



الشعفار الوطنية للمقاولات (ذ.م.ش)
Al Shafar National Contracting (L.L.C)

Building Better Life For The Future

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“ *Building Better Life For The Future* ”

Chairman's Message



Ahmed Mohamed Saif Bin Shafar

Ultimately it is for others to judge our strengths, but we believe that the following factors set us apart from our competitors:

Our staff; their expertise, hunger for knowledge and passion to excel. Above all, their loyalty and commitment to **SNC**.

Our resources; capital resources that enable us to respond faster than our construction competitors.

Our experience; a tradition for excellence and achievement reached for so many years; an ability to share our clients' perspective that gives us a unique understanding of their needs.

Our entrepreneurial attitude; a strong appetite for investment and diversification to business growth and increase revenue streams.

The journey until today has been very challenging. Thanks to our loyal team of workers and professionals, we have succeeded in proving that we can deliver on our promises that we can rise to the challenge and excel in our performance to the satisfaction of our clients.

“ *Building Better Life For The Future* ”

Managing Director's Message



Mohamed Abdelkhalek salama

At **SNC**, building for the future is what we do every day; our professional staff is always focusing on how to improve the execution of the work by gaining all useful experienced new methods, techniques, materials, equipments and also software programs, all that to reach the total satisfaction of our valued clients.

Our rapid growth in local market within only few years and dealing with well known clients is a clue of our client's trust and their confidence that **SNC** can make what they are exactly looking for.

This success comes from our commitment to professionalism, our motive to be one of the top construction companies in Middle East. and our great efforts to get over all obstacles and solve all problems that may influence our path of success.

The environment of competitiveness and cooperation between all company members lead to our current level of success and accordingly to exceed our client's expectations.



Our Vision

- To be amongst the top construction organizations in middle east

Our Mission

- Our basic mission is to make other's dreams come true.
- We are committed to provide high standard services.
- We aim at satisfying our clients by providing best value for money.
- We are committed to quality, safety and preserving environment.
- We promote an environment of competitiveness amongst our employees to promote their sense of leadership and team working.

Our Values

- | | |
|-----------------------------------|-----------------------|
| ● Innovation | ● Stability |
| ● Honesty | ● Respects for others |
| ● Quality | ● Accountability |
| ● Continuous improvement | ● Initiative |
| ● Diversity and equal opportunity | ● Trust and openness |
| ● Quality of work life | ● Collaboration |
| ● Empowerment | ● Open communications |
| ● Social responsibility | |





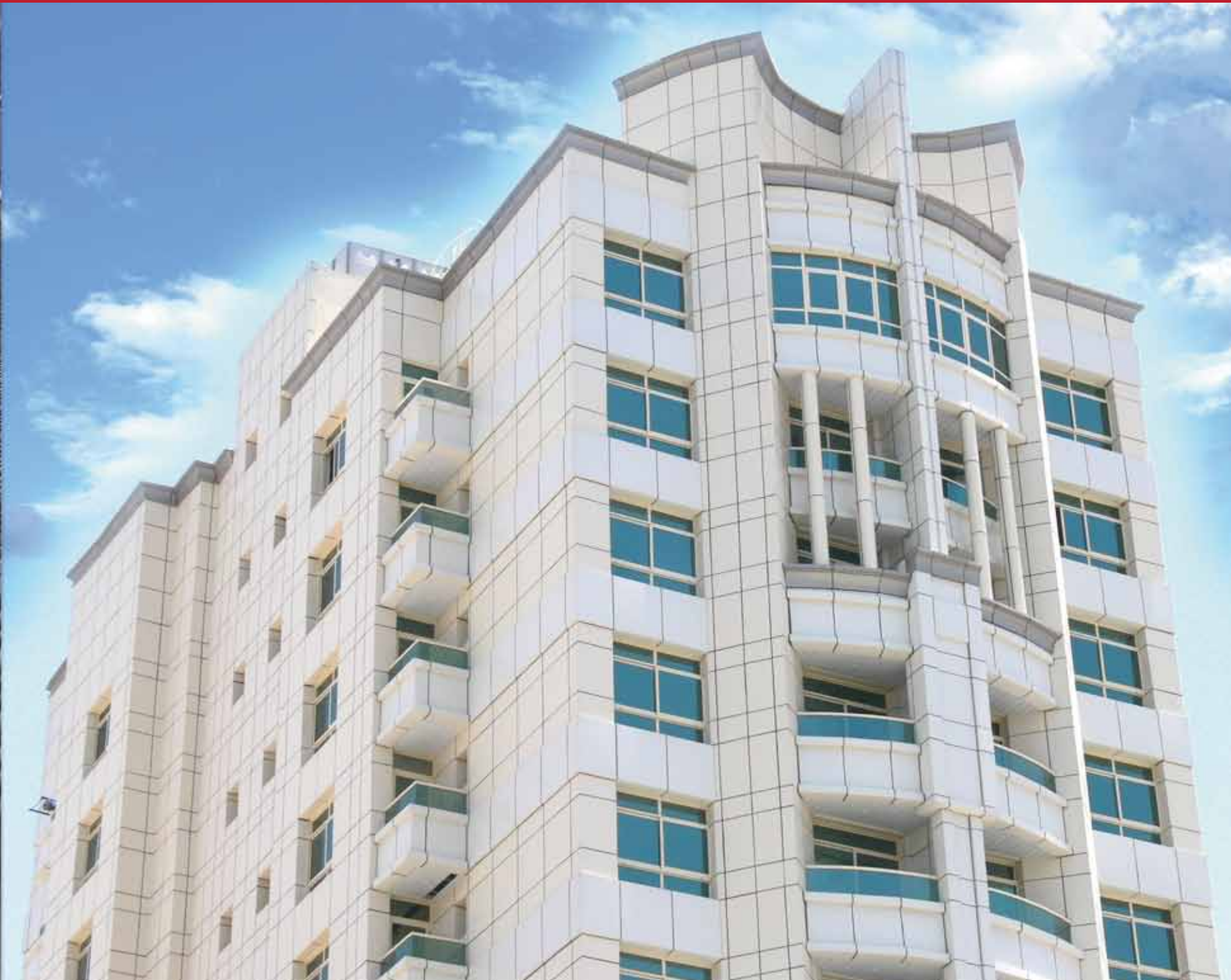
Our Target

- All employees in our organization are informed about the safety guideline issued from time to time.
- Preventing accidents and the associated costs will permit us to be more competitive in the industry, thus helping to safeguard our business interests and improve morale of our employees.
- All the local regulations and contractual requirements shall be followed to maintain our goal of “zero accident”

Our Commitment

- **SNC** do realize that, health and safety responsibility of all concerned shall be specific and it shall be understood properly.
- All the activity under the scope of work shall have a formal risk assessment and it shall be made aware of the hazards and control measures to all employees.
- **SNC** also realize that safety is a line management responsibility and safety is everybody business.
- **SNC** have a responsibility not to endanger the environment due to our operations. Our organization will do its best in environment protection.





Company Overview

Al Shafar National Contracting L.L.C. (SNC) is a member of **Al Shafar Group**, the company was established by Mr. Ahmed Saif Al Shafar on 1998, and since then, **SNC** has rapidly grown up and became one of the unlimited categorized companies in Dubai.

As a strategic policy for the company, a group of companies was established (each company with its independent administration but all are owned by **SNC**) in order to provide integrated services by the company in main & subcontracting works such as MEP services & Metal works in addition to specialized civil & finishing works (i.e. False Ceiling & Painting Works), these companies are:

- Al Shafar Electromechanical Works L.L.C. (MEP services).
- Al Shafar National Metal Works – METALU L.L.C. (Aluminum Glazing, Cladding, Stainless steel Works).
- Al Shafar National Paint & False Ceiling Works (in house).

SNC is currently working on big construction projects and will continue to increase the execution capacity inside both U.A.E & Middle East market.

SNC construct and build all types of buildings developments, residential, commercial or industrial. Our portfolio includes high-rise buildings, residential complexes, factories, shopping malls, palaces, retail developments and ancillary activities..

Today, **SNC** continues the path of success with the same criteria which is based on mutual trust with clients, using all new construction technologies to improve efficiency, provide more rapid execution while ensuring high quality performance and within budget, achieving the moral of all this success which is **BUILDING BETTER LIFE FOR THE FUTURE.**



Licenses

Commercial License

حكومة دبي
GOVERNMENT OF DUBAI

وزارة التنمية الاقتصادية
DEPARTMENT OF ECONOMIC DEVELOPMENT

رخصة تجارية Commercial License

License Details / تفاصيل الرخصة

License No.	502167	رقم الرخصة
Company Name	AL SHAFAR NATIONAL CONTRACTING CO.,L.L.C	اسم الشركة شركة الشافار الوطنية للتقانات (إل سي سي)
Trade Name	AL SHAFAR NATIONAL CONTRACTING CO.,L.L.C	اسم التجار شركة الشافار الوطنية للتقانات (إل سي سي)
Legal Type	Limited Liability Company (L.L.C)	نوع الشركة شركة مساهمة محدودة
Issue Date	23/11/2011	تاريخ الإصدار
Expiry Date	23/11/2011	تاريخ الانتهاء
D&B D-U-N-S © No.	304488281	رقم التصنيف
Register No.	73442	رقم السجل التجاري
Main License No.	502167	رقم الرخصة الرئيسية
DOC No.	48268	رقم الوثيقة

Licenses Members / أعضاء الرخصة

Share / حصص	Role / منصب	Nationality / جنسية	Id / رقم التعريف	Name / اسم
	Manager / مدير	Egypt / مصر	50035	محمد عبد الغال محمد صالح

License Activities / أنشطة الرخصة

Building Contracting

Address / العنوان

Telephone	971-4-3986222	هاتف
Fax	971-4-3952115	فاكس
Mobile No.		هاتف الجوال
P.O. Box	20944	صندوق بريد

Remarks / ملاحظات

{ ملاحظات بناء على مجموعة التراخيص { تم إنفاذ رأس المال من 4000000 درهم في 2019/12/28

Print Date: 04/10/2011 0:15 التاريخ الطباعة Receipt No.: 12487788 رقم الإصدار

Activity: Owners
البيوت التي بناها
بمساهمة مساهمة المساهمة

(رخصة إلكترونية صادرة وتحتفظ بها من طرف وزارة التنمية الاقتصادية. يرجى التحقق من صحة الوثيقة الإلكترونية في الموقع الإلكتروني www.dubaitrade.gov.ae (Approved electronic document issued without signature by the Department of Economic Development. To verify the license validity visit www.dubaitrade.gov.ae.)

Saudi Arabia

Commercial Register



دولة الإمارات العربية المتحدة
GOVERNMENT OF DUBAI

وزارة التنمية الاقتصادية
DEPARTMENT OF ECONOMIC DEVELOPMENT

شهادة قيد شركة في السجل التجاري
Commercial Register

Main Link No	002187	رقم الترخيص الأم	Register No.	39442	رقم القيد
Company Name	AL SHAFAR NATIONAL CONTRACTING CO.(L.L.C)				الاسم التجاري
Legal Type	United Liability Company(LLC)	نوع الشركة الوطنية للتقانات (ش.م.م)			نوع الشركة
Share Date	03/11/2011	تاريخ الترخيص	Reg. Date	29/01/2008	تاريخ القيد
DAB D-U-M-S-S No	305439061				الرقم الضريبي

Capital Details	
Authorized	0
Paid	10,000,000
No. of Shares	
Currency	UAE Dirhams

Licence Address	
مكتبة ملك تابعة على موقع - دبي - الامارات العربية	
Commerce Registry Address	
مكتبة ملك تابعة على موقع - دبي - الامارات العربية	
Registered Activities	
Building Contracting	

Print Date	04/01/2011 9:38	تاريخ الطباعة	Receipt No.	10657706	رقم الإيصال
Activity	أعمال البناء				
Owners	مكتبة ملكة للشركة				

(http://www.dubaided.gov.ae) دولة الإمارات العربية المتحدة
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Planning & Scheduling



Introduction

- Planning and scheduling are two of the most critical elements for project success. Project planning is much more than simply following well-established procedures. Proper planning determines the direction, goals, scope, quality and ultimately the outcomes for any given project.
- The purpose of Project Planning is to establish an acceptable plan to execute a project in an effective manner through the review of project scope and objectives.
- The purpose of Project Scheduling is to:
 - Define activities, durations, and relationship logic to implement the project plan
 - Monitor, update, and communicate the schedule to reflect current status and the impact of project changes.
- The planning and scheduling professional provides the project management team with the expertise to deliver the project in the most effective manner.
- **SNC's** highly professionals are using Primavera Project Management (P6) as main software for scheduling and besides Microsoft Office especially Excel for cost analysis and reporting.



Project Planning

- Project planning begins early and continues as the project moves through the various phases of the project life cycle from project conception through to project completion, and closeout. Rather than a straight-through process, it is best thought of as a planning cycle; and the following terms should be identified:
 - The physical feature and technical objectives (scope).
 - Work breakdown structure (WBS).
 - Resource commitments and organization breakdown structure (or OBS)
 - Timeline initially and then the schedule later in the planning process.
 - Budget estimate.

- Based on previous, the recommended sequence of actions to develop the project plan is as follows:
 - Define the project scope;
 - Establish the work breakdown structure (WBS);
 - Identify resources and availability (people and capital assets);
 - Establish timeline and sequence of deliverables; and
 - Determine the budget for each component activity, work package, or group of tasks.



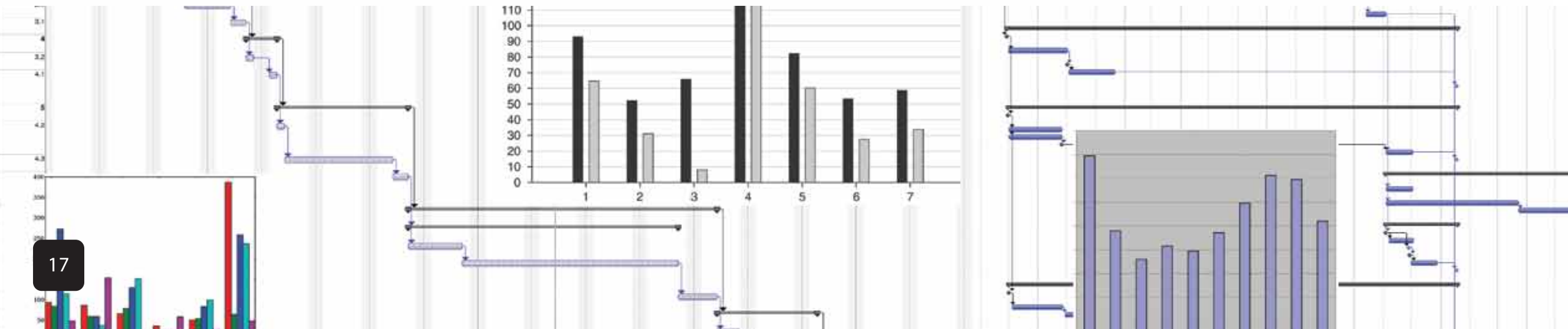


Project Scheduling



Scheduling Phases

- Scheduling involves two distinct phases:
 - Schedule development
 - Schedule management/control.
- For these phases, project management sources identify the Planning and Scheduling Professional's responsibilities to include the following:
 - provide expertise to develop methodologies, techniques and tools for planning and scheduling;
 - provide direct support and expert consulting advice to project personnel regarding planning and scheduling;
 - ensure that required project planning and scheduling controls are appropriately implemented and maintained; and
 - assist the project manager to establish realistic and achievable schedule baselines.



Schedule Development

During the schedule development phase, the Planning and Scheduling Professional will interface with, and obtain input from, project personnel for the development of a project schedule that reflects the defined scope of work. The major output/deliverable from the schedule development phase is the project baseline schedule as documented in the schedule basis document. After schedule development is complete, including a quality review and acceptance of the baseline schedule, and then scheduling transitions to the next phase of schedule management and control. The schedule development phase is outlined as follows:





1. Initiate the schedule development process.
 - 1.1 schedule model and methods; and
 - 1.2 schedule development process and procedures.
2. Obtain input/data for schedule development.
 - 2.1 contract schedule specifications;
 - 2.2 other requirements; and
 - 2.3 output from project planning is input to schedule development
 - 2.3.1 schedule scope of work;
 - 2.3.2 project execution approach/methodology;
 - 2.3.3 work breakdown structure (WBS);
 - 2.3.4 project milestones and key events;
 - 2.3.5 activity definitions; and
 - 2.3.6 logical relationships.
3. Develop detailed project schedule.
 - 3.1 quality analysis;
 - 3.2 constructability analysis.
4. Schedule development output/deliverables.
 - 4.1 baseline schedule;
 - 4.2 cash flow;
 - 4.3 resource histograms; and
 - 4.4 basis of schedule is documented.



Schedule Management and Control

The scheduling management and control phase includes the following:

- Implementing the schedule procedures and processes required to maintain the project schedule during the project execution phase.
- Accomplishing progress updates, critical path and near critical activity analysis, schedule change management, forecasts and recovery plan, progress reporting, and providing timely output and deliverables to the project team.
- During the schedule management phase actual progress is tracked, critical and near critical path activities are monitored, and variances or trends analyzed and reported to the project participants. The Planning and Scheduling Professional will interface with, and obtain input from, project personnel for the progress and tracking of project activities. The Planning and Scheduling Professional assists the project by analyzing effects to the critical path activities; identifying changes to the project that affect schedule; forecasting; and by developing recovery schedules and alternate courses of action. The Planning and Scheduling Professional develops schedule progress reports, analyzes and reports forecasts for all significant project activities. The schedule management and control phase is outlined as follows:
 1. Implement schedule management and control procedures.
 - 1.1 Develop methodologies, techniques and tools for scheduling.
 - 1.2 Provide support and advice to project personnel regarding scheduling.
 - 1.3 Ensure project scheduling controls are appropriately implemented and maintained.





2. Maintaining the schedule during the project execution phase by:

- 2.1 Tracking progress by updating the project schedule on a regular basis to assess actual performance against the plan.
- 2.2 Assess impacts on the critical path and near-critical activities and report critical work activities to the project manager. A critical work activity is defined in several ways:
 - 2.2.1 An activity that is not meeting the required rate of production such that the project objectives will be met on or ahead of schedule.
 - 2.2.2 An activity that requires a resource allocation that is either unattainable or unmanageable.
 - 2.2.3 An activity whose late completion will delay the timely completion of a project objective.
- 2.3 Monitor schedule deviations and variances and assist in developing alternative methods for corrective action.
- 2.4 Perform value analysis upon recommended alternatives to determine cost/benefit tradeoff, and present recommendations to project management.
- 2.5 Revise the schedule as directed by project management and ensure that schedule changes are communicated to all project team members.







3. Schedule coordination and communication.

- 3.1 Present and answer questions on project plans and schedules at project meetings.
- 3.2 Perform analysis to evaluate alternative plans, work-around courses of action, or otherwise amend, plan, schedule and forecast as directed by project management.
- 3.3 Work with concerned project cost engineers, quantity surveyors, estimators, and material control personnel, to ensure cost and schedule integration.

4. Schedule change management.

- 4.1 Revise the approved baseline schedule only when a change order indicates a change in scope or duration.
- 4.2 Keep time-phased copies of the schedule of the work as historical records as the project progresses.
- 4.3 Provide schedule-related recommendations to the project management team on strategies to recover from project delays.

5. Schedule reports and deliverables.

- 5.1 Perform schedule analysis and provide periodic reports of schedule content to the project management team.
- 5.2 Issue status updates and approved revisions of the schedule that reflect work progress and time elapsed.

6. Project and schedule closeout.

Upon completion of the project, verify that the as-built schedule reflects accurate completion dates for each schedule activity.



Material control procedures



Materials and Procurement is one of many interdependent planning and control systems on a project and as such it must fit in the others. Our approach is simply to merge the procurement activities with the operation activities in the general contract program. Then a detailed procurement schedule will be made which will list the items, related activity ID, finalize date, required date on site, also a report for materials status which will list the details of materials suppliers, its cost and order status expected delivery and the interface point to the project Schedule.

The procurement cycle:

(The procurement cycle includes all or some of the following steps.)

1. Identification or recognition of need during design or estimating stage.
2. Qualification of elements needed and operation of procurement specifications.
3. Issuance and processing of internal requisition.
4. Solicitation of bids or price quotations.
5. Receipt and evaluation of proposals.
6. Issuance of purchase order.
7. Vendors or subcontractors preparation and submission of shop drawings or samples.
8. Review and approval of shop drawings.
9. Fabrication by vendor or subcontractor.
10. Tracking and expediting.
11. Shipping and traffic.
12. Delivery and inspection.
13. Storage and handling on site prior to use.
14. On site fabrication operation.
15. Installation and testing in constructed facilities.
16. Owner's acceptance / rejection, warranties, corrections and other follow up.

(Not all these steps are required for all type of materials.)



Quality Control & Quality Assurance Policy



SNC recognizes that in today's competitive marketplace, effective quality systems are essential when providing quality cost effective services to our clients. Management is totally committed to providing Commercial & Industrial General Contracting Services that comply fully with the specifications and expectations of our valued clients. Therefore, it is the policy of **SNC** to adhere strictly to the quality control program of the company - which had been designed according to the latest publications of International Standards and Requirements in accordance with the project specifications and to insure that this program and the requirements of our clients are met on each and every project we execute.



Quality Plans

SNC's main target is to reach the best work quality without neglecting both time and cost factors, and to achieve this target, our QA/QC Department put the following procedures and strategies:

- **SNC**'s staff has established, maintain and document the QA/QC system as a means of ensuring that the services we provide our clients conform to specified requirements. The QA/QC system includes:
 - Documented quality system procedures and instructions to ensure that all activities are performed in accordance with established requirements;
 - Effective management support to ensure compliance and the use of the QA/QC procedures and instructions.
- All employees of **SNC** shall strive to improve the quality of our services to our clients. The QA/QC program is a process of continuous improvement which requires input from everyone in our organization. Everyone in our organization shall comply and endeavor to improve the process where possible. An effective QA/QC program consists of the following key components;
 1. Established QA/QC procedures and instructions that comply with generally accepted industry standards, Federal, State, and Local regulating authorities, and the project specifications and standards established by the client;
 2. The identification and timely issuance to the project team any required controls, processes, inspection equipment, fixtures, tools, materials and labor skills needed to properly execute the project;



Updating, as necessary, of quality control, inspection, and testing techniques, including the development of new methods and procedures;
 Identification of any commitments made which exceeds available resources in sufficient time to properly acquire the required resources;
 Clarification of the standards of acceptability as required to support the overall QA/QC program and our client's objectives;
 Review of the project process, construction, installation, inspection, and test procedures to ensure that applicable documentation reflects how activities are actually performed;
 Effective maintenance of quality records to document and track performance and improvement.

The QA/QC manual is not a controlled document. A copy is available to all employees through their immediate supervisor. The QA/QC manual is designed to convey basic QA/QC procedures and instructions that must be followed by all employees and subcontractors of **SNC**.

Specific QA/QC procedures and instructions for individual activities are maintained by the QCM and issued to both QA/QC Engineers and Project Managers as controlled documents.



Health & Safety Plans

Goal and objectives

Since its establishment in 1998, **SNC**'s commitment for Health, Safety and Environment has always taken the priority in realization of all our projects, **SNC** provides a workable model in striving to achieve our ultimate goal of - zero lost time Injury, accident.

SNC proposes to achieve this by incorporating the Safety requirements in all the Company procedures and by maintaining a Safety culture in the day – to – day work life of the employees.

In addition to the prevention of accidents to the employees, suitable measures have been included to prevent accidents, which may result in injury to the public and damages to public or private properties.

Safety Policy:

- **SNC** hold in high regard the Health, Safety and welfare of all our employees.
- **SNC** firmly believe that every employee is entitled to work under the safest possible conditions.
- All possible efforts will be taken in the interest of accident prevention, fire protection and health continuation in all our work sites, workshops and projects.
- It is a good business practice to guard against accidents and occupational diseases.
- It is our belief that taking specific safety precautions can prevent all accidents, which injure people, damage properties and impact to environment.







Al Shafar National Contracting

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