

# **IMDAD** L.L.C.

**ENGINEERING & CONTRACTING**

P.O. BOX : 238177  
DUBAI – U.A.E.

TEL NO : 04-4472262  
FAX NO : 04-4472261

EMAIL : [construction@imdad-eng.com](mailto:construction@imdad-eng.com)  
WEBSITE : [www.imdad-eng.com](http://www.imdad-eng.com)



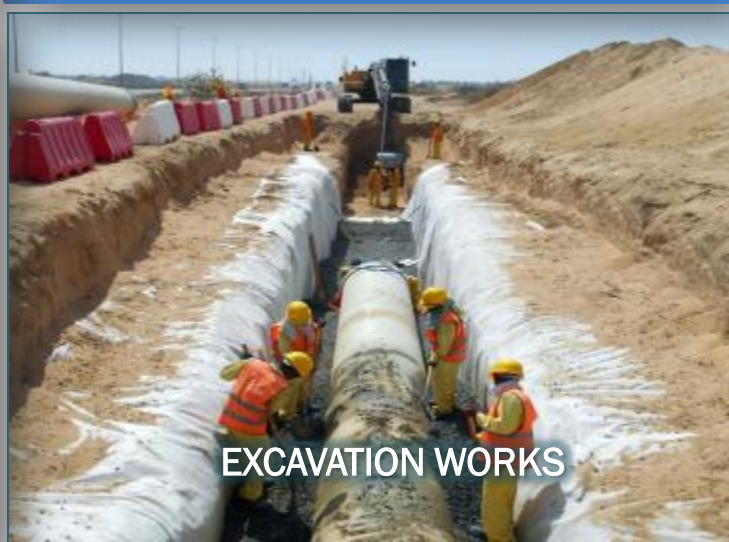
**ROAD WORKS**



**LANDSCAPING**



**EARTH WORKS**



**EXCAVATION WORKS**

# **PRE-QUALIFICATION DOCUMENTS**

**IMDAD ENGINEERING & CONTRACTING L.L.C.**

**Tel No: 04-4472262 Fax No: 054-4472261 P.O. Box: 238177, Dubai - UAE**

**Email: [construction@imdad-eng.com](mailto:construction@imdad-eng.com) Website: [www.imdad-eng.com](http://www.imdad-eng.com)**

## **TABLE OF CONTENTS**

- I. Company Introduction**
- II. Organizational Chart**
- III. Employees and Staffs**
- IV. Plants & Equipments**
- V. Legal Documents**
- VI. List of Accomplished Projects**
- VII. Method of Statement**
- VIII. Quality Policy**
- IX. Health, Safety & Environmental  
Management System**

## Company Introduction

We are pleased to introduce ourselves Imdad Engineering & Contracting LLC as a Professional Engineering Company and one of the leading contractors organized around a core of qualified and experienced engineers and technicians.

We have vast experiences in Road works (like Sub Base, Road Base, Wet Mix, Asphalt etc) and Earthworks (like Bulk Excavations buildings and development, also includes excavation for piling, Trench Excavation and filling). Our specialized Earthwork Team provides effective and timely services to our valuable clients.

We offer good quality and cost efficient services, project management and design, and has a broad expertise in handling massive projects all over UAE. During past many years we have executed many works for prestigious clients in Dubai, Abu Dhabi, Al Ain, Fujairah, Umm Al Quwain, Ras Al Khaima, Sharjah and we guarantee customer satisfaction at its highest standard.

Imdad Engineering & Contracting LLC is very active in construction industry and recognized for its service, expertise and commitment to delivery of projects on time of any size under the guidance of leadership. We are highly regarded and well placed to provide professional services of high caliber, covering sectors of our expertise in construction industry.

We pride ourselves for being able to achieve clients objective every time and on time. This can only be attained with a company culture that has been developed and implemented under a professional organization. We are rightly proud with our achievements to date.

We have the staff and management systems in place to ensure success of the projects. We also have the distinct advantage to easily provide needed resources anytime. We can assure that we have the capacity and confident thru all our accomplished projects and track records. This is a huge advantage to our operations and adds strength to our relationships with clients.

With our variety of services, accomplishments, broad knowledge and potential, we are perfectly confident that we are one of the solutions to a fast growing industry in construction.

The services offered are turnkey solutions for construction contracts and quality of services which handles high valued projects. Our company profile is enclosed herewith. If you need any further details or information, please feel free to contact the undersigned.

We are looking forward to provide our services regarding the above mention works.

Thanking you and assuring you our best services.

Syed Arif Hussain Bukhary

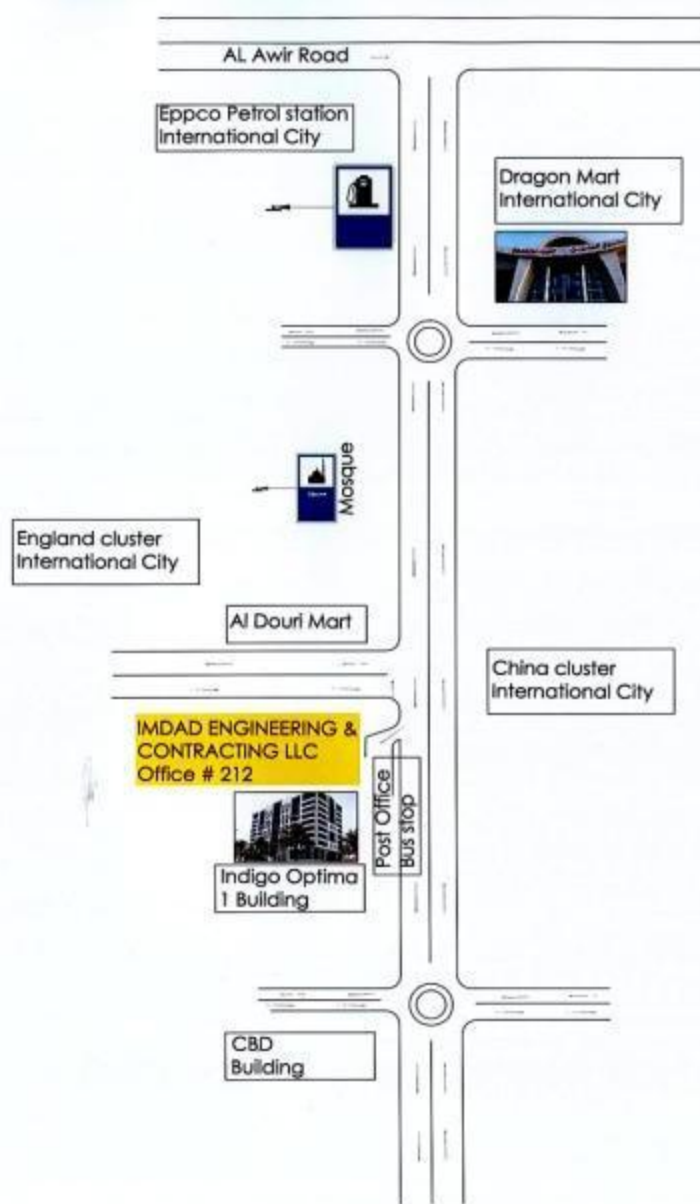
General Manager

Mobile No. 050-5133691

Imdad Engineering and Contracting LLC



## Company Location



## COMPANY OFFICE ADDRESS

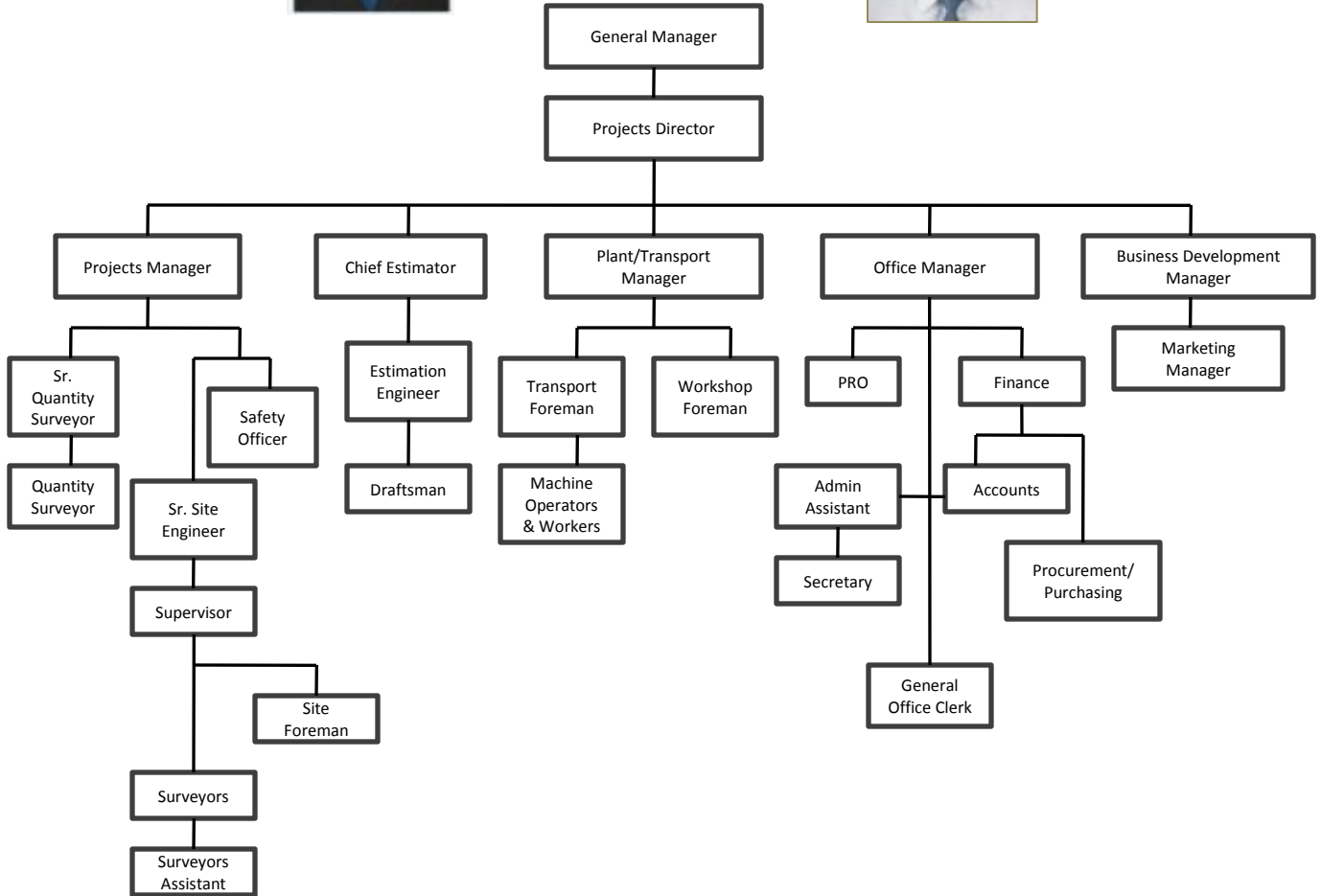
- ❖ Office No. 212, Indigo Optima 1 Building, England Cluster International City, Dubai United Arab Emirates
- ❖ P.O. Box : 238177 , Dubai – United Arab Emirates
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- ❖ Website : [www.imdad-eng.com](http://www.imdad-eng.com)

# Organizational Chart

**Mr. Syed Arif Hussain  
Bukhary  
General Manager**



**Mr. Shahid Afzal  
Assistant General  
Manager**



## Employees and Staffs

**1. Company Name** : Imdad Engineering & Contracting L.L.C.  
P.O. Box : 238177 Dubai, UAE  
Tel No : +971 4 447 2262  
Fax No : +971 4 447 2261  
Email : [construction@imdad-eng.com](mailto:construction@imdad-eng.com)  
Website : [www.imdad-eng.com](http://www.imdad-eng.com)

**2. Type of License** : Roads Contracting

**3. Details of Staff**

: Engineers	: 10
: Accountants	: 2
: Quantity Surveyor	: 4
: Surveyors	: 7
: Supervisors	: 12
: Operators/Drivers	: 97

**4. Details of Labor**

: Skilled	: 75
: Semi Skilled	: 25
: Unskilled	: 225

# Key Personnel CV's



**SYED ARIF HUSSAIN BUKHARY**

International City, Dubai, UAE

055-278-9770

[arif@imdad-eng.com](mailto:arif@imdad-eng.com)



**SCOPE OF WORK:**

Roads Work- Ground preparation, Sub grade, Road base, Sub base and Asphalt works, Wet mix, Gravel Beautification etc.

Earth Work- Excavation, Land leveling, Compacting and cutting.

Building Work- Building flooring works like supply and apply of Ceramic Tiles, Plaster, Block works and Painting.

Building Structure Work- Raft foundation, Concrete columns, Retaining Walls and Roof Slabs

**PERSONAL DETAILS:**

Date of Birth: 04 Apr 1958

Place of Birth: Gujranwala, Pakistan

Nationality: Pakistani

Languages Spoken: English, Hindi

**WORK EXPERIENCES:**

02/05/2011 to Present

Imdad Engineering and Contracting LLC  
Position: General Manager

24/09/2007 to 18/03/2011

EllisDon Project Management  
Project: Jumeirah Village  
Client: Nakheel, Dubai  
Position: Site Engineer

25/09/2006 to 23/09/2007

Dorsch Consult  
Project: Dubai Fujairah freeway  
Client: Ministry of Public Works  
Position: Site Engineer

01/02/2005 to 24/09/2006

Dorch Consult  
Project: Sanitary Drainage Project in Al Yahar  
North al ain Contract no.M42  
Client: Al Ain Municipality  
Position: Site Engineer

01/09/2003 to 03/12/2004

Stipe Emirates Consulting Engineers  
Project: Construction of Roads in Zakher Area  
Stage II, Roads & Parking for Celebration Halls  
(Al yaher, Remah, Sweihan, and Al Hayer)  
Client: Al Ain Municipality  
Position: Site Engineer

27/12/1999 to 10/08/2002

Bricc Company Abu Dhabi  
Project: Development of Mina Area  
Haza Bin Zayed Road Abu Dhabi  
Position: Site Engineer

**MUHAMMAD SHAHID AFZAL**

**Personal details**

Profession Civil Engineer (Infrastructure)  
Specialization Roads and Utilities  
Nationality Pakistani  
Contact [shahidafzal7@hotmail.com](mailto:shahidafzal7@hotmail.com)  
+971 552789737



**Key Experience**

20 years of Engineering Construction, Consultancy and Project Management experience ( 15 years in United Arab Emirates) comprising extensive experience in all Roads works and underground utilities i.e Sewer network and Sewer treatment plants ,Urban Storm water drainage system, District Cooling system, Irrigation , Potable water network and potable water pumping stations, Telecom.com, TSE , LPG , Electrical services.

Well versed with Experience in International Airports, Tunnels (NATM), Ports, Highways and Infrastructure.

Master planning and IPS (Implementation Planning Study) on various projects worldwide, including associated utilities and infrastructure.

Extensive knowledge of Ms Project, AutoCAD 2000 & 2004 with 2D / 3D, Ms-Word, Ms-Excel.

Knowledge of FIDIC, Project Management Planning and Execution with good communication skills

**Education and professional status**

BSCE, UET, University of Engineering & Technology, Pakistan, 1998  
Membership of Professional Societies: PEC - Pakistan Engineering Council – PEC Registration No: CIVIL/21113

**Language Ability**

Urdu - Fluent  
English - Fluent

#### WORKING EXPERIENCE:

Imdad Engineering and Contracting LLC.  
Assistant General Manager.

May 12' – Present'

##### Scope of Work:

**Roads Work:** Ground preparation, Sub grade, Road base, Sub base and Asphalt works, Wetmix, Gravel Butification etc.

**Earth Work:** Excavation, Land levelling, Compacting and cutting, Trench Excavation and filling.

**Building works:** Building flooring works like supply and apply of Ceramic Tiles, Plaster, Block works and Painting.

**Bldg Structure Work:** Raft foundation, Concrete columns, Retaining Walls and Roof Slabs.

##### Job Description:

- Assisting in the development of the Project Management strategy and delivery.
- Assisting and involvement in the Procurement of Sub Consultants and Contractors required for all of the Infrastructure Packages.
- Help to plan, organise and staff for the projects.
- Report to management on daily updates about the status of the project implementation.
- Tender review, recommendation and eventual award of these packages.
- Involvement in the design management, delivery, quality time, cost and hand over of these key packages.
- Responsible for managing the sub-consultants and your supervisors and drive the nominated sub-contractors.
- From time to time it will be a client facing role, managing an extended professional team consisting of Local and International, Consultants, Sub Consultants, Contractors and multiple stakeholders.

Bechtel International Co Ltd.  
Construction Manager.

Sept 09' – April 12'

Project: Khalifa Port and Industrial Zone – KPIZ  
 Nature of Project: Khalifa port and Industrial Zone is multi-billion dollar Project which Consist of Offshore Port Island with causeways and bridges Onshore Port and Industrial Zone. The Offshore Port covers 2.8 km<sup>2</sup> . Onshore Port covers 3.5km<sup>2</sup> and Industrial Zone area is 418km<sup>2</sup>.  
 Project Total Cost: 24.8 B AED ( US\$ 6.7 B)  
 Client : Abu Dhabi Ports Company – ADPC  
 Contractor : Al Habtoor Leighton , AL Jaber , Zublin , Hyundai & CCC.  
 Job Description:

- Assists the Resident Engineer & Construction Manager with administering the contract package providing technical direction and approval of site works, ES&H standards, design reviews, construction works, quality and schedule, as built, testing and commissioning, training, final acceptance, measurement and payment, variations and claims.
- Monitor QA/QC plan to ensure Contractor compliance , ensure correctness of reports and works are built to the specified standards and quality
- Coordinate the review and processing Contractor's Submittals, RFIs, Method Statements, Risk Analyses, Shop Drawings, Materials reviews, and ES&H submissions.
- Assist the RE and QS team in negotiations with the contractor regarding the value of claims or changes in schedule



- Orient, assign, and supervise the construction inspection staff on a daily basis so that all contractor activities are adequately covered.
- Coordinate ES&H duties with our staff and contractor.
- Review the contractor's progress at all times. Monitor the material incorporated in the work, the materials stored at the site, and the contractor's manpower and equipment.
- Participates in value engineering and constructability reviews.
- Assists the site engineers in interpreting the design drawings and monitoring and inspecting the works.
- Attend weekly, monthly, and other progress meetings held at the site as required by the RE. Identify constraints and recommend corrective measures.

**EllisDon Project Management .UAE , Dubai**  
**Project Coordinator.**

**March 07' – March 09'**

Project: Jumeirah Village III- Circle, Infrastructure Works.  
 Nature of Project: Infrastructure Works including all underground utilities, i.e Drainage system, Sewerage system, Potable water, Irrigation, Telecom Gas and Chilled water Network and 93 km in Length Road works which includes Ring road, 4 Lanes Boulevard, Single and Dual Carriageways and Alleyways.  
 Project Total Cost: 1.2 B. AED (US\$ 326 M.)  
 Client: Nakheel.  
 Contractor: Dodsai.

- Job Description:
- Assist the Senior Project Manager, where applicable, in the day to day duties of a project's administration
  - Identifying, any problems/issues that may delay the progress of work, such as manpower, equipment, sequence and method statements
  - Monitor filed work, including contract work, to ensure compliance with the company standards, procedures, specifications and codes.
  - Coordinating / monitoring construction activities, conducting progress meetings.
  - To monitor all activities related to construction of Electrical Substations.
  - To monitor all underground utilities i.e Drainage system, Sewerage system, Potable water, Irrigation, Telecom, Chilled water network, LPG- Gas line, Electrical and Street lighting.
  - Construction and commissioning of Sewer Storm and Irrigation Pumping Stations.
  - Construction of Asphalt Paved Roads – Sub grade , Sub Base, Road Base, Bitumen Base course , Bitumen wearing course.
  - Assist in plan and spec analysis in order to provide clear trackable and coordinated interpretations of the design/drawings for construction.
  - Ensuring construction works complies with all engineering, standards, codes specification and design instruction.
  - Attend project co-ordination and owner/contractor/architect/engineer meetings as requested or required
  - Assist with the research and preparation of field change requests to resolve design issues. Conduct quality control activities in accordance with instructions, inspection programs, using specified control measuring and testing equipment

**Parsons - De Leuw Cather Overseas Ltd.**  
**Senior Civil Engineer**

**Feb' 06 – Mar 07'**

Project: P-090 Dubaiotech, Dubai Biotechnology & Research Park  
 Nature of Project: Infrastructure Job includes Construction of roads and all types of underground utilities, irrigation pump station etc, to facilitate the buildings of park.  
 Project Total Cost: 250 M. AED (US\$ 68 M.)

3

Client: Dubai Properties.  
 Contractor: Emirates Roads Contracting - ERC  
 Job Description:

- To monitor all works from the start of projects ,this includes site clearance, earthworks, and sub grade, road base and asphalt pavement. Assessment of geometric features of roads.
- All infrastructure works, those comprising of sewerage line, storm water line, potable water, and fire fighting and irrigation pipe line including irrigation pump station.
- Basic design drawings review and field technical work review.
- To monitor installation of rebar for conformance to structural drawings.
- Continually find solutions to conflicts in structural/architectural drawings and specification.
- Continually check submitted and shop drawings as related to the field work.
- Ensuring construction works complies with all engineering, standards, codes specification and design instruction.
- Checking and Review of Shop drawing and Method statements for various activities
- Checking and approval of As Built Drawing
- Coordinating / Monitoring construction activities, conducting progress meetings
- Reviewing Contractor's submittals as assigned by the Resident Engineer.
- Providing assistance in Contract Administration when requested.
- Performing an initial review of all Contractors' claims as requested and preparation of recommendations for the Resident Engineer
- Assists the Resident Engineer with administering the contract package providing technical direction and approval of site works, design reviews, construction works, quality and schedule, as built, testing and commissioning, training, final acceptance, measurement and payment, variations and claims.
- Provides interface with contractor's site team, through daily, weekly meetings, site visits, and supervising the site team inspection process.
- To ensure that contractors perform their work safely, to the required quality standard, schedule and cost.
- Assists the Section and Site engineers in interpreting the design drawings and monitoring and inspecting the works. Coordinate the review and processing Contractor's Submittals, RFIs, Method statements.
- Risk Analyses, Shop Drawings, and Materials reviews. Supervises the site co-ordination and ensures works are built to the required milestone requirements.

**Al Naboodah Contracting Company-CED**  
**Project Engineer**

**Dec' 04 – Feb' 06**

Project: Apron - North of Cargo Village .  
 Nature of Project: Construction 23 no of Air Craft Parking, and underground utilities for Dubai International Airport.  
 Project Total Cost: 210 M AED (US\$ 57 M.)  
 Client: Dubai Civil Aviation-DCA.  
 Consultant: Dar-Al-Handasah.  
 Job Description:

- Rigid Pavement –Apron's Slabs
- Flexible Pavement –construction of Runways and Taxi ways
- Earthwork and allied activities
- Wet mix and Road base
- Asphalt base coarse& wearing Coarse
- Polymer Modified Asphalt base coarse & wearing coarse
- Prime and Tack coats of Both Bituminous and Polymer



- 300 to 800 mm dia GRP and slotted UPVC storm water drainage pipes system and construction of catch basins, soak way chambers and gullies.
- Sewerage sanitary system (GRP and UPVC pipes connected to respective sewer manholes).
- Laying of Electrical Services (HV, MV, LV, ELV, EFSO, and ETISALAT) and construction of their related manholes.
- Air Field Lighting Systems for Taxiways (laying of primary and secondary ducts , installation of AFL manholes)
- 200 mm dia GRE Water Line and construction of related chambers (Gate Valve, Air Valve, Fire Hydrant, Wash Out)
- 200 mm dia UPVC Irrigation Line
- Pre-cast yard management (pre -casting of electrical, airfield manholes and Etisalat JRC14, JRC12, MR4 etc, chambers.
- Laying of 300 dia Fuel line and construction of associated fuel pits low points and high points.
- 1.8 kms grated channel connected with 200 to 800mm dia storm water drainage system.

#### Oct' 03 – Dec' 04

Project:	Dubai International Airport Expansion, Concourse 2 , Terminal 3 and Car park , Earth Works And Pilling.
Nature of Project:	Demolition of Existing Aprons including removal/relocation of existing underground utilities, excavation of 8.30 million metric cube of existing material, casting of 8700 piles of driven length 37.5 meters, construction of diaphragm wall over a total length of 2.9 Kms with height up to 25 meters and a dewatering system with capacity up to 2900 metric cube /hour
Project Total Cost:	800 M. AED (US\$ 217 M)
Client:	Dubai Civil Aviation-DCA.
Consultant:	Dar-Al-Handasah
Job Description:	<ul style="list-style-type: none"> <li>• Responsible for Deep Excavation works,</li> <li>• Diaphragm wall construction,</li> <li>• Pile load test, SPT Test, Pilling, driven length 30m and dia up to 1.2m, Pilecaps, shaft and transom, Piers (Reinforcement, formwork and casting ), Pre stressed girders (30m) (Reinforcement, Profile ,formwork and casting) Shotcreting, and</li> <li>• Anchoring up to 25m length.</li> </ul>

#### Pacific Consultants International - PCI Civil Inspector

Sept' 00 – Oct' 03

Project:	Kohat Tunnel and Access Roads Project.
Nature of Project:	Construction of Tunnel of 1.85 km of length using NATM, with asphalted paved roads of 30 km on both sides including 85 culverts and 12 bridges.
Project Total Cost:	Rs. 7.5 B. (US\$ 136 M)
Client:	National Highway Authority Pakistan.
Consultant:	Pacific Consultant International Japan-PCI
Job Description:	Responsible for Embankment/ Sub grade, Sub Base, Asphalt pavement, Rigid Pavement, Lining concrete, Water proofing, excavation of tunnel using method of controlled drilling and blasting, shot Crete , rock bolting and lining concrete using advanced techniques . Drainage works and liaison with QA/QC Department on the quality of product and with the client so that job specification was met.

Mina Construction Company.

Sept'98– Sept' 00

Site Engineer

Project: Chashma Right Bank Canal  
Nature of Project: Construction of 250 kms lined Canal, Inlets, and Outlets and Distributes.  
Project Total Cost: 37 Billions Pakistani Rupees. (US\$550 millions)  
Client: WAPDA - Pakistan.  
Consultant: NESPAK.  
Designation: Site Engineer.  
Responsibilities: Responsible for all Earth Works on this Project Including Cut/Fill operations maintaining slopes, concrete lining construction of inlets and outlets and all other activities related to site, Overall project management and screening operations. Liaised with Material Engineer for laboratory testing and approval of works and ensured project was completed on time, kept accurate record and satisfied the client that requirement was met all times.

References: Available if required.

**SAJJAD AHMED**

Dubai UAE.  
fumah5@gmail.com



**QUALIFICATION**

D.A.E- - Diploma of Associate Engineer ( civil Engineering).  
B.Tech Civil Construction & Highways  
Certificate course for Advance Qty Surveying in Dubai Institute of Business Management .Dubai  
Certificate course of CCE( Certified cost Engineers). Form AACE

Others.  
Having valid UAE driving License

Computer Skill  
MS Office (Ms Excel :Ms Word & Auto cad )

**APPROVAL'S**

Approved as Q.S for Ministry of Public Works - Abu Dhabi .  
Approved as Q.S for Ministry of Public works - Dubai.  
Approved as Q.S for RTA- Roads & Transport Authority-Dubai

**KEY EXPERIENCE**

21 years working experience as Quantity Surveyor with the comprehensive back ground in Roads, Highways ,Building Pipe lines , Bridges, Water and Electrical distribution net works with associated structures ,RCC Multi span box and Slab culverts, in contractor's as well as consultants.Variations, Payments , Auditing ,Budgeting ,Estimation and Costing

**SKILLS**

Take off the quantities from the drawings, Preparation Interim and Final Valuation , ,for Road works, Water works, Electrical and Sewer works. Evaluating the New Rates Analysis Forecast and Scheduling , Estimating and Costing , Material Reconciliation, weekly and monthly progress reports, Handling the Quotations, Inquires ,preparation of as built measurements Budget Costing , Pre contract works, Post contract works .

**EMPLOYMENT HISTORY**

**Imdad Engineering and Contracting LLC**  
From June 2015 to Present

Responsibilities:

- Direct and manage project development from beginning to end.
- Define project scope, goals and deliverables that support business goals in collaboration with senior management and stakeholders.
- Develop full-scale project plans and associated communications documents.



- Effectively communicate project expectations to team members and stakeholders in a timely and clear fashion.
- Liaise with project stakeholders on an ongoing basis.
- Estimate the resources and participants needed to achieve project goals.
- Draft and submit budget proposals, and recommend subsequent budget changes where necessary.
- Where required, negotiate with other department managers for the acquisition of required personnel from within the company.
- Determine and assess need for additional staff and/or consultants and make the appropriate recruitments if necessary during project cycle.
- Set and continually manage project expectations with team members and other stakeholders.
- Delegate tasks and responsibilities to appropriate personnel.
- Identify and resolve issues and conflicts within the project team.
- Identify and manage project dependencies and critical path.
- Plan and schedule project timelines and milestones using appropriate tools.
- Track project milestones and deliverables.
- Develop and deliver progress reports, proposals, requirements documentation, and presentations.
- Determine the frequency and content of status reports from the project team, analyze results, and troubleshoot problem areas.
- Proactively manage changes in project scope, identify potential crises, and devise contingency plans.
- Define project success criteria and disseminate them to involved parties throughout project life cycle.
- Coach, mentor, motivate and supervise project team members and contractors, and influence them to take positive action and accountability for their assigned work.
- Build, develop, and grow any business relationships vital to the success of the project.

**M/s Base General Contracting llc**  
Aug.2014 to July 2015

**Al Wasit Roads contracting LLC. as Senior QS**  
Mar.2003 to July 2014

**R/7194-31906/82/2014**

Imnprovent and upgrading of Umm al Quwain Enterance Intersection Phase .2  
Project associated with Roads , Infrastructure ,Bridge and underpass works in Umm al Quwain

**R-1009-Roads in Nad al shiba fourth .**

Project associated with Roads & Infrastructure works in Nad al shiba 1,2,3 & 4

**Project : Ministry of Public works.**

Road links to Housing complexes group.2- Kalba, khorfakan & Al Dhaid

Road Link to Shabiyat Al Tahil -|Shrajah –UAE

Dubai Municipality.

M2209 Excavation, Filling and Embankments and Leveling of Earth works in khawaneej.2

**Project : 145/2014/311906-7198**

Client : Ministry of Public works -Dubai

Consultant: M/s Core Engineering Consultancy

Activities: Road Links to Housing complexes includes roads ,  
Infrastructure Water Line relocations , High pressure Gas Line protection and Relocation.

**Project : R-916 Various Improvements in Dubai 2006**

Project : R-856 Roads in Nad al Shiba .2

Client : RTA- Roads and Transport Authority Dubai

Consultant: M/s AL Turath Engineering Consultants

Worth : AED 143.45 +86.56 millions

**Project : R-904/2 Various Improvements in Dubai phase-2**

Client : RTA- Roads and Transport Authority Dubai

Consultant: M/s Consult Mauncell

Worth : 103.65 millions UAE dirhams

**Project: D-0216-Maintenance, Improvement, upgrading and dual of**

Additional carriage way including, multi span Box culverts, utilities services

Client : Ministry of Public Works & Housing.

Consultants: Consult Ltd.

**Project: R-618/1**

New Roads in Ras al Khor Industrial Area Dubai.

Client : Dubai Municipality .

Consultant : M/s Hyder Consulting Middle East .

Projects Includes the Construction of New Roads in Industrial  
Area, Over laying ,upgrading, Storm water system , laying of utility ducts.

**M/s Jouzy & Partners Eng.**

Dec.2002 to Feb-2003

Worked with M/s Jouzy & Partners consulting Engineers at Dubai in main office, Taking off the  
Quantities from the drawings for post tender purpose for the projects R-792, R830 under Dubai  
Municipality.

**M/s Dorsch Consult-Abu Dhabi**

Oct-2000 to Nov-2002

Project: Contract -5

Construction of New Roads and Services for New housing Sectors at Baniyas East Al Wathba  
North at Al Jahiliah

Client : Works Department .

Worth : 78.65 millions UAE dirhams

The Project Consist of Roads works, Culverts, Spillways, Stone Pitching, Huge Embankment filling, Electrical, Water, Street Light systems sand surface drainage works.

**M/s Bin Butti Al Swailem Roads. – Abu Dhabi**

Oct-97 to Sep.02

Project: Shawamekh City phase.1

Worked with M/s Bin Butti Al Swailem Roads on Phase-1 Shwamekh Internal Roads & services for 150 low cost Houses in Mafraq.

Consultant : M/s Frederic R Harris Inc .

Client : Public Works department.

**Project: Contract-945**

Worked another Project Contract –945 Internal sector Roads and services east Baniyas Sector EB.01/02 to EB.05/02.

Client : Abu Dhabi Municipality

Worth : AED.58.636Million.

**M/s Engineering Associates Consultant. - Pakistan**

Apr.93 to Sep.97

**M/s Hussnain Const.**

**Co.LLC- Pakistan**

Mar.91 to Mar.1993

**Project: Tall Parachinar Road & Bridges Project**

Worked with M/s Engineering Associates Consultants at their National Highway Project Tall to Parachinar NWFP Pakistan.

Client : Ministry of Communication and works

Worth : 583.78 Million Pak rupee

The Project consist of Roads works 104 kms. widening ,upgrading and new construction of carriage way with Asphalt courses including shoulder TST triple surface treatment for Asphalt. Project consist of multi Span RCC Box and Slab culverts , 28 No of Bridges over new construction and demolition of existing steel structure , also involved with construction of structures ei Cause ways, Aqua ducts, multi span RCC box culverts.

**Project: Contract 381 , 383 Form to Market Roads**

Project : Farm to Market Roads.

Contractor : M/s Hussnain Construction Co.Ltd

Consultant : M/s NES PAK Limited & Indus Associated Consultant Ltd.

Client : C&W (Ministry of Communication and works)

Financed by : Asian development bank of Pakistan.



**HAQ NAWAZ**

Contact No: +971 566720895  
+971 502476296

Email: billi.nawaz12345@gmail.com



**Objective:**

To obtain challenging position within the reputable organization, so that I can utilize my experience and knowledge, in order to build successful long term career and grow with the company. I am a hard working and self-driven person, and as an ambitious person I would like to work in the environment where I can continuously develop myself professionally as well as personally.

**Personal Details:**

Date of Birth	:	January 01, 1986
Marital Status	:	Married
Religion	:	Islam
Nationality	:	Pakistani
Languages Known	:	English, Urdu, Pashto
Driving License	:	Valid Pak Light Vehicle
Passport No	:	DZ9616211

Interest	:	Playing Cricket, Football, Swimming, Gardening, Reading Books
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Education	:	SSC 2003 BISE MALAKAND FSC 2005 BISE MALAKAND BBA(H) Finances IBMS Agricultural University, Peshawar
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**Training and Certificates:**

1. IOSH MSv.4 (UK) Training certificate
2. OSHA 30 Hrs (USA) Safety Certificate
3. Fire Certificate (USA)

**Computer Skills:**

1. Ms Word, Ms Excel, Ms Power point, Hardware
2. Internet downloading uploading, sending email or general work
3. Windows installation, software installation, good typing speed

#### Area of Specialization:

More than 4 years work experience of Site Safety Manager with civil construction work & worked with integrates System (IMS)

- IOSH Managing Safety ACME Institute of Safety Professionals. Pak
- IOSH Working Safety ACME Institute of Safety Professionals. Pak
- OSHA General Industry Standards — 30 Hours ...Pak
- OSHA Academy Occupational Safety & health Professional Course IBOEHS Academy USA Pak
- OSHA Academy Occupational Safety & Health Manager Professional Course IBOEHS Academy USA Pak
- Certificates of Fire Prevention & Protection Amican Institute of Oil & gas Technology (AIOGT) Pak
- Fire Safety ,Fire Behavior, Special Hazards , Fire Extinguishment
- Certificate of Basic Fire Fighting /Fire Warden
- Certificate of Basic First Aid & CPR

#### Study Projects & Professional Trainings:

- Integrated Management System (IMS) awareness program.
- (A) Live on site program raising awareness on behavior relating to daily risk taking.
- Attended Training courses on safety watch.
- Attended and participated HSE Training Programs.
- Attended Training programs on Confined Space, access & agrees and Heat Stress awareness TRA (Task Risk Assessment) Fire protection System & Permit to work procedures .
- Training courses on scaffolding inspection and scaffolding inspector , basic fire fighting and
- Emergency response / Contingency procedures.
- Advanced First Aid from BAHRIA First Aid.
- Abrasive wheel & power tool safety from BAHRIA.
- Project and Resources Management Skills.

#### Work Experience:

##### Dec 2015-Present

Position : Safety Officer  
Company : Imdad Engineering and Contracting LLC

#### Main Responsibilities:

- Reporting to Project Director, proactively assisting in revising and devising HSE program.
- Reactively managing incident investigations, tracking trends and monitoring recommendation for transforming the outcomes into new HSE Strategies bringing a positive change.
- Continuously assessing needs, sufficiency and effectiveness for development of training matrix to enhance competence in project's teams.
- Monitoring, ensuring and overseeing the implementation of the approved Project HSE plan by Monthly Audits, Daily Inspections, Weekly Safety Survey & Tours & Awareness as well as Emergency Drills.
- Ensuring Contractor is maintaining & updating project HSE file. Developing Safety Culture set by example. Introducing Competence and Maintenance to supervisors and plants/machines. Evaluating risks & communicating hazards to the workers and visitors as well as both proactive and reactive Monitoring.

**Jan 2014-Nov 2015**

Position : Safety Officer  
Company : Habib Construction Service  
Main Contractor : NHA (National Highway Authority)  
Management : Sparco Management  
Project Name : Sawabi Motorway, Length of this motorway is 170mi and connecting with Islamabad , Rawalpindi and Lahore

**Main Responsibilities:**

- Responsible of the project health, safety and environment matters.
- Responsible for making sure workers are wearing PPE at work site (such as hats and Steel-toed shoes). Reflective clothing is also crucial, especially for night shift work.
- Responsible in reminding workers to wear sunscreen, hat, long sleeve shirts to protect from sunburn, dehydration and constant drinking of water every 20 minutes.
- Inform workers to be constantly remanded to remain vigilant and alert.

**Feb 2012 –Dec 2013**

Position : HSE Representative /HSE Advisor /Project Assistant Safety Officer  
Company : Sun Rise Pakistan  
Client : BAHRIA Town Islamabad  
Management : HPM (Hafiz Project Management)  
Project Name : Bahria Town Islamabad Pvt Ltd Accomodation area of 21 km and comprises of 4 No's of buildings with combined basement and Schools Colleges Hospitals Banks Play Grounds.

**Main Responsibilities:**

- Responsible of the project Health, Safety and environment matters.
- Ensuring that appropriate operational procedures are in place, communicated and implemented.
- Conduct daily safety & environmental inspection and high light all non-compliance.
- Organizing weekly site inspection with clients and consultants.
- Preparing weekly & monthly HSE reports and monthly statistical reports.
- Reviewing & updating company HSE plan . Initiate the company policy for prevention of injury, damage and wastage.
- Establishing control measures to eliminate or mitigate severity of the risk relating to the existing hazards.
- Preparation of TRA (TASK RISK ASSESSMENT )
- Organizing Pre Task Meeting (PTM)

I hereby declare that the above details are true to the best of my knowledge

Haq Nawaz



**N KATYAYINI**



**Present Address:**

**STREET NO: 7B**

**DUBAI, UAE**

**+971 50 60 27 874**

[nellikatayayini@gmail.com](mailto:nellikatyayini@gmail.com)

**CARRIER OBJECTIVE:**

Aim to be placed in an esteemed and progressive organization that gives me scope to update my knowledge and skills in accordance with the latest trends and be a part of team that dynamically works towards growth of organization.

**AREAS OF COMPETENCE:**

- Computer Literate/ AutoCAD 2008-2016/ MS Office/ Photoshop.
- Well versed in obtaining bids from suppliers and negotiating prices
- Ability to coordinate with well vendors/ Contractors/ Sub-contractors.
- Ability to coordinate with consultants from various disciplines and Owner/Clients.
- Good time management and expertise in managing multiple assignments simultaneously organizational skills.
- Proficiency in handling computer with high level expertise in MS office.
- Quick learner and strong ability to gather information from various sources.

**ACADEMIC QUALIFICATION:**

- Master of Technology, Geotechnical Engineering (pursuing) - Jawaharlal Nehru Technological University Hyderabad
- Bachelor of Technology, Civil engineering (2013) - DRK engineering & Technology, Hyderabad
- Intermediate in Mathematics, Biology, Physics & Chemistry (2009) - K V Gachibowli
- C.B.S.C (2007) - KV Mg Railway Colony Bangalore

**PROFESSIONAL WORK EXPERIENCE:**

**Company:** Imdad Engineering and Contracting LLC (December 2015 – Present)

**Position:** Estimation Engineer (Villa's, High Rise Buildings & Roads and Infrastructure)

**Location:** Dubai, UAE.

**Project Highlights (Executed):**

- **Villa Construction,**
  - **Project: Jumeirah Open Beach – LA MER, Dubai.**
    - ✓ Construction of villa's.
    - ✓ Road base laying.
    - ✓ Plaster works.
  - **Project: Deira car park**
    - ✓ Block work installation.
  - **Project: Sobha Hartland**
    - ✓ Block work installation.
    - ✓ Concrete and steel reinforcement
- **Roads & Infrastructure**
  - **Project : Emirates Hill**
    - ✓ Installation of paving tiles – Hard landscaping.
    - ✓ Block work installation.
  - **Project : Dubai Parks & Resorts**
    - ✓ Installation of kerbstone and paving tiles.
  - **Project : Dubai University**
    - ✓ Tilling works

**Company:** Sai Infrastructure and Company (August 2013 – Oct 2015)

**Position:** Quantity Surveyor, (Residential and High Raised Buildings)

**Location:** Hyderabad, Andhra Pradesh

**Project Highlights (Executed):**

- **B 2 Residential Building,** Raidurgam Gachibowli
- **G 5 Residential Building,** Raidurgam Gachibowli

**Specific Duties and Responsibilities:**

- Estimation and Preparing Quotation and Bill of quantity for the new projects.
- Preparing Subcontractor Running Account bill for entire project and reconciling it month wise with respect to sales.
- Preparing Schedule for weekly and monthly basis for easy execution of the job.
- Planning for Resources at the start of month for the works to be expedited.
- Tracking the Project with respect to the schedule and taking advance action to prevent further delay.
- Coordinating with Site team and Store for Material procurement.
- Keeping the record of all necessary drawings & documents.
- Customer interaction on weekly meetings.
- Discussing with the higher management regarding rough estimation of budget for the received design.
- Preparation of Revised BOQ's, Variations and Additional works carried out on site.
- Prepare cost and expenditure statements and other necessary documentation at regular intervals for the duration of the project.
- Prepare and maintain a directory of suppliers, contractors and subcontractors.
- Maintain relationships with sub-contractors and clients

- Formulate cost break down from estimates and for project progress.
- Visit site and record information about access, drainage and availability of services such as water and electricity.

**TRAINING DETAILS:**

**MINI PROJECT:**

Project Title: **LAYOUT OF TOWNSHIP**  
Domain: Township surveying

**MAJOR PROJECT:**

Project Title: **STANDARDIZATION OF ROOF SUPPORTING FRAMES**  
Domain: Design of Steel structures

**SKILL SET:**

**Computer Known Languages** : AUTO CAD, Good knowledge of ms office [MS PowerPoint, MS Word, and MS Excel], BASICS OF C

**ACHIEVEMENT:**

- First prize winner in Chess and Shot-put at College level
- Participated and won certificates for Basketball, Throw ball, Kabaddi, Shot put.
- Successfully completed Tertiya Sopan testing camp conducted by The Bharat Scouts and Guides.
- Mini project on layout of a township for residents belonging to middle income group.
- Organized and managed 'ILLUMINATI' - National Level Techno.

**PERSONAL PROFILE:**

▪ Date of Birth	: 8 <sup>th</sup> April, 1992
▪ Father	: N Srinivasulu
▪ Mother	: N Padma
▪ Marital Status	: Single
▪ Languages Known	: English, Hindi, and Telugu.
▪ Visa status	: Employment Visa – (07 <sup>th</sup> May 2016 - 06 <sup>th</sup> May 2018)
▪ Nationality	: Indian
▪ Passport No.	: N3204002 (21.09.2015 - 20.09.2025)
▪ Skype ID	: nelli.katyayini

**Declaration:**

I hereby declare that the information furnish above is true to the best of my knowledge. And I am keenly looking for an opportunity, which is in tune to my expectations and puts me on the right platform to prove my credentials.

**N KATYAYINI**



**Mahadir Mohamed**  
Dubai UAE



**Objective:**

To get a challenging and responsible position in an organization. Achieving difficult tasks given by the senior management, and to always be hard working for the benefit of the organization. To work in an environment this leads to mental satisfaction & where perseverance should be the key of success.

**Education:**

Year 2009      Tamilnadu College of Engineering  
Civil Engineer  
Karumathampatty, India  
Anna University  
Chennai, India

**Computer Knowledge**

Microsoft Word;  
Microsoft Excel;  
Auto CAD 2D, 3D;

**Work Experience**

1.    Organization :      Imdad Engineering and Contracting LLC  
     Project :          Road works and Earthworks  
     Designation :      QC Engineer  
     Duration :          December 2015 to Present  
     Responsibility :
  - Perform all daily inspection and test of the scope and character necessary to achieve the quality of construction required in the drawings and specifications for all works under the contract performed ON or OFF site.
  - Carry out inspection and checking for all quality related procedures in the site and ensures activity at the site are as per approved method statement and inspection test plan.
  - Coordinate with the consultant's representative and Site En-charge for inspection and meeting about quality problems including the closure of Non-Compliance Report.
  - Report to the QA/QC Manager, control, and monitor all activities related to Quality Management System, QMS.
  
2.    Organization :      Safaa Al Fajr Construction  
     Designation :      Site Engineer  
     Duration :          Dec 2014 to Dec 2015  
     Responsibility :
  - Oversaw project layouts and managed crews and subcontractors.
  - Managed grade and machine control for all construction projects.
  - Acted as lead inspector and quality control manager for the assessment of all project materials used in the construction.
  - Managed the construction of concrete foundations.
  - Knowledgeable in relevant OSHA safety guidelines.

3. Organization : Al Sadaf Building Contracting  
 Designation : Site Engineer  
 Duration : Aug 2010 to Dec 2014  
 Responsibility :  
 • Day-to-day management of the site, including supervising and monitoring the site labor force and the work of any subcontractors;  
 • Planning the work and efficiently organizing the site in order to meet agreed deadlines.  
 • Overseeing quality control, health and safety matters on site;  
 • Preparing reports as required;  
 • Ensuring all materials used and work performed are as per specifications;  
 • Interpreting the contract design documents supplied.
4. Organization : Maa Builders and Promoters  
 Designation : Site Engineer  
 Duration : May 2009 to June 2010  
 Responsibility :  
 • Establish the level and survey control for contracts.  
 • Set out detailed works as per the contract drawings, ensuring checks are carried out on a regular basis.  
 • Ensure that records are accurate and comply with organizational and legal requirements.  
 • Resolve any unexpected technical difficulties and other problems that may arise at any time.  
 • Produce procurement schedules for the jobs and liaise with the procurement department to  
 • ensure site have adequate resources to complete the tasks  
 • Produce ITP's and Task Briefings.  
 • Produce 2 week look ahead in conjunction with the Site Agent  
 • Produce Site Diaries and Allocation Sheets

**Personal Information:**

Nationality	:	Indian
Date of Birth	:	12/03/1985
Gender	:	Male
Religion	:	Islam
Marital Status	:	Married
Languages Known	:	English, Urdu, and Punjabi.
Passport No.	:	L2333340

Saeed Ur Rehman  
Email: [fahim\\_sbg@yahoo.com](mailto:fahim_sbg@yahoo.com)



#### PERSONAL DETAILS

Name	:	Saeed Ur Rehman
Profession	:	Land Surveyor
Father's Name	:	Sayed Ul Muslimen
Nationality	:	Pakistani
Religion	:	Islam
Passport No	:	KF708313
Age & Date of Birth	:	07-02-1989
Marital Status	:	Married

#### KEY QUALIFICATION

Overall (9) years Professional Experience, 3 years in UAE, and 6 years in Pakistan and Saudi Arabia as a Land Surveyor.

#### EDUCATIONAL QUALIFICATION

- 1.) Metric from Swat Board KPK
- 2.) 1 years Diploma of Land Surveyor
- 3.) Diploma of AutoCAD

#### LANGUAGE ABILITY

English	:	Good
Arabic	:	Fair
Urdu	:	Mother Tongue

#### WORK EXPERIENCE IN UAE:

Company Name	:	Imdad Engineering & Contracting L.L.C.
Period	:	2014 to Present
Position	:	Site Surveyor



**Responsibilities:**

- Develops work plans, methods and procedures to perform surveying tasks.
- Collects and analyzes field data; performs complex survey and engineering computations.
- Ensure adherence to safe work practices and proper use of traffic control measures during field work.
- Arrange for regular spot check on work and records.
- Maintain all instruments and instrument register as per Contract requirements.
- Spot checks instruments in use to ensure that they are duly calibrated and in good proper adjustment.
- Ensure that setting out books are properly maintained and filed when complete.
- Conduct surveys to determine precise location and measurement of points, elevations, lines, areas and contours for construction, map making and other purposes.
- Keep accurate notes, records and sketches to describe and certify work performed.

**WORK EXPERIENCE IN PAKISTAN & SAUDI ARABIA:**

Company Name : Ghulam Muhammad Khan & Co.  
 Period : From 2007 to 2008  
 Position : Surveyor  
 Project : Road Works

Company Name : PMC-JV(Pakistan)  
 Period : From 4th February 2009 to 2 December 2009  
 Position : Surveyor  
 Project : Road Works

Company Name : Saudi Bin Ladin Group(Riyadh)  
 Period : From 7th June 2011 to 2014  
 Position : Surveyor  
 Activities : Structure and Architecture work in KAHD project Zone 2 parcel no 2.13,2.07,2.08,2.10,1.09.

**DETAILED SUMMARY**

- Layout of Buildings, Roads, and Curves Circular and Reverse deflection angles on site by Radius.
- Cross-Section by level and calculation of it, calculation of Slope.
- Drainage pipeline and Sewerage pipeline and their manhole chamber.
- Duct Services location i.e. DEWA, Etisalat Ducts, DM Irrigation, DM Street Lighting, DM Spare Ducts.

**INSTRUMENTS USED**

- Sokkia Total Station, Power Set 2C, 2010,330RK ,250RK ,2130R3.
- Nikon Total Station DTM 831,352,522,652,532
- Leica Total Station TC 705,TC 405,TC 02,TC 09,TC 1201+
- Theodolite of various types as well as Electronic Theodolite
- Level Machine in all types.

**Arslan Abbas**  
Dubai, United Arab Emirates  
Mobile: 056-505-8690



### PERSONAL SUMMARY

A competent Civil Engineer with excellent communication, organization and co-ordination skills possessing a proven track record of preparing and executing project plans and programmes, ensuring that work is carried out in accordance with the companies procedures and clients satisfaction. Able to ensure timely, safe and cost effective design and implementation during the life cycle of projects from conception till customer satisfaction.

### CAREER HISTORY

#### Imdad Engineering and Contracting LLC – Dubai, UAE

Site Engineer (Project Coordinator) – April 2015 – Present

Duties and Responsibilities:

- Review the drawings and analyze the scope of work.
- Material calculation and estimate materials required for project.
- Make section drawings and coordinate with labors on fabrication, supply and erection process
- Evaluate the quality and quantity of materials been purchased and delivered for projects.
- Arrange and attend site meetings with Al Azhar site engineers, supervisors and foremen to discuss work progress and issues.
- Sign-off the submitted detailed schedule of the work
- On behalf of the Project manager monitor the project with his assigned authority
- Chart the work schedule and labors as per the site requirement.
- Plan and conduct all related activities to accomplish projects timely with quality and safety as committed.
- Traffic Management for RTA jobs.
- Ensures work carried out is accordance to the latest approved drawings and specifications on time of execution.
- Ensure labors are geared with proper safety as per the site HSE circular.
- Liaise with clients and customers to inform regarding the progress of work
- Followup with the yard and site to ensure the proper delivery of material

### PROJECT HIGHLIGHTS (EXECUTED)

- **Villa Construction**
  - 🚧 **Project: Jumeirah Open Beach – LA MER, Dubai.**
    - Construction of villa's.
    - Road base laying.
    - Plaster works.
  - 🚧 **Project: Deira Car park – Al Futtaim Carilion**
    - Traffic Management & Supervision of Works
- **Roads & Infrastructure**
  - 🚧 **Project : Emirates Hill**
    - Installation of paving tiles – Hard landscaping.
    - Block work installation.
  - 🚧 **Project: Dubai University**
    - Tilling works
  - 🚧 **Project: Nad Al Sheba**
    - Road works R852
    - Traffic Management

- 🚧 **Project: Internal Road Muhaisnah-2**
  - Traffic Management
- 🚧 **Project: Jumeirah Park**
  - Infrastructure and Paving Works
- 🚧 **Project : Dubai Parks**
  - Installation of Kerbstone and paving tiles
  - Asphalt Roads
- 🚧 **Project: Dubai Water Canal**
  - Coping and Cladding works
- 🚧 **Project: Dubai Parks and Resorts RD&E**
  - Painting works, Interlocks and Kerbstone
- 🚧 **Project: R777 Entrance to Jewel of the Creek Development**
  - Traffic Management

#### **KEY SKILLS AND COMPETENCIES**

##### **Professional**

- Excellent technical writing skills.
- Utilizing engineering tools.
- Prioritizing activities as necessary to meet job responsibilities.
- Knowledge of properties of materials such as metals and other cladding items.

##### **Personal**

- Capable of working independently with minimal guidance.
- Able to perform each essential duty satisfactorily.
- Ability to rapidly learn new concepts.
- Always maintaining high standard of professionalism in attitude and communication with fellow employees and customers.
- Capable of communicating technical concepts clearly and concisely in written and verbal form.
- Open minded and creative.

#### **PERSONAL DETAILS**

Name	: Arslan Abbas
Nationality	: Pakistan
Fathers Name	: Zafar Abbas
Date of birth	: 22-09-1992
Place of birth	: Chakwal Pakistan
Passport No.	: FK1017452



**Muhammad Nabeel Anwar**  
Contact No: +92-343-5002312  
Contact No: +971-55-2772684  
E-Mail: [hafiznabeel8@gmail.com](mailto:hafiznabeel8@gmail.com)



**Position Desired: DRAUGHTMAN**

#### **CAREER OBJECTIVE**

- To get a challenging and responsible position in an organization.
- Achievement of difficult tasks given by the senior management.
- Always hard working for the benefit of the organization.

#### **PROFESSIONAL PROFILE**

- 6 years of well-rounded background in land, building and road survey in Pakistan.
- In-depth knowledge of Drafting and construction works administration, materials and methods and techniques of general building and road construction.
- Ability to read and interpret complex construction plans and profiles.
- Exceptional organization and time management skills, experienced in technical reporting and estimating projects, outstanding computer skills, excellent communicator, ability to easily interface between management and staff.

#### **AREAS OF EXPERTISE**

- An out of the box thinker capable to plan, direct and conduct legal surveys to establish the location of real property boundaries, contours and other natural or human-made features, and prepare and maintain cross-sectional drawings, official plans, records and documents pertaining to these surveys
- Expertise in document using, problem solving, decision making and critical thinking.
- Good at mathematics and technical foundation skill, coupled with ability to work accurately.
- Proven track record in assembling and assessing geographical information required for planning and regulation of the land and related structures.

#### **EMPLOYMENT HISTORY**

##### **DOMESTIC EXPERIENCE :-**

**Period: August 2014 to Present**

**Position Held: Civil Draughtsman**

**Employer: Imdad Engineering & Contracting L.L.C - U.A.E**

**Description of Works:** Auto-CAD Draftsman cum Quantity Surveyor. (Design, Footings, Columns & Beams)

- Preparation of Architectural Building Plans, sections, elevations and detail drawings, door & window details/schedules, floor finishes & reflected client plan.

##### **Responsibilities Included:**

- ✓ Produce drawings using computer assisted drafting systems (CAD).
- ✓ Responsible for building Cad Drawings based on information provided by clients and engineers.
- ✓ Draft plans and detailed drawings for structures, installations, and construction projects such as Substations, Multi storied Buildings, Malls, Fences, Apartments, Villas, culverts etc. working from sketches or notes.
- ✓ Supervising all the above works and submitting the progress of all works daily to the concern authorities.

- ✓ Review rough sketches, drawings, specifications, and other engineering data received from civil engineers to ensure that they conform to design concepts.
- ✓ Analyze all drafts for project in coordination with project personnel and revise all drawings as per client requirement.
- ✓ Daily reporting to manager for progress work.
- ✓ Submittals as per project specification.
- ✓ Preparing plans, coordinating with engineers, and checking with the clients.
- ✓ Responsible for deploying workforce.

#### **Project Highlights (Executed)**

1. Villa Construction  
Project: Jumeirah Open Beach – LA MER, Dubai.
  - Construction of villa's.
  - Road base laying.
  - Plaster works.
2. Project: Deira Car park – Al Futtaim Carilion
  - Traffic Management & Supervision of Works
3. Roads & Infrastructure  
Project : Emirates Hill
  - Installation of paving tiles – Hard landscaping.
  - Block work installation.
4. Project: Dubai University
  - Tilling works
5. Project: Nad Al Sheba
  - Road works R852
  - Traffic Management
6. Project: Internal Road Muhaisnah-2
  - Traffic Management
7. Project: Jumeirah Park
  - Infrastructure and Paving Works
8. Project : Dubai Parks
  - Installation of Kerbstone and paving tiles
  - Asphalt Roads
9. Project: Dubai Water Canal
  - Coping and Cladding works
10. Project: Dubai Parks and Resorts RD&E
  - Painting works, Interlocks and Kerbstone
11. Project: R777 Entrance to Gewel of the Creek Development
  - Traffic Management

#### **DOMESTIC EXPERIENCE :**

**1. Period: November 2010 to May 2013**

**Position Held:** Civil Draftsman

**Employer:** AA Associates Consultant Engineer

**Project:** 2ND HANGAR PROJECT HELIPORT, ISLAMABAD.

**Description of Works:**

- AUTOCAD WORK (Design, Footings, Columns & Beams)
- Preparation of Architectural Building Plans, sections, elevations and detail drawings, door & window details/schedules, floor finishes & reflected client plan.
- Preparation of sitting arrangement, drawings for marriage parties.
- Supervision of concrete work,
- Supervision of Steel work.

**2.Period: September 2007 to October 2009**

**Position Held:** Draughtsman

**Employer:** HABIB RAFIQ (PVT) LIMITED.

**Project:** ALHAMRA HILLS PROJECT ISLAMABAD.

**Description of Works:** AUTOCAD WORK

- Preparation of Architectural Building Plans, sections, elevations and detail drawings, door & window details/schedules, floor finishes & reflected client plan.

#### EDUCATIONAL QUALIFICATION

1. SSC in science from Fedral Board Islamabad Pakistan.
2. HSC from Allama Iqbal Open University Islamabad Pakistan.

#### TECHNICAL QUALIFICATION

- Diploma in Survey from PMDC survey college Khewra Pakistan.

#### SPECIALIZATION IN WORKING WITH INSTRUMENTS

- Total Station, Auto Level, (Leica, Sokkia and Nikon etc.)

#### COMPUTER SKILL

- Auto CAD (2D & 3D)
- Auto CAD Civil 3D
- Eagle Point
- Primavera
- Microsoft Office Suite
- 3D Studio Max

#### PERSONAL DETAILS

Date of Birth	:	14-05-1988
Nationality	:	Pakistani
Languages Known	:	English and Urdu.
Marital Status	:	Married
Passport	:	Holding valid passport
Preferred Location	:	Emirates
Reference	:	Excellent reference will be furnished on request.

I hereby declare that above information given in the resume is true and correct to the best of my knowledge.

Yours Sincerely

**Muhammad Nabeel Anwar**



**TARIQ MEHMOOD**  
CIVIL ENGINEER  
23 Years Experience in field of Civil Works  
Mobile: +971 56 583 7140 / +971 56 358 1470



**Key Qualifications:**

Practicing as an Associate Engineer since 1989. Capable of independently handling the Construction Projects especially Infrastructures in Health and Education Sector and Hydro Power Project.

Remained responsible for layout and site management of various civil works, calculation of quantities and processing of Interim Payment Certificates (IPC), especially in works of Health & Education Reforms.

Supervision and measurement related work for manufacturing of pre-stressed cement concrete poles (HT/LT ).

**Education:**

1. Matric
2. F.Sc (Attended two years classes)
3. Diploma of Associate Engineer in Civil Technology
4. Bachelor of Arts(B.A)
5. B-Tech (Pass) Civil
6. Computer Skill (MS Office) especially Microsoft Excel, Auto CAD.

**Experience:**

1. Employer : Imdad Engineering and Contracting LLC — Dubai  
Position : Site Engineer (Earthworks/Roadworks)  
Period : Since 23-01-2015 to Present  
Responsibility:
  - Setting out the works in accordance with the drawings and specification.
  - Liaising with the project planning engineer regarding construction programs.
  - Checking materials and work in progress for compliance with the specified requirements.
  - Observance of safety requirements.
  - Resolving technical issues with employer's representatives, suppliers, subcontractors and statutory authorities.
  - Quality control in accordance with CSIs/procedures method statements, quality plans and inspection and test plans, all prepared by the project management team and by subcontractors.
  - Liaising with company or project purchasing department to ensure that purchase orders adequately define the specified requirements.
  - Supervising and counseling junior or trainee engineers.
  - Measurement and valuation (in collaboration with the project quantity surveyor where appropriate).
  - Providing data in respect of variation orders and site instructions.
  - Preparing record drawings, technical reports, site diary
  - Job review of subordinate staff.



2. Employer : AZEEM COLONY  
Position : Civil Engineer  
Projects : Construction of Residential Buildings.  
Location : District Sialkot and Zafarwal.  
Period : Since 23-08-10 to 13-11-2015  
Activities : Responsible from layout up to finishing of the building. To supervision the quality of work. Supervised all the construction activities according to the construction drawings and responsible for preparing the bills of the works performed.
  
3. Employer : SLBAP PRSP  
Position : Field Engineer  
Projects : Various sustainable livelihoods in Barani Areas Projects  
Location : District Narowal  
Period : Since 05-11-09 to 6-8-10  
  
Activities : Remained responsible for site survey, estimation, getting approval from PMU, execution and processing of IPCs (Billing) of various type of civil works, like water courses, soling, Culverts and Biogas Plant in District Narowal.
  
4. Employer : National Logistic Cell  
Position : Site Supervisor  
Projects : Various projects of Education & Health Sector Reforms  
Location : District Sialkot  
Period : Since 15-5-2007 to 31-10-2009  
Activities : Responsible for arranging Primary Survey and Estimate the Actual Cost according to drawing of various civil works in Education & Health Department. Supervision from Layout, Material Checking, Quality Control, up to finishing of the building and handing over to the concerned Department. Also remained responsible for preparation of bills (IPCs) of the Work physically executed at Site.
  
5. Employer : Small Industries Estate Citizen Community Board  
Position : Site Engineer  
Projects : Water Supply, Sewerage, Soling and Drain  
Location : District Sialkot  
Period : 01-03-03 To 30-03-07  
Activities : Worked and supervised the Water Supply, Sewerage, Soling and Drain
  
6. Employer : Dongfang Electric Corporation (DEC) Barotha Construction  
Position : Assistant Civil Engineer  
Project : Power Complex -Ghazi Barotha Hydropower Project  
Location : District Attock Period: 19-08-2000 to 18-02-2003  
Activities : Worked and supervised the construction of Unloading bay, Erection Bay 1&2 and unit no. 1 of powerhouse and Spillway. Major responsibilities include supervision of concrete work, maintain the record of Pouring slip, get approval of the work from the PHC staff. To arrange and check all equipments (Shouts, concrete pumps, cranes with check sheet and get it approved from PHC before execution of the work), and correlate with the batching plant section for various type of concrete requirements. To supervise and handled all the concrete activities independently.

7. Employer : Moon Construction Company  
 Project : Construction of Primary Schools  
 Position : Site Engineer  
 Location : Sargodha & Narowal Districts  
 Period : 01-04-94 To 02-02-2000  
 Activities : Arranging preliminary survey and estimate the actual cost (Bill of quantities) According to drawings/design of different school buildings and other civil works and help in conducting tenders. Responsible from layout up to finishing of the building / other civil works till its handing over to the concerned departments. Arranging all construction materials required for the assigned works and responsible for preparing & submitting the bills of the works performed.
8. Employer : SAGA SPORTS  
 Position : Supervisor of Civil Works  
 Location : Sialkot Daska Road, Sialkot  
 Period : 06-07-91 to 04-11-1993  
 Activities : Responsible for layout of various building and other works according to drawings and to estimate the materials required. Supervised all the construction activities according to the construction drawings. Major assignments done were construction of new office building (triple story's frame structure,) Warehouse building and Approach road.
9. Employer : Amin Brothers Engineers (Pak) Ltd.  
 Position : Site Engineer  
 Location : P. C Pole Plant Jang Period: 09-10-90 to 30-06-91  
 Activities : To supervise manufacturing of pre-stressed cement concrete poles. It involve Tensioning of PC wire strands, curing by steam, dimensioning, cutting of wire strands and safe stacking by gantry crane. Loading of poles for shifting to site and then erection of poles according to Wapda's demarcation/location. To liaison with the head office.

**Personal Details:**

Name	: Tariq Mahmood
Father's Name	: Muhammad Shafi
Date of Birth	: 07-08-1968
Passport No.	: LGO156872
Religion	: Islam
Marital Status	: Married
Profession	: Civil Engineer
Residential Address	: Nawan Pind Araian, Near Akbar Abad, Sialkot
Home Cell Number	: +92 333 8747073, 0300 6157376
E-Mail	: Engr Tariq19Yahoo.com
Languages	: English and Urdu: Speaking, Reading and writing.

**Rameez Hassan**  
**Dubai UAE**



**Personal Information**

Fathers Name	:	Ansar Muhammad
Place of Birth	:	Mandi Bahhaudin, Pakistan
Marital Status	:	Single
Date of Birth	:	12 August 1993
Nationality	:	Pakistan
Language	:	English, Urdu, Hindi
Passport No	:	EL6808732

**Objective:**

To acquire the position of "**LAND SURVEYOR**" in an challenging organization where range of my qualification and experience can be developed more.

To work in a stimulating environment where in my knowledge will bring beneficial results to the organization and self and there by quench my zeal for learning new things. I'm willing to work as a key player in challenging and creative environment.

**Education:**

Matriculation in science board of intermediate & secondary education (Gujranwala)  
3year diploma of ASSOCIATE ENGINEER Punjab board of technical education (Lahore)

**Professional Experience:**

2 year work experience in **UAE** as a **LAND SURVEYOR**  
4 years' work experience in Pakistan as a **LAND SURVEYOR**

**Surveying instruments used**

GPS: Sokkia 250 & Trimble. Top con 250  
Total station. Sokkia 630, and sokkia FX 102, top con os 102. Sokkia 610  
Automatic level and digital Theodolite.

**Current Profile:**

**From January 2016 to Present**

Organization	Imdad Engineering and Contracting LLC
Designation	Land Surveyor



**Roles & Responsibilities:**

- Perform duties related to land surveying for identifying land ownership and property boundaries.
- Develop and inspect land surveying project contracts.
- Support field measurement and layout.
- Conduct standard calculations to identify areas, elevation and volumes of field survey notes.
- Read, utilize and interpret design drawings and topographic maps.
- Provide consistent and superior quality documents for survey, design and building projects for clients.
- Perform as cadastral issue matter expert as team member.
- Perform as Contracting Officer Technical Representative (COTR) for Architect-Engineer.
- Involve in implementing mapping contracts and Indefinite Quality (IQ) surveying.
- Provide vertical and horizontal control maps for mapping and survey projects.

**From 2014 to JUN 2015**

Organization	Area construction
Project	Gomal zam zam warm canal
Designation	Land Surveyor

**Roles & Responsibilities:**

Setting out and leveling works of road and sewerage, drainage, culverts, canal. Layout as per drawing.

**From 2011 to JUN 2014**

Organization	Art ova engineering and consultancy
Project	garden city Bahriya town Islamabad
Designation	Land Surveyor

**Roles & Responsibilities:**

Setting out and leveling works of piles, layout as per drawing .follow the grid line and controlling the horizontally and vertically of building Colum. Good experience of culverts, sewer and drainage pipe line works. Having a good experience of building leveling and setting out works



## Plants and Equipment

1.	Trucks	:	10
2.	Trailers	:	06
3.	Shovels	:	04
4.	Rollers	:	03
5.	Graders	:	02
6.	Bobcat	:	04
7.	JCB	:	04
8.	PTR	:	02
9.	Excavator	:	06
10.	Low bed	:	02
11.	Vehicles	:	15

# Plants and Equipment

## Report Of Vehicles

Model	Chassis no	Plate No	Make Year	Registration Valid For Days	No. of Fines	Fines Amount
Mercedes 2635	WDB65913615702393	Public 65340 Transportation	1991	0	0	0
Mercedes 3848 S 33	WDA9HDAB18L351679	Public 91277 Transportation	2008	0	0	0
CATERPILLAR 330C	CAT0330CVJAB00511	Private Q 20988	2003	0	0	0
Mercedes 2638	WDB65542615702892	Public 57730 Transportation	1991	42	0	0
Mercedes 2538	WDB6584181K061796	Public 68103 Transportation	1994	42	0	0
Mercedes 2238	WDB62319015204029	Public 50392 Transportation	1988	42	0	0
EICHER G10.60	MC221CCL181189717	Public 53049 Transportation	2008	54	0	0
Mercedes 1735	WDB65552315581448	Public 89876 Transportation	1990	127	0	0
MITSUBISHI 200 L	D0NK140NP02576	Public 21946 Transportation	1992	127	0	0
Mercedes 2635	WDB65913615931047	Public 60882 Transportation	1992	127	0	0
Mercedes 2638	WDB6591421K158445	Public 58301 Transportation	1996	132	0	0
FORD RANGER	MNCBSFD75BW902441	Private Q 95313	2011	145	0	0
Mercedes 2538	WDB6580231K199013	Public 31700 Transportation	1997	145	0	0
MITSUBISHI 200 L	MMBJNK6203D013653	Private S 30694	2003	146	0	0
TRAILER LOCAL	D042398DXBTRAILER	Trailer 30902	2015	146	0	0
Mercedes 2448	WDB65847315770998	Public 2362 Transportation	1992	167	0	0
Mercedes 1838	WDB6555331K019657	Public 20869 Transportation	1993	174	0	0
Mercedes 1735	WDB65502615542379	Public 93925 Transportation	1990	174	0	0
TRAILER LOCAL	D043066DXBTRAILER	Trailer 31621	2016	180	0	0
Mercedes 2633	WDB62404815203064	Public 14190 Transportation	1985	180	0	0
VOLVO FH 12	YV2A4B3A1TB150948	Public 21655 Transportation	1996	181	0	0
Mercedes 2538	WDB6584681K083982	Public 47592 Transportation	1995	194	0	0
Mercedes 2038	WDB65603415921227	Public 21799 Transportation	1994	194	0	0
Mercedes 2538	WDB6580431K245572	Public 20285 Transportation	1997	194	0	0
Mercedes 2635	WDB65913715499743	Public 25618 Transportation	1990	194	0	0
CATERPILLAR 966	9YJ00846	Private T 43403	1994	216	0	0
KIA K2700	KNCSE061267202756	Public 28614 Transportation	2006	228	0	0
TRAILER LOCAL	D04485DXBTRAILER	Trailer 32987	2017	233	0	0
TRAILER LOCAL	D044570DXBTRAILER	Trailer 32988	2016	233	0	0
Mercedes 1838	WDB65553315961216	Public 36811 Transportation	1997	243	0	0
TRAILER LOCAL	D032554DXBTRAILER	Trailer 8803	2010	244	0	0

## Plants and Equipment

Mercedes 2635	WDB65933815598060	Public 71268 Transportation	1991	246	0	0
TRAILER LOCAL	D013884DXBTAILER	Trailer 13023	2010	255	0	0
Mercedes 1735	WDB65552315531534	Public 53784 Transportation	1990	260	0	0
CATERPILLAR 330C	CAT0330CEJAB00496	Private G 84369	2003	273	0	0
CATERPILLAR 966G	8XW00269	Private Q 17416	2000	273	0	0
Mercedes 2638	WDB65913915565506	Public 70890 Transportation	1991	278	0	0
Mercedes 2538	WDB6584191K130871	Public 39044 Transportation	1996	278	0	0
Mercedes 1933	WDB62014215369628	Public 17512 Transportation	1988	286	0	0
TOYOTA HILUX	MR0FX22G791015969	Private L 34283	2009	287	0	0
TRAILER LOCAL	D041446DXBTAILER	Trailer 26905	2005	289	0	0
Mercedes 2635	WDB65542615584462	Public 81964 Transportation	1993	291	0	0
Mercedes	WDB62340815242939	Public 92248 Transportation	1986	291	0	0
TOYOTA YARIS	JTDKW9230A6148611	Private Q 36281	2010	293	0	0
Mercedes 2543	WDB9502031K370223	Public 32623 Transportation	1999	301	0	0
Mercedes 1850	WDB6556921K087339	Public 33714 Transportation	1995	322	0	0
Mercedes 2644	WDB6590281K126288	Public 33438 Transportation	1995	322	0	0
CATERPILLAR 966 D	99Y02186	Private K 87599	1993	354	0	0
Mercedes 2538	WDB6584681K085210	Public 45165 Transportation	1997	354	0	0

# Legal Documents



# Commercial License



دائرة التنمية الاقتصادية  
DEPARTMENT OF ECONOMIC DEVELOPMENT



## رخصة تجارية Commercial License

License Details / تفاصيل الرخصة			
License No.	662611	رقم الرخصة	
Company Name	IMDAD ENGINEERING AND CONTRACTING L.L.C	اسم الشركة	إمداد للهندسة والمقاولات ش.ذ.م.م
Trade Name	IMDAD ENGINEERING AND CONTRACTING L.L.C	الاسم التجاري	إمداد للهندسة والمقاولات ش.ذ.م.م
Legal Type	Limited Liability Company(LLC)	الشكل القانوني	ذات مسؤولية محدودة
Expiry Date	12/12/2017	تاريخ الانتهاء	Issue Date 13/12/2011 تاريخ الإصدار
D&B D-U-N-S ® No.	0	الرقم العالمي	Main License No 662611 رقم الرخصة الأم
Register No.	1086555	رقم السجل التجاري	DCCI No. 199579 عضوية الغرفة

License Members / الأطراف				
Share / الحصص	Role / الصفة	Nationality / الجنسية	Name / الاسم	رقم الشخص/No
	Manager / مدير	Pakistan / باكستان	SYED ARIF HUSSAIN BUKHARY SYED MUHAMMAD ALI BUKHARY / سيد عارف حسين بخاري سيد محمد علي بخاري	575091

Road Contracting

### License Activities / نشاطات الرخصة التجارية

Address / العنوان			
Phone No	971-4-4472262	تليفون	P.O. Box 238177 صندوق بريد
Fax No	971-4-4472261	فاكس	Parcel ID 621-0 رقم القطعة
Mobile No	971-50-5133691	هاتف متحرك	مكتب رقم 212 - مكتب هوليويج دو - ورسن

### Remarks / الملاحظات

لا يجوز البدء في أية أعمال سواء تابعة لإشراف البلدية أو أي جهة أخرى في إمارة دبي، وذلك لحين توفير المعايير والمتطلبات الفنية للمزاولة ومراجعة البلدية بالمسرحين  
Not permitted to start in any business that supervision of the municipality or any other entity in the emirates of Dubai, until provision of technical standards and requirements for practicing and reviewing the municipality

Print Date 08/01/2017 16:16 تاريخ الطباعة	Receipt No.	رقم الإيصال
Activity Owners		الدوائر التي لها صلاحية متابعة أنشطة

(وثيقة إلكترونية معتمدة وصادرة بدون توقيع من دائرة التنمية الاقتصادية إجماعاً معجة البيانات الواردة في الرخصة يرجى زيارة الموقع <http://www.dubaided.gov.ae>)  
(Approved electronic document issued without signature by the Department of Economic Development. To verify the license kindly visit <http://www.dubaided.gov.ae>)

IMDAD ENGINEERING & CONTRACTING L.L.C.

Tel No: 04-4472262 Fax No: 054-4472261 P.O. Box: 238177, Dubai - UAE

Email: [construction@imdad-eng.com](mailto:construction@imdad-eng.com) Website: [www.imdad-eng.com](http://www.imdad-eng.com)

# Commercial Register


 دائرة التنمية الاقتصادية  
 DEPARTMENT OF ECONOMIC DEVELOPMENT


شهادة شهر قيد شركة في السجل التجاري Commercial Register			
Main Lice, Nr		662611	
Company Name		IMDAD ENGINEERING AND CONTRACTING L.L.C	
Legal Type		Limited Liability Company(LLC)	
Expiry Date		12/12/2017	
D&B D-U-N-S No.		0	
Nominated		300,000	
Paid		300,000	
No. of Shares		0	
Currency		UAE Dirhams	
Road Contracting			
Register Details / التفاصيل		Register No. 1086555 رقم القيد إمداد الهندسة والمقاولات ش.م.م. ذات مسئولية محدودة تاريخ الإصدار 13/12/2011 تاريخ الانتهاء الرقم العالمي	
Capital Details / تفاصيل رأس المال		الاسم المدفوع عدد الأسهم العملة	
License Address / عنوان الرخصة		مكتب رقم 212 - ملك هولييج دو - ورسا 1 عنوان السجل التجاري / عنوان المدينة المعاصرة دبي INDIGO OPTIMA 1-608-212	
Register Activities / أنشطة السجل		مقاولات إنشاء الطرق	
Print Date		08/01/2017 16:16 تاريخ الطباعة	
Receipt No.		رقم الإيصاف	
Activity Owners		الجهات التي لها صلاحية متابعة أنشطة	

( وثيقة إلكترونية معتمدة وصادرة بدون توقيع من دائرة التنمية الاقتصادية. لمراجعة صحة البيانات الواردة في الرخصة يرجى زيارة الموقع <http://www.dubaieded.gov.ae> )  
 (Approved electronic document issued without signature by the Department of Economic Development. To verify the license kindly visit <http://www.dubaieded.gov.ae> )

IMDAD ENGINEERING & CONTRACTING L.L.C.

Tel No: 04-4472262 Fax No: 054-4472261 P.O. Box: 238177, Dubai - UAE

Email: [construction@imdad-eng.com](mailto:construction@imdad-eng.com) Website: [www.imdad-eng.com](http://www.imdad-eng.com)

## Partners



### ملحق الشركاء

### Partners

D&B D-U-N-S  
No. 0

الرقم المقيمي

License No.

662611

رقم الرخصة

تفاصيل الرخصة / License Details

اصحاب الرخصة / License Partners

Share / المصالح	Sr. No./مستند الشخص	Nationality / الجنسية	Name / الاسم
51.0000000 %	258001	الإمارات / United Arab Emirates	فهد عبدالله مبارك سالم / FAHAD ABDULLA MUBARAK
49.0000000 %	575091	باكستان / Pakistan	SYED ARIF HUSSAIN BUKHARY SYED
			سيد محمد علي بخاري / MUHAMMAD ALI BUKHARY

Print Date 08/01/2017 16:16 تاريخ الطباعة

Receipt No.

رقم الإيصاف

Activity  
Owners

الجهات التي لها  
صلاحية متابعة أنشطة

(وثيقة إلكترونية معتمدة ومصادرة بدون توقيع من دائرة التنمية الاقتصادية - المراجعة نسخة البيانات الواردة في الرخصة يرجى زيارة الموقع <http://www.dubaided.gov.ae>)  
(Approved electronic document issued without signature by the Department of Economic Development. To verify the license kindly visit <http://www.dubaided.gov.ae>)



## Membership Certificate

غرفة دبي  
DUBAI CHAMBER

### شهادة تسجيل العضوية Membership Certificate

License no. 662611

Membership no. 199579

Registration no. 1086555

Trade Name IMDAD ENGINEERING AND  
CONTRACTING L.L.C

Legal Status Limited Liability Company

Activity Road contracting

Member Since 17/12/2011

Date of Issue 08/01/2017

Expiry Date 12/12/2017

#### Remarks

This certificate shall be invalid incase of any alteration  
without chamber's authorization

For online verification of this Certificate, please visit our website  
<http://www.dubaichamber.ae/verify>

غرفة تجارة وصناعة دبي  
Dubai Chamber of Commerce & Industry

P.O. Box 1457 - Dubai, U.A.E. | Tel (Within UAE) 800 CHAMBER (800 2426237) | Tel (Outside UAE) (+971) 4 2280000  
هاتف: 4 2280000 (+971) | فاكس: 4 2211646 (+971) | [customercare@dubaichamber.ae](mailto:customercare@dubaichamber.ae) | [www.dubaichamber.ae](http://www.dubaichamber.ae)

رقم الرخصة 662611

رقم العضوية 199579

رقم السجل التجاري 1086555

الاسم التجاري إمداد للهندسة والمقاولات ش.ذ.م.م

الشكل القانوني شركة ذات مسؤولية محدودة

نوع النشاط مقاولات إنشاء الطرق

تاريخ الانساب 17/12/2011

تاريخ الإصدار 08/01/2017

تاريخ الانتهاء 12/12/2017

#### الملاحظات

تعتبر هذه الشهادة لاغية في حال أي كسب أو تعديل عليها دون  
اعتماد ذلك من الغرفة

للتأكد من صحة بيانات الشهادة يرجى الرجوع إلى موقع الغرفة  
<http://www.dubaichamber.ae/verify>

IMDAD ENGINEERING & CONTRACTING L.L.C.

Tel No: 04-4472262 Fax No: 054-4472261 P.O. Box: 238177, Dubai - UAE

Email: [construction@imdad-eng.com](mailto:construction@imdad-eng.com) Website: [www.imdad-eng.com](http://www.imdad-eng.com)



# Approvals



## Prequalification Certificate

**Company: IMDAD ENGINEERING AND CONTRACTING LLC**

**Reg#: A016-0238735**

Type: Contractor

Address P O BOX: 238177, DUBAI - U A E

Telephone 00971044472262

Fax 4472261

Dear M/s **IMDAD ENGINEERING AND CONTRACTING LLC**

Further to your request for prequalification, we are hereby pleased to advise you that your application has been successfully considered and your company is approved for RTA Projects as per the following activities:

Agency	Department	Work Scope	Value Limit (AED)	Status	Expiry Date	Other Conditions
Traffic & Roads Agency	Road & Facilities Maintenance	Earth works and Roads Works including sub-base and Road-base prior Asphalt Paving	10,000,000	Conditionally Prequalified	21 May 20	Subject to Comply with DM Comments on the trade license
Traffic & Roads Agency	Road & Facilities Maintenance	Excavation & Filling	1,000,000	Conditionally Prequalified	07 Sep 19	Conditionally Prequalify

Printed On 5/21/2017

### Please Note

The above approval is for the above period, renewable according to request and successful review process by RTA, and is conditional upon your reasonable participation in RTA tenders and projects. We reserve the right to withdraw same at our sole discretion at any time.

This Certificate is issued by the Roads and Transport Authority (RTA) and does not require stamping or signature

Tel: +971 4 284 4444 Fax: +9714 208 5555 P.O.Box 118899, Dubai, UAE. [www.rta.ae](http://www.rta.ae)

I-1165 19/07

Tender No.:	2012/14				
Project Name:	Sheikh Khalifa Bin Zayed Centre for Marine Research at Umm Al Quwain, UAE				
Client:	MOPW	Engineer:	CORE	Contractor:	GTGCE

### Prequalification

Ref. No.:	GTGCE-MRC-PA-46	Rev.:	0	Date:	27/06/2014
Discipline:	<input type="checkbox"/> Architecture	<input checked="" type="checkbox"/> Civil	<input type="checkbox"/> Mechanical	<input type="checkbox"/> Electrical	<input type="checkbox"/> Others

Description	Prequalification for Road Work.		
Use / Purpose			
Name & Address of Local Supplier	M/s IMDAD ENGINEERING & CONTRACTING LLC.		
Attachment / Technical Literature			
Date of Approval Requested			
B.O.Q.			
Specification Ref.			
Prequalification Checklist attached	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Submitted by: (Contractor) ENGR.	On: 28 June 2014	Time:	08:00 A.M.
Received by: (Engineer)	On:	Time:	
Engineer: Approval Status: <input type="checkbox"/> A- Approved <input checked="" type="checkbox"/> B- Approved with Comments <input type="checkbox"/> C- Revise and Resubmit <input type="checkbox"/> D- Rejected  - Please find the attached comments. Date: 10-Jul-14 Engineer's Signature:	Client: Approval Status: <input type="checkbox"/> A- Approved <input checked="" type="checkbox"/> B- Approved with Comments <input type="checkbox"/> C- Revise and Resubmit <input type="checkbox"/> D- Rejected  Date: 10-Jul-14 Client's Signature:		
Date:	Time:	Approved / Approved as Noted / Not Approved	
Received: (Contractor) GTGCE	Date: 10-July-14	Time: 10:00 AM	Signature:

Dr. Salim (at Site)

# Accomplished Projects



S#	PROJECT NAME	CLIENT	CONTRACTOR	SCOPE OF WORK	LOCATION	CONTRACT AMOUNT	REMARKS
1	The Tower-Foundation and Enabling Works	The Lagoons Phase One	Soletanche Bachy	Barrettes Trimming/Pile Breaking Works	Dubai	3.5 M	On-going
2	Construction of Downtown Jebel Ali Zone 1-4	Toplink	Toplink	Paving Works	Dubai	7.5 M	On-going
3	La Mer -Jumeirah Open Beach	Hills & Fort	Hills & Fort	Formwork, Steel fixing and Concrete Pouring	Dubai	10.5 M	On-going
4	Infrastructure Works for Phase 1 Dubai parks	Kier	Kier	Road Kerb Stone Fixing and Kerb painting	Dubai	17 M	Completed
5	Dubai World Trade Center – Phase 1 A2	DWTC	Al Futtaim Carillion	Earth Works (Excavation and Backfilling) Pile breaking works	Dubai	11.5 M	Completed
6	Meydan Heights Nad Al Sheba	Engineer's Office - EO	Sobha Contracting	Irrigation network – 13 km main pipe line laying	Dubai	14.5 M	Completed
7	Dubai Parks and Resorts RD&E	Kier	Kier	Installation of Kerbstone, Interlocks and Paint works	Dubai	10.5 M	Completed
8	River Parks RD&E Project Main Work	Kier	Kier	Hard Landscaping Works	Dubai	11 M	Completed
9	Umm Al Damman Villa Project	Engineer's Office - EO	Al Futtaim Carrillion	Construction of roads and Interlock/ kerbstones work for footpaths	Dubai	6.3 M	Completed
10	Dubai International Airport Terminal-3	DCA	Al Naboodah	Ceramic tiles works / Block works / Plastering Works	Dubai	7.5 M	Completed
11	Arena Plaza	DWTC	Al Futtaim Carillion	Infrastructure and Paving Works	Dubai	8 M	Completed
12	University of Dubai	Kier	Kier	Tiling Works	Dubai	8 M	Completed
13	Golf Course	Emaar	Al Tayer Stocks	Paving Works	Dubai	2.5 M	Completed
14	G+8 Apartment Phase 1	Sobha	Sobha	Steel and Shuttering works	Dubai	13.5 M	Completed

S#	PROJECT NAME	CLIENT	CONTRACTOR	SCOPE OF WORK	LOCATION	CONTRACT AMOUNT	REMARKS
15	Phase 1 Villas	Sobha	Sobha	Steel and Shuttering works	Dubai	12.5 M	Completed
16	Bus Terminal Relocation & Temporary Car park	Deira Water Front development LLC	Al Futaim Carillion	Construction of roads and Interlock/Kerbstones /Work for footpaths	Dubai	10 M	Completed
17	Dewa 100MW Solar Power Plant	Dewa	Consolidated Contractor Engineer	Road & Interlock Pavement work	Dubai	15 M	Completed
18	Construction of Internal Roads	Ministry of Works	Al Naumi Group	Construction of internal roads. Including all underground services.	Dubai	12 M	Completed
19	Marine Research Center	Ministry of Public Works	Ghantoot General Contracting	Roads Works .	Umm Al Quwain	13 M	Completed
20	Al Manzil Hotel Downtown Dubai	Emaar	Al Futaim Carillion	Ceramic tiles fixing / Block works	Dubai	2.5 M	Completed
21	Low Coast Housing Project	Best Arab	Best Arab	Interlock pavement including, Formation, subgrade & roadbase	Abu Dhabi	15..5 M	Completed
22	Al Raha Beach	Al Futaim Carillion	Al Futaim Carillion	Interlock Pavement and All road crossings	Abu Dhabi	12.5 M	Completed
23	Jumeirah Park - Infrastructure	Nakheel	Nurol	Interlock pavement	Dubai	13 M	Completed
24	Al Falah Housing Community	Al Falah	Al Saif	Interlock Pavement / Block works	Abu Dhabi	5 M	Completed
25	Irrigation Project	Al Ain Municipality	Neil Bin Harmal	Laying of irrigation network	Al Ain	6 M	Completed
26	New York University	Abu Dhabi	Gulf Land Scapping	Ceramic tiles / Hard landscaping	Abu Dhabi	8.5 M	Completed

<b>Project</b>	<b>: Dubai World Trade Center Phase 1 A2</b>
<b>Client</b>	<b>: Dubai World Trade Center</b>
<b>Contractor</b>	<b>: Al Futtaim Carillion</b>
<b>Scope of Work</b>	<b>: Earthworks and Pile breaking Works</b>
<b>Location</b>	<b>: Dubai</b>





**Project** : Trench Excavation Network at Modern Residential City Mussafah  
**Client** : Al Arrab Electro Mechanical Engineering  
**Contractor** : Al Amana  
**Scope of Work** : Trench Excavation for chilled water pipe line





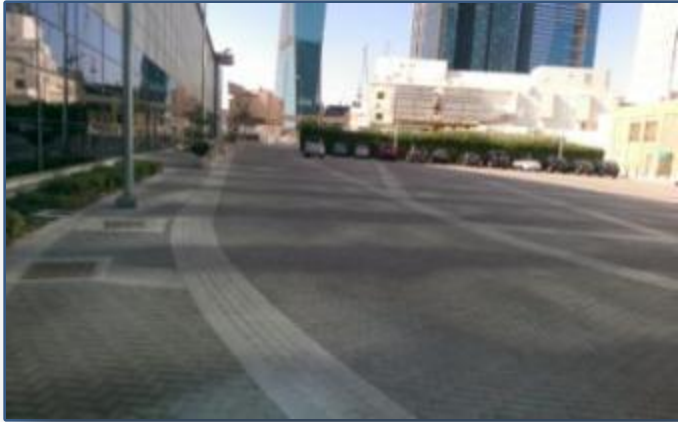
**Project** : Chilled Water Pipeline Work  
**Client/Contractor** : Tristar Transport and Contracting  
**Scope of Work** : Excavation works



**Project** : Jumeirah Open Beach- Construction of Villas & Car Park  
**Client/Contractor** : Al Futtaim Carillion  
**Scope of Work** : Formwork, Steel fixing & Concrete Pouring  
**Location** : Dubai



**Project** : Arena Plaza  
**Client** : Dubai World Trade Center - DWTC  
**Contract** : Al Futtaim Carillion  
**Scope of Work** : Infrastructure and Paving Works  
**Location** : Dubai



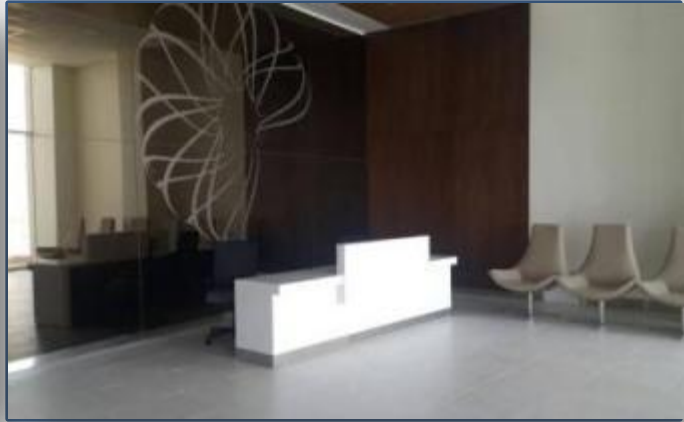
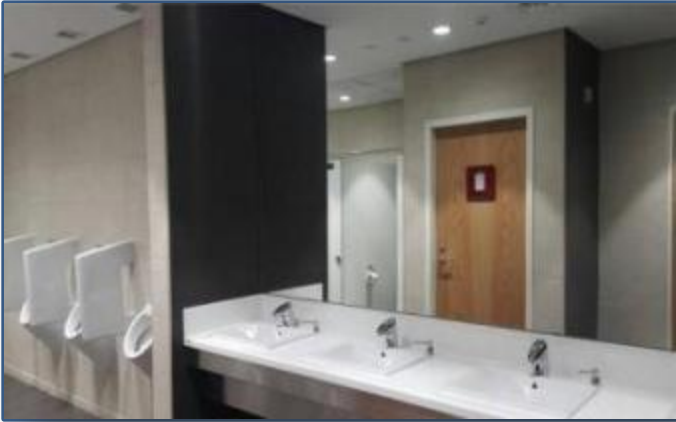


<b>Project</b>	<b>: Marine Research Centre</b>
<b>Client</b>	<b>: Ministry of Public Works</b>
<b>Contractor</b>	<b>: Ghantoot General Contracting</b>
<b>Scope of work</b>	<b>: Road Works</b>
<b>Location</b>	<b>: Umm Al Quwain</b>





**Project** : University of Dubai  
**Client/Contractor** : Kier LLC  
**Scope of Work** : Tiling Works  
**Location** : Dubai



**Project** : Dubai Parks and Resorts RD&E  
**Client** : Kier LLC  
**Scope of Work** : Installation of Kerbstone, Interlock and Paint Works  
**Location** : Dubai



**Project** : Bus Terminal Relocation & Temporary Car Park  
**Client** : Deira Water Front Development LLC  
**Contractor** : Al Futtaim Carillion  
**Scope of Work** : Construction of Roads and Interlock/  
Kerbstone Work for Footpath  
**Location** : Dubai





**Project** : Meydan Heights Nad Al Sheba  
**Client** : Engineering Office-EO  
**Contractor** : Sobha Eng'g & Contracting  
**Scope of Work** : Building Structure Works  
**Location** : Dubai

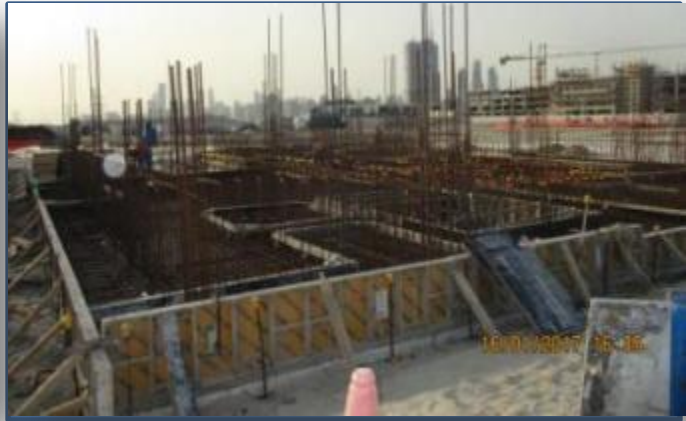


<b>Project</b>	<b>: Low Coast Housing Project</b>
<b>Client/Contractor</b>	<b>: Best Arab</b>
<b>Scope of Work</b>	<b>: Interlock Works</b>
<b>Location</b>	<b>: Abu Dhabi</b>





**Project** : Phase 1 Villas  
**Client /Contractor** : Sobha Engineering & Contracting  
**Scope of Work** : Steel and Shuttering Works  
**Location** : Dubai



**Project** : Golf Court  
**Client** : Emaar  
**Contractor** : Al Tayer Stocks  
**Scope of Work** : Construction of Roads and Interlock  
Kerbstone Work for Footpaths  
**Location** : Dubai





**Project** : Dewa 100MW Solar Power Plant  
**Client** : DEWA  
**Contractor** : Consolidated Contractors Company  
**Scope of Work** : Internal Road Works  
**Location** : Dubai



**Project** : Umm Al Damman Villa Project  
**Client** : Engineer's Office - EO  
**Contractor** : Al Futtaim Carillion  
**Scope of Work** : Construction of roads and Interlock/  
Kerbstones work for footpaths  
**Location** : Dubai





## VARIOUS EARTHWORK PROJECTS



**IMDAD ENGINEERING & CONTRACTING L.L.C.**

Tel No: 04-4472262 Fax No: 054-4472261 P.O. Box: 238177, Dubai - UAE

Email: [construction@imdad-eng.com](mailto:construction@imdad-eng.com) Website: [www.imdad-eng.com](http://www.imdad-eng.com)



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## VARIOUS EARTHWORK PROJECTS





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# METHOD OF STATEMENT FOR EARTHWORKS

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## TABLE OF CONTENTS

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1. OBJECTIVE
2. SCOPE
3. REFERENCE
4. EQUIPMENTS
5. MANPOWER
6. SAFETY, HELTH AND ENVIRONMENTAL ISSUE
7. PROCEDURE
  - A. SETTING OUT PLAN
  - B. PREPARATION OF SITE
  - C. EXCAVATION GENERAL
  - D. EXCAVATION GENERAL
  - E. EXCAVATION FOR TRANCEHES
  - F. FILLING GENERAL
  - G. FILLING FOR TRENCHES
8. ENVIRONMENTAL, SAFETY AND HEALTH
9. QUALITY ASSURANCE

## 1.0 OBJECTIVE

The purpose of this method of statement is to define the procedures to ensure that the proposed material sand workmanship to be used at the site are complying with the condition / requirements as stipulated in the specifications.

## 2.0 SCOPE

This method statement covers the requirements for all earth works up to and including the preparation of formation level. This method statement is to be adopted during earthwork activities for widening and strengthening of highways. This method statement describes the controlling elements during the exaction of earthworks.

## 3.0 REFERENCE

- Profile
- Construction Drawings

## 4.0 EQUIPMENTS

- Excavator
- Dump Truck
- Service Vehicle for General Workers
- Roller
- Grader
- Bulldozer

## 5.0 MANPOWER

- Supervising Engineer
- Supervisor / Foremen
- Operator
- Driver
- Skilled Workers
- Surveyor
- Unskilled Workers



## 6.0 SAFETY, HEALTH AND ENVIRONMENTAL ISSUES

- Conditions and precautions listed in the project specifications shall be followed as minimum.
- All staff involved in the project shall be inducted on the safety, health and environmental issues associated with the work.
- Only trained personnel with relevant experience shall be allowed to handle machinery.
- Appropriate Safety Signboards, barriers and lighting and other safeguards shall be provided as required by the nature of and location of the works. All operations shall be carried out in accordance with the safety requirements.
- All field personnel will use PPE safety requirements like safety shoes, helmets; cover all, dust mask, etc as required.

## 7.0 PROCEDURE:

### A. SETTING OUT:

Prior to any commencement of any physical works, a professional land surveyor shall be appointed to carry out demarcation works and establish bench marks on site. Upon obtaining all the necessary survey data, a joint survey to check existing ground levels shall be carried out with the consulting engineers.

### B. PREPARATION OF SITE:

When any material is disposed outside the site, the disposed material shall be graded to a neat appearance and shall not obstruct natural drainage or cause damage to highways or property. All precautions shall be taken to prevent any erosion of the soil on the affected areas.

All unsuitable material and surplus suitable material shall be run to spoil in tips approved by the Engineer.

### C. EXCAVATION GENERAL

8. Removal of Unsuitable Material and Soft Spots If during the progress of the work the soil encountered has characteristics, as determined by tests conducted under the direction of the Engineer, that render it unsuitable for incorporation in the road embankment, the Contractor shall excavate and remove such unsuitable material to the extent directed by the Engineer.
8. Where Contractor finds isolated soft spots during excavation, this material shall be removed to the extent directed by the Engineer. No excavated suitable material shall be removed from the site without the approval of the Engineer.
8. Should the Contractor permitted to remove suitable material to suit his operational procedure then he shall make good any consequent deficit of fill material arising there from.
8. Where the excavation reveals a combination of suitable and unsuitable material the excavation shall, unless otherwise agreed with the Engineer, shall be carried out in such manner that the suitable materials area excavated separately for use in the works without contamination by the unsuitable material.
8. The hauling of excavated material to areas of fill shall proceed only when sufficient spreading and compacting plant/equipment are operating at the place of deposition to ensure placing and compaction.
8. Unsuitable excavated material shall be removed and carted away to an approved area after approved by the Engineer.



#### Excavating High Level Areas

- The Contractor shall excavate high level areas in all materials including rock for the full width of the road construction down to the top of the required sub grade.

#### D. EXCAVATION FOR TRENCHES

- All trenches and pits under roads shall, where possible, be excavated, backfilled and compacted before road construction commences.
- The sides of the excavation shall be adequately supported at all times.
- Trenches and pits shall be kept free of water.
- Trenches for pipes or ducts shall be excavated to the levels and gradients indicated in the contract documents.



#### E. FILLING GENERAL

- Filling low-level areas shall be to the level of sub grade as designated. After completion of clearing and grubbing, the Contractor shall carry out the necessary leveling in order to control the thickness of the layers of fill.
- The existing natural ground shall be scarified in place to a minimum depth of 75mm for the full width of the embankment. The scarified material shall be leveled and compacted to a minimum of 95% maximum dry density.



- Where an existing embankment is being widened, the existing embankment slope shall be trimmed and compacted into benches of minimum width 1m and depth 500mm before placing and compacting each layer of new embankment material unless otherwise directed by the Engineer to suit particular circumstances.
- The Contractor shall not proceed with filling and compaction any subsequent layer before testing and securing the approval of the Engineer for the previous layer.
- Each fill thickness shall not exceed 250mm.

#### **F. FILLING FOR TRANCHES**

- Trenches shall not be backfilled until all required pressure tests have been performed and until the utility systems, as installed, conform to the requirements of the Specifications governing mechanical, electrical, and utility work.
- Where, in the opinion of the Engineer's Representative, damage is likely to result from withdrawing sheeting, the sheeting shall be left in place. The trenches shall be carefully backfilled with approved backfilling materials, as herein before specified, deposited in 150mm layers and thoroughly and carefully hand tamped until the pipe has a cover of not less than 300mm for electric ducts, and 600mm for sewers and water mains.
- Where the pipe is specially coated for protection against corrosion, care shall be taken not to damage the coating. The remainder of the backfill material shall then be placed in 150mm layers, and compacted by hand hammers or mechanical tampers to at least 90% maximum dry density.
- Settling the backfill with water will be permitted, and will be a requirement, when so directed by the Engineer's Representative.
- Any trenches improperly backfilled, or where settlement occurs, shall be reopened to the depth required for compaction, then refilled and compacted, with surface restored to the required grade and compaction, mounded over and smoothed off.
- Open trenches across parking areas and trenches at other areas to be paved shall be backfilled as specified above, except that the entire depth of the trench shall be backfilled in 150mm layers and each layer shall be moistened and compacted to at least 98% of maximum dry density, to provide the required bearing value, so that construction or paving over the area can proceed immediately after backfilling is completed.

- Along all other portions of the trenches, the ground shall be graded to a reasonable uniformity and the mounding over of the trenches left in a uniform and neat condition to the satisfaction of the Engineer's Representative.



## 8.0 ENVIRONMENTAL, SAFETY AND HEALTH

- Imdad is firmly committed to full compliance with all industry standards and local law as may be applicable.
- It is duty and responsibility of Chief executive officer in coordination with the HSE Manager to implement these policies fully within the company organization and its operations.

## 9.0 QUALITY ASSURANCE

- Imdad is wholly committed to operation of a management system, with the full cooperation of adequately trained staff which satisfies the requirement of ISO 9001:2008.
- The system and policy are regularly reviewed by the Managing Director of each operating company to ensure their ongoing effectiveness and efficiency in meeting the company objectives. It is also regularly reviewed to ensure our systems and policy continues to meet the current needs and expectations of our clients.
- The Quality Assurance Manager has the authority and id responsible for implementing managing and maintaining the Quality policy Manual and Operation Procedures. He also has the authority and organizational freedom to identify and investigate problems affecting the quality of the product, services and documented management System.

# Quality Policy



Imdad Engineering and Contracting LLC was founded on 2011 and has achieved numerous projects through years. It is the policy of Imdad Engineering and Contracting LLC to work within a management system that provides a quality service to the clients. A cost effective business management system is the means adopted to ensure that quality standards are met, and objective evidence made available to substantiate that achievement, it also provides a framework for establishing and reviewing quality objectives.

Imdad Engineering and Contracting LLC commits to promote quality, professionalism, safety, environmental friendliness and compliance to excellent service as the main and integral part of its management function. To ensure that all projects are executed in accordance with contract specifications and drawings, within the specific time frame, and in compliance with all legal requirements thus providing good value and satisfaction to our clients. The company views this as the primary responsibilities and the key to good business and partnership together with the construction industry. The management is totally committed to providing products and services of the highest quality standards.

It is the responsibility of the Project Director and Contractor's Representative to review, improve and measure the Quality Management System in an ongoing basis. The Senior Management creates and sustains a clear and visible quality value system to guide all activities of the organization towards total quality excellence. All Health, Safety and Environmental management plans are maintained on work sites. Meeting the expectations of the client is founded on technical and commercial experiences, the correct level of resourcing and a desire to perform.

To achieve these goals, an effective Quality Management System must be maintained. All operative and staff employed at Imdad Engineering and Contracting LLC accepts direct responsibility for their own work and are trained to clearly interpret all of our organizational interfaces which are done to the highest standards possible. Our compliance with codes and practice of our values towards the business years is satisfactory.

With this, our quality management system ensures a process of regular evaluation and improvement. We maintain, implement and continually improve our method of practices to be able to perform huge projects at present and in the future. This benefits both the Client and ourselves, and enhances our good reputation within the construction industry.

We focus on following objectives to achieve this overall goal.

- ❖ Development and implementation of an effective system of procedures and processes to plan, implement and control activities throughout the lifecycle of the projects.
- ❖ Deliver quality service, performance and manage activities to maintain and met excellent customer relation and satisfaction.
- ❖ Consistently meeting or exceeding our customer's expectations on quality construction work and project performance.
- ❖ Carry out construction works in strict compliance with regulations and in accordance with relevant specifications and requirements.
- ❖ Professional approach and mutually beneficial partnerships are developed with suppliers and subcontractors who share our commitment in increasing client satisfaction.
- ❖ Staffs are highly motivated and are fully trained and are involved in all levels of quality improvement of the business in establishing and achieving quality goals so they are better able to serve our customers.

- ❖ Resources are available at all times as required by customers and are utilized effectively.
- ❖ Provide the necessary work environment to ensure the well being of our employees and visitors.
- ❖ Analyze the causes of any complaint and take appropriate and prompt action to prevent recurrence.
- ❖ Continuous improvement of the existing systems and processes for the constant success of the business.

These commitments will be achieved by working to the Quality Management System of Imdad Engineering and Contracting LLC which will be continually updated and improved to ensure that the Company remains successful in the civil engineering market.

Imdad Engineering and Contracting LLC believes in early participation in a project in order to pre-empt and solve potential problems and constraints and so eliminate the elements that can often lead to wasted time, cost effort and conflict. Where possible, we actively promote the use of design and build, negotiated, partnered and open book contracts in keeping with the new construction philosophy in order to achieve guaranteed cost and best value for our clients



The purpose, scope and procedures of Imdad Engineering and Contracting LLC management system shall apply to all our business aspects, services and activities involved in meeting the company and client requirements. The company's Quality system is reviewed annually by management and periodically assessed through the annual schedule of internal Quality Audits. All revisions to the Quality Manual are implemented with immediate effect. Management will communicate this policy to all employees and staff in such a way that it is properly understood and followed, and all employees are required to enhance their quality awareness, understanding their respective quality responsibilities and to consistently implement this quality policy.

Imdad Engineering and Contracting LLC provides evidence of its commitment to the development and improvement of the quality management system through both words and actions. We ensure that these standards are organized, communicated and understood within the company on a regular basis.

We believe that our clients, employees, suppliers/subcontractors and the society in general are the important contributors in business. This fact is considered in overall business deals directed by a strong management team. The management promises to take the ultimate responsibility to maintain the quality policy and shall promote initiatives to attain consistent and excellent quality standards.

We recognize that this success depends on the experience and quality of our employees and subcontractors and upon ongoing investment in their training and development and the constant upgrading of facilities. Imdad Engineering and Contracting LLC takes pride in the quality of its products and these are attained by ensuring that all the procedures through the functions of purchasing, manufacturing and inspection are properly controlled and monitored ; and by aiming to achieve a product that meets the specified requirements in an efficient and economic sequence of activities and processes that are RIGHT FIRST TIME.

# Health, Safety & Environmental Management System



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We at Imdad believe that our most valuable resource is our people and their safety is our main concern at all levels of management and we make every effort to maintain a safe and healthy workplace for our employees, subcontractors, clients. their employees and everyone that visits our job sites.

Safety is our focus and we do not compromise when it comes to our peoples safety, we strive to continually improve and each year our goal is to achieve zero recordable accidents. We want everyone on our sites to go home each day the same way they arrived. We know this goal is ambitious, but we're an ambitious company, we believe there is no room for anything less than total safety when it comes to our jobs.

To ensure that safety is always our top priority we have designed a safety incentives program based on hours worked without a recordable injury, this program encourages everyone to take responsibility for safety on a daily basis.

To ensure a safe workplace we have to implement a few key factors:

- ❖ All our management, site supervisors and office personnel must participate in our in-house training sessions to make sure that they are aware of the latest safety techniques.
- ❖ Each of our job sites are inspected and monitored for the duration of the project to ensure that any potential safety hazard is identified and if any safety measures needs to be implemented.
- ❖ We have weekly safety visits by our safety committee to all the job sites and we expect individual accountability by empowering the site supervisors of each job site to manage any safety issues.

We at Imdad believe that the quality assurance / quality control processes is integral to our way of doing business and safety is a core value and is an integral part of our company's culture. A full health and safety policy will be provided to all our clients.

It is the company policy of Imdad Management to recognize the importance of Health, Safety and Welfare in the success of our operations for all company's activities. The management is aware that not only do they have a legal and moral obligation under all current Health and Safety legislation, but believe in the active participation of every member of the company in order to achieve and maintain the highest practicable expected in all Health and Safety matters.

It is the intention of Imdad to ensure the welfare of all its employees and that of any third party who may comes into contact or who may be affected by Imdad activities. It is also the policy of the company to maintain a high standard of Health and Safety provision to reduce the severity and frequency of accidents, and to achieve the highest practicable standard of accident prevention.

These objectives will be achieved within the procedural framework of the company organization and arrangements for the promotion of Health, Safety and Welfare which are designed to their particular needs.

Imdad has an outstanding record on Health and Safety and continually strives to achieve improvement. Development of management and safety system and management planning will assist in the future development of the company's Health and Safety standards.

Imdad management has the responsibility to ensure the necessary structures are in place to achieve these objectives.

Imdad managers and agents are equally responsible in promoting the company policies with the guidance of the company safety advisor. All employees have a personal responsibility to ensure the Health and Safety of themselves, their colleagues and others in carrying out their duties. They must know, understand and follow the rules and procedures and to promote good working practice.

Finally, Imdad management understands the importance of negotiation discussion with clients, planning supervisors and principal contractors ensures that every endeavor is made to create both quality work and a safe working environment. To these ends the Management Imdad is highly committed.



To ensure against accidents and risks at work, Imdad management will ensure that all of its operations fall within all of guidelines of the current Health and Safety legislation within the UAE and the minimum standards of which will be:

1. The UAE Health and Safety at work requirement & regulations.
2. Construction design and Management procedures & considerations.
3. The Construction Health, Safety and welfare requirement of the UAE authorities.
4. The management of all the applicable Health and Safety at Work Regulation & Requirements.
6. The Provision and use of all applicable Work Equipment Regulation & Requirements.
7. Compliance with all Electricity at Work Regulations in accordance with DEWA or similar Emirate departmental requirements.
8. Manual Handling standard Regulations for all activities.
9. Other associated regulation relating to COSHH, First Aid, Fire Fighting Equipment, PPE and any other Job Specific requirements.

The company appreciates and acknowledges the fact the safety and operational efficiency are complimentary and that the use of safe working practices and accident prevention techniques are the integral part of its operations.

All management and employees will be required to conform to the statutory regulation and to assist Imdad where possible in obtaining the maximum benefits in Health, Safety and Welfare matters to be derived from ongoing consultations.

It is the aim of Imdad to:

Implement suitable and adequate measures to safeguard the person, plant, equipment, property, material of product which likely to be exposed to any known or suspected hazards associated with or arising out of the processes, tests or operations being undertaken.

The company will take into account at the tendering stage in all factors that will help eliminate injury, damage, waste and environment pollution to prevent all accidents and injuries to people associated with Imdad's operational activities. This is fundamentally essential as part of the companies responsibility and to the community as a whole.

It is the intention of the company to train and employ competent personnels for all work undertaken on third party sites to enable them to work safely. This policy is what Imdad will constantly aim for and provisions will be made and eventually achieve this outcome.

Adequate provisions shall be made for the welfare needs of the employee's who carries out their tasks and duties associated to health hazards, their work shall be subject to precautionary measures.

Health and Safety requirements are part of a good practice and affects the way we operate our business, we must always be ready to adapt, accept and implement the procedures which will help promote the company's image.



## Responsibilities

Company directives:

- ❖ To ensure that adequate and appropriate funds and resources are always available in implementing the company's Health and Safety Policy.
- ❖ The company directors held's overall responsibility for the compliance with the health and safety legislation and to apply the spirit and the intention to ensure safe and healthy working conditions for all employees thus enabling them to contribute to the overall aims and efficiency of the company.
- ❖ To set a personal example and portray a high commitment in achieving the company's health and safety aims and objectives.
- ❖ Will delegate direct responsibility to managers and agents in maintaining all the company's health and safety policy procedures.
- ❖ To review periodically the company's health and safety policy and to arrange for any additional amendments and revisions when necessary.
- ❖ To insist that all senior management observe the company's policies and procedures and to give interest and enthusiasm for health and safety throughout the company.
- ❖ Senior Management is required to act on the company's safety policy and in particular among other things.
- ❖ Ensure tenders take account of safety methods of working, safety equipment and reasonable welfare facilities.

- ❖ Determining the planning stage of contracts, so far as possible, safe working methods, usage of plant and equipment, fire precautions, identify potential hazards and ensure methods statements and risk assessments are prepared prior to the onset of work.
- ❖ Allocated responsibilities to agents, sub-contractors and other's and to ensure the provision of facilities for welfare and sanitation.
- ❖ Set up a management system on each contract to gather relevant information on health and safety matters.
- ❖ Familiarize themselves on all current health safety legislation, and ensure that this information is passed on through site management.
- ❖ Review and act on all health and safety reports and implement any corrective action that will improve the company's health and safety performance.
- ❖ Act immediately if any member of staff or employee should infringe health and safety requirements by reprimanding the offender.
- ❖ Set a personal example by wearing appropriate protective clothing and equipment.
- ❖ Actively promote all levels of good working practice and the company's commitment to health and safety management.
- ❖ Develop and maintain a formal reporting and investigation structures for matters of health and safety.

## Site Managers / Supervisors

Main responsibilities are to:

- ❖ Fully understand the company's safety policy, procedural manual and support and implement this to all employees.
- ❖ To organize work under their control so that it is carried out to the required standard and within guidelines of current health and safety legislation, to minimize risk to the workforce, equipment and materials.
- ❖ They are to co-operate with statutory authorities and interested third party clients, planning supervisor and principle contractor and adopt special provisions which will enhance the company's health and safety procedures.
- ❖ Liaise with senior management and the direction with regards to safety matters ensuring that any reported defects are put into action and corrected.
- ❖ Know and have observed the requirements of all relevant legislation and of approved codes of practice, in particular to register records and report must be in order. Ensure all method statements and risk assessments are in place prior to work commencing.
- ❖ To encourage good working practices and commend operatives who by their actions or initiatives eliminate hazards in the workplace. Plan and maintain a tidy site and safe workplace.

- ❖ Check that all machinery, plant and equipments including power and hand tools are well maintained in good condition and tested in accordance with current legislation (e.g. electrical power appliance, excavators etc.).
- ❖ Ensure that adequate arrangements for first aid as required by regulation are available and that their location is definite to all employees and sub-contractors, the same applies to welfare facilities.
- ❖ Accompany any relevant Health and Safety inspectors on site visits and act on their recommendation immediately.
- ❖ All employees are required to comply with the company's safety policy and have statutory duty to take responsibility and care to guard their own health and safety and have a legal and moral obligation to guard the health and safety of others, who may be affected by their action or omissions.
- ❖ An employee have a statutory obligation to co-operate with the company in discharging its obligations as an employee.
- ❖ Must not interfere with or misuse anything provided for their protection in the interest of health, safety and welfare.
- ❖ Use safety equipment and protective clothing supplied, such as helmets, goggles, gloves, high visibility waistcoats, safety boots, dust masks etc.



- ❖ Ensure that before commencement of their work, they should have received information of the risk and hazards through induction to site, and are aware of method statements and risk assessments for every item of work carried out.
- ❖ Ensure that if unaware of the risk of that particular task might present, you should ask your supervisor for clarification.
- ❖ Develop a personal concern for safety of yourself and others. In particular, take care when working with heights, to work in such a way as to avoid the possibility of falling or causing materials or debris to fall, which are the industries main causes of fatal accidents.
- ❖ Make familiar to all emergency procedures, fire precaution and first aid arrangements, to protect and assist you in matters of health and safety.
- ❖ Do not use any plant, tools or equipment unless you have been fully trained or have received adequate training and authorization.
- ❖ Act and inform Senior Management on any visible hazards on site that may lead to injury to people or damage to property.
- ❖ Contact the safety advisor if the company's procedures encourage you to act outside the guidelines laid down by current legislation.
- ❖ Do proper arrangements if appropriate and copies of these are required to forward to Imdad main office.

## PROCEDURES & DOCUMENTATION

Regional / Area offices shall obtain a set of HSE requirement forms for each new contract from Imdad main office and will forward a completed form for 'Notice of Commencement of Work' to the required enforcement department and the Office Registration to the relevant Construction Inspector of construction sites and the relevant HSE inspector within seven days of the commencement of the contract. Copies of all the completed HSE forms will also be forwarded to the Imdad main office. Management dealing with the project work and transient sites need to complete all relative HSE forms and also for Shared Welfare Arrangement if appropriate. Copies of the above referenced document is required to forward in Imdad main office.

It is the responsibility of the Safety Manager to obtain all HSE documentation and provide for both Senior and Site Management to use these necessary HSE documentation for the control and use on site, copies of which, on completion of the project, must be forwarded to the Imdad Main Office for maintenance of relevant records.

## NOTIFICATION OF PROJECTS

It is the policy of Imdad to meet its statutory duties in relation to all of the UAE Health and Safety for Work Regulations.

## ACCIDENT REPORTING

All reportable accidents/ dangerous occurrences shall be investigated in line with Imdad accident reporting procedures. Reports shall be submitted to the Company Management and the relevant enforcing authority. The procedures are designed to ensure that accidents are properly reported and investigated, with a view to achieving a reduction in accident rates, by analyzing accident causes and trends.

The policy and its procedures apply to accident involving:

1. Injury to staff or employees.
2. Injury or damage to third party persons and/ or property.

This process will ensure that Imdad complies with the relevant provision of current legislation and assist in:

- ❖ Ensuring accidents are promptly investigated to discover their causes and eliminate any re-occurrence.
- ❖ To identify accident trends and the causes.
- ❖ To assist in arranging the training of staff and employees as required.
- ❖ To ensure that all employees are made aware of basic health, safety and welfare requirements.
- ❖ To ensure document and records are properly completed and forwarded to all interested parties.
- ❖ In the case of fatal accident to an employee or third party or a dangerous occurrence, the person who witnessed or discovered must contact Imdad office then follow this up by contracting the relevant agent or manager in charge.

## ELECTRICAL TOOLS AND EQUIPMENT

It is the policy of Imdad to use only equipments that is 110v on all construction works. Only fully trained persons will carry out electrical installations of repairs or fit abrasive cutting discs. They will inspect the equipment regularly for damages or deterioration, disconnect the power supply of a machine or tool when cleaning, adjusting or repairing.

## SAFE MATERIAL HANDLING

It is the policy of Imdad that all working activities involving manual handling will be assessed for risk. Providing operatives with the information and the assessments will assist in ensuring that when required, all operatives will be trained in the correct lifting techniques. They should always be able to lift materials carefully, bent their legs and be able to summon assistance for awkward or heavy loads and select and use the correct lifting equipments in order to avoid manual handling wherever possible.

Imdad will carry out a suitable and sufficient assessment of all substances considered to be hazardous and how they are to be used in the working environment.

Providing information, instruction and training for the safety of all persons either working with or coming into close proximity of any hazardous substance will be of paramount importance for Imdad management. Finally, maintaining control measures and monitoring health surveillance on personnel working with hazardous substances to ensure that all possible steps are taken to prevent exposure.



## ASBESTOS

Only registered contractors will be consulted when working with any form of asbestos. Any type of asbestos Imdad is involved within the working environment will be tested prior to any working activity taking place. Routes for safe disposal will be discussed with the specialist contractor and written information retained for future reference.

Only qualified and approved personnel will use and operate any vehicle, plant and equipment. Evidence of current valid qualification is kept on file. It is Imdad policy to ensure all vehicles and plants are fully inspected, maintained and serviced by an approved supplier.

## VEHICLES AND PLANT

Imdad has legal obligation and is committed to enact all relevant regulations relating to transport, plant and machinery as laid down in the provisions of Work Regulation 1998, The Health and Safety at Work Act 1974 and European legislation. These procedures are designed to ensure that every necessary precaution is taken when operating vehicles, plant and machinery and in maintaining and servicing vehicles, plants and machineries to manufacturers recommendations and Department of Transport requirements.

Staff has a direct involvement, such as drivers and workshop staff, or indirect involvement such as Transport managers by making them fully aware of the company's legal and moral responsibilities of ensuring that all personnel and third parties are protected from the operation of vehicles, plant and machinery. It the policy of Imdad to ensure all vehicles and plant are fully inspected, maintained and serviced by an approved supplier.

Imdad will have inspections every six to eight weeks. This will be documented and records will be kept. Plants servicing and its schedule will be carried out as per manufacturer recommendations, details of which will be retained on file.

## SCAFFOLDS

Only trained and authorized personnel will erect and dismantle general access and tower scaffolds. All scaffolds will be checked to ensure that the working platforms are complete and scaffold with a height of more than two meters high has guard rails and toe boards fitted. If there is a risk of material falling, brick guards or netting will be in place and when clearing debris, only the use of mechanical hoists or rubbish chutes will be acceptable. When using mobile scaffolds the height will not exceed three times the minimum base dimension when outside, and three and a half times when inside.

## ROOF WORK

Imdad is aware of the hazards with roof work and working at heights. The company will only use operatives who have been trained in roof work and who knows the danger and how to avoid them.

All waste materials will never be thrown from the roof, it will be descended by using appropriate hoist or rubbish chute. Open joists will be boarded to stop operatives falling between the timbers when walking across them. Roof edgings, guard rails and toe boards will be erected to safeguard all roof workers and operatives who work adjacent to the underside of the roofline. All defined opening will include the use of anchored roof ladders, crawling boards or timber battens to climb slopes, or access fragile roofs.

During extensive work on the roof, barriers or guard rails will be erected to prevent falls. Where appropriate, safety belts/ harnesses will be attached to suitable positioned anchorage points and will always be used and is required when carrying out specific working activity. If a formal assessment reveals that the use of personal protective equipment is essential, then it is their responsibility to wear it.

## PROTECTIVE CLOTHING

Imdad are committed to ensure that the policy of protecting their employees from the risks at work is maintained to this purpose, with regards to the Personal Protective Equipment (PPE) to all employees involved where risk of injury may possibly occur.

To create a safe working environment, Imdad will inform, instruct and train all employees the use and purpose of wearing the Personal Protective Equipment (PPE). We will ensure that every employee will be provided with Personal Protective Equipment (PPE). by virtue of the regulations and does not misuse any item designed to assist in their protection.

It is a requirement under the legislation that Imdad provide Personal Protective Equipment (PPE) to employees where risk of injury cannot be totally eradicated. It's Imdad's responsibility to assess each individual employee to follow safety requirement when carrying out any working activity. If a formal assessment reveals that it needs to use the Personal Protective Equipment (PPE) essentially, then it is their responsibility to wear it.

## LOCATION OF UNDERGROUND SERVICES

Imdad have a legal obligation and committed to enact all relevant regulations pertaining to avoid danger from underground services, as laid down by the Electricity , Gas Safety Installation at Work Regulations (e.g. DEWA or other Emirate services regulations that are applicable).

It is required that all Imdad employees should follow the company's sage system of work whilst involved on this classification of work. We will ensure that every effort is made to locate, mark and identify services and that all gangs work with a full set of utility drawings. This procedure has been formulated to protect employees, sub-contractors and third parties from the dangers arising from the guidelines laid down in Imdad procedures.



## EXCAVATIONS

Imdad is committed to ensure that all work on excavations are free from risk and follow the guidelines as laid down in the Construction Health, Safety and Welfare Regulations / requirements.

All trenches excavated in unsafe ground or below 1.2 meters shall be adequately shored using a recognized shoring system. Guard-rails, toe boards and fixed barriers will prevent encroachment to the trench and protect operatives working inside the trench.

Materials will be stored away from the trenches sides and access points. Bridges will be erected to allow access over the trench to take place. Vehicular movement will be controlled so as not to undermine the side wall of the trench, inspection of the excavations will take place and be recorded.

## CONFINED SPACES

Imdad will ensure the safety of all operatives involved in working in confined spaces. No one at work shall enter a confined space to carry out work for any purpose unless it is not reasonable practical to achieve the purpose without such entry. All operatives carrying out this work will have been assured that tests for inert gases have taken place and that adequate emergency procedures are in place, i.e. third person onlooker present, a harness and line must be available and emergency breathing apparatus is available if required. In an emergency, no person must enter a confined space alone, they must seek immediate assistance.

## RISK ASSESSMENT

Imdad is aware of its legal obligation under current legislation to carry out risk assessment at work for the protection of its employees or any third parties affected by the company's working activities. The company will carry out such assessments prior to any work commencing circumstances of unforeseen hazards.

The company will identify the hazards, record all findings and review the ongoing assessment. All risk assessment shall be suitable and sufficient and the information shall be forwarded to all employees and sub-contractors to ensure that they are aware and can guard against any risk affecting their health, safety and welfare at work.

## INSPECTION AND AUDITS

It will be the intension of Imdad to review and upgrade, where necessary, all policies and procedures relating to effective managing health and safety in its undertakings. This will be carried out by inspecting all projects regularly and auditing all systems currently being operated. The aim of this process will be to identify and report all non-conformities relating to the safety policy of the company. This process is aimed to assist Imdad to become more efficient and improve on the company's safety performance and to educate all employees on the acceptable safety culture within the organization. The management of Imdad will act on any commendations which will enhance the overall performance relating to all health and safety matters and ensure that adequate resources are available to meet the requirements. All documentation complied for inspections and audits must be retained for future statistical analysis.

## ENVIRONMENTAL POLICY

Imdad recognizes that environmental issues are of fundamental importance to a successful and responsible business strategy. Therefore it is committed to minimizing the environmental impact of its operations wherever possible. In line with the commitment to the environment, Imdad will use operating standards of environmental protection to the best industry practice in comparable situations, minimize energy usage and waste wherever practical, train and educate its workforce in the relevant aspects of environmental policy and basis. All information and advice obtained from local enforcing authorities over matters relating to an improvement of the environment when carrying out the company's activities will be taken on board and adopted in all future upgrades to Imdad environmental policy. Standard as required by the construction industry, CITB and the leading bodies involved in health and safety.

## TRAINING

Imdad is committed to ensure that we maintain a high standard in health and safety, all its employees will constantly be updated with information relating to current and new health and safety legislation. Training needs and requirements for all our employees will be assessed annually.

Wherever possible, Imdad policy is to develop and enhance the performance of all its employees by actively encouraging them to participate in developing themselves by analyzing their responsibilities and negotiating their training needs. We will train our staff to the standard as required by the construction industry, CITB and the leading bodies involved in health and safety.

## REVIEW

Imdad has a structure to ensure that all health and safety policies and procedures are reviewed. Safety inspections, audits and reports are the means of measuring the health and safety performances of the company. The information received will be reviewed against policy by both Senior management and the Director of the company.

Where non-compliance of statutory regulations of the standards of the policy sets out to achieve fails, then the Director and Safety Advisor will recommend and implement new strategies to ensure that the policy and procedures of Imdad are maintained up to date and to a high standard of health and safety.



## PURPOSE

The Project Emergency Plan defines a system by which any major incident occurring on site will be handled and to ensure that emergency situation can be managed effectively to minimize loss.

## SCOPE

This plan covers Imdad project during the period of construction from commencement until completion.

## EMERGENCY REPORTING & ACTIVATION OF EMERGENCY CENTERS

The person who is aware of the emergency , reports immediately to the appropriate HSE officer assigned in the area. The HSE officer in the area will immediately advise the appropriate HSE Manager for the incident and eventually inform Imdad Management of the emergency. The Management calls the Emergency Response Team for the site and instruct them where to go and what to do.

## MAJOR INCIDENT/ ACCIDENTS

For this Plan and Purposes, Major incidents include but not limited to:

- a.) Fire and explosion
- b).Fatal or major accidents involving personnel and the public directly affected by the on - going activity in relation to the construction.
- c). Structural failure
- d). Extreme weather conditions
- e). Chemical spillage
- f). Earthquake
- g). Collapse of lifting machine affecting people in connection to the construction activity.

## INCIDENT COORDINATION - FIELD POST

In the event of an emergency being declared, a field post will be set up at a location the nearest possible to the contractors office. For each Contractors office a room is designated and equipped with the safety items relatively required for each particular site condition and construction techniques.