

REGISTRATION CHECKLIST FOR SOLID WASTE MANAGEMENT IN
KAMPALA

DIRECTORATE OF PUBLIC HEALTH

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All companies seeking to carry out solid waste management operations in Kampala city are required to acquire a license from NEMA and after approval by KCCA. Below is the verification checklist for KCCA prior to recommendation and approval of operations.

Physical Address (Office Location)

This should clearly indicate the following

- Name of building
- Street name
- Plot number
- Contact
- Contact person
- Designation of the contact person

Information On Company's Operational Scope

Here the following should be provided:

- Areas of operation (division, zones, markets, parishes, Street (s), roads etc.)
- Buildings
- Where possible list of clients

Company Capacity

- Human Resource
 - Skilled and unskilled staff
- Logistical
 - This should indicate the number of vehicles or any other equipment the company poses and the nature of possession.

Type of vehicle	Technical description	Nature of possession (owner or rented)	Rental Evidence by an agreement

Company Legal Credentials /Other Relevant Documents:

- Company certificate of incorporation
- Company memoranda
- Any other relevant documents

Financial Capacity

- Capital development /assets
- Financial statements and audit reports
- Tax returns

Waste Management

- Type of waste (hazardous, municipal, medical, industrial, electronic etc.)
- Source of waste (general categorization of source)
- Disposal facility(location, recommendation from facility if not owned by the company, previous records on disposal e.g. quantity, returns)
- Temporary storage (where applicable)
- Verification of previous NEMA licenses (where applicable)

PLEASE NOTE:

1. There is currently no fee required from any company/ organization for registration at KCCA
2. KCCA does not currently award any license or permit to private companies involved in solid waste management. This is handled by NEMA following the National Environment Waste Management Regulations, 1998