



**MANDATORY PROCEDURES AND WORK INSTRUCTIONS FORM**

Clause 7.5: Documented information  
 Sub -Section 7.5.3 Control of documented information  
 Document REF: MWS/QMS/NR001/17

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 Date of issue: 25/7/2017  
 Revision No.

**MURANG'A WATER AND SANITATION COMPANY LIMITED**  
**METER TESTING CERTIFICATE**  
 (FOR MUWASCO CUSTOMERS)

<b>DATE</b>		<b>CERTIFICATE NO.</b>	
<b>REQUEST MADE BY</b>			
<b>ACCOUNT NUMBER</b>			
<b>CONTACTS</b>			
<b>METER SIZE</b>			
<b>METER TYPE/MODEL</b>			
<b>METER S/ NUMBER</b>			
<b>OTHERS</b>			

RUN No.	METER UNDER TEST READINGS			STANDARD TANK READING	ERROR (%)	FLOW RATE USED (LITERS/HOUR)
	INITIAL METER READING	FINAL METER READING	VOLUME MEASURED IN LITERS			
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

<b>REMARKS</b>	

Request By (Name).....Signature.....Date.....

Prepared By (Name).....Signature.....Date.....

Approved by (Name).....Signature.....Date.....

(See page 02 for terms and condition)

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**TERMS AND CONDITION**

1. For any meter to be tested the customer will be required to pay test fee of ksh. 500 non-refundable fee.
2. If the meter under the test is proved to be over registering the bill under dispute will be adjusted downward by the same margin / percentage.
3. If the meter under test is proved to be under registering the bill under dispute will be adjusted upward with the same margin / percentage.
4. The customer will be required to present the bills which are deemed not correct or indicate the billing month.
5. The meter will only be replaced if it has been proven to be over or under registering or otherwise faulty.
6. No fee payable for replacement of meter found to be defective.