

COMPLIANCE RECORD FOLDER CHECKLIST FOR CONSULTANTS/ CONTRACTORS

CONSULTANT/ CONTRACTOR NAME	DATE
AREA	PLOT #
PROJECT MANAGER NAME	MOBILE NO
	E-MAIL

CONSTRUCTION COMPLIANCE					
SR NO	REQUIREMENTS	YES	NO	N/A	REMARKS
1.	CLIENT EMERGENCY CONTACT NUMBERS				
2.	TRADE LICENSE				
3.	BUILDING PERMIT-MOBILISATION				
4.	BUILDING PERMIT-EXCAVATION				
5.	BUILDING PERMIT-SHORING				
6.	BUILDING PERMIT-PILING				
7.	BUILDING PERMIT-CONCRETING				
8.	BUILDING PERMIT-SUB STRUCTURE				
9.	BUILDING PERMIT-PODIUM				
10.	BUILDING PERMIT-SUPER STRUCTURE				
11.	BUILDING PERMIT-COMPACTION				
12.	BUILDING PERMIT-FINAL				
13.	BUILDING PERMIT-INFRASTRUCTURE				
14.	DESIGN MODIFICATION PERMIT				
15.	TEMPORARY CONSTRUCTION-PERMIT				
16.	ADVERTISING PERMIT				
17.	DEWATERING NOC				
18.	ROAD CLOSURE NOC				
19.	NIGHT SHIFT NOC				
20.	SUB-CONTRACTOR LOG				
21.	CASTING CONCRETE LOG				
22.	SITE OFFICE ALLOCATION				
23.	APPROVED HSE PLAN				
24.	TOOLBOX TALKS RECORD				
25.	RISK ASSESSMENT/METHOD STATEMENT				
26.	WORK PERMIT (INDUCTION)-FROM CONTRACTOR TO RISKY ACTIVITIES				
27.	BLOCK REGISTRATION LOG				
28.	DUBAI ACCREDITATION CENTER APPROVED THIRD PARTY CERTIFICATES FOR LIFTING EQUIPMENT (CRANES, ELEVATORS, CRADLES, FORK LIFT, MOBILE PLATFORMS, LIFTING GEAR, ETC)				
29.	EMERGENCY PLAN				
30.	ALL APPLICABLE NOCs FROM RELEVANT AUTHORITIES (e.g. DM, DCD, DEWA etc.)				
31.	INCIDENT LOG				