

Electricity Distribution Department  
**Service Information Sheet (SIS)**

*\* This form to be filled, printed, duly signed and stamped. Scanned copy of filled in form to be uploaded as an attachment with the online application.*

To Be filled by the Applicant					
<b><u>Project Title</u></b>			<b><u>Contract/ Project No.</u></b>		
<b><u>RO No./ Building Permit No.</u></b>			<b><u>RO Validity</u></b>		
<b><u>Client</u></b>			<b><u>Consultant</u></b>		
<b>Name in Charge</b>	<b>Signature</b>	<b>Date</b>	<b>Name in Charge</b>	<b>Signature</b>	<b>Date</b>
<b>Stamp</b>			<b>Stamp</b>		
<b><u>Main Contractor Name and Address</u></b>			<b><u>Nominated KM approved Electrical Contractor Name and Address</u></b>		
<b>Name in Charge</b>	<b>Signature</b>	<b>Date</b>	<b>Name in Charge</b>	<b>Signature</b>	<b>Date</b>
<b>Stamp</b>			<b>Stamp</b>		
<b><u>Remarks/ Additional Comments:</u></b>					

## Electricity Distribution Department

### **Terms & Conditions for Electricity Distribution SIS:**

1. SIS application to be submitted if the existing MV/LV Cables/OHL exist in vicinity of proposed excavation work.
2. Applicant to register in as per procedure mentioned in KM website.
3. Contractor must apply for SIS document 10 work days before starting excavation works.
4. If the contract has electrical scope work such as (cable or OHL diversions/scheme work executions). Then the contractor/ client to appoint ED Approved electrical contractor and provide us letter of award for the confirmation.  
If the contract doesn't have electrical scope work such as (Infrastructure and Road Improvement Projects). Then the contractor/ client may not appoint ED Approved electrical contractor.
5. KM approved electrical contractor would also be held responsible in case of any cable damage.
6. Applicant to download, fill and print SIS application form (Available on KM website). Stamp and signature of client, consultant, main contractor and KM approved electrical contractor is mandatory. Duly filled application form with stamp and signature to be attached with online SIS application.
7. If the proposed works involved construction of roads under the existing OHL, for such proposals, the contractors have to consult the Kahramaa Electricity Planning Department prior to applying for an SIS.
8. Online SIS application to be filled with all the details as mentioned in the form.
9. **Following documents to be attached along with Online SIS application-**
  - i) Duly filled in SIS application form (as mentioned in point no. 6; ED-EDM-P1/F1)
  - ii) Copy of valid RO2 for all the works outside private plots OR copy of Building Permit if the proposed work is inside private plot.
  - iii) Kahramaa - MV & LV record drawings highlighting the area of proposed work.
  - iv) Detailed method statement of work in vicinity of MV /LV network considering protection of existing MV /LV Cables/ OHL approved by the project consultant and client.
  - v) Scheme drawings.
  - vi) Letter of award/letter of confirmation confirming nominated KM approved electrical contractor for the project
10. Contractor to prepare and submit/upload for KM approval a Method Statement specific to the works to be carried out but in line with ED-EDM-P1/G1 & G2.
11. EDM Cable/OHL unit will arrange for random site visits but contractor may contact Cable /OHL Engineer for any advice.
12. Contractor must assign one Engineer/Foreman to be available at site (as long as work is going on) to make sure that approved Method Statement and Cable/OHL Engineer instructions are followed.

## Electricity Distribution Department

13. Contractor is fully responsible for any damages to KM Installations.
14. If any installation is damaged by the contractor, totally or partially, contractor has to report immediately to KM call center (Tel. 991). And he has to pay the repair cost (as per the claim raised) in KM Customer Service Department. Cable/OHL Unit will arrange for necessary repairs and final cost of repairs will be finalized by Damage Claim Committee.
15. KM has the right to cancel SIS if found any deviations at site during inspections.
16. The approval for works will be for an initial period of one-month (OR for specified time less than one month as per RO validity) subject to an extension of time up to a total of three months. The renewal request can be submitted only if the violation notice / warning notice has been satisfactorily replied to and the corrective measures are taken to prevent any damages to KM apparatus in further period. And such reply violation notice / warning notice must have been accepted and agreed by KM. This Service Information Sheet shall be revalidated on request only.
17. If the proposed work of the Contractor requires more than three months; a fresh application shall be submitted meeting the above requirements. The fresh application request can be submitted only if the violation notice / warning notice has been satisfactorily replied to and the corrective measures are taken to prevent any damages to KM apparatus in further period. And such reply violation notice / warning notice must have been accepted and agreed by KM.
18. On completion of work it must be notified to Cable/OHL Engineer.
19. As built drawings to be submitted to KM Planning Department.
20. All excavations within MV & LV network reservations shall be as per KM/ASHGHAL regulations.
21. Cranes, backhoe, concrete pumps, other material handling equipment or any other machinery with height more than 5 meters (including height/length of extended arm/boom/jib) are not allowed within 6 meters both sides of 11 KV OH lines and 4meter height of machinery and 6 meters on both sides of 415 V OH Lines. Only hand excavation will be allowed with a limited use of jack hammer.
22. All activities that transmit vibration reaching the cable are to be avoided.
23. Validity of this document ends when RO2 is expired & must be renewed with a new application to complete the excavation works.
24. Valid SIS shall be available at the site all the time. Any work without valid SIS will be treated as Violation and notice will be issued to concerned authority.
25. Approval of SIS will be communicated by email to Contractor and Client after review of the documents attached along with the Online SIS application.
26. Any other documents (than that mentioned in point no. 7) will be requested through email by KM focal point.
27. Any meeting required for Technical discussions will be requested through email by KM focal point.