



LEGAL NOTICE NO.....

THE HYDROLOGIST ACT
(Cap. 372B)

THE HYDROLOGISTS (GENERAL) REGULATIONS, 2026
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THE HYDROLOGIST ACT

(Cap. 372B)

IN EXERCISE of the powers conferred by section 35 of the Hydrologists Act, the Cabinet Secretary for Water, Sanitation and Irrigation, makes the following Regulations—

THE HYDROLOGISTS (GENERAL) REGULATIONS, 2026

PART I -PRELIMINARY

Citation.

1. These Regulations may be cited as the Hydrologists (General) Regulations, 2026.

Interpretation.

2. In these Regulations, unless the context otherwise requires—

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“Act” means the Hydrologists Act;

“Board” means the Hydrologists Registration Board established under section 3 of the Act;

“hydraulic structure” means a structure installed in a natural or man-made waterway which is submerged or partially submerged in any body of water to disrupt, obstruct, impound, divert or stop the natural or artificial flow of water;

“hydrology” means the scientific study and practice concerned with the measurement, analysis, modelling, and prediction of the occurrence, movement, distribution, storage, and quality of water within the hydrological cycle for the purpose of managing water resources and mitigating water-related risks;

“hydrology professional” means a person who is licensed to practice as a hydrologist, hydrological assistant or a consultant hydrologist in accordance with the Act;

“hydrological report” means a written document submitted by a hydrologist, hydrologist assistant or consultant hydrologist describing the status of water resources in a particular area including sources, extent, quantity, quality, hydraulic properties, drainage characteristics and abstractions;

“hydrological services” means professional services provided by a person registered under the Act in the course of hydrological practice, including the collection, analysis, interpretation, and dissemination of hydrological data, preparation of hydrological



studies and reports, provision of expert advice, and development of hydrological models, forecasts, and assessments relating to water resources and water-related risks;

“hydrological study” means the analysis of the movement, distribution, quality and circulation of water on earth, including its interaction with the environment, for the generation of data and information to inform management of disaster risks and water resources and development of water infrastructure;

“hydrological works” means any physical activity that involves the design and development of a hydraulic structure.

“licensee” means a person who holds a practicing licence issued under these Regulations;

“temporary registration” means registration of a person who is not ordinarily resident in Kenya in accordance with section 19 of the Act; and

“Water resource” means any lake, pond, swamp, marsh, stream, watercourse, estuary, aquifer, artesian basin or other body of flowing or standing water, whether above or below the ground including sea water and trans-boundary waters within the territorial jurisdiction of Kenya.

PART II — REGISTRATION

Application for
registration as a
hydrologist.

3. (1) A person who meets the qualifications for registration provided under section 18 (1) of the Act may apply to the Board for registration as a hydrologist.

(2) An application under subregulation (1) shall be made in Form HRB01 set out in the First Schedule and shall be accompanied by—

- (a) the application fee set out in the Second Schedule;
- (b) certified copies of the academic qualification certificates of the applicant; and
- (c) proof of practical experience.

Application for
registration as a
hydrological

4. (1) A person who meets the qualifications for registration provided under section 18 (2) of the Act may apply to the Board



assistant.

for registration as a hydrological assistant.

(2) An application under subregulation (1) shall be made in Form HRB03 set out in the First Schedule and shall be accompanied by—

- (a) the application fee set out in the Second Schedule;
- (b) certified copies of the academic qualification certificates of the applicant;
- (c) the documents listed in the application Form HRB03; and
- (d) proof of practical experience.

(3) A registered hydrological assistant shall practice in the hydrology profession under the supervision of a hydrologist or consultant hydrologist.

Application for
registration as a
consultant
hydrologist.

5. (1) A person who meets the requirements for registration provided under section 18 (3) of the Act may apply to the Board for registration as a consultant hydrologist.

(2) An application under subregulation (1) shall be made in Form HRB05 set out in the First Schedule and shall be accompanied by—

- (a) the application fee set out in the Second Schedule;
- (b) certified copies of the academic qualification certificates of the applicant;
- (c) the documents listed in Form HRB05; and
- (d) proof of practical experience.

Application for
temporary
registration.

6. (1) A person who meets the requirements provided under section 19 (1) of the Act may apply to the Board for temporary registration.

(2) An application for registration under subregulation (1) shall be made in Form HRB07 set out in the First Schedule and shall be accompanied by—

- (a) the application fee set out in the Second Schedule;



- (b) certified copies of the academic qualification certificates of the applicant;
- (c) the documents listed in the Form HRB07;
- (d) proof that the applicant is not ordinarily resident in Kenya;
- (e) proof of registration as a hydrological assistant, hydrologist or consultant hydrologist or its equivalent in the country of residence;
- (f) a certified copy of a valid practicing licence and valid professional membership as a hydrologist from the country where the applicant ordinarily resides; and
- (g) proof of the applicant's work or employment record prior to entering Kenya and details of hydrological projects and activities that the applicant has been involved for the preceding three years.

Preliminary review
of the application.

7. Within seven days of receipt of an application under regulations 3, 4,5 or 6, the Board—

- (a) shall conduct a preliminary review to verify documentation and determine completeness of the application;
- (b) may seek clarification on any matter related to the application including requesting additional documentation including certificate of good conduct from the applicant; and
- (c) shall administer professional interviews to ascertain the qualifications specified by the applicant.

Conduct
professional
interview.

8. (1) At least fourteen days before the date of conducting professional interview, the Board shall notify the applicant of the interview, specifying the date, time and the venue.

(2) The interview shall be conducted in English language.

(3) The Board shall require the applicant to present the original and certified copies of certificates, design drawings, design



calculations and any other relevant documentation during the interview.

Decision on an application by the Board.

9. (1) The Board shall, within seven days after completion of the professional interview, decide on the application and notify the applicant of its decision.

(2) Where application for registration is not approved, the Board shall state the reasons for its decision in the notice issued under subregulation (1).

(3) Where the application for registration is approved, the Board shall issue a certificate of registration to the applicant in Form HRB02, HRB04, HRB06 or HRB08 set out in the First Schedule, whichever is applicable, upon payment of the fee specified in the Second Schedule.

(4) The certificate of registration issued in subregulation (3) shall state—

- (a) the name of the person registered;
- (b) the registration number;
- (c) the date of registration; and
- (d) the category of registration.

(5) The certificate of registration shall be valid for as long as the applicant's name remains on the register of members kept and maintained by the Registrar.

Official titles.

10. (1) A registered hydrologist shall assume the title “Hyd” which shall appear immediately before the official name of the person.

(2) A registered consultant hydrologist shall use the title “Hyd” which shall appear immediately before the official name of the person and shall be entitled to use the title “Consultant Hydrologist” with a short form of “Cons. Hyd” after the official name of the person.

(3) A person who uses the titles specified under this regulation while not registered in accordance with the Act and these



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Regulations commits an offence and shall be liable upon conviction to the penalties provided under section 24(5) of the Statutory Instrument Act.

Identification card.

11. (1) The Board shall issue an official identification card to a person registered under these Regulations upon payment of the fee set out in the Second Schedule.

(2) The identification card shall contain—

- (a) the name of the person;
- (b) date of issuance;
- (c) expiry date in the case of temporary registration;
- (d) registration number assigned; and
- (e) physical and contact address of the place of business.

(3) Every registered person shall carry the identification card issued under subregulation (1) when practicing and produce it to the Registrar or the person being offered professional services, upon request.

(4) A registered person may be issued with a sticker upon payment of the fee set out in the Second Schedule.

Use of official
stamp by a
registered person.

12. A person registered under these Regulations shall obtain and use, in the course of professional work, an official stamp which shall contain—

- (a) the name of the person;
- (b) business name;
- (c) registration number; and
- (d) physical and contact address of the place of business

Code of conduct
and ethics.

13. Every registered person shall ascribe to the Code of Conduct and Ethics for hydrology professionals set out in the Third Schedule.



PART III —LICENSING AND PRACTICE

Application for a practicing licence.

14.(1) A registered person who wishes to be issued with an annual practicing licence pursuant to section 20 of the Act shall apply to the Board in Form HRB09 set out in the First Schedule.

(2) The application under subregulation (1) shall be accompanied by the fee specified in the Second Schedule

(3) Within seven days of receipt of an application under subregulation (1), the Board shall consider the application and notify the applicant of the decision.

(4) Where an application under this regulation is approved, the Board shall issue the applicant with a practicing licence in Form HRB10 set out in the First Schedule.

(5) Where the application is not approved, the Board shall state the reasons for refusal in the notice issued under subregulation (3).

Renewal of a practicing licence.

15. (1) A person who wishes to renew a practicing licence shall apply to the Board for renewal of the licence in Form HRB11 set out in the First Schedule.

Application for

(2) An application under subregulation (1) shall be accompanied by—

- (a) a certificate of compliance with the continuing professional development requirements under regulation 20;
- (b) copy of the previous annual practicing licence
- (c) the fee as set out in the Second Schedule.

Suspension or cancellation of a licence.

16. (1) The Board may cancel or suspend or a licence.

(2) Before cancelling or suspending a licence, the Board shall—

- (a) issue a notice of intention to suspend or cancel the licence;
- (b) specify the grounds upon which suspension or



cancellation is being considered; and

- (c) afford the licensee an opportunity to make written representations within fourteen days of receipt of the notice.

(3) A decision to suspend or cancel a licence shall—

- (a) be in writing and contain reasons for the decision; and

- (b) specify the period of suspension; and

(4) A cancellation or suspension under this regulation shall take effect from the date specified in the notice of cancellation.

Changes in
particulars.

17. A person who has been issued with a certificate of registration or an annual practicing licence shall inform the Board, in writing, of any change in the particulars in respect of the certificate or licence within thirty days after the change occurs.

Professional fees.

18. A holder of a licence issued under these Regulations shall charge professional fees at such rate as provided in the scale of fees set out in the Fourth Schedule in respect of hydrological works undertaken or hydrological services offered.

Online database.

19. The Board shall establish an online database for verification of persons registered and licensed in accordance with the Act and these Regulations.

Continuing
Professional
Development.

20.(1) A registered person who wishes to obtain an annual practicing licence shall, in each calendar year, obtain the required continuing professional development points.

(2) For purposes of complying with continuous professional development, a registered person shall accumulate not less than the minimum number of continuing professional development points specified in Part I of the Fifth Schedule.

(3) Every registered person shall submit an annual return of continuing professional development activities undertaken in Form



HRB12 set out in the First Schedule not later than 31st December of each year.

(4) The Board shall assess continuous professional development activities submitted in subregulation (3) within twenty-one days of receipt.

(5) Where the Board is satisfied that the person has attained the required continuous professional development points, the Board shall issue a certificate of compliance in Form HRB13 set out in the First Schedule.

(6) The Board may issue a compliance notice to a person who fails to meet the continuous professional development requirements for two consecutive years.

(7) The Board shall recognize structured and unstructured continuing professional development activities and the respective continuing professional development Points awarded as set out in Part II of the Fifth Schedule.

Accreditation of
CPD providers.

21. (1) The Board shall accredit a person or institution to provide continuing professional development activity.

(2) A person or institution who wishes to be accredited to provide an approved continuous professional development activity shall apply to the Board in Form HRB14 set out in the First Schedule, accompanied by accreditation fee set out in the Second Schedule.

(3) The Board shall determine an application under subregulation (2) considering relevant matters including the academic qualifications and professional experience specified in section 18 of the Act.

(4) The Board shall determine an application under subregulation (2) within thirty days of receipt of a complete application.

(5) The Board shall grant an accreditation certificate to the applicant in Form HRB15 set out in the First Schedule for a specified period and subject to such terms and conditions as the Board may specify.

(6) Where the Board declines an application for accreditation, the Board shall notify the applicant in writing, stating the reasons for



the decision.

(7) An accredited provider shall—

- (a) provide continuous professional development activity approved by the Board;
- (b) comply with the Board's continuing professional development policy and guidelines; and
- (c) not independently offer continuing professional development activities or award points.

Suspension or
withdrawal of
accreditation.

22. The Board may suspend or withdraw accreditation to an accredited provider, where the provider—

- (a) fails to comply with the conditions of accreditation specified by the Board;
- (b) offers continuing professional development activity without the approval of the Board; or
- (c) fails to adhere to professional standards while providing approved continuous professional development activities.

Renewal of
accreditation.

23. (1) An accredited CPD provider who wishes to renew accreditation shall apply to the Board for renewal at least thirty days before the expiry of the accreditation.

(2) An application for renewal of accreditation shall be made using FORM HRB14A in the first schedule and shall be accompanied by the renewal fee set out in the Second Schedule.

(3) The Board shall determine an application for renewal within thirty days of receipt of a complete application.

(4) In determining an application for renewal, the Board shall take into account—

- (a) compliance with the conditions of accreditation;
- (b) quality and relevance of CPD activities previously offered;
- (c) records of CPD activities conducted and participants



trained;

(d) compliance with the Board's continuing professional development policy and guidelines; and

(e) any complaints, disciplinary findings or adverse reports relating to the provider.

(5) Where an application for renewal is submitted within the period specified under subregulation (1), the accreditation shall remain valid until the Board determines the application.

(6) The Board shall renew the accreditation, renew the accreditation subject to conditions, or decline to renew the accreditation.

(7) Where the Board declines to renew accreditation, the Board shall notify the applicant in writing, stating the reasons for the decision.

(8) A provider whose accreditation has expired shall not provide CPD activities or award CPD points unless the accreditation is renewed by the Board.

(9) The Board shall issue administrative guidelines for the effective implementation of this Part.

PART IV—RECOGNITION OF INSTITUTIONS AND CO-ORDINATION OF RESEARCH, INVESTIGATIONS AND SURVEYS

Application for recognition by institutions.

24. (1) Pursuant to section 4(1)(d) of the Act, the Board may recognize accredited institutions offering hydrological programmes and practical experience in hydrology.

(2) In undertaking recognition under subregulation (1), the Board shall—

(a) consider the hydrological programme offered by an accredited institution; and

(b) collaborate with accrediting institutions.

(3) An institution which offers hydrological programme or practical experience in hydrology may apply to the Board for recognition in Form HRB16 set out in the First Schedule.



(4) The application in subregulation (3) shall be accompanied by—

- (a) evidence of accreditation, approval, registration, licensing or recognition by responsible bodies, where applicable;
- (b) details of the relevant hydrological training offered by the institution; and
- (c) evidence of institutional arrangements for practical training, fieldwork, laboratory work, industrial attachment or supervised professional exposure in hydrology.

(5) The Board shall undertake preliminary review of the application within fourteen days of receipt and may—

- (a) request the applicant to submit additional information within fourteen days of receipt of the request; or
- (b) conduct a recognition visit, where necessary.

(6) Within fourteen days after receipt of additional information or recognition visit, the Board shall make determination on the application and may—

- (a) grant recognition to the institution for a period not exceeding five years;
- (b) grant recognition to the institution subject to conditions; or
- (c) decline to grant recognition.

(7) The Board shall communicate its decision, in writing, to the institution within seven days after making of the decision.

(8) Where the Board grants recognition, it shall issue a certificate of recognition to the institution in Form HRB17 set out in the First Schedule.

(9) Recognition granted under this Part shall guide the Board in considering qualifications submitted by applicants for registration under section 18 of the Act.

(10) A recognised institution shall notify the Board from time to time, of any material change affecting the basis upon which recognition was granted.

(11) The Board may review, vary, suspend or withdraw



recognition where the institution no longer furnishes sufficient academic knowledge of, and practical experience in, hydrology.

(12) An institution aggrieved by a decision of the Board under this regulation may apply for review of the decision in accordance with the Act.

Renewal of
recognition.

25. (1) An institution granted recognition in regulation 24 may apply for renewal in Form HRB18 not less than six months before the expiry of the recognition period.

(2) An application for renewal shall be considered in the same manner as an application for recognition under regulation 24.

(3) Where an institution fails to apply for renewal before the expiry of the recognition period, the recognition shall lapse.

Mobilization of
resources.

26. (1) The Board shall mobilize resources to support hydrological research, investigations and surveys.

(2) The Board may undertake hydrological research, investigations and surveys either on its own or through engagement of a relevant stakeholder.

(3) The Board may support technical training, practical demonstrations, acquisition and sharing of equipment utilized for hydrological research, investigations and surveys.

(4) The Board may, in writing, request a person who has undertaken research in hydrological field to furnish it with the report and data utilized in the analysis within sixty days of making the request.

Collaboration and
partnership.

27. (1) The Board may collaborate with other bodies or organizations in development of programmes and facilities for advancement of hydrology practice.

(2) The Board may collaborate with manufacturers, stockist and operators of equipment utilized for hydrological services for technological advancement and skills transfer.

(3) The Board may seek membership and accreditation with



other relevant bodies.

(4) The Board may collaborate with developers of hydrological software and equipment for the advancement of hydrology.

PART V —HYDROLOGICAL EQUIPMENT AND STANDARDIZATION

Equipment for
hydrological
services.

28. (1) The Board shall keep a register of equipment utilized for hydrological research, investigations, surveys and training.

(2) The register shall contain details of the equipment including—

- (a) name and contact information of the owner of the equipment.
- (b) type of the equipment;
- (c) equipment specifications;
- (d) year of manufacture;
- (e) last calibration date; and
- (f) technology of the equipment.

Standardization of
hydrological
equipment.

29. (1) The Board may establish or accredit calibration centres to promote standardization of hydrological equipment.

(2) Where the Board has, pursuant to subregulation (1) established a calibration centre, a registered person may apply to the Board for calibration of equipment using Form HRB19 set out in the First Schedule.

(3) Upon completion of calibration, the Board shall issue the applicant with a certificate of calibration in respect of the equipment in Form HRB20 set out in the First Schedule.

(4) The Board may designate a qualified person or institution to undertake calibration of hydrological equipment on behalf of the Board.

(5) A person designated by the Board under subregulation (4) or an accredited calibration centre shall be issued with a certificate of



accreditation as a calibration centre in Form HRB21.

(6) Pursuant to subregulation (1), the Board shall accept calibration certificates from a calibration centre accredited by the Board.

(7) A person designated by the Board under subregulation (4) or an accredited calibration centre shall insure the equipment received for calibration against third-party risks that may arise from damage or loss occasioned during the process of calibration.

(8) The Board shall ensure compliance to the national and international guidelines and best practices in relation to standardization of hydrological equipment.

(9) A hydrological report submitted pursuant to the Act or these Regulations shall be accompanied by a certificate of calibration in respect of the hydrological equipment utilised for hydrological works or services.

(10) A hydrologist, hydrological assistant or a consultant hydrologist shall, in undertaking hydrological works or services, utilise equipment issued with a calibration certificate.

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(11) A person who contravenes this regulation commits an offence and shall on conviction be liable provided under section 24(5) of the Statutory Instrument Act.

Power to inspect.

30. (1) In promoting standards of professional competence and practice amongst hydrologists pursuant to section 4(1)(b) of the Act, the Board or a person authorized by the Board may enter and inspect sites where hydrological works are in progress for the purpose of verifying that—

- (a) Hydrology professional services and works are undertaken by persons licensed under the Act; and
- (b) standards and professional ethics are observed.

(2) The Board may, in writing, order a total or temporary stoppage, cessation, closure of any hydrological works or services or recommend remedial measures if hydrological works, services or equipment do not comply with the provisions of the Act and these Regulations



(3) In exercising its power under subregulation (1), the Board or any other person authorized by the Board shall have unfettered access to the site, data, drawings, reports or any other information that the Board may require.

(4) In the event of denial of access under this regulation, the Board may apply to a Court for orders.

(5) A person who obstruct or hinders the exercise of the power of inspection under this regulation commits an offence and shall on conviction be liable to the penalties provided under section 24(5) of the Statutory Instrument Act.

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Hydrological
Reports.

31. (1) Hydrological studies, surveys, investigations, or activities of hydrological nature or that has potential or actual impact on the hydrology of a site, area or region, shall be undertaken by a person licensed under the Act.

(2) A person who undertakes any activity stated in subregulation (1) shall prepare a hydrological report.

(3) A person who prepares a hydrological report under subregulation (2) shall apply to the Board for certification in electronic or physical format.

(4) The application in subregulation (3) shall be made in Form HRB22 set out in the First Schedule accompanied by the documents listed in the Form HRB22.

(5) The Board may require a person who has submitted a report for certification to provide a copy of the raw data used in the development of the report in an electronic form.

(6) Certification under this regulation shall relate to the technical adequacy and professional integrity of hydrological inputs to design and shall not substitute regulatory approvals required under any other written law.

(7) A person who has submitted a hydrological report for certification may, in addition, apply to the Board in Form HRB23 set out in the First Schedule for non-disclosure of information deemed intellectual property.

(8) Where a non-disclosure application has been made, under



subregulation (7), the Board shall keep the information confidential and such information shall only be disclosed under direction of a court of law.

(9) The Board, a member, or staff of the Board shall not be personally or collectively liable for any omission, negligence or error contained in any hydrological report prepared by a licensee.

(10) A person intending to undertake hydrological works shall ensure that a hydrological study has been conducted and a hydrological report prepared and certified in accordance with these Regulations.

Certification fees.

32. (1) A hydrological report submitted to the Board for certification under regulation 31 shall be accompanied by the certification fee set out in Part II of the Second Schedule.

(2) A person who submits a hydrological report to the Board for certification shall disclose to the Board the fee charged for the hydrological services.

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(3) A person who fails to disclose the fee charged commits an offence and shall on conviction be liable to the penalties provided under section 24(5) of the Statutory Instrument Act.

Requirements in preparation of hydrological reports.

33. (1) Each hydrological report shall be—

- (a) prepared in accordance with the Sixth Schedule;
- (b) prepared, signed and dated by a person licensed under Act; and
- (c) stamped using the official stamp of the licensed person.

(2) The Board shall receive and review the hydrological report submitted under regulation (31) and certify with or without conditions, reject or issue comments in writing to the applicant within a period not exceeding sixty days after receipt of the report.

(3) A certified report shall bear a unique number assigned by the Board and shall be accompanied by a certificate in Form



HRB24 set out in the First schedule.

PART VI—MISCELLANEOUS PROVISIONS

Exemptions.

34. (1) Pursuant to section 36 of the Act, the Cabinet Secretary, on the recommendation of the Board, may exempt a person or class of persons in specified hydrology disciplines, occupations or employment, from the provisions of section 20(2) of the Act or regulation 14(2), if the person—

(a) is a Kenyan citizen; and

(b) has made notable contribution to the practice and development of hydrology.

(2) A person who wishes to be exempted in accordance with subregulation (1) shall apply to the Board in Form HRB25 specifying the section of the Act or the regulations under which the person seeks to be exempted.

(3) Upon receipt of the application under subregulation (2), the Board may request the applicant to submit such certificates, documents or other information that the Board considers necessary to inform its decision.

(4) The Board shall consider the application and make recommendation to the Cabinet Secretary within thirty days of receipt of the application.

(5) The Cabinet Secretary may, on receipt of the recommendation of the Board grant exemption to the applicant and issue an exemption certificate in Form HRB26 set out in the First Schedule.

(6) An exemption under this regulation shall be granted for a period of twelve months starting 1st January to 31st December of that particular calendar year.

(7) The Board shall require a person exempted under this regulation to comply with all other sections of the Act and Regulations.

Lodging of a
complaint

35. (1) A complaint against a registered or licensed person under the Act for professional misconduct shall be made to the Registrar in Form HRB27 set out in the First Schedule and shall



specify—

- (a) the full name and contact details of the complainant;
 - (b) the respondent by name, registration number, and address;
 - (c) a detailed description of the facts giving rise to the complaint;
 - (d) the provisions of the Act, these Regulations, or the Code of Ethics alleged to have been contravened;
 - (e) be signed and dated by the complainant or the complainant's authorized representative.
- (2) A complaint lodged under subregulation (1) shall be accompanied by—
- (a) copies of any relevant contracts, agreements, or correspondence;
 - (b) witness statements, where applicable;
 - (c) any other relevant evidence to support the complaint.

Preliminary
consideration of a
complaint.

36.(1) Upon receipt of a complaint under regulation 35, the Registrar shall place it before the Board for preliminary consideration at its next meeting.

(2) At the preliminary consideration, the Board shall consider whether the complaint—

- (a) has sufficient grounds to warrant further inquiry; or
- (b) is frivolous, vexatious, or an abuse of process;

Determination of a
complaint.

37. (1) Where the Board determines that the complaint does not have sufficient grounds to warrant further inquiry or is frivolous or vexatious, it may reject the complaint and shall, in writing, notify the complainant, giving reasons for the rejection.

(2) Where the Board determines that the complaint has sufficient grounds to warrant further inquiry, it shall proceed to hear and determine the matter.

(3) Prior to the commencement of inquiry proceedings, the



Registrar shall notify, in writing, the respondent, of—

- (a) the substance of the complaint;
- (b) matters to be considered; and
- (c) the opportunity to submit a written response within a specified period.

(4) The respondent may, within fourteen days of receipt of the notification under subregulation (4), submit a written response and any supporting documentation to the Board.

(5) The Board shall conduct an inquiry in accordance with section 25 and may, in addition, —

- (a) invite the complainant or the respondent to provide further information;
- (b) receive written statements or documents;
- (c) invite any person to appear before it to provide information; and
- (d) consider any material it considers relevant to the inquiry.

(6) Where a person declines to participate in the inquiry, the Board may proceed to consider the matter on the basis of the information available to it.

(7) The Board shall complete the inquiry within sixty days of receipt of the response under subregulation (5).

(8) Upon completion of the inquiry, the Board shall make a decision within seven days of completion of the inquiry.

(9) The decision of the Board under subregulation (9) shall—

- (a) be notified to the parties, in writing, within seven days of the decision;
- (b) state whether the Board finds the respondent guilty or not guilty of the allegations;
- (c) specify the reasons for the decision; and
- (d) where applicable, specify the sanctions imposed in accordance with section 24 of the Act.



Review
decision.

of

38. (1) A person aggrieved by a decision of the Board under the Act or these Regulations may, within fourteen days of being notified of the decision, apply to the Board for review.

(2) An application for review under subregulation (1) shall be made in writing to the Registrar and shall specify the grounds upon which the review is sought.

(3) Upon receipt of an application for review, the Board shall consider the application and make a determination within sixty days.

(4) The Board may, upon review—

- (a) confirm the decision;
- (b) vary or set aside the decision; or
- (c) issue such directions as it considers appropriate.

(5) The decision of the Board on review shall be communicated to the applicant in writing and the Board shall state the reasons for its decision.

(6) A person aggrieved by a decision of the Board may appeal to the High Court in accordance with the Act.

Restoration to the
register.

39. (1) A person whose name has been removed from the register pursuant to section 22 of the Act may apply for restoration in Form HRB28 set out in the First Schedule.

(2) The application in subregulation (1) shall be accompanied by restoration fee set out in the Second Schedule.

Transitional
provisions.

40. (1) A person who owns, constructed or installed a hydraulic structure prior to the coming into effect of these Regulations shall submit a hydrological report to the Board for review within one year of the coming into force of these Regulations.

(2) Upon consideration of the report, the Board may direct a person under subregulation (1) to take necessary remedial actions on the hydraulic structure.

(3) An institution offering hydrological programmes shall, within twelve months of the commencement of these Regulations,



apply to the Board for recognition in accordance with these Regulations.



FIRST SCHEDULE

FORMS

FORM HRB01

(r. 3(2))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O BOX 51224-00100
NGONG ROAD
MAJI HOUSE, NAIROBI.

APPLICATION FOR REGISTRATION AS A HYDROLOGIST

(To Be Completed by the Applicant in Block Letters)

Surname..... Other
Names..... Title ((Prof.,
Dr., Mr., Mrs., Miss)
Date of Birth ID/Passport No.....
Gender Male ☐ Female ☐
Any form of disability No..... Yes.....
If yes, Specify.....
Nationality..... Postal
Address.....
Telephone.....
Email
Address.....
Academic
Qualifications.....
Professional
Qualification.....
Discipline.....
Registration
No.....
Name of Employer and
Address.....

EDUCATION:

University/ College/ School	Country	From	To	Post graduate Diploma/ Degree Received	Month and Year



Note—The application must be accompanied by two colored passport size photos, copies of HSK Membership, degree or post graduate certificate in hydrological sciences, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths whose names and address are fully displayed on the Rubber Stamp. Also provide details of postal, physical and email address of the university/college attended and the contact person at the institution and the last place of employment.

SPECIAL/OTHER QUALIFICATIONS:

.....
.....

MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:

.....
.....

*Attach proof of membership.

EXPERIENCE:

I submit below a chronological history of my practical experience including the name and address of each company and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

.....
.....

REFEREES:

Name: (Prof., Dr., Mr., Mrs., Miss)

Occupation/Title.....

Company/Institution

Postal Address..... Telephone.....

Mobile.....

Fax.....

Email Address



Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address..... Telephone.....
Mobile.....
Fax.....
Email Address

Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address..... Telephone.....
Mobile.....
Fax.....
Email Address

The Board may require that at least one person named as a referee must be a Registered Hydrologist or Consultant Hydrologist possessing a valid practicing licence.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

I hereby attach my non-refundable registration fee of Ksh. (Amount in figures) (Amount in words) payable to the Hydrologists Registration Board.

I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act (Cap. 372B) and the Hydrologists (General) Regulations, 2026 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant.....Date.....



FORM HRB02

(r. 9(3))

THE HYDROLOGISTS REGISTRATION BOARD

CERTIFICATE OF REGISTRATION

Registration No.: HRB/H/ XXXXX/ 2026

This is to certify that:

Full Name: _____ of **National ID /**

Passport No. _____

has been duly **REGISTERED AS A HYDROLOGIST** in accordance with
Section 18(1) of the Hydrologists Act (Cap. 372B) and such name has been entered
into the Register.

Issued under the seal of the Hydrologists Registration Board this [day] of
[month], 20[XX].

-----♦ SEAL ♦-----

Registrar / CEO (HRB)

Note: This certificate remains the property of the Hydrologists Registration
Board and must be surrendered if cancelled or revoked. This certificate remains valid
for as long as the holder's name remains on the Register.

Verify this Registration at: **www.hrb.go.ke/verify**
QR CODE

FORM HRB03

(r. 4(2))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O BOX 51224-00100
NGONG ROAD



MAJI HOUSE
NAIROBI

APPLICATION FOR REGISTRATION AS A HYDROLOGICAL ASSISTANT

(To Be Completed by the Applicant in Block Letters)

Surname.....

Other Names.....

Title ((Prof., Dr., Mr., Mrs., Miss)

.....

Date of Birth ID/Passport No.....

Gender Male ☐ Female ☐

Any form of disability No ☐ Yes ☐

If yes, Specify.....

Nationality.....

Postal Address.....

Telephone.....

Email Address.....

Academic Qualifications.....

Professional Qualifications.....

Discipline.....

Name of Employer and Address.....

EDUCATION

University/ College/School	Country	From	To	Higher National Diploma/ Diploma Received	Month and Year

Note: - The application must be accompanied by two colored passport size photos, copies of HSK Membership, Diploma certificate or equivalent qualification in hydrology from a polytechnic or college recognized in Kenya, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths/Magistrate whose names and address are fully displayed on the official rubber stamp. Also provide details of postal, physical and email address of the university attended and the last place of employment.

**SPECIAL/OTHER QUALIFICATIONS:**

.....
.....
.....
.....

MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:

.....
.....

*Attach proof of membership.

EXPERIENCE:

I submit below a chronological history of my practical experience including the name and address of each company/institution and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

.....
.....
.....

REFEREES:

Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address..... Telephone.....
Mobile.....
Fax.....
Email Address

Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address..... Telephone.....
Mobile.....
Fax.....
Email Address

Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address..... Telephone.....
Mobile.....
Fax.....
Email Address



At least one person named as a referee must be a registered Hydrologist or Consultant Hydrologist possessing a valid practicing licence.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and original banking slip forwarded to the Registrar, Hydrologists Registration Board.

I hereby attach my non-refundable registration fee of Ksh..... (Amount in figures) (Amount in words) payable to the Hydrologists Registration Board.

I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act (Cap. 372B) and the Hydrologists (General) Regulations, 2026 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant.....Date.....

FORM HRB04

(r.9(3))

THE HYDROLOGISTS REGISTRATION BOARD

CERTIFICATE OF REGISTRATION

Registration No.: HRB/HA/ XXXXX /2026

This is to certify that:

Full Name: _____ of **National ID / Passport**
No. _____

has been duly **REGISTERED AS A HYDROLOGICAL ASSISTANT** in accordance with Section 18(2) of the Hydrologists Act (Cap. 372B) and such name has been entered into the Register.

Issued under the seal of the Hydrologists Registration Board this [day] of [month], 20[XX].

-----♦ SEAL ♦-----

Registrar / CEO (HRB)

Note: This certificate remains the property of the Hydrologists Registration Board and must be surrendered if cancelled or revoked. This certificate remains valid for as long as the holder's name remains on the Register.

Verify this Registration at:



www.hrb.go.ke/verify

QR CODE

FORM HRB05

(r.5(2))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O BOX 51224-00100
NGONG ROAD
MAJI HOUSE, NAIROBI.

**APPLICATION FOR REGISTRATION AS A CONSULTANT
HYDROLOGIST**

(To Be Completed by the Applicant in Block Letters)

Surname..... Other Names.....
Title ((Prof., Dr., Mr., Mrs., Miss)
Date of Birth ID/Passport
No..... Gender Male ☐ Female ☐
Any form of disability No..... Yes.....
If yes,
Specify.....
Nationality.....
Postal Address.....
Telephone.....
Email Address.....

Academic Qualifications.....

Professional Qualification.....

Discipline.....
Registration No.....
Name of Employer and Address.....

University/College/ School	Country	From	To	Post Graduate Diploma/ Degree Received	Month and Year



Note—

The application must be accompanied by two colored passport size photos, copies of HSK Membership, degree or post graduate certificate in hydrological sciences, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths whose names and address are fully displayed on the Rubber Stamp. Also provide details of postal, physical and email address of the university/college attended and the contact person at the institution and the last place of employment.

SPECIAL/OTHER QUALIFICATIONS:

.....

MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:

.....

*Attach proof of membership.

EXPERIENCE:

I submit below a chronological history of my practical experience including the name and address of each company and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

.....

REFEREES:

Name: (Prof., Dr., Mr., Mrs., Miss)

Occupation/Title.....

Company/Institution

Postal Address.....

Telephone.....Mobile.....

Fax.....

Email Address



Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address.....
Telephone.....Mobile.....
Fax.....
Email Address

Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address.....
Telephone.....Mobile.....
Fax.....
Email Address

The Board may require that at least one person named as a referee must be a Registered Hydrologist or Consultant Hydrologist possessing a valid practicing licence.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank

Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

I hereby attach my non-refundable registration fee of Ksh.
(Amount in figures)(Amount in words)
payable to the Hydrologists Registration Board.

I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act (Cap. 317B) and the Hydrologists (General) Regulations, 2026 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant.....Date.....



FORM HRB06

(r.9(3))

THE HYDROLOGISTS REGISTRATION BOARD

CERTIFICATE OF REGISTRATION

Registration No.: Registration No.: HRB/CH/XXXXX /2026

This is to certify that:

Full Name: _____ of **National ID / Passport**
No. _____

has been duly **REGISTERED AS A CONSULTANT HYDROLOGIST** in
accordance with Section 18(3) of the Hydrologists Act (Cap. 372B) and such
name has been entered into the Register.

Issued under the seal of the Hydrologists Registration Board this [day] of
[month], 20[XX].

-----♦ SEAL ♦-----

Registrar / CEO (HRB)

Note: This certificate remains the property of the Hydrologists Registration Board
and must be surrendered if cancelled or revoked. This certificate remains valid for
as long as the holder's name remains on the Register.

Verify this Registration at: www.hrb.go.ke/verify

QR CODE



FORM HRB07

(r.6(2))

THE REGISTRAR
HYDROLOGISTS
REGISTRATION BOARD
P. O. BOX 51224-00100
NGONG ROAD MAJI
HOUSE NAIROBI.

APPLICATION FOR TEMPORARY REGISTRATION

(To Be Completed by the Applicant in Block Letters)

Application for Registration as a Hydrologist ☐ Hydrological
Assistant ☐ Consultant Hydrologist ☐

Surname.....Other Names.....

Title (Prof., Dr., Mr., Mrs., Miss)

Date of Birth ID/Passport No.....

Gender: Male ☐ Female ☐

Any form of disability: No ☐ Yes ☐

If yes, Specify.....

Nationality.....

Postal Address.....

Telephone.....

Email Address.....

Academic Qualifications.....

.....

Professional Qualification.....

Discipline.....

Registration No.....

Name of Employer and Address.....

**EDUCATION:**

University/College/ School	Country	From	To	Post Graduate Diploma/ Degree Received	Month and Year

Note: - The application must be accompanied by two coloured passport size photos, copies of degree or post graduate certificate in hydrological sciences, transcripts, National ID/Card or Passport all duly certified by a Commissioner of Oaths whose names and address are fully displayed on the Rubber Stamp. Also provide details of postal, physical and email address of the university attended and the contact person at the institution and the last place of employment.

SPECIAL/OTHER QUALIFICATIONS:

.....
.....
.....
.....

MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:

.....
.....
.....

*Attach proof of membership.

EXPERIENCE:

I submit below a chronological history of my practical experience including the name and address of each company and description of each position held. (A separate sheet may be used if necessary). This should be certified by one of the referees named below.

.....
.....
.....

REFEREES:



1. Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address.....
Telephone.....Mobile.....
Fax.....
Email Address
2. Name: (Prof., Dr., Mr., Mrs., Miss
Occupation/Title.....
Company/Institution
Postal Address.....
Telephone.....Mobile.....
Fax.....
Email Address
3. Name: (Prof., Dr., Mr., Mrs., Miss)
Occupation/Title.....
Company/Institution
Postal Address.....
Telephone.....Mobile.....
Fax.....
Email Address

At least two persons named as referees must be a Registered Hydrologist or Consultant Hydrologist possessing a valid practicing licence.

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

I hereby attach my non-refundable registration fee of Ksh... (Amount in figures) (Amount in words) payable to the Hydrologists Registration Board.

I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act (*Cap. 317B*) and the Hydrologists (General) Regulations, 2026 and understood that, if registered, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant.....Date.....



FORM HRB08

(r.9(3))

THE HYDROLOGISTS REGISTRATION BOARD

CERTIFICATE OF REGISTRATION

Registration No.: Registration No.: HRB/H/XXXXXX /2026

This is to certify that:
Full Name: _____ of **National ID / Passport No.**

has been duly GRANTED **TEMPORARY REGISTRATION** under Section 19 of the Hydrologists Act (Cap. 372B) and such name has been duly entered into the register.

Issued under the seal of the Hydrologists Registration Board this [day] of [month], 20[XX].

-----♦ SEAL ♦-----

Registrar / CEO (HRB)

Note: This certificate remains the property of the Hydrologists Registration Board and must be surrendered if cancelled or revoked. This certificate remains valid for as long as the holder's name remains on the Register.

Verify this Registration at: **www.hrb.go.ke/verify**

QR CODE



FORM HRB09

(r.14(1))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P. O. BOX 51224-00100 MAJI HOUSE
NGONG ROAD
NAIROBI

APPLICATION FOR ANNUAL PRACTICING LICENCE

(To Be Completed by the Applicant in Block Letters)

Application for practicing licence as a Hydrological Assistant ☐ Hydrologist

☐ Consultant Hydrologist ☐

Temporary Registration ☐

HRB Registration No.

Full Name.....

Nationality.....

County.....

ID/Passport No.....

Pin No.....

Firm/Individual.....

Postal Address.....

Telephone No.....

Mobile No.....

Fax No.....

Email.....

Applicant Qualification.....

.....
.....
.....
.....

Experience in Hydrology.....

.....
.....
.....
.....

**Attachments (HRB Registration Certificate -applicable to all applicants and Valid HSK Practicing licence -applicable to Persons registered under Section 18 of the Act)*

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original



Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

1. I hereby attach my non-refundable licence fee of Ksh..... (Amount in figures) (Amount in words)..... payable to the Hydrologists Registration Board.
2. I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act (Cap. 317B) and understood that, if licensed, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant..... Date.....



FORM HRB10

(r.14(4))

THE HYDROLOGISTS REGISTRATION BOARD

ANNUAL PRACTICING LICENCE

THIS IS TO CERTIFY THAT THE PERSON NAMED HEREIN IS DULY
LICENSED TO PRACTICE HYDROLOGY UNDER THE PROVISIONS OF
THE HYDROLOGISTS ACT (CAP. 372B).

LICENCE CATEGORY: _____ (Hydrological
Assistant / Hydrologist / Consultant Hydrologist / Temporary Registration)

FULL NAME OF LICENSEE: _____

HRB REGISTRATION NUMBER: _____

NATIONAL ID / PASSPORT NO.: _____

ANNUAL PRACTICING LICENCE NUMBER:.....

VALIDITY PERIOD:

FROM:.....

TO:.....

This licence authorises the holder to practice hydrology in Kenya during the stated
period, pursuant to the Hydrologists Act (Cap. 372B), the Hydrologists (General)
Regulations, 2026, and any lawful directives issued by the Hydrologists
Registration Board.

ISSUED AT NAIROBI THIS _____ DAY OF _____, 20____

REGISTRAR
HYDROLOGISTS REGISTRATION BOARD

Official Seal / Stamp

Verify this licence at: www.hrb.go.ke/verify

QR CODE

**Do Not Alter This Document in Any Form.*

**It Is an Offence for Any Person Other than the Licensee to Use This Licence.*



FORM HRB11

(r.15(1))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P. O. BOX 51224-00100
MAJI HOUSE, NGONG ROAD
NAIROBI

APPLICATION FOR RENEWAL OF ANNUAL PRACTICING LICENCE

(To Be Completed by the Applicant in Block Letters)

APPLICATION FOR RENEWAL as a Hydrological Assistant ☐
Hydrologist ☐ Consultant Hydrologist ☐

HRB Registration No.
Full Name
Nationality.....
County.....
ID/Passport No.....
Pin No.....
Firm/Individual.....
Postal Address.....
Telephone No.....
Mobile No..... Email.....

Applicant Qualification.....
.....
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.....
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Experience in Hydrology.....
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.....

CPD Points Attained.....

**Attachments (Copy of HRB Registration Certificate and Copy of Previous Practicing Licence -applicable to all applicants, and Valid HSK Annual Subscription Certificate applicable to Persons registered under Section 18 of the Act)*

Payments to be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION



BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

1. I hereby attach my non-refundable annual renewal fee of Ksh.....(Amount in figures) (Amount in words) payable to the Hydrologists Registration Board.
2. I hereby declare that the foregoing statements are true in every respect and that I have read the Hydrologists Act (Cap. 372B) and understood that, if licensed, I shall be bound thereby and by any amendments thereto so long as my name remains on the Register.

Signature of Applicant..... Date.....

**FORM HRB12***(r.20 (3))*

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P. O. BOX 51224-00100
MAJI HOUSE, NGONG ROAD
NAIROBI

**ANNUAL RETURN FOR CONTINUING PROFESSIONAL
DEVELOPMENT ACTIVITIES**

(To be completed in BLOCK LETTERS)

A. REGISTRANT DETAILS

1. Full Name:
2. HRB Registration Number:
3. Professional Category
4. Employer / Organization:

B. CONTACT INFORMATION

1. Postal Address:
2. Telephone:
3. Email Address:

C. CPD REPORTING PERIOD

1. CPD Year:
2. Period Covered: From To

D. RECORD OF CPD ACTIVITIES UNDERTAKEN

No.	Date	CPD Activity /Course Title	Organizer / Provider	Category	CPD Units
1					
2					

(Attach copies of certificates or other documentary evidence)

E. SUMMARY OF CPD UNITS

Description	CPD Units
Minimum CPD Units Required	



CPD Units Attained	
Balance / Excess	

F. DECLARATION BY REGISTRANT

I declare that the information provided in this Annual Return of CPD Activities is true, accurate, and in compliance with the CPD Regulations of the Hydrologists Registration Board. I understand that failure to comply may affect renewal of my registration.

Registrant's Signature:

Date:



FORM HRB13

(r.20 (5))

THE HYDROLOGISTS REGISTRATION BOARD

**CERTIFICATE OF COMPLIANCE IN CONTINUING
PROFESSIONAL DEVELOPMENT**

Pursuant to the Hydrologists Act (Cap. 372B), **THIS IS TO CERTIFY THAT:**

FULL NAME: _____

HRB REGISTRATION NUMBER: _____

CATEGORY: ☐ Hydrological Assistant ☐ Hydrologist ☐ Consultant Hydrologist
has satisfactorily fulfilled the **Continuing Professional Development (CPD)**
requirements prescribed by the Hydrologists Registration Board for the calendar
year:

CPD YEAR: _____

and is hereby **ELIGIBLE FOR RENEWAL OF THE ANNUAL PRACTICING
LICENCE** for the year:

LICENCE YEAR: _____

This certificate is issued in accordance with the Hydrologists Act (Cap. 372B) and
the Hydrologists (General) Regulations, 2026, and shall be used solely for purposes
of licensing and regulatory compliance.



FORM HRB14

(r. 21(2))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O. Box 51224-00100
Maji House, Ngong Road
Nairobi

**APPLICATION FOR ACCREDITATION AS A CONTINUING
PROFESSIONAL DEVELOPMENT PROVIDER**
(To be completed by the applicant in block letters)

PART A — PARTICULARS OF THE APPLICANT

Type of Applicant:

- ☐ Individual
☐ Institution

Name of Applicant / Institution:

.....

Registration status

- ☐ Registered Hydrologist
☐ Registered Consultant Hydrologist
☐ Institution

Registration Number, where applicable:

.....

National Identification Number / Institution Registration Number:

.....

KRA PIN, where applicable:

.....

Postal Address:

.....

Physical Address:

.....

Email Address:

.....

Telephone Number:

.....

Contact Person, where the applicant is an institution:

.....

Designation of Contact Person:

.....

**PART B — QUALIFICATIONS AND EXPERIENCE OF PROPOSED
TRAINERS OR FACILITATORS**



Name of Proposed Trainer / Facilitator:

.....
.....

Highest Academic Qualification Attained:

.....
.....

Awarding Institution:

.....
.....

Area of Professional Specialisation Relevant to CPD Training:

.....

Summary of Professional Experience in the Subject Area:

.....

Additional trainers or facilitators, where applicable, shall be listed in a separate attachment.

PART C — PROPOSED CPD TRAINING AREAS

Proposed subject area or areas for CPD training:

- ☐ Surface Water Hydrology
- ☐ Groundwater Hydrology
- ☐ Hydrometeorology
- ☐ Water Resources Assessment and Management
- ☐ Hydrological Modelling and Data Analysis
- ☐ Water Quality and Environmental Hydrology
- ☐ Climate Change, Drought and Flood Risk Management
- ☐ Water Resources Data Collection, Monitoring and Analysis
- ☐ Emerging tools and methodologies ☐ Other:

.....

PART D — TECHNICAL AND INSTITUTIONAL CAPACITY

Training facilities available:

.....

Online platform to be used, where applicable:

.....

Training materials or resources available:

.....

Administrative capacity to maintain attendance records, participant records and CPD reports:

.....

Quality assurance measures for CPD delivery:

.....

Previous experience in delivering training or professional development activities, if any:

.....



PART E — DOCUMENTS TO BE ATTACHED

The applicant shall attach the following documents—

- (a) copies of academic and professional certificates of the proposed trainers or facilitators;
- (b) curriculum vitae of the proposed trainers or facilitators;
- (c) proof of professional registration, where applicable;
- (d) certificate of registration, incorporation or establishment, where the applicant is an institution;
- (e) evidence of technical or institutional capacity to deliver the proposed CPD activities;
- (f) evidence of payment of the accreditation fee prescribed in the Second Schedule; and
- (g) any other document to support the application.

PART F — DECLARATION AND UNDERTAKING

I, the undersigned, declare that—

- (a) the information provided in this application is true and accurate to the best of my knowledge;
- (b) the applicant meets the requirements for accreditation as a Continuing Professional Development provider under the Act and these Regulations;
- (c) the trainers or facilitators proposed by the applicant have the necessary academic qualifications, professional experience and competence to deliver the proposed CPD activities;
- (d) the applicant undertakes to deliver only CPD activities approved by the Board;
- (e) the applicant undertakes to comply with the Board's Continuing Professional Development Policy, guidelines, conditions of accreditation and any lawful directions issued by the Board;
- (f) the applicant undertakes to maintain proper records of CPD activities, attendance, participants and reports as may be required by the Board; and
- (g) the applicant acknowledges that accreditation as a Continuing Professional Development provider does not authorize the applicant to offer unapproved CPD activities, approve CPD activities or independently award CPD points except as approved by the Board.

PART G — SIGNATURE

Name of Applicant or Authorized Officer:

.....

Designation, where applicable:

.....

Signature:

.....

Date:

.....

Official Stamp, where applicable:

.....



FORM HRB14A.....

(r. [23.(2)])

**THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD**

P.O. Box 51224-00100
Maji House, Ngong Road
Nairobi

**APPLICATION FOR RENEWAL OF ACCREDITATION AS A CONTINUING
PROFESSIONAL DEVELOPMENT PROVIDER**
(To be completed by the applicant in block letters)

PART A — PARTICULARS OF THE ACCREDITED PROVIDER

Name of Accredited Provider:

.....

Type of Provider:

☐ Individual

☐ Institution

Accreditation Certificate Number:

.....

Date of Expiry of Current Accreditation:

.....

Registration Number, where applicable:

.....

Postal Address:

.....

Email Address:

.....

Telephone Number:

.....

Contact Person, where the applicant is an institution:

.....

PART B — RENEWAL INFORMATION

Have there been any changes in the provider's name, address, contact person, trainers, facilities or mode of delivery since the last accreditation?

☐ Yes

☐ No

If yes, provide details:

.....

Number of Board-approved CPD activities conducted during the accreditation period:

.....



Main CPD areas covered during the accreditation period:

.....
Has the provider attached a summary report of CPD activities conducted during the accreditation period?

☐ Yes

☐ No

Has the provider attached evidence of payment of the renewal fee?

☐ Yes

☐ No

Does the provider wish to continue offering CPD activities in the same approved areas?

☐ Yes

☐ No

If no, specify the proposed changes:

.....

PART C — DOCUMENTS TO BE ATTACHED

The applicant shall attach—

- (a) a copy of the current accreditation certificate;
- (b) a summary report of CPD activities conducted during the accreditation period;
- (c) evidence of payment of the renewal fee as prescribed.
- (d) any other document required by the Board.

PART D — DECLARATION

I, the undersigned, declare that—

- (a) the information provided in this application is true and accurate;
- (b) the provider has complied with the conditions of accreditation and the Board's Continuing Professional Development Policy and guidelines;
- (c) the provider has offered only Board-approved Continuing Professional Development activities; and
- (d) the provider undertakes to continue complying with the Act, these Regulations and any guidelines issued by the Board.

PART E — SIGNATURE

Name of Applicant or Authorized Officer:.....

Designation, where applicable:.....

Signature:.....

Date:.....

Official Stamp, where applicable:

.....



FORM HRB15

(r.21 (5))

THE HYDROLOGISTS REGISTRATION BOARD

CPD PROVIDER ACCREDITATION CERTIFICATE

(To Be Completed by the Applicant in Block Letters)

Certificate Reference No.:

This is to certify that:

Name / Institution: _____

has been duly **ACCREDITED AS A CONTINUING PROFESSIONAL DEVELOPMENT (CPD) PROVIDER** under Regulation 21 and the Fifth Schedule of the Hydrologists (General) Regulations, 2026.

Accreditation Period: From _____ to _____

Issued at Nairobi this _____ day of _____, 20__.

REGISTRAR

Hydrologists Registration Board
Official Stamp



FORM HRB16

(r. 24(3))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O. BOX 51224 – 00100
NGONG ROAD, MAJI HOUSE
NAIROBI

APPLICATION FOR RECOGNITION OF AN INSTITUTION

PART A — PARTICULARS OF THE INSTITUTION

1. Name of Institution:
.....
.....
2. Type of Institution (tick as applicable):
☐ University
☐ College
☐ Training Institution
3. Accrediting / Supervising Authority
.....
.....
4. Postal Address:
.....
.....
5. Physical Address:
.....
.....
6. Email Address:
.....
.....
7. Telephone Number:
.....
.....

PART B — PARTICULARS OF THE PROGRAMME

8. Title of Hydrological Programme:
.....
.....
9. Level of Programme (tick as applicable):
☐ Certificate
☐ Diploma
☐ Degree
☐ Postgraduate Diploma
☐ master's degree



☐ Other (specify):

10. Duration of Programme:

.....
.....

11. Date of Commencement (or Proposed Commencement):

.....
.....

12. Objectives of the Programme and Relevance to National Water Resources Development and Management:

.....
.....

PART C — CURRICULUM AND ACADEMIC STAFF

13. Curriculum Submitted (tick as applicable):

☐ Yes ☐ No

14. Academic Staff Attached (tick as applicable):

☐ Names and qualifications

☐ Professional experience

☐ Registration status under the Hydrologists Act (where applicable)

PART D — TRAINING FACILITIES AND INFRASTRUCTURE

15. Practical Training Facilities (describe briefly):

.....
.....

16. Field Equipment and Field Training Arrangements:

.....
.....

17. Hydrological Data Systems, Software, and Analytical Tools:

.....
.....

18. Library, Learning Resources, and Access to Reference Materials:

.....
.....

19. Information and Communication Technology Infrastructure:

.....

PART E — DECLARATION BY THE INSTITUTION

20. I, the undersigned, being the head of the institution or an authorised officer, hereby declare that—

(a) the information provided in this application is true and accurate;

(b) the institution is duly accredited by a legally mandated authority;



- (c) the hydrological programme meets the minimum academic, professional, and ethical standards prescribed by the Board; and
- (d) the institution undertakes to comply with all terms and conditions imposed by the Board relating to recognition of the programme.

Name:

.....

Designation:

.....

.....

Signature:

.....

.....

Date:

.....

.....

Official Stamp of Institution



FORM HRB17

(r. 24(8))

THE HYDROLOGISTS REGISTRATION BOARD

CERTIFICATE OF RECOGNITION

Certificate No.: HRB/REC/XXXXXX/2026

This is to certify that:

Name of Institution: _____

Name of Hydrological Programme: _____

Institution Registration / Accreditation No.: _____

has been duly **RECOGNIZED BY THE HYDROLOGISTS REGISTRATION BOARD** for purposes of offering a hydrological programme in accordance with the Hydrologists Act, Cap. 372B and the Hydrologists (General) Regulations, 2026.

Recognition Period:

From: _____

To: _____

Conditions of Recognition, if any: (At the back) _____

Issued under the seal of the Hydrologists Registration Board this _____ day of _____, 20.

-----♦ SEAL ♦-----

.....

Registrar / CEO

Hydrologists Registration Board

Note: Recognition of an institution or programme shall not confer automatic registration of any person under the Hydrologists Act, Cap. 372B.

Verify this Recognition at:

www.hrb.go.ke/verify

QR CODE



FORM HRB18

(r.25(1))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O. BOX 51224 – 00100
NGONG ROAD, MAJI HOUSE
NAIROBI

**APPLICATION FOR RENEWAL OF RECOGNITION OF AN
INSTITUTION**

(To be completed by the applicant institution in block letters)

PART A — PARTICULARS OF THE INSTITUTION

1. Name of Institution:
.....
2. Postal Address:
3. Physical Address:
.....
4. Telephone Number:
.....
5. Email Address:
6. Website, where applicable:
.....
7. Name of Head of Institution:
.....
8. Name and designation of contact person for this application:
.....
9. Telephone Number of Contact Person:
.....
10. Email Address of Contact Person:
.....

PART B — DETAILS OF EXISTING RECOGNITION

11. Current Certificate of Recognition Number:
.....
12. Date of Issue of Current Recognition:
.....
13. Expiry Date of Current Recognition:
.....
14. Period for which renewal is sought:



.....

PART C — CONFIRMATION OF CONTINUED ELIGIBILITY

Please tick as appropriate.

16. The institution is still accredited, approved, registered, licensed or recognised by the relevant legally responsible body.
- ☐ Yes
- ☐ No
17. The institution is still offering the hydrological programme in hydrology for which recognition was granted.
- ☐ Yes
- ☐ No
18. The institution has maintained the required institutional arrangements for practical training, fieldwork, laboratory work, industrial attachment or supervised professional exposure in hydrology.
- ☐ Yes
- ☐ No
19. The institution has notified the Board of any material change affecting the basis upon which recognition was granted.
- ☐ Yes
- ☐ No

PART D — MATERIAL CHANGES SINCE RECOGNITION WAS GRANTED

21. Have there been any material changes affecting the basis upon which recognition was granted?
- ☐ Yes
- ☐ No

If yes, indicate the area of change and provide brief details.

Area of Change	Tick if Applicable	Brief Details of Change
Accreditation, approval, registration or licensing status	☐	
Name or legal status of the institution	☐	
Hydrological programme offered	☐	
Curriculum or programme structure	☐	



Academic or technical staff	☐	
Practical training, fieldwork or laboratory arrangements	☐	
Industrial attachment or supervised professional exposure arrangements	☐	
Facilities, equipment or laboratories	☐	
Governance, management or institutional capacity	☐	
Other material change	☐	

Additional details, if any:.....
.....

PART E — SUPPORTING DOCUMENTS

The applicant institution shall attach only the documents necessary to support the renewal application, including evidence of any material changes declared above.

Please attach, where applicable:

1. Copy of current Certificate of Recognition issued by the Board. ☐
2. Evidence that the institution remains accredited, approved, registered, licensed or recognised by the relevant legally responsible body. ☐
3. Evidence of compliance with any conditions/ advisory issued during the previous recognition period. ☐
4. Documents supporting any material changes declared in Part D. ☐

Other documents attached:.....
.....

PART F — DECLARATION BY THE INSTITUTION

I, ...,
being the authorised representative of

.....,
declare that the information provided in this application and the documents attached are true, correct and complete to the best of my knowledge.
I confirm that the institution continues to meet the requirements for recognition under the Hydrologists Act and these Regulations.



I further confirm that, except as disclosed in this application, there has been no material change affecting the basis upon which recognition was granted. I understand that the Board may request additional information or conduct a recognition visit where necessary.

Name of Authorised Officer:

.....

Designation:

Signature:

Date:

Official Stamp/Seal:

PART G — FOR OFFICIAL USE ONLY

Date Application Received:

.....

Application Reference Number:

.....

Received by:

Designation:

Signature:



FORM HRB19

(r.29(2))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O. BOX 51224 – 00100
NGONG ROAD, MAJI HOUSE
NAIROBI

CALIBRATION SERVICE REQUEST FORM

PART A -PARTICULARS OF THE PERSON REQUESTING CALIBRATION

Full Name:
Firm Name:
Contact Phone No.
Email address
Postal Address
Physical Location

PART B — SERVICE REQUIRED Tick any that apply

The following equipment is/ are being sent by courier/ by our representative for calibration

- ☐ being sent by courier
☐ being sent by our representative

This form is being submitted for requesting a quotation

PART C — PARTICULARS OF THE EQUIPMENT

Name of the equipment:
Manufacturer:
Model.....
Serial No. / ID No.:
Accessories:
Documents enclosed (if any).....
Any other details:

PART D — REQUIREMENT FOR CALIBRATION

Reason for Calibration: ☐ Scheduled ☐ New Item ☐ Repaired Demand
by the Board
☐ Other (specify).....

Desired Calibration Interval: ☐ 6 Months ☐ 12 Months ☐ Other:
.....

Standard Required: ☐ ISO 17025 ☐ Manufacturer Specs ☐ Other:
.....



PART E — SHIPPING DETAILS

In case you sending equipment alongside this letter, please mention the following:

Courier/ cargo name:

Local contact of courier/ cargo company:

Date of dispatch:

Any other details:

PART F — COLLECTION IF APPLICABLE

☐ Return Via Courier.

Return Address:

Name of the contact person:

Contact telephone number:

PART G — PAYMENT DETAILS

Prior to making a request for calibration/sending an equipment for calibration, payments must be made through Mobile money transfer, Cheques, Banker's Cheques, or Bank Deposits addressed to HYDROLOGISTS REGISTRATION BOARD, Kenya Commercial Bank A/C No. 1280254025 Capital Hill Branch, and Original Banking Slip forwarded to the Registrar, Hydrologists Registration Board.

PART H — SIGNATURE OF THE APPLICANT

Name:

Signature:

Date :.....

Official Stamp (where applicable)



FORM HRB20

(r. 29(3))

THE HYDROLOGISTS REGISTRATION BOARD

EQUIPMENT CALIBRATION CERTIFICATE

Certificate Reference No.:

.....

This is to certify that the hydrological equipment described below has undergone calibration and met the standards prescribed by the Hydrologists Registration Board:

Equipment Name:

Serial No.:

Calibration Date:

Valid Until:

Issued at Nairobi this _____ day of _____, 20__.

FOR THE BOARD

Hydrologists Registration Board
Official Stamp



FORM HRB21

(r. 29(5))

THE HYDROLOGISTS REGISTRATION BOARD

**CERTIFICATE: ACCREDITATION / RECOGNITION OF CALIBRATION
EXPERT OR CALIBRATION CENTRE**

Certificate No.: HRB/CAL-ACC/XXXXXX/2026

This is to certify that:

Name of Person / Centre: _____

Registration / Accreditation No.: _____

Physical Address: _____

Area of Calibration Competence: _____

has been duly **ACCREDITED / RECOGNIZED BY THE HYDROLOGISTS
REGISTRATION BOARD** to undertake calibration of hydrological equipment in
accordance with the Hydrologists Act, Cap. 372B and the Hydrologists (General)
Regulations, 2026.

Accreditation / Recognition Period:

From: _____

To: _____

Conditions, if any: ____ (At the back) _____

Issued under the seal of the Hydrologists Registration Board this _____ day of
_____, 20.

-----◆ SEAL ◆-----

.....
Registrar / CEO
Hydrologists Registration Board

Note: This accreditation / recognition remains subject to compliance with the
standards, procedures, and conditions prescribed by the Hydrologists Registration
Board.

Verify this Certificate at:

www.hrb.go.ke/verify

QR CODE

**FORMHRB22***(r.31(4))*

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P. O. BOX 51224 -00100
NGONG ROAD, MAJI HOUSE
NAIROBI

Application Reference No. *(For Official Use)*

APPLICATION FOR CERTIFICATION OF A HYDROLOGICAL REPORT

(To be completed by the applicant in Block Letters)

PART A: APPLICANT DETAILS (LICENSED PROFESSIONAL)

Applicant Type:

- ☐ Individual Registered Hydrologist
☐ Consultant Hydrologist
☐ Temporary Registration

Full Name (as per HRB register):.....

HRB Registration No.:.....

Valid Practicing licence No:

Firm Name (if applicable):

HSK Membership / Certificate No.

National ID / Passport No.:.....

KRA PIN:

Postal Address:

Physical Address:

Telephone:

Email:

Project Team (attach additional sheet if necessary):

Name	Role (Lead/Reviewer/Analyst/Other)	Qualification	HRB Reg. No. (if any)	Signature

PART B: CLIENT / PROPONENT DETAILS

Client/Proponent Name (Person/Firm/Agency):

Contact Person:

KRA PIN (if applicable):

Postal Address:



Telephone:

Email:

PART C: REPORT DETAILS

Report Title:

Project Name (if different from title):

Report Type / Purpose:

Date of Report:.....

Objective and scope of project:

Geographic Area / Site Name:

County:

Sub-County / Ward:.....

Report Category (tick all that apply):

- ☐ Flood estimation / flood risk
- ☐ Catchment yield / water availability/abstraction
- ☐ Hydrologic design (spillway/culvert/drainage)
- ☐ Stormwater / urban drainage
- ☐ Dam safety / dam break
- ☐ Hydrology for EIA/ESIA
- ☐ Other (specify)

Other category (specify):

Project Location Coordinates (use WGS84; attach map if necessary):

Point/Feature	Latitude	Longitude	Description

PART D: ATTACHMENTS CHECKLIST

Tick the attached documents to this application:

- ☐ Copy of HRB Registration Certificate
- ☐ Copy of valid HRB Practicing Licence (current year)
- ☐ Copy of valid HSK certificate/membership
- ☐ Signed and stamped hydrological report in soft copy (USB/CD/Email as directed by HRB)
- ☐ Data summary (stations used, periods, sources)
- ☐ Model files / spreadsheets / computations (as applicable)
- ☐ Maps (location map, catchment map)
- ☐ Payment proof (banking slip/receipt)
- ☐ Any other supporting documents (specify)



Other supporting documents (specify):

PART G: PAYMENT DETAILS

Fees charged for hydrological services(KES):.....

Certification fee (KES):

Mode of payment:

Date of payment:

PART H: DECLARATION BY THE APPLICANT

I, the undersigned, certify that the hydrological report submitted for certification was prepared under my supervision and is, to the best of my knowledge, accurate, complete, and based on acceptable hydrological practice. I confirm that my HRB registration and practicing licence are valid and that I take professional responsibility for the contents of the report. I consent to the Hydrologists Registration Board verifying any information provided.

Name	Signature and Date

Official Stamp (if applicable):



FORM HRB23

(r.31(7))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P. O. BOX 51224-00100
MAJI HOUSE, NGONG ROAD
NAIROBI

APPLICATION FOR NON-DISCLOSURE OF INFORMATION

PART A — PARTICULARS OF THE APPLICANT

Full Name / Firm Name:

1. Registration Category (tick as applicable):

- ☐ Hydrologist
☐ Consultant Hydrologist
☐ Temporary Registration

2. Registration Number (if applicable):

PART B — PARTICULARS OF HYDROLOGICAL REPORT

3. Title of Hydrological Report:

.....

4. Date of Submission to the Board:

.....

PART C — INFORMATION REQUESTED TO BE NON-DISCLOSED

5. Information requested to be held in confidence (tick as applicable):

- ☐ Raw hydrological data
☐ Models, methodologies, or calculations
☐ Proprietary datasets
☐ Analytical tools or simulations
☐ Other (specify):

Brief description of the information requested to be held in confidence:.....

PART D — DECLARATION

I declare that the information identified constitutes intellectual property or proprietary information. I understand that the Board may use the information for certification and regulatory purposes and may disclose it where required by law or by order of a court of competent jurisdiction. **PART E — SIGNATURE**

Name:.....



Signature:.....

Date:

Official Stamp (where applicable)

FORM HRB24

(r.33(3))

THE HYDROLOGISTS REGISTRATION BOARD

CERTIFICATION OF A HYDROLOGICAL REPORT

Certificate Reference No.: HRB/HR/_____/20__

This is to certify that the hydrological report titled:

Report Title: _____

prepared by:

Licensed Hydrologist / Consultant: _____

Practicing Licence No.: _____

has been reviewed and CERTIFIED by the Hydrologists Registration Board in accordance with section 4(e) of the Hydrologists Act, Cap 372B.

Project Location: _____

Date of Certification: _____

Issued at Nairobi this _____ day of _____, 20__.

FOR THE BOARD
Hydrologists Registration Board
Official Stamp

FORM HRB25

(r. 34(2))

THE HYDROLOGISTS REGISTRATION BOARD

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O BOX 51224-00100
NGONG ROAD
MAJI HOUSE, NAIROBI.

APPLICATION FOR EXEMPTION



1. Applicant's Personal Details

1. Full Name of Applicant:
2. National Identification/Passport Number:
3. Date of Birth:
4. Nationality:
5. Postal Address:
6. Physical Address:
7. Telephone Number:
8. Email Address:
9. Current Occupation/Employment:
10. Employer/Institution/Organisation, if applicable:

2. Legal provision from which exemption is sought

Please specify the section of the Act and/or regulation from which exemption is sought:

1. Section of the Act:
2. Regulation Number:
3. Nature and scope of exemption sought:

3. Grounds for application

The applicant seeks exemption on the following grounds:

A. Kenyan citizenship

I confirm that I am a Kenyan citizen.

Yes: ☐

No: ☐

B. Notable contribution to the practice and development of hydrology

Please provide a summary of your notable contribution to the practice and development of hydrology:

.....

4. Details of Professional Experience and Contribution

Please provide details of relevant professional experience, projects, publications, research, leadership roles, technical assignments, innovations, mentorship, policy contributions, or other work demonstrating notable contribution to hydrology.

No.	Description of Contribution	Institution/Project/Organisation	Period	Evidence Attached
1.				



2.				
3.				
4.				

5. Documents Attached

Please attach certified copies of the following documents, where applicable.

1. National Identification Card or Kenyan Passport. ☐
2. Curriculum Vitae. ☐
3. Academic and professional certificates. ☐
4. Evidence of professional experience in hydrology. ☐
5. Evidence of notable contribution to the practice and development of hydrology. ☐
6. Letters of recommendation or testimonials. ☐
7. Publications, reports, project documents or other relevant evidence. ☐
8. Any other document requested by the Board. ☐

Other documents attached:

.....

6. Declaration by the Applicant

- i. I declare that the information provided in this application and the documents attached are true, accurate and complete to the best of my knowledge.
- ii. I understand that the Board may request further certificates, documents or information necessary to inform its decision.
- iii. I further understand that, where an exemption is granted, I shall be required to comply with all other applicable provisions of the Act and Regulations.

Name of Applicant:

Signature:

Date:

7. For Official Use Only

Date Application Received:

Application Reference Number:

Receiving Officer:

Signature:

Official Stamp/Seal:

FORM HRB26

(r. 34(5))

THE HYDROLOGISTS REGISTRATION BOARD



EXEMPTION CERTIFICATE

Certificate No.:

This is to certify that:

Name:

has been granted an **EXEMPTION** under Regulation 34 of the Hydrologists (General) Regulations, 2026, in recognition of notable contribution to the practice and development of hydrology in Kenya.

Exemption Period: From _____ to _____

Conditions (if any): (at the back of the certificate)

Issued at Nairobi this _____ day of _____, 20__.

FOR THE BOARD

Hydrologists Registration Board
Official Stamp

FORM HRB27

(r. 35(1))

THE REGISTRAR
HYDROLOGISTS REGISTRATION BOARD
P.O BOX 51224-00100
NGONG ROAD
MAJI HOUSE, NAIROBI.

COMPLAINT FORM

(For Reporting Professional Misconduct or Breaches of Conduct)

SECTION 1: COMPLAINANT INFORMATION

Full Name / Organization:

National ID / Passport / Registration No. (Where Applicable):

.....

Postal Address:



Email Address: _____

Phone Number: _____

Relationship to Respondent (tick one):

- ☐ Client
☐ Employee
☐ Colleague
☐ Member of Public
☐ Other: _____

SECTION 2: RESPONDENT INFORMATION

Full Name / Institution:

HRB Registration No. (if known):.....

Category of Registration (Tick if known):

- | | |
|---|--------------------------|
| ☐ Hydrologist | ☐ |
| ☐ Hydrological Assistant | ☐ |
| ☐ Consultant Hydrologist | ☐ |
| ☐ Temporary Hydrologist | ☐ |
| ☐ Temporary Hydrological Assistant | ☐ |
| ☐ Temporary Consultant Hydrologist | ☐ |
| ☐ Employer (Where Applicable): | |

.....

SECTION 3: DETAILS OF COMPLAINT

Type of Complaint (tick where applicable):

- ☐ Professional Misconduct
☐ Negligence / Incompetence
☐ Breach of Code of Conduct
☐ Fraud / Misrepresentation
☐ Conflict of Interest
☐ Practicing Without Valid Licence
☐ Academic/Qualification Misrepresentation
☐ Other: _____

Date(s) of Incident: ____ / ____ / ____

Location of Incident: _____

Description of Complaint:



(Provide clear, detailed information. Attach additional sheets if necessary)

.....
.....

SECTION 4: SUPPORTING DOCUMENTS

- ☐ Contracts / Agreements
- ☐ Emails / Correspondence
- ☐ Reports / Technical Documents
- ☐ Photographs
- ☐ Witness Statements
- ☐ Other: _____

List attached documents:

SECTION 5: ACTIONS TAKEN

Have you contacted the respondent before?

- ☐ Yes
- ☐ No

If yes, describe the response:

Have you reported this matter to any other authority?

- ☐ Yes
- ☐ No

If yes, provide details:

SECTION 6: DECLARATION

I declare that:

- The information provided is true and accurate.
- I understand that false or misleading complaints may result in legal consequences.
- I consent to the Board using this information for investigation and disciplinary purposes.

Complainant Name: _____

Signature: _____

Date: ____ / ____ / ____



FORM HRB28

(r. 39(1))

THE HYDROLOGISTS REGISTRATION BOARD

APPLICATION FOR RESTORATION TO THE REGISTER

Reference No.: _____

Date of Application: ____ / ____ / ____

SECTION 1: APPLICANT DETAILS

Full Name:

HRB Registration Number: _____

Registration Category:

- ☐ Hydrologist ☐
- ☐ Hydrological Assistant ☐
- ☐ Consultant hydrologist ☐
- ☐ Temporary Hydrologist ☐
- ☐ Temporary Consultant Hydrologist ☐

Postal Address: _____

Email Address: _____

Phone Number: _____

Contact Person (if Entity):

Name: _____

Title/Position: _____

Email: _____

Phone: _____

SECTION 2: DETAILS OF DEREGISTRATION / SUSPENSION

Date of Deregistration / Suspension: ____ / ____ / ____

Reason for Deregistration / Suspension (as per HRB records):

SECTION 3: GROUNDS FOR RESTORATION

Please provide reasons and justification for restoration:

1. _____



2. _____

3. _____

Supporting Evidence / Documents Attached:

- ☐ Payment of Outstanding Fees / Fines
- ☐ CPD / Professional Development Return Form/ Certificate
- ☐ Corrective Actions Taken
- ☐ Other: _____

SECTION 4: DECLARATION BY APPLICANT

I hereby declare that:

- All information provided in this application is true and accurate.
- I have addressed or am addressing all reasons for the previous deregistration / suspension.
- I understand that HRB may conduct verification, inspection, or evaluation before granting restoration.
- I agree to comply with all conditions imposed by HRB upon restoration.

SECOND SCHEDULE

(r.3(2),4(2),5(2),6(2),9(3),11(1), 11(4), 14(2),15(2),21(2), 39(2))

FEES AND CHARGES

PART I: REGISTRATION AND LICENSING FEES

Category	Registration Fee (Ksh.)	Annual Licence/Renewal/ Subscription Fee/ (Ksh.)
Hydrological Assistant	5,000	5,000
Hydrologist	10,000	10,000
Consultant Hydrologist	20,000	20,000
Temporary Registration	150,000	150,000

PART II: CERTIFICATION FEES

1. On presentation of a hydrological report by the client to the Board for approval, the Board shall charge a certification fee based on a percentage of the total cost of hydrological services.
2. The client shall pay a fee of ten percent of the total cost of hydrological services to the Board.



3. Notwithstanding paragraph 1, the minimum fee payable to the Board shall be ten thousand Kenya shillings.

PART III: OTHER CHARGES

ITEM	AMOUNT (Kshs.)
Accreditation of CPD providers	100, 000
Accreditation of CPD providers (renewal)	100, 000
Hydrologists Identification card	2,000
Sticker (optional)	2,000
Replacement Fee per Licence / Certificate/ Hydrologists ID	2,000
Search /Extract fee per folio	500
Restoration fee	5,000

THIRD SCHEDULE

(r. 13)

CODE OF CONDUCT AND PROFESSIONAL ETHICS

Citation.

1. This Code may be cited as the Code of Conduct and Ethics for Hydrology Professionals.

Application

2. This Code shall apply to all hydrology professionals registered under the Act.

Fundamental Principles

3. Every hydrology professional shall uphold and advance the integrity, honour, and dignity of the hydrology profession by—
- (a) applying hydrological knowledge and skills for the sustainable management and protection of water resources;
 - (b) applying hydrological knowledge and skills for the sustainable management and protection of water resources;
 - (c) acting honestly, impartially, and responsibly in service to the public, employers, and clients; and
 - (d) striving to enhance the competence, credibility, and standing of the



hydrology profession.

Fundamental Canons

4. A hydrology professional shall—
 - (a) hold paramount the protection of public safety, water resources, and the environment;
 - (b) perform professional services only in areas of competence;
 - (c) issue professional opinions, reports, and statements objectively and truthfully;
 - (d) act as a faithful agent or trustee for each employer or client and avoid conflicts of interest;
 - (e) build professional reputation on merit and competence, and not engage in unfair competition;
 - (f) conduct themselves in a manner that upholds the integrity and dignity of the profession; and
 - (g) continuously improve professional competence and support the development of persons under their supervision.

Obligations of a hydrology Professional

5. A hydrology professional shall—
 - (a) recognize that their primary obligation is to protect public welfare, water resources, and environmental sustainability;
 - (b) prepare, approve, or certify only those hydrological reports, designs, or studies that conform to applicable laws, standards, and professional guidelines;
 - (c) not associate with any person or firm engaged in fraudulent, dishonest, or unethical hydrological practices;
 - (d) be objective and truthful in professional reports, testimony, and communications;
 - (e) express professional opinions only when founded on adequate knowledge and competence; and
 - (f) take reasonable steps to prevent environmental degradation, depletion of water resources, or misuse of hydrological data.

Obligations to Employer or Client

6. A registered person shall—
 - (a) act as a faithful agent or trustee for each employer or client;
 - (b) disclose all actual or potential conflicts of interest;



- (c) not accept compensation from more than one party for the same assignment without full disclosure and consent;
- (d) not solicit or accept inducements that may compromise professional judgment;
- (e) not disclose confidential information obtained in a professional capacity without consent, except where required by law;
- (f) while serving in a public office, not participate in decisions where a conflict of interest exists;
- (g) not misrepresent qualifications, experience, or responsibility; and
- (h) where professional advice is rejected and public or environmental risk is foreseeable, notify the client or appropriate authority.

Integrity of a Hydrology Professional

7. (1) A registered person shall uphold the highest standards of integrity and shall—

- (a) acknowledge errors when established; and
- (b) refrain from misrepresentation or distortion of facts.

(2) A registered person shall serve the public interest and promote understanding of hydrology and water resource management. (3) A registered person shall avoid conduct likely to discredit the profession.

Confidentiality and Disclosure of Information

8. A registered person shall not disclose confidential or proprietary information obtained in the course of professional practice except with consent or as required by law.

Conflict of Interest

9. A registered person shall not allow professional judgment to be influenced by improper interests and shall not accept —

- (a) inducements from suppliers or contractors for specifying products or services; or
- (b) commissions related to work for which the registered person is responsible.

Compensation

10. A registered person shall uphold principles of fair and appropriate compensation consistent with professional responsibility and integrity.

Unfair Practice

11. A registered person shall not—

- (a) compete unfairly or attempt to undermine the professional reputation of others; or



- (b) accept professional engagements under conditions that compromise independence or objectivity.

Hydrology Practice

12. A registered person shall—

- (a) practise only in accordance with the terms, conditions, and scope of the licence issued by the Board; and
- (b) accept responsibility for professional work undertaken and comply with the Act and Regulations.

Recognition of Proprietary Interests

13. (1) A registered person shall give due credit for work contributed by others.

(2) Proprietary data, reports, or models shall not be reused without authorization.

Professional Development and Advancement

14. A registered person shall support the advancement of the profession through mentoring, training, research, and continued professional development.

Advertising and Publications

15. A registered person shall not engage in misleading advertising or self-laudatory publications that demean the profession.

Breach of the Code

16. A registered person shall not assist or condone breach of this Code and shall report unethical conduct to the Board.

Penalties

17. A registered person who contravenes this Code commits professional misconduct and shall be subject to disciplinary action in accordance with the Act and these Regulations.



FOURTH SCHEDULE

(r.18)

SCALE OF PROFESSIONAL FEES

1. Fees payable to a person licensed under the Act.

- 1.1 Payment rates based on time-basis payable to a person licensed under the Act.
- 1.2 When the cost of hydrological services cannot be estimated in advance, a suitable charging mechanism is a time charge for a hydrological professional engaged in the provision of hydrological service. The standardized rates are tabulated in Table 1 below.

Table 1:

Rates based on Time-Basis.

CATEGORY	MINIMUM RATES (Ksh.)		
	HOURLY	DAILY	MONTHLY
Consultant	4,375	35,000	735,000
Hydrologist			
Temporary	2,625	21,000	441,000
Registration			
Hydrologist	2,625	21,000	441,000
Hydrological	875	7,000	147,000
Assistant			

- 1.3 The daily rates are based on hourly rates multiplied by eight (8) working hours, while the monthly rates are based on the daily rate multiplied by one hundred and sixty-eight (168) working hours.

- 1.4 When calculating amount chargeable on a time basis, a hydrology professional shall be entitled to include recoverable expenses plus 10% top up for all expenses incurred by him or her, on behalf of the client, in rendering professional services in connection with the performance of the services.

- 1.5 The rates are exclusive of Value Added Tax.

2. Percentage Fees based on the Total Cost of Works payable to a person licensed under the Act.

- 2.1 Alternatively, a lump sum or percentage of cost of hydrological service may be agreed upon as payment to a person licensed under the Act.



Table 2:
Percentage Charges on the Basis of Cost for Projects for Hydrological Services

Cost of Hydrological Services (Ksh)	Minimum Fees as % of Cost of Hydrological Services	
	New Works	Existing Works
20,000,000 and below	10.00	12.00
From 20,000,000 to 40,000,000	8.50	10.00
From 40,000,000 to 80,000,000	7.50	9.75
From 80,000,000 to 160,000,000	7.00	8.75
From 160,000,000 to 240,000,000	6.50	7.75
From 240,000,000 to 320,000,000	6.00	7.10
From 320,000,000 to 400,000,000	5.50	6.60
From 400,000,000 to 480,000,000	5.00	6.20
From 480,000,000 to 640,000,000	4.80	5.90
From 640,000,000 to 800,000,000	4.60	5.50
From 800,000,000 to 1,200,000,000	4.40	5.20
From 1,200,000,000 to 1,600,000,000	4.30	5.10
From 1,600,000,000 to 2,000,000,000	4.20	5.05



Over 2,000,000,000	4.10	5.00
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2.2 These fees are computed as a percentage of the cost of the Hydrological Services.

2.3 The rates are exclusive of Value Added Tax.

2.4 A hydrology professional shall recover the following expenses from the client:

- (a) travelling expenses for the conveyance of the hydrology professional or his/her staff members;
- (b) travelling time on the basis of rate set out in Table 1 for time spent on travelling in connection with the project. The maximum chargeable time shall be eight (8) hours a day.
- (c) accommodation and subsistence allowance incurred by the hydrology professional or his/her staff members.
- (d) agreed cost of preparing the project documents such as maps, drawings, contract documents, tender documents and manuals, excluding general correspondence and contractual reports.



FIFTH SCHEDULE

(r. 20(2), 20(7))

CONTINUING PROFESSIONAL DEVELOPMENT

PART I: CPD Points Requirements

1. A hydrologist or consultant hydrologist shall obtain a minimum of fifty (50) CPD points in every calendar year.
 - 1.1 Within the first year following commencement of these Regulations, a hydrology professional shall obtain a minimum of thirty (30) CPD points.
 - 1.2 A hydrologist or consultant hydrologist shall obtain a cumulative total of seventy (70) CPD points within two (2) consecutive calendar years.
2. A hydrological assistant shall earn half of the CPD points specified for hydrologist or consultant hydrologist and shall obtain a maximum of 25 CPD points per year.
3. Where a person exceeds the annual requirement of fifty (50) CPD points, a maximum of twenty-five (25) excess CPD points may be carried forward.
4. A person whose practicing licence has not been renewed shall be required to obtain sixty (60) CPD points within one (1) year.

PART II: Structured and Unstructured CPD Activities

CPD ACTIVITIES AND CPD POINTS

No.	CPD Activity	CPD Points Awarded	Maximum Points per Year
1.	Attendance at conferences	5 per conference	10
2.	Presentation at conferences	10 per presentation	20
3.	Facilitator/Coordinator/Chair/Rapporteur	7 per activity	14
4.	HRB Annual Conference attendance	5 per day	10
5.	Presentation at HRB Conference	10 per presentation	15
6.	Day-to-day hydrology work	2 per activity	10
7.	Seminars/Workshops/Trainings (physical)	5 per activity	5
8.	Online participation	1 per activity	4



9.	Special lectures	1 per lecture	3
10.	Keynote speaker	10 per activity	20
11.	Presenter/Panelist	3 per activity	6
12.	Technical Working Groups	5 per period	10
13.	Private practice activities	2 per activity	10
14.	Short courses	5 per course	10
15.	Certificate courses	5–10 per course	10
16.	Diploma courses	15 per course	15
17.	Postgraduate studies	20–25 per year	25
18.	Peer-reviewed publications	5–10 per publication	10
19.	Community Social Responsibility	5 per activity	10
20.	Certified hydrological reports	10 per report	30



SIXTH SCHEDULE

(*r. 33 (1)*)

CONTENT IN A HYDROLOGICAL REPORT

A hydrological report submitted for certification shall, at a minimum, contain the following—

1. **Introduction and Background**, including—
 - (a) description of the proposed project or activity;
 - (b) objectives and scope of the hydrological study;
 - (c) description of the study area.
2. **Catchment and Site Characteristics**, including—
 - (a) topography and physiography;
 - (b) climatic characteristics;
 - (c) land use and land cover;
 - (d) geology and soils; and
 - (e) surface water and groundwater characteristics.
3. **Data and Methodology**, including—
 - (a) sources and types of hydrological and meteorological data used;
 - (b) data quality, reliability, and limitations;
 - (c) methods of data collection and analysis; and
 - (d) description of models, tools, or analytical approaches applied.
4. **Hydrological Analysis**, including—
 - (a) rainfall and runoff analysis;
 - (b) streamflow, flood, or drought assessment, where applicable;
 - (c) water balance analysis;
 - (d) water properties; and
 - (e) determination of hydrological design parameters, where applicable.
5. **Findings and Discussion**, including—
 - (a) presentation of results;
 - (b) interpretation of hydrological impacts; and
 - (c) implications for the proposed activity or design.
6. **Conclusions and Recommendations**, including—
 - (a) summary of key findings; and
 - (b) recommendations for implementation, mitigation, or management measures.
7. **References and Annexes**, including—
 - (a) references to data sources, literature, and standards used; and



(b) supporting maps, calculations, datasets, and annexes.

Made on the, 2026.

ERIC MURITHI MUGAA,
*Cabinet Secretary for Water,
Sanitation and Irrigation.*