

Permit to Work (PTW)

The event organizers should adhere to MBRU PTW procedure. It must be completed at least 5 days prior to the event and an approved soft copy must be submitted to Venues.



Contractor visits MBRU Venues office, building 14 for PTW endorsement with:

- Filled DHCC-PTW form
- Valid trade license, Emirate Id and Insurance card for the worker
- Workmen compensation insurance (If not available, undertaking letter to be submitted in company letterhead)
- Passport copy with visa page
- Work method statement
- Risk assessment and Approved drawings

1

Contractor visits MBRU FM&HSE office, building 14, with above documents mentioned in step-1, after visiting venues team

2

Contractor to visit FM service provider office located in building 64, Basement 1, EF block Near Security Exit barrier with the documents mentioned in step 2 for approval

3

Contractor to proceed to DHCC Ground floor, Block B, Building 27 for payments. (AED 50 per permit) Upon receiving the Payment voucher, contractor to proceed to Block D, Security desk for Security Stamp in building 27

4

Contractor to proceed to block C 1st floor, DHCC office for approval from DHCC FM and DHCC IMS sections

5

Contractor can carry out works with approved permit



جامعة محمد بن راشد
للطب و العلوم الصحية
MOHAMMED BIN RASHID UNIVERSITY
OF MEDICINE AND HEALTH SCIENCES

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