



## ANNEX X: WATER CONNECTION

- 1) **Submit application for water connection at the Nairobi City Water and Sewerage Company:**  
<https://www.nairobiwater.co.ke/index.php/en/>.

### REQUIREMENTS

- a) **Application form, which can be obtained from the Nairobi City Water and Sewerage Company.** The company is also required to pay KSh 2,500 for a survey and estimate of fees and attach the receipt of payment to the application form, stamped with a company seal.
  - b) **Company's certificate of registration.**
  - c) **Company PIN.**
  - d) **Land ownership documents.**
- 2) **Visit site to assess the connection cost.** Two to three weeks after the application has been received, Nairobi City Water and Sewerage Company will send a team to assess the connection cost.
  - 3) **Payment of the quoted connection price.** The connection fee for industrial customers is KSh 50,000.
  - 4) **Obtain water connection.** Once payment has been made, it will take an estimated 30 days to have a water connection.

## ANNEX XI: HEALTH CLEARANCE AND FOOD HYGIENE LICENCE

- 1) **Apply for a food hygiene licence at the county offices. See annex XXIII for a list of county governments and their websites.**

### REQUIREMENTS

Application form for food hygiene licence.

- 2) **Premise inspection.** The county officials will then conduct a premise inspection to ascertain whether the premise is hygienic and meets the required standard. Once the premises and the occupants meet the standards (medical certificates for the food handlers and protective clothing, etc.), the investor will be advised to collect the health clearance certificate from the county government offices.
- 3) **Obtain health clearance certificate.** The certificate will take one to two days to be processed and issued.
- 4) **The investor will then be required to pay for the food hygiene licence, which costs KSh 2,000.**
- 5) **Obtain food hygiene licence.**

## ANNEX XII: ENVIRONMENTAL IMPACT ASSESSMENT LICENCE

- 1) **Submit terms of reference to National Environment Management Authority (NEMA) headquarters** and gets approval within 10 days.
- 2) **Submit application through the online NEMA portal** (<http://portal.nema.go.ke>) and attach the study report and a copy of EIA expert's practicing licence. Thereafter, submit hardcopies of the study to the NEMA headquarters accompanied by the following:
  - a) **EIA submission form** (original + two copies).
  - b) **Study report** (three originals).
  - c) **EIA expert practicing licence** (copy).
  - d) **Digital optical disk (CD) (original), which should contain the study report.**
- 3) **Obtain notice of gazettment from NEMA.** The authority will respond with a notice for gazettment, which the applicant is supposed to submit to the Kenya Gazette for gazettment. At the Kenya Gazette, one is required to submit a forwarding letter requesting gazettment and pay the following fees for the gazettment.
  - a) **KSh 27,840** – for a full page of the gazette notice.
  - b) **KSh 13,920** – for single column of the gazette notice.
  - c) **KSh 10,440** – for a three-quarter column of the gazette notice.
  - d) **KSh 6,960** – for half a column of the gazette notice.
  - e) **KSh 3,480** – for a quarter column or less of the gazette notice.

The applicant is also supposed to advertise the notice in a public newspaper of wide circulation to allow the public to make their comments.

- 4) **Submit evidence of gazettment and advertisement of the notice.**
- 5) **Obtain Environmental Impact Assessment Licence.** A NEMA officer will randomly inspect the investment site before one obtains the Environmental Impact Assessment Licence within 30 to 45 days after the gazettment.