



**MINISTRY OF MUNICIPALITY
AND ENVIRONMENT
INFRASTRUCTURE PLANNING DEPARTMENT**

**Procedure for
Requesting Data from the Geotechnical,
Geological and Hydrogeological Database of
MME**

JANUARY 2019



TABLE OF CONTENTS

| | |
|---|----------|
| 1.0 INTRODUCTION | 2 |
| 1.1 Purpose | 2 |
| 1.2 Document Control and Distribution | 2 |
| 1.3 Abbreviations | 2 |
| 1.4 Procedures for Submission | 3 |
| 1.5 Applicable Laws | 3 |
| 2.0 PROCEDURE STEPS | 3 |
| 3.0 DISCLAIMER | 4 |
| 4.0 ATTACHMENT | 5 |



1.0 INTRODUCTION

1.1 Purpose

The purpose of this document, prepared by the Infrastructure Planning Department at the Ministry of Municipality and Environment (IPD-MME) is to provide the approved procedure for requesting and obtaining geotechnical, geological and hydrogeological data available at MME's database. IPD-MME has recently constructed and organized a cohesive in-house database containing valuable data related to and without limitation: geotechnical, geological, geo-environmental and hydrogeological as available throughout the State of Qatar. IPD-MME will continue updating and amending the database, for years to come, taking into consideration new data from different sources.

The aim of IPD-MME in providing this procedure is to encourage the relevant entities to utilize the existing geotechnical, geological, geo-environmental and hydrogeological data available at MME database in their projects, as appropriate, in order to reduce the time and cost of the investigation programs associated with construction projects in the State of Qatar.

The intended audience for this document including government and semi government entities, private entities including; without limitation; geotechnical, geological, geo-environmental, environmental, structural, architectural and construction specialists involved with the design, construction, contracting and inspection of construction projects in the State of Qatar.

1.2 Document Control and Distribution

Updates and modifications to this document are controlled by IPD-MME. Users of this document should check that they have the most current version. Users are encouraged to provide feedback, which will be reviewed, assessed and possibly included in the next version.

1.3 Abbreviations

Table 1: Abbreviation

| Abbreviations | |
|---------------|---|
| AGS | Association of Geotechnical and Environmental Specialists |
| gINT | Geotechnical Software developed by Bentley Systems |
| IPD | Infrastructure Planning Department |
| KM | Kilometer(s) |
| MME | Ministry of Municipality & Environment |
| MMUP | Ministry of Municipality and Urban Planning (now MME) |
| PDF | Portable Document Format (Adobe) |
| QND(95) | Qatar National Datum (95) / Qatar National Grid |



1.4 Procedures for Submission

A written application shall be submitted directly to the Director of Infrastructure Planning Department of the Ministry of Municipality and Environment. The Applicant shall provide drawings including location plan and site plan of the proposed project.

1.5 Applicable Laws

This document is developed by IPD of MME based on the relevant laws and regulations indicated below:

- Emiri Decree No. 5 of 2016.
- MMUP's Minister Resolution No. 37 of 2011, Article 58.

2.0 PROCEDURE STEPS

The following sections outline IPD's procedure steps which are required to be followed by requesting agency in order to apply for and obtain the geotechnical, geological, geo-environmental and hydrogeological data available at MME's database.

1. The government and/or the private entity requesting the geotechnical, geological and hydrogeological data shall submit a written application directly to IPD. The application shall include, but not limited to, the following information:
 - a. Brief description of the proposed project and scope of work.
 - b. Coordinates, limits and maps of the project location. At least two maps shall be provided. The first map shall be an aerial photograph for the project location covering at least a radius of 5 KM from the center of the project. The second map shall be a good quality drawing for the project area.
 - c. The coordinates shall be in accordance to QND (95) and cover the boundaries of the subject project.
2. The consultant or private agency requesting data on behalf of a government entity should have a written consent from the government entity that owns the project. This written consent shall be submitted to IPD with the application.
3. MME will provide the available geotechnical, geological, geo-environmental and hydrogeological data from the database in the form of PDF, AGS, gINT, Excel or any available formats.
4. MME will inform the requesting agency if the data is unavailable within the project area and may provide the available data on its database closest to the project area.
5. The Applicant shall sign the Pledge to preserve the confidentiality of Data here under stating that all data/information provided by MME shall be permanently treated as strictly confidential at all times and this data/information will only be used for the subject project and will not be given to any third party without prior approval of IPD.



3.0 DISCLAIMER


This document is intended to be used only in its entirety. IPD-MME should be contacted if the Applicant requires additional information or has questions regarding the content or completeness of this document.

The Ministry of Municipality and Environment (MME) of the State of Qatar provides the geotechnical, geological and hydrogeological data available as hard and/or soft copies without any liability to MME. Under no circumstances does MME warrant or certify the data provided to be free of errors or deficiencies of any kind.

The use of the data for any work does not relieve the Applicant (or anyone who acts on his behalf) from exercising due diligence and sound engineering practice, nor does it entitle the user to claim or receive any kind of compensation for damages, unforeseen/unexpected ground conditions, claims or loss which might be attributed to such use. The Ministry of Municipality and Environment accepts no responsibility for any damages, if any, during construction or thereafter for the structures, properties and any investment of the properties.



4.0 ATTACHMENT

| | |
|--|--|
| Ministry of Municipality and Environment Infrastructure Planning Department |  وزارة البلدية والبيئة إدارة تخطيط البنية التحتية |
| تعهد بالمحافظة علي سرية و خصوصية المعلومات Pledge to Preserve the Confidentiality of the Data | |
| Company Name: _____ | إسم الشركة: _____ |
| Company Address: _____ | عنوان الشركة: _____ |
| Project Name: _____ | اسم المشروع: _____ |
| Project Number: _____ | رقم المشروع: _____ |
| Work Site: _____ | موقع العمل: _____ |
| <p>نتعهد بالمحافظة علي خصوصية و سرية جميع المعلومات الجيوتقنية و الجيولوجية و الهيدروجيولوجية أو اي معلومات أخرى سوف يتم الحصول عليها من قاعدة بيانات وزارة البلدية و البيئة و أن هذه المعلومات سوف تستخدم في المشروع المذكور أعلاه فقط و لن تعطي لأي طرف ثالث بدون موافقة إدارة تخطيط البنية التحتية بوزارة البلدية و البيئة.</p> <p>We undertake to maintain the privacy and confidentiality of all geotechnical, geological and hydrogeological data/information or any other information that will be obtained from the Ministry of Municipality and Environment database. These information will only be used in the above mentioned project and will not be given to any third party without the approval of the Infrastructure Planning Department of the Ministry of Municipality and Environment.</p> | |
| Name : _____ | الاسم: _____ |
| Designation : _____ | الصفة: _____ |
| ID number : _____ | رقم البطاقة الشخصية: _____ |
| Signature : _____ | التوقيع: _____ |
| Date : _____ | التاريخ: _____ |
| Company Stamp : _____ | ختم الشركة: _____ |
| تعهد بالمحافظة علي سرية و خصوصية المعلومات www.baladiya.gov.qa أكتوبر 2018 | |