



بلدية رأس الخيمة

**Ras Al Khaimah Municipality  
Town Planning Department  
Infrastructure and Utilities Section**

**Infrastructure NOC Submission Guidelines**

Version 01, Jan 2022

No.	Contents		Page
1	<a href="#">Ras Al Khaimah Municipality Strategy Direction</a>		4
	1.1	<a href="#">Vision</a>	4
	1.2	<a href="#">Mission</a>	4
	1.3	<a href="#">Values</a>	4
2	<a href="#">Introduction</a>		5
3	<a href="#">Infrastructure NOC Service Card</a>		5
	3.1	<a href="#">Service Name</a>	5
	3.2	<a href="#">Service Owner</a>	5
	3.3	<a href="#">Service Description</a>	6
	3.4	<a href="#">Submission Channels</a>	6
	3.5	<a href="#">Service Fees</a>	6
	3.6	<a href="#">Service Procedures</a>	7
4	<a href="#">NOC Submission Steps</a>		8



No.	Contents		Page
	4.1	<a href="#">Step (1): The NOC stage</a>	8
	4.2	<a href="#">Step (2): The NOC request type</a>	9
	4.3	<a href="#">Step (3): The NOC request sub type</a>	9
	4.4	<a href="#">Step (4): Upload Documents</a>	9
5	<a href="#">NOC Submission Documents</a>		10
	5.1	<a href="#">Utilities</a>	13
	5.2	<a href="#">Roads</a>	39
	5.3	<a href="#">Hydrology</a>	46
	5.4	<a href="#">Development Project</a>	55
	5.5	<a href="#">Temporary Permits</a>	58
	5.6	<a href="#">Permanent permits</a>	65
6	<a href="#">Technical Services &amp; Coordination's Principles</a>		71

# 1 Ras Al Khaimah Municipality Strategy Direction

## 1.1 Vision

A pioneering municipality for a sustainable environment.

## 1.2 Mission

Providing distinguished municipal services to achieve sustainability in urban development and public health for all segments of society in support of growth and encouragement of investment through optimal utilization of resources.

## 1.3 Values

Customer Happiness  
Social Responsibility  
Innovation  
Excellence  
Good Governance

Integrity  
Transparency  
Teamwork  
Professionalism  
Sustainability

## 2 Introduction

In serving the Vision of Ras Al-Khaimah Municipality and for achieving the strategic objective “World Class Customer Service”, Town Planning and Survey Department / Infrastructure Section has developed infrastructure NOC submission guidelines for RAK MUN’s Customers to provide basic information for submission of various types of NOCs with respect to the various type of projects/works within R.O.W.

We are working for continuous improvement to serve you and we hope this revision will help and guide the clear path & direction to carry out the Business smoothly

## 3 Infrastructure NOC Service Card

### 3.1 Service Name

Issuing “No Objection Certificate (NOC)”.

### 3.2 Service Owner

Town Planning and Surveying Department > Infrastructure & utility Section.

### 3.3 Service Description

Town Planning and Survey Department / Infrastructure Section is a custodian Department for Infrastructure NOCs assigned by RAK MUN to facilitate the issuance of “No Objection Certificate” digitally to customers with technically high qualified Engineers.

No Objection Certificate is an obligatory official document that has to be obtained by RAK Municipality Customers (Authorities / Consultants / Contractors / Organizations), before executing the Infrastructure works (Road Projects / Networks services / General Projects/ Information & Trial Pits) in the road right of way.

### 3.4 Service Submission Channel

The customer should submit the NOC application related to infrastructure works through RAK Municipality online portal ([www.rak.ae](http://www.rak.ae)).

### 3.5 Service Fees

This service is free of charge.

### 3.6 Service Procedures

- Sign Up using E-Service Portal Account.
- Submit a request by filling the online form, and attaching the required documents.
- The concerned team will review the request and submitted documents.
- If the submitted information is in accordance with the requirements, the case review will commence, else the case may be rejected due to insufficient data”
- Customer action may be requested for further information required, and the customer shall submit responses and attach requested information Within 15 working days, otherwise, the case will be closed.
- If survey data is required, the customer will be notified to pay Survey fees, to complete the survey process.
- Upon approval or rejection, an SMS or Email will be sent to the Customer
- Issue the approved Stamped drawing and auto-generated NOC certificate

## 4 NOC Submission steps

### 4.1 Step (1): The NOC stage

In this step the applicant shall define the NOC stage he is applying for as follows:

- Pre-concept / Concept Approval
- Design NOC
- Design Modification Request
- NOC Renewal Request
- NOC Cancelation Request
- Construction NOC
- Maintenance Request
- Completion Certificate
- Temporary Permits
- Permanent Permits



## 4.2 Step (2): The NOC request type

In this step, the applicant shall define the NOC request type he is applying for as follows:

- Utilities.
- Roads.
- Hydrology.
- Development Project (For integrated projects).

## 4.3 Step (3): The NOC request subtype

In this step, the applicant shall select the NOC request subtype which will be defined based on the previous steps, the request subtypes will be mentioned in detail in [item no. 5](#)

## 4.4 Step (4): Upload Documents

In this step, the applicant shall upload mandatory documents and drawings for the requested NOC Subtype, the required submission documents are mentioned in detail in [item no. 5](#)

## 5 NOC Submission Documents

No.	NOC Request type	NOC Request Subtype
1	Utilities	<a href="#">House Connection – Electricity LV Cables</a>
2		<a href="#">House Connection – Electricity HV Cables</a>
3		<a href="#">House Connection – Water</a>
4		<a href="#">House Connection – Telecommunication</a>
5		<a href="#">House Connection – Sewerage</a>
6		<a href="#">Network Services Project (more than 1 network)</a>
7		<a href="#">Network Service - Electricity (MV/HV) Underground</a>
8		<a href="#">Network Service - Electricity (MV/HV) Overhead</a>
9		<a href="#">Network Service - Water</a>
10		<a href="#">Network Service - Storm Water Drainage</a>
11		<a href="#">Network Service - Sewerage</a>

No.	NOC Request type	NOC Request Subtype
12	Utilities	<a href="#"><u>Network Service - Irrigation</u></a>
13		<a href="#"><u>Network Services- Gas/Fuel</u></a>
14		<a href="#"><u>Network Service - Telecommunication</u></a>
15		<a href="#"><u>Network Service - Firefighting (Civil Defense)</u></a>
16	Roads	<a href="#"><u>Roads Project</u></a>
17		<a href="#"><u>Access Roads (Entry &amp; Exit )</u></a>
18		<a href="#"><u>Parking</u></a>
19	Hydrology	<a href="#"><u>Integrated hydrology project</u></a>
20		<a href="#"><u>Storage Structure (Dam/Pond)</u></a>
21		<a href="#"><u>Crossing Structure (Culvert/Irish crossing)</u></a>
22		<a href="#"><u>Diversion Structure (Channel/Ditch/Dike)</u></a>
23	Development Project	<a href="#"><u>Development Project (for Integrated Projects)</u></a>

No.	NOC Request type	NOC Request Subtype
24	Temporary Permits	<a href="#">Trial Trenches NOC</a>
25		<a href="#">Geotechnical investigation Report</a>
26		<a href="#">Wells location approval</a>
27		<a href="#">Temporary road diversions /lane closure/project Access</a>
28		<a href="#">Temporary project sign</a>
29		<a href="#">Dewatering and discharge</a>
30	Permanent Permits	<a href="#">Traffic calming devices</a>
31		<a href="#">Pedestrian &amp; Cycling Facilities</a>
32		<a href="#">Directional Traffic signs</a>
33		<a href="#">Supplemental guide signs</a>
34		<a href="#">Advertisement signs</a>

# Utilities

Mandatory	√
Optional/Upon request	√

## 1. House Connection – Electricity LV Cables

No	Submission Requirements	Format
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG
5	Layout plans showing the proposed route with an exact limit of the work and clear coordinates and details including ROW limits and crossing with major infrastructure elements.	PDF + DWG
6	Layout plan showing proposed route details, substation locations (primary & secondary)	PDF + DWG
7	Site survey data & Site obstruction report	CAD

## 2. House Connection – Electricity HV Cables

No	Submission Requirements	Format
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG
5	Layout plans showing the proposed route with an exact limit of the work and clear coordinates and details including ROW limits and crossing with major infrastructure elements.	PDF + DWG
6	Layout plan showing proposed route details, substation locations (primary & secondary)	PDF + DWG
7	Site survey data & Site obstruction report	CAD

### 3. House Connection – Water

No	Submission Requirements	Format
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG
5	Layout plans showing the proposed route with an exact limit of the work and clear coordinates and details including ROW limits and crossing with major infrastructure elements.	PDF + DWG
6	Site survey data & Site obstruction report	CAD



#### 4. House Connection – Telecommunications

No	Submission Requirements	Format
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG
5	Layout plans showing the proposed route with an exact limit of the work and clear coordinates and details including ROW limits and crossing with major infrastructure elements.	PDF + DWG
6	Site survey data & Site obstruction report	CAD

<b>5. House Connection – Sewerage</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG
5	Layout plans showing the proposed route with an exact limit of the work and clear coordinates and details including ROW limits and crossing with major infrastructure elements.	PDF + DWG
6	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG
7	Site survey data & Site obstruction report	CAD

6. Network Services Project (More than 1 network)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	✓	✓	✓	✓	✓	✓	✓	✓
2	Awarding letter	PDF	✓	✓	✓	✓	✓	✓	✓	✓
3	Valid Trading License	PDF	✓	✓	✓	✓	✓	✓	✓	✓
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	✓	✓	✓	✓	✓	✓	✓	✓
5	Taawun agreement between service providers, if applicable	PDF	✓	✓	✓		✓			
6	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	✓	✓	✓	✓	✓		✓	✓
7	Layout plan showing proposed route details, voltage level, substation locations (primary & secondary) including ROW limits, and crossing with major infrastructure elements	PDF + DWG	✓	✓	✓	✓	✓			✓
8	Single line diagram and schematics drawing showing the proposed connection, voltage level, circuits details, and source of supply	PDF + DWG	✓	✓	✓	✓	✓			✓
9	Layout plan showing proposed route details including pylon locations with coordinates, ROW limits, and crossing with major infrastructure elements	PDF + DWG	✓	✓	✓	✓	✓			✓
10	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	✓	✓	✓	✓	✓			✓
11	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details.	PDF + DWG		✓	✓	✓	✓			✓

Network Services Project (More than 1 network)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
12	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements.	PDF + DWG	√	√	√	√	√			√
13	Gravity system Longitudinal Profiles or Layouts with design level	PDF + DWG		√	√	√	√			√
14	Concept study Report with used data and applied criteria	PDF + Word	√	√	√		√			
15	Detailed Report with used data, applied criteria, hydraulic calculations, and hydraulic model results	PDF + Word		√	√		√			
16	Hydraulic Model	model + PDF		√	√		√			
17	NOCs from all other relevant authorities	PDF				√	√		√	√
18	Detailed Method statement	PDF				√	√		√	
19	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
20	Trial pits layouts and details.	PDF + DWG				√	√		√	
21	All safety precautions and job hazard analysis	PDF							√	
22	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
23	Detailed As-built Drawings	CAD								√
24	Copy of RAK MUN issued NOC	PDF					√	√		
25	RAK MUN Design NOC	PDF				√				
26	RAK MUN Construction NOC	PDF								√
27	Diversion Plan	DWG + PDF				√			√	

7. Network Service - Electricity (MV/HV) Underground			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
6	Layout plan showing proposed route details, voltage level, substation locations (primary & secondary) including ROW limits, and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√			√
7	Single line diagram and schematics drawing showing the proposed connection, voltage level, circuits details, and source of supply	PDF + DWG	√	√	√	√	√			√
8	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√
9	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG		√	√	√	√			

Network Service - Electricity (MV/HV) Underground			NOC Stage						
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance
No.	NOC Submission Requirements	Format							
10	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√		√
11	NOCs from all other relevant authorities	PDF				√	√	√	√
12	Detailed Method statement	PDF				√	√	√	
13	Project construction timeline ( Starting/completion dates)	PDF				√	√	√	
14	Trial pits layouts and details, as per site survey and investigation	PDF + DWG				√	√	√	
15	All safety precautions and job hazard analysis	PDF				√		√	
16	Site survey data & Site obstruction report	CAD		√	√	√	√	√	
17	Detailed As-built Drawings	CAD							√
18	Copy of RAK MUN issued NOC	PDF					√	√	
19	RAK MUN Design NOC	PDF			√	√			
20	RAK MUN Construction NOC	PDF							√
21	Diversion plan	DWG + PDF				√		√	

8. Network Service - Electricity (MV/HV) Overhead			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
6	Layout plan showing proposed route details, voltage level, substation locations (primary & secondary) including ROW limits, and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√			√
7	Single line diagram and schematics drawing showing the proposed connection, voltage level, circuits details, and source of supply	PDF + DWG	√	√	√	√	√			√
8	Layout plan showing proposed route details including pylon locations with coordinates, ROW limits, and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√			√
9	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√

Network Service - Electricity (MV/HV) Overhead			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
10	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG		√	√	√	√			
11	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√			√
12	NOCs from all other relevant authorities	PDF				√	√		√	√
13	Detailed Method statement	PDF				√	√		√	
14	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
15	Trial pits layouts and details, as per site survey and investigation	PDF + DWG				√	√		√	
16	All safety precautions and job hazard analysis	PDF				√			√	
17	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
18	Detailed As-built Drawings	CAD								√
19	Copy of RAK MUN issued NOC	PDF					√	√		
20	RAK MUN Design NOC	PDF			√	√				
21	RAK MUN Construction NOC	PDF								√
22	Diversion plan	DWG + PDF				√			√	



9. Network Service - Water			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
6	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√
7	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG		√	√	√	√			√
8	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√			√
9	NOCs from all other relevant authorities	PDF				√	√		√	√

Network Service - Water			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
10	Detailed Method statement	PDF				√	√		√	
11	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
12	Trial pits layouts and details, as per site survey and investigation	PDF + DWG				√	√		√	
13	All safety precautions and job hazard analysis	PDF				√			√	
14	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
15	Detailed As-built Drawings	CAD								√
16	Copy of RAK MUN issued NOC	PDF					√	√		
17	RAK MUN Design NOC	PDF			√	√				
18	RAK MUN Construction NOC	PDF								√
19	Diversion plan	DWG + PDF				√			√	

10. Network Service - Storm Water Drainage			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
6	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√
7	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG	√	√	√	√	√			√
8	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√			√
9	Gravity system Longitudinal Profiles or Layouts with design level	PDF + DWG		√	√	√	√			√

Network Service - Storm Water Drainage			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
10	Concept study Report with used data and applied criteria	PDF + Word	√					√		
11	Report with used data, applied criteria, hydraulic calculations, and hydraulic model results	PDF + Word		√	√			√		
12	Hydraulic Model	model + PDF		√	√			√		
13	NOCs from all other relevant authorities	PDF				√	√		√	√
14	Detailed Method statement	PDF				√	√		√	
15	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
16	Trial pits layouts and details, as per site survey and investigation	PDF + DWG				√	√		√	
17	All safety precautions and job hazard analysis	PDF				√			√	
18	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
19	Detailed As-built Drawings	CAD								√
20	Copy of RAK MUN issued NOC	PDF					√	√		
21	RAK MUN Design NOC	PDF			√	√				
22	RAK MUN Construction NOC	PDF								√
23	Diversion plan	DWG + PDF				√			√	

11. Network Service - Sewerage			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
6	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√
7	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG	√	√	√	√	√			√
8	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√			√
9	Gravity system Longitudinal Profiles or Layouts with design level	PDF + DWG		√	√	√	√			√

Network Service - Sewerage			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
10	Concept study Report with used data and applied criteria	PDF + Word	√					√		
11	Report with used data, applied criteria, hydraulic calculations, and hydraulic model results	PDF + Word		√	√			√		
12	Hydraulic Model	model + PDF		√	√			√		
13	NOCs from all other relevant authorities	PDF				√	√		√	√
14	Detailed Method statement	PDF				√	√		√	
15	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
16	Trial pits layouts and details, as per site survey and investigation	PDF + DWG				√	√		√	
17	All safety precautions and job hazard analysis	PDF				√			√	
18	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
19	Detailed As-built Drawings	CAD								√
20	Copy of RAK MUN issued NOC	PDF					√	√		
21	RAK MUN Design NOC	PDF			√	√				
22	RAK MUN Construction NOC	PDF								√
23	Diversion plan	DWG + PDF				√			√	

12. Network Service - Irrigation			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
6	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√
7	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG	√	√	√	√	√			√
8	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√			√
9	NOCs from all other relevant authorities	PDF				√	√		√	√

Network Service - Irrigation			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
10	Detailed Method statement	PDF				√	√		√	
11	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
12	Trial pits layouts and details, as per site survey and investigation	PDF + DWG				√	√		√	
13	All safety precautions and job hazard analysis	PDF				√			√	
14	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
15	Detailed As-built Drawings	CAD								√
16	Copy of RAK MUN issued NOC	PDF					√	√		
17	RAK MUN Design NOC	PDF			√	√				
18	RAK MUN Construction NOC	PDF								√
19	Diversion plan	DWG + PDF				√			√	



13. Network Service - Gas/Fuel			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
6	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√
7	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG	√	√	√	√	√			√
8	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√			√
9	NOCs from all other relevant authorities	PDF				√	√		√	√

Network Service - Gas/Fuel			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
10	Detailed Method statement	PDF				√	√		√	
11	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
12	Trial pits layouts and details, as per site survey and investigation	PDF + DWG				√	√		√	
13	All safety precautions and job hazard analysis	PDF				√			√	
14	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
15	Detailed As-built Drawings	CAD								√
16	Copy of RAK MUN issued NOC	PDF					√	√		
17	RAK MUN Design NOC	PDF			√	√				
18	RAK MUN Construction NOC	PDF								√
19	Diversion plan	DWG + PDF				√			√	

14. Network Service - Telecommunication			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	Taawun agreement between service providers, if applicable.	PDF	√	√	√		√			
6	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
7	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√
8	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG	√	√	√	√	√			√
9	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√			√

Network Service - Telecommunication			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
10	NOCs from all other relevant authorities	PDF				√	√		√	√
11	Detailed Method statement	PDF				√	√		√	
12	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
13	Trial pits layouts and details.	PDF + DWG				√	√		√	
14	All safety precautions and job hazard analysis	PDF				√			√	
15	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
16	Detailed As-built Drawings	CAD								√
17	Copy of RAK MUN issued NOC	PDF					√	√		
18	RAK MUN Design NOC	PDF			√	√				
19	RAK MUN Construction NOC	PDF								√
20	Diversion plan	DWG + PDF				√			√	

15. Network Service - Firefighting (Civil Defense)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	PDF + DWG	√	√	√	√	√	√	√	√
5	layout plans showing proposed route with exact limit of the work and clear coordinates, proposed route details including ROW limits and crossing with major infrastructure elements	PDF + DWG	√	√	√	√	√		√	√
6	General cross-section layout marker plan showing the location of the cross-section markers and limits of each cross-section covering area, and detailed cross-sections showing the distribution of proposed services corridors, and location of existing services	PDF + DWG	√	√	√	√	√			√
7	Detailed section for proposed underground crossing works with main infrastructure elements showing Horizontal/vertical clearance and protection details	PDF + DWG	√	√	√	√	√			√
8	Detailed cross-section with proposed work showing Horizontal/vertical clearance with respect to ROW limits indicating any above-ground elements	PDF + DWG	√	√	√	√	√			√
9	NOCs from all other relevant authorities	PDF				√	√		√	√

Network Service - Firefighting (Civil Defense)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
10	Detailed Method statement	PDF				√	√		√	
11	Project construction timeline ( Starting/completion dates)	PDF				√	√		√	
12	Trial pits layouts and details, as per site survey and investigation	PDF + DWG				√	√		√	
13	All safety precautions and job hazard analysis	PDF				√			√	
14	Site survey data & Site obstruction report	CAD		√	√	√	√		√	
15	Detailed As-built Drawings	CAD								√
16	Copy of RAK MUN issued NOC	PDF					√	√		
17	RAK MUN Design NOC	PDF			√	√				
18	RAK MUN Construction NOC	PDF								√
19	Diversion plan	DWG + PDF				√			√	

# Roads

16. Roads Project			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF	√	√	√	√	√	√	√	√
5	Design criteria and references	word/ PDF	√	√	√					
6	Traffic impact study (TIS)	word/ PDF	√	√	√					
7	site survey data & Site obstruction report	CAD	√	√	√	√	√		√	√
8	General and detailed roads layout	DWG + PDF	√	√	√	√	√	√	√	√
9	Roads longitudinal profile	CAD/ C3D		√	√	√	√			
10	Swept path analysis	DWG + PDF		√	√					
11	Road signage and marking (Drawings & details )	DWG + PDF		√	√	√				√
12	Typical Cross Section showing utility distribution & road pavement details	DWG + PDF		√	√	√				√



Roads Project			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
13	Diversion Plan	DWG + PDF				√			√	
14	Existing utilities network plan showing protection or relocation work and the proposed spare ducts for future utilities	DWG + PDF		√	√	√				
15	proposed Hydrology structures based on hydrology study (if included in scope)	DWG + PDF		√	√	√				√
16	NOCs from all other relevant authorities	PDF				√			√	√
17	Geotechnical investigation report	PDF		√	√	√				
18	Copy of RAK MUN Design NOC	PDF			√	√				
19	Copy of RAK MUN Construction NOC	PDF								√
20	Copy of RAK MUN issued NOC	PDF					√	√		
21	Detailed As-built Drawings	DWG + PDF								√
22	Project construction timeline ( Starting/completion dates)	PDF				√			√	
23	Detailed Method statement	PDF				√			√	
24	Inspection Report	PDF							√	√

17. Access Roads (Entry & Exit)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF		√	√	√	√	√	√	√
2	Awarding letter	PDF		√	√	√	√	√	√	√
3	Valid Trading License	PDF		√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF		√	√	√	√	√	√	√
5	Design criteria and references	word/ PDF		√	√					
6	Traffic impact study (TIS)	word/ PDF		√	√					
7	site survey data & Site obstruction report	CAD		√	√	√	√		√	√
8	General and detailed roads layout	DWG + PDF		√	√	√	√	√	√	√
9	Layout plan showing the Circulation, access and egress points and connectivity to external road network	DWG + PDF		√	√	√	√			
10	Roads longitudinal profile	CAD file/C3 D file		√	√	√	√			
11	Swept path analysis	DWG + PDF		√	√					
12	Road signage and marking (Drawings & details )	DWG + PDF		√	√	√				√

Access Roads (Entry & Exit )			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
13	Typical Cross Section showing utility distribution & road pavement details	DWG + PDF		√	√	√				√
14	Diversion Plan	DWG + PDF				√			√	
15	Existing utilities network plan showing protection or relocation work and the proposed spare ducts for future utilities	DWG + PDF		√	√	√				
16	proposed Hydrology structures based on hydrology study (if included in scope)	DWG + PDF		√	√	√				√
17	NOCs from all other relevant authorities	PDF				√			√	√
18	Geotechnical investigation report	PDF		√	√	√				
19	Copy of RAK MUN Design NOC	PDF			√	√				
20	Copy of RAK MUN Construction NOC	PDF								√
21	Copy of RAK MUN issued NOC	PDF					√	√		
22	Detailed As-built Drawings	DWG + PDF								√
23	Project construction timeline ( Starting/completion dates)	PDF				√			√	
24	Detailed Method statement	PDF				√			√	
25	Inspection Report	PDF							√	√

18. Parking			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF		√	√	√	√	√	√	√
2	Awarding letter	PDF		√	√	√	√	√	√	√
3	Valid Trading License	PDF		√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF		√	√	√	√	√	√	√
5	Design criteria and references	word/ PDF		√	√					
6	Traffic impact study (TIS)	word/ PDF		√	√					
7	site survey data & Site obstruction report	CAD		√	√	√	√		√	√
8	General and detailed roads layout	DWG + PDF								
9	Parking layout showing roads signage and marking, number of proposed parking bays, and the demand required for the parking area (based on the RAK Building Code).	DWG + PDF		√	√	√	√	√	√	√
10	Layout plan showing the Circulation, access and egress points and connectivity to external road network	DWG + PDF		√	√	√	√			
11	Roads longitudinal profile	DWG/ C3D		√	√	√	√			
12	Swept path analysis	DWG + PDF		√	√					
13	Road signage and marking (Drawings & details )	DWG + PDF		√	√	√				√

Parking			NOC Stage						
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance
No.	NOC Submission Requirements	Format							
14	Typical Cross Section showing utility distribution & road pavement details	DWG + PDF		√	√				
15	Diversion Plan	DWG + PDF				√			√
16	Existing utilities network plan showing protection or relocation work and the proposed spare ducts for future utilities	DWG + PDF		√	√	√			
17	proposed Hydrology structures based on hydrology study (if included in scope)	DWG + PDF		√	√	√			√
18	NOCs from all other relevant authorities	PDF				√			√
19	Geotechnical investigation report	PDF		√	√	√			
20	Copy of RAK MUN Design NOC	PDF			√	√			
21	Copy of RAK MUN Construction NOC	PDF							√
22	Copy of RAK MUN issued NOC	PDF					√	√	
23	Detailed As-built Drawings	DWG + PDF							√
24	Project construction timeline ( Starting/completion dates)	PDF				√			√
25	Detailed Method statement	PDF				√			√
26	Inspection Report	PDF							√

# Hydrology

19. Integrated hydrology project			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF	√	√	√	√	√	√	√	√
5	Layout plan showing proposed structure details and its components with coordinates, affecting streams, and ROW limits	DWG + PDF	√	√	√	√	√	√	√	
6	Detailed sectional drawings of the proposed structure including details of its components	DWG + PDF		√	√	√				
7	Detailed construction drawings of the proposed structure and its components	DWG + PDF				√				
8	Crossing Roads Profiles	DWG + PDF		√	√	√				
9	Longitudinal Profile including the natural ground and proposed structure levels	DWG + PDF		√	√	√				
10	Detailed As-built Drawings	DWG								√
11	Schematic drainage plan of concerned wadi/ area	DWG + PDF	√	√	√					
12	Hydrology Study Report with including used data and applied design criteria, catchments characteristics, affecting streams, run-off volumes, and hydrographs.	Word + PDF	√	√	√					

Integrated hydrology project			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
13	Detailed hydraulic calculations of the proposed structure and its main components	Word + PDF		√	√	√				
14	Hydraulic simulation models	N/A		√	√					
15	Hydraulic modeling output results	Word + PDF		√	√	√				
16	Site survey data & Site obstruction report	DWG	√	√	√	√	√		√	
17	Proposed ground investigation work including number, locations, details of proposed boreholes and trial pits	PDF				√				
18	NOCs from all other relevant authorities	PDF				√			√	
19	Project construction timeline ( Starting/completion dates)	PDF				√			√	
20	Copy of RAK MUN Design NOC	PDF			√	√				
21	Copy of RAK MUN Construction NOC	PDF								√
22	Copy of RAK MUN issued NOC	PDF					√	√		
23	Diversion Plan	DWG + PDF				√			√	
24	All safety precautions and job hazard analysis	PDF				√			√	
25	Detailed Method statement	PDF				√			√	
26	Inspection Report	PDF							√	√



20. Storage Structure (Dam/Pond)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF	√	√	√	√	√	√	√	√
5	Layout plan showing proposed structure details and its components with coordinates, affecting streams, and ROW limits	DWG + PDF	√	√	√	√	√	√	√	
6	Detailed sectional drawings of the proposed structure including details of its components	DWG + PDF		√	√	√				
7	Detailed construction drawings of the proposed structure and its components	DWG + PDF				√				
8	Longitudinal Profile including the natural ground and proposed structure levels	DWG + PDF		√	√	√				
9	Detailed As-built Drawings	DWG								√
10	Schematic drainage plan of concerned wadi/ area	DWG + PDF	√	√	√					
11	Hydrology Study Report with including used data and applied design criteria, catchments characteristics, affecting streams, run-off volumes, and hydrographs.	Word + PDF	√	√	√					
12	Detailed hydraulic calculations of the proposed structure and its main components	Word + PDF		√	√	√				

Storage Structure (Dam/Pond)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
13	Hydraulic simulation models	N/A		√	√					
14	Hydraulic modeling output results	Word + PDF		√	√	√				
15	Site survey data & Site obstruction report	DWG	√	√	√	√	√		√	
16	Proposed ground investigation work including number, locations, details of proposed boreholes and trial pits	PDF				√				
17	NOCs from all other relevant authorities	PDF				√			√	
18	Project construction timeline ( Starting/completion dates)	PDF				√			√	
19	Copy of RAK MUN Design NOC	PDF			√	√				
20	Copy of RAK MUN Construction NOC	PDF								√
21	Copy of RAK MUN issued NOC	PDF					√	√		
22	Diversion Plan	DWG + PDF								
23	All safety precautions and job hazard analysis	PDF				√			√	
24	Detailed Method statement	PDF				√			√	
25	Inspection Report	PDF							√	√

21. Crossing Structure (Culvert/Irish crossing)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF	√	√	√	√	√	√	√	√
5	Layout plan showing proposed structure details and its components with coordinates, affecting streams, and ROW limits	DWG + PDF	√	√	√	√	√	√	√	
6	Detailed sectional drawings of the proposed structure including details of its components	DWG + PDF		√	√	√				
7	Detailed construction drawings of the proposed structure and its components	DWG + PDF				√				
8	Crossing Roads Profiles	DWG + PDF		√	√	√				
9	Longitudinal Profile including the natural ground and proposed structure levels	DWG + PDF				√				
10	Detailed As-built Drawings	DWG								√
11	Schematic drainage plan of concerned wadi/ area	DWG + PDF	√	√	√					
12	Hydrology Study Report with including used data and applied design criteria, catchments characteristics, affecting streams, run-off volumes, and hydrographs.	Word + PDF	√	√	√					

Crossing Structure (Culvert/Irish crossing)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
13	Detailed hydraulic calculations of the proposed structure and its main components	Word + PDF		√	√	√				
14	Hydraulic simulation models	N/A		√	√					
15	Hydraulic modeling output results	Word + PDF		√	√	√				
16	Site survey data & Site obstruction report	DWG	√	√	√	√	√		√	
17	NOCs from all other relevant authorities	PDF				√			√	
18	Project construction timeline ( Starting/completion dates)	PDF				√			√	
19	Copy of RAK MUN Design NOC	PDF			√	√				
20	Copy of RAK MUN Construction NOC	PDF								√
21	Copy of RAK MUN issued NOC	PDF					√	√		
22	Diversion Plan	DWG + PDF				√			√	
23	All safety precautions and job hazard analysis	PDF				√			√	
24	Detailed Method statement	PDF				√			√	
25	Inspection Report	PDF							√	√

22. Diversion Structure (Channel/Ditch/Dike)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF	√	√	√	√	√	√	√	√
5	Layout plan showing proposed structure details and its components with coordinates, affecting streams, and ROW limits	DWG + PDF	√	√	√	√	√	√	√	
6	Detailed sectional drawings of the proposed structure including details of its components	DWG + PDF		√	√	√				
7	Detailed construction drawings of the proposed structure and its components	DWG + PDF				√				
8	Longitudinal Profile including the natural ground and proposed structure levels	DWG + PDF		√	√	√				
9	Detailed As-built Drawings	DWG								√
10	Schematic drainage plan of concerned wadi/ area	DWG + PDF	√	√	√					
11	Hydrology Study Report with including used data and applied design criteria, catchments characteristics, affecting streams, run-off volumes, and hydrographs.	Word + PDF	√	√	√					
12	Detailed hydraulic calculations of the proposed structure and its main components	Word + PDF		√	√	√				



Diversion Structure (Channel/Ditch/Dike)			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
13	Hydraulic simulation models	N/A		√	√					
14	Hydraulic modeling output results	Word + PDF		√	√	√				
15	Site survey data & Site obstruction report	DWG	√	√	√	√	√		√	
16	NOCs from all other relevant authorities	PDF				√			√	
17	Project construction timeline ( Starting/completion dates)	PDF				√			√	
18	Copy of RAK MUN Design NOC	PDF			√	√				
19	Copy of RAK MUN Construction NOC	PDF								√
20	Copy of RAK MUN issued NOC	PDF					√	√		
21	Diversion Plan	DWG + PDF				√			√	
22	All safety precautions and job hazard analysis	PDF				√			√	
23	Detailed Method statement	PDF				√			√	
24	Inspection Report	PDF							√	√

# Development Project

## (For Integrated Projects)

23. Development Project			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
1	An Official letter with detailed project information and applicant contact information	PDF	√	√	√	√	√	√	√	√
2	Awarding letter	PDF	√	√	√	√	√	√	√	√
3	Valid Trading License	PDF	√	√	√	√	√	√	√	√
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF	√	√	√	√	√	√	√	√
5	Design criteria and references	word/PDF	√	√	√					
6	Traffic impact study (TIS)	word/PDF	√	√						
7	site survey data & Site obstruction report	CAD	√	√	√	√	√		√	√
8	General and detailed roads layout	DWG + PDF	√	√	√	√	√	√	√	√
9	Grading surface layout	DWG + PDF	√	√						
10	Roads longitudinal profile	DWG/C3D		√	√	√	√			
11	Road signage and marking (Drawings & details )	DWG + PDF		√	√	√				√
12	Typical Cross Section showing utility distribution & road pavement details	DWG + PDF	√	√	√	√				√



Development Project			NOC Stage							
			Pre concept & concept approval	Design NOC	Design Modification request	Construction NOC	NOC Renewal Request	NOC Cancellation	Maintenance	Completion Certificate
No.	NOC Submission Requirements	Format								
13	Existing utilities network plan showing protection or relocation work and the proposed spare ducts for future utilities	DWG + PDF		√	√	√				
14	combined drawings of the proposed utilities networks	DWG + PDF	√	√	√	√				
15	proposed Hydrology structures and hydrology study (if included in scope)	DWG + PDF	√	√	√	√				√
16	NOCs from all other relevant authorities	PDF				√			√	√
17	Geotechnical investigation report	PDF		√	√	√				
18	Copy of RAK MUN Design NOC	PDF			√	√				
19	Copy of RAK MUN Construction NOC	PDF								√
20	Copy of RAK MUN issued NOC	PDF					√	√		
21	Detailed As-built Drawings	DWG + PDF								√
22	Project construction timeline ( Starting/completion dates)	PDF				√			√	
23	Detailed Method statement	PDF				√			√	
24	Inspection Report	PDF							√	√

# Temporary Permits

<b>24. Trial Trenches NOC</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Layout plan showing the Trial trenches locations	DWG + PDF
6	Copy of RAK MUN issued NOC	PDF
7	Drawings of ROW utility distribution cross sections for all affected roads showing the typical, existing, proposed cross sections with layout showing cross section markers and limit of each cross-section covering area.	DWG + PDF

<b>25. Geotechnical investigation Report</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Layout plan showing proposed soil Investigation/ Borehole details including Borehole locations, size and depth.	DWG + PDF
6	Affection plan of the plot (for any works within the plot limits).	DWG + PDF
7	Layout Plan showing the site arrangement for machineries, equipment, materials, and site access route.	DWG + PDF
8	Cross section drawing details for the proposed Soil Investigation/ Borehole showing Horizontal clearance and protection details, with respect to existing services. (Show the Vertical clearance details, for working within/close to OHL).	DWG + PDF
9	Project construction timeline ( Starting/completion dates)	PDF
10	Detailed Method statement	PDF

<b>26. Wells approval</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Layout plan showing proposed Wells locations	DWG + PDF
6	Site survey data & Site obstruction report	DWG
7	NOCs from all other relevant authorities	PDF
8	Copy of RAK MUN issued NOC	PDF
9	Detailed Method statement for excavation and reinstatement	PDF

<b>27. Temporary road diversions / Lane Closures / project access</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Scope of Works including the methodology, timings of proposed diversion/closures (Starting/completion dates), risk assessment (including relevant site survey data and job hazard analysis) and equipment to be used including flagmans, barriers, attenuators etc.	PDF
6	Traffic diversion layout plans for each construction phase/stage.	DWG + PDF
7	Drawings must show the following: 1) All temporary signs (including type numbers & distances between signs) and temporary markings proposed during the diversion. 2) Work Areas as per RTA Work Zone Traffic Management Manual	DWG + PDF
8	Typical Cross Section plan including all cross sectional elements according to the RTA Work Zone Traffic Management Manual	DWG + PDF
9	Existing utilities network plan showing protection or relocation work and the proposed spare ducts for future utilities	DWG + PDF
10	Copy of RAK MUN issued NOC	PDF
11	NOCs from all other relevant authorities	PDF
12	site arrangement Plan(equipment, materials &access route)	DWG + PDF

<b>28. Temporary project sign</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Layout plan showing the location of proposed signs including GPS coordinates.	DWG + PDF
6	Detailed drawings showing the conditions, standards, clearances (horizontal and vertical) and technical specifications specified in RTA Dubai Traffic Control Devices Manual (DTCDM)	DWG + PDF
7	NOCs from all other relevant authorities	PDF
8	Details of foundation structures with respect to existing utilities and ROW.	DWG + PDF
9	Site survey data & Site obstruction report	DWG + PDF
10	Detailed Method statement for sign installing and reinstatement	PDF

<b>29. Dewatering and discharge</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Detailed layout drawing showing proposed Dewatering drilling location and discharge route details.	DWG + PDF
6	Detailed Method statement	PDF
7	NOCs from all other relevant authorities	PDF
8	All safety precautions and job hazard analysis	PDF
9	Copy of RAK MUN issued NOC	PDF
10	Layout Plan showing the site arrangement for machineries, equipment, materials, and site access route.	DWG + PDF
11	Project construction timeline ( Starting/completion dates)	PDF



# Permanent Permits

<b>30. Traffic calming devices</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	General and detailed layout showing the location (including GPS coordinates) of requested traffic calming devices.	DWG + PDF
6	Justification of the requirements of traffic calming devices (accident records)	PDF
7	Site survey showing the existing traffic calming devices & the presence of sensitive land uses in the area (Mosque, School, Nursery & Malls etc.)	DWG
8	Pictures of the current situation at the location required including any traffic signs in the vicinity	PDF

<b>31. Pedestrian &amp; Cycling Facilities</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	General and detailed layout	DWG + PDF
6	Proposed pedestrian/cyclist movement and circulation plan and expected pedestrian/cyclist demand	DWG + PDF
7	NOCs from all other relevant authorities	PDF
8	Existing utilities network plan showing protection or relocation work and the proposed spare ducts for future utilities	DWG + PDF
9	Drawings of ROW utility distribution cross sections for all affected roads showing the typical, existing, proposed cross sections with layout showing cross section markers and limit of each cross section covering area.	DWG + PDF
10	Site survey data & Site obstruction report	DWG
11	Justification of the requirements of Pedestrian & Cycling Facilities (accident records)	PDF
12	Design criteria and references	Word/PDF

<b>32. Directional Traffic signs</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Layout plan showing the location (including GPS Coordinates) of Proposed / Existing signs.	DWG + PDF
6	Detailed drawings showing the conditions, standards, clearances (horizontal and vertical) and technical specifications specified in RTA Dubai Traffic Control Devices Manual (DTCDM)	DWG + PDF
7	Details of foundation structures with respect to existing utilities and ROW.	DWG + PDF
8	NOCs from all other relevant authorities	PDF
9	Site survey data, site obstruction report	DWG + PDF
10	Risk assessments.	PDF
11	Detailed Method statement for sign installing and reinstatement	PDF
12	Drawings of ROW utility distribution cross sections for all affected roads showing the typical, existing, proposed cross sections with layout showing cross section markers.	DWG + PDF

<b>33. Supplemental guide signs</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Layout plan showing the location (including GPS Coordinates) of proposed /existing signs.	DWG + PDF
6	Detailed drawings showing the conditions, standards, clearances (horizontal and vertical) and technical specifications specified in RTA Dubai Traffic Control Devices Manual (DTCDM)	DWG + PDF
7	Details of foundation structures with respect to existing utilities and ROW.	DWG + PDF
8	NOCs from all other relevant authorities	PDF
9	Site survey data, site obstruction report	DWG + PDF
10	Risk assessments.	PDF
11	Detailed Method statement for sign installing and reinstatement	PDF
12	Drawings of ROW utility distribution cross sections for all affected roads showing the typical, existing, proposed cross sections with layout showing cross section markers.	DWG + PDF

<b>34. Advertisement signs</b>		
<b>No</b>	<b>Submission Requirements</b>	<b>Format</b>
1	An Official letter with detailed project information and applicant contact information	PDF
2	Awarding letter	PDF
3	Valid Trading License	PDF
4	Key plan showing the proposed work on RAK map with North direction	DWG + PDF
5	Layout plan showing the location (including GPS Coordinates) of proposed /existing signs.	DWG + PDF
6	Detailed drawings showing the conditions, standards, clearances (horizontal and vertical) and technical specifications specified in RTA Dubai Traffic Control Devices Manual (DTCDM)	DWG + PDF
7	Details of foundation structures with respect to existing utilities and ROW.	DWG + PDF
8	NOCs from all other relevant authorities	PDF
9	Site survey data & Site obstruction report	DWG + PDF
10	Risk assessments.	PDF
11	Detailed Method statement for sign installing and reinstatement	PDF
12	Drawings of ROW utility distribution cross sections for all affected roads showing the typical, existing, proposed cross sections with layout showing cross section markers.	DWG + PDF

## 6 Technical Services & Coordination's Principles

Town Planning and Survey Department / Infrastructure Section highlight the following principles to customers for their full adherence and strict compliance wherever applicable in order to facilitate a smooth and fast approval process.

- All the customers should complete RAK MUN requirements prior submission of any application in line to avoid the rejection of the required application.
- The NOC application will be rejected, if the submitted document doesn't contain technical details / proper scope of work or unclear drawings.
- This guideline provides submission requirements for the existing available NOC types and Project Types, in case of any new type of project in the future then the required documents will be decided by RAK MUN / Infra structure section.
- If the scope of work has changed from the initial submission a new approval should be acquired from Infrastructure Section.
- All customers are hereby instructed to submit project as built drawing and obtain a completion certificate to avoid to be blacklisted by RAK MUN in the future.
- Approved NOC should be revalidated every six months from the date of approval (Apply two weeks

prior to expiry).

- Awarding Letter from the client to be submitted by contractor / consultant when applying for Design/ Construction NOC.
- For Construction NOC, drawings are to be stamped and signed by the Consultant (if any), along with trial pit verification wherever applicable.