field should be entered on a separate line. If the same field is used to cultivate wheat in winter and maize in summer, a separate entry with the same field number but different crops and planting dates must be made for Wheat and Maize. ▪ The following example is for a property where Lucerne is cultivated all year round on field 1 and where maize and wheat is planted as summer and winter crops (within the same calendar year) on field 2. | |

| | Field number | Area (hectares) | Crop | Planting date | Growing season (days) | Rotation factor % |
|--|--------------|-----------------|---------|---------------|-----------------------|-------------------|
| | 1 | 24 | Lucerne | 01/01 | 365 | 100 |
| | 2 | 70 | Wheat | 06/01 | 180 | 100 |
| | 2 | 70 | Maize | 10/15 | 190 | 100 |

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| Planting date | <ul style="list-style-type: none"> Give the month and day when the crop is planted. |
| Growing season | <ul style="list-style-type: none"> Provide the number of days that the crop will be in the ground. This is the number of days from planting to harvesting.. For perennial crops, the number of days will be 365. |
| Rotation factor | <ul style="list-style-type: none"> Rotation factor is the percentage of time that a field is being cultivated. For example, if cotton is grown every year, the rotation factor is 100% In the case of a field that is only irrigated every 5 years (it lies fallow for 4 years) the rotation factor is 20% |
| Irrigation system code | <ul style="list-style-type: none"> Select the system code form the table of irrigation system codes at the end of the field information table. For example, the code for flood irrigation using furrows is "A". The code for permanent sprinklers is "F". If there is no code for your irrigation system, enter the system type in the space provided below the last irrigation system entry. |
| Resource type | <ul style="list-style-type: none"> Indicate the type of water resource from which the water is taken such as dam, river, stream, groundwater etc. |
| Resource name | <ul style="list-style-type: none"> If the water resource does not have a specific name, enter "no name". For boreholes, leave this space blank. |
| Annual mm used | <ul style="list-style-type: none"> Supply this number is the annual mm used per hectare is known. The annual mm used can also be determined by the Department through the use of the SAPWAT computer program. |
| Irrigation scheduling methods | |
| Description of any irrigation scheduling methods used | <ul style="list-style-type: none"> Describe the scheduling methods used, if any. For example, if evaporation pa or neutron probes are used, describe the method. |
| Methods to enhance irrigation efficiency | |
| Describe any other methods used to enhance irrigation efficiency | <ul style="list-style-type: none"> An example of efficiency enhancement is lining of irrigation canals with waterproofing such as cement to prevent leakages. Another common example is the levelling of irrigated fields to ensure equal distribution of irrigation water supplied through flooding. |

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| DW901 | Property Where Water Use Occurs |
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| SECTIONS ON FORM | EXPLANATIONS |
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| 1. PROPERTY WHERE WATER USE(S) OCCURS | <p>General Comments:</p> <ul style="list-style-type: none"> • Several water uses may be registered on one property. For example there may be water pumped from a river (taking water) into a storage dam (storing water), as well as irrigation of wastewater (controlled activity) all on one property. • More than one of the same water use type may be registered on one property. For example, there may be five storage dams on one property and therefore five DW762 forms (one per storage dam) are to be completed. • For each water use that is indicated, a separate Part 2 Form must be completed together with one DW901 per each applicable property and one DW902 per each applicable property owner. • The property where water use occurs is not necessarily the same as the residential (or physical address) of the person/entity applying for registration of a water use • The property must be described as per the following example: <ul style="list-style-type: none"> ○ ZAAIHOEK_123_JS_0 where Zaaihoek is the original farm name, 123 is the property number, JS is the district and the last number the specific portion. <p>▪ NB – Only one property per DW901 registration form is allowed.</p> |
| 1.1. Property where water use takes place | <ul style="list-style-type: none"> ▪ Unsurveyed property includes communal lands, tribal lands and some of the lands in the former homelands. |
| 1.2 Property type | <ul style="list-style-type: none"> ▪ Property is classified as being agricultural holding, farm, township, unsurveyed etc. |
| 1.3. Unsurveyed property type | <ul style="list-style-type: none"> ▪ Property type with no deeds information ▪ Unsurveyed property includes communal lands, tribal lands and some of the lands in the former homelands. |
| 1.4 Property type not equal to unsurveyed (i.e. surveyed) | <ul style="list-style-type: none"> ▪ All the necessary information for a surveyed property which is available from the office of the Surveyor-General. The Deeds Office, Registration Division, Property Number, Portion of Property and Title Deed Number and Cadastral Code Number must be correctly supplied. |

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| 1.5 Property Area Size | <ul style="list-style-type: none"> ▪ Size or Measurement of property to be provided in hectares or square meters or acres. <p><i>Note: This information, similar to a lot of other information requirements on the application forms that are to be completed, is compulsory. Unless 'compulsory' information is provided by applicants their applications will remain in an 'INCOMPLETE' state, preventing registration certificate(s) from being generated.</i></p> |
| 1.6 Ownership of the Property | <ul style="list-style-type: none"> ▪ Indicates the percentage of shareholder value for the owner of the property. ▪ Property may be registered on behalf of the village or community who owns or occupies the land. ▪ Unsurveyed property includes communal lands, tribal lands and some of the lands in the former homelands. |
| 2. PROPERTY OWNER RELATIONSHIP | <p><i>This section needs to be completed to provide details related to the link between the property and the property owner(s) from the date the ownership(s) became effective and also indicating the owner's share value % of the applicable property.</i></p> <p><i>The following property owner (and related property) information needs to be provided:</i></p> <ul style="list-style-type: none"> • <i>If the property owner is an individual: Identity Number or Passport Number</i> • <i>If the property owner is a Company, Business, Partnership or Community: Business Enterprise Registration Number</i> • <i>Property Owner Name</i> • <i>Property Owner Document Number (i.e. Owner's Title Deed Reference Number)</i> • <i>Property Owner and Property Relationship Dates [i.e. the Date From which ownership commenced & if already terminated (if no longer the property owner) also the Date To.]</i> • <i>Property owner's share value of the property (if the value is less than 100% more than one property owner must be listed)</i> |
| Declaration by Applicant | <ul style="list-style-type: none"> ▪ <i>Individual applicants must sign and date the form themselves.</i> ▪ <i>In the case of a power of attorney a certified copy of the appointment must be attached to the application form.</i> ▪ <i>Use of a thumbprint in the space provided will be acceptable in some cases as an alternative to an applicant's signature</i> |

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| DW902 | Details of Property Owner |
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| SECTIONS ON FORM | EXPLANATIONS |
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| 1. DETAILS OF PROPERTY OWNER | <ul style="list-style-type: none"> ▪ This form allows for details of property owner to be provided and/or specified. |
| 1.1. Nature of property owner | <p>Identify which of the following property owner types is applicable (and complete the other relevant sections as indicated):</p> <ul style="list-style-type: none"> • Individual (complete 1.2) • Provincial Department (complete 1.5) • Company, business, partnership or community (complete 1.3) • Water Services Provider (complete 1.6) • National Department (complete 1.4) • Water User Association (complete 1.7) <p>NB – Only one property owner per DW902 registration form is allowed.</p> |
| 1.2 If the property owner is an 'Individual' | <ul style="list-style-type: none"> ▪ South African Property owners must supply his/her SA ID records. ▪ Non SA applicant must supply their passport records. Date and country of issue. Foreign ID is not acceptable |
| 1.3 If the property owner is a Company, Business, Partnership or Community | <p>Details required, as indicated in section 1.3 of the forms, needs to be completed.</p> <p>Note the following: The Business enterprise registration number of the following enterprise types do not have to conform to the format dictated by CIPC (Companies and Intellectual Property Commission):</p> <ul style="list-style-type: none"> • Parastatal • Trust • Other [i.e. non-CIPC Company types (e.g. Churches, Schools, Community Groups, etc.) excluding Trust and Parastatal] |
| 1.4 If the property owner is a National Department | <ul style="list-style-type: none"> ▪ Provide the official (and complete) name of the applicable National Department. |
| 1.5 If the property owner is a Provincial Department | <ul style="list-style-type: none"> ▪ Provide the name of the relevant Province as well as the official (and complete) name of the applicable Provincial Department |
| 1.6 If the property owner is a Water Services Provider | <ul style="list-style-type: none"> ▪ Provide the name of the Water Services Provider |

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| 1.7 If the property owner is a Water User Association | <ul style="list-style-type: none"> Provide the name of the Water User Association |
| 1.8 Postal Address | <ul style="list-style-type: none"> Specify the postal address details of the Property Owner |
| 1.9 Physical Address | <ul style="list-style-type: none"> Specify the residential/physical address of the Property Owner |
| 1.10 Contact Telephone Number During Office Hours | <ul style="list-style-type: none"> Indicate the property owner's contact telephone number(s). |
| 2. DECLARATION BY PROPERTY OWNER | <ul style="list-style-type: none"> <u>Property owner or delegated person/representative must sign and date the form themselves.</u> <u>In the case of a power of attorney a certified copy of the appointment must be attached to the application form.</u> |
| 2.1 Property owner or delegated person | <ul style="list-style-type: none"> Designated signatories must indicate if they are the owner of the property or representative of the owner of the property. |
| 2.2 Property owner passport (If not holder of South African I.D) | <ul style="list-style-type: none"> Property owner who is not the SA citizen must indicate their passport details i.e. date and country of issue |
| 2.3 Position or official status | <p>If the person who completes and signs this section of the DW902 form does it on behalf of any of the following property owner types, then this section is to be utilised to indicate the position held by the person or to indicate the official capacity of the person who completes and signs this section of the DW902: Provincial Department; National Department; Water Services Provider; Water User Association; or Company, business, partnership or community.</p> <p>If the property owner is an individual and this section is completed and signed by the property owner himself/herself, this may be completed to reflect 'private property owner'.</p> |
| 2.4 Declaration | <ul style="list-style-type: none"> Property owner or property representative with power of attorney must sign the application. |
| 3. LIST OF ATTACHED DOCUMENTS | |
| 3.1 Certified copy of identity document or passport | <ul style="list-style-type: none"> Applicant must attach a copy of their identity document (or passport) to their application form. |
| 3.2 Certified copy of property owner document | <ul style="list-style-type: none"> Applicant must attach a copy of 'Property Owner Document' (i.e. Property Title Deed or Deed's print-out). |

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| 3.3 Certified copy of lease agreement | ▪ If the property, where water use is to take place, is leased by the applicant, the applicant must attach a copy of the property leasing agreement. |
| 3.4 Certified copy of the "power of attorney" or appropriate supporting documentation | ▪ Person signing on behalf of the applicant must attach certified copy of the "power of attorney" or appropriate supporting documentation. |

SECTION 7

7. REGISTRATION HELP LINES AND CONTACTS IN THE DEPARTMENT OF WATER AFFAIRS

The various offices of the Department of Water Affairs around the country may be contacted for enquiries and to obtain the correct forms to fill in, and if required also to assist you to fill in the relevant forms.

Forms can also be obtained from the Departmental web-site: (available at <http://www.dwa.gov.za/Projects/WARMS/Registration/registration1.asp>) or Call the toll-free line on 0800 200 200 and ask for the Registration Help Desk at the Regional Office that serves your area.

| Department of Water Affairs Registration Office | |
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| Head Office (enquiries only) Private Bag X313, Pretoria, 0001 E-mail: warmsdatarerequests@dwa.gov.za warmsenquiries@dwa.gov.za Call Centre Toll Free Line: 0800 200 200 | Northern Cape (Upington) Tel: (054) 338 5840 Fax: (054) 338 5849 Private Bag X5912 Upington 8800 E-mail: WARMSORANGE@dwa.gov.za |
| Eastern Cape Tel: (043) 701 0376 Fax: 086 510 0918 Private Bag X7485 King William's Town 5600 E-mail: WARMSECAPE@dwa.gov.za | North West (Hartbeespoort) Tel: (012) 253 1093 Fax: (012) 253 1905 Private Bag X352 Hartbeespoort 0216 E-mail: WarmsEnquiries@dwa.gov.za |
| Free State Tel: (051) 405 9212 Fax: (051) 447 1901 PO Box 528 Bloemfontein 9300 E-mail: WARMSFreeState@dwa.gov.za | KwaZulu-Natal Tel: (031) 3362710 Fax: (031) 3059927 PO Box 1018 Durban 40000 E-mail: WARMS-Enquiries-KZN@dwa.gov.za |
| Northern Cape (Kimberley) Tel: (053) 836 7600 ext 519 Fax: 053 842 3258 28 Central road Beaconsfield Kimberley 8300 E-mail: warmslowervaal@dwa.gov.za | Western Cape Tel: (021) 941 6000 Fax: (021) 950 7269 Private Bag X16 Sanlamhof 7532 E-mail: WARMSWCAPE@dwa.gov.za |
| Gauteng Tel: (012) 392 1317 Fax: (012) 392 1422 Private Bag X995 Pretoria 0001 E-mail: koshaner@dwa.gov.za | Northern Cape (Upington) Tel: (054) 338 5840 Fax: (054) 338 5849 Private Bag X5912 Upington 8800 E-mail: WARMSORANGE@dwa.gov.za |
| LIMPOPO Tel: (015) 306 7300 Fax: (015) 307 6868 Private Bag X4012 Tzaneen 0850 E-mail: WARMS-Enquiries-TZN@dwa.gov.za | Limpopo Tel: (015) 290 1200 Fax: (015) 0152953249 Private Bag X9506 POLOKWANE 0700 E-mail: WARMS-Enquiries-TZN@dwa.gov.za |