



Circular 604: HSE Officer Approval and Registration

Date: August 16, 2024

Dear Valued Customer,

We would like to inform you of a significant update regarding the current service related to HSE Officer Approval and Registration. Please note that effective immediately, this service will be discontinued by Dubai Development Authority.

Moving forward, the responsibility for reviewing, assessing, and approving HSE Officers appointed by the main contractor at construction project sites will be transferred to the project consultant, in alignment with the standards outlined in the Code of Construction Safety Practice.

To ensure compliance with the requirements of the Code of Construction Safety Practice, Consultants and Contractors are requested to comply with the following requirements:

1. The main contractor is required to appoint dedicated, full-time Safety Officer(s) under their sponsorship for each specific project. This appointment must comply with the detailed requirements of the Code of Construction Safety Practice. The main contractor must then submit all necessary documentation to the project consultant for review.
2. The project consultant is responsible for reviewing and assessing the competency and qualifications of the appointed Safety Officer(s) to ensure alignment with the standards outlined in the Code of Construction Safety Practice. Following this review and assessment, the consultant must provide a written approval or rejection of the appointment.



The main contractor and the consultant must maintain comprehensive records associated with the approval of appointed Safety Officer(s). These records must be readily available for verification during site inspections conducted by the Dubai Development Authority.

Non-compliance with the above requirements by Consultants and Contractors may result in the imposition of applicable sanctions and penalties.

If you have any questions or wish to give feedback, please call Customer Care on tel: 800-4-DDA (332) or [Connect With Us](#).

Regards,

Dubai Development Authority