

## CIRCULAR

**To:** All Business Units/Clients/Consultants

**Subject:** Circular for improvement of the Building Permit Process

**Date:** 30<sup>th</sup> October 2012

**Our Ref:** Circular-102936/2012/MAS

As part of Trakhees – CED's continual improvement of services provided to our valued Business Units, Clients for the issuance of the Building Permit, Trakhees- CED would like to announce the following in order to ease the Building Permit approval process.

- Only the involvement of the appointed Consultant is required to complete the review process of submitted documents for obtaining Building Permit.
- The Consultant will be notified regarding the acceptance of the submission and will be granted a period of 6 months to appoint a Contractor to collect the Building Permit.
- Request for extension beyond the 6 months requires to be justified and this extension will be subject to Trakhees-CED approval.

Your compliance and cooperation will be appreciated as this is to be implemented with immediate effect.

**Eng. Abdulla M. Belhoul**  
**Director – Trakhees Civil Engineering Division**  
**Port, Customs and Free Zone Corporation**