Reference No رقم المرجع	UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
DDS C 0004	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية	
الطبعة Rev / التاريخ Date	**طلب إعتماد وثائق**	
00 / 01-May-23	**DOCUMENTS SUBMITTAL**	

CMW-22057-C001-DDS-C-0004	Full مرجع الوثيقة الكامل Document Reference	C001	- 22057	رقم العقد Contract No
CONSTRUCTION OF SHOOTING RANGE AT QUSIWERAH AIRBASE -ALAIN				إسم العقد Contract Name
COMMAND OF MILITARY WORKS	To إلى	MANCON CONSTRUCTION CO.LLC		From من
PQP (Project Quality Plan)				SUBMITTAL TITLE عنوان التقديم

ALL	منطقة Zone	ALL	مستوى الطابق F. Level	ALL	المنشأة Facility	
بوابة Gateway 01 00 00	CSI ID	CMW.22057.6.10	WBS ID	CIV	التخصص Discipline	

الحالة *Status	Document Description وصف الوثيقة	Rev الطبعة	Document Number رقم الوثيقة	Ser رقم
		01	Project Quality Plan (PQP)	1
	Attached: 1 SET HARD COPY			

مرفق : يوجد قرص مدمج ☐ نعم ☐ لا عدد الأقراص المدمجة:

وصف المحتوى:

يجب على المصدر أن يشهد بأن كل المعلومات التي أصدرت تحت هذا التقديم قد تم التحقق منها وهي جاهزة مطابقة مع وثائق العقد * الحالة يجب تعطى بواسطة المراجع الأخير
*The Issuer certifies that all information issued under this Submittal have been verified and found to be in compliance with the Contract documents. * To be filled by the FINAL Reviewer ONLY using the key Code below*

SUBMITTAL ISSUED BY التقديم أصدر من خلال	REVIEWED & APPROVED BY CONTRACTOR تمت مراجعة وموافقة المصدر
Company STAMP MANCON CONSTRUCTION CO. L.L.C. P.O. Box: 126636 Dubai, U.A.E.	DATE التاريخ
DATE التاريخ 01-May-23	Recipient Name and Signature ص.ب: ١٢٦٦٣٦ دبي - ع.م
	Engr. MAGDY METWALY

SUBMITTAL REVIEW & COMMENTS ملاحظات و مراجعة التقديم

Site Engineer / Consultant Site Engineer مهندس الموقع / مهندس الموقع للإستشاري

التاريخ Date	التوقيع Signature	الإسم Name

INORMATION TECHNOLOGY (I.T.) SECTION قسم الحاسب الآلي

☐ تم إدخال القرص من قبل الحاسب الآلي:

التاريخ Date	التوقيع Signature	الإسم Name

Specialist Engineer / Specialist Committee المهندس المختص / اللجنة المختصة

لا مانع من اعتماد طلب سور الرماية

= A موافق NO OBJECTION	= B موافق مع الملاحظات NO OBJECTION - AS NOTED	C = REVISED & RESUBMIT يراجع و يعاد تقديمة	= D مرفوض REJECTED
☑	☐	☐	☐

التاريخ Date	التوقيع Signature	الإسم Name
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ختم الإستلام Receiver STAMP	التاريخ Date	التوقيع Signature	الإسم Name
	10/5/22		

CONSTRUCTION OF SHOOTING RANGE AT QUSIWERAH AIRBASE ALAIN

CMW-22057-C001

Project Quality Plan

Revision 0

November 2, 2026

Project Quality Plan Revisions

Rev	Date	Description
0	Apr 25, 2023	First Issue

Project Quality Plan Review and Approval

Position	Name	Signature	Date
Project Manager	Magdy Metwaly		
QA/QC Manager	Saad UL Islam		

Project Quality Plan Distribution

Method	Name	Organization

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1. INTRODUCTION

The Project Quality Plan is the commitment of Mancon Construction Co LLC to the implementation and adherence to the quality methodology to manage the people and processes to deliver the product and services at a desired consistent level.

The client need is the focus of this Project Quality Plan; to meet the requirements of quality and time of the product and services as per specified in the contract.

1.1 Purpose of this Quality Management Plan

The purpose of the Project Quality Plan (PQP) is to provide the Client and project personnel the information for the policies and procedures for the assurance and control of the product quality, and for the continual improvement of the company's Quality Management System (QMS). The PQP is structured to comply with the conditions set forth in this project.

1.2 Project Brief:

The project consists of construction of shooting range at Qusiwerah Airbase Al-Ain, the scope shall include earth works, cutting, filling, interlocking pavement, underground utilities, utilities protection and all related civil and MEP works.

The scope consists in developing and maintain for the maintenance period the scope of works as represented in the Drawings, B.O.Q., specifications, and all other contract documents.

The construction will take place in Qusiwerah Airbase Al-Ain Abu Dhabi, United Arab Emirates.

Contract No.	CMW-22057-C001
Project Title	Construction of Shooting Range
Project Location	Qusiwerah Airbase Al-Ain, Abu Dhabi
CAP Job No.	CAP-256
Client	Command of Military Works (CMW)
Project Duration	12 Months

The project consists of following facilities as pe contractual documents;

Facility 00 -- External Works
Facility 01 – 0808 - Stores
Facility 02 – 1108 - Shed
Facility 03 – 1003 – Chain Link Fence

1.3 Document Reference

The following documents are used as a source of reference for preparation of this Project Quality Plan:

a. ISO 9001-2015 – Quality Management Systems – Requirements
b. ISO 9000-2005 – QMS – Fundamentals & vocabulary
c. Mancon's Quality Manual
d. Project contract specifications, documents and QA & QC Requirement.
e. Codes of practices as listed in drawing and specifications.
f. Mancon's previously approved Project Quality Plan

2. QUALITY MANAGEMENT SYSTEM

Mancon established the Quality Management System as their commitment in implementing, maintaining and continually improving the organization in accordance to the pertinent standards.

To achieve this, the construction of shooting range at Qusiwerah Airbase Al-Ain Quality Management Plan includes the following components:

- Quality Assurance - to ensure quality project management processes.
- Quality Control - via the development of quality outputs; and
- Quality Improvement – review points to assess and improve quality where possible.

2.1 Quality Policies

The Mancon Top Management established and ensures that the quality policies are committed in providing timely quality services to its customers and the best working environment to all its employees thru the effective implementation by complying to ISO 9001:2015 standard.

The company Policy Principles are:

a. Compliance with the statutory and regulatory regulations.

b. To meet the Client's contractual requirements for the service and final product.
c. To provide trainings and development of all the project employees to improve the quality system of work.
d. Conformance to the requirements of ISO 9001:2015 Quality Management System.

2.2 Quality Objectives

The main Quality Objective is to complete the project and deliver the product to the Client in accordance to the contractual obligation, within schedule, within budget and in conformance with the Mancon Quality Management System.

2.3 Communication Management

Mancon recognizes and acknowledges the importance of communication in the efficiency and success of all their projects. Solid Communication Management approach is the approach that has been consistently being applied and carried out by the organization in the entire project with multiple stakeholders not only in Construction Phase, but all throughout the project
phase.
The Mancon Project Team achieved effective and reliable communication management system through:

- Identifying the relevant project stakeholders even before the project commence.
- Providing a secure and dependable communication system and to be implemented all throughout the project lifecycle.
- Determining the classification and category for prioritization of information dissemination.
- Defining medium of communication that is required for the project.

2.4 Management Responsibility

The Mancon Management shall delegate competent Project Team to ensure that the quality system is established, implemented and maintained in accordance with ISO 9001, good practices, specific regulatory and/or client requirements.

The QMS shall be reviewed by the Mancon Management in a continuous basis to ensure its effectiveness in meeting regulatory, customer, and quality program(s) requirements.

2.4.1 Management Review Meeting

All quality related functions are reviewed at the highest possible level to ensure that the changes, updates, revisions, verifications activities and polices are made aware to all levels of personnel.

The review procedure shall be applicable to Mancon Top Management and the Project Team that will focus on the following inputs:

a. Follow-up from previous Management Review Meeting
b. Risks and opportunities
c. Possible changes that might affect the system
d. External provider and suppliers' performance
e. Customer satisfaction and perception
f. Non-conformity and corrective actions
g. Customer Feedback
h. Recommendations for improvement

It shall be done every six months or sooner if deemed necessary. It will be attended by the key personnel and will be chaired by the Managing Director. Records of minutes shall be made and disseminated to the attendees. QHSE Representative in coordination with all the department Heads shall monitor the implementation of actions taken in the Management Review Meeting and evaluate its effectiveness.

2.5 Project Organization

Mancon's Key Personnel assigned to this project shall possess broad range of experience and skills to ensure the effective and systematic approach to the management of this project. Competent Project Team shall be executing this project all throughout its project lifecycle.

See attached Project Organizational Chart in Appendix 4, 5 and 6.

3. PROJECT QUALITY MANAGEMENT

The Mancon shall implement the PQP to ensure compliance with the specifications. The basis of the PQP is the Reference Standards stipulated in the Division 1 General Requirements Section 01 42 00. In addition, Mancon procedures shall be used in completing the construction project.

The PQP will be maintained and executed by the Quality Project Team to ensure that all the materials and works shall comply with the contract specifications. Field

Engineers shall be available for all the on-site inspections. All the testing reports from the Testing firms shall be reviewed in compliance to contract requirements.

The Quality Project Team shall be responsible for implementing the PQP Plan by:

- Ensuring that the quality materials and supplies are provided for the project that meets all the standards.
- Good workmanship complies in all the aspect of the project contract.
- Providing Daily reports with complete listing of all the field testing and sampling activities.
- An on-site Quality meeting will be conducted every other two weeks to review performance and prepare for the upcoming two-week period.
- Recording of all the project activities in a daily quality control report that will be maintained on the site at all times.

3.1 Procurement

This procedure applies to all vendors of products, materials, and services that directly affect the quality of the services, materials and the final product.

3.1.1 Managing Subcontractors

Quality Manager in conjunction with Material Engineer and Purchase Representative shall be responsible to evaluate the subcontractors. They shall:

a. Evaluate and select subcontractors as per their ability to comply with the subcontract requirements including quality and other specific requirements.
b. Clearly define the type and extent of control over the subcontractors.
c. Disapprove the use of the sources that are not acceptable to the required criteria for the project.

Once officially approved as a subcontractor of the specified work in the project, each subcontractor shall have a legally binding written contract that will comprise the clear scope of the contracted work which will describe the following:

a. Legal names of the parties involve will be specified.
b. Clear Definition of deliverables and services to be provided.
c. Appropriate terms and conditions that be imposed on both parties.
d. Process and procedures to be followed and implemented within the project lifecycle.

The works shall be well coordinated by Mancon to ensure that all the efforts of all parties are well integrated in parallel to other works related to contracted works.

A meeting shall be arranged with the subcontractors for the discussion of any issues of concern to either party.

3.1.2 Purchasing

Purchasing process of outside materials, supplies, and services is an essential requirement for The Organization's Project management team. In most cases, purchasing shall be implemented as follows:

a. New materials/ products are those items which require approval of the Client/ Consultant and or being used in the Project for the first time
b. The Project Manager/ Project Engineer shall prepare the Requisition Form for quotation for the material/ product based on the contract/ site requirement, with indication to the type of Quotation and its details
c. The Requisition Form shall be checked for the quantity against BOQ/ Drawings and approved by the Project Manager and passed to HPD with required documents if any.
d. HPD, in turn, will initiate the procurement activities by sending enquiries to the approved suppliers/ proposed vendors in contract documents with all received contract documents from the project management, as required.
e. Upon receipt of prices against Procurement Enquiry, the HPD shall prepare a Price Comparative Statement, where based on this, the PM will choice the suitable supplier to issue the Letter of Intent (where required)
f. In coordination among HPD, PM, PE and supplier; Material Requisition Form for concern material to be raised to the Consultant/ Client for approval
g. Approved items are those which are already approved by the Client/ consultant and are being used in project / site
h. Upon receipt of the Approved Requisition Form, the PE/ PM will send a formal Material Requisition to HPD to start process of LPO.
i. LPO shall contain complete details needed.

3.1.3 Product Protection

Mancon ensures that the materials for the project shall be controlled. The materials and/or equipment will be checked against the LPO and suppliers. Delivery Note in accordance with the procedure for Purchasing Materials and/or Equipment will be inspected in accordance with the procedure for Inspection & Testing. Equipment is handled manually at the store by personnel assigned for this work. A sample inspection is made for bulk items; this will be recorded on the LPO. Materials shall be handled accordingly to prevent damage or deterioration. Damaged and/or short delivered items will be addressed as per the Procedure for Nonconforming Product.

Preservation of Materials and Equipment will be completed in accordance with manufacturers' recommendations.

3.1.4 Non-conforming Products

Mancon upon identifying the discrepancy in product/process shall:

a. Identify the non-conforming product and a suitable tag is used to distinguish a non-conforming product.
b. Re-verify the product specification to assess the product conformity with the requirements.
c. Established the method of disposing the non-conforming product if it cannot be used in any application.
d. Maintain the disposal records.

3.1.5 Corrective Actions

Mancon shall investigate and determine the cause of non-conformities, and shall:

a. Eliminate the root cause of the non-conformity.
b. Implement proposed corrective actions.
c. Monitor, measure and evaluate the effectiveness of the corrective actions.
d. Close all the non-conformance reports.
e. Record the details of all the non-conformance/corrective reports.

3.2 Submittals

All the Submittals shall be prepared for completeness, review and verification as per the requirements mentioned in the Contract, Specifications and any other additional instructions. This includes material, equipment, drawings, schedules, and any other relevant information/documents specified for the project. All submittals will be logged and copies will be retained in the project files.

Submittals shall be managed as follows:

a. Schedule of submittals shall be prepared and submitted before the commencement of work.
b. Contractor shall use an approved transmittal form per each submission.
c. All submittals shall be comprehensively complete as per the specification requirements.
d. Submittals shall be prepared, reviewed and filed according to the specification section for reference and coordination for the following:
    i. Product Data
    ii. Shop Drawings and Coordination Drawings
    iii. Samples (For information, for Selection and Approval)
    iv. Design Data

v. Test Reports
vi. Certificates
vii. Manufacturer's Instructions & Field Reports
viii. Any other documents that is necessary

e. Color and mock-up samples are maintained in a secure place at the job site for comparison with the finished product.
f. A tag or sticker identifying the submittal number and the date of approval is attached to the sample.
g. When a color or mock-up sample is not approved, it is labeled as "Rejected" and removed from the job site (if requested).
h. The record shall be maintained of the disapproved item with a copy submitted to Consultant's Document Control.

3.3 Document Control

This procedure is applicable to all Quality System Documents. Mancon has established and maintains documented procedures that will ensure that the current information is available at the current revision status.

The Quality Management Plan shall document procedures to control all documents and data that relate to the requirements of this section including to the extent applicable, documents of external origin such as studies, reports, calculations, standards and record drawings. These procedures shall control the generation, distribution and confidentiality of all documents, as well as establish a system to identify, collect, index, file, maintain and dispose of all records. Documents and data can be in the form of any media, such as hard copy or electronic media.

The documents and data shall be reviewed and approved for adequacy by authorized personnel prior to issue. A master list or equivalent document control procedure identifying the current revision status of documents shall be established and be readily available to preclude the use of invalid and/or obsolete documents.

Changes to documents and data shall be reviewed and approved by the same functions or organizations that performed the original review and approval, unless specifically designated otherwise. The designated functions or organization shall have access to pertinent background information upon which to base their review and approval.

Where practical, the nature of the change shall be identified in the document or the appropriate attachments.

3.4 Method Statements

Project Manager / section heads identifies the requirement of various method statements / work procedures and lists out the same in Master list of method statement / Work procedures.

Section head prepares the method statements in stages prior to start of work as per execution plan and collects related documents from QA/QC engineer and Job Safety Analysis (JSA) from HSE engineer. Compiles the same and reviews it for its completeness. These are reviewed & approved by Project in charge. The same is submitted to owner / his rep & approval is obtained if needed as per contract.

All test procedures and Method Statement shall be submitted to owner / consultant before start of any tests/works.

3.5 Inspection and Testing

Project manager shall identify, plan and control the construction processes that directly affect quality to ensure that these processes are carried out under controlled conditions. Controlled conditions include the following:

a. The availability of information that specifies the product/construction requirements
b. Use of documented work instructions defining specific requirements of the product/ work activity, as required
c. Use of suitable equipment and instruments in a suitable work environment
d. Compliance of the product/ work activity with contract specifications, approvals, reference standards, codes, control plans, and/or documented procedures and work instruction
e. The approval of process, equipment and calibrated instruments as required
f. The implementation of defined processes for release, delivery, and any applicable post-delivery project work activities.

3.6 Project Close-Out

This phase shall be planned and will be done as early as possible in the project lifecycle. This process shall be well-coordinated with all the project stakeholders.

3.6.1 Snagging

Once the Project is near in its completion a project closeout meeting shall be called out and a list of areas requiring inspections shall be prepared and submitted by Mancon to the consultant/Engineer.

The project closeout meeting agenda should cover all requirements in the contract documents associated with the full completion of the project. Topics on the agenda typically include the following:

Prior to practical completion the necessary stakeholders shall participate in a joint final inspection and a “Snag List” of deficiencies shall be prepared. Mancon will formally request for an inspection once the project has reached the substantial completion wherein all the test and commissioning required as per the agreement/contract was achieved.

All the items mentioned in the Snag List shall be organized in a sequential manner starting from the external areas and proceeding from lowest to the highest floor.

Dated records shall be kept and receipts of acknowledgement shall be filed. Photographs shall be provided if deemed necessary for further clarifications.

3.6.2 Commissioning

Commissioning shall take place when Mechanical and Electrical completion is completed for a system or part of a system. This process shall be divided into three main activities:

a. Pre-Commissioning (Preparation)
b. Commissioning (Execution)
c. Documentation and Handover to operation

3.6.3 Handing Over Documents

The Handover information as per the contractual requirements is listed as follows:

a. As Built Drawings
b. Original Warranties/Guarantees
c. Training and Instruction of Owners Personnel
d. Manual for Materials and Finishes
e. Manual for Equipment and Systems
f. Hardware and software Manuals.
g. Any other as stated in the contract.

APPENDIX 1

Terms / Abbreviations

SN	Term / Abbreviation	Description / Meaning
1	CMW	Command of Military Works
2	BOM	Bill of Materials
3	BOQ	Bill of Quantities
4	CM	Construction Manager
5	CONS	Construction
6	DC	Document Controller
7	ENG	Engineer
8	ENG/	Engineering
9	ENV	Environment
10	HPD	Head Procurement Department
11	HR	Human Resource
12	HSE	Health, Safety and Environment
13	HSE/M	Health, Safety and Environment / Manual
14	IMS	Integrated Management System
15	ISO	International Standard Organization
16	IT	Information Technology
17	JSA	Job Safety Analysis
18	KPI	Key Performance Indicator
19	LLC	Limited Liability Company
20	Log	Logistics
21	LPO	Local Purchase Order
22	MAN	Mancon Construction Company LLC
23	MQR	Monthly Quality Report
24	MR	Material Requisition
25	MRP	Material Requirements Planning System

26	NOC	No Objection Certificate
27	OHSAS	Occupational Health and Safety Assessment Series
28	PE	Project Engineer
29	PM	Project Manager
30	PQP	Project Quality Plan
31	PRJ	Project
32	QA	Quality Assurance
33	QAC	Quality Assurance & Control
34	QA/QC	Quality Assurance / Quality Control
35	QC	Quality Control
36	QHSE	Quality, Health, Safety and Environment
37	QMS	Quality Management System
38	QRS	Quality Register Systems
39	Q/M	Quality Manual
40	Rev	Revision
41	SN	Serial Number
42	TBT	Tool Box Talk
43	WIR	Work Inspection Request

APPENDIX 2

ISO Certificates

Certificate Of Registration

Awarded to

MANCON CONSTRUCTION CO LLC

at

P.O.BOX NO: 126636, OFFICE NO. 4, MRS FATIMA AMER ABDULHADI BUILDING, ISLAND EST 40, ABU DHABI, UAE

Quality Registrar Systems certify that the management system of the above organization has been audited and found to be in compliance with the QRS & ISO standard requirements for registration of the management system standard detailed below:

ISO 9001:2015

Quality Management Systems

Scope of work

- METAL CONSTRUCTION CONTRACTING
- ALL KIND BUILDING PROJECTS CONTRACTING

IAF 28
Certificate No: AAU-10013
Originally Registered: 25 OCT 2022
Latest Issue: 25 OCT 2022
Valid up-to: 24 OCT 2025

Quality Registrar Systems

GLOBAL HEADQUARTERS
Accreditation Service for Certifying Bodies, LLC
8 The Green, Dover, DE, 19901,
United States
www.ascb.com

UAE OFFICE ADDRESS
Quality Registrar Systems Intl.
Abu Dhabi, United Arab Emirates
www.qrs-intl.com
Tel: 02-3096166

WORLDWIDE CERTIFICATION

This is an accredited certificate authorized for issue by Accreditation Service for Certifying Bodies (Europe) Limited who have accessed QRS (Intl.) as a Certifying Body for compliance with ISO 17021:2015 'Conformity Assessment - Requirements for bodies providing audit and certification of management systems. This certificate is only valid when confirmed by the register listed in the QRS (Intl.) (qrs-intl.com)

Certificate Of Registration

Awarded to

MANCON CONSTRUCTION CO LLC

at

P.O.BOX NO: 126636, OFFICE NO. 4, MRS FATIMA AMER ABDULHADI BUILDING, ISLAND EST 40, ABU DHABI, UAE

Quality Registrar Systems certify that the management system of the above organization has been audited and found to be in compliance with the QRS & ISO standard requirements for registration of the management system standard detailed below:

ISO 14001:2015

Environmental Management Systems

Scope of work

- METAL CONSTRUCTION CONTRACTING
- ALL KIND BUILDING PROJECTS CONTRACTING

IAF 28
Certificate No: AAU-20010
Originally Registered: 25 OCT 2022
Latest Issue: 25 OCT 2022
Valid up-to: 24 OCT 2025

Quality Registrar Systems

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Accreditation Service for Certifying Bodies, LLC
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Quality Registrar Systems Intl.
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WORLDWIDE CERTIFICATION

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Certificate Of Registration

Awarded to

MANCON CONSTRUCTION CO LLC

at

P.O.BOX NO: 126636, OFFICE NO. 4, MRS FATIMA AMER ABDULHADI BUILDING, ISLAND EST 40, ABU DHABI, UAE

Quality Registrar Systems certify that the management system of the above organization has been audited and found to be in compliance with the QRS & ISO standard requirements for registration of the management system standard detailed below:

ISO 45001:2018

Occupational Health and Safety Management Systems

Scope of work

- METAL CONSTRUCTION CONTRACTING
- ALL KIND BUILDING PROJECTS CONTRACTING

IAF 28
Certificate No: AAU-30009
Originally Registered: 25 OCT 2022
Latest Issue: 25 OCT 2022
Valid up-to: 24 OCT 2025

Quality Registrar Systems

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Abu Dhabi, United Arab Emirates
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APPENDIX 3

Quality Policy

Mancon Construction Co. LLC – Sole Proprietorship LLC

Quality Policy

MANCON CONSTRUCTION CO. LLC – SOLE PROPRIETORSHIP LLC is committed to provide timely quality services to its customers and to provide a working environment that is best to all its employees through effective implementation of quality policy.

We also believe that the success of our business is reliant on our employees carrying their duties in a conscious manner.

This shall be achieved by continually improving our quality management system by:

- Providing competent workforce adequate resources and adopting adequate technology and effective process.
- Complying with applicable current and future legal and other regulations to improve the effectiveness of the system.
- Setting quality objectives and targets, ensuring it through periodic review and developing programs.
- Periodic review of quality management system and taking necessary corrective action and preventive measures in case of deviation from policies and programs.
- Communicating and understanding this policy at all levels of the organization and making it available to all interested parties upon request, including members of general public.

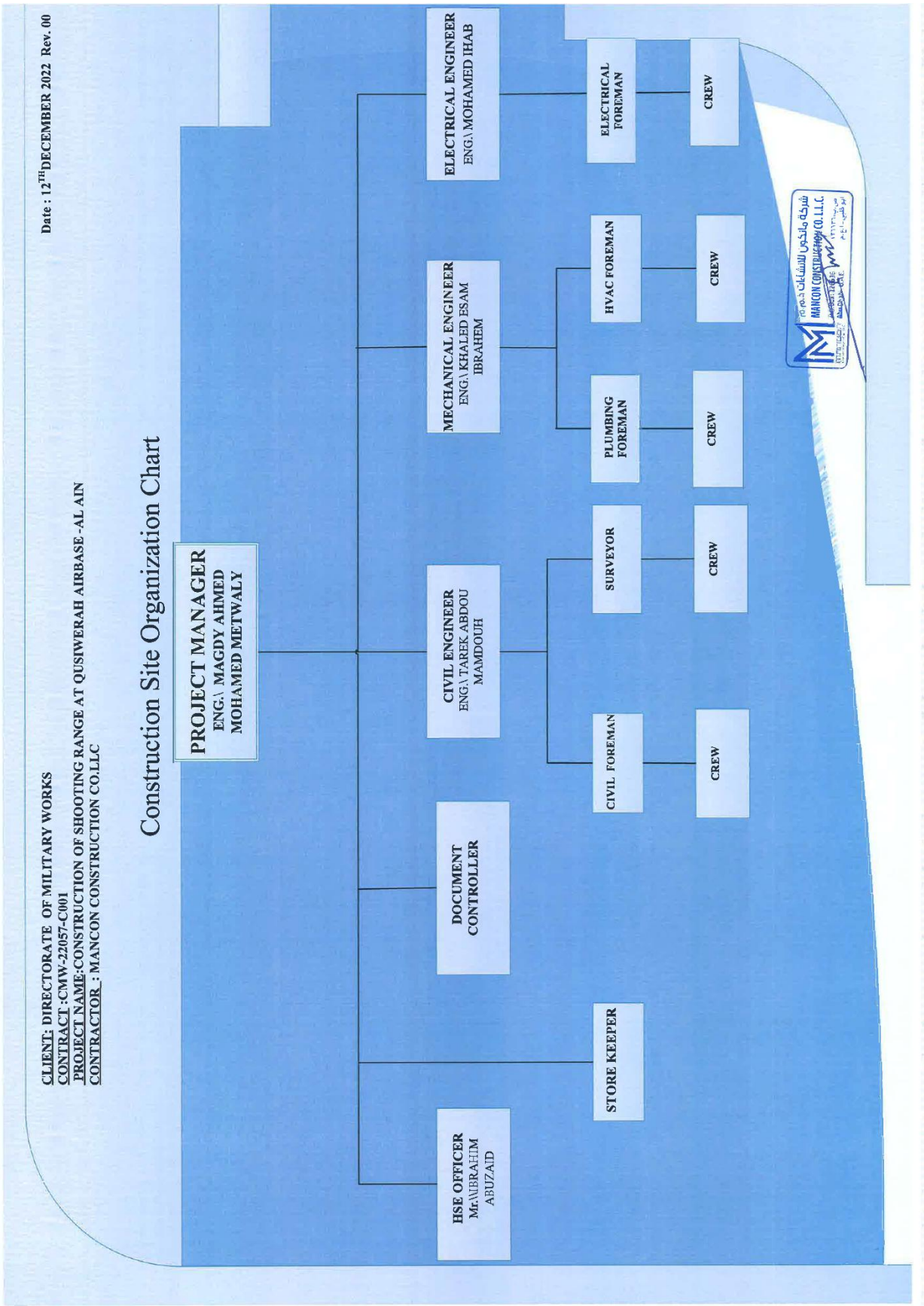
All employees of MANCON are responsible for implementing and complying with Quality Standards of the organization for ensuring the quality are managed in all aspects of our business.

MOHAMED ELAYOTY
Partner

شركة مانكون للانشاءات ذ.م.م
شركة الشخص الواحد ذ م م
MANCON CONSTRUCTION CO. L.L.C.
SOLE PROPRIETORSHIP L.L.C.
Abu Dhabi- U.A.E. أبوظبي - ا.ع.م

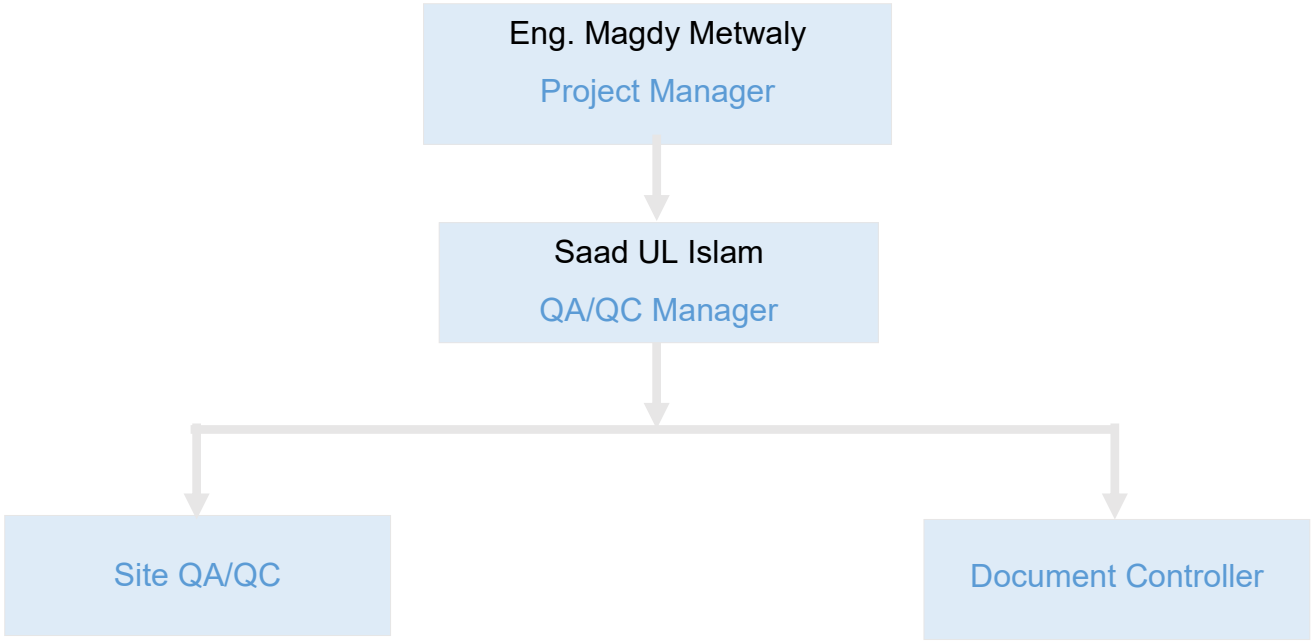
APPENDIX 4

Project Organizational Chart


Construction Site Organization Chart
Date : 12TH DECEMBER 2022 Rev. 00
CLIENT: DIRECTORATE OF MILITARY WORKS
CONTRACT :CMW-22057-C001
PROJECT NAME:CONSTRUCTION OF SHOOTING RANGE AT QUSIWERAH AIRBASE -AL AIN
CONTRACTOR : MANCON CONSTRUCTION CO.LLC
PROJECT MANAGER
ENG\ MAGDY AHMED
MOHAMED METWALY
HSE OFFICER
Mr.\IBRAHIM
ABUZAID
DOCUMENT CONTROLLER
STORE KEEPER
CIVIL ENGINEER
ENG\ TAREK ABDOU
MAMDOUH
SURVEYOR
CIVIL FOREMAN
CREW
CREW
CREW
MECHANICAL ENGINEER
ENG\ KHALED ESAM
IBRAHEM
HVAC FOREMAN
PLUMBING FOREMAN
CREW
CREW
ELECTRICAL ENGINEER
ENG\ MOHAMED IHAB
ELECTRICAL FOREMAN
CREW
MANCON CONSTRUCTION CO. L.L.C.

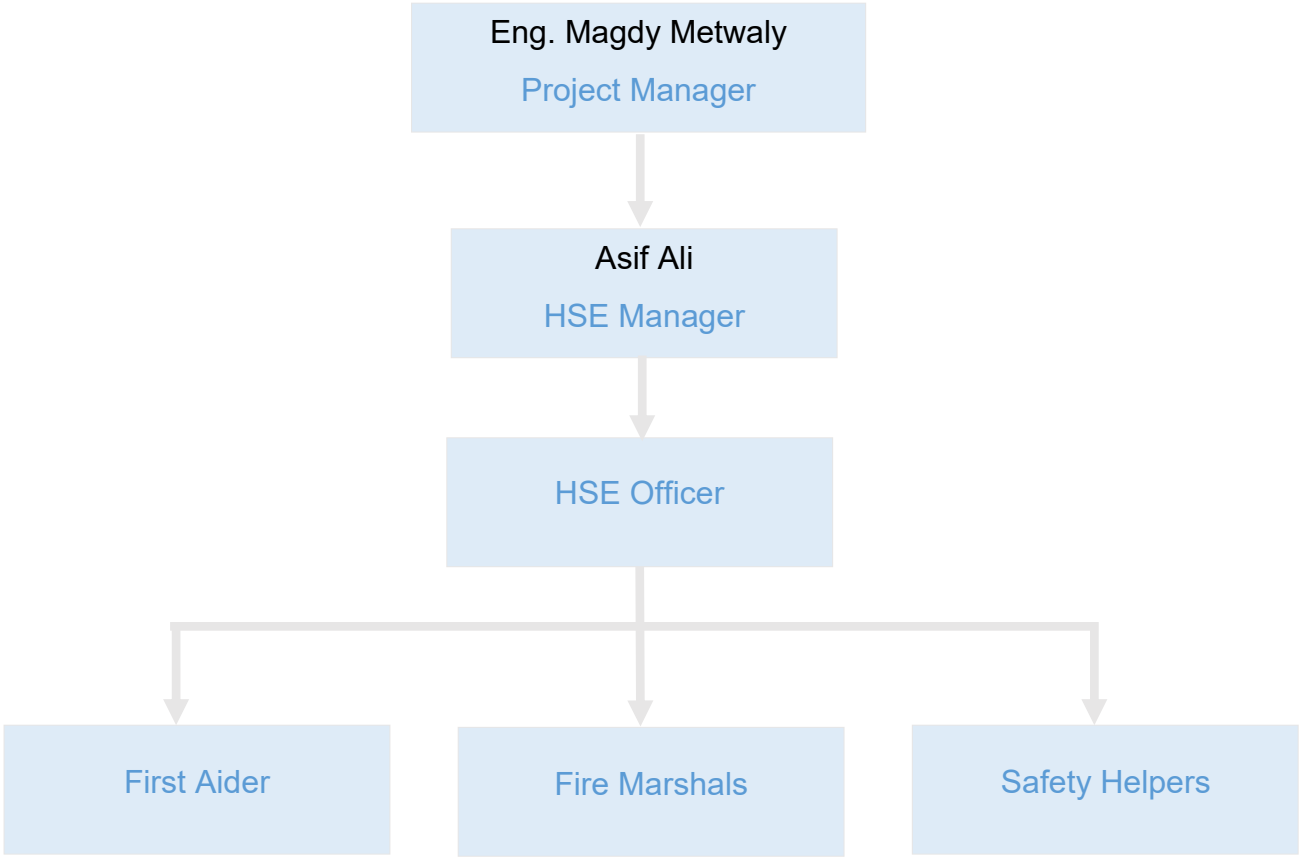
APPENDIX 5

Quality Organizational Chart


Eng. Magdy Metwaly
Project Manager
Saad UL Islam
QA/QC Manager
Site QA/QC
Document Controller

APPENDIX 6

HSE Organizational Chart


Eng. Magdy Metwaly
Project Manager
Asif Ali
HSE Manager
HSE Officer
First Aider
Fire Marshals
Safety Helpers

APPENDIX 7

Project Job Responsibilities

1. **Project Manager**
   - Manage the relationship with the client and all stakeholders.
   - Project manager reports to Area Manager and top management progress on routine basis to accelerate the project.
   - Project Manager is responsible to ensure resource availability and allocation.
   - Project Manager is responsible to develop a detailed project plan to track progress.
   - Project Manager is responsible to use appropriate verification techniques to manage changes in project scope, schedule and costs.
   - Project Manager is responsible to measure project performance using appropriate systems, tools and techniques.
   - Project Manager perform risk management to minimize project risks.
   - Project manager coordinates with Construction Manager to ensure that the project is completed on time and within budget and the objectives are met.
   - Project managers oversee the project to ensure the desired result is achieved.
   - Overall responsible for the safe execution of the works.
   - Plan the materials, plant and equipment required for this activity.
   - Obtain all relevant approvals for Local Authority Requirements (NOC).
   - Obtain work permit (WIR) from supervising consultants.
   - Ensure that all work procedures are followed correctly to the satisfaction of the Client, Consultants and Local Authorities.
   - Project Manager establish and maintain relationships with third parties/vendors.
   - Project Manager create and maintain comprehensive project documentation.
   - Ensure that the project delivered on-time, within scope and within budget.

2. **Planning Manager**
   - Ensure that material scheduling strategy and processes are in place and
   - Work effectively in order to ensure material supply meets production
   - Requirements with minimum stock levels, whilst optimizing costs
   - Take ownership of material planning issues that arise, including over or under delivery and take any follow up actions especially in the event of material shortages that affect production

- Assess volume requirements against planning assumptions
- Manage inventory risk and ensure that contingency plans are in place
- Seek and recommend solutions to overcome issues arising in order to meet production requirements and address operational risks
- Design, develop and implement flexible solutions to aid business efficiency, drive process improvements and add value
- Support continuous improvement initiatives
- Ensure that professional and consistent materials planning processes are applied across the business
- Ensure that any Material Requirements Planning system (MRP) or IT system in place is effective and that data is accurate and up to date and resolve any issues as required
- Investigate and implement system enhancement initiatives
- Ensure the integrity of Bill of Materials (BOM) and inventory accuracy at all times and manage and control inventory levels and movements
- Take overall responsibility for obsolete parts process and ensure business is left with minimum liability and minimal waste
- Oversee labelling processes to ensure correct parts/finished assemblies reach correct customers at the correct time
- Ensure strategic and operational information, reports and metrics are available to share with others in the business as and when required
- Report on achievement of targets and identify any corrective action

3. HSE Manager

- Typical responsibilities include
- Implementing HSE policies and practices.
- Ensuring compliance with HSE legislation.
- Managing HSE strategy budgets.
- Liaising with internal staff including senior managers and directors.
- Providing HSE training to staff at all levels.
- Managing a team of technical, scientific and engineering staff.
- Writing plans and reports.
- Keeping up to date with changes in HSE legislation and initiatives including EU directives.
- Producing educational resources.
- Liaising with regulatory bodies such as the Environment Agency.
- Advise and assist the PM for implementing the HSE System.

4. QA/QC Manager

- Responsibilities of the job include:
- Determining, negotiating and developing in-house quality procedures, standards and/or specifications.
- Assessing customer requirements and ensuring that these are met.
- Setting customer service standards.
- Specifying quality requirements of raw materials with suppliers.
- Investigating and setting standards for quality/health and safety.
- Ensuring that manufacturing processes comply with standards at both national and international level.
- Working with operating staff to establish procedures, standards, systems and procedures.
- Writing management/technical reports and customers‟ charters.
- Determining training needs.
- Acting as a catalyst for change and improvement in performance/quality
- Directing objectives to maximize profitability.
- Monitoring, recording, analyzing and distributing statistical information.
- Supervising technical or laboratory staff.
- Assist and advise the CM / PM to implement the QA/QC system and procedures.
- Ensure the requirements of the Specification are incorporated in the Method Statement.

5. Civil Project Engineer

- Develops project objectives by reviewing project proposals and plans; conferring with management.
- Determines project responsibilities by identifying project phases and elements; assigning personnel to phases and elements; reviewing bids from contractors.
- Determines project specifications by studying product design, customer requirements, and performance standards; completing technical studies; preparing cost estimates.
- Confirms product performance by designing and conducting tests.
- Determines project schedule by studying project plan and specifications; calculating time requirements; sequencing project elements.
- Maintains project schedule by monitoring project progress; coordinating activities; resolving problems.
- Controls project plan by reviewing design, specifications, and plan and schedule changes; recommending actions.

- Controls project costs by approving expenditures; administering contractor contracts.
- Prepares project status reports by collecting, analyzing, and summarizing information and trends; recommending actions.
- Maintains safe and clean working environment by enforcing procedures, rules, and regulations.
- Maintains project data base by writing computer programs; entering and backing up data.
- Maintains product and company reputation by complying with federal and state regulations.
- Contributes to team effort by accomplishing related results as needed.
- Electrical Project Engineer
- Typical responsibilities include:
- Preparing and agreeing project specifications, budgets and timescales with clients.
- Undertaking relevant research.
- Implementing designs.
- Creating test procedures.
- Testing, evaluating, modifying and re-testing products.
- Writing reports and documentation.
- Analyzing and interpreting data.
- Conform to engineering codes and standards and company QA system and policies.

6. Mechanical Project Engineer

- Typical responsibilities include:
- Assessing project requirements.
- Agreeing budgets, timescales and specifications with clients and managers.
- Liaising with suppliers.
- Undertaking relevant research.
- Producing and implementing designs and test procedures.
- Measuring performance of mechanical components, devices and engines.
- Testing, evaluating, modifying and re-testing products
- Writing reports and documentation.
- Providing technical advice.
- Analyzing and interpreting data.
- Conform to engineering codes and standards and company QA system and policies.

7. Electrical Project Engineer

Typical responsibilities include

- Preparing and agreeing project specifications, budgets and timescales with clients.
- Undertaking relevant research.
- Implementing designs.
- Creating test procedures.
- Testing, evaluating, modifying and re-testing products.
- Writing reports and documentation.
- Analyzing and interpreting data.
- Conform to engineering codes and standards and company QA system and policies.

8. Project Coordinator

- Coordinate activities, resources, equipment and information:
- Liaise with clients to identify and define project requirements, scope and objectives
- Make certain that clients" needs are met as the project evolves
- Help prepare project proposals, timeframes, schedule and budget
- Monitor and track project's progress and handle any issues that arise
- Act as the point of contact and communicate project status adequately to all participants
- Use project management tools to monitor working hours, budget, plans and money spend
- Issue all appropriate legal paperwork
- Report and escalate to management as needed
- Create and maintain comprehensive project documentation, plans and reports.

9. Site Sub Engineer / Supervisor

- Responsible for the execution, monitoring and supervision of the works.
- Responsible to verify the activities as per approved documents (shop drawing, material, sample, method statement and inspection and test plan).
- Providing task related TBT (Toolbox Talk) to personnel.
- Implementing and monitoring Quality and HSE requirements.

- Inspecting construction sites regularly to identify and eliminate potential safety hazards.
- Supervising and instructing the construction team as well as subcontractors.
- Educating site workers on construction safety regulations and accident protocol.
- Enforcing site safety rules to minimize work-related accidents and injuries.
- Maintaining an accurate record of construction employee attendance.
- Evaluating the performance of construction employees and instituting disciplinary measures as needed.
- Responsible to take actions for closeout of observation and non-compliance reports.
- Responsible to communicate with project engineer, surveyor and foreman to manage the activities.
- Report to the Project Engineer, Project / Construction Manager on a regular basis.

10. Document Controller

- Develop and implement processes related to document control and management.
- Checking quality of documents.
- Monitoring processes, producing listings and setting up project filling systems.
- Teaming up with other documentation groups.
- Coordinate all activities related to the Document Control procedure, including technical documents, drawings, and commercial correspondence.
- Input document data into the standard registers ensuring that the information is accurate and up to date.
- Generate the various document control reports as required.
- Typing of site documents, and follow up of all the site needs
- Makes sure that controlled copies of latest approved documents and drawings are given to the appropriate staff, subcontractors and suppliers as applicable
- Maintain updated records of all approved documents and drawings and their distribution clearly

- Maintain the documents and drawings in the Document Control office under safe custody without any damage or deterioration with easy traceability.
- Maintain the files and control logs as required by the project.

11. Foreman

- Responsible for the execution of the works as per instruction of Site Engineer.
- Implementation of related TBT (Toolbox Talk) to workers.
- Responsible to provide the work permit to working crew.
- Responsible to assign the right person (skilled, qualified, authorized or certified) for each activity.
- Responsible to arrange and provide suitable working tools for activities.
- Responsible to provide construction material at work place.
- Manage and guide the use of machinery and equipment.
- Peacefully resolve any emerging problems and issues.
- Responsible for the execution of works as per provided drawings and surveyor's setting out.
- Responsible to protect the work done from damages.
- Responsible for Implementing and monitoring Quality and HSE requirements.

12. Surveyor

- Responsible for instruments' calibration.
- Responsible to generate co-ordinates as per approved shop drawings.
- Responsible for the setting out and marking co-ordinates prior to and during the works in accordance with the approved drawings.
- Responsible to verify that the work has done as per marked co-ordinates.
- Responsible to prepare and maintain the records of survey reports.
- Report to the Project Manager on a regular basis.
- Responsible to provide actual site details to technical engineer for As Built drawings preparation.

APPENDIX 8

Master List of Mancon Quality Procedures

MASTER DOCUMENT LIST		
SN	Template Code	Template Name
I. COMMON PROCEDURES		
1	MCC-QHSE/P001	Control of Documented Information
2	MCC-QHSE/P002	Measurement Traceability
3	MCC-QHSE/P003	Process Improvement and Customer
4	MCC-QHSE/P004	Internal Audit
5	MCC-QHSE/P005	Control of Nonconforming Product
6	MCC-QHSE/P006	Corrective Action
7	MCC-QHSE/P007	Client Complaints Handling
8	MCC-QHSE/P008	Project Close Out
9	MCC-QHSE/P009	Protection of Works
11	MCC-QHSE/P010	Context of Organization
12	MCC-QHSE/P011	Risk Management
13	MCC-QHSE/TM01	Top Management Responsibility
14	MCC-HR/P001	HR Management
II. FUNCTIONAL PROCEDURES		
1	MCC-PRJ/P001	Client Supplied Material Procedure
2	MCC-ENG/P001	Contract Review Procedure
3	MCC-ENG/P002	Design Control Procedure
4	MCC-ENG/P003	Project Close Out Procedure
5	MCC-PRJ/P002	Control of Sub Contractor’s Quality Work
6	MCC-PRJ/P003	Inspection and Test Status Procedure
III. HSE PROCEDURES		
1	MCC-HSE-P001	Aspect Impact Evaluation and Hazard Risk Assessment
2	MCC-HSE-P002	Sub-Contractor Management Procedure
3	MCC-HSE-P003	Legal Requirements Procedure

4	MCC-HSE-P004	Internal Consultation and Internal and External Communication Procedure
5	MCC-HSE-P005	Incident, Investigation and Reporting Procedure
6	MCC-HSE-P006	Emergency Preparedness and Response Procedure
7	MCC-HSE-P007	Work Permit Procedure

APPENDIX 9

Forms / Templates Register

FORMS AND TEMPLATES REGISTER (Common Forms & Templates)		
SN	Template Code	Template Name
1	MCC-QHSE/F01	Master List of Documents
2	MCC-QHSE/F02	Master List of Forms
3	MCC-QHSE/F03	Document Change Proposal
4	MCC-QHSE/F04	Document Distribution List
5	MCC-QHSE/F05	Equipment Calibration Status
6	MCC-QHSE/F06	Customer Satisfaction Survey Form
7	MCC-QHSE/F10	Non- Conformities Log
8	MCC-QHSE/F11	Non-Conformities Report
9	MCC-QHSE/F12	Corrective Action Log
10	MCC-QHSE/F13	Corrective Action Request
11	MCC-QHSE/F14	Customer complaints form
12	MCC-QHSE/F15	Project Final Close Out- Check list
13	MCC-QHSE/F16	Risk and Opportunities Register
14	MCC-QHSE/F17	Minutes of Meeting
15	MCC-QHSE/F18	Employee Recruitment Form
16	MCC-QHSE/F19	Leave Application
17	MCC-QHSE/F20	Induction Training Record
18	MCC-QHSE/F21	QHSE Training Record
19	MCC-QHSE/F22	Job Descriptions
20	MCC-QHSE/F23	Employee Competency Evaluation
21	MCC-QHSE/F24	QHSE Training Matrix
22	MCC-QHSE/F25	New Employee Checklist
23	MCC-QHSE/F26	Training Attendance Sheet
24	MCC-QHSE/F27	Toolbox Talk Record Form
25	MCC-QHSE/F28	Training Record Form

26	MCC-QHSE/F29	List of Employees
27	MCC-QHSE/F30	List of Supplier
28	MCC-QHSE/F31	Supplier Evaluation Form

FORMS AND TEMPLATES REGISTER (HSE Forms & templates)		
SN	Template Code	Template Name
1	MCC-HSE/F01	Evaluation of Legal Compliance
2	MCC-HSE/F02	OHSAS Legal Regulatory Requirements
3	MCC-HSE/F03	Emergency Drill Report
4	MCC-HSE/F04	Emergency Number
5	MCC-HSE/F05	Emergency Task Force List
6	MCC-HSE/F06	Aspect Impact Evaluation
7	MCC-HSE/F07	Hazard Risk Register - Project
8	MCC-HSE/F08	Hazard Risk Register_- Office
9	MCC-HSE/F09	Near Miss Report
10	MCC-HSE/F10	Incident Information Report
11	MCC-HSE/F11	Incident Investigation Report
12	MCC-HSE/F12	Vehicle Accident Report
13	MCC-HSE/F13	Hot Work Permit

SN	Template Name
1	Agenda of Meeting
2	As Built Drawing Log
3	Attendance Sheet
5	Correspondence Logs (Incoming and Outgoing)
6	Daily Report
7	Document Submittal Form and Log
8	Drawing Register
9	Material Submittal Form and Log
10	Method Statement Log
11	Minutes of Meeting
12	Non-conformance Log
13	Outsourcing Submittal Form
14	Request for Information
15	Shop Drawing
16	Shop Drawing Submittal and Log
17	Work Inspection Request

APPENDIX 10

Project Forms

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	DDS	A	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية	
	Rev الطبعة	Date التاريخ		طلـب إعتمـاد وثائــق	
	00			DOCUMENTS SUBMITTAL	

CMW-13001-C001-DDS-A-0001	Full مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No
					إسم العقد Contract Name
	To إلى				From من
					عنوان التقديم SUBMITTAL TITLE

	منطقة Zone		مستوى الطابق F. Level		المنشأة Facility
بوابة Gateway		CSI ID		WBS ID	التخصص Discipline

رقم Ser	رقم الوثيقة Document Number	الطبعة Rev	وصف الوثيقة Document Description	الحالة *Status
1				
2				
3				
4				

مرفق : يوجد قرص مدمج نعم ☐ لا ☐ عدد الأقراص المدمجة:

وصـف المحتـوى:

يجب على المصدر أن يشهد بأن كل المعلومات التي أصدرت تحت هذا التقديم قد تم التحقق منها ووجدت مطابقة مع وثائق العقد. الحالة يجب تعطى بواسطة المراجع الأخير.*

The Issuer certifies that all information issued under this Submittal have been verified and found to be in compliance with the Contract documents. To be filled by the FINAL Reviewer ONLY using the key Code below*

Company STAMP	SUBMITTAL ISSUED BY التقديم أصدر من خلال		REVIEWED & APPROVED BY CONTRACTOR تمت مراجعة وموافقة المصدر	
	DATE التاريخ	Recipient Name and Signature	DATE التاريخ	Issuer Name and Signature

SUBMITTAL REVIEW & COMMENTS ملاحظات و مراجعة التقديم

Site Engineer / Consultant Site Engineer *مهندس الموقع / مهندس الموقع للإ ستشاري*

	التاريخ Date		التوقيع Signature		الإسم Name

INORMATION TECHNOLOGY (I.T.) SECTION قسم الحاسب الآلي

تم إدخال القرص من قبل الحاسب الآلي: ☐

	التاريخ Date		التوقيع Signature		الإسم Name

Specialist Engineer / Specialist Committee *المهندس المختص / اللجنة المختصة*

☐ مرفوض = D REJECTED	☐ يراجع و يعاد تقديمة C = REVISED & RESUBMIT	☐ موافق مع الملاحظات B NO OBJECTION - AS NOTED =	☐ موافق A NO OBJECTION =

	التاريخ Date		التوقيع Signature		الإسم Name

ختم الإستلام Receiver STAMP	**RECEIVED BY THE ISSUER** إستلام المصدر				
		التاريخ Date		التوقيع Signature	الإسم Name

CMW-A001-DDS-Rev03-150322
ISO 9001-2008

يجب أن يتم تعبئة كافة البيانات باللغة العربية
All details must be filled in Arabic

1

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	TRN	Z	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية	
	Rev الطبعة	Date التاريخ		إحالة مستندات TRANSMITTAL	

CMW-13001-C001-TRN-Z-0001	Full	مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No

Contract Name: إسم العقد :

To إلى | From من

TRANSMITTAL DESCRIPTION & DETAILS وصف وتفاصيل النموذج

الوصف Description

سبب الإصدار Transmittal is issued for your

Co-ordination للتنسيق مع ☐ | Review & Comments للمراجعة ☐ | Action للإجراء ☐ | Information للعلم ☐

رقم .Sr	رقم المستند Doc. Number / Reference	الطبعة Rev	عنوان الوثيقة / الوصف Document Title / Item Description	عدد النسخ Copies	طريقة Mode
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Sender Remarks ملاحظات المرسل

Issuer STAMP	ISSUED BY المرسل					
		التاريخ Date		التوقيع Signature		الإسم Name
Receiver STAMP	RECEIVED BY المستلم					
		التاريخ Date		التوقيع Signature		الإسم Name

Addressee Comments: ملاحظات المستلم:

CMW-A003-TRN-Rev 01-111127
ISO 9001-2008

يجب أن يتم تعبئة كافة البيانات باللغة العربية
All details must be filled in Arabic

1

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة
	SCS	M	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	الطبعة .Rev	Date التاريخ		**طلب إعتماد مصادر خارجية**
	00			**OUTSOURCING PROPOSAL**

CMW-13001-C001-SCS-M-0001	Full	مرجع الوثيقة الكامل Document Reference	C001	- 13001	رقم العقد Contract No.
					أسم العقد Contract Name
	To إلى			From من	

SUBMITTAL TITLE: عنوان التقديم:

	منطقة Zone		مستوى الطابق F. Level		المنشأة Facility
بوابة Gateway		CSI ID		WBS ID		التخصص Discipline

Type النوع: Subcontractor مقاول باطن ◉ | Vendor مورد ◯ | Sub Consultant إستشاري باطن ◯

Ser. الرقم	Proposed Companies (at least 3) الشركات القترحة (3 على الأقل)	CMW Previous Experience (Y/N) خبرة العمل مع الأشغال	Works Description وصف الأعمال
1			
2			
3			
4			القيمة المقدرة بالأعمال المطلوبة (بالدرهم): Estimated Value of Works Required (Dhs):

يجب على المصدر أن يشهد بأن كل المعلومات التي أصدرت تحت هذا التقديم قد تم التحقق منها ووجدت مطابقة مع وثائق العقد. الحالة يجب تعطى بواسطة المراجع الأخير.*

The Issuer certifies that all information issued under this Submittal have been verified and found to be in compliance with the Contract documents. To be filled by the FINAL Reviewer ONLY using the key Code below*

Issuer STAMP	FOR THE ISSUER للمُصدر				
		التاريخ Date		التوقيع Signature	الإسم Name

SUBMITTAL REVIEW & COMMENTS ملاحظات و مراجعة التقديم

Site Engineer / Consultant Site Engineer *مهندس الموقع / مهندس الموقع للإ ستشاري*

	التاريخ Date		التوقيع Signature	الإسم Name

Specialist Engineer / Specialist Committee *المهندس المختص / اللجنة المختصة*

حالة المراجعة (من خلال آخر موافق) Review Status (by Final Approver)					
☐	موافق NO OBJECTION	☐	موافق مع الملاحظات NO OBJECTION - AS NOTED	☐	مرفوض REJECTED

	التاريخ Date		التوقيع Signature	الإسم Name

Receiver STAMP	FOR THE ISSUER للمُصدر				
		التاريخ Date		التوقيع Signature	الإسم Name

CMW-A018-SCS-Rev 02-130612
ISO 9001-2008

يجب أن يتم تعبئة كافة البيانات باللغة العربية
All details must be filled in Arabic

1

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	MTS	A	0001	
	الطبعة .Rev	Date التاريخ		**طلب إعتماد مواد** **MATERIAL SUBMITTAL**
	00			

CMW-13001-C001-MTS-A-0001	Full	مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No.
						إسم العقد Contract Name
	To	إلى			From	من
					SUBMITTAL TITLE	عنوان التقديم

منطقة Zone		مستوى الطابق F. Level		المنشأة Facility	
CSI ID		WBS ID		التخصص Discipline	

المطابقة Compliance: ◉ متوافقة مع وثائق العقد Complies with Contract documents ○ بديل (إرفق الوثائق الداعمة) Alternative (attach support documents)

عينة Sample: ☐ قدمت Provided ☐ لم تقدم Not Provided

رقم Ser.	الشرح الكامل / الأحجام / التفاصيل Full Description / Sizes / Details	رقم جدول الكميات / المواصفات / المخططات Ref to BOQ / Specs / Dwgs	الحالة Status
1			
2			
3			
4			

*يجب على المقاول أن يشهد بأن كل المعلومات التي أصدرت تحت هذا التقديم قد تم مراجعتها والتحقق منها ووجدت مطابقة مع وثائق العقد ما لم يتم التأشير عليها أعلاه بأنها بديل مع توضيح سبب إستبدال المواد التعاقدية. * الحالة يجب تعطى بواسطة المراجع الأخير.*

The Contractor certifies that all information issued under this Submittal have been reviewed and verified and found to be in compliance with the Contract documents unless ticked as "Alternative" *above with explaining the reason of replacing the contractual Materials.* To be filled by the FINAL Reviewer ONLY using the key Code below*

Issuer STAMP	**Issuer** أنشأت من قبل				
	الأسم *Name*		التوقيع *Signature*		التاريخ *Date*

SUBMITTAL REVIEW & COMMENTS ملاحظات و مراجعة التقديم

Site Engineer / Consultant Site Engineer *مهندس الموقع / مهندس الموقع للإستشاري*

الأسم *Name*		التوقيع *Signature*		التاريخ *Date*	

Specialist Engineer / Specialist Committee *المهندس المختص / اللجنة المختصة*

حالة المراجعة (من خلال آخر موافق) Review Status (by Final Approver)	☐ موافق A = NO OBJECTION	☐ موافق مع الملاحظات B = NO OBJECTION AS NOTED	☐ يراجع و يعاد تقديمة C = REVISE & RESUBMIT	☐ مرفوض D = REJECTED

الأسم *Name*		التوقيع *Signature*		التاريخ *Date*	
الأسم *Name*		التوقيع *Signature*		التاريخ *Date*	
الأسم *Name*		التوقيع *Signature*		التاريخ *Date*	
الأسم *Name*	رئيس اللجنة	التوقيع *Signature*		التاريخ *Date*	

ختم الإستلام Receiver STAMP	**CONTRACTOR'S RECEIPT** للمقاول بالإستلام				
	الأسم *Name*		التوقيع *Signature*		التاريخ *Date*

Compliance Statement				*إفـــادة الإمتثـــال*
			SUBMITTAL TITLE:	عنوان التقديمات:
Ser.	Compliance Item	Spec Ref	(Y/N) Comply	Justification
	بنـد الإمتثال	رقم المواصفات	مطابق (نعم / لا)	المبـــرر
1				
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30				

يجب على المقاول أن يشهد بأن كل المعلومات التي أصدرت تحت هذا التقديم قد تم مراجعتها والتحقق منها ووجدت مطابقة مع وثائق العقد ما لم يتم التأشير عليها أعلاه بأنها بديل مع توضيح سبب إستبدال المواد التعاقدية . الحالة يجب تعطى بواسطة المراجع الأخير .*

The Contractor certifies that all information issued under this Submittal have been reviewed and verified and found to be in compliance with the Contract documents unless ticked as "Alternative" *above with explaining the reason of replacing the contractual Materials.* To be filled by the FINAL Reviewer ONLY using the key Code below*

Notes and Remarks by the Issuer	ملاحظات وتصريحات من المصدر

	FOR THE CONTRACTOR				للمقـــاول
Issuer STAMP		*التاريخ* *Date*		*التوقيع* *Signature*	*الإسم* *Name*

	FOR THE CONSULTANT				الإستشـــاري
Issuer STAMP		*التاريخ* *Date*		*التوقيع* *Signature*	*الإسم* *Name*

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة
	SDS	L	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	Rev. الطبعة	Date التاريخ		**طلب إعتماد مخططات التنفيذ**
	00			**SHOP DRAWINGS SUBMITTAL**

CMW-13001-C001-SDS-L-0001	Full مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Project No.
					إسم العقد Contract Name
	To إلى				From من
					SUBMITTAL TITLE عنوان التقديم

	منطقة Zone		مستوى الطابق F. Level		المنشأة Facility
	CSI ID		WBS ID		التخصص Discipline

رقم Ser	رقم المخطط Drawing Number	الطبعة Rev	وصف المخطط Drawing Description	الحالة *Status
1	ABC-09222-C01-01-A-1005	A		
2				
3				
4				
5				
6				

*يجب إصدار المخططات للمواضيع ذات صلة. يجب على المقاول أن يشهد بأن كل المعلومات التي أصدرت تحت هذا التقديم قد تم مراجعتها والتحقق منها ووجدت مطابقة مع وثائق العقد. * الحالة يجب تعطى بواسطة المراجع الأخير.*

*Drawings must be issued in batches or relevant subjects. The Contractor certifies that all information issued under this Submittal have been reviewed, verified and found to be in compliance with the Contract documents. * To be filled by the FINAL Reviewer ONLY using the key Code below*

Issuer STAMP	**For the Contractor** للمقاول				
		التاريخ Date		التوقيع Signature	الأسم Name

SUBMITTAL REVIEW & COMMENTS ملاحظات و مراجعة التقديم

Site Engineer / Consultant Site Engineer *مهندس الموقع / مهندس الموقع للإ ستشاري*

		التاريخ Date		التوقيع Signature		الأسم Name

Specialist Engineer / Specialist Committee *المهندس المختص / اللجنة المختصة*

☐ D مرفوض REJECTED =	☐ يراجع و يعاد تقديمة C = REVISED & RESUBMIT	☐ B موافق مع الملاحظات NO OBJECTION - AS NOTED=	☐ = A موافق NO OBJECTION

		التاريخ Date		التوقيع Signature		الأسم Name
ختم الإستلام Receiver STAMP	**CONTRACTOR'S RECEIPT**					للمقاول بالإستلام
		التاريخ Date		التوقيع Signature		الأسم Name

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	DWS	C	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية	
	Rev. الطبعة	Date التاريخ		طلب إعتماد المخططات	
	00			DRAWINGS SUBMITTAL	

CMW-13001-C001-DWS-C-0001	Full مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No.
					أسم العقد Contract Name
	To إلى				From من
SUBMITTAL TITLE					عنوان التقديم

	منطقة Zone		مستوى الطابق F. Level		المنشأة Facility	
بوابة Gateway		CSI ID		WBS ID		التخصص Discipline

Status* الحالة	Drawing Description / Voulme وصف المخطط / المجلد	Rev الطبعة	Drawing No. / Volume No. رقم المخطط / رقم المجلد	Ser.رقم
		A	ABC-09222-C01-01-A-1005	1
				2
				3
				4
				5

يجب إصدار المخططات عن طريق الدفعات أو المواضيع ذات صلة .يجب على الإستشاري أن يشهد بأن كل المعلومات التي أصدرت تحت هذا الطلب قد تم مراجعتها والتحقق منها ووجدت مطابقة مع وثائق العقد .*الحالة يجب تعطى بواسطة المراجع الأخير .

Drawings must be issued in batches or relevant subjects. The Consultant certifies that all information issued under this Submittal have been reviewed, verified and found to be in compliance with the Contract documents. Status to be filled by final reviewer.*

Issuer STAMP	Issuer طالب الإعتماد				
		التاريخ Date		التوقيع Signature		الإسم Name

SUBMITTAL REVIEW & COMMENTS ملاحظات و مراجعة التقديم

Discipline Engineer (Design Engineer /RE/ARE/ME/EE/HSE/....): المهندس المتخصص- مهندس التصميم / م. الموقع / مساعد م. الموقع / م. ميكانيكا / م. الكهرباء / مراقب السلا

	التاريخ Date		التوقيع Signature		الإسم Name

مخصصة لمدير مشروع قيادة الأشغال العسكرية	مخصصة لمدير مشروع الإستشاري إذا وجد	الملاحظات (مدير التصميم إذا كانت في مرحلة التصميم .....أو المهندس المقيم إذا كانت في مرحلة البناء) Comments (by Design Manager if during design ... or Resident Engineer if during construction):
Escalate to CMW PM	Escalate to Consultant PM if available	
☐	☐	

	التاريخ Date		التوقيع Signature		الإسم Name

ملاحظات مدير المشروع: (فقط تعبء إذا تم الإشارة على المربع المخصص أعلاه بالشخص ذات الصلة(مدير مشروع قيادة الأشغال العسكرية أو مدير مشروع الإستشاري)

Project Manager Comments: (to be filled ONLY if the escalation box above to the relevant person is Ticked)

	التاريخ Date		التوقيع Signature		الإسم Name

* تملء من المراجع النهائي -يجب وضع التقييم امام كل مخطط في الجدول أعلاه

* To be filled by the FINAL Reviewer ONLY - Review Status are marked against each shop drawing on the table above

Code مرفوض ☐ D = REJECTED	يراجع و يعاد تقديمه ☐ Code C = REVISED & RESUBMIT	موافق مع الملاحظات ☐ Code B = NO OBJECTION - AS NOTED	Code موافق ☐ A = NO OBJECTION

ختم الإستلام Receiver STAMP	Issuer طالب الإعتماد				
		التاريخ Date		التوقيع Signature		الإسم Name

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	CID	Z	0001	نمـوذج تعليـق علـى وثيقـة COMMENTS ON INCOMING DOCUMENT
	Rev الطبعة	Date التاريخ		
	00			

CMW-13001-C001-CID-Z-0001	Full مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No
				Contract Name:	إسم العقد:

Information about Document					معلومات عن الوثيقة
					من From Co.
	تاريخ إستلام الوثيقة Date Received		تاريخ الوثيقة Document Date		رقم الوثيقة Document Ref.
		مرفقات الوثيقة Enclosures			موضوع الوثيقة Document Subject

COMMENTS OF ..... ملاحظات لـ

	تحول إلى To be sent to			
	التاريخ Date	التوقيع Signature		الإسم Name

COMMENTS OF ..... ملاحظات لـ

	تحول إلى To be sent to			
	التاريخ Date	التوقيع Signature		الإسم Name

COMMENTS OF ..... ملاحظات لـ

	تحول إلى To be sent to			
	التاريخ Date	التوقيع Signature		الإسم Name

COMMENTS OF..... ملاحظات لـ

	تحول إلى To be sent to			
	التاريخ Date	التوقيع Signature		الإسم Name

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	TQ	Z	0001	COMMAND OF MILITARY WORKS قيادة الاشغال العسكرية	
	Rev. الطبعة	Date التاريخ		إستفسـار فنـي	
	00			TECHNICAL QUERY	

CMW-13001-C001-TQ-Z-0001	Full	مرجـع الوثيقـة الكامـل Document Reference	C001	-	13001	رقم العقد Contract No.
						إسم العقد Contract Name

From من		To إلى			
TECHNICAL QUERY TITLE عنوان الإستفسار الفني					
المبنى Facility		مستوى الطابق F. Level		منطقة Zone	
التخصص Discipline		WBS ID		CSI ID	
مرجع المواصفات Spec. Ref		رقم المخطط Drawing No			
أخرى Others					

QUERY DETAILS السؤال و الإستفسار المقترح

الأسم Name		التوقيع Signature		التاريخ Date		ختم المصدر Issuer STAMP

THE RESPONSE الـرد

تم تعديل المخطط Drawing has been changed	☐	رقم المخطط المعدل Changed Drawing No.	CMW-11001-15-C-Z-1105 REV 1	تم إضافة مخطط Drawing has been added	☐	رقم المخطط المضاف Added Drawing No.	CMW-11001-15-C-Z-1105 REV 1

الأسم Name		التوقيع Signature		التاريخ Date	

Comment: ملاحظة:

نسخة إلى أرشيف قسم التصميم لإضافة المخططات المعدلة لملفات المشروع

Copy to Design Section Archive to update the Project Files by adding the updated Drawings.

SECTION HEAD APPROVAL إعتماد رئيس القسم						
الإسم Name		التوقيع Signature		التاريخ Date		ختم المصدر Issuer STAMP

CMW-D004-TQ-Rev 03-130416
ISO 9001-2008

يجب أن يتم تعبئة كافة البيانات باللغة العربية
All details must be filled in Arabic

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع		UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة
	RFI Z 0001		COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	Rev الطبعة	Date التاريخ	طلب الحصول على معلومات
	00		REQUEST FOR INFORMATION

CMW-13001-C001-RFI-Z-0001	Full	مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Project No
						إسم العقد Contract Name

	To الى			From من	
	العنوان / الاتصال Address/Contact			العنوان / الاتصال Address/Contact	
				RFI TITLE :	عنوان الطلب:
	منطقة Zone		مستوى الطابق F. Level		المبنى Facility
	CSI ID		WBS ID		التخصص Discipline
		رقم المخططات Drawing Ref			رقم المواصفات Spec. Ref

THE QUESTION & PROPOSED MITIGATION (one related subject per form) السؤال وإقتراح التعديل (موضوع واحد وما يتعلق به في كل نموذج)

Issuer STAMP	FOR THE ISSUER	التاريخ Date		التوقيع Signature		الإسم Name	للمصدر

RECIPIENT COMMENTS تعليق المستلم

	التاريخ Date		التوقيع Signature		الإسم Name

REPLY RESPONSIBLE المعني بالرد

	التاريخ Date		التوقيع Signature		الإسم Name

Receiver STAMP	FOR THE ISSUER	التاريخ Date		التوقيع Signature		الإسم Name	للمصدر

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة		
	MS	Z	0001	COMMAND OF MILITARY WORKS قيادة الاشغال العسكرية		
	Rev. الطبعة	Date التاريخ		طريقـــــة التنفيـــــذ		
	00			METHOD STATEMENT		
CMW-13001-C001-MS-Z-0001				مرجـــع الوثـــيقة الكامـــل Full Document Reference	C001 - 13001	رقم العقد Contract No.

Project: مشـــــــروع:

Contract: عقـــــــــد:

Document Title: عنوان الوثيقـة:

Prepared By: تم إعـــدادها:

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	MS	Z	0001	COMMAND OF MILITARY WORKS قيادة الاشغال العسكرية	
	Rev. الطبعة	Date التاريخ		طريقـــــة التنفيـــــذ	
	00			METHOD STATEMENT	
CMW-13001-C001-MS-Z-0001	مرجـــع الوثـــيقة الكامـــل Full Document Reference	C001	-	13001	رقم العقد Contract No.

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	2. Task Sheets	2. أوراق العمـــــل	
	3. Drawings, BOQ and Specification References	3. مخططـات وجدول الكميات ومرجع المواصفات	

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES COMMAND OF MILITARY WORKS	القوات المسلحة لدولة الامارات العربية المتحدة قيادة الأشغال العسكرية
	ITP	A	0001		
	الطبعة Rev		التاريخ Date	خطـة الفحـص والتفتيـش INSPECTION AND TEST PLAN	
	00				

CMW-13001-C001-ITP-A-0001	Full	مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No
						إسم العقد Contract Name

مادة Item	نشاط Activity	المواصفات المرجعية Controlling Spec.	وثيقة الإثبات Verifying Document		التفتيش Inspection		جهة التفتيش Inspection Party	الرمز Code	الملاحظات Remarks
			الوصف Description	رقم التقديم # Submittal	الطريقة/بواسطة من Method/by Whom	التكرار Frequency			
1									
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Notes for Completion of the ITP — **ملاحظات لإتمام خطة التفتيش والإختبار**

النشاط Activity	الأنشطة الرئيسية التي يجب أن تنجز Principal activities to be carried out	**التكرار** Frequency	تكرار نشاط التفتيش مثال: كل عمود, 10 % Frequency of inspection activity e.g. each column, 10% etc
المواصفات المسيطرة Control Spec.	الرجوع إلى المواصفات ذات الصلة, أسلوب البيان, المخططات إلخ... Ref to relevant Specs, MS, Drawings, etc.	**التحقق من الوثيقة** Verifying Document	يجب إستخدام الوثائق لتسجيل النتائج والموافقة Document to be used to record results and acceptability
طريقة التفتيش Inspection Method	مثال: بصري, الأبعاد, الإختبار وبواسطة من مثل: المهندس, رئيس العمال e.g. visual, dimensional, test & by whom e.g. Engineer, Foreman	**مسؤول التفتيش والرمز** Inspect. Auth & Code	جهة التفتيش والرمز : H= إيقاف, N= إعلام, I= تفتيش أو A= موافقة Inspection party and code as H=Hold, N=Notification, I=Inspection or A=Approval

يجب أن يتم تعبئة كافة البيانات باللغة العربية
All details must be filled in Arabic

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة
	FCC	Z	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	Rev الطبعة	Date التاريخ		قائمة مراجعة الإستلام النهائي للعقد
	00			REVIEW CHECK LIST FOR FINAL COMPLETION

CMW-16001-C001-FCC-Z-0001	مرجع الوثيقة الكامل Full Document Reference	C001	-	16001	رقم العقد Contract No
إسم المقاول Contractor Name					إسم العقد Contract Name
المنطقة Region		رقم المعسكر Camp ID			المستخدم User

Review Check List قائمة المراجعة

Answer الاجابة		البنـــد Item	م No.
لا No	نعم Yes		
☐	☐	استلام كتاب رسمي من المقاول يطلب الإستلام النهائي Receiving Official Letter from Contractor Requesting the Final Handing Over	1
☐	☐	التأكد من إنتهاء مدة الصيانة الإلزامية للمشروع Making sure thet the Project Mandatory Liability Period has been expired	2
☐	☐	فحص المشروع وإخطار المقاول بالملاحظات Inspection the Project and inform the Contractor by the Comments	3
☐	☐	التأكد من إستكمال المقاول جميع الملاحظات Making sure that the Contractor Completed the whole Comments	4
☐	☐	تشكيل لجنة للإستلام Forming Final Completion Committee	5
☐	☐	إستلام الأعمال وإعداد قائمة بالملاحظات إن وجدت Recieing the Works amd Preparation a list of comments if found	6
☐	☐	إستلام الملاحظات من المقاول Receiving Comments from the Contractor	7
☐	☐	تحرير محضر إستلام نهائي Issuing Final Completion Report	8
☐	☐	مراجعة برءات الذمة الخاصة بالجهات ذات العلاقة بالمشروع Reviewing the clearances of the parties related to this project	9
☐	☐	ترسل المستندات المتعلقة بإنهاء العقد للمديرية بكتاب رسمي Sending Documents related to Final Completion of the Contract to Directorate with an official Letter	10
☐	☐	التأكد من إزالة المخلفات Ensuring the Clearance of Waste on Site	11
☐	☐	براءة ذمة التصاريح الأمنية Clearance of security passes	12

GUARANTEES AND DEDUCTIONS التعهدات والخصومات

SIGNATURE التوقيع

Site Engineer مهندس الموقع

	التاريخ Date		التوقيع Signature		الأسم Name

Section Head رئيس القسم

	التاريخ Date		التوقيع Signature		الأسم Name

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	SI	Z	0001	COMMAND OF MILITARY WORKS قيادة الاشغال العسكرية	
	Rev الطبعة	Date التاريخ		**تعليمـات الموقـع**	
	00			**SITE INSTRUCTION**	

CMW-13001-C001-SI-Z-0001	مرجـع الوثيقـة الكامـل Full Document Reference	C001	-	13001	رقم العقد Contract No.
					إسم العقد Contract Name

To الى	From من
INSTRUCTION TITLE:	عنوان التعليمات:

الوصف حسب بنود العقد أو جدول الكميات أو حاجات العمل Description as per contact Terms or BOQ or work needs	الرقم No

ENCLOSURES			المرفقات

	التاريخ Date		التوقيع Signature		الاسم Name
FOR THE CONTRACTOR لاستخدام المقاول					
ختم المُستلم Receiver STAMP	التاريخ Date		التوقيع Signature		الاسم Name

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة
	NCR	Z	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	Rev الطبعة	Date التاريخ		**تقريـــر عـــدم مطابقـــة**
	00			**NON-CONFORMANCE REPORT**

CMW-13001-C001-NCR-Z-0001	Full	مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No
						إسم العقد Contract Name

	To الى				From من
	العنوان / الاتصال Address/Contact				العنوان / الاتصال Address/Contact
				NCR TITLE:	عنوان تقرير عدم المطابقة:
	منطقة Zone		مستوى الطابق F. Level		المبنى Facility
	CSI ID		WBS ID		التخصص Discipline

ثانوي Minor ☐	أساسي Major ☐	نوع تقرير عدم المطابقة NCR Type		تصنيف تقرير عدم المطابقة NCR Classification

THE ENGINEER - DESCRITPION OF DEFICIENCY: المهندس - وصف الخلل:

التاريخ Date		*التوقيع Signature*		*الإسم Name*

من المقاول From Contractor ☐	من الإستشاري From Consultant ☐	الإجراءات التصحيحية المقترحة: PROPOSED CORRECTIVE ACTION:

		تاريخ المقترح لإغلاق تقرير عدم المطابقة Proposed closing date of NCR

التاريخ Date		*التوقيع Signature*		*الإسم Name*

The Engineer - We Hereby Agree that the Proposed Correction Action is:					المهندس - بهذا نقر أن الإجراء التصحيحي المقترح هو:
Not Acceptable	مرفوض ☐		Acceptable	مقبول ☐	
	التاريخ Date		التوقيع Signature		الإسم Name

المقاول - تأكد أن الإجراءات التصحيحية المذكورة أعلاه قد تم إنهائها بالشكل التالي					
The Contractor - We confirm that the above corrective actions has been completed as follows					
	الحالة WIR Status		**التاريخ WIR Date**		**رقم WIR Ref**
	التاريخ Date		التوقيع Signature		الإسم Name

The Engineer - Action checked and verified as satisfactory					المهندس - تم التحقق من العمل وبرهنت أنها مرضية
This NCR is Corrected and Closed					تم تصحيح تقرير عدم المطابقة و إغلاقه ☐
CONSULTANT					**الإستشاري**
	التاريخ Date		التوقيع Signature		الإسم Name
CMW					**قيادة الأشغال العسكرية**
	التاريخ Date		التوقيع Signature		الإسم Name

Receiver STAMP	FOR THE CONTRACTOR				للمقاول
	التاريخ Date		التوقيع Signature		الإسم Name

Note:	*ملاحظة:*
1- This Form to be used for Site Management Only	*1- يتم إستخدام هذا النموذج في شعبة إدارة المشاريع فقط .*
2- In Case the Proposed Closing Date of the NCR has not been specified, automatic closing dates will be considered as Maximum 1 week for Minor NCR's and 1 month for Major NCR's.	*2- في حال عدم تحديد تاريخ مقترح لإغلاق تقرير عدم المطابقة سوف يتم تحديد تاريخ إغلاق حالات عدم المطابقة الثانوية أسبوع من تاريخ التقرير وحالات تقارير عدم المطابقة الأساسية شهر من تاريخ التقرير كحد أقصى.*

Legends:

WIR: Work Inspection Request

تصنيف حالات عدم المطابقة في الموقع

أثناء الانشاء/إدارة/ الالتزام في السلامة المهنية
أثناء الانشاء/مواد/ المواد المستخدمة
أثناء الانشاء/عمالة/ سوء المصنعية (التشغيل)
أثناء الانشاء/ معدات واجهزة/معايرة الاجهزة
أثناء الانشاء/ نظام العمل

	Reference No رقم المرجع	UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة		
	MGN Z 0001	COMMAND OF MILITARY WORKS قيادة الاشغال العسكرية		
	Rev الطبعة / Date التاريخ	أجنـدة إجتمـــاع MEETING AGENDA		
	1			
	المرجع الوثيقة الكامل Full Document Reference	C001	- 13001	رقم العقد: Contract No.:

Meeting Subject:		موضـوع الإجتمـــاع :
Meeting Type:	اجتماع دورى للمتابعة كل (أسبوع – أسبوعين – شهر – 3 أشهر)	نـــــوع الإجتمـــاع:
Meeting Chair:		رئيـــس الاجتمـــاع:
Location and Timing:		زمن و مكان الاجتمـاع:

Invitees			المدعويين
From الجهة	Position الوظيفة	Rank / Name	الرتبة / الأسم

Agenda Items		بنود الإجتماع
Item Description	التفاصيل	No. رقم
Main Title	عنوان رئيسي	1.00
		1.1
		1.2
Main Title	عنوان رئيسي	2.00
		2.1
		2.2
Main Title	عنوان رئيسي	3.00
		3.1
		3.2

ملاحظة: يتم توزيع أجندة الإجتماع قبل موعد الإجتماع بثلاثة أيام على الأقل.
Note: Meeting Agenda to be at least distributed before the Meeting date by 3 days.

	Reference No رقم المرجع	UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة		
	MOM Z 0001	COMMAND OF MILITARY WORKS قيادة الاشغال العسكرية		
	Rev الطبعة / Date التاريخ	محضـــر إجتمـــاع		
	00	MINUTES OF MEETING		
CMW-13001-C001-MOM-Z-0001	مرجع الوثيقة الكامل Full Document Reference	C001	-	13001 رقم العقد: Contract No.:

Meeting Subject:	موضـوع الإجتمـــاع :
Meeting Type:	اجتماع دورى للمتابعة كل (أسبوع – أسبوعين – شهر – 3 أشهر) نـــــوع الإجتمـــاع:
Meeting Chair:	رئيـــس الاجتمـــاع:
Location and Timing:	زمن و مكان الاجتماع:

Attendance & Distribution: الحضور و التوزيع
(as below) *(التوزيع حسب الجدول التالي)*

Company Name الجهة	Position الوظيفة	Attendance (Y/N) الحضور	Rank / Name الرتبة / الأسم

Points of Discussion نقاط العمل التي تم مناقشتها

تاريخ الإجراء Action date	الإجراء المطلوب Action Required	مسئول الإجراء Action By	Item Description التفاصيل	No. رقم
			عنوان رئيسي Main Title	1.00
				1.1
				1.2
				1.3
			عنوان رئيسي Main Title	2.00
				2.1
				2.2
				2.3

Next Meeting Date موعد الإجتماع القادم

Place مكان		Time وقت		Date تاريخ

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة
	DBD	Z	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	Rev الطبعة	Date التاريخ		نموذج تسليم مخططات الكاد وحسب التنفيذ وأرشفتها
	00			DELIVERY & ARCHIVE OF CAD & AS BUILT DRAWINGS

CMW-13001-C001-DBD-Z-0001	Full مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No
	إسم المقاول Contractors Name			Contract Name:	إسم العقد :
	المنطقة Region		رقم المعسكر Camp ID		المُستخدم User
				Project Supervision Engineer	المشرف على المشروع

We have reviewed the Drawings & CD & we found that drawings Matches AS BUILT لقد قمنا بمراجعة المخططات وCD والتاكد من مطابقة المخططات لحسب

Approvals of Project Team موافقات فريق المشروع				Drawings Disciplines معلومات المخططات		
Date التاريخ	Signature التوقيع	Engineer Name إسم المهندس	Drawings المخططات		Disciplines - نوع المخطط	
			Number العدد	Roll لفة		
					Architectural	معمارى
					Structural	إنشائي
					Electrical	كهربائي
					Mechanical	ميكانيك
					Plumbing	صحى
					Civil	مدني
					General	عام
					Cummunication	إتصالات
					Fire Fighting	مكافحة الحريق

Area Manager Review	Sign Off التوقيع بالموافقة	مراجعة ركن المنطقة

لقد تم التأكد من أن جميع المهندسين قد قاموا بالتدقيق على المخططات والـ CD

It has been confirmed that all the engineers audited the Drawings and the CD

Rank / Name الرتبة /الاسم		Signature التوقيع		Date التاريخ	

Design Section Procedure	إجراءات قسم التصميم
Procedure Review of As Built Drawings	مراجعة إجراءات مخططات حسب التنفيذ
1- We have reviewed the Drawings and CD and we got sure that its Complied	1- لقد قمنا بمراجعة المخططات و CD والتأكد من مطابقتها ☐
2- Copy of PDF + CADD has been Issued to GIS Section	2- لقد قمنا بإرسال نسخة من المخططات PDF + CADD لل GIS ☐
3- We have Uploaded the Drawings on the Sharepoint	3- لقد قمنا بتحميل المخططات على الشيربوينت ☐

Rank / Name الرتبة /الاسم		Signature التوقيع		Date التاريخ	

Design Team Head	رئيس فريق التصميم
1- As built drawing and contract drawings has been compared & lessons learned recorded	1- تم مقارنة مخططات حسب التنفيذ مع مخططات العقد وتسجيل الدروس المستفا ☐
2- Typical Drawings TD's has been reviewed if it's in need to be redevelop	2- تم مراجعة المخططات القياسية إن كانت بحاجة للتحديث ☐

Rank / Name الرتبة /الاسم		Signature التوقيع		Date التاريخ	

Receipt & Archiving Signature of Central Archive				توقيع الأرشيف المركزي بالإستلام والأرشفة	
التدقيق على النظام الإلكتروني Soft Copies Checked	☐	تدقيق المرفقات الورقية Hard Copies Checked	☐	تسجيل المعاملة Request Logged	☐

Rank / Name الرتبة /الاسم		Signature التوقيع		Date التاريخ	

ملاحظة: يتم حفظ المخططات لمدة 10 سنوات من تاريخ الإستلام على أن يتم تقييمها قبل الإعدام

CMW-S021-DBD-Rev 04-130115
ISO 9001-2008

يجب أن يتم تعبئة كافة البيانات باللغة العربية
All details must be filled in Arabic

1

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	WIR	P	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية	
	Rev الطبعة	Date التاريخ		طلب فحص العمل	
	00			WORK INSPECTION REQUEST	

CMW-13001-C001-WIR-P-0001	Full مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No
					إسم العقد Contract Name

To إلى		From من
Plaster Works		REQUEST TITLE: عنوان الطلب:

MS Ref. رقم طريقة التنفيذ		F. Level مستوى الطابق		Facility المنشأ
NCR Ref. رقم تقرير عدم المطابقة		ITP Ref. # خطة الفحص والتنسيق		Discipline التخصص
DWG Ref. رقم المخطط		Spec Ref. رقم المواصفات		Grids شبكات

DESCRIPTION OF WORK: وصف العمل:

FOR THE CONTRACTOR للمقاول:

Date of Inspection: Contractor's QC Inspection & Approval: تاريخ التفتيش: تفتيش وموافقة المقاول على ضبط الجودة

Signature التوقيع		Name الإسم

Date of Inspection: Contractor's HSE Inspection & Approval: تاريخ التفتيش: تفتيش وموافقة المقاول على الصحة والسلامة

Signature التوقيع		Name الإسم

Note: *ملاحظة:*

1. ITP and Part plan of approved drawing to be attached

1. يجب إرفاق خطة التفتيش والإختبار والمخططات الجزئية ذات العلامة الموافق عليها

2. Any departure from specifications, approved drawings, method statement OR quality control plan to be recorded here: Yes نعم ☐

2. أي إنحراف عن المواصفات , والمخططات الموافق عليها ,طريقة التنفيذ أو خطة ضبط الجودة يجب أن يسجل هنا .

_____/_____/_____ on بتاريخ pm مساء /am صباحا _____:_____ at بالوقت	التاريخ والوقت المطلوب للتفتيش Required Inspection Date & Time

Issuer STAMP		التاريخ Date		التوقيع Signature		الإسم Name

INSPECTION REMARKS BY CMW / THE CONSULTANT ملاحظات التفتيش لقيادة الأشغال العسكرية / الإستشاري

_____/_____/_____ on بتاريخ pm مساء /am صباحا _____:_____ at بالوقت	التاريخ والوقت الحقيقي للتفتيش Actual Inspection Date & Time

Review & Comments المراجعة والملاحظات

رمز D Code D ☐	رمز C Code C ☐	رمز B Code B ☐	رمز A Code A ☐	حالة المراجعة
مرفوض REJECTED	المراجعة وإعادة التقديم REVISE & RESUBMIT	لا مانع حسب الملاحظات NO OBJECTION AS NOTED	لا مانع NO OBJECTION	Review Status

Receiver STAMP	FOR THE CONTRACTOR		التاريخ Date		التوقيع Signature		الإسم Name

للمقاول

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	PCI	S	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية	
	Rev الطبعة	Date التاريخ		طلب فحص قبل صب الخرسانة	
	00			PRE-CONCRETE INSPECTION REQUEST	

CMW-13001-C001-PCI-S-0001	Full مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No
					إسم العقد Contract Name
	To إلى				From من

Plaster Works	REQUEST TITLE: عنوان الطلب:				
	MS Ref. رقم طريق التنفيذ		F. Level مستوى الطابق		Facility المنشأة
	NCR Ref. رقم تقرير عدم المطابقة		ITP Ref. رقم خطة التفتيش والإختبار		Discipline فرع
	DWG Ref. رقم المخطط		Spec Ref. رقم المواصفات		Grids شبكات

DESCRIPTION OF CONCRETE WORK: وصف أعمال صب الخرسانة:

Note: 1) Check list, ITP (related page) and Part Plan of approved drawing to be attached.

ملاحظة :1) قائمة الإختيار, يجب إرفاق خطة التفتيش والإختبار (الصفحة ذات الصلة) والمخططات الجزئية ذات العلاقة

Attached Drawing Ref. | *رقم المخطط المرفق*

2) departure from specifications, approved drawings, method statement and quality control plan to be recorded here: Yes نعم ☐

2)أي إنحراف عن المواصفات, والمخططات الموافق عليها, وطريقة التنفيذ أو خطة ضبط الجودة يجب أن يسجل هنا .

التاريخ والوقت المطلوب للتفتيش Required Inspection Date & Time

_____/_____/_____ on بتاريخ pm مساء /am صباحا _____:_____ at بالوقت

Issuer STAMP	FOR THE CONTRACTOR للمقاول					
		التاريخ Date		التوقيع Signature		الإسم Name

INSPECTION REMARKS BY CMW / THE CONSULTANT ملاحظات التفتيش لقيادة الأشغال العسكرية / الإستشاري

رقم No.	البنود Items	تاريخ التفتيش Date Inspected	من خلال (الإسم) By (Name)	الملاحظات Comments
1	الترتيب Setting Out			
2	الأعمال التي تم تنفيذها مسبقا As Built Preceding Works			
3	السيطرة على الفواصل Control Joints Prepared			
4	حديد التسليح (نوع, حجم, عدد,تباعد,تغطيه) Rebar (type, size, numbers, spacing, cover)			
5	الشدة Formwork			
6	عمال البناء, مشغلين الإلكتروميكانيكية, تصفيح.. Builder's Works, MEP Inserts, plates, etc.			
7	النظافة Cleanness			
8	أخرى (حدد) Others (specify)			
9	الملاحظات العامة Overall Comments			

حالة المراجعة Review Status	رمز A Code A ☐	رمز B Code B ☐	رمز C Code C ☐	رمز D Code D ☐
	لا مانع NO OBJECTION	لا مانع حسب الملاحظات NO OBJECTION AS NOTED	المراجعة وإعادة التقديم REVISE & RESUBMIT	مرفوض REJECTED

		التاريخ Date		التوقيع Signature		الإسم Name
Receiver STAMP	FOR THE CONTRACTOR للمقاول					
		التاريخ Date		التوقيع Signature		الإسم Name

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة
	CSC	Z	0001	COMMAND OF MILITARY WORKS قيادة الأشغال العسكرية
	Rev الطبعة	Date التاريخ		مقاومة الإنضغاط للمكعبات الخرسانية / الإسطوانات
	00			COMPRESSIVE STRENGTH FOR CONCRETE CUBES / CYLINDERS

CMW-13001-C001-CSC-Z-0001	Full	مرجع الوثيقة الكامل Document Reference	C001	-	13001	رقم العقد Contract No
						إسم العقد Contract Name

	المنطقة Region		إسم المعسكر Camp Name		المستخدم User
COMMAND OF MILITARY WORKS		To إلى			From من

Request Details تفاصيل الطلب

	نسبة الخليط Mix Ratio	عينة ل Sample for
	حجم الركام المستخدم Max Aggregate Size	نوع الإسمنت Cement Type
	المورد Supplier	العدد الكلي للمكعبات/للإسطوانا Total No. of Cubes/Cylinders

م S/N	عدد المكعبات / الإسطوانات No. of Cubes / Cylinders	إنشات الهبوط Slump Inches	الوقت Time	مرجع المكعبات / الإسطوانات Cubes / Cylinders Reference	الملاحظات Remarks

STAMP	FOR THE CONTRACTOR للمقاول				
	الإسم Name	التوقيع Signature		التاريخ Date	
Consultant STAMP	FOR CMW SITE ENGINEER / CONSULTANT (If Found) لمهندس الأشغال / الإستشاري (إذا وجد)				
	الإسم Name	التوقيع Signature		التاريخ Date	

تحول لقيادة الأشغال العسكرية لعمل إختبار مقاومة الإنضغاط

Forward to CMW for Test of Compressive Strength

						Cube / Cylinder Reference
						Date of Casting
						Date of Testing
						Curing Period (in days)
						Weight (kg.)
						Unit Weight (lb / cu. ft.)
						Load X KN
						Compressive St. N / mm²

TESTED BY (CMW) أختبرت من قبل (قيادة الأشغال العسكرية)

	التاريخ Date		التوقيع Signature		الرتبة /الاسم Rank / Name

Reference No رقم المرجع			UAE ARMED FORCES	القوات المسلحة لدولة الامارات العربية المتحدة
STS	Z	0001	COMMAND OF MILITARY WORKS	قيـادة الاشغـال العسكريـة
Date التاريخ			جـدول إختبـار عينـات تربـة الموقـع فـي المختبـر	
			LABORATORY SITE SAMPLES TEST SCHEDULE FOR SOIL	

CMW-13001-C001-STS-Z-0001	Full مرجـع الوثيقـة الكامـل Document Reference	C001	-	13001	رقم العقد Contract No
إسم المقاول Contractors Name		Site الموقع			إسم العقد Contract Name:

Comments	Pass / Fail	Total # of Samples	# of Materials for										Name of Facilities / Purpose of Use	Date
			Others, Specify	Road Base	Sub base	Sub Grade	Formation	Embankments	Under Grade Slab	Under Foundations	Structural Backfill	General Backfill		
		6								5		1		
		8								6		2		
		0												
		9							5			4		
		0												
		0												
		5							5					
		0												
		5				5								
		0												
		9							5		4			
		0												
		0												
		0												
		0												
		0												
		0												
		0												
		0												
		42	0	0	0	5	0	0	15	11	4	7	Total	

CONTRACTOR REPRESENTATIVE ممـثل المقـاول				
التاريخ Date		التوقيع Signature		الإسم Name
CMW SITE ENGINEER مهندس الأشغال العسكرية				
التاريخ Date		التوقيع Signature		الإسم Name

PROJECT NAME					
Client:					
Consultant :			Contractor : Mancon Construction Co. LLC (MAN)		
ATTENDANCE SHEET					
Meeting Purpose:	Concrete Trial Mix		Venue:	Ready Mix Plant, Al Ain	
Meeting Date:	Tuesday, April 25, 2023		Time:	10:00 AM	
SN	Name	Company	Position	Signature	Email / Contact No.

FRM-AQF-000
Version 1
31.01.23

PROJECT NAME		
INCR Ref. No: **MAN-XXX-INCR-CIV-001**	Rev. No: **00**	Date: Tuesday, April 25, 2023

INTERNAL NON - CONFORMANCE REPORT (INCR)

Part 1: Subject

Subject:	**Protection of Waterproofing**
Discipline:	Observed Location:
Issued to:	Issued Date:

Part 2: Description

Items No.	Description of Non-Compliance	Violated Document Ref.
1		
2		
3		
4		
5		

Part 3: Investigation in Root Cause of the Problem- QA/QC Use Only

1	Unapproved / Inappropriate Material	☐	7	Improper Planning / Sequencing	☑
2	Unapproved Drawings	☐	8	Use of Wrong Tools & Equipment	☐
3	Untrained / Inexprerienced Worker	☑	9	Inadequate Supervision	☑
4	Improper Design / Insufficient Tech. Details	☐	10	Miscellaneous	☐
5	Manufacturer's Instructions Not Followed	☑	11	Use of Superceded Drawings	☐
6	Not Worked to Design Drawings	☐	12	Others	☐

Comments:

Mancon QA/QC Engr:	**Signature**	**Date:**

Part 4: Disposition Category, For Use by Project Manager and / or Sub-Ccontractor

Scrap & Rework		**Repair**		**Accept as is**	

Proposed Corrective Action	Action By:	Proposed Completion Date	Actual Completion Date:

Mancon - Project Manager	**Suppliers / Sub-Contractors Representative**
Name & Signature:	**Name & Signature:**
Date:	**Date:**

Part 5: Received back by Mancon QA/QC

Mancon: QA/QC Engineer	**Signature:**	**Date:**

FRM-ADD-021
Version 1
08.10.2020

PROJECT NAME			
Client:			
Consultant :	Contractor : Mancon Construction Co. LLC (MAN)		
Submittal Ref. No: **MAN-XXX-CIV-INT-WIR-XXX-000**	Rev. No:**00**	Date:	25 April 2023

INTERNAL WORK INSPECTION REQUEST (IWIR)

Discipline: ☑ Civil ☐ Electrical ☐ Mechanical ☐ Others_____

The following items are ready for checking and inspection on:

Date: _____ **Time:** _____ **Gen. Location:** _____

Floor	Flat	Location	Description	Photo Ref.	Remarks

All the above works have been coordinated with all the related services, subcontractors etc.

Approval does not relieve the site team from his obligations and liabilities the contractural documents.

Description	Originator	Verified by: QC Inspector	Received by: D/C
Name			
Designation	Site Engineer	QC Inspector	
Signature			
Date	25-Apr-23	25 April 2023	

All the items submitted herewith have been reviewed in detail and are in strict conformance with the Contract Drawings and Specifications except as otherwise stated. (By Contactor's QC)

QA/QC Engineer's Response:	
	☐ A Approved
	☐ B Aprroved as Noted
	☐

QAC Engineer:	Received by Site Engineer:	Received by D/C
Name:	Name:	Name:
Designation:	Designation:	Designation:
Signature:	Signature:	Signature:
Date:	Date:	Date:

FRM-AQF-000
Version 1
31.01.23

PROJECT NAME		
Client:		
Consultant :	**Contractor :** Mancon Construction Co. LLC **(MAN)**	
Submittal Ref. No: **MAN-XXX-MEC-WCF-001**	Rev. No: **00**	Date: Tuesday, April 25, 2023

WORK CLEARANCE FORM (WCF)

Discipline: ☐ Architectural ☐ Civil ☐ Structural ☐ Electrical ☑ Mechanical ☐ Others_____

The Following Items are Ready for Clearance:

General Location:	**Grid:**	**Date:**
Specific Location:	**Level:**	**Time:**

Description of Works for Clearance:

Submittal Reference Nos.:

Previous WIR:_____	**Shop Drawings:**_____
Method Statement:_____	**Outsourcing/Prequalification:** _____

Endorsement / Clearance

Particular	Name / Company	Date	Designation	Signature	Comments

Issued By:

Contractor's Engineer (Name): Signature: Date:

Consultant Engineer's Comments:	**ACTIONS**
	☐ **A Approved**
	☐ **B Approved as Noted**
	☐ **C Revised and Resubmit**
	☐ **D Rejected**
	☐ **FI For Information**

Approved By:

Consultant's Engineer (Name): Signature: Date:

FRM-AQF-000
Version 1
31.01.2023

Page 1 of 1

القوات المسلحة لدولة الإمارات العربية المتحدة
UAE ARMED FORCES
قيادة الأشغال العسكرية
COMMAND OF MILITARY WORKS

سجل المخططات
DRAWINGS REGISTER

Reference المرجع: DWGR | Z | 0001
Revision المراجعة: 00 | Date التاريخ:

رقم العقد Contract No: 13001
اسم العقد Contract Name:

Full Document Reference مرجع الوثيقة الكامل: CMW-13001-C001-0001-Z-DWGR Rev00

رقم ت Sr. No	Design Drawing Number الرقم كامل Full Number	Sequence التسلسل	Discipline التخصص	Facility المنشأة	Contract العقد	Originator المنشئ	Drawing Title عنوان المخطط	Latest/Superseded الأحدث / مستبدل	Revision المراجعة	المصمم / الاستشاري / Originating Designer Consultant	Transmittal Ref مرجع الإحالة	الإحالة وتواريخ المراجعة: تم الإصدار للإشغال Issued to CMW	Sent to Reviewer تاريخ الإرسال للمراجع	Returned from Reviewer تاريخ الإسترجاع من المراجعة	Returned to Consultant تاريخ التقديم للاستشاري	الحالة (مقبول / مرفوض) Status A=Accepted, R=Rejected	عدد الأيام Elapsed Days	الملاحظات Remarks
1	ABC-C01-F01-A-1001	1001	A	F01	C01	ABC		L	A	Axxx Bxxx Cxxx Company	TRN-A-0001	15-Jan-09	15-Jan-09	22-Jan-09	25-Jan-09	A	10	
2	ABC-C01-F02-A-1002	1002	A	F02	C01	ABC		S	A	Axxx Bxxx Cxxx Company	TRN-A-0001	15-Jan-09	15-Jan-09	22-Jan-09	25-Jan-09	R	10	
3	ABC-C01-F02-A-1002	1002	A	F02	C01	ABC		S	B	Axxx Bxxx Cxxx Company	TRN-A-0001	26-Feb-09	26-Feb-09	3-Mar-09	3-Mar-09	R	5	
4	ABC-C01-F02-A-1002	1002	A	F02	C01	ABC		L	C	Axxx Bxxx Cxxx Company	TRN-A-0001	15-Apr-09	20-Apr-09	25-May-09		R	5045	
5			C														-	
6			E														-	
7																		
8																		
9																		
10																		
11																		
12																		
13																		
14																		
15																		
16																		
17																		
18																		
19																		
20																		
21																		

PM: المدير
أسم Name:
التوقيع Sign:
التاريخ Date:
Design Manager مدير التصميم
أسم Name:
التوقيع Sign:
التاريخ Date:

يجب أن يوضح كافة البيانات باللغة العربية
All details must be Filled in Arabic

أعلاه كافة على معلومات الجدول لتوفير الموافقة
Acceptance of WE Schedule above
:Contents

1 of 1

CMW DCD1: DWG R Rev 01 2-Mar-16
ISO 9001:2008

2/6/2023

UAE ARMED FORCES
القوات المسلحة لدولة الإمارات العربية المتحدة
COMMAND OF MILITARY WORKS
قيادة الأشغال العسكرية

رقم العقد: Contract No.:

SUBMITTALS, RFI & SI REGISTER

(SDS, MTS, RFI, SI)

طلبات اعتماد المواد ومخططات التنفيذ طلب الحصول على معلومات وتعليمات موقعية
(SDS, MTS, RFI, SI)

This register combines shop drawings, materials submittals, request for information and site instructions. Use the filter on "Type" columns to segregate

رقم Log #	تفاصيل عن رقم المرفقات Details of Attachment. (MTS , SDS, RFI & SI)			تفاصيل عن رقم الوثيقة SDS,MTS, RFI & SI Details			عنوان الوثيقة SDS/MTS/RFI/SI Title	تفاصيل الوثيقة SDS/MTS/RFI/SI Details	تتابع المستلم Action by Reciever	توزيع الوثيقة Record Dates			الحالة Status	الأيام المنقضية Days Elapsed	الملاحظات Remarks
	رقم المرفق الكامل Attachment Full Ref. (Use text filter to isolate contracts, Facilities and disciplines	Rev. رقم المراجعة	Type النوع	الرقم الكامل Full Ref.	Rev. رقم المراجعة	Type النوع	Discipline التخصص			Received	Action Date	Forwarded to Issuer			
1			HSP	SDS A 0001	01	MTS	Site Master Plan - Sheet - 2			5	40283	40303			Also faxed to CWW Design Section
2															
3															

All data is exact to fit in Arabic

PROJECT NAME

INCR FOR SUB-CONTRACTOR LOG (INCR)

Status	
Closed	1
Open	1
Rejected	1
Total:	3

Tuesday, April 25, 2023

S #	Submittal No.	Rev. No.	Disc.	Description	Location	Issued to	Issued Date	Sub-Con. Received Date	Main Cont. Received Date	Returned Date	Time Taken to Close SOR	Status	Final Status
1	MAN-XXX-CIV-INCR-0(	00	CIV										Closed
2													Open
3													Rejected
4													
5													
6													
7													
8													
9													
10													

Status	
Pass	
Fail	
Pending	
Not Sent	

CMW

PROJECT NAME

In-Situ Concrete Cubes Log Summary

Tuesday, April 25, 2023

S.N.	Casting Date	Concrete Grade	Supplier	Floor / Level	Casted Element	No. of Cubes Casted	7 Days Details					28 Days Details				
							Testing Date	Cube Iden.	Report No.	Results	Average	Status	Testing Date	Cube Iden.	Report No	Results	Average	Status
1	8-Jan-20	40/20 MSRC+ G-GBS	Alas Emirates	B4	Trial Mix	6	15-Jan-20	B4-BSD-01	0120/223/1	56.5 56.0 55.5	56.0	Pass	5-Feb-20	B4-BSD-01	0220/101/1	71.0 66.5 65.5	68.3	Pass
2							7-Jan-00				#DIV/0!	Fail	28-Jan-00				#DIV/0!	Fail
3							7-Jan-00				#DIV/0!	Pending	28-Jan-00				#DIV/0!	Pending
4							7-Jan-00				#DIV/0!	Not Sent	28-Jan-00				#DIV/0!	Not Sent
5							7-Jan-00				#DIV/0!	Pass	28-Jan-00				#DIV/0!	Pass
6							7-Jan-00				#DIV/0!	Fail	28-Jan-00				#DIV/0!	Fail
7							7-Jan-00				#DIV/0!	Pending	28-Jan-00				#DIV/0!	Pending
8							7-Jan-00				#DIV/0!	Not Sent	28-Jan-00				#DIV/0!	Not Sent
9							7-Jan-00				#DIV/0!	Pass	28-Jan-00				#DIV/0!	Pass
10							7-Jan-00				#DIV/0!	Fail	28-Jan-00				#DIV/0!	Fail
							7-Jan-00				#DIV/0!		28-Jan-00				#DIV/0!	

LOG-ARB-016
Version 1

Tuesday, April 25, 2023

PROJECT NAME

In-Situ Density Test Log

Status: Pass | Fail | Abnormal | Pending

S N	Testing Date	Material Description	Area Description	Layer No.	Level	WIR No.	Required Result	Report No.	Test No	Obtained Result	Status	Report Status	Final Status
1	11-Feb-20	Existing Material	Formation (A-N,1-4)	Formation	-1.41	007	95%	220/138	4	82%	Fail	Fail	Pass
									5	79%	Fail		
									6	84%	Fail		
									7	96%	Pass		
									8	95%	Pass		
									9	84%	Fail		
1.1	18-Feb-20	Existing Material	Formation (A-N,1-4)	Formation	-1.41	007.1	95%	220/226	16	83%	Fail	Fail	
									17	86%	Fail		
									18	86%	Fail		
									19	81%	Fail		
1.2	24-Feb-20	Existing Material	Formation (A-N,1-4)	Formation	-1.41	007.2	95%	220/289	11	102%	Pass	Abnormal	
									12	106%	Abnormal		
									13	107%	Abnormal		
									14	100%	Pass		
1.3	3-Mar-20	Existing Material	Formation (A-N,1-4)	Formation	-1.41	007.3	95%	320/068	1	99%	Pass	Pass	
									2	101%	Pass		
									3	105%	Pass		
									4	102%	Pass		
									5	102%	Pass		
2	4-May-20	Subgrade Material	Under PCC (A-C,1-2)	Final		126	95%	520/034	9	101%	Pass	Pass	Pass
									10	100%	Pass		

LOG-ARB-017
Version 1
24.01.21

Construction of Shooting Range at Qusiwerah
Airbase Al-Ain (CMW-22057-C001)

PROJECT NAME

Internal Non Conformance Report Log (INCR)

Status	
Submitted	3
Closed	3
Open	0
Rejected	2
Total:	8

SN	INCR No.	Rev.	Discipline	Description	Location	Issued to	Issued Date	Sub-Contractor Received Date	CAP Received Date	Returned Date	Days at Closeout	Status	Remarks
1	MAN-INCR-CIV-001	00	CVL				20-May-20	23-May-20	24-May-20	24-May-20	1	Submitted	
2		00									0	Closed	
3		00									0	Open	
4		00									0	Rejected	
5		00									0	Submitted	
6		00									0	Closed	
7		00									0	Open	
8		00									0	Rejected	
9		00									0	Submitted	
10		00									0	Closed	

LOG-ADB-018
Version 1
11.10.2020

PROJECT NAME

Material Test Submittal Log (TST)

Tuesday, April 25, 2023

Status		
FI	For Information	1
A	Approved	2
B	Approved as Noted	2
C	Revise / Resubmit	2
D	Rejected	2
P	Pending	2
	Total:	11

SN	Submittal No.	Rev. No.	Discipline	Description	Manufacturer / Supplier	Brand	Submitted Date	Consultant Received Date	Returned Date	Status	Final Status
1	MAN-XXX-CIV-DOC-TST-001	00								A	A
2										B	B
3										C	C
4										D	D
5										P	P
6										FI	FI
7										A	A
8										B	B
9										C	C
10										D	D

LOG-ARB-019
Version 1
24.01.21

PROJECT NAME

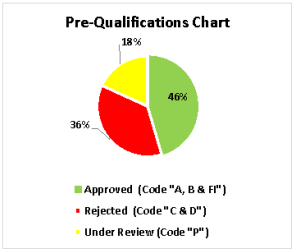
MAN - XXX

Submittals Summary

Tuesday, April 25, 2023

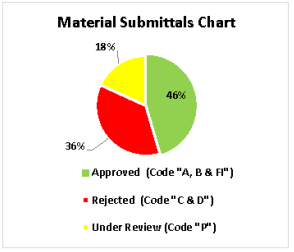
SCS - Out-Sourcing

Discipline		Overall for the Project	Planned till date BL Schedule	Over all Submitted	Status: Approved (Code "A, B & FI")	Status: Rejected (Code "C & D")	Status: Under Review (Code "P")	Balance (Have to Submit)	Percentage of Achievements: Submitted	Percentage of Achievements: Approved
Civil		11	11	11	5	4	2	4	100%	45.5%
Architectural		11	11	11	5	4	2	4	100%	45.5%
MEP	Mechanical	11	11	11	5	4	2	4	100%	45.5%
	Electrical	11	11	11	5	4	2	4	100%	45.5%
Sub Total		**44**	**44**	**44**	**20**	**16**	**8**	**16**	**100%**	**45.5%**



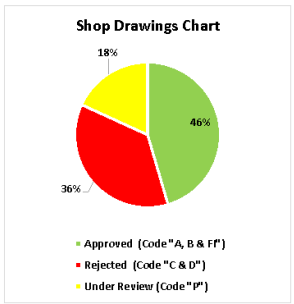
MTS - Material Submittals

Discipline		Overall for the Project	Planned till date BL Schedule	Over all Submitted	Status: Approved (Code "A, B & FI")	Status: Rejected (Code "C & D")	Status: Under Review (Code "P")	Balance (Have to Submit)	Percentage of Achievements: Submitted	Percentage of Achievements: Approved
Civil		11	11	11	5	4	2	4	100%	45.5%
Architectural		11	11	11	5	4	2	4	100%	45.5%
MEP	Mechanical	11	11	11	5	4	2	4	100%	45.5%
	Electrical	11	11	11	5	4	2	4	100%	45.5%
Sub Total		**44**	**44**	**44**	**20**	**16**	**8**	**16**	**100%**	**45.5%**



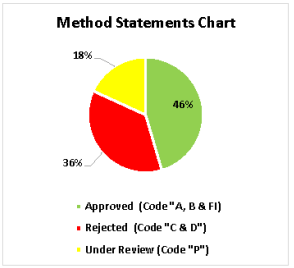
SDS - Shop Drawings

Discipline		Overall for the Project	Planned till date BL Schedule	Over all Submitted	Status: Approved (Code "A, B & FI")	Status: Rejected (Code "C & D")	Status: Under Review (Code "P")	Balance (Have to Submit)	Percentage of Achievements: Submitted	Percentage of Achievements: Approved
Civil		11	11	11	5	4	2	4	100%	45.5%
Structural		11	11	11	5	4	2	4	100%	45.5%
Architectural		11	11	11	5	4	2	4	100%	45.5%
Combined Services (CBS)		11	11	11	5	4	2	4	100%	45.5%
MEP	Mechanical	132	132	132	60	48	24	48	100%	45.5%
	Electrical	11	11	11	5	4	2	4	100%	45.5%
Sub Total		**187**	**187**	**187**	**85**	**68**	**34**	**68**	**100%**	**45.5%**



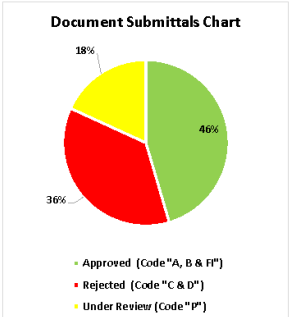
MS - Method Statement

Discipline		Overall for the Project	Planned till date BL Schedule	Over all Submitted	Status: Approved (Code "A, B & FI)	Status: Rejected (Code "C & D")	Status: Under Review (Code "P")	Balance (Have to Submit)	Percentage of Achievements: Submitted	Percentage of Achievements: Approved
Civil		11	11	11	5	4	2	4	100%	45.5%
Structural		11	11	11	5	4	2	4	100%	45.5%
Architectural		11	11	11	5	4	2	4	100%	45.5%
HSE		11	11	11	5	4	2	4	100%	45.5%
MEP	Mechanical	11	11	11	5	4	2	4	100%	45.5%
	Electrical	11	11	11	5	4	2	4	100%	45.5%
Sub Total		**66**	**66**	**66**	**30**	**24**	**12**	**24**	**100%**	**45.5%**



DDS - Document Submittals

Discipline		Overall for the Project	Planned till date BL Schedule	Over all Submitted	Status: Approved (Code "A, B & FI")	Status: Rejected (Code "C & D")	Status: Under Review (Code "P")	Balance (Have to Submit)	Percentage of Achievements: Submitted	Percentage of Achievements: Approved
General		11	11	11	5	4	2	4	100%	45.5%
Civil		11	11	11	5	4	2	4	100%	45.5%
Structural		11	11	11	5	4	2	4	100%	45.5%
Architectural		11	11	11	5	4	2	4	100%	45.5%
Planning		11	11	11	5	4	2	4	100%	45.5%
Combined Services (CBS)		11	11	11	5	4	2	4	100%	45.5%
HSE		11	11	11	5	4	2	4	100%	45.5%
MEP	Mechanical	11	11	11	5	4	2	4	100%	45.5%
	Electrical	11	11	11	5	4	2	4	100%	45.5%
Sub Total		**99**	**99**	**99**	**45**	**36**	**18**	**36**	**100%**	**45.5%**



Code (A, B & FI)	No Objection, No Objection-As Noted & For Information
Code (C & D)	Revise and Resubmit / Rejected
Under Review (P)	Under Consultant Review

Verified By

Quality Manager

LOG-ARB-020
Version 1
24.01.21

Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع			UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة	
	RPT	Z	0001	COMMAND OF MILITARY WORKS قيادة الاشغال العسكرية	
	Rev. الطبعة	Date التاريخ		تقريـــــــر الإنجـــاز	
	00			PROGRESS REPORT	

Document Title: عنوان التقرير:

معد التقرير: Prepared by:	**التاريخ:** Date:	**التوقيع:** Signature:
تم مراجعته من قبل: Reviewed By:	**التاريخ:** Date:	**التوقيع:** Signature:

المحتويـــات
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Issuer Logo (Leave Blank if Issuer is CMW)	Reference No رقم المرجع		UAE ARMED FORCES القوات المسلحة لدولة الامارات العربية المتحدة
	CMR	Z 0001	COMMAND OF MILITARY WORKS قيادة الاشغال العسكرية
	Rev. الطبعة	Date التاريخ	تقريـــــــر المقـــــــاول الشهـــــــري
	00		CONTRACTOR MONTHLY REPORT

Document Title: **عنوان الوثيقة:**

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	Rev. الطبعة	Date التاريخ		تقريـــــــر المقـــــــاول الشهـــــــري	
	00			CONTRACTOR MONTHLY REPORT	

1.0 EXECUTIVE SUMMARY

Summarise all the key issues on the project using condense and concise statements identify any appropriate recommendations and actions.

1.0 الملخص التنفيذي

لخص جميع المواضيع الرئيسية عن المشروع مستخدماً جُمل مقتضبة ومكثفة وقم بتحديد اية توصيات واجراءات مناسبة

2.0 HEALTH, SAFETY & ENVIRONMENT

2.0 الصحة والسلامة والبيئة

2.1 Summary AFR Statistics

Monthly

Rolling Yearly Figures

2.1 ملخص احصاءات

الشهري

الارقام السنوية المتجددة

2.2 Accidents

Report on any accidents in the month

2.2 الحوادث

بلغ عن اية حوادث تقع خلال الشهر

2.3 Audits & Inspections

Record of any audits and inspection undertaken in the month

2.3 عمليات التدقيق والتفتيش

سجل اية عمليات تدقيق وتفتيش اجريت خلال الشهر

2.4 Induction, Training and Tool Box Talks

Record of Inductions and Training undertaken in the month

2.4 التعريف في العمل والتدريب والاجتماعات في مكان العمل مع العمال

سجل اجتماعات التعريف بالعمل والتدريب الذي جرى خلال الشهر

2.5 Environment

Reference and progress against CMW or Government Guidelines. (Estidama or LEED)

Details of audits and inspections.

Record any incidents that have occurred in the month.

2.5 البيئة

المرجع والتقدم مقابل ارشادات قيادة الاشغال العسكرية. (استدامة)

تفاصيل عمليات التدقيق والتفتيش.

سجل اية حوادث وقعت خلال الشهر.

3.0 QUALITY

3.0 الجودة

3.1 Project Quality Plan

Progress report on implementation, audits and any corrective actions required.

3.1 خطة جودة المشروع

تقرير الانجازات عن التنفيذ والتدقيق واية اجراءات تصحيحية مطلوبة

3.2 Site Quality / Workmanship

Non conformance reports and trends on corrective actions

3.2 جودة الموقع/ جودة العمل

تقارير عدم المطابقة والاتجاهات بخصوص الاجراءات التصحيحية

3.3 Document Control and Communications

Highlight any issue that is having an impact on cost, time or performance

3.3 السيطرة على الوثائق والاتصالات

اظهر اي موضع له تاثير على التكاليف او الوقت او الاداء

3.4 Inspections & Test Plans

Progress statement, highlighting unresolved issues that require guidance / clearance

3.4 التفتيشات وخطط الاختبار

بيان انجازات يظهر المسائل التي لم يتم حلها والتي تحتاج الى التوجيه/الاغلاق

3.5 As Built Drawings / Handover Documentation

Report status of final documentation preparations

3.5 مخططات حسب البناء الموجود /وثائق التسليم

تقرير عن تحضيرات الوثائق النهائية

4.0 KEY RISKS & ACTIONS

Extract the top 10 risks from the Project Risk Register and detail actions / recommendations to mitigate the identified risk.

4.0 المخاطر الرئيسية والاجراءات

استخلص اعلى 10 مخاطر من سجل مخاطر المشروع ووضح بالتفصيل الاجراءات / التوصيات للتخفيف من هذه المخاطر

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	Rev. الطبعة	Date التاريخ		تقريـــــــر المقـــــــاول الشهـــــــري	
	00			CONTRACTOR MONTHLY REPORT	

5.0 DESIGN — **5.0 التصميم**

5.1 Design Status — **5.1 حالة التصميم**

5.1.1 Report on current progress of all design elements, namely — 5.1.1 تقرير عن المنجزات الحالية لجميع عناصر التصميم

5.1.2 Design from Contractor — 5.1.2 التصميم من المقاول

5.1.2.1 Design & Build — 5.1.2.1 التصميم والبناء

5.1.2.2 Contractor Design Portions — 5.1.2.2 اجزاء تصميم المقاول

5.1.3 Approvals required / outstanding — 5.1.3 الموافقات المطلوبة /المعلقة

5.2 Information Release Schedule / RFI's — **5.2 برنامج الافصاح عن المعلومات / طلبات الحصول على المعلومات**

Report on items which are / will have an impact to time, cost & performance — تقرير عن البنود التي لها/ سيكون لها تأثير على الوقت والتكاليف والاداء

5.3 Sample Areas / Material Submissions and Associated Approvals — **5.3 العينات / تسليم المواد والموافقات المتعلقة بذلك**

5.4 Utilities – Design, NOC's, Third Party Inspections and Schedule — **5.4 المرافق – التصميم وعدم المطابقة والتفتيشات من طرف ثالث والجدول الزمني**

6.0 COST — **6.0 التكاليف**

6.1 Cost Report — **6.1 تقرير التكاليف**

Current Position verses Contract Sum — الوضع الحالي مقابل مجموع العقد

Anticipated Final Account — الحساب النهائي المتوقع

Change Control Status Report — تقرير حالة السيطرة على التغير

6.2 Payment Status - Applied / Certified — **6.2 وضع الدفع – الذي تم طلبه / المعتمد**

7.0 SCHEDULE — **7.0 الجدول الزمني**

7.1 Master Schedule — **7.1 الجدول الزمني الرئيسي**

Progress statement on current activities and assessment on anticipated completion date — بيان المنجزات عن النشاطات الحالية وتقييم تاريخ الانتهاء المتوقع

7.2 Target Schedule — **7.2 الجدول الزمني المستهدف**

Progress statement on current activities and target for the next month — بيان المنجزات عن النشاطات الحالية والمستهدفة في الشهر القادم

7.3 Design Progress — **7.3 منجزات التصميم**

Progress statement on current activities and target for the next month — بيان المنجزات عن النشاطات الحالية والمستهدفة في الشهر القادم

7.4 Procurement Progress — **7.4 منجزات المشتريات**

Progress statement on current activities and target for the next month — بيان المنجزات عن النشاطات الحالية والمستهدفة في الشهر القادم

7.5 Handover & Commissioning — **7.5 التسليم والتفويض**

Progress statement on current activities and target for the next month — بيان المنجزات عن النشاطات الحالية والمستهدفة في الشهر القادم

8.0 PROCUREMENT — **8.0 المشتريات**

8.1 List of Intended Packages — **8.1 قائمة بالكميات المنوي شراؤها**

8.1.1 Main Contractor Direct Works — 8.1.1 العمال المباشرة للمقاول الرئيسي

8.1.2 Subcontracted Works — 8.1.2 اعمال المقاول الفرعي

8.2 Current Status of all Packages — **8.2 الوضع الحالي لجميع الكميات**

8.2.1 Spreadsheet based upon 8.1 above with status report and key actions — 8.2.1 جدول حسب البند 8.1 اعلاه مع تقرير عن الوضع والاجراءات الرئيسية

8.3 Material Supply & Deliveries **8.3 تزويد وتسليم المواد**

8.3.1 Identify and Report on all long lead in items 8.3.1 تحيد وتقرير عن التقدم طويل المدى للمواد

9.0 RESOURCES **9.0 الموارد**

9.1 Contractors Organisation Chart **9.1 الهيكل التنظيمي للمقاولين**

9.2 Contractors Resource Plan **9.2 خطة الموارد للمقاولين**

Appendix 1
الملحق 1

Dashboard
لوحة معلومات المشروع

Appendix 2

الملحق 2

Level 2 Programme

برنامج المستوى 2

Appendix 3

الملحق 3

Cost Reports

تقارير التكاليف

Appendix 4

الملحق 4

Risk Register

سجل المخاطر

Appendix 5

الملحق 5

Progress Photographs

صور المنجزات

PROJECT NAME	
Client:	
Consultant:	Contractor: Mancon Construction Co. LLC (MAN)

REPORT ON CONCRETE CASTING

Ref. WIR's: MAN-XXX-CIV-WIR-XXX

Location :	
Zone :	
Report Date :	
Date of Casting :	00-Jan-00

Type of Concrete :	C 45 / 20
Starting Time :	15:50
Finishing Time :	16:30
Approximate Quantity :	8 M^3

Sr. No.	Truck No.	Quantity M^3	Temp.	Slump (mm)	Cubes Nos.
1	4186998	8M^3	28°C	190	7 Cubes
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
	Total QTY:	8 M^3			

Machinery : 1 Concrete Pumps & 1 Concrete Mixers	Rate of Casting : 12 M^3 Per Hour
Workmanship : 7 Persons	

Remarks :

	MAN Site Engr.	MAN QA/QC	Consultant:
Name			
Signature			
Date			

PROJECT NAME	
Client:	
Consultant :	Contractor: Mancon Construction Co. LLC (MAN)
Doc No: MAN-XXX-QAC-KPI-APR-001	Date: 25-Apr-23

Quality KPI for The Month of APRIL 2023

Technical Submittal	Submitted	Reviewed	Review Category A	B	C	D	% Approved This Month	KPI	Variance	Last Month	KPI Status	Max. Score	Net Score	Remarks
Work Inspection Request (WIR)							95%	90%	5%	95%	⇨	10	10	
Material Inspection Request (MIR)							99%	90%	9%	99%	⇨	10	10	
Material Submittal (MAR)							95%	90%	5%	95%	⇨	10	10	
Method Statement (MST)							91%	90%	1%	91%	⇨	10	10	
Outsourcing Submittal (OTS)							93%	90%	3%	93%	⇨	10	10	
Shop Drawing Submittal (SDS)							95%	90%	5%	95%	⇨	10	10	
Documents Submittal (DOC)							95%	90%	5%	95%	⇨	10	10	
											Total Score	**70**	**70**	

Review Category	A = Approved	B = Approved as Noted	C = Revise & Resubmit	D = Rejected
KPI Status	90% -100%	70% – 90%	0% – 70%	
KPI Comparitive Status	Same	Up	Down	

Site Visits, Observations & Non-Compliance Reports

EHS Last Month				Total EHS				Trend of Open EHS				Status
Issued	Closed	Open	Rejected	Issued	Closed	Open	Rejected	7 Days	15 Days	1 Month	2 Months	

SOR Last Month				Total SOR				Trend of Open SOR				Status
Issued	Closed	Open	Rejected	Issued	Closed	Open	Rejected	7 Days	15 Days	1 Month	2 Months	

NCR Last Month				Total NCR				Trend of Open NCR / CAR				Status
Issued	Closed	Open	Rejected	Issued	Closed	Open	Rejected	7 Days	15 Days	1 Month	2 Months	

Area	EHS		SOR		NCR		Total Net Score
Score	Max. 10	Net 10	Max. 10	Net 10	Max. 10	Net 10	30
Trend Status	2 Months & More		15 Days – 1 Month		7 – 15 Days		0 – 7 Days

Site Visits, Observations & Non-Compliance Reports Trend Analysis

Area	Performance Indicator	Measure	Months: This Month April 2023	Last Month March2023	February 2023	January 2023	Trend	Remarks
EHS	Closeout	Issued / Closed	0/0	0/0	0/0	0/0	⇩	
	Duration of Closeout	Days (Average)	0.00	0.00	0.00	0.00		

Area	Performance Indicator	Measure	Months: This Month April 2023	Last Month March2023	February 2023	January 2023	Trend	Remarks
SOR	Closeout	Issued / Closed	0/0	0/0	0/0	0/0	⇧	
	Duration of Closeout	Days (Average)	0.00	0.00	0.00	0.00		

Prepared by: Saad UL Islam
QA/QC Engineer

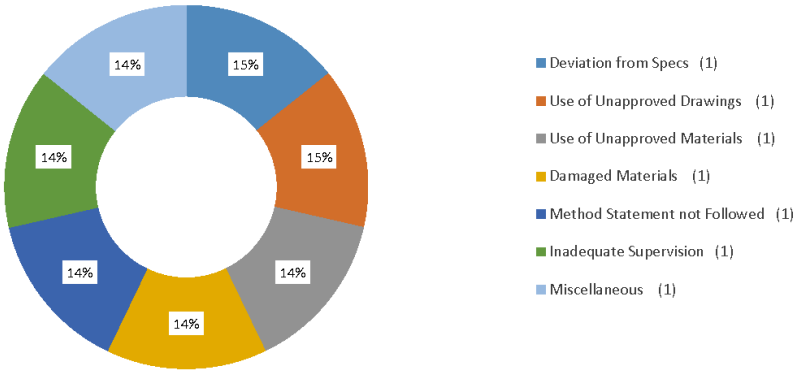
PROJECT NAME	
Client:	
Consultant :	Contractor: Mancon Construction Co. LLC (MAN)
Doc No: MAN-XXX-QAC-KPI-APR-001	Date: 25-Apr-23

Quality KPI for The Month of APRIL 2023

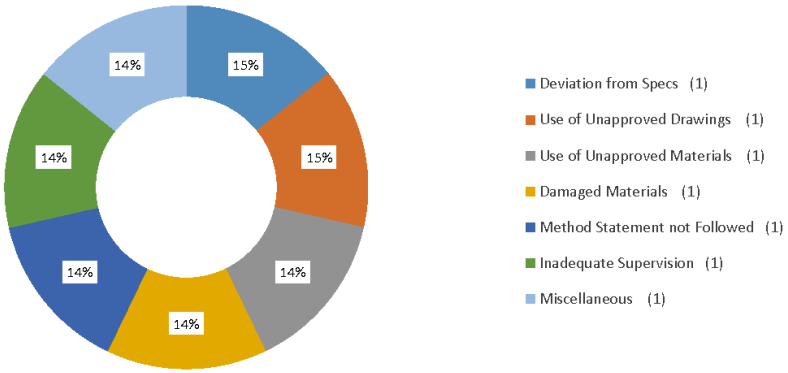
Area	Performance Indicator	Measure	Months				Trend	Remarks
			This Month April 2023	Last Month March2023	February 2023	January 2023		
NCR	Closeout	Issued / Closed	0/0	0/0	0/0	0/0		
	Duration of Closeout	Days (Average)	0.00	0.00	0.00	0.00		

Total Maximum Score 100	Techinical Submittal	EHS	SOR	NCR	Total Net Score
Total Net Score	70	10	10	10	100

SOR Root Cause Analysis



NCR Root Cause Analysis



Sr. No.	Key Accomplishments	Sr. No.	Key Focus Issues

Prepared by: Saad UL Islam
QA/QC Engineer

PROJECT NAME		
Client:		
Consultant:	**Contractor:** Mancon Construction Company LLC **(MAN)**	
Doc No: MAN-XXX-QAC-REP-APR-001	Date:	25-Apr-23

Monthly Quality Report (MQR) for The Month of April 2023

Outsourse Submittals (SCS)

Detail	Submitted	Received	A	B	C	D	P	Approval %	Remarks
Total (T)								#DIV/0!	Ok
Previous Month (P)								#DIV/0!	
Δ (T-P)	0	0	0	0	0	0	0	#DIV/0!	

Material Submittals (MTS)

Detail	Submitted	Received	A	B	C	D	P	Approval %	Remarks
Total (T)								#DIV/0!	Ok
Previous Month (P)								#DIV/0!	
Δ (T-P)	0	0	0	0	0	0	0	#DIV/0!	

Shop Drawings Submittals (SDS)

Detail	Submitted	Received	A	B	C	D	P	Approval %	Remarks
Total (T)								#DIV/0!	Ok
Previous Month (P)								#DIV/0!	
Δ (T-P)	0	0	0	0	0	0	0	#DIV/0!	

Document Submittals (DS)

Detail	Submitted	Received	A	B	C	D	P	Approval %	Remarks
Total (T)								#DIV/0!	Ok
Previous Month (P)								#DIV/0!	
Δ (T-P)	0	0	0	0	0	0	0	#DIV/0!	

Method Statement (MST)

Detail	Submitted	Received	A	B	C	D	P	Approval %	Remarks
Total (T)								#DIV/0!	Ok
Previous Month (P)								#DIV/0!	
Δ (T-P)	0	0	0	0	0	0	0	#DIV/0!	

Request For Information (RFI)

Detail	Submitted	Received	A	B	C	D	P	Approval %	Remarks
Total (T)								#DIV/0!	Ok
Previous Month (P)								#DIV/0!	
Δ (T-P)	0	0	0	0	0	0	0	#DIV/0!	

Material Inspection Request (MIR)

Detail	Submitted	Received	A	B	C	D	P	Approval %	Remarks
Total (T)								#DIV/0!	Ok
Previous Month (P)								#DIV/0!	
Δ (T-P)	0	0	0	0	0	0	0	#DIV/0!	

PROJECT NAME		
Client:		
Consultant:	**Contractor:** Mancon Construction Company LLC **(MAN)**	
Doc No: MAN-XXX-QAC-REP-APR-001	Date:	25-Apr-23
Monthly Quality Report (MQR) for The Month of April 2023		

Work Inspection Request (WIR)

Detail	Submitted	Received	A	B	C	D	P	Approval %	Remarks
Total (T)								#DIV/0!	Ok
Previous Month (P)								#DIV/0!	
Δ (T-P)	0	0	0	0	0	0	0	#DIV/0!	

Site Instructions (SI)

Detail	Issued	Closed	Open	Rejected	Under Review	Remarks
Total (T)						Ok
Previous Month (P)						
Δ (T-P)	0	0	0	0	0	

Non Compliance Reports (NCR)

Detail	Issued	Closed	Open	Rejected	Under Review	Remarks
Total (T)						Ok
Previous Month (P)						
Δ (T-P)	0	0	0	0	0	

Site Visit Reports (SVR)

Detail	Issued	Closed	Open	Rejected	Under Review	Remarks
Total (T)	0	0	0	0	0	Ok
Previous Month (P)	0	0	0	0	0	
Δ (T-P)	0	0	0	0	0	

Material Tests (TST)

Detail	Submitted	Received	Passed	Failed	Pending	Remarks
Total (T)						Ok
Previous Month (P)						
Δ (T-P)	0	0	0	0	0	

Field Density Tests (FDT)

Detail	Taken	Received	Passed	Failed	Pending	Passing %
Total (T)	0	0	0	0	0	#DIV/0!
Previous Month (P)	0	0	0	0	0	#DIV/0!
Δ (T-P)	0	0	0	0	0	

***Note:**

In-Situ Concrete Cubes Tests (CCT)

Detail	T. Reports	Received	Passed	Failed	Pending	Passing %
Total (T)	0	0	0	0	0	#DIV/0!
Previous Month (P)	0	0	0	0	0	#DIV/0!
Δ (T-P)	0	0	0	0	0	

***Note:**

*Cut off date is last date of the month.

Prepared by: Saad UL Islam
QA/QC Engineer

PROJECT NAME		
Client:		
Consultant:	**Contractor:** Mancon Construction Company LLC **(MAN)**	
Doc No: MAN-XXX-QAC-REP-APR-001	Date:	25-Apr-23
Monthly Quality Report (MQR) for The Month of April 2023		



Quality Targets	
Key Accomplishments	Key Focus Issues

Prepared by: Saad UL Islam
QA/QC Engineer

APPENDIX 11

Material Test Frequency Chart

CONSTRUCTION OF SHOOTING RANGE AT QUSIWERAH AIRBASE AL-AIN
CMW-22057-C001

PROJECT NAME | CLIENT | CONTRACTOR

Doc No. MAN-256-QAC-TFC-001-R0

TESTING FREQUENCY CHART

Wednesday, April 26, 2023

SN	Items & Tests	Technical Reference (BOQ / Specifications)	Requirement and Limits	Reference of Testing Codes	Test Frequency for Routine QA QC Tests		Rmarks
					Specified	Frequency QC Tests (If not specified)	
1	**Excavation & Backfill**						
	Seive Analysis	31 23 00	100% from 38mm Sieve			As Directed by Engr.	
	In-Situ Density	2.2C, 3.9A1	Min. 95%	ASTM D698			
2	**Earthworks for Structures and Pavements**						
	Compaction	31 00 00 3.7A & 3.9	Min. 95%	ASTM D 1557		As Directed by Engr.	
	Sieve Analysis			ASTM C 136			
	Classification of Soil			ASTM D 2487			
	CBR			ASTM D 1883			
	Liquid Limit Plastic Limit			ASTM D 4318			
	In-Situ Density		Min. 95%	ASTM D698			
3	**Steel Reinforcement**						
	Tensile	03 20 00 1.5F		BS 4449	Each Delivery		MTC will be Provided with Each Delivery Note
	Bend						
	Yeild Strength		460 N/mm^2				
4	**Cement**						
	Quality	03 30 00 1.5A			N/S		
	Ordinary Portland Cement (OPC)	03 30 00 2.2A		BS EN 197-1			
	Sulphate-Resistant Cement (SRC)	03 30 00 2.2A		BS 4027			
	Ground Granulated Blast Furnace Slag (GGBS)	03 30 00 2.2B		BS 6699			

CONSTRUCTION OF SHOOTING RANGE AT QUSIWERAH AIRBASE AL-AIN
CMW-22057-C001

PROJECT NAME

CLIENT

CONTRACTOR

Doc No. MAN-256-QAC-TFC-001-R0	TESTING FREQUENCY CHART				Wednesday, April 26, 2023		
SN	Items & Tests	Technical Reference (BOQ / Specifications)	Requirement and Limits	Reference of Testing Codes	Test Frequency for Routine QA QC Tests		Rmarks
					Specified	Frequency QC Tests (If not specified)	
5	**Aggregates**						
	Test for Chlorides (Cl)	03 30 00 2.2D	0.3% Max	BS EN 1744-1	Once Every 3 Months		
	Test for Sulphate (SO_3)		0.3% Max	BS EN 1744-1	Once Every 3 Months		
	Potential Alkali Reactivity			ASTM C 289	Once Every 6 Months		
	Seive Analysis			BS 882	Once a Day		
	Sepecific Gravity Apparent		2.6Min	ASTM C 127	Once a Month		
	Test for Soundness of Sulphate Resistance		12% Max	ASTM C88	Once Every 3 Months		
	Los Angeles Abrasion			ASTM C131	Once Every 3 Months		
6	**Water**						
	Quality	03 30 00 1.5.6 3300.08 C		ASTM D512/513/516	N/S		
	PH		6-9	BS 3118			
7	**Admixtures**						
	Quality	03 30 00 1.5.5		BS EN 480	N/S		
8	**Fresh Concrete**						
	Sampling	03 30 00 1.5.7.I		BS 1881-111	N/S	As Directed by Engr.	Frequency will be Finalized with Engr.
	Slump	03 30 00 1.5.7.O		BS EN 12350.6			
	Temperature	03 30 00 1.5.7.G		ASTM C 1064			

CONSTRUCTION OF SHOOTING RANGE AT QUSIWERAH AIRBASE AL-AIN
CMW-22057-C001

PROJECT NAME

CLIENT

CONTRACTOR

TESTING FREQUENCY CHART

Doc No. MAN-256-QAC-TFC-001-R0 — Wednesday, April 26, 2023

SN	Items & Tests	Technical Reference (BOQ / Specifications)	Requirement and Limits	Reference of Testing Codes	Test Frequency for Routine QA QC Tests		
					Specified	Frequency QC Tests (If not specified)	Rmarks
9	**Hardened Concrete**						
	Cubes Compressive Strength	03 30 00 1.5.7.K	100% at 28 Days	BS 1881			Frequency will be Finalized with Engr.
	Note: One sample consists of 6 cubes, 3 to be tested at 7 days, 3 to be tested at 28 days.						
10	**Concrete Masonry Blocks**						
	Hollow Block Crushing Strength	04 20 00 2.2 AB	Min 7.5N/mm^2	BS 6073: Part1-2			
	Solid Block Crushing Strength		Min 7.5N/mm^2	BS 6073: Part1-2			
11	**Masonry Mortar**						
	Mortar Cubes Strength	04 22 00 1.6.CD		ASTM C 1314	Each 500 sqm	6 Cubes are to be Taken, 3 for 7 Days & 3 for 28 Days.	
12	**WATERSTOPS**						
	Tensile Strength	03 15 16 2.2	12 N/m^2	ASTM D638	N/S		
	Ultimate Elongation		250%	ASTM D638			
	Hardness, shore A/15		70 - 80	ASTM D2240			
	Tear Resistance		50KN/m	ASTM D624			
	Stifness in Flexure		4N/mm^2	ASTM D474			