

Client Procedure for the Issuance of Environmental Impact Assessment (EIA) Study Approval

PCFC- Entity (Business Unit) Name	:	Trakhees – Dept. of Planning & Development
Department Name	:	Environment Health and Safety Department
Section Name	:	Environment Section
Document Reference Number	:	PCFC-TRK-EHS-ENV-CP-03
Revision Number	:	01
Revision Date	:	December 2022
Classification	:	Public



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1. Purpose

The purpose of this procedure is to facilitate information to Trakhees clients regarding the process of approval of Environmental Impact Assessment (EIA) Study for projects that possess a significant environmental impact due to the nature of activity.

2. Scope

All projects with significant environmental impacts within the PCFC jurisdiction areas and that are categorized as “A” or “B” as per the categorization matrix.

3. Definitions

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|-----|---------------------------------|--|
| 3.1 | Environmental Impact Assessment | – is a process that involves predicting and evaluating the likely impacts of a project including cumulative impacts on the environment during construction, commissioning, operation and abandonment |
| 3.2 | Category A | – Projects likely to have significant adverse environmental impacts that may be sensitive, irreversible and diverse. They generally result from a major component of the project and affect the area as a whole or an entire sector. |
| 3.3 | Category B | – Projects may have adverse environmental impacts less significant than Category A. Few if any impacts are irreversible. They are not sensitive, numerous or diverse as Category A. |
| 3.4 | Category C | – Projects those are unlikely to have adverse impacts. Project has negligible or minimal environmental impacts |
| 3.5 | EIA | – Environmental Impact Assessment |
| 3.6 | IEE | – Initial Environmental Examination |



4. Procedure

4.1 During license application, the project will be categorized by Environment Officer as per Trakhees Guideline “[Guideline Conducting EIA Study \(ID-EN-30\)](#)” in which:

- Projects categorized as “A” or “B” shall be required to conduct EIA study
- Projects categorized as “C” are not required to conduct EIA study

4.2 Projects that fall under Categories A or B shall appoint a Trakhees Pre-qualified Environmental consultant (refer to the list of Pre-Qualified Environmental Consultant ([List of Approved Third Party Agencies - Pre-Qualified Environment Consultants](#)) posted in the website.

4.3 Study Scope of Work process (For projects categorized as “A Category” only):

4.3.1 Environmental Consultant should prepare the scope of work as per “[Guideline- Conducting EID Study \(ID-EN-30\)](#)” and then apply for study Scope of Work by logging in > from the home screen click on “EHS Customer Service” in the left side menu > from the left side menu choose RA/EIA/IEE > Choose EIA > Initiate SOW > A page will open add the required information and attach required documents and press submit.

4.2.2 Upon successful submission:

- In case there is enough money in the client pre-paid account, the payment shall be automatically deducted from the pre-paid account.
- In case there is not enough money in the client pre-paid account, payment advice shall be issued to the client. Client should settle the payment.



4.2.3 Once the payment is settled, user will get a submission success message with reference number.

4.2.4 Environment Officer will review the application and accordingly will:

- Approve – once the submission comply with the requirements
- More Details – in case any clarification about the submitted Scope of Work is required, application should respond with the required information
- Resubmission – in case the submitted Scope of Work need amendment to be done, client need to do the required amendment and re-submit the Scope of Work in the same application

4.2.5 Once the Scope of Work is approved, Certificate will be sent to consultant with reference number.

4.4 Study of Report (For application categorized as “ B Category or application categorized as “ A Category with approved Scope of Work”)

4.4.1 Environmental Consultant should prepare the of “IEE” reports for “ B category” project “EIA Reports” for “A Category” projects as per the “[Guideline- Conducting EID Study \(ID-EN-30\)](#)” and then apply for study of Report by logging in > from the home screen click on “EHS Customer Service” in the left side menu > from the left side menu choose RA/EIA/IEE > Choose EIA or IEE as per your submission > Initiate the request. A page will open add the required information and attach required documents and press submit.

4.4.2 Upon successful submission:

- In case there is enough money in the client pre-paid account, the payment shall be automatically deducted from the pre-paid account.



- In case there is not enough money in the client pre-paid account, payment advice shall be issued to the client. Client should settle the payment

4.4.3 Once the payment is settled, user will get a submission success message with reference number.

4.4.4 Environment Officer will review the application and accordingly will:

- Approve – once the submission comply with the requirements
- More Details – In case any clarification about the submitted Report is required, application should respond with the required information
- Resubmission – in case the submitted Report need amendment to be done, client need to do the required amendment and re-submit the report in the same application number, payment should be collected in the resubmission step:

⇒ In case there is enough money in the client pre-paid account, the payment will be automatically deducted from the pre-paid account

⇒ In case there is not enough money in the client pre-paid account, payment advice will be issued to the client. Client should settle the payment

4.4.5 Once the Report is approved, Certificate of Environment Compliance will be sent to consultant

4.5 The issued Certificate of Environment Compliance should be signed by the client and the consultant and then submitted to Environment Manager for signature and final approval.

5. Service Completion Time

#	Service	Completion Time
5.1	SoW – Review and / or Approval	3 working days
5.2	IEE – Review and / or Approval	5 working days
5.3	EIA – Review and / or Approval	10 working days

6. Service Fees

#	Service	Fee Amount (AED)
6.1	SoW – Review and Approval	500/-
6.5	IEE, EIA – Initial Submission	10,000/-
6.6	IEE, EIA – Resubmission	2,000/-

Knowledge Dirham and Innovation Dirham fees for a total of AED 20/- shall be added for each of the services mentioned above.

7. Related Forms

N/A

8. Applicable References and Regulations

- 8.1 EHS Regulations and Guidelines
- 8.2 Dubai Municipality (DM) Technical Guidelines / Guidance