



# water & forestry

---

Department:  
Water Affairs and Forestry  
**REPUBLIC OF SOUTH AFRICA**

## **Registration Guide: Raw Water Uses**

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

**Department of Water Affairs and Forestry**

# **A Guide to the Registration of Raw Water Use**

Under the National Water Act (Act 36 of 1998)

Published by  
**Department of Water Affairs and Forestry**  
Private Bag X313  
PRETORIA  
0001

Republic of South Africa  
Tel: (012) 336 7260  
Fax: (012) 323 7076

**First Edition, May 2009**

**Copyright reserved**

No part of this publication may be  
reproduced in any manner  
without full acknowledgement  
of the source

# PURPOSE AND STRUCTURE OF THIS REGISTRATION GUIDE

---

This Registration Guide explains how raw water use(s) must be registered with the Department of Water Affairs and Forestry.

It starts with a section that explains how to use this Guide, and includes a useful "road map" to the Guide, followed by-

- some important definitions that will assist users to complete their registration application forms
- practical information on the water use registration forms and how to complete them.

Lastly, this Guide provides a list of registration help lines and contact details of the Department's various offices around the country where users can 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.dwaf.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.dwaf.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.

# TABLE OF CONTENTS

<b>SECTION 1: HOW TO USE THIS GUIDE</b>	<b>1</b>
<b>SECTION 2: DEFINITIONS USED IN REGISTRATION OF RAW WATER USES</b>	<b>2</b>
Part 1	2
Part 2	2
Supplementary Forms	2
Water resource	2
<b>Raw Water uses</b>	<b>2</b>
S21(a) of Act: Taking water from a water resource	2
S21(b) of Act: Storing water	2
S21(c) of Act: Impeding or diverting the flow of water in a watercourse	3
S21(d) of Act: Engaging in a stream flow reduction activity	3
S21(i) of Act: Altering the bed, banks, course or Characteristics of a water course	3
S21(j) of Act: 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	3
S21(k) of Act: Using water for recreational purposes	3
<b>SECTION 3: PERMISSIBLE WATER USE</b>	<b>4</b>
Use of water	4
Schedule 1 use of water	4
Schedule 1 in detail	4
Existing lawful use of water	4
General authorisations to use water	4
Registration and the general authorisations	5
Licences and the general authorisations	5
<b>SECTION 4: OVERVIEW OF REGISTRATION FORMS</b>	
Registration form	6
Amendments to water use details	6
Add a new water use	6
Surrender of a registered water use	6
Registration form numbers	7
Registration part 2 forms	7
Supplementary form numbers	7
Important notes when completing your forms	7
<b>SECTION 5: HOW TO COMPLETE REGISTRATION PART 1 FORMS</b>	<b>8</b>
Part 2 forms	8
Amendments	8
Existing authorisations	8
DW760 Registration Part 2A: Taking Water from a Water Resource	9
DW761 Registration part 2B: Storing Water	11
DW762 Registration Part 2B: Storing Water - Dam Safety Registration	13
DW763 Registration Part 2C: Impeding or Diverting the Flow of Water in a Watercourse	17
DW764 Registration Part 2D: Engaging in a Stream Flow Reduction Activity: Commercial Afforestation	20
DW768 Registration Part 2I: Altering the Bed, Banks, Course or Characteristics of a Watercourse	21
DW805 Registration 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	23

DW806 Registration Part 2K: Using Water for Recreational Purposes _____	24
<b>SECTION 6: HOW TO COMPLETE SUPPLEMENTARY REGISTRATION FORMS</b>	<b>25</b>
DW787 Irrigated field and crop information _____	25
DW 901 Property where water use occurs	26
DW 902 <del>Details of property owner</del> Details of where water use occurs	27
DW 902 Details of property owner	
<b>SECTION 7: REGISTRATION HELP LINES AND CONTACTS IN THE DEPARTMENT OF WATER AFFAIRS AND FORESTRY _____</b>	<b>30</b>



---

# SECTION 1

## HOW TO USE THIS GUIDE

---

Use the road map below to familiarise yourself with what this Guide contains.

Section 1	<b>How to use this guide</b>	
Section 2	<b>Definitions</b>	Some useful definitions, as well as more technical definitions required to complete raw water related Part 2 Forms
Section 3	<b>Permissible water use</b> <ul style="list-style-type: none"><li>▪ Schedule 1 use of water</li><li>▪ Existing lawful use</li><li>▪ General authorisations to use water</li><li>▪ Licences</li></ul>	You will need to understand these to complete some of the forms.
Section 4	<b>Overview of registration forms</b>	Structure and approach of the forms.
Section 5	<b>Part 2 forms - water use</b>	Part 2 forms for different types of water use.
Section 6	<b>Supplementary Forms</b>	Different Types of supplementary forms
Section 7	<b>Registration help lines</b>	Where to obtain the forms and assistance to complete them.

---

## SECTION 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.

---

<b>Part 1</b>	Part 1 refers to an Applicant's Information.
<b>Part 2</b>	Part 2 refers to the applicant's water use related information.
<b>Supplementary Forms</b>	<ul style="list-style-type: none"><li>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</li></ul>
<b>WATER RESOURCE</b>	<p>A water resource is:</p> <ul style="list-style-type: none"><li>a river or a spring;</li><li>a natural channel in which water flows regularly or intermittently;</li><li>a wetland, lake or dam into which, or from which, water flows;</li><li>any collection of water which the Minister may declare to be a watercourse; and</li><li>surface water, estuaries and aquifers (underground water).</li></ul> <p>All water bodies in the hydrological cycle, including underground water, are regarded as water resources.</p>
<b>WATER USES</b>	<p>Eleven different water uses are listed in Section 21 (a) to (k) of the Act. They are briefly outlined below.</p>
<i>S21(a) of Act Taking water from a water resource</i>	<ul style="list-style-type: none"><li>Commonly this use involves pumping of water from a dam or river, or from a borehole.</li><li>Nationwide, the greatest volume of water is taken for the purpose of irrigated agriculture.</li></ul>
<i>S21(b) of Act Storing water</i>	<ul style="list-style-type: none"><li>This use includes water that is stored in a dam, reservoir or other impoundment.</li><li>The storage dam can be in a watercourse, or off channel.</li><li>Commonly the stored water is from natural runoff or river water.</li><li>Decision was already taken to no longer allow for registration of waste dams as NWA-Section21 (b) but as NWA-Section21g).</li><li>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.</li></ul>

---

---

<p>S21(c) of Act <i>Impeding or diverting the flow of water in a watercourse</i></p>	<ul style="list-style-type: none"> <li>▪ Impeding or diverting flow does not cause any loss in flow.</li> <li>▪ Impeding or diverting structures can fully or partially extend into a river, forcing the natural flow direction to be re-directed around the structure.</li> <li>▪ 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.</li> <li>▪ 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".</li> </ul>
<p>S21(d) of Act <i>Engaging in a stream flow reduction activity</i></p>	<ul style="list-style-type: none"> <li>▪ Commercial afforestation is currently the only activity declared to be a stream flow reduction activity. However, community woodlots are also to be registered.</li> </ul>
<p>S21(i) of Act <i>Altering the bed, banks, course or characteristics of a water course</i></p>	<ul style="list-style-type: none"> <li>▪ 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.</li> <li>▪ Alteration of the bed and banks is usually needed for construction and infrastructure development near or across a river.</li> <li>▪ Sand mining is another common example of this water use.</li> <li>▪ 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.</li> </ul>
<p>S21(j) of Act <i>Removing, discharging or disposing of water found underground if it is necessary for the efficient continuation</i></p>	<ul style="list-style-type: none"> <li>▪ This water use applies when water must be removed for efficiency or safety reasons.</li> <li>▪ An example of this use is to ensure safety in underground mining.</li> <li>▪ Many construction sites also require underground water to be removed.</li> <li>▪ This water use does NOT apply to the taking of water referred to in 21(a) above.</li> </ul>
<p>S21(k) of Act <i>Using water for recreational purposes</i></p>	<ul style="list-style-type: none"> <li>▪ This water use refers to organised water sports, fishing competitions, floating restaurants etc.</li> <li>▪ 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.</li> </ul>

---

---

## SECTION 3

### PERMISSIBLE WATER USE

---

<b>USE OF WATER</b>	<p>Permissible water use is described in section 22 of the Act as:</p> <ul style="list-style-type: none"><li>▪ Schedule 1 use</li><li>▪ Continuation of an existing lawful use</li><li>▪ Use authorised under a General Authorisation</li><li>▪ Licensed use.</li></ul> <p>An overview of these mechanisms for regulating water use is provided below.</p>
<b>SCHEDULE 1 USE OF WATER</b>	<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>
Schedule 1 in Detail	<p>The following water use detailed in Schedule 1 need NOT be registered:</p> <ul style="list-style-type: none"><li>▪ Taking water directly from any water resource to which a person has lawful access, for:<ul style="list-style-type: none"><li>- Reasonable domestic use in a person's household;</li><li>- small gardening (but not for commercial purposes); and</li><li>- the watering of animals (but not for commercial purposes, thus excluding feedlots), provided that the use is not excessive in relation to the capacity of the water resource and the needs of other users.</li></ul></li><li>▪ Storing and using run-off water from a roof.</li><li>▪ In emergency situations, taking water from any water resource for human needs or firefighting.</li><li>▪ Recreation, if a person has lawful access to that water resource.</li><li>▪ Discharge of waste or water containing waste or run-off water (including stormwater) into a canal, sea outfall or other conduit, provided these are controlled by persons that have been authorised to purify, treat or dispose of this wastewater.</li></ul>
<b>EXISTING LAWFUL USE OF WATER</b>	<ul style="list-style-type: none"><li>▪ Existing Lawful Use means any lawful use of water authorised by or under any law which took place at any time during the period from 1 October 1996 to 30 September 1998, i.e. the two years before the National Water Act came into effect.</li><li>▪ Stream flow reduction activities and controlled activities also fall under the requirements of existing lawful use (see Section 2 21(d) above for definitions).</li><li>▪ Existing Lawful Users can be required to register their use in terms of a Notice issued under the Registration Regulations.</li></ul>
<b>GENERAL AUTHORISATIONS TO USE WATER</b>	<p>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.</p> <p>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".</p> <p>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.</p>

---

**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 outlined in the five *General Authorisations* that were published in *Government Gazette* No. 20526, dated 8 October 1999, are summarised below (note that further *General Authorisations* will be published in future).

---

*General Authorisation for taking water from a water resource*

- Water taken from surface water resources must be registered if 50 cubic metres or more is taken per property on any given day.
- Water taken from groundwater must be registered if 10 cubic metres or more is taken per property on any given day.

---

*General Authorisation for storing water*

- Storing more than 10 000 cubic metres of water on any property must be registered.

---

**LICENCES AND  
THE GENERAL  
AUTHORISATIONS**

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

---

## SECTION 4

### OVERVIEW OF REGISTRATION FORMS

---

#### REGISTRATION FORMS

Registration forms consist of Part 1 and Part 2 as well Supplementary forms.

- **Part 1 forms** - information on the water user
- **Part 2 forms** - information about the water use.
- **Supplementary forms** - additional information that may be needed.

One Part 1 form (refer Registration Guide: Water User Registration), one or more Part 2 forms and DW901/DW902 (refer to Registration Guide: Raw Water Uses must be completed to register a water use(for detail information on this Guides refer to website: <http://www.dwaf.gov.za/Projects/WARMS/Registration/registration1.asp>)

---

#### AMENDMENTS TO WATER USE DETAILS

Details about a registered water use may be amended on any registration form:

- 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

A registered water user may register additional water uses:

- quote the Register Number
- give the new water use details on a new Part 2 form.

---

#### SURRENDER OF A REGISTERED WATER USE

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**

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

---

**REGISTRATION  
PART 2 FORMS**

DW 760 Taking water from a water resource  
DW 761 Storing water  
DW 762 Storing water - Dam Safety Registration  
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

**SUPPLEMENTARY  
FORM NUMBERS**

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

**IMPORTANT  
NOTES WHEN  
COMPLETING  
YOUR FORMS**

- Make sure you have the correct Part 1 form and all the Part 2 forms you need.
- Please write clearly in black ink.
- Use capital letters.
- Use one letter or digit per square.
- Always start on the first square on the left.
- This document is also trying to standardise certain components.
- Return completed forms to the nearest office of the Department.
- A Registration Certificate cannot be issued unless the information is complete. The Department may return any incomplete forms received.

---

## SECTION 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.dwaf.gov.za/Projects/WARMS/Registration/registration1.asp>

---

<b>PART 2</b>	<i>Part 2 forms require information on:</i>
	<ul style="list-style-type: none"><li>• the <b>water resource</b> (see <i>Definition of a Water Resource</i> on section 2)</li><li>• <b>water use</b> and related activities (see <i>Definition of a Water Use</i> on section 2)</li><li>• <b>existing authorisations or permits</b> (see <i>Existing Lawful Use</i> on section 2)</li></ul>

---

- Amendments*
- 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.

- 
- Existing Authorisations*
- 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.
-

---

**DW760****Part 2A: Taking Water from a Water Resource**

---

- 
- This form is for any instance of taking water from a water resource.
- The water resource may occur on a person's property or be accessed by means of a servitude across another person's property.
- 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.
- Water taken from a municipal supply network is NOT a water use.
- Water taken from a Water Services Provider such as a Water Board is NOT a water use.

- 
- |  |   |
|--|---|
| <b>Registration/<br/>Licensing Part 2A<br/>Reg nr<br/>Use nr</b> | <ul style="list-style-type: none"><li>▪ Make a tick mark in the appropriate block.</li><li>▪ For minor changes, amendments transfer or successor in titles, the registration number must be given as shown on the certificates.</li></ul> |
|--|---|
- 

**WATER RESOURCE INFORMATION (See definition of a Water Resource in Section 3)**

---

- |  |  |
|--|--|
| <b>Name of water resource</b>                        | <ul style="list-style-type: none"><li>▪ 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.</li></ul>  |
| <b>Name or reference number of abstraction point</b> | <ul style="list-style-type: none"><li>▪ Name or reference number of abstraction point if available.</li></ul>  |
| <b>Type of water source</b>                          | <ul style="list-style-type: none"><li>▪ The type of water source (only one can be selected). If scheme is selected, also provide the name of the scheme.</li></ul>   |
| <b>Geographic location</b>                           | <ul style="list-style-type: none"><li>▪ Location of abstraction point either in degrees<sup>o</sup>, minutes<sup>'</sup> and seconds<sup>''</sup>, 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.</li></ul> |
| <b>Reliability</b>                                   | <ul style="list-style-type: none"><li>▪ Reliability of the water resource.</li></ul>   |
| <b>Drainage region</b>                               | <ul style="list-style-type: none"><li>▪ The quaternary drainage region within which the water is being used - obtainable from DWAF</li></ul>   |
- 

**DESCRIPTION OF WATER USE SECTOR**

---

- |               |   |
|---------------|---|
| <b>Sector</b> | <ul style="list-style-type: none"><li>▪ Only one sector must be selected (Complete a separate Part2A form for each sector).</li><li>▪ Where water is used for <b>irrigation</b>, also complete form <b>DW787</b>.</li><li>▪ <b>Watering livestock</b> 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.</li><li>▪ <b>Aquaculture</b> means fish farming such as trout farms, oyster farms and production of other water species.</li><li>▪ <b>Domestic water supply</b> 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.</li></ul> |
|---------------|---|
-

---

**DESCRIPTION OF WATER USE SECTOR - continued**

---

- Volume taken**           ▪   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**   ▪   Date on which the water use started and also the end date (if known).
- Estimated abstraction pattern**   ▪   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**       ▪   Number of households served if known, and the start date.

---

**IF NOT A SERVICE PROVIDER OR WATER USER ASSOCIATION**

---

- This section only needs to be completed if the applicant is an Individual or Company/Business/Partnership/Government.
- Water supply institution**   ▪   If water is supplied by a Water User Association or Water Services Provider mark the appropriate block.
- Name**                    ▪   Name of Water User Association or Service Provider if applicable.

---

**EXISTING AUTHORISATION**

---

- Permit number and Date**   ▪   Supply permit numbers and dates issued if water use was authorised by a permit.
- General Authorisation**    ▪   Mark box if water use takes place in terms of a General Authorisation.
- Other Authorisation**      ▪   Supply the Law/Regulation if an authorisation to use water has been issued under other legislation.

<b>DW761</b>	<b>Part 2B: Storing Water</b>
--------------	-------------------------------

- 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.

<b>Registration/ Licensing Part 1</b>	<ul style="list-style-type: none"> <li>▪ Make a tick mark in the appropriate block.</li> <li>▪ For minor changes, amendments, transfer or successor in titles, the registration number must be given as shown on the certificates.</li> <li>▪ The number of water use on the certificate</li> </ul>
---	---

<b>STORAGE OF WATER</b>	
-------------------------	--

<b>Registration of</b>	<ul style="list-style-type: none"> <li>▪ <b>"Water not containing waste"</b> is usually water from natural surface runoff or taken directly from a water resource, even though it may not be clean enough to drink.</li> <li>▪ <b>"Wastewater"</b> 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.]</li> </ul>
------------------------	--

<b>STORAGE OF WATER NOT CONTAINING WASTE</b>	
--	--

<b>Name of watercourse(s)</b>	<ul style="list-style-type: none"> <li>▪ 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. "<i>Unnamed tributary of Olifants River</i>"), if possible.</li> </ul>
<b>Number of dams</b>	<ul style="list-style-type: none"> <li>▪ Total number of dams for storing clean water to be registered for the applicable water user.</li> </ul>
<b>Starting date</b>	<ul style="list-style-type: none"> <li>▪ The date when storage commenced/will commence.</li> </ul>
<b>Measures for movement of aquatic species</b>	<ul style="list-style-type: none"> <li>▪ Indicate whether any measures for the movement of aquatic species are in place. (such as fish ladders for upstream migration of fish).</li> </ul>

---

**STORAGE OF WASTEWATER (WATER CONTAINING WASTE)**

---

**LIST AND DESCRIPTION OF DAM(S)**

---

<b>Name or description of dams and source of stored water</b>	<ul style="list-style-type: none"><li>▪ 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.</li><li>▪ The volume is the maximum available capacity for storage, even if the dam is not completely full.</li></ul>
---	--

---

**SERVICE PROVIDER / ASSOCIATION INFORMATION**

---

	<ul style="list-style-type: none"><li>▪ If water is supplied by a Water User Association or Water Services Provider, mark the appropriate block.</li><li>▪ Supply name of Water User Association or Service Provider if applicable.</li></ul>
--	---

---

**EXISTING AUTHORISATION**

---

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

<b>DW762</b>	<b>Part 2Br: Storing Water - Dam Registration</b>
--------------	---

- 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.

<b>Mark with X whether this is a</b>	<ul style="list-style-type: none"> <li>▪ Mark in the appropriate block.</li> <li>▪ For minor changes, amendments, transfer or successor in titles. The registration number must be given as shown on the certificates.</li> <li>▪ The water use number on the certificate</li> </ul>
--------------------------------------	--

### GENERAL INFORMATION

<b>Name of dam</b>	<ul style="list-style-type: none"> <li>▪ If the dam does not have a name, please supply the name of the property on which the dam is situated.</li> </ul>
<b>Watercourse</b>	<ul style="list-style-type: none"> <li>▪ <i>"If the water is to be stored in a watercourse"</i> means the water will be retained behind a weir or dam constructed across a natural river channel.</li> </ul>
<b>Off-stream storage</b>	<ul style="list-style-type: none"> <li>▪ Off-channel storage means storage in structures such as dams, reservoirs and tanks built outside of a natural watercourse.</li> </ul>

### WATER USE SECTOR

<b>Clean water dams</b>	<ul style="list-style-type: none"> <li>▪ Clean water dams store <b>"water not containing waste"</b> 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.</li> </ul>
<b>Wastewater dams</b>	<ul style="list-style-type: none"> <li>▪ See definition of Wastewater in Registration Guide: Waste Discharge related Water Use available at website <a href="http://www.dwaf.gov.za/Projects/WARMS/Registration/registration1">http://www.dwaf.gov.za/Projects/WARMS/Registration/registration1</a>.</li> <li>▪ If the dam is used for more than one purpose, mark all the applicable blocks.</li> <li>▪ Only if the options does not include the purpose.</li> </ul>

---

**DAM SIZE AND BASIN INFORMATION**

---

<b>Date of completion</b>	<ul style="list-style-type: none"><li>▪ Date when dam was completed.</li></ul>
<b>Size of Dam</b> <i>Maximum wall height</i>	<ul style="list-style-type: none"><li>▪ <b>Maximum wall height</b> 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.</li></ul>
<i>Crest length of wall</i>	<ul style="list-style-type: none"><li>▪ <b>Crest length</b> of the wall includes the length of the spillway, where applicable</li></ul>
<b>Gross capacity</b>	<ul style="list-style-type: none"><li>▪ The gross storage capacity in <b>thousand</b> cubic metres.</li></ul>
<b>Water surface area at full supply level</b>	<ul style="list-style-type: none"><li>▪ The surface area of the water at full supply level given in <b>hectares</b>.</li><li>▪ 1 hectare = 10 000 square metres.</li></ul>

---

**DAM SIZE AND BASIN INFORMATION - Continued**

---

<b>Water depth at full supply</b>	<ul style="list-style-type: none"><li>▪ 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.</li></ul>
<b>Off-stream storage dam basin shape</b>	<ul style="list-style-type: none"><li>▪ The dam basin shape should be the most applicable description of the shape of the off-stream storage dam.</li></ul>
<b>In-stream storage dam basin shape</b>	<ul style="list-style-type: none"><li>▪ The dam basin shape should be the most applicable description of the shape of the in-stream storage dam.</li></ul>
<b>Dam basin dimensions</b>	<ul style="list-style-type: none"><li>▪ 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.</li></ul>

---

**CLASSIFICATION INFORMATION**

---

<b>Has the dam been classified?</b>	<ul style="list-style-type: none"><li>▪ The classification of the dam is carried out by the Dam Safety Officers of the Department.</li><li>▪ 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.</li><li>▪ If the dam has been classified complete the information in the rest of the section.</li><li>▪ If the dam has not been classified, form <b>DW793: Dam classification</b> must also be completed.</li></ul>
-------------------------------------	--

---

**TECHNICAL INFORMATION ABOUT DAM STRUCTURE**

---

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

---

**SPILLWAY INFORMATION**

---

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

---

**LOCATION OF DAM**

---

<b>Nearest city or town</b>	<ul style="list-style-type: none"><li>▪ The city or town nearest to the dam which may not necessarily be the same as where the dam owner or applicant resides.</li></ul>
<b>Distance from nearest city or town</b>	<ul style="list-style-type: none"><li>▪ Measure the distance in a straight line between the centre of the dam wall and the Post Office in the city or town.</li></ul>
<b>Direction to dam from city/town</b>	<ul style="list-style-type: none"><li>▪ The arrows show the compass direction from the nearest city or town to the centre of the dam wall, <i>as the crow flies</i>, and not along the road.</li></ul>
<b>Number of 1:50000 scale topographic map</b>	<ul style="list-style-type: none"><li>▪ 1:50 000 scale topographic maps are available from the Government Printers at a nominal charge, or at the nearest office of the Department.</li></ul>
<b>Geographic position of centre of wall</b>	<ul style="list-style-type: none"><li>▪ 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)</li><li>▪ Be careful not to switch South and East</li></ul>
<b>Drainage region</b>	<ul style="list-style-type: none"><li>▪ The quaternary drainage region can be obtained from the Department.</li></ul>

---

**CONTACT PERSON**

---

<b>Contact persons</b>	<ul style="list-style-type: none"> <li>▪ 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.</li> <li>▪ Supply the contact number as shown on the form.</li> <li>▪ Supply the details of the dam designer or consultant and the contractor who constructed the dam and associated structures.</li> </ul>
------------------------	---

---

**IF WATER USE TAKES PLACE THROUGH WATER USER ASSOCIATION**

---

<b>Is dam controlled by .....</b>	<ul style="list-style-type: none"> <li>▪ If the dam is controlled by a Water User Association or Service Provider mark the appropriate box.</li> </ul>
<b>Name of Water.</b>	<ul style="list-style-type: none"> <li>▪ Supply name of Water User Association / Water Services Provider</li> </ul>

---

**EXISTING AUTHORISATION**

---

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

---

<b>DW763</b>	<b>Part 2C: Impeding or Diverting the Flow of Water in a Watercourse</b>
--------------	--

- 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.
- 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.
- 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.
- Diverting of flow may be necessary for construction and maintenance of buildings and roads, or for prospecting activities.
- Only permanent structures should be registered. Temporary impeding or diverting activities and structures need not be registered.
- 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.
- 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.

<b>Mark with X whether this is a</b>	▪ Mark the appropriate box to indicate whether this is a new use or an amendment to an existing use.
--------------------------------------	--

<b>NATURE OF ACTIVITY</b>	
---------------------------	--

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

<b>WATER RESOURCE INFORMATION</b>	
-----------------------------------	--

<b>Name of water source</b>	▪ 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. " <i>Unnamed tributary of Olifants River</i> "), if possible.
<b>Type of water source</b>	▪ Mark the appropriate type of water source
<b>Drainage region</b>	▪ The quaternary drainage region can be obtained from the Department.

<b>IMPEDING THE FLOW IN A WATERCOURSE</b>	
---	--

<b>Geographic location of impedance</b>	<ul style="list-style-type: none"> <li>▪ 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)</li> <li>▪ Be careful not to switch South and East</li> </ul>
<b>Name of structure</b>	▪ If the impeding structure does not have a specific name, enter "no name".
<b>Height of structure</b>	<ul style="list-style-type: none"> <li>▪ <b>Height</b> 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.</li> <li>▪ Measure the height on the downstream side of the structure.</li> </ul>

---

**IMPEDING THE FLOW IN A WATERCOURSE - Continued**

---

**Width of structure**

- 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**

- 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**

- Materials include earth, rocks, concrete etc.

**Number of impeding structures**

- The number of impeding structures must include the structure that is described in the current registration form.
- 

**DIVERTING THE FLOW IN A WATERCOURSE**

---

**Location of diversion (Start and End)**

- 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)
- Be careful not to switch South and East

**Name of diversion structure**

- If the diversion does not have a specific name, enter "no name".

**Height of structure**

- **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**

- The **width** is the thickness of the structure. The widest part of the structure is usually at the base.

**Length of diversion**

- 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.

**List of materials used in building**

- Materials include earth, rocks, concrete etc.

**Number of diversions**

- The number of diverting structures must include the structure that is described in the current registration form.
-

---

**ACTIVITY AFFECTING FLOW IN WATERCOURSE**

---

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

---

**EXISTING AUTHORISATION**

---

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

---

<b>DW764</b>	<b>Part 2D: Engaging in a Stream Flow Reduction Activity</b>
--------------	--

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

<b>Mark with X whether this is a</b>	<p>Mark the appropriate block.</p> <ul style="list-style-type: none"> <li>▪ For minor changes, amendments, transfer or successor in titles. The registration number must be given as shown on the certificates.</li> <li>▪ The water use number on the certificate</li> </ul>
--------------------------------------	---

#### WATER RESOURCE INFORMATION

<b>Name Location</b>	<ul style="list-style-type: none"> <li>▪ Enter the name of the magisterial district where the afforestation is located.</li> <li>▪ 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.</li> </ul>
<b>Drainage region</b>	
	<ul style="list-style-type: none"> <li>▪ Supply the Quaternary Drainage Region.</li> </ul>

#### SECTOR

<b>Plantation is used for</b>	<ul style="list-style-type: none"> <li>▪ Mark the type of plantation on the property.</li> <li>▪ Complete a separate form for the area under afforestation that is associated with each sector.</li> </ul>
-------------------------------	--

#### SPECIES IN THE PLANTATION

<b>Species in the plantation</b>	<ul style="list-style-type: none"> <li>▪ Indicate each of the species in hectares together with the start and end date for each</li> <li>▪ Only include detail for tree species. Note that orchards are not considered afforestation.</li> </ul>
----------------------------------	--

#### IF WATER USE TAKES PLACE THROUGH A WATER USER ASSOCIATION

<b>Is activity controlled by ....</b>	<ul style="list-style-type: none"> <li>▪ Indicate whether the activity is controlled by a Water User Association or Water Services Provider.</li> <li>▪ Supply name of Water User Association / Water Services Provider.</li> </ul>
---------------------------------------	---

#### EXISTING AUTHORISATION

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

DW768	<b>Part 2I: Altering the Bed, Banks, Course or Characteristics of a Watercourse</b>
-------	---

- 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.
- Examples of altering the bed and banks of a watercourse are typically sand mining and small scale prospecting activities.
- 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.
- 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.
- **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.**
- 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.
- The altered watercourse-
  - may eventually rejoin the original path of the watercourse some kilometres downstream;
  - may join another watercourse, in another catchment; or
  - may never rejoin the original path, and eventually flow into the sea or a dam or lake.

<b>Mark with X whether this is a</b>	▪ Mark the appropriate box to indicate whether this is a new use or an amendment to an existing use.
--------------------------------------	--

<b>WATER RESOURCE INFORMATION</b>	
-----------------------------------	--

<b>Name of water resource</b>	▪ 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. " <i>Unnamed tributary of Olifants River</i> "), if possible.
<b>Type of water resource</b>	▪ Mark the type of water resource.
<b>Drainage region</b>	▪ The quaternary drainage region can be obtained from the Department.

<b>DETAILS OF WATER USE ACTIVITY</b>	
--------------------------------------	--

<b>Name of alteration</b>	▪ If alteration does not have a specific name, enter "no name".
<b>Location of alteration</b>	▪ 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)
<b>Length affected by alteration</b>	▪ The <b>length of the watercourse that is affected</b> 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**

---

<b>Type of alteration</b>	<ul style="list-style-type: none"><li>▪ 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.</li></ul>
<b>Purpose of alteration</b>	<ul style="list-style-type: none"><li>▪ State the purpose of the alteration.</li></ul>
<b>The activity is ..</b>	<ul style="list-style-type: none"><li>▪ A <b>temporary alteration</b> 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.</li><li>▪ A <b>permanent alteration</b> is one in which there is no intention to restore the original watercourse.</li></ul>
<b>Start date</b>	<ul style="list-style-type: none"><li>▪ Start date of the alteration</li></ul>
<b>End date</b>	<ul style="list-style-type: none"><li>▪ End date if alteration is temporary.</li></ul>
<b>Number of alterations</b>	<ul style="list-style-type: none"><li>▪ Supply the number of alterations on the related property/properties.</li></ul>

---

**EXISTING AUTHORISATION & REGISTRATION**

---

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

---

<b>DW805</b>	<b>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</b>
--------------	--

- This form is for the registration of removing underground water that seeps into mine works, or construction sites.
- 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.
- Common examples of this water use include:
  - dewatering of mines,
  - removing underground water from construction sites to allow construction activities, or
  - removing water from under buildings that experience groundwater seepage into their foundations.
- Mine dewatering and the subsequent use of the water must comply with the Mining Regulations.

<b>Mark with X whether this is a</b>	▪ Mark the appropriate box to indicate whether this is a new use or an amendment to an existing use.
--------------------------------------	--

---

**WATER RESOURCE INFORMATION**

---

<b>Name of place</b>	▪ If the site where removal of underground water does not have a specific name, enter "no name".
<b>Type of water resource ...</b>	<ul style="list-style-type: none"> <li>▪ Mark the type of resource that receives discharged water.</li> <li>▪ Select only one.</li> </ul>
<b>Geographic Location ....</b>	▪ 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)
<b>Drainage region</b>	▪ The quaternary drainage region can be obtained from the Department.

---

**DESCRIPTION OF WATER USE**

---

<b>Volume removed per year</b>	▪ 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.
<b>Maximum removed per day</b>	▪ The <b>maximum amount removed per day</b> is the greatest volume that has ever been removed during on any given day.
<b>Disposal or discharge</b>	<ul style="list-style-type: none"> <li>▪ After removing the water, the discharge or disposal must be registered on the relevant forms DW766 and/or DW767.</li> <li>▪ If the water is stored, the form DW761/DW762 must also be completed.</li> </ul>

---

**EXISTING AUTHORISATION**

---

<b>Permit number and Date</b>	▪ Supply permit numbers and dates issued if water use was authorised by a permit(s).
<b>General Authorisation</b>	▪ Mark box if water use takes place in terms of a General Authorisation.
<b>Other Authorisation</b>	▪ Supply the Law/Regulation if an authorisation to use water has been issued under other legislation

<b>DW806</b>	<b>Part 2K: Using Water for Recreational Purposes</b>
--------------	---

- This water use refers to recreational activities in or on a water surface.
- 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.
- 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.
- Organisers of commercial recreational activities must register the water use.
- Individual recreational water users do NOT have to register if they are using facilities of a registered organisation

<b>Mark with X whether this is a</b>	<ul style="list-style-type: none"> <li>▪ Mark the appropriate box to indicate whether this is a new use or an amendment to an existing use.</li> </ul>
--------------------------------------	--

<b>WATER RESOURCE INFORMATION</b>	
-----------------------------------	--

<b>Name of resource</b>	<ul style="list-style-type: none"> <li>▪ If the water resource where recreation takes place does not have a specific name, enter "no name".</li> </ul>
<b>Type of resource</b>	<ul style="list-style-type: none"> <li>▪ Select the type of resource. If the recreation activity spans more than one water resource, complete a separate DW806 form for each resource.</li> </ul>
<b>Geographic Location</b>	<ul style="list-style-type: none"> <li>▪ 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)</li> </ul>
<b>Drainage region</b>	<ul style="list-style-type: none"> <li>▪ The quaternary drainage region can be obtained from the Department.</li> </ul>

<b>DESCRIPTION OF WATER USE</b>	
---------------------------------	--

<b>Activity selection</b>	<ul style="list-style-type: none"> <li>▪ Select any of the listed activities, or specify an additional activity.</li> <li>▪ Where there are no watercrafts used, leave this column blank.</li> <li>▪ 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.</li> </ul>
---------------------------	--

<b>EXISTING AUTHORISATION</b>	
-------------------------------	--

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

## SECTION 6

### HOW TO COMPLETE REGISTRATION SUPPLEMENTARY FORMS

<b>DW787</b>	<b>Supplementary water use information: Taking water from a water resource irrigated field and crop information</b>
--------------	---

- 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>	
<b>Field number</b>	<ul style="list-style-type: none"> <li>▪ Each irrigated field on the farm must be entered on a separate line</li> <li>▪ 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.</li> </ul>
<b>Area</b>	<ul style="list-style-type: none"> <li>▪ The <b>area</b> in hectares for each field must be entered. The area is the actual area on the ground and should be as accurate as possible.</li> </ul>
<b>Crop</b>	<ul style="list-style-type: none"> <li>▪ 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.</li> <li>▪ 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.</li> </ul>

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

<b>Planting date</b>	<ul style="list-style-type: none"> <li>Give the month and day when the crop is planted.</li> </ul>
<b>Growing season</b>	<ul style="list-style-type: none"> <li>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.</li> </ul>
<b>Rotation factor</b>	<ul style="list-style-type: none"> <li>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%</li> <li>In the case of a field that is only irrigated every 5 years (it lies fallow for 4 years) the rotation factor is 20%</li> </ul>
<b>Irrigation system code</b>	<ul style="list-style-type: none"> <li>Select the system code from 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".</li> <li>If there is no code for your irrigation system, enter the system type in the space provided below the last irrigation system entry.</li> </ul>
<b>Resource type</b>	<ul style="list-style-type: none"> <li>Indicate the type of water resource from which the water is taken such as dam, river, stream, groundwater etc.</li> </ul>
<b>Resource name</b>	<ul style="list-style-type: none"> <li>If the water resource does not have a specific name, enter "no name".</li> <li>For boreholes, leave this space blank.</li> </ul>
<b>Annual mm used</b>	<ul style="list-style-type: none"> <li>Supply this number if 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.</li> </ul>

<b>Irrigation scheduling methods</b>	
<b>Description of any irrigation scheduling methods used</b>	<ul style="list-style-type: none"> <li>Describe the scheduling methods used, if any.</li> <li>For example, if evaporation pan or neutron probes are used, describe the method.</li> </ul>

<b>Methods to enhance irrigation efficiency</b>	
<b>Describe any other methods used to enhance irrigation efficiency</b>	<ul style="list-style-type: none"> <li>An example of efficiency enhancement is lining of irrigation canals with waterproofing such as cement to prevent leakages.</li> <li>Another common example is the levelling of irrigated fields to ensure equal distribution of irrigation water supplied through flooding.</li> </ul>

DW901	Property Where Water Use Occurs
1. PROPERTY WHERE WATER USE(S) OCCURS	<p>The property where water use occurs is not necessarily the same as the residence of the person applying for registration of a water use</p> <p>The property must be describe as follow:</p> <ul style="list-style-type: none"> <li>▪ 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.</li> </ul> <p>NB - Only one property per registration is allowed!</p>
1.1. Property where water use takes place	<p>Unsurveyed property may be registered on behalf of the village or community who owns or occupies the land.</p> <p>Unsurveyed property includes communal lands, tribal lands and some of the lands in the former homelands.</p>
1.2 Property type	<p>Property is classified as being agricultural holding, farm, township, unsurveyed etc.</p>
1.3. Unsurveyed property type	<p>Property type with no deeds information</p> <p>Unsurveyed property includes communal lands, tribal lands and some of the lands in the former homelands.</p>
1.4 Property type not equal to unsurveyed	<p>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.</p>
1.5 Property Area Size	<p>Size or Measurement of property to be provided in hectares, square meters or acres.</p>
1.6 Ownership of the Property	<p>Indicates the percentage of shareholder value for the owner of the property.</p> <p>Property may be registered on behalf of the village or community who owns or occupies the land.</p> <p>Unsurveyed property includes communal lands, tribal lands and some of the lands in the former homelands.</p>
2. PROPERTY OWNER RELATIONSHIP	<p>Details the link between the property and the property owner from the date he/she becomes the owner and his/her shareholder value on the property. The property owner document ID number, Title Deeds Number and Register number must be supplied.</p>

DW902	Details of Property Owner
1. DEATAILS OF PROPERTY OWNER	Allows for details of property owner to be provided and/or specified.
1.1. Nature of property owner	Allows for the property owner to be defined as either as an Individual, Water Services Provider, Water User Association, Provincial Department, Company, Business Partnership or Community Etc
1.2 Individual Property owner	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 are not acceptable
1.3 Cooperative property owner (e.g. Company, Business, Partnership or Community)	Allows for the details of the cooperative property owner to be supplied. Indicate whether the it's a company, partnership or community and whether it's a public company, parastatal, external company, close cooperation etc.
1.4 Property owner (If a national Department)	Indicate if the property owner is the national department. List the name of the National Department. That is Department of Water Affairs and Forestry, Department of Environment Affairs and Tourism
1.6 Property owner (If a Water Services Provider)	Indicate if the property owner is the water service provider
1.6.1 Name of Water Services Provider	List the name of the service provider under application
1.7 Property owner (If a Water User Association)	Specify if the applicant is a water user association.
1.7.1 Name of Water User Association	Indicate the name of the water Use services provider
1.8 Postal Address	Specify the postal details of the Property Owner
1.9 Street Address	Specify the residential address for the Property Owner
1.10 Contact Telephone Number During Office Hours	Indicate the applicant cell number/home telephone number.
2. DECLARATION BY PROPERTY OWNER	Applicants or property representative must sign and date the form themselves. In the case of a power of attorney a certified copy of the appointment must be attached to the application form.
2.1 Property owner or delegated person	Designated signatories must indicate if they are the owner of the property or representative.
2.2 Property owner passport (If not holder of South African I.D)	Property owner who is not the SA citizen must indicate their passport details i.e. date and country of issue

DW902	Details of Property Owner
2.3 Position or official status	Occupation of the property owner must be provided
2.4 Declaration	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	Applicant must attach copies of their identity document in their application form
3.2 Certified copy of property owner document	Property owner must attach copies of their attached as detailed in the application form
3.3 Certified copy of lease agreement	Applicant must attach copies 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 his/her relationship document with the applicant.

---

## SECTION 7

### REGISTRATION HELP LINES AND CONTACTS IN THE DEPARTMENT OF WATER AFFAIRS AND FORESTRY

The various offices of the Department of Water Affairs and Forestry around the country are standing by to provide you with the correct forms to fill in, and to assist you to fill in the forms.

Forms can also be obtained from the Departmental web-site:

<http://www.dwaf.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.

#### Head office and regional offices

##### Head Office

Department of Water Affairs and Forestry  
Private Bag X313  
PRETORIA  
0001  
Tel: 012-336 7500  
Fax: 012-326 1488

##### Free State

Department of Water Affairs and Forestry  
P O Box 528  
BLOEMFONTEIN  
9300  
Tel: 051- 4303134  
Fax: 051-4308146

##### Northern Cape

Department of Water Affairs and Forestry  
Private Bag X6101  
KIMBERLEY 8300  
Tel: 053-830 8800  
Fax: 053-831 5682

##### Northern Cape

Department of Water Affairs and Forestry  
Private Bag X5912  
Upington  
8800  
Telephone: 054-3385840  
Fax: 054-3385849

##### Eastern Cape

Department of Water Affairs and Forestry  
Private Bag X7485  
KING WILLIAM'S TOWN  
5600  
Tel: 043-643 4352  
Fax: 043-642 1136

##### KwaZulu/Natal

Department of Water Affairs and Forestry  
P O Box 1018  
DURBAN  
4000  
Tel: 031-3362700  
Fax: 031-3049546

---

**Gauteng**

Department of Water Affairs and Forestry  
Private Bag X335  
PRETORIA  
0001  
Tel: 012-392 2880

**Limpopo**

Department of Water Affairs and Forestry  
Private Bag X9506  
POLOKWANE  
0700  
Tel: 015-2959410/1/2/3/4/5  
Fax: 015-2953215

**Western Cape**

Department of Water Affairs and Forestry  
Private Bag X16  
SANLAMHOF  
7532  
Tel: 021-950 7100  
Fax: 021-946 3664

**Mpumalanga**

Department of Water Affairs and Forestry  
Private Bag X11259  
NELSPRUIT  
1200  
Tel: 013-752 4183/4  
Fax: 013- 7551678

**North West**

Department of Water Affairs and Forestry  
Private Bag X5  
MMABATHO  
2735  
Tel: 018-387-9500  
Fax: 018-384-2059