

# Client Procedure for obtaining Plot / Right of Way (R.O.W) Coordinates

Document Reference Number : CED-CPL-P08  
Revision Number : 02  
Revision Date : September 2020



## Table of Contents

1. Purpose .....	3
2. Scope.....	3
3. Definitions.....	3
4. Procedure .....	4
5. Service Completion Time .....	4
6. Service Fees*.....	4
7. Related Forms.....	4
8. References.....	5
9. Workflow.....	6



## 1. Purpose

The purpose of this process is to issue DLTM coordinates for Plots / right of way for Developers or consultancy offices/ contractors companies, Business Units in support to their project development.

The process carries forward the implementation set forth as stipulated in Trakhees – Urban Planning & MEP Services Regulations & Technical Guidelines.

TRAKHEES, as Department of Planning and Development of PCFC, takes on the role of reviewing and approving these services, as indicated below:

- Plot Coordinates (PDF / TIFF)
- Right-of-way (ROW) coordinates.

## 2. Scope

The Coordinates drawings shall be issued for one of the following submissions:

- Plot coordinates.
- Right of way (ROW) coordinates (For JAFZA North, JAFZA South and Techno Park (N.I.P.) only)

Planning Section receives the submission only once the consultant/contractor settles the recommended fees/ acceptance by Helpdesk, after which it will be handled by CED's Planning section up to the approval of the request

The Business Units under this scope viz. Dubai World, NAKHEEL, EZW, JGE, DMC, Limitless and PCFC, refer to 'Special Development Zone Projects – Dubai World' maps for the development and project areas of these Business Units.

## 3. Definitions

BU	Business Unit, entities and establishments for which the site plan is to be provided.
PCFC	Ports Customs & Free Zone Corporation, the Corporation
JAFZA	Jebel Ali Free Zone Authority
EZW	Economic Zones World, a business unit
JGC	Jumeirah Gold Estates
DC	Document Controller



## 4. Procedure



For quick procedural info, please refer to the [WORKFLOW](#) on last page.  
For a more detailed approach, please read below.

- 4.1 For information prior to submission, the Applicant has to visit the website (link below) in order to identify service approval stages and submission requirements  
<https://www.trakhees.ae/en/ced/Pages/Client-Procedures.aspx> (Planning Services).
- 4.2 Applicant to proceed with online (<https://online.trakhees.ae/>) submission by uploading the required documents as mentioned in the application form [CPL-F08a](#) for the requested service.
- 4.3 Planning Section's scope starts once the Applicant settles the initial recommended fees / acceptance by Helpdesk, after which it will be handled by CED's Planning section up to the approval of the request.
- 4.4 Upon completion of approval, the Applicant shall receive notification, with additional fees (if any)
- 4.5 After verification of payment, Applicant shall receive a notification through the system to collect/download the requested documents.

## 5. Service Completion Time

No.	Process Measurement	Completion Time
5.1	Request for Plot / R.O.W. coordinates (upon completion of initial payment)	4 WD for the single plot / 5 WD for R.O.W. coordinates 10 WD for bulk submission (max 20 plot) and 1 WD for every 5 additional plots.

## 6. Service Fees\*

Service	Fees*
CED - Copy of Plot Coordinates (PDF/Drawing)	250 AED
CED - Request for Right of Way (ROW) co-ordinates	1000 AED per half square kilometres (part of the land) & AED 3500 full area

\*Fee/s subject to change.



\*The above fees might be subjective to 5% VAT.

\* 10 AED Innovation fees and 10 AED for knowledge fees are to be added for each service.

## 7. Related Forms

7.1 Application Form - Plot / R.O.W Coordinates [CPL-F08a](#)

## 8. References

- 8.1 Urban Planning & MEP Services Regulations & Technical Guidelines.
- 8.2 Business Units/Developers Affection/Site Plans.
- 8.3 Business Units/Developers Master/Land Use Plans.
- 8.4 PCFC – JAFZA/DPA Jebel Ali North Concession Map
- 8.5 TRAKHEES CED –Drawing Office Master Drawings
- 8.6 TRAKHEES CED – GIS and Database
- 8.7 Special Development Zone Projects – Dubai World
- 8.8 List of CED Services Fees / PCFC Fees & Payment System
- 8.9 Civil Engineering Department Project Registration (CPR).



## 9. Workflow

