

 <p>Republic of the Philippines  <b>NATIONAL WATER RESOURCES BOARD</b>        8th Floor, NIA Building, EDSA, Diliman, Quezon City</p>		<b>WATER PERMIT APPLICATION</b> No. _____ Filed in the Office of _____ Date _____	
<b>BEFORE ACCOMPLISHING THIS FORM IN QUADRUPLICATE, READ THE ACCOMPANYING INSTRUCTIONS</b>			
1. Name of Applicant		5. Filing & Legal Research fee Payable to National Water Resources Board	
2. Mailing Address		a. Phil. Postal Money Order Nos. _____	
2a. Telephone No. _____		b. NWRB Official Receipt No. _____	
3. Tax Account No. _____		Date _____	
4. Citizenship _____		Email Address _____	
6. Name of Water Source _____		8. Method of Diversion _____	
7. Location of Diversion Point _____		11. Purpose _____	
9. Months of Low-Flow _____		10. Water Needed in Liters/Second _____	
12. If for Agriculture, Area of Land and Crops Raised _____		13. If for Domestic Water Supply. Population Served _____	
14. If for Industry, Brief Description on how Water will be Used _____		15. If for Power, Rated Capacity in Kilowatts _____	
16. Other Uses _____			
17. Name of Person/s Holding or Claiming Rights to the Use of Water including the Amount and Nature of Use Downstream and Upstream of Proposed Point of Diversion _____			
I hereby certify that the information given above and in documents submitted are true and correct to the best of my knowledge and belief. _____ Signature of Applicant		Subscribed and sworn to before me on this date _____ Notary Public/Administering Officer	
<b>TO BE FILLED BY NWRB AGENT</b>			
18. CHECKLIST on General Information and Description a. <input type="checkbox"/> Ownership/right to land established b. <input type="checkbox"/> Citizenship as a Filipino established c. <input type="checkbox"/> Brief description of proposed project/development d. <input type="checkbox"/> Location plan of water source and point of diversion using a scale of 1:50,000		e. <input type="checkbox"/> Location plan of areas to be developed indicating the layout of proposed works f. <input type="checkbox"/> Certification of Incorporation if applicant is an association or corporation g. <input type="checkbox"/> Other information as specified under Sect. 4 Rules and Regulations implementing the Water Code	
19. Diversion Point Latitude : _____ Longitude : _____		20. Possible adverse effect to public and/or private interest: _____	
Prepared by: _____ Date: _____		Submitted by: _____ Date: _____	
<b>21. Water Discharge (To be filled by NWRB Hydrologist/Staff)</b>			
a. 80% of time equalled or exceeded _____		b. Mean of monthly discharge L/S _____	
		c. Amount of Water recommended for approval _____	
22. Other comments and recommendations: _____			
Prepared by: _____ Date: _____		Submitted by: _____ Date: _____	

Name and Address of NWRB Agent	<b>NOTICE OF WATER PERMIT APPLICATION</b>  No.  Date: _____ By: _____	
<p>This is to certify that an application of WATER PERMIT with pertinent information included herewith, has been filed with this Office.</p> <p>Any person who may be adversely affected by the proposed appropriation may file with this Office, a written and subscribed protest stating the reasons for his objection.</p>		
1. Name of Applicant	2. Mailing Address	
3. Name of water source	4. Method of Diversion	
5. Location of Diversion Point	6. Water Needed in Liters per Second	
7. Period of Water Use	8. Purpose	

## INSTRUCTION FOR WATER PERMIT APPLICATIONS

- A.** No person shall divert or appropriate water from any public water source such as rivers, creeks, brooks, springs, lakes, lagoons, swamps, marshes, subterranean, or groundwater and sea water, without first securing a Water Permit from the National Water resources Board.
- B.** Water Permit Applications must be filed with the Office of the DPWH District Engineer, the NIA Provincial Irrigation Engineer, NPC Regional Manager or the LWUA Water District General Manager whichever is designated as agent by the Board in the province where the point of diversion is situated.
1. The following may file an application for Water Permit:
    - A. Citizens of the Philippines;
    - B. Association, duly registered cooperatives or corporations organized under the laws of the Philippines at least 60 percent of the capital of which is owned by the citizens of the Philippines
    - C. Government entities and instrumentalities, including government owned or controlled corporations.
  2. All communications to the applicant, including the Water Permit, will be directed to the mailing address indicated. The National Water Resources Board must be notified immediately of any changes in address.
  3. Applicants without a TIN must first secure one from the Bureau of Internal Revenue before filing a Water Permit Application.
  4. Only citizens of the Philippines of legal age, as well as judicial persons, who are qualified by law to exploit and develop water resources, may apply for a Water Permit.
  5. The PMMO or NWRB Official Receipt Number, the date and amount paid shall be indicated.
  6. The official name or (local name) of the river, creek, brook, lake, etc., or the words spring or groundwater, whichever is appropriate, shall be indicated.
  7. The location of the diversion point indicating the sitio/Barrio and the municipality where the diversion point is located.
  8. Indicate method of diverting water whether by dam, pump, etc.
  9. Indicate the months during the year when the flow of the stream is considered low flow (say, for example, from January to April).
  10. Indicate the amount of water applied for, expressed in liters per second.
  11. The purpose of which a Water Permit is applied for whether for Domestic, Municipal, Irrigation, Power Generation, Fisheries, Livestock Raising, Industrial, Recreational or other purpose.
  12. If water will be used for irrigation, indicate the area of land in hectares and the crop to be raised.
  13. For domestic water supply, indicate the number of people served.
  14. For industry, such as mining, or other industrial purpose, make a brief description of the proposed project including, among others, how the water will be used, the amount of water needed for the purpose, the amount and quality of water to be discharged back to the source if any, and the proposed waste water treatment works to be provided.
  15. For hydraulic power development, indicate the power plant rated capacity in kilowatts.
  16. Specify other uses or which Water Permit is applied for.
  17. Indicate the names of appropriators holding or claiming rights to the use of water including the amount in liters per second and nature of use, both downstream and upstream of the proposed point of diversion.
- C.** Application with incomplete information and/or insufficient documentation shall not be accepted for filing
- 18-20. To be filled by NWRB Agent
  - 21-22. To be filled by NWRB Staff
- D.** Accomplished application form must be in 4 copies and Notice of WPA must be in 10 copies

## REQUIREMENTS IN FILING PERMIT APPLICATION

<b>A. Duly accomplished Water Permit Application and Notices</b>
<b>B. Proof of ownership of, legal title to, or right to use, the property on which the water source is situated,</b>
<b>C. List of beneficiaries with corresponding hectarage and tax declaration certified by Municipal/ Provincial Assessor</b>
<b>D. Location Plan and vicinity map showing:</b> <ol style="list-style-type: none"> <li>1. point of diversion of source of water ( scale 1: 10,000 or 1: 50,000 NAMRIA map)</li> <li>2. delineation of service area indicating hectarage for which water will be used</li> <li>3. nature of diversion works whether temporary or permanent</li> <li>4. in case of groundwater, location and spacing of proposed drilling sites</li> </ol>
<b>E. Certificate of registration from relevant agencies :</b> <b>CORPORATION/PARTNERSHIP</b> - SEC Registration with articles of Incorporation & By-Laws and certificate of latest Corporate Financial Structure issued by the Corporate Secretary; <b>SINGLE PROPRIETORSHIP</b> - Certificate of Registration from DTI; <b>COOPERATIVE</b> - Certificate of registration from CDA; <b>WATER DISTRICT</b> - Certificate of conformance from LWUA; <b>BARANGAY WATERWORKS ASSOCIATION</b> - Certificate of Registration
<b>F. Environmental Compliance Certificate or Certificate of Exemption/ Certificate of Non- Coverage (DENR )</b>
<b>G. Bacteriological Test/ Physical and Chemical Water Analysis ( if found negative, attached duly notarized manifestation letter stating water treatment process)</b>
<b>H. Clearance from BFAD or any agency accredited from BFAD (for Bottled Water)</b>
<b>I. Subdivision Plan</b>
<b>J. Brief Description of project which includes:</b> <ol style="list-style-type: none"> <li>1. how water will be used</li> <li>2. amount of water needed</li> <li>3. power expected to be generated</li> <li>4. amount of water to be discharge back to the source</li> <li>5. measures to be taken to avoid water pollution</li> <li>6. population and area to be served</li> <li>7. area of water surface needed to be served</li> <li>8. scheme of development</li> </ol>
<b>K. Well drilling data ( Pumping Test, Well Log Data, Water Analysis ) <i>in case of of existing groundwater source.</i></b> <b>NOTE : WELL DRILLERS MUST HAVE A VALID NWRB CERTIFICATE OF REGISTRATION</b>
<b>L. Certificate of registration from DOE</b>
<b>M. Indorsement of the Project from DOE</b>
<b>N. Other requirements: ( as deemed necessary by the board)</b>

**MUNICIPAL USE:** submit documents listed on letters A, B, D1, D3, D4, E, F, G, I, K, N

**IRRIGATION/AGRICULTURAL USE:** submit documents listed on letters A, B, C, D1-4, E, F, K, N

**POWER GEN. USE:** submit documents listed on letters A, B, D1, D3, E, F, J1-5, J8, L, M, N

**FISHERIES USE:** submit documents listed on letters A, B, D1, D3, D4, E, F, L, J1-2, N

**INDUSTRIAL USE:** submit documents listed on letters A, B, D1, D3, D4, E, F, J1, J2, J4, J5, J8, K, N

**LIVESTOCK USE:** submit documents listed on letters A, B, D1, D3, D4, E, F, K, N

**RECREATIONAL USE:** submit documents listed on letters A, B, D1, D3, D4, E, F, G, J1, J2, J5, J7, K, N

**OTHER USE:** submit documents listed on letters A, B, D1, D4, E, F, G, H, J1, J2, J5, K, N

**\*For Bulk water suppliers** - Bulk Water Supply Agreement/Memorandum of Agreement / Joint Venture Agreement  
 - submit documents listed on letters A, B, D, E, F, G, J, K, N