



Circular 629: Importance of Reviewing Formwork and Masonry Block Support

Date: August 6, 2025

Dear Contractors and Consultants,

As part of our commitment to enhance safety measures on construction sites and ensure compliance with industry standards, we want to emphasize that it is extremely critical to review and adhere to proper procedures when setting up formwork and masonry block support during excavation activities.

The Guidelines are provided to ensure safety at construction sites and mitigate the potential for accidents and regulatory non-compliance. Non-adherence to the guidelines may result in sanctions and the suspension of construction activities.

1. Consultants to ensure approval of formwork and masonry block support:

Consultants bear the responsibility of ensuring that Dubai Building Code is complied with and all masonry block support and formwork utilized on our construction sites are approved in strict accordance with project specifications and building & construction guidelines. It is imperative that these constructions meet safety requirements and faithfully adhere to the approved design. Consultants are expected to carry out meticulous assessments and evaluations to confirm compliance before the commencement of construction.

Detailed Requirements:

1.1 Technical Review and Documentation

- **Conduct comprehensive technical reviews** of all formwork and masonry block support designs, including structural calculations, material specifications, and installation methodologies



- **Ensure all documentation is stamped** by a licensed structural engineer and includes detailed drawings showing connection details, load paths, and safety factors
- **Verify compliance** with Dubai Building Code, international standards, and project-specific requirements through systematic review processes

1.2 Risk Assessment and Safety Analysis

- **Conduct comprehensive risk assessments** for each installation, identifying potential hazards, failure modes, and mitigation measures
- **Analyse site conditions** including soil properties, groundwater levels, adjacent structures, and construction sequencing impacts
- **All risk reviews** must consider ground stability, surcharge loads, and excavation edge conditions
- **Document emergency procedures** and contingency plans, ensuring communication to all site personnel

1.3 Inspection and Testing Protocols

- **Establish detailed inspection schedules** covering pre-installation, during installation, and post-installation phases
- **Develop inspection checklists** for dimensional accuracy, material quality, connection integrity, and design compliance

1.4 Approval Documentation and Record Keeping

- **Issue written approvals** with clear reference to approved drawings, specifications, and conditions of approval
- **Maintain comprehensive filing systems** for all approvals, inspections, test results, and project correspondence



2. Contractors shall not commence formwork and masonry block support without consultant approval:

Contractors are hereby reminded that they are strictly prohibited from initiating any formwork and masonry block support activities related to foundation and basement masonry block works without first obtaining explicit approval from the consultant overseeing the project. This approval must be secured in writing and encompass all essential details pertaining to the formwork and masonry block support design, materials, and installation process.

Detailed Requirements:

2.1 Pre-Construction Submission Requirements

- **Submit comprehensive shop drawings** and installation procedures.
- **Include detailed installation sequences** with temporary works calculations, equipment specifications, and workforce qualifications
- **Ensure qualified preparation** of all submissions with a technical team review before consultant submission

2.2 Site Preparation and Safety Measures

- **Complete prerequisite activities** including excavation, dewatering, utility relocation, and safety barrier installation
- **Verify site conditions** through survey reports, soil testing results, and photographic documentation
- **Implement safety measures** including fall protection, confined space protocols, and emergency access routes

3. Consultants shall ensure compliance with approved designs:



Consultants play a pivotal role in ensuring that all formwork and masonry block support are constructed with unwavering fidelity to the approved designs. Any deviations or modifications must be immediately reported and subsequently authorized by the consultant. This responsibility extends to regular site inspections to confirm that construction aligns meticulously with the design specifications.

Detailed Requirements:

3.1 Regular Inspection and Monitoring Schedule

- **Establish rigorous inspection schedules** with daily visual inspections during active construction and weekly comprehensive reviews
- **Document compliance verification** with approved designs, deviation identification, and corrective actions taken
- **Implement monitoring systems** where appropriate to provide continuous oversight of critical, excavated soil, de-watering system, retaining system and structural elements

Regards,

Dubai Development Authority