



## APPLICATION FORM

<b>PART 1 : General Information</b>	
Company/Organization Name :	
Company/Organization Registration No :	
Contact No :	
Fax No :	
Email :	
Website :	
Site addresses:	Number of Employees:
Please state your category : <input type="checkbox"/> Foreign / Local Company or foreign / local industries <input type="checkbox"/> Hotel <input type="checkbox"/> Educational Institutions <input type="checkbox"/> Governmental department <input type="checkbox"/> Others: please specify _____	
Trade classification / Description of the main activities that consuming water :	

<b>Particular of Head of Organization</b>	
Salutation : Mr./Ms./Mdm/Dr./Prof*	Contact No :
Name :	Email :
Designation :	

<b>Particular of Contact Person of Organization</b>	
Salutation : Mr./Ms./Mdm/Dr./Prof*	Contact No :
Name :	Email :
Designation :	
Mailing Address :	
Tel No (Office/Home*) :	

<b>PBA Account Information *</b>	
Account Number	Meter Number
1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

\*\* Please use separate sheet for list of PBA account no. if necessary

<b>PART 2 : Water Audit Information</b>	
Premise size in m2 :	
Do you have any department responsible for environmental awareness, policies, programs and practice? Yes ( ) _____, No ( ) _____	
Who are the people appointed for water management?	
Do you have relevant environmental policy and well-define targets? How do you manage and monitor your water consumption?	
<b>Number of your water taps in your premises :</b>	
Washroom	
Car park	
Gardening	
Canteen /Pantry	
Swimming Pool	
Others	
How much water do you use a year?	
Any water saving/harvesting/recycling device fitted within your premise?	
How do you prevent your water waste/cleaning products from contaminating the drainages, rivers and ocean?	
How do you inform your community about your water management policies and the importance of water conservation?	
Does your premise have signs or posters indicating water conservation?	
What are your future goals for reducing water usage?	

**Declaration**

We hereby certify that the information given in this application form, including the appendixes and supporting documents is correct to be the best of my knowledge and belief. We accept the terms and conditions of entry and agree to abide by the decision of the Aqua Save Committee on all matters relating to this program.

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Name :  
Designation :  
Date :

**Term & Condition**

1. Application form must be correctly filled and signed. Incomplete forms will not be processed
2. Late entries will not be accepted
3. Only applications submitted in the format specified in the application form will be considered
4. PBAPP in not responsible for any loss or damage to the participant in this program
5. The decision of the committee is final

<b>For PBAPP use only</b>	
PBA reference number:	

## AQUA SAVE AUDIT INFORMATION

NO.	INDICATORS	YES/NO	COMMENTS
1.	Does your organization have any improvement plan to continue, expand or enhance the water conservation program?		
2.	Do you place adequate signage/reminders to encourage employees and visitors to minimize water usage? (Example: Signage or posters to conserve water usage)		
3.	Do you have a clear policy or procedure on maintenance and monitoring of your water supply system? (Example: Reporting on leaking pipes and other leakages)		
4.	Do you monitor water consumption and do you set any targets? (Example: Per capita, per cubic metre). <i>Mark N/A if you do not pay individual water bills.</i>		
5.	Does your organization have an established committee to drive water conservation programs? (The committee should consist of top and middle management).		
6.	Does your organization take any measures to utilize alternative water sources such as rainwater, recycle water and etc. for non-potable use? (Example: Washing, cleaning and flowering)		
7.	Does your organization initiate any incentive schemes/recognition to reward or motivate your employees for their contribution towards water conservation?		
8.	Does your organization install any water efficient fittings/gadgets/devices at your premises?		
9.	Does your organization have an established monitoring program or mechanism to detect leakage?		
10.	Are the employees aware of their roles and contribution towards water conservation in the organization?		