

Frequently Asked Questions (FAQs) related to Subdivision Works in relation to the Water Authority of Fiji (WAF). These questions are relevant to developers, landowners, or consultants involved in subdivision development that requires water and wastewater infrastructure.

Frequently Asked Questions – Subdivision & Development Works and WAF

1. What is WAF’s role in subdivision developments?

According to WAF Subdivision Standard, WAF is responsible for assessing, approving scheme and engineering, and processing takeover applications. WAF also oversees the design and installation of water and/or wastewater infrastructure in subdivisions, provided that all inspection and testing work meet WAF Standard. This ensures that the new infrastructure integrates seamlessly with the WAF’s existing water and/or wastewater network. These responsibilities align with WAF’s mandate under the WAF Act 2007.

2. Do I need WAF approval for my subdivision or/and single lot development project?

Yes. As per WAF Subdivision Standard, any development involving water supply or/and wastewater service must be reviewed and approved by WAF before construction commences. This includes all new subdivisions and/or single lot developments.

3. What documents do I need to submit to WAF for subdivision or/and single lot development approval?

As per Section D of the New Development Application Form, you must submit documents based on the following sub-development category:

| Minor Development | Major Development | Subdivision Application | Rezoning Application |
|---|---|---|---|
| WAF Form & Checklist | WAF Form & Checklist | WAF Form & Checklist | WAF Form & Checklist |
| Referral Letter from Municipal Council / DTCP | Referral Letter from Municipal Council / DTCP | Referral Letter from Municipal Council / DTCP | Referral Letter from Municipal Council / DTCP |
| Customer Request Letter | Customer Request Letter | Relevant Engineering Drawings | Customer Request Letter |
| Copy of Title | Copy of Title | Specification of Developments | Copy of Title |
| Locality and/or Rezoning Plan | Locality and/or Rezoning Plan | Refer to Subdivision Standard for full detail of required form of submittal i.e. WAF Subdivision Standard - Section 3.1.2 for Scheme Plan, Section 3.3.5 for Engineering Plan and Section 6.0 for Taking Over | Locality and/or Rezoning Plan |
| Relevant Engineering Drawings | Relevant Engineering Drawings | | |
| | Water & Wastewater Demand Loadings | | |

4. Can I start construction before getting WAF approval?

No. As stipulated under Section 4.0 of the WAF Subdivision Standard, construction of water and/or wastewater infrastructure must only commence after WAF has provided written approval of the Engineering designs. Any unauthorized works undertaken may be rejected in accordance with the WAF Subdivision Standard and may also result in enforcement action under applicable WAF policies and procedures.

5. What standards must be followed for water and wastewater design?

Engineering Designs must comply with the Sections 3.3.2, 3.3.3 and 3.3.4 of WAF Subdivision Standard. This Standard aligns with national regulatory requirements and international best practices, including the Water Services Association of Australia (WSAA) Standard, to protect public health, ensure environmental sustainability, and support the efficient delivery of water and/or wastewater services to developing areas.

6. Does WAF carry out the construction of infrastructure in subdivisions?

No. Developers are responsible for engaging suitably qualified contractors to undertake the construction works. However, pursuant to Sections 4.0 and 5.0 of the WAF Subdivision Standard, WAF is responsible for supervising, inspecting, testing (if applicable) and approving the installation works to ensure compliance with the approved Engineering Designs and applicable standard.

7. Is there a cost associated with WAF's review and inspection services?

Yes. WAF charges fees based on different development classifications, as outlined in *Appendix 3: Applicable Fees and Charges* of the WAF Subdivision Standard.

These application fees support the technical assessments required under the WAF Subdivision Standards to ensure that existing water supply and wastewater networks have sufficient capacity to service proposed developments without adversely affecting existing customers or the performance and integrity of existing transmission and distribution infrastructure. The assessment process includes the review of network capacity, pressure and flow availability, wastewater servicing requirements, infrastructure proximity, and any potential upgrade works necessary to maintain public health, operational reliability, and sustainable service delivery.

8. What happens after construction is completed?

After construction:

- A Final Inspection is conducted by WAF as per Section 4.0 of the WAF Subdivision Standard;
- Water and/or Wastewater Infrastructure Testing is conducted as per Section 5.0 of the WAF Subdivision Standard;

- If the inspection and tests fail, the developer must undertake remedial works to rectify any defects at their own cost. Re-inspection and Re-testing will be required until the infrastructure is deemed satisfactory and compliant;
- Upon successful inspection and testing, WAF issues a Practical Completion Certificate (PCC) as per Sections 4.3 & 5.2 of the WAF Subdivision Standard, confirming that the infrastructure was constructed in accordance with approved specifications and testing to WAF satisfaction. The PCC does not bind nor guarantee that WAF will subsequently takeover the assets for operation nor constitute approval to proceed with connection to the existing WAF's Reticulation.
- Upon completion of the testing phase and fulfilment of all requirements, WAF issues a Beginning of Maintenance (BoM) certificate as per the Section 6.0 of the WAF Subdivision Standard. BoM issuance may be delayed if defects are not rectified or required documentation is incomplete.
- A Defects Liability Period (DLP), usually 12 months, begins from the date of BoM issuance as stated in Section 6.1.1 of the WAF Subdivision Standard).
- WAF shall take over the development/subdivision only upon successful completion of the Defects Liability Period (DLP), clearance of pending WAF claims, the submission of relevant documents as detailed in Section 6.0 and the submission of a Defects Rectification Report indicating all defects have been rectified by the developer within the DLP.

9. Will WAF connect my subdivision to the main water supply automatically?

No, connection is not automatic. WAF will only proceed with connection after:

- Approval of all Scheme Plan and Engineering Designs;
- Compliance of Inspection and Testing of new water and/or wastewater infrastructure;
- Issuance of the Practical Completion Certificate (PCC);
- Payment of Water Mains Connection (Cut-in) fees, with remittance provided by the developer;
- In cases where the development is in a newly designated Intermittent Supply Area (ISA), WAF may advise that the connection could be delayed.

10. What if my subdivision is in a rural or non-reticulated area?

If WAF infrastructure is unavailable, alternative water supply solutions such as on-site storage, boreholes or rainwater harvesting may be permitted, subject to approval by WAF and other regulatory bodies.

For Wastewater, developer must consider wastewater disposal methods compliant with the Ministry of Environment & Climate Change standard under the Environment Management Act 2005.

11. What is the Defects Liability Period?

This is a 12-month period after commissioning during which the developer is responsible for rectifying any faults or defects. As outline in Section 6.1.1 of the WAF Subdivision Standard,

only after the successful completion of this period will WAF consider full takeover of the infrastructure.

12. How long does the approval process take?

Processing time depends on the complexity and completeness of the submission. As per Subdivision Standard, the typical processing times are:

- Scheme Plan Application: 10-15 working days
- Engineering Plan Application: 20-25 working days
- Minor Development Application: 10-15 working days
- Major Development Application: 20-25 working days

NOTE: Delays may occur if submitted documents are incomplete or do not meet the required design standards.

13. Who can I contact for subdivision and/or development-related enquiries?

You can contact the WAF's Subdivision & Development Management (SDM) Unit at your nearest WAF office or on the following emails:

- sdm.admin@waf.com.fj
- contact@waf.com.fj

The WAF Subdivision Standard is publicly accessible via WAF's official website and can also be accessed directly through the following link: <https://waterauthority.com.fj/wp-content/uploads/2022/02/202110-Subdivision-Standard.pdf>

The New Development Application Form is publicly accessible via WAF's official website and can also be accessed directly through the following link: https://waterauthority.com.fj/wp-content/uploads/2026/03/WE_AMUAS001-New-Development-Application-Form.pdf