

By-laws of the Sika Water Committee

Date approved by the people of Sika:

.....

Name of Alkalo and signature:

.....

Name of VDC Chairman and signature:

.....

Table of Contents

1. Preamble..... 1

2. The challenges of water supply in Sika..... 1

3. The case to make both boreholes functional before the households/compounds are connected to the main water pipeline..... 2

4. The conditions that must be fulfilled by customers before piped water can be connected to their compounds/households..... 3

5. How faults, leakages and possible wastage of water shall be handled..... 4

6. Tariffs for the street taps and the metered piped water in the compounds/households.....5

7. Issuance of receipts for bills paid and purchases made..... 7

8. Status of the funds in the Water Committee’s account..... 7

9. Balance of funds in the Water Committees’ account.....8

10. Account details of the Sika Village Water Committee..... 8

11. Approximate available balance of funds in the joint account (Lighting/Water Project).....9

12. Additional funds which were in hand in Sika at the time of writing..... 9

13. Membership of the Sika Water Committee.....9

14. Term limit of the Water Committee.....10

15. Annual review of the operational efficiency of the Water Committee..... 10

16. Meetings of the Water Committee..... 10

17. Changes to the by-laws..... 11

18. Application form to bring piped water to a household/compound in Sika.....12

19. Copy of application form to bring piped water to a household/compound in Sika..... 13

1. Preamble

Access to clean water is a human right and so its availability is critical to developing our full growth potentials. To realise these potentials, the people of Sika must empower the Water Committee which is charged with that responsibility so that it can have the tools that will ensure and maintain its operational efficiency with a view to increase the capacity and access to clean piped water supply in the community. This can be done through a community-based participatory approach to which everyone is a stakeholder.

In drawing up the regulations/by-laws that shall govern the conditions customers must fulfil before they are connected to the village water supply, the authors consulted other communities in the Gambia, some NAWEC staff and other individuals who are familiar with project implementation, monitoring as well as ensuring the sustainability of projects. The information they gathered and the lessons learnt from failed projects were put in context of the unique perennial challenges (e.g. lack of payment of the street taps, lack of maintenance of the system, lack of a paid individual who can be responsible for the water supply, etc.) that are obtained in Sika so that realistic measures can be drawn, which if observed, it is hoped, shall safeguard and guarantee piped water supply in Sika in a sustainable manner.

In 2020/2021, there were about 107 households in Sika. It is conceivable that not all the households (about 12) would be interested in bringing piped water to their households/compounds because they already have running water in their homes. Best estimates are that of the remaining 95 households, only about three quarters (71 compounds/households) may initially wish to apply to have piped water in their homes. If this estimate is realised, the remaining quarter must be allowed time to transition to have piped water in their homes. As a result, it is proposed that a period of at least 6 months- from the start of the distribution of running water into the compounds/households- be given before the desired phasing out of the street taps is actioned.

These by-laws shall only be subject to review and or amendments by the Water Committee; the people of Sika (at least half of those present during the meeting) can trigger such changes to the by-laws by making it clear which clause(s) of the by-laws need changing and why. Any changes made to the by-laws must be approved by the people of Sika after being put to them during a meeting or via any other means deemed appropriate by the Water Committee.

2. The challenges of water supply in Sika

There are about 14 stand taps in Sika and a total of D1,200 per year is charged per tap. Although not obtained at the moment, there has been erratic payments of the annual bill and not enough customers pay for their taps coupled with an insufficient amount of money charged per tap. Thus, it has been difficult to maintain, repair and replace faulty equipment/materials. Sadly, it seems the Water Committee has not had the support it needs from the village to make their task of running the water system efficient and the water supply less disruptive. However, if we work together, this challenge can be a thing of the past, the water supply can be efficient and the service much less disruptive.

The problems highlighted above have caused regular breakdowns and consequently severe water shortages in Sika. At the time of drafting the initial bylaws, there was known to be one functional borehole (borehole 2). Thus, it was only a matter of time before the water supply in Sika fails. The

consequences of such a misfortune would have been severe if they had not addressed it. Although the challenge has been addressed by fixing bore hole 1, it has only been done so to an extent, the village is still staring in the face of the realistic possibility that without any tangible plan in place to quickly cure the problem. To mitigate this, there must be a general overhaul of several key areas of the water supply system which have not worked efficiently and, the whole village must demonstrate their unwavering commitment to that cause. The overhaul is urgent and very necessary given that the final goal of the nearly concluded Sika Water Project, which resulted in the village-wide laying of a web of water pipes, is to distribute piped water to households/compounds and ultimately into houses. Fulfilling such an ambition shall place extra pressure/load on the existing weak system which could expedite its failure. Again, realistic measures must be sought to avoid such an event; the village has limited fall-back options for some inhabitants to rely upon in the event bore 2 breaks down since bore hole 1 is not up to adequate functional capacity.

Another urgent issue which must be addressed is the need to create a map of the web of pipes laid (underground) in the village. This map should be produced, saved and be easily available for reference purposes. This information will avoid inadvertently damaging any of the pipes during any future projects/developments -by individuals or the village- that may involve digging/excavating/disturbing the earth.

It is hoped that the proposal contained here and the bylaws may be adequate to ensure the sustainability of the water supply in Sika. It took quite a lot of consultative work- with the Water Committee member(s) of Sika and with people from other villages in the Gambia, e.g. Jarra Bureng, to produce this work.

Therefore:

- i. First, it is important to emphasise that some of the materials (e.g., inverter, pump, etc.) that are in urgent need of repairs, and or replacement cost between 150,000 to D300,000. Therefore, enough funds must be generated so that regular maintenance and repairs can be undertaken or that new kits be purchased to replace inadequate, damaged or faulty ones.
- ii. After the system is put in place, the villagers must be made aware that to ensure that the water supply is not halted, sufficient/near sufficient funds must be generated from the system to allow the Water Committee to undertake regular maintenance/repairs.

3. The case to make both boreholes functional before the households/compounds are connected to the main water pipeline.

At the time of writing, only one borehole (borehole 2) was functioning to full capacity. Therefore, it seems reasonable to assume that we will not be able to distribute the water supply to households/compounds without putting undue load on borehole 2. This may expose the system to breaking point and potentially expose the village to greater risk of water crisis. To mitigate this, it is proposed that we make both boreholes functional before the compound/households are connected to the main pipeline. To raise the needed capital for this work, the villagers agreed that a connection fee of D3,000 be charged per customer, of which D2,000 will go to the Water Committee and D1,000 to the Plumber(s) for their labour to connect the water supply of the customer. In addition, the people of Sika agreed that customers must pay D100 for the application form which the customer and all the Responsible Individuals mentioned in the form must complete and sign. If the view of the people of Sika is that the street taps must remain, then a consideration – for the sake of fairness- must be that those who would use the street taps or anyone who wishes to pay on their behalf must also pay for the meter head and other parts as well as any labour cost due to the plumber(s). In

addition, the Water Committee must make adequate arrangements to ensure that the application form is completed by a representative of those who would use the village tap.

If the 71 household/compounds (see the third paragraph of the preamble) estimated to be connected in the first phase each pay the connection fee and the Water Committee receive the D2,000, a sum of D140,000 will be raised. If this projected income is realised, as well as the funds in the Sika Water Committee's account (currently at D27,370), plus whatever remains of the funds from the Lighting and Sika Water Projects' account (currently at D71,968.13), sufficient funds may be raised to buy the inverter for borehole 1 to full functional capacity. This is a much safer strategic measure than to place undue stress on borehole 2 which may be the result if the village were to go ahead and connect anyone who meets the criteria set herein to the water supply.

At the time of writing, the estimated cost of the meter head, pump head, pipes and other fixtures fittings, excluding transportation cost was **D5,000**.

If applicants/customers wish to pay in full to have water in their home (compound/household), the need to pay a connection fee of **D3,000**, plus meter and fixtures at **D5,000**, makes a total of about **D8,000**.

In the event that the need for customers to budget about D8,000 to be immediately connected to the water supply is too much for some to pay at once, the option for them to split the cost by paying **D3,100** (for the connection fee and the application form) and then when they are able to later buy (at about D5,000) the materials (water meter head, pipes, etc.) and be connected to the water supply may be attractive. This option may not only lower the burden on some customers, but may also raise the necessary capital- through the increased volume of customers who may find the scheme supportive and attractive. However, it must be said that at the heart of the proposition is the assumption that at least some of the funds in the accounts of the Water Committee and the joint Lighting and Water Projects can be drawn and added to that raised through the payment by the customers of **D3,000** and D100 for the connection and application fees, respectively.

It is hoped that the connection fee, the monthly bills paid by users of the street taps and the compound/households will generate the needed capital to maintain and sustain the system. For clarity, it is recommended that all other charges described below remain unaltered.

4. The conditions that must be fulfilled by customers before piped water can be connected to their compounds/households.

Since we cannot do without water, the tariffs must be periodically reviewed and revised to address the need to sustain the water supply in the village. To this end, water meters shall be installed, and the meters will be read monthly by a paid Responsible Person who shall be appointed and answerable to the Water Committee. The Responsible Individual in the Water Committee shall compute the meter readings of the compounds/households into bills and each compound's bill subsequently delivered to them for payment within 14 days of receiving the bill.

By completing the application form and having the piped water connected to one's compound/household, the customer agrees to abide by the by-laws of water usage that is contained within this document.

Thus, before the piped water is connected to any household/compound, the applicant/customer must:

- i. Pay a connection fee: D3,000 of which D2,000 will be for the Water Committee and D1,000 to the Plumber(s) for connecting the customers to the supply.
- ii. Pay D100 for the application form
- iii. Is responsible for buying their own water meter head, tap head, stand, pipes and the fittings needed to bring the supply to their compound/household.
- iv. Note that after consultation with the Village Development Committee (VDC), the Water Committee shall name their preferred and responsible Plumber(s) who shall be responsible for all the work in connecting households to the main water line.
- v. Recognise that the customer is responsible for paying any subsequent labour cost of the Plumber(s) for any plumbing works done after the initial connection of the Water supply to their homes (compounds/households).
- vi. Note that the Water Committee shall be responsible for remunerating the Plumber(s) for any work done on the water system in the streets or outside the homes (households/compounds) of customers. But, in the event that the street taps have to be maintained, it is the users of the taps or those paying on their behalf who shall be responsible for the payment of the bills (from the meter readings) and for any repairs to the street taps have committed themselves to paying for.
- vii. Be familiar with the fact that to reduce the impact of any disruptions to the water supply to neighbouring households/compounds, the Water Committee shall notify neighbouring households when a household/compound is to be connected so that customers may be able to take appropriate measures.
- viii. Recognise that the water meter shall be installed no more than one meter from where the pipework enters the compound/household. The meter must be visible, and accessible to the Responsible Water Committee staff so that she or he can take the monthly meter readings or disconnect the supply in the event the customer fails to pay their bill.
- ix. **Recognise that under no circumstances must the customer make any connection to the main water pipe before the water meter.** Anyone found to have violated this rule shall be disconnected without notice and reported to the Water Committee. For such an individual to have their water supply restored, she or he must first pay a fee of D3,000 to the Water Committee. Of the D3,000, the Water Committee will remunerate the Plumber(s) as described in 4vi above. Anyone found to have connected their supply to the main water pipe before the meter more than two times shall have their service disconnected; they must also pay a fee of D4,000 to the Water Committee before their service is restored.
- x. Note that to avoid overwhelming the supply system that is not yet up to full functional capacity due to the need to replace, repair or upgrade borehole 1, all customer-for now- are permitted to have only one stand tap per household/compound.
- xi. Recognise that all additional connections, which must be made to the rest of the compound/household/house must be cleared by the Water Committee. This is to ensure that the overall capacity of the system can cope with any additional increased consumption of water as well as to ensure that the supply is not tilted too far towards a house/household/compound that is already connected, leaving little or no capacity for other households/compounds, not yet connected, to also receive their supply.
- xii. Recognise that to be allowed to distribute water to any other part of one's household/compound/house, the Water Committee and the VDC must satisfy itself that:
 - a) the overall supply of water in the village can cope with the potential increased in demand.
 - b) the applicant fulfils the requirement of being regular in paying their monthly bills, without fail, for no less than a minimum of 6 months. However, in consultation with the VDC, the Water Committee reserves the right to revise the minimum period of 6 months.

5. How faults, leakages and possible wastage of water shall be handled

The laws governing what to do about faults, and the need for customer to exercise due care to avoid wastage of the water are as follows:

- a) The customer is responsible for any faults (leakages, burst pipes, faulty taps, etc.) that occur away from the water meter into the compound/household/house of the customer, but not before the water meter. Such faults must be reported to the Water Committee within 24hrs and repaired by the customer within 7 days using the responsible Plumber(s) of the Water Committee.
- b) It shall be the responsibility of the Water Committee to repair, maintain, and replace faults, and parts of the main water distribution system throughout the village, including up to but not after the meter or within the households/compounds/houses and also not the metered street taps – if these are to be retained; the repairs of the street taps shall be the responsibility of those that draw water from them or anyone who volunteers to pay the water consumed from the street taps.
- c) The Water Committee shall not tolerate leaky taps/wastage of water even if one pays their bills regularly. Any customer(s) who fails to observe these rules shall have their supply disconnected. To resume their service, all arrears must be paid and a fee of D1,000 must be paid to the Water Committee before the supply is resumed. Those found to disregard this rule on more than two occasions shall pay any bills due as well as pay a fee of D3,000 before their supply is restored.
- d) No household is permitted to use a hose pipe or engage in vegetable gardening without the Water Committee being confident that the system can cope with the consequent increased water usage. If the Water Committee approves of the use of the piped water for vegetable gardening, or hose pipe use, the customer must not waste the water, e.g., run offs and puddles of water are good signs of careless/wasteful use of the water; these must be avoided and shall not be tolerated. Indeed, it shall result in one's supply being disconnected, resulting in the need for the customer to pay a fee of D200 as well as fully pay any bills that may be due before the service is restored. Those who disregard this rule more than two successive times shall pay any outstanding bill due as well as pay a fee of D400 before their service is reconnected.

If customer(s) makes good any breach in the by-laws, the Water Committee shall have 14 days to restore the supply to the customer.

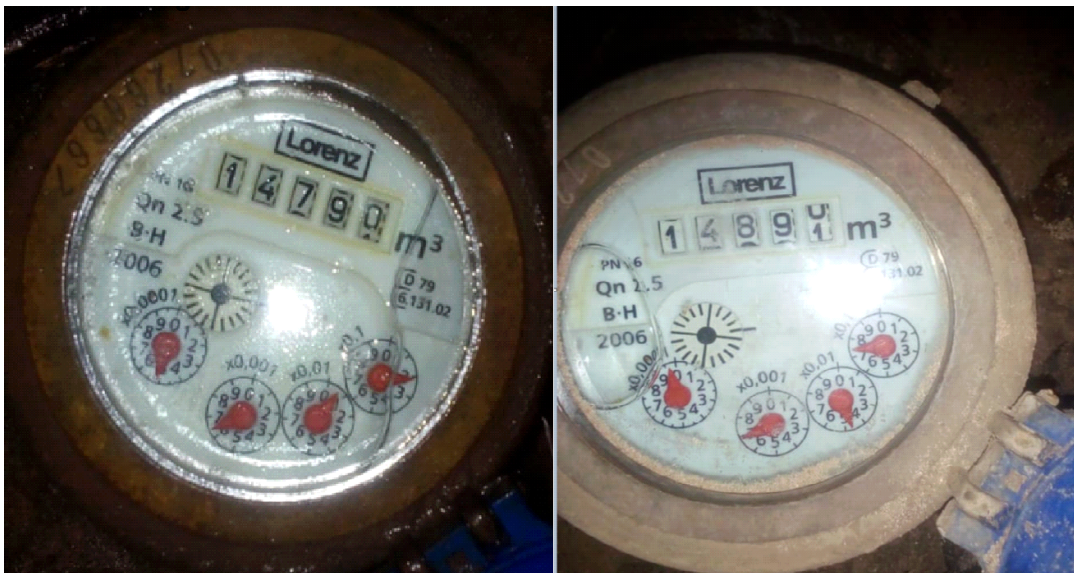
6. Tariffs for the street taps and the metered piped water in the compounds/households

- a) To ensure fairness, charges will be put in place for the street taps. It is proposed that the street taps which do not have meters are metered and that the household that will use them are noted so that they share the bill and pay as described in clause 6(b) below. Failure to pay the bills in full shall result in the disconnection of the supply; the supply will be restored upon fulfilling the terms of clause 6(b) below. The installation of the water meters for the street taps that are without one addressed through discussion and mutual agreement between the Sika Water Committee and the users of the street tap concerned.
- b) For the metered taps, the tariff set out below shall be used. This tariff shall be periodically reviewed and where necessary revised by the Water Committee at a frequency they determine reasonable. The customer is expected to pay the bill-in full- within 14 days of being issued the bill. Any customer who fails to pay their bill within 14 days shall have their supply disconnected within 2-5 days following the expiration of the due date of the payment.

If a customer wishes to have their service restored, they must settle the arrears in full and pay a fee of D200 before their water supply is reconnected.

If the applicant is absent (left or is deceased), those consuming the water are liable to pay the water bill linked to the meter serving the household/compound. If such a customer fails to pay their monthly bill, their water supply shall be disconnected without notice. The restoration of the supply to that household/compound shall be carried out upon satisfying clause 6(b).

Having considered the water bills in nearby villages, the people of Sika met and decided after much discussion to charge D0.20 per litre of water consumed. Before those discussion crystallised into the agreed tariff, an assessment of the level of water consumed was also being conducted simultaneously. The stand pipe near Muctarr Bah's shop, from which at least 10 households draw water from, is one of the street taps in Sika that is metered. The meter reading at the beginning of the exercise was 14790 and after a period of approximately one month, the reading was found to be 1489 (see below the images and the readings at the start and after 1 month).



Based on the above readings (14790 at the start and 14891 after 1 month), 10m³, being 10,000 litres, of water was consumed over a period of 30 days between the 10 households. This means, on average, each of the 10 households consumed 1000 litres of water. Obviously, this is a crude calculation as some households might have consumed more water than others. However, this simple exercise was useful; it served its purpose which was to find out if the tariff of D0.20 per litre of water- as agreed by the people of Sika- would be affordable per household. The next test would be to see if sufficient funds are generated from the bill payments to help realise the sustainability aspect of the project. For now, based on the crude estimations, the cost per household over the period (1 month) would be 1000x0.02 = D200.00/month. This seems reasonable when compared to what other households pay in the neighbouring communities.

The agreement reached by the people of Sika is that the above tariff be subjected to review after a trial period of 2 months. The review exercise would be led by the Water Committee, with a view to ensuring that the supply of water in Sika becomes not only affordable but can also be sustained, cognisant of the need to remunerate the Individuals who work to ensure its sustainability.

To make it easy for the customers' bills to be calculated, a user-friendly Microsoft excel sheet which can be saved in the cloud for easy access was created. By inserting each customer's meter reading into the form, the bill payable by the Customer would be painstakingly generated. Kabiro KS Janneh or anyone familiar with Microsoft Excel will be able to support with the generation of the customers' bills once the meters are read and the readings are shared with him. The image below is a screenshot of the estimations described as per the readings obtained from the month-long exercise.

Sika Water Project- Sample Meter Reading				
CUM				
Previous Reading	1479	Rate per	Amount	
Current reading	1489	cum	(Dalasi)	
Total consumption (Units)	10	200.00	2,000.00	
			-	
Grand Total (D)			2,000.00	
Meter reading: October 7 2023: 1479				
Meter reading: November 7 2023: 1489				
cum = cubic meters				
Rate agreed at the village level: 1000L@D0.20= D200				
Communicated November 7, 2023				

Clicking on the object below will reveal the Microsoft excel file created by Kabiro KS Janneh which can be used to calculate the water bills of the customers:



Sika water bill calculator.xlsx

7. Issuance of receipts for bills paid and purchases made

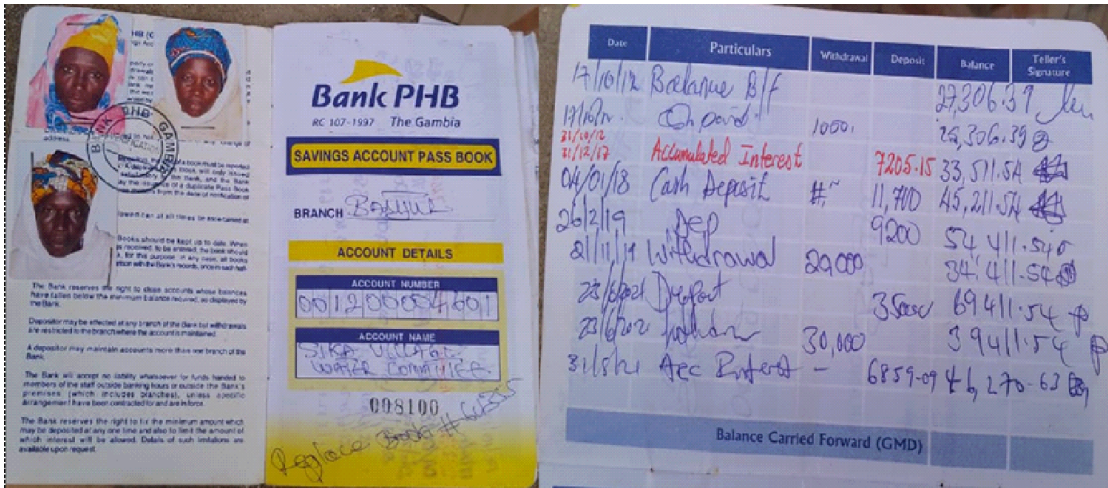
In order that the Water Committee can have the confidence of the people of Sika, the Water Committee must be transparent in the way it handles the funds generated by the water and the funds it spends on behalf of the people of Sika to maintain the piped water supply.

To that end,

- a) All customers must be given receipts for any payment they make.
- b) The Water Committee must keep all receipts for payments they make for any goods or services as it goes about its work.
- c) Where possible, the Water Committee must work with Sika Development Fund (SDF) to devise innovative ways so that all its payments are recorded.
- d) The monthly salary of the Water Committee member who will be responsible for reading the water meters shall be discussed and approved by the VDC. The payment of the individual's salary must be accurately recorded for accounting and reporting purposes.

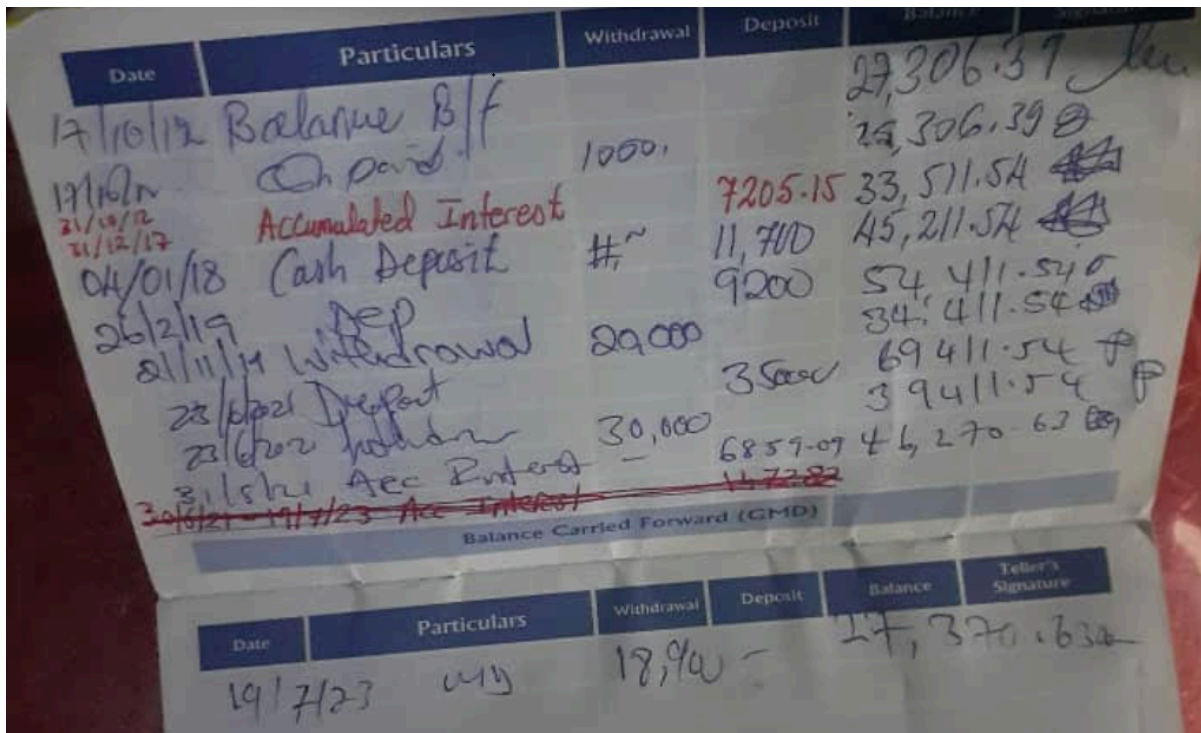
8. Status of the funds in the Water Committee's account

The Water Committee is a sub-committee of the Village Development Committee (VDC). It is governed under the Constitution of the VDC. However, it has its own bank account (see below photos of the account details) and signatories, and the details associated with the account are as follows:



9. Balance of funds in the Water Committees' account

As shown below, at the time of writing, the balance of funds in the Water Committee's account was D27,370.63.



10. Account details of the Sika Village Water Committee

Account Name: Sika Village Water Committee

Name of bank: Bank PHB

Branch: Banjul

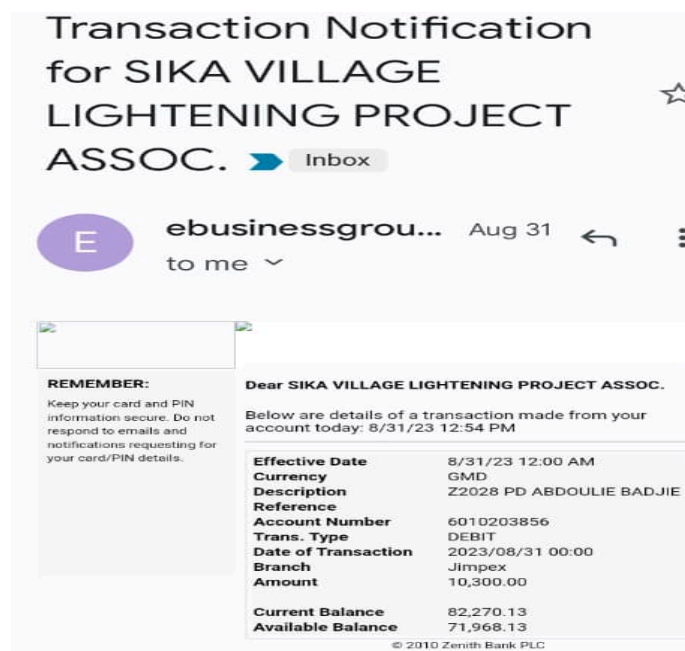
Account number: 001200004601

Signatories to the account: Fatounding Sanyang, Manyima Camara, Sainabou Kebbeh

The balance in the account on 31/05/2021: D46,270.63

11. Approximate available balance of funds in the joint account (Lightning/Water Project)

As shown below, at the time of writing, the balance of funds in the account was D71,968.13.



12. Additional funds which were in hand in Sika at the time of writing

Malamin Janneh informed Omar Janneh that he (Malamin Janneh) had D20,000 cash with him for the Sika Village Water Committee.

13. Membership of the Sika Water Committee

It is critical that the village is a stakeholder in the work of the Water Committee and that the village lends the Committee its strongest support by working with the Committee in a committed and unflinching/lasting partnership so that the Committee can serve its desired objectives in a manner that is worthy of emulation. The leadership team of the Water Committee is as follows:

- i. Malamin Janneh (Maala)
- ii. Lang Manneh
- iii. Yaya Binja Sonko
- iv. Ndemba Janneh Karamba
- v. Fatounding Sanyang
- vi. Manyima Camara
- vii. Sainabou Kebbeh

- viii. Lamin Famoro Sonko
- ix. Bakary Gitteh
- x. Kawsu Sonko
- xi. Borry Janneh
- xii. Fatou Jatta
- xiii. Almameh Sonko
- xiv. Ansumana Manneh-Nyambi
- xv. Modou Janneh
- xvi. Apha Sireh Sonko
- xvii. Bakary Camara-Nyorta
- xviii. Pa Jallow (Gorgie)
- xix. Lamin Janneh (Prof. Janneh)
- xx. Mariama (Bonto) Jaiteh
- xxi. Babourama Camara

It is hoped that the input of Almameh Sonko in supporting the Water Committee to read the water meters would be desired. The meter readings can be shared with Kabiro KS Janneh or anyone the Water Committee considers skilled enough to help generate individualised bills of the customers.

14. Term limit of the Water Committee

If not present, there is need to have a term limit of the Water Committee. It is proposed that the term limit for the Water Committee be 5 years with the possibility of an extension for a further 5 years. Membership of the Committee must be based on demonstrable commitment and sincerity to the work of the Committee as well as a member's proven track record of voluntarily supporting the work of the village and of the Committee over the years.

However, in the unlikely event that no one with demonstrable capacity to voluntarily support the work of the Water Committee or the village has come forward or is identified, any outgoing member of the Committee is able to opt to continue to serve as a committee member to continue the important work of the Committee for the village. Where necessary, SDF can offer logistical support so as enhance and ensure the continuity of the operations of the Water Committee.

15. Annual review of the operational efficiency of the Water Committee

There is need to review the operational efficiency of the Water Committee. It is proposed that the work of the Water Committee be overseen and supported by the VDC in collaboration with SDF. In this regard, using the reporting mechanisms of SDF, it is proposed that customer feedback as well as the financial performance of the Water Committee shall be used as key measures of the Water Committee's operational efficiency and these indicators shall be included in SDF's financial and activities report so that the people of Sika can simultaneously assess the performance of the leadership teams of the Water Committee and of SDF.

16. Meetings of the Water Committee

The leadership team of the Water Committee shall meet at least every 4 months. Such meetings can be held via any means (e.g., zoom, WhatsApp, etc.) the membership considers reasonable. The meeting must discuss among other things:

- a) Review of the Committee's operations with a view to address any gaps that may be identified.
- b) Review the overall efficiency of the water supply systems in Sika.

- c) Assess whether regular maintenance works on any aspect of the supply systems have been carried out and recorded in audio and in writing.
- d) Report on faults and draw timelines for the repair/replacement of faulty parts must be recorded both in audio and in writing.
- e) Assess and report to the VDC unpaid bills and those whose supplies have been disconnected as a result.
- f) Report to the VDC those that repeatedly (2 or more times) break the by-laws contained in this document.
- g) Assess if the tariffs and other matters the Committee has the powers to review and revise, under these by-laws, are needed.
- h) Minutes of the meetings must be summarised in audio and in writing where possible, for reference purposes.
- i) The Committee must work with SDF to prepare a hand-over report for the new team to allow seamless continuity of operations.
- j) Where possible, the Committee must give good thought to and act on the need for succession planning so that talent for leadership is cultivated and nurtured.

17. Changes to the by-laws

If necessary, the Water Committee, in consultation with the Village Development Committee, can review and amend the by-laws so that the by-laws not only improve the operational efficiency of the water supply but also ensure that it is sustainable. The justifications for any such changes shall be communicated to the people and their approval shall be sought.

18. Application form to bring piped water to a household/compound in Sika

APPLICANT'S COPY

All parts of this form must be completed in full and satisfactorily before any piped water distribution is undertaken. All payments must be made in full. Completing the form and signing it demonstrates the firm commitment that all named individuals and professional shall uphold the by-laws.

Name _____ of _____ Applicant:
.....

Connection fee of D3,000 paid in full: Yes/No:

Application fee of D100 paid in full: Yes/No:

Nature of payments made- in cash: Yes/No:

Payment made via bank transfer: Yes/No:

Evidence of payment seen (bank statement/via internet banking): Yes/No:

If the answer is No, at least 5 working days must be allowed for the payment to show in the Sika Water Committee's account before the Applicant is connected to the piped water.

Name of appointed Water Committee member who received the application fee of D3000 and the connection fee of D100:
.....
.....

Is the application being made for the street tap: Yes/No:

If yes, do you, on behalf of the users, take responsibility to maintain the street tap in your area?
Yes/No:

In signing this application form, I have agreed to the by-laws that govern my/our consumption of the piped water in Sika.

I submit that if I/we are in breach of any of the by-laws, my/our supply shall be disconnected and should I/we wish to have my/our supply restored, I/we shall pay in full any arrears due as well as make any further payments of any fees described herein.

Signature of Applicant:Date:
.....

Name and signature of Witness:Date:
.....

Name and signature of VDC Chairman:
.....Date.....

Did the Plumber(s) receive their payment of D1,000: Yes/No:
.....

Did the Plumber(s) give their approval to the terms of their engagement with the Water Committee:
Yes/No:

Name and Signature of Plumber(s):
.....
.....Date:
.....

19. Copy of application form to bring piped water to a household/compound in Sika

SIKA WATER COMMITTEE'S COPY

All parts of this form must be completed in full and satisfactorily before any piped water distribution is undertaken. All payments must be made in full. Completing the form and signing it demonstrates the firm commitment that all named individuals and professional shall uphold the by-laws.

Name of Applicant:
.....

Connection fee of D3,000 paid in full: Yes/No:

Application fee of D100 paid in full: Yes/No:

Nature of payments made- in cash: Yes/No:

Payment made via bank transfer: Yes/No:

Evidence of payment seen (bank statement/via internet banking): Yes/No:

If the answer is No, at least 5 working days must be allowed for the payment to show in the Sika Water Committee's account before the Applicant is connected to the piped water.

Name of appointed Water Committee member who received the application fee of D3000 and the connection fee of D100:
.....
.....

Is the application being made for the street tap: Yes/No:

If yes, do you, on behalf of the users, take responsibility to maintain the street tap in your area?
Yes/No:

In signing this application form, I have agreed to the by-laws that govern my/our consumption of the piped water in Sika.

I submit that if I/we are in breach of any of the by-laws, my/our supply shall be disconnected and should I/we wish to have my/our supply restored, I/we shall pay in full any arrears due as well as make any further payments of any fees described herein.

Signature of Applicant:Date:
.....

Name and signature of Witness:Date:
.....

Name and signature of VDC Chairman:
.....Date.....

Did the Plumber(s) receive their payment of D1,000: Yes/No:
.....

Did the Plumber(s) give their approval to the terms of their engagement with the Water Committee:
Yes/No:

Name and Signature of Plumber(s):
.....
.....Date:
.....