

Client Procedure for Compliance Monitoring

Document Reference Number : ID-CEN-P04
Revision Number : 00
Revision Date : June 2018



Table of Contents

1. Purpose.....	2
2. Scope	2
3. Definitions	2
4. Procedure.....	2
5. Service Completion Time.....	3
6. Service Fees	3
7. Related Forms	3
8. References.....	3
9. Workflow	3



1. Purpose

The purpose of this procedure is to facilitate information to Trakhees clients regarding the compliance monitoring of projects that possess a significant environmental impact due to the nature of activity.

2. Scope

All projects with significant environmental impacts within the Trakhees jurisdiction areas and that are categorized as “A” or “B” as per the categorization matrix

3. Definitions

- 3.1 Category A - Projects likely to have significant adverse environmental impacts that may be sensitive, irreversible and diverse. They generally result from a major component of the project and affect the area as a whole or an entire sector.
- 3.2 Category B - Projects may have adverse environmental impacts less significant than Category A. Few if any impacts are irreversible. They are not sensitive, numerous or diverse as Category A.

4. Procedure

4.1 Client should submit EIA Compliance Report form with all required documents mentioned in the report form as per the below frequency

	Project Category	Submission Frequency
4.1.1	A Category	every 3 months
4.1.2	B Category	every 6 months

4.2 Inspection Department will review the submitted documents and will send the status of the submission as below:

4.2.1 Approved: once all required documents are available and information complying the requirements of Trakhees.

4.2.2 More Details: in case of missing of any of submission requirements or more details need to be given by the client. Client should update the required information.

4.2.3 Reject: in case the applied company does not comply with the Trakhees regulation, environment officer should state clearly in the mail the reason for rejecting the application.

4.3 In case the client failed to submit the EIA Compliance Report as per the frequency mentioned in 4.1 of this procedure, a warning letter is to be sent to the client. Keep not sending the report, final warning letter is to be sent to the client. Keep not sending the report after the final warning letter, client will be encountered to financial penalty.



5. Service Completion Time

	Service	Completion Time
6.1	Time taken to revise the submission and send submission status. (from the date of submission)	5 Working Days
6.2	Time taken to send first warning letter in case of non-submission of EIA Compliance Report (from the required date of submission as per the frequency and category type).	1 Working Day
6.3	Time taken to second warning letter in case of non-submission of EIA Compliance Report (from the required date of second submission as per the frequency and category type).	1 Working Day
6.4	Generate the financial penalty and send to client (from the required date of third submission as per the frequency and category type)	1 Working Day

6. Service Fees

No.	Service	Fees (AED)
7.1	Financial Penalty for non- submission of EIA Compliance Report	5,000

*The above fees might be subjective to 5% VAT.

7. Related Forms

N/A

8. References

8.1 Trakhees Rules and Regulations

8.2 ID-EN-30, Guideline- Conducting EID Study.

9. Workflow