



# MA'LEM DUBAI User Manual

Builder Portal NOC Services for

Development Projects

Water Registration and Submission

Version 1.0



## Our Vision

A globally leading sustainable innovative corporation

## Our Mission

We are committed and aligned to Dubai's 8 Principles and 50-Year Charter supporting the UAE's directions through the delivery of global leading services and innovative energy solutions enriching lives and ensuring the happiness of our stakeholders in a sustainable manner

## Our Motto

For generations to come

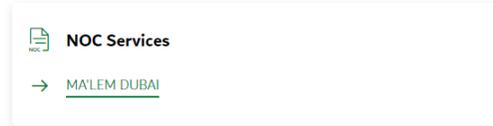
## Our Values

- Stakeholders Happiness
- Sustainability
- Innovation
- Excellence
- Good Governance



## Development Projects Registration

1. Click on MA'LEM DUBAI under NOC Services



2. Select Water and click Submit

### MA'LEM DUBAI

**Electricity**  
This service Enabled the enrolled / registered Developers and Consultants to apply Power Supply Master Plan for Major Projects Developments for DEWA review

**Water**  
This service Enabled the enrolled / registered Developers and Consultants to apply Water Supply Master Plan for Development Projects for DEWA review

**Submit** →

3. Select Register Projects to register a New Development Project to acquire a Development Project Number (as shown in step 5) which is required for the submission of Water Master Plan.

### MA'LEM DUBAI

**Register Projects**  
Register new project to obtain project code

**Submit Water Master Plan for a project**  
Online submission of Water Master Plan for Development Projects in Dubai

**Submit** → [View Submission Guide](#)

- Fill up the form and upload the mandatory attachments, and click submit. (Developer Name is automatically filled)

MA'LEM DUBAI  
(Water Project Registration)

Project Name  
New Project 28-May-2020

Developer Name  
Azaz Ali

Consultant Name (Optional)  
test consultant Add

Business Partner	Consultant Name
No data	

Upload Attachment

Authorization Letter  
MalemTest Docs (1).pdf Choose

Affection Plan  
MalemTest Docs (2).pdf Choose

Note that the maximum size allowed for each attachment is 40MB.  
Formats allowed: pdf, doc, docx, xls, xlsx, AutoCAD(dwg),  
microstation(dgn)

Submit

- Wait for the approval from DEWA Coordinator. The Developer should take note of the Project Number which will be needed in submission of Water Master Plan. (sample below is DWP-0211)

  
Request submitted successfully  
Your Project Registration Request has been submitted successfully

Project Number: DWP-00211

What's next?

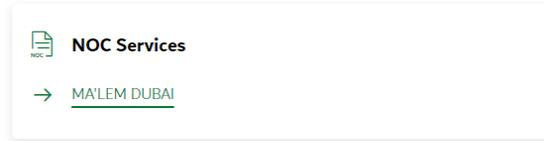
Your application is being processed, you will receive an E-mail upon completion of your request.

Track your application status through Track Request.

Track Requests →

## Development Projects Submission

1. Click on MA'LEM DUBAI under NOC Services



2. Select Water and click Submit

### MA'LEM DUBAI

**Electricity**  
This service Enabled the enrolled / registered Developers and Consultants to apply Power Supply Master Plan for Major Projects Developments for DEWA review

**Water**  
This service Enabled the enrolled / registered Developers and Consultants to apply Water Supply Master Plan for Development Projects for DEWA review

[Submit →](#)

3. Select Submit Water Master Plan for a project and click Submit

### MA'LEM DUBAI

**Register Projects**  
Register new project to obtain project code

**Submit Water Master Plan for a project**  
Online submission of Water Master Plan for Development Projects in Dubai

[Submit →](#) [View Submission Guide](#)

4. Enter the Project Number and click Get Details. Select all the necessary types for the submission.

## MA'LEM DUBAI

(Water Master Plan for Development Projects)

Step 1 of 8

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### General Details

Select Demand Type

Domestic Demand  Non Domestic Demand

Select Plan Type

New  Revision

Project Number

Development Project Name

Subject of Submission (Optional)

Type of Submission

Overall Project  Sub Project

5. Review the Developer and Consultant Details and click Next

#### Developer Details

Name

E-mail

E-mail 2 (Optional)

Telephone (Optional)

Fax (Optional)

P.O. Box (Optional)

City (Optional)

Contact Name (Optional)

Contact Mobile (Optional)

Signing Authority Name (Optional)

Signing Authority E-mail (Optional)

Signing Authority Mobile (Optional)

#### Consultant Details

Name

E-mail

E-mail 2 (Optional)

Telephone (Optional)

Fax (Optional)

P.O. Box (Optional)

City (Optional)

Contact Name (Optional)

Contact Mobile (Optional)

Signing Authority Name (Optional)

Signing Authority E-mail (Optional)

Signing Authority Mobile (Optional)

## 6. Enter the Project Details and Demand Details and click Next

MA'LEM DUBAI  
(Water Master Plan for Development Projects)  
Step 3 of 8

### Project Details

Project Type (Optional)  
Mixed Use

Project Area (Optional)  
5555

Project Area Unit (Optional)  
Square Meter

Build Up Area (Optional)  
4000

Build Up Area Unit (Optional)  
Square Meter

Number of Plots (Optional)  
300

Community Code (Optional)

### Demand Details

Total Domestic Demand (MIGD) (Optional)  
0.0000

DC Demand (MIGD) (Optional)  
0.0000

Irrigational Demand (MIGD) (Optional)  
0.0000

Firefighting Demand (MIGD) (Optional)  
0.0000

Water Features Demand(MIGD) (Optional)  
0.0000

Domestic Demand Phase (Optional) Year  
0.0000 2019

Ultimate Phase (Optional) Year  
0.0000 2019

Next

## 7. Attach all the Mandatory documents and click Save and Proceed

MA'LEM DUBAI  
(Water Master Plan for Development Projects)  
Step 4 of 8

### Mandatory documents to process the submission

Developer Letter  
Choose

Consultant Letter  
Choose

Undertaking/Confirmation Letters  
Choose

Note that the maximum size allowed for attachments is 40MB. Formats allowed: pdf, doc, docx, xls, csv, xlsx, AutoCAD(dwg), microstation(dgn)

Save and Proceed

## 8. Upload all Mandatory Network Drawings/Documents to proceed and click Next.

(Water Master Plan for Development Projects)

Step 5 of 8

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**Mandatory documents to process the submission**

Network Drawings Documents

List of documents we accept to quickly process the application

1. Project Geographical Location Map
2. Network Layout Including Main Connections & Back-up Connections
3. Network layout plan
4. Additional corridors and Plots maps (if any) (Optional)

Note that the maximum size allowed for attachments is 40MB. Formats allowed: pdf, doc, docx, xls, csv, xlsx, AutoCAD(dwg), microstation(dgn)

To upload huge files, split the files and attach one by one (less than 40 MB) and click 'Save'

Attachments (0) +



No files found.

Drop files or use the "+" button for pending upload

**Upload**

## 9. Upload all Mandatory Demand Calculation Documents and click Next

(Water Master Plan for Development Projects)

Step 6 of 8

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**Mandatory documents to process the submission**

Demand Calculation

List of documents we accept to quickly process the application

1. Land Use Plan & Project phasing Layout
2. Annual / Phase-Wise Water Requirements
3. Demand Calculations (GFA, Demand Density & Land Use, occupancy rates)

Note that the maximum size allowed for attachments is 40MB. Formats allowed: pdf, doc, docx, xls, csv, xlsx, AutoCAD(dwg), microstation(dgn)

To upload huge files, split the files and attach one by one (less than 40 MB) and click 'Save'

Attachments (0) +



No files found.

Drop files or use the "+" button for pending upload

**Upload**

## 10. Upload All Mandatory Hydraulic Analysis Documents and click Next

MA'LEM DUBAI  
(Water Master Plan for Development Projects)  
Step 7 of 8

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**Mandatory documents to process the submission**

Hydraulic Analysis

List of documents we accept to quickly process the application

1. Epanet Compatible Hydraulic Model in "DLTM" coordinate system

Note that the maximum size allowed for attachments is 40MB. Formats allowed: pdf, doc, docx, xls, csv, xlsx, inp, AutoCAD(dwg), microstation(dgn)

To upload huge files, split the files and attach one by one (less than 40 MB) and click 'Save'

Attachments (0) [+](#)



No files found.

Drop files or use the "+" button for pending upload

[Upload](#)

Recent Attachments

[Next](#)

## 11. Upload all other miscellaneous documents and click Submit.

MA'LEM DUBAI  
(Water Master Plan for Development Projects)  
Step 8 of 8

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**Mandatory documents to process the submission**

Miscellaneous

List of documents we accept to quickly process the application

1. Valid Information NOC
2. Developer/ consultant Request Letter
3. Project Affection Map
4. Development MasterPlan Report
5. Others (Specify the Document Title) (Optional)

Note that the maximum size allowed for attachments is 40MB. Formats allowed: pdf, doc, docx, xls, csv, xlsx, AutoCAD(dwg), microstation(dgn)

To upload huge files, split the files and attach one by one (less than 40 MB) and click 'Save'

Attachments (0) [+](#)

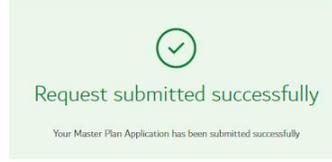


No files found.

Drop files or use the "+" button for pending upload

[Upload](#)

## 12. Request submitted successfully and may track request using the Application Number provided



Application Number: 0023000034

### What's next?

Your application is being processed, you will receive an E-mail upon completion of your request.

Track your application status through Track Request.

