



**MINISTRY OF WATER AND ENVIRONMENT  
WATER RESOURCES INSTITUTE**

**FIELD VISIT FORM**

<b>Name of Institute/Organisation:</b>
<b>Relevant Theme:</b>
<b>Hosting Institution (s):</b>
<b>Contact Person</b> <b>Name:</b> <b>Contact (Email and Phone):</b>
<b>Format of the visit: Physical or Virtual</b>
<b>Introduction to the field visit:</b> <i>(A brief about the site/project/stakeholders involved, location(s), beneficiaries, funding sources, duration)</i>
<b>Specific Learning Objective for the field visit:</b> <i>(The purpose of the field visit)</i>
<b>Description of the field visit:</b> <i>(Methodology, processes, technologies, steps, value chain, outcomes, impact)</i> <i>(for the virtual field visit attach the script of the video i.e. what the video is going to cover between 15 – 20 minutes)</i>
<b>Logistical requirements and cost:</b> <i>(For the physical field visits include SOP's, Maximum number of people)</i>
<b>Field visit Programme:</b> <i>(Activity, time, process, Q&amp;A)</i>
<b>Cost for conducting a field visit (within 50km of Kampala)</b>
<b>Total      4,000,000</b>

## **PAYMENT INFORMATION**

**Account Name:** UGANDA WATER AND ENVIRONMENT WEEK - UWEWK

**Account number:** 01503616838089

**Name of Bank:** DFCU

**Branch:** Entebbe

**Mode of payment:** **Electronic Transfer, over the counter, cheques, TTs**

*Please send your request to the Secretariat on [uwewk@mwe.go.ug](mailto:uwewk@mwe.go.ug) and copied to [wri.uga@gmail.com](mailto:wri.uga@gmail.com) not later than **Friday 21<sup>st</sup> February 2025**.*

*Your request will be confirmed upon payment of the costs associated with organizing and carrying out the field visit during UWEWK2025. Kindly send your evidence of payment to Secretariat on: [uwewk@mwe.go.ug](mailto:uwewk@mwe.go.ug) and copy to [wri.uga@gmail.com](mailto:wri.uga@gmail.com).*

## **CONTACTS US:**

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