

Customer Procedure for obtaining Demolition & Removal NOC

PCFC- Entity (Business Unit) Name : Trakhees – Ports, Customs & Free Zone Corporation

Department Name : Civil Engineering Department (CED)

Section Name : Permit Section

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1. Purpose

The purpose is to ensure that the proposed demolition operation and method statement are in line with the minimum requirements of related safety and environment responsibility as stipulated in the international Codes, Good Engineering Practices and Trakhees-CED Guidelines so as to safeguard Life or Limb, Environment, Property and Public Welfare

Accordingly, TRAKHEES, as Department of Planning and Development of PCFC (hereby referred to as 'Authority'), takes the role of reviewing and approving Demolition & removal NOC within PCFC jurisdiction.

2. Scope

The scope of the process applies to all clients / Business units operating within PCFC- Trakhees jurisdiction.

Types of NOCs available within scope:

There are two types of Demolition NOC applications/submission that can be applied for, within the scope:

- 1) **New submission to Demolition and Removal NOC.**
- 2) **Resubmission of Demolition NOC:** Resubmission after complying with Trakhees' concerns

3. Definitions

3.1	TRK	Trakhees (abbreviation)
3.2	CED	Civil Engineering Department (Trakhees)
3.3	BRDG	Building Regulations and Design Guidelines issued by CED
3.4	COC	Certificate of Conformity
3.5	SIS	Structural Inspection section

For acronyms, kindly refer to [APPENDIX – 1: Definitions & Acronyms](#)

4. Procedure



For quick procedural info, please refer to the [Workflow](#) on last page.

For a more detailed approach, please read below.

4.1 To initiate the process, Applicant shall apply online for Demolition NOC by attaching all requirements, as set in Application Form ([TRK-CED-PS-CF05a](#)), using folder codes as set in the Form.

4.2 CED's Helpdesk shall then check submission (as received online) for availability of all required documents, data corrections and then accordingly, updates the system as 'Accepted' or advises customer if more information required.

NOTE: CED Helpdesk reserves the right to Accept/ Reject the submission, if the received applicant is not complete as per checklist requirements. Incomplete applications that are rejected can be resubmitted.

4.3 **NOTE:** Once all requirements are validated as ok, the customer is notified with a submission serial number and to proceed to pay for the Demolition NOC appraisal. Client should ensure that all appraisal fees are paid, of which the receipt of Payment advise is essential for CED to proceed further with the NOC review and approval.

Thereby, payment can be made via any of the below channels:

- Online payments
- Al Ansari Exchanges
- Bank Transfers

4.4 Once payment has been received, CED Structural & Architectural Engineers shall proceed to review the submission, while CED Facility Inspectors shall visit Site to verify if demolition works have begun (prior obtaining NOC) and for ensuring that all health, safety requirements are being complied with.



4.5 Accordingly, if submission is approved by all sections of CED, the applicant shall be notified on the below review outcomes, within 10 days from the receipt of payment.

APPROVED - If submission is approved and complete, while complying with all Regulations and Guidelines set by Trakhees, the CED Engineers stamp the relevant drawings.

(Additional** calculated fees, if applicable, may be set here)

NOT APPROVED - In the event where any major problems/incomplete submissions have been identified, the Customer's Consultant shall be informed, for correction prior to resubmitting the Demolition application.

NOTE: If demolition activities have begun prior to obtaining NOC, the Inspection Engineer issues penalties accordingly, and the NOC is processed further only once all payments are settled by applicant.

4.5 Upon receiving notification of successful approval, customer ensures that additional** calculated fees (if any) are fully paid for, prior to receiving documents.

Note: Demolition-NOC documents are released by Trakhees, only after additional payments (if any) have been settled from Applicant.

4.7 Applicant receives the Demolition NOC and all approved drawings, upon complete payment

NOTE:

Customer's consultant/contractor shall comply with all conditions (if any) listed in issued Demolition & removal-NOC and ensure compliance towards all recommendations are completed.

5. Service Completion Time

	Service	Completion Time (working days)
5.1	New submission to Demolition and Removal NOC (From receipt of initial payment, after acceptance of submission)	10 WDs
5.2	Resubmission of Demolition NOC	10 WDs

For all submission types, Trakhees/CED is committed to complete review process as per above, however delays can occur due to the following:

- Missing drawings.
- Details clarification.
- CPR System issue.
- Internal Sections clarification.
- Special approval from higher management
- Pre-requisites not met by client

6. Service Fees*

	Service	Fee CODE	Fees (AED)
5.1	New submission to Demolition and Removal NOC (Above is appraisal fees only, and does not include additional fees)	EBBP026	2500

7. Related Forms

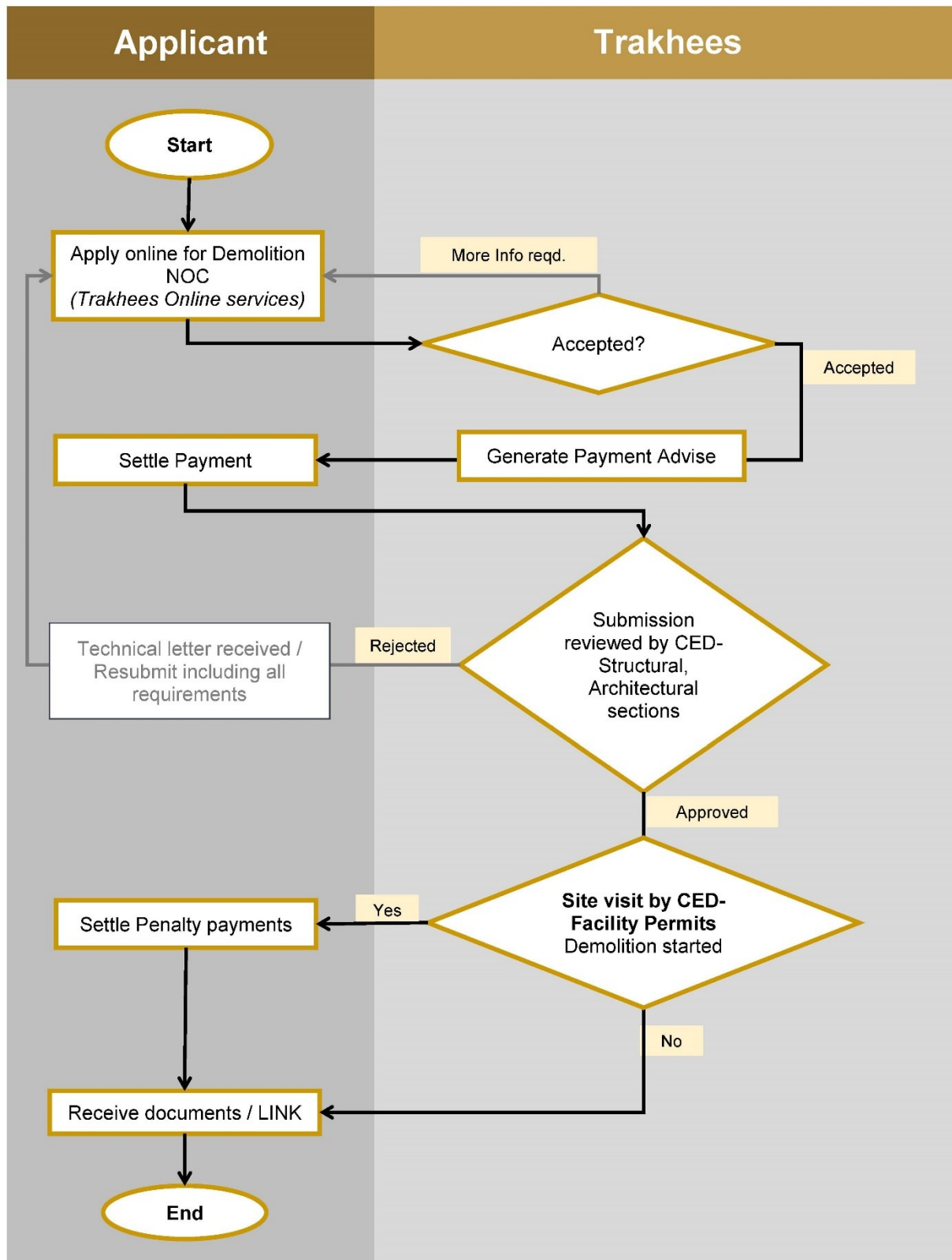
7.1 [Application for Demolition and removal NOC](#)

[TRK-CED-PS-CF05a](#)

8. References

- 8.1 Building Regulation & Design Guidelines-Structural
- 8.2 BS 6187:2000, Code of Practice for Demolition
- 8.3 CED-CS-G31, Guidelines - Demolition
- 8.4 Regulation DD-47.0 Demolition Works

9. Workflow



APPENDIX 1 – DEFINITIONS, ACRONYMS:

ABP	Administrator - BP Section
BP	Building Permit
BP number	Building permit application number
BPA	Building Permit – Architecture
BPI	Building Permit - Infrastructure
BRDG	Building Regulations and Design Guidelines , as issued by Trakhees-CED
BU	Business Unit, entities and establishments under the PCFC umbrella (marked **).
CDA	Concept Design Approval
CED	Civil Engineering Department
CEDSR (- *****)	CPR Submission Number
CPR	Civil Engineering Department Project Registration.
CPR	CED Process Registers
DC	Document Controller
DCA	Dubai Civil Aviation
DCD	Dubai Civil Defence
DCR	Development Design Regulation
DED	Department of Economic Development
DLTM	Dubai Local Transverse Mercator
DM	Dubai Municipality
DMC **	Dubai Maritime City
DO	Drawing Office
DPA **	Dubai Ports Authority
DPS	Drawing Production System
DPW**	Dubai Ports World
DUCAMZ **	Dubai Customs Automobile Zone
EIA	Environment Impact Assessment
EZW **	Economic Zones World
FP	Facility Permits section of CED
FRE	Final Review Engineer
FRECOM	An Oracle based system used by EZW in managing facilities

GB	Green Buildings
GIS	Geographical Information System
GISE	GIS Engineer
HD	Help Desk
HVAC	Heating, Ventilation, and Air-conditioning
JAFZA **	Jebel Ali Free Zone Authority
JGE	Jumeirah Golf Estate
MEP	Mechanical, Electrical, Plumbing
NAKHEEL **	Nakheel Properties
NOC	No Objection Certificate
PA	Payment advise
PCFC **	Ports, Customs & Free Zone Corporation
PLE	Planning Engineer
PLNG	Planning Section
PM	Planning Manager
PROCESS OWNER	Section in Civil Engineering Department, as main owner of process/project registration, and accordingly distribute to different sections for coordinated review/approval.
RA	Risk Assessment
RE	Review Engineer
REV	Revision
ROW	Right-of-way
RTA	Road and Transport Authority
SC	Section coordinator
SD	Senior Draughtsman
SDO	Senior Drawing Officer
SE	Survey Engineer
SMP	Senior Manager Planning
SNO	Submission Number
TIS	Traffic Impact Study
TRA	Telecommunication Regulatory Authority

**** Business Unit / entities and establishments under the PCFC umbrella**