

ENVIRONMENT, HEALTH AND SAFETY

SUSTAINABILITY DEPARTMENT

CIRCULAR: EHS/GB/04/16

TO : All Business Units Of Dubai World, Their Clients , Green Building Consultants, Architectural & Engineering consultants, Contractors and relevant stakeholders

SUBJECT : Green Building Submissions –Quality Aspects

DATE : 07 September 2016

Greetings from EHS!

This circular is to express the concerns of EHS on the quality of green building submissions made by the specialist consultants. We had earlier issued a circular ref EHS/GB/3/15 dated 13 March 2015, wherein critical areas of concerns were specifically highlighted for corrective measures. We regret that despite the circular, improper submissions are continuing to be made, which clearly reveal a sense of laxity and insensitivity to the project and the stakeholders. It further indicates that they have been compiled without proper peer review resulting in diminished quality as listed under:

1. Cut and paste of another project wording / information into the project being submitted.
2. Lack of consistency across different sections of the submission i.e. Green building report, credit summary, green building statement, energy modeling report, software output, calculations etc.
3. Supporting documents without relevance.
4. Datasheets without KEY information.
5. Drawings without specific highlight / mark-up.
6. Photograph bearing no relationship to the credit.
7. Large to very large file sizes being submitted as a customary practice without attention to specific details.
8. Empty folders

We would like to explicitly state that a poor quality submission puts enormous burden on the department's resources as lot of time and effort are lost in trying to decipher the submission. Besides this, a substandard submission directly leads to delay in the approval process which potentially disrupts the developer's program. We caution you that if such practices continue, the department would have no other alternative other than to resort to punitive measures as applicable to erring entities.

We are furnishing below a set of suggestions which you may follow in the course of preparation process.

No	REFERENCE	REQUIREMENTS / SUGGESTIONS
1	Green Building design report / completion report	Make it concise, relevant to the project and add clarity to the maximum extent possible.
2	Drawings - design and as-built	Ensure that only the most appropriate drawing (s) is submitted and they are clearly marked-up (clouded) to confirm compliance to that specific credit.
3	Specification	Submit the extract / that particular page of the specification that supports the credit requirement. They should be clearly highlighted / clouded for clarity.
4	Datasheet / technical catalogue	Attach ONLY the relevant page / section of the correct catalogue and highlight (cloud) the required details such as EER, water flow, wattage, SRI etc.
5	Photographs	Ensure they are relevant and date stamped.
7	Document Size	Please keep the file sizes as minimum as possible by adopting the following measures: <ol style="list-style-type: none">1. Submit only the EXTRACT (that specific page) of the specification for that credit.2. Technical datasheet of that specific model highlighting the details (Not the entire catalogue)3. Specific design / as-built drawing and not the entire set of drawings.4. Only RELEVANT photographs.

We trust you would take these observations seriously and do the needful to enhance the overall regulatory experience.

EHS is committed to providing quality regulatory services to our business units and clients in protecting the environment, human health and safety. As always, we look forward to your suggestions, cooperation, support and a very successful working relationship. Should you have any queries, please feel free to approach the Green Buildings department or contact us at EHS.GreenBuilding@trakhees.ae

Regards,

Eng. Madiha Salem

Director – EHS

Trakhees - Environment, Health & Safety
Ports, Customs and Free Zone Corporation