

**Main Service**

Preventive Fire Safety
Services for Facilities and
Buildings

Sub Service

Issuance of a Building Completion
Certificate

Approved

Service Code

ADCDA/00011

Customer Segment

Business



Customer

Service Description

Through this service, you can issue a Building Completion Certificate after the completion of all construction works. The customer is not permitted to operate the building until the certificate has been issued.

Process Steps

- 1 Log in through the available channels using UAE PASS.
- 2 Submit the application and the required documents.
- 3 Pay the fees.
- 4 Receiving a notification to schedule the inspection.
- 5 Actual inspection of the site.
- 6 Payment of fees in case of re-inspection.
- 7 Obtaining a building completion certificate.

Completion Time

Time Duration 5 Working Day

Service Channels

Service Centre



Other Channels



Terms and Conditions

This service is available only to the consulting office / contractor / project owner.

Required Documents

Citizen: Engineering plans approved by the Civil Defence

List of equipment supplied and installed in the building

Licences of the supplying and installing companies

"Hassantak" certificate

Expert report on external cladding if applicable

Expert report on systems and central gas (depending on the nature of the building)

Letter from the contractor and consultant confirming the building's readiness for handover

Business Sector: Engineering plans approved by the Civil Defence

List of equipment supplied and installed in the building

Licences of the supplying and installing companies

"Hassantak" certificate

Expert report on external cladding if applicable

Expert report on systems and central gas (depending on the nature of the building)

Letter from the contractor and consultant confirming the building's readiness for handover

Fees

Citizen: 50 fils per square meter - 0.5 AED

Fees in case of re-inspection - 200 AED

Business Sector: 50 fils per square meter - 0.5 AED

Fees in case of re-inspection - 200 AED