



Permit to Work (PTW)

Events that requires PTW, the organizer must process the permit 5 days prior to the event.

The PTW procedure is as follows:

1. The Organizer/Contractor to prepare the following documents in PDF format.
 - Filled DHCA-PTW form
 - Valid trade license, Emirates ID and Insurance card of the worker
 - Workmen compensation insurance (If not available, undertaking letter to be submitted in company letterhead)
 - Passport copy with visa page
 - Work method statement
 - Risk assessment
 - Approved drawings
2. The Organizer/Contractor to forward the complete documents to ptw@dhcc.ae and copy to fmhse@mbru.ac.ae
3. The Organizer/Contractor to send the approved copy of PTW to Venues@mbru.ac.ae to allow access to the facility.

For more information, please contact us at: venues@mbru.ac.ae