

This form is to be used to apply for a sanitation license of waste management site (landfill) or the renewal of the existing one.

Uru rupapuro rukoresha mu gusaba uruhushya rwo gukora Umwuga w'isuku n'isukura mu gushyiraho no gucunga ikimoteri cyangwa mu gusaba kongererwa igihe cy'uruhushya

All questions must be answered otherwise the application will not be processed and will be returned to you for completion

Ibibazo byose bigomba gusubizwa kugira ngo idosiye isuzumwe bitaba ibyo igasubizwa kugira ngo yongere yuzuzwe neza

Providing false information may result in civil or criminal penalties

Uzatanga amakuru atariyo nkana azabihanirwa n'amategeko

The Information on this form is only accessible to the authorized staff who will not disclose your personal details to a third party without your consent, unless required by Law.

Amakuru atangwa kuri uru rupapuro, abonwa gusa n'abakozi babishinzwe kandi bategetswe nabo kutagira undi muntu bayamenyesha bitemewe na nyirubwite cyangwa bidashingiye kubiteganywa n'amategeko.

Remark: License is valid up to 31st December of the current year

Icyitonderwa: Icyangombwa kirangira kuwa 31 Ukuboza k'umwaka wayiherewemo

SECTION A: GENERAL INFORMATION / IBY'IBANZE

1. Application type/ Ubwoko bwo gusaba
 - New application/ Gusaba bwa mbere
 - Renewal of previous activities/ Kongererwa igihe
 - Additional authorization (landfills only)/ Uruhusha rw'inyongera

2. Name of the facility/Izina ry'ikimoteri:-----

 - (a) Address/Aho gisherereye:-----

 - (b) City/Umujiyi:-----

 - (c) Phone No/Nimero ya telefoni:-----

3. Name of the owner/Izina rya nyiracyo:-----

4. For operator/Ugicunga:
Are you applying as an individual, a Cooperative, or a Company?/ -----

Urasaba uruhushya nk'umuntu ku giti cyawe, Koperative, cyangwa ikigo/sosiyete? -----

- i. Cooperative/ Company:
Koperative/ ikigo (sosiyete):
 - (a) Business name -----

 - Izina ry'ubucuruzi* -----

- (b) Postal Address -----

Agasanduku k'iposita
- (c) Physical Address: Province -----District-----
Sector-----Cell-----
Aho ibarizwa: Intara-----Akarere-----
Umurenge-----Akagari-----
- (d) Email address-----
Umurongo wa interineti: -----
- (e) Website:-----
Urubuga rwa interineti: -----
- (f) Tel. N^o/office:-----
Telefone yo mu biro -----
- (g) Contact Person -----Title-----
Uyihagaririye -----Umwanya-----
- (h) Id. No: -----
N^o y'indangamuntu / N^o ya pasiporo: -----
- (i) Tel. N^o/Personal-----
Telefone -----

ii. Individuals:

umuntu ukora ku giti cyeye:

(To be completed by individual applicant/*Hagomba kuzuzwa na nyirubwite*)

- (a) Name/*Amazina yawe:* -----

- (b) Nationality/*Ubwenegihugu:* -----
- (c) Male /*Gabo* Female/*Gore*
- (d) Date and place of birth/*Itariki naho wavukiye*-----
- (e) Postal address/*Agasanduku k'iposita*-----
- (f) Residential address/*aho utuye:* -----

- (g) Id. N° -----
N° y'indangamuntu/pasiporo-----
 (h) Telephone/Telefone -----
 (i) E-mail/Umurongo wa interineti-----

5. Have you ever been condemned by any jurisdictions to the bankrupt? / *Waba warigeze ukurikiranwa n'inkiko kubera igihombo?*

Yes/Yego

No/Oya

6. If yes, give full details and attach to this form your judgment copy/Niba ari yego sobanura kandi womeke kuri uru rupapuro uko urubanza rwagenze

7. Have you ever been registered in RURA? / *Waba wariyandikishije muri RURA?*

Section B. For operators on landfill / Abakora ibijyanye no gushyiraho ndetse no gucunga ibimoteri

1. Operational time/Amasaha y'akazi: from/Kuva-----
 to/kugeza-----

2. Operational Days/Iminsi y'akazi: from/kuva-----
 to/kugeza-----

3. Do you weigh waste before disposal? Yes No

Ese upima imyanda mbere yo kuyishyira mu kimoteri? Yego Oya

4. If yes provide the following information /Niba ari yego uzuza ibi bikurikira:
- Estimated Minimum Daily-----Tons/Day
 - Tanga igipimo utajya munsu-----toni/umusi
 - Estimated Maximum Daily-----Tons/Day
 - Tanga igipimo utajya hejuru-----toni/umusi
5. Life span of the landfill-----Years
Igihe ikimoteri kizamara-----Imyaka
6. What is the volume of the landfill?-----m³
Ikimoteri kingana gute?-----
7. Is there a security fence, with locking gates, around the site to prevent unauthorized use? Yes No
Haba hari uruzitiro rukingwa mu rwego rwo gukumira ikoreshwa ritemewe?
Yego Oya
8. Do you provide a proof of payment to your customers for each waste deposit?/Waba utanga inyemeza bwishyu kubakiriya bawe buri nshuro bazanye imyanda?
- a) Are they paying for each deposit? Yes No
Ese bishyura uko bazanye imyanda? Yego Oya
- b) If yes, how much?-----
Niba ari yego,bishyura angahe?-----
- c) If no, explain-----
Niba ari oya, sobanura-----
9. Do you keep records for each deposit?
Ese ubika inyandiko zerekana ko bamenye imyanda?
- 10.Specify the category of waste to be disposed off / *Garagaza ubwoko bw' imyanda izamenwa mu kimoteri ucunga*
Solid waste/ imyanda y'ibishingwe

Liquid waste/imyanda y'amazi

11. What are the types of waste to be disposed in the landfill?

Ni ubuhe bwoko bw'imyanda bumenwa mu kimoteri?

(a) Municipal Solid Waste(garbage, rubbish, trash)/imyanda y'ibishingwe yo mu mujyi

(b) Paper waste/ imyanda Impapuro

(c) Liquid waste/ imyanda y'amazi

(d) Ash waste / imyanda y'ivu

(e) Tyre, Construction & Demolition debris/ imyanda y'amapine, y'ubwubatsi, n'ibyasenyutse

(f) Industrial wastes/ imyanda yo mu nganda

(g) hazardous waste/ Imyanda y'uburozi

(h) Others/ ibindi -----

12. Are they sorted at the source or landfill level?/Ese imyanda ivangurirwa ivanwa cyangwa ku kimoteri?

Source/Aho ivanwa landfill/ikimoteri

13. Where is the facility located?/Ikimoteri gihereye he?

- -----metres from the nearest fire hydrants
- Metero-----uvuye ku bikorwa byateza umuriro(sitasiyo za lisansi n'ibindi)
- -----metres from the nearest airport
- Metero-----uvuye kukibuga cy'indege
- -----metres from the nearest -----water course
- Metero -----uvuye kumugezi wa-----
- -----metres from the nearest domestic or irrigation water well or reservoir
- Metero-----uvuye kumiyoboro yo kuhira

- -----metres from the nearest dwelling, or recreational area
- Metero-----uvuye ahatuwe n’ahabera imyidagaduro

14. Is there any plan for surface water management? Yes No

Ese washyizeho uburyo bwo kubungabunga amazi

15. Is there any plan for ground water management? Yes No

Ese washyizeho uburyo bwo kubungabunga amazi yo mu butaka?

16. Is there any plan for leachate management? Yes No

Ese washyizeho uburyo bwo gucunga amazi aturuka mu myanda y’ibishingwe? Yego Oya

17. Is there any plan for landfill gas management? Yes No

Ese ufite uburyo bwo gucunga imyuka ituruka mu myanda y’ibishingwe? Yego Oya

18. Are wind-blown wastes leaving the Site collected? Yes No

Ese mujya mukusanya imyanda yajyanywe n’umuyaga?

Yego Oya

19. Is the landfill accessible in all season? Yes No

Ese imihanda igera ku kimoteri iri nyabagendwa mu bihe by’imvura n’izuba? Yego Oya

20. Are hazardous, medical and pharmaceutical products waste disposed off on the Site? Yes No

Ese imyanda y'uburozi, iyo kwa muganga niy'imiti imenwa mu kimoteri?

Yego

Oya

21. Do you have a landfill closure plan? Yes No

Waba ufite uburyo bwo gusubiranya ikimoteri igihe kitagikora?

Yego

Oya

22. If yes, provide it as an attachment.

Niba ari yego, byerekane mu nyandiko kumugereka

SECTION C. Other requirements for employees / Ibindi bikenewe ku bakozi b'ikimoteri

19. How many workers do you have? / Ufite abakozi bangahe?

20. What are the safety equipments do you provide to your workers? / Ni ibihe bikoresho byo kwirinda uha abakozi bawe?-----

21. Do your workers have medical insurance? / Ese abakozi banyu bafite ubwishingizi bw'indwara?

Yes/ Yego

No/Oya

22. Have your workers registered in Social Security Fund of Rwanda? / Abakozi banyu baba bafite ubwishingizi mu isanduku y'ubwiteganyirize y'a bakozi y'uRwanda?

Yes/ Yego

No/Oya

23. Do your workers have adequate provisions at the landfill, e.g: safe drinking water, appropriate latrines, and other necessary facilities?

Abakozi ukoresha baba bafite ibyangombwa by'ibanze ku kimoteri(amazi meza, ubwiherero, n'ibindi)?

SECTION C: FEE SCHEDULE

22. Fees payable/ *Amafaranga yishyurwa*

i. Application fees/ *Amafaranga yo gusaba uruhushya:*

This license application form shall be accompanied by nonrefundable fee of five thousand Rwandan francs (5,000Rwf) payable to RURA account, by nonrefundable fee of five thousand Rwandan francs (5,000Rwf) n° **120.11.27** opened in the National Bank of Rwanda (BNR).

*Gusaba uruhushya rwo gutunganya imyanda y'ibishingwe bijyana no kwishyura amafaranga adasubizwa angana n'amafaranga y'uRwanda ibihumbi bitanu (5,000Rwf)yishyurwa kuri konti ya RURA numero **120.11.27**, iri muri Banki Nkuru y'Igihugu (BNR).*

ii. License fees/*Amafaranga y'uruhushya:*

After the applicant have been granted a license, he/she must then pay the license fee equivalent to fifty thousand Rwandese francs (50,000Rwf) in towns and ten thousand Rwandese francs (10,000Rwf) in up country before getting it /

Mbere y'uko uwasabye uruhushya aruhabwa, agomba kwishyura amafaranga y'uruhushya angana n'amafaranga y'uRwanda ibihumbi mirongo itanu

(50,000Rwf) ku ibimoteri biri mu mijyi n'ibihumbi icumi (10,000Rwf) ku ibimoteri biri mu cyaro mbere yo kuruhabwa

Note: After seven (7) working days, if the applicant has submitted a completed application form with all supporting documents, the applicant is requested to contact RURA about its application result allowing him/her to pay license fee.

Nyuma y'imisi 7 y'akazi, uwasabye uruhushya atanze ibisabwa byose agaruka kureba niba yaremerewe akabona kurwishyurira.

SECTION E: ATTACHMENTS/ IMIGEREKA

11. Documents to be attached to this form/Ibigomba gushyirwa ku mugereka w'uru rupapuro:

- (a) Business plan/*Umushinga w'ubucuruzi ugamije gukora*
- (b) A receipt of the application fees / *Inyemeza bwishyu y'amafaranga yo kwiyandikisha*
- (c) Trade Register /*Igitabo cy'ubucuruzi*
- (d) Notified Statute copy / *Sitati iriho umukono wa Noteri*
- (e) List of staff indicating their qualifications and responsibilities/*Urutonde rw'abakozi rwerekana ibyo bize n'inshingano zabo*

(f) The supporting documents of registration of workers in Social Security Fund of Rwanda/ *Impapuro zigaragaza ko abakozi bafite bateganyirizwa mu isanduku y'ubwiteganyirize bw'abakozi y'u Rwanda*

(g) *To show the plan and the design of the landfill/ Kwerekana igishushanyo mbonera cy'ikimoteri*

(h) A landfill closure plan/ inyandiko-nyigo igaragaza uburyo bwo gusubirana ikimoteri

NOTE: The information and attachments required must be attached for the application to be processed. In addition, the applicable fee must accompany the application.

Icyitonderwa: Amakuru n'imigereka bisabwa bigomba kuba biri hamwe n'uru rupapuro kugirango rwigweho. Amafaranga yo gusaba uruhushya agomba kuzana n'uru rupapuro.

By my signature below, I hereby certify that I have read the completed application form and the information furnished and contained herein is true and correct. I further certify that I will abide by all provisions of the license which may be issued as a result of submitting this application for processing. I understand that failure to observe such laws, regulations and guidelines could result in the loss of my permit to operate within the country.

Nk'uko bigaragazwa n'umukono wanjye , ndemeza ko nasomye ibisabwa, nkaba nemeza ko amakuru natanze yose ari ukuri. Ndemeza kandi ko nzubahiriza ibiteganijwe mu ruhushya rwo gutunganya imyanda y'ibishingwe. Ndazirikana ko kutubahiriza amategeko n'amabwiriza agenga isukura kubijyanye no gutunganya imyanda y'ibishingwe bizatuma namburwa uruhushya.

Signature of the Applicant: ----- Date: -----

Umukono w'uwashyamba uruhushya: -----Itariki: -----

Name/Izina: -----Title/Umwanya: -----

OFFICE USE ONLY

APPLICATION FEES/ PERMIT FEES RECEIPT NUMBER:

AMOUNT:

DATE:

Application received by/: -----

Department/Directorate: -----Position/-----

I hereby certify that I have verified and sighted all documents required

Date-----Signature-----

Authority action: Approved

Refused

Approved/Refused by: ----- Position-----

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Application for license - Waste disposal site management (landfill)

This application is not valid unless stamped by RURA

Date ----- Signature: -----

