UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE



User Manual

Running Payment Submission

3.2 V 2025

- 1. Open MOEI website: <u>https://www.moei.gov.ae</u>
- 2. Click on "LOGIN" on the header

	UNITED ARAB E MINISTRY OF E							2 \$	Q	٢	🌐 Languages
Ô	About Ministry	Services	Knowledge Center	Media Center	Open Data	Digital Participation	Contact Us				
	Notice		Operating Cards serv								
	Show More 🗲										

3. Then it will redirect you to the Login page, you can login using UAE PASS.

	🔞 Sign in with UAE PASS
	OR
	Don't have an account?
	lign up with UAE PASS
A single	trusted digital identity for all citizens, residents and visitors.
For n	nore information please check the user manual from Here

4. Click here on the Sheikh Zayed Housing Programme

	WAB EMIRATES Y OF ENERCY & INFRASTRUCTURE				Q Search	for something
🞧 Home	My Applications	License Service	s 🗸	Ø	Adel Abdulla Ali Moha	amed Alhammadi 🛛 🕀
	(P)		Integrated smart and proactive Providing integrated smart digital services i needs of the public, make them happy an customer's journey by reducing the required Read more	is for the Ministry of Energy and Infr id leave them with a positive impre	ession. The Ministry has	been developing the
Services a	and Processes		Q Search by a service keyword	🛕 Manzali Bu	undle Check Requ	uest Status My Favorites
	and Processes					
Sheikh			Search by a service keyword Sheikh Zayed Housing Programme	Manzali Bu Sheikh Zayed Housing Programme		h Zayed Housing
که Sheikh الم	Zayed Housing Progra	amme 👻	Sheikh Zayed Housing	Sheikh Zayed Housing	Sheiki Progra Postpo	h Zayed Housing
Sheikh	Zayed Housing Progra ransport Services	amme 🗸	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme Reconsideration for Housing	Sheiki Progra Postpo	h Zayed Housing amme ning or reducing housing

5. Click here on the Consultant Service option

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE			Q. Search for something
A Home My Applications License	Services V	👰 Adel Abd	ulla Ali Mohamed Alhammadi 🛛 🕀
	needs of the public, make them happy an	digital services s for the Ministry of Energy and Infrastructure d leave them with a positive impression. Th documents, facilitate procedures, using mode	Ministry has been developing the
Services and Processes	Q Search by a service keyword	🛕 Manzali Bundle	Check Request Status My Favorites
Services and Processes		🛆 Manzali Bundle	Check Request Status My Favorites
		Manzali Bundle Sheikh Zayed Housing Programme Reconsideration for Housing Assistance Decision	Check Request Status My Favorites Sheikh Zayed Housing Programme Postponing or reducing housing assistance instalment

6. Click here to go to Next Page

Services and Processes	Q Search by a service keyword	n Manzali Bundle	Check Request Status My Favorite
Sheikh Zayed Housing Programme	^		
Housing Services(10)	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme	<u>Sheikh Zayed Housing</u> <u>Programme</u>
Consultants Services(10)	Opening a file for housing assistance Implementation	Period Extension	Contract Value Change Request
Contractor Services(2)			
Land Transport Services	♥ View Info Start →	● View Info Start →	● View Info Start →
Am Maritime Transport Services	Sheikh Zayed Housing	Sheikh Zayed Housing	Sheikh Zayed Housing
Jufrastructure Services	Contract End Request	Programme Maintenance Request	Programme New Consultant Registration
Geological and Petrol Services	~		
	• View Info Start \rightarrow	● View Info Start →	● View Info Start →
			1 2 Next >

7. Click here on the Start button to Start the Payment Service

	customer's journey by reducing the required	documents, facilitate procedures, using mod	fern technologies, and putting in pla
Services and Processes	Q Search by a service keyword	🖳 Manzali Bundle	Check Request Status My Favorites
Sheikh Zayed Housing Programme			
Housing Services(10)	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme
Consultants Services(10)	Consultant Renewal	Contractor Change Request	Request of Individual Housing Initial Handover
Contractor Services(2)			
Land Transport Services 🗸 🗸	● View Info Start →	I View Info Start →	I View Info Start →
Maritime Transport Services 🗸 🗸	Sheikh Zayed Housing		
Infrastructure Services V	Programme Payment Request		
Geological and Petrol Services			
	View Info Start		

4

Running Payment Submission

8. Click here on the Application Number



9. Click here on the Request Payment

				Q Search for something
🞧 Home	My Applications \qquad License Services \lor		19	🌍 Adel Abdulla Ali Mohamed Alhammadi 🛛 💭 🌐
G Home / ₽ Project [Back Request Payment
Work Summ	Housing Assistance Form			View Property Location
Project St	ompletion Percentage of the Project to Date art Date 07-Jan-2021 Project End Date 07		0%	Project Value Details
Delivery D	Project value Total contract value	Aid Value	d by SZHP	Total Value 1.0 M K0.9%
Total Proj	ject Value 1.0 M AED		800,000 AED	Benificiary Value: 200,000 Aid Value: 800,000

10. Click here to Enter the Claimed Percentage Value

Payment	Please select payment date *				
Summary	2025-02-07	a			
3 Attachments					Save
	Work Item Name	Weighted %	% Completed	Claimed %	Attachments
	Excavation	5 %	0	þ * %	亡 Click to attach
	Concrete Foundation	5 %	0	0 %	式, Click to attach
	Concrete-Ground	5 %	0	0 %	1. Click to attach
	Concrete-First Floor	5 %	0	0 %	亡, Click to attach
	Brick Work	5 %	0	0 %	亡 Click to attach
-ilw-	External and Internal Plaster works	5 %	0	0 %	1. Click to attach
	Tile Works for Floors and Walls	5 %	0	0 %	亡 Click to attach
	Health Works, kits and Fittings	5 %	0	0 %	亡 Click to attach

11. Click here to Upload the Attachment

Payment	Please select payment date *				
Summary	2025-02-07	Ξ.			
3 Attachments					Save
	Work Item Name	Weighted %	% Completed	Claimed %	Attachments
	Excavation	5 %	0	5 %	Click to attach
	Concrete Foundation	5 %	0	5 %	1. Click to attach
	Concrete-Ground	5 %	0	5 %	∴ Click to attach
	Concrete-First Floor	5 %	0	5 %	∴ Click to attach
	Brick Work	5 %	0	5 %	∴ Click to attach
	External and Internal Plaster works	5 %	0	5 %	1. Click to attach
-ih-	Tile Works for Floors and Walls	5 %	0	05 %	1. Click to attach
-	Health Works, kits and Fittings	5 %	0	5 %	∴ Click to attach
	Electrical and pneumatic works	5 %	0	5 %	亡 Click to attach

Running Payment Submission



12. Click here to go to Next Step Where the user can view Payment Summary

13. Here the user can view the Payment Summary

MOEI Contribution Till Now Bank Guarantee Amount	- 0 AED (0.0%) - 40,000 AED		
Claimed Payment Det Claimed Amount Total Beneficiary Contributi	550,000 AED (55.0%)		
Payment Request Date 07-Feb-2025			
Project Delivery Date 07-Jan-2026	Project End Date 07-Jan-2027	Project Extension	Payment Date 07-Feb-2025
Project Start Date 07-Jan-2021	Initial Project Delivery Date 07-Jan-2026	Project Duration	Contract Number

Running Payment Submission

14. Click here to go to Next Step

	Project Start Date	Initial Project Delivery Date	Project Duration	Contract Number
	07-Jan-2021	07-Jan-2026	-	-
	Project Delivery Date	Project End Date	Project Extension	Payment Date
	07-Jan-2026	07-Jan-2027		07-Feb-2025
	Payment Request Date			
	07-Feb-2025			
	Claimed Payment Det	tails		
	Claimed Amount	550,000 AED (55.0%)		
	Total Beneficiary Contributi	- 200,000 AED (20.0%)		
	MOEI Contribution Till Now	- 0 AED (0.0%)		
	Bank Guarantee Amount	- 40,000 AED		
	Retention Amount	- 35,000 AED		
	Penalities	-0 AED		
	Net Claimed Amount:	275,000.0 AED		
-ulu-	Net Claimed Amount.	270,000.0 AED		
	< Previous Step			Next Step >
	Attachments			+
	Attachinento			

15. Click here to upload the Attachment

Work Progress Percentage of Completion Payment Payment Summary 3 Attachments Attachments Signboard* Upload File	+
Summary Payment Summary 3 Attachments Attachments	
Signboard *	+
	×
Work Schedule *	
ل Upload File	
Receipt of Beneficiary amount received *	

16. Click here on the Submit button

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE		Q Search for something
G Home My Applications	License Services \vee	🌍 Adel Abdulla Ali Mohamed Alhammadi 🛛 🕀
Home / Payment Details Payment Details		Back
Work Progress	Percentage of Completion	+
Payment Summary	Payment Summary	+
Attachments	Attachments	×
-it-	Signboard * 한 Upload File ⓒ 105 (2) (1).Pog 날	

17. Click here on the My Applications

MINISTRY OF ENERGY & INF	RASTRUCTURE				2 Search for something
G Home My Applic	ations License Services	~		🌍 Adel Abdulla	Ali Mohamed Alhammadi 🛛 💭
Home / My Projects					
My Projects					Filter 📚
Total Records : 1					
Application No 1	Open File No. 🌐 🕴	Contractor Name	Contract No 11	% Completed 11	Beneficiary Narr Status 11
IS250121100450	4222	Innovatechs Contractor		0%	Adel Abdi Open
					Rows per page 10 - 1-1 of 1 < >

18. Click here on Payment Request option to view the Payment Request

UNTID ARAA EMRATES MINISTEV OF INRECY & INFRASTRUCTURE	Q Search for something
\bigcirc Home My Applications License Services \vee	👰 Adel Abdulla Ali Mohamed Alhammadi 🛛 🕀
Conception Home / My Applications My Applications	Click to Refresh $ \mathbb{C} $
Service by category Sheikh Zayed Housing Programme V Service pay Payment Request	٩

Running Payment Submission

19. Fill the satisfaction survey about the eService, when the following pop-up shows up:

							ب بـــض المتعامــ STOMER PULSE
	Custom	ier Pu	ilse Sur	vey –		1	ŕ⊕ English ~
Based on your expe you ag	rience in ree on th					iat ext	tent do
	Extremely Disagree	Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree	Extremely Agree
Availability & accuracy of Service information	☆	☆	\overleftrightarrow	$\hat{\boldsymbol{\Sigma}}$	☆	\overleftrightarrow	
Ease of Service accessibility in the Smart Application		$\stackrel{\frown}{\simeq}$	\overleftrightarrow	$\stackrel{\frown}{\simeq}$	$\stackrel{\frown}{\simeq}$	$\stackrel{\frown}{\simeq}$	
Ease & Simplicity of Service Application Steps	☆	☆	☆	$\stackrel{\frown}{\simeq}$	☆	☆	
Ease and Variety of payment options		\overleftrightarrow	\overleftrightarrow	$\widehat{\Box}$	☆	☆	☆
Possibility of Service Status iracking		☆	\overleftrightarrow	$\stackrel{\frown}{\simeq}$	\overleftrightarrow	\overleftrightarrow	
Service Completion time was easonable & within my expectations		☆	\overleftrightarrow		☆	$\widehat{\Box}$	
mart Application efficiency no delays or errors in app)		\overleftrightarrow	☆	☆	☆	$\stackrel{\frown}{\simeq}$	
Availability of Online Support		\overleftrightarrow	$\stackrel{\frown}{\simeq}$	\overleftrightarrow	☆	\overleftrightarrow	
	Prev	ious	Next				

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE



الإمارات العربية المتحدة وزارة الطاقـــــة والبنيـــــة التحتيــــة

User Manual

Final Payment Submission

3.2 V 2025

- 1. Open MOEI website: <u>https://www.moei.gov.ae</u>
- 2. Click on "LOGIN" on the header

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	Show More 🗲										

3. Then it will redirect you to the Login page, you can login using UAE PASS.

	🔞 Sign in with UAE PASS
	OR
	Don't have an account?
	lign up with UAE PASS
A single	trusted digital identity for all citizens, residents and visitors.
For n	nore information please check the user manual from Here

4. After Successful login, Beneficiary will be navigated to the page where they can view all the

Services.

UNITED ARAB EMERATES MINISTRY OF ENERGY & INFRASTRUCTURE			Q Search for something
分 Home My Applications License S	ervices V Project Extension		Q Consultant \int_{∞}^{∞} EN \sim
	needs of the public, make them happy	ve digital services s is for the Ministry of Energy and Infrastructu and leave them with a positive impression. T red documents, facilitate procedures, using mo	The Ministry has been developing the
Services and Processes	Q Search by a s	service keyword	Bundle Order Status My Favorites
Sheikh Zaved Housing Programme Sheikh Zaved Housing Programme Land Transport Services	Q Search by a s	service keyword	Bundle Order Status My Favorites Sheikh Zayed Housing Programme
Sheikh Zaved Housing Programme 🛩	Sheikh Zayed Housing	Sheikh Zayed Housing	Sheikh Zayed Housing
Sheikh Zayed Housing Programme V	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme Reconsideration For Housing	Sheikh Zayed Housing Programme Postponing Or Reducing Housing

5. Click here to open the Consultant services

UNITED ARAB EMBRATES ANNISTRY OF EMBRGY & INFRASTRUCTURE	*		Q Search for something
G Home My Applications License S	ervices V Project Extension		Q Consultant $\int_{-\infty}^{\infty}$ EN \sim
	needs of the public, make them happy	ve digital services es is for the Ministry of Energy and Infrastructu and leave them with a positive impression. T red documents, facilitate procedures, using mo	The Ministry has been developing the
Services and Processes	Q Searc	Iskan	Bundle Order Status My Favorites
Services and Processes	Q Searc	lskar	Bundle Order Status My Favorites
	C Searc Sheikh Zayed Housing Programme Housing Assistance Request	Iskan Sheikh Zayed Housing Programme Reconsideration For Housing Assistance Decision Request	Bundle Order Status My Favorites Sheikh Zayed Housing Programme Postponing Or Reducing Housing Assistance Instalment Request

6. Click here to go to next page

Sheikh Zayed Housing Programmer	me 🔨			
Housing Services(10)		Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme
Consultants Services(10)		Opening A File For Housing Assistance Implementation	Period Extension	Contract Value Change Request
Contractor Services(2)				
Land Transport Services	~	Start Service →	Start Service →	Start Service →
Aritime Transport Services	~	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme
Infrastructure Services	~	Contract End Request	Maintenance Request	New Consultant Registration
Geological and Petrol Services	~			
		Start Service \rightarrow	Start Service \rightarrow	Start Service →
				1 2 Next >

7. Click here to Open the Payment Request

Sheikh Zayed Housing Programme			
Housing Services(10)	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme
Consultants Services(10)	Consultant Renewal	Contractor Change Request	Request Of Individual Housing Initial Handover
Contractor Services(2)			
Land Transport Services	Start Service \rightarrow	Start Service →	Start Service →
Maritime Transport Services	Sheikh Zayed Housing		
Infrastructure Services V	Programme Payment Request		
Geological and Petrol Services			
	Start Service		
			< Previous 1 2

8. Click here to Open the application

	(л) ноте му арриса	Consultant LJ EN ∨					
	Home / My Projects						
	Grouped by Beneficiary	Name 🛞					
	Total Records : 2						
	Application No $_{\uparrow\downarrow}=$ \vdots	Beneficiary Name 1	~	Contract No 泣 😑 🗄	Contractor Name $\lim =$	% Completed $\uparrow \downarrow = \exists$	Primary Delivery Date $_{\uparrow\downarrow}=$ $_{\vdots}$
		Sowjanya Reddy (1)	^				
	<u>SZ241015170041</u>			e2234234	INNOVATECHS CONTRACTOR	0%	26-Mar-2025
		Tarunendra Sappa (1)	^				
	<u>SZ241026430063</u>			12	INNOVATECHS CONTRACTOR	0%	
-ulu-						Rows per	page 10 👻 1-4 of 4 < >

9. Click here to Request Payment

UNITED ARAB EMIRATES MINISTRY OF EMERGY & INFRASTRUCTURE		Q. Search for something
Home My Applications Licen	se Services 💛 Project Extension	Q Consultant 🧔 EN 🗸
		Back Request Payment
Work Summary Housing Assistant	ice Form	View Property Location
Project Completion Colored Overall Completion Percentage of the Pro Project Start Date 26-0ct-2024 Delivery Date 26-Mar-2025	oject to Date Project End Date 26-Mar-2026 Extended Delivery Date 26-Mar-2025	0% Project Value Details
Project value Total contract value	Aid Value Total Value Issued by	3.1 M 72.5%
Total Project Value 3	.1 M AED Total AID Amount 8	Benificiary Value: 2.3 M Aid Value: 800,000

Payment Details						Back
Work Progress	Percentage of Complet	ion			Save	+ Add Work Item
Summary	Work Item Name	Weighted %	% Completed	Claimed %	Attachments	Action
3 Attachments	Excavation	5 %	0	0:%	1. Click to attach	
	Concrete Foundation	5 %	o	0 %	亡 Click to attach	
	Concrete-Ground	5 %	0	0 %	亡 Click to attach	
	Concrete-First Floor	5 %	0	0 %	亡 Click to attach	
	Brick Work	5 %	0	0 %	▲ Click to attach	
	External and Internal Plaster works	5 %	0	0 %		

10. Click here to enter the claimed value

11. Click here to go to Next step where the use can view the payment details



12. Click here to go to next page where the user can upload the file

Claimed Payment Details	5	
Claimed Amount	3.1 M AED (100.0%)	
Total Beneficiary Contribution	- 2.3 M AED (74.55%)	
MOEI Contribution Till Now	- 0 AED (0%)	
Bank Guarantee Amount	- 40,000 AED	
Retention Amount	- 40,000 AED	
Penalities	-0 AED	
Net Claimed Amount:	720,000.0 AED	
< Previous Step		Next Step >
Attachments		+

13. Click here to upload the file

0	Work Progress	Percentage of Completi	tion		+
0	Payment Summary	Payment Summary			+
3	Attachments	Attachments Completion Of house from m			×
		Previous Step			Next Step >
Ulw The	e Ministry L	Ising the website	Information and	References	روالاللازان.
			support		
Abo	ut the ministry S	itemap		Regulations	

14. Click here to Submit the application

UNITED ARAB EMIRATES INNISTRY OF ENERGY & INFRASTRUCTURE	*	Q Search File Uploaded Succesfully X
G Home My Applications L	icense Services $ \lor $ Project Extension	🔉 Consultant 🧳 EN 🗸
☆ Home / Payment Details Payment Details		Back
Work Progress	Percentage of Completion	+
Payment Summary	Payment Summary	+
Attachments	Attachments Completion Of house from municipality * ① Click to attach Draft-Certificate (2).Pdf	×

15. Click here to logout as consultant and login as both Beneficiary and Contractor as a task will be assign for both the users

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFR					Q Search f	or something
A Home My Applic	ations License Services	Y Proje	ect Extension		Q	Consultant \int_{0}^{0} EN \sim
☆ Home / My Projects My Projects					ଞ	My Profile Switch Profile My Companies
Grouped by Beneficiar	y Name 🔕				L.	Logout
Total Records : 2						
Application No $\parallel = \parallel$	Beneficiary Name	*	Contract No 💷 📒	Contractor Name $\parallel = \parallel$	% Completed $11 = 1$	Primary Delivery Date $\parallel = \parallel$
	Sowjanya Reddy (1)	^				
<u>SZ241015170041</u>		×	e2234234	INNOVATECHS CONTRACTOR	0%	26-Mar-2025
	Tarunendra Sappa (1)	^				
			12	INNOVATECHS	0%	

- 16. Open MOEI website: https://www.moei.gov.ae
- 17. Click on "LOGIN" on the header

	UNITED ARAB E MINISTRY OF E							<u>م</u>	Q 🛞	languages
â	About Ministry	Services	Knowledge Center	Media Center	Open Data	Digital Participation	Contact Us			
	Notice									
	Show More 🗲									-000-
					0 •			Rh, (

18. Then it will redirect you to the Login page, you can login using UAE PASS.As Contractor

	Login to your account
	Sign in with UAE PASS
	OR
	Don't have an account?
	Sign up with UAE PASS
A single	e trusted digital identity for all citizens, residents and visitors.
For	more information please check the user manual from Here

19. After Successful login, Beneficiary will be navigated to the page where they can view all the

Services. Click on My Applications to view the applications

	D ARAB EMIRATES ERY OF ENERGY & INFRASTRUCTURE	***			Q Search Search been sent successfully
ᢙ Home	My Applications	License Services	×		Q Contractor 🧔 EN 🗸
			needs of the public, make them happy	ive digital services es is for the Ministry of Energy and Infrastructu and leave them with a positive impression. " red documents, facilitate procedures, using mo	The Ministry has been developing the
	and Processes		Q. Search by a t	servic	Bundle Order Status My Favorites
	and Processes	amme ❤	Q Search by a s	servic Iskan	n Bundle Order Status My Favorites
🚸 Sheik		amme ♥ ♥	Q Search by a standard Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme	Bundle Order Status My Favorites My Favorites Sheikh Zayed Housing Programme
کی کھی کہ	kh Zayed Housing Progr	~	Sheikh Zayed Housing	Sheikh Zayed Housing	Sheikh Zayed Housing
 Sheik Land Mariti 	kh Zayed Housing Progr Transport Services	~	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme Reconsideration For Housing	Sheikh Zayed Housing Programme Postponing Or Reducing Housing

20. Click here to open the Payments Application

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRA:				Q Searc	ch for something
🛆 Home My Applicat	ions License Services 🗸				Q Contractor 💭 EN 🗸
My Application					
Total Records : 20					2
Application Number	Request Type 1	Requested Date 🌐 🚦	Requested By 🍴	Status 11	Work Flow
> PAY REQ.1111	Final Payment request	26-Oct-2024	Sowjanya Reddy	Under Review	o/*
AGREE_3038	Open File Application	26-Oct-2024	Tarunendra Sappa	Approved	(ort)
HNDOVER_724	Individual Housing Initial Handover	26-0ct-2024	Sowjanya Reddy	Approved	(o/*)
CONCR_284	Contract Value Change Application	25-0ct-2024	Sowjanya	Application Under Review	(orth
AGREE_3035	Open File Application	25-Oct-2024	Samara Simha Reddy	Draft	o/*
AGREE_3030	Open File Application	25-0ct-2024	Sowjanya Reddy	Approved	000
HNDOVER_723	Individual Housing Initial	23-0ct-2024	Sai Rohit	Submitted	

21. Click here to Approve



22. Click here on Okay

UNITED ARAB EMBATTS INNITER OF DERKY & INFRASTRUCTUR	n ()			Q Sear	ch for something
Home My Applications	License Services $ \checkmark $				Q Contractor \mathcal{L}^{\bullet} EN \sim
G Home / Project Details	You are about to Approve to this	request. Click 'Okay' to procee	ed.		Back Approve
Payment Request Form V	Normal 🗘 B I U	6 " E E E	% <i>I</i> ×		
Work Progress	Ре				×
Payment Summary		OK	ay Cancel	laimed %	Attachments
	Excavation	5	0	5	No Attachment Found
Attachments	Concrete Foundation	5	0	5	No Attachment Found
	Concrete-Ground	5	0	5	No Attachment Found
	Concrete-First Floor	5	0	5	No Attachment Found

23. Click here to logout as Contractor and login as Beneficiary

	UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRU				Qs	Search 🛛 Task Updated Successfully
	G Home My Application	ns 🛛 License Services 🗸				Q Contractor 🧔 EN 🗸
	Home / My Applications					Q My Profile Switch Profile My Companies
	Total Records : 20					
	Application Number	Request Type 🍴 🕴	Requested Date 📋 🕴	Requested By 📋 🛛 🗄	Status 1	Work Flow
	AGREE_3038	Open File Application	26-Oct-2024	Tarunendra Sappa	Approved	(o/*
	PAY_RE0_1111	Final Payment request	26-Oct-2024	Sowjanya Reddy	Submitted	Corto
	HNDOVER_724	Individual Housing Initial Handover	26-0ct-2024	Sowjanya Reddy	Approved	0/*)
ihr-	CONCR_284	Contract Value Change Application	25-0ct-2024	Sowjanya	Application Under Review	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
	AGREE_3035	Open File Application	25-0ct-2024	Samara Simha Reddy	Draft	0/*
	AGREE_3030	Open File Application	25-0ct-2024	Sowjanya Reddy	Approved	(ort)
	HNDOVER_723	Individual Housing Initial	23-0ct-2024	Sai Rohit	Submitted	

24. Open MOEI website: https://www.moei.gov.ae

25. Click on "LOGIN" on the header



26. Then it will redirect you to the Login page, you can login using UAE PASS. as Beneficiary

	🔞 Sign in with UAE PASS
	(0R)
	Don't have an account?
	Sign up with UAE PASS
A single	trusted digital identity for all citizens, residents and visitors.
For r	nore information please check the user manual from Here

27. Click here on the My Applications to view the Applications

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE			Q Search
Home My Applications			🔍 Sowjanya Reddy 🧳 EN 🗸
	needs of the public, make them happy	ve digital services is for the Ministry of Energy and Infrastructur and leave them with a positive impression. T ed documents, facilitate procedures, using mod	he Ministry has been developing the
Services and Processes	Q Search by a s	ervi	Bundle Order Status My Favorites
•			
🚸 Sheikh Zayed Housing Programme 👻			
Land Transport Services	, Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme	Sheikh Zayed Housing Programme
Land Transport Services	Programme Housing Assistance Request		
Land Transport Services	Programme Housing Assistance Request	Programme Reconsideration For Housing	Programme Postponing Or Reducing Housing

28. Click here to open the Payments Application

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUC	TURE ***			Q. Search for	omething
Home My Application	\$			Q Sowj	anya Reddy 🖉 EN 🗸
Home / My Applications					
My Applications					
Total Records : 5					2
Application Number	Request Type 1	Requested Date 1	Requested By 1	Status †	Work Flow
PAY_REO_1113	Final Payment request	27-Oct-2024	Sowjanya Reddy	Under Review	~~
HNBOVER_725	Individual Housing Initial Handover	27-0ct-2024	Sowjanya Reddy	Approved	ort.
CONCR_284	Contract Value Change Application	25-Oct-2024	Sowjanya	Application Under Review	0/*
AGREE_3030	Open File Application	25-Oct-2024	Sowjanya Reddy	Approved	o/*
SZ241015170041	Housing Application	15-Oct-2024	Sowjanya Reddy	Approved	(o/*)

29. Here the user will have two buttons Rise Objection and Approve buttons...if the user clicks on Rise Objection task will be assigned to Technical Engineer....if the user clicks on approve button task will be assigned to Audit team

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE				Q Sear	ch for something
Home My Applications				Q	Sowjanya Reddy 🛛 🔎 EN 🗸
Home / Project Details				Back	Raise Objection Approve
Payment Request Form Work	k Summary Housing Assistance Form			-15 days left to	approve View Property Location
Work Progress	Percentage of Completion				×
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Payment Summary		Weighted %	% Completed	Claimed %	
Payment	Work Item Name		-		Attachments
Payment Summary	Work Item Name	5	0	5	Attachments No Attachment Found

30. Click here on Okay



Running Payment Submission

31. Fill the satisfaction survey about the eService, when the following pop-up shows up:

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Based on your expenyour ag	rience in ree on th	-	-			at ext	ent do							
	Extremely Disagree	Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree	Extremely Agree							
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Ease and Variety of payment options		$\widehat{\Box}$		\Diamond	\overleftrightarrow	$\stackrel{\frown}{\simeq}$								ک ا
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iervice Completion time was easonable & within my expectations		$\stackrel{\frown}{\simeq}$	\overleftrightarrow	\overleftrightarrow	\overleftrightarrow	$\hat{\Box}$			c	Customer F	Pulse Su	rvey –		* ⊕
Smart Application efficiency no delays or errors in app)		☆	☆	☆	\overleftrightarrow	\overleftrightarrow	☆		Overall,	how satisfied are		ne service?	*	
Availability of Online Support		$\stackrel{\frown}{\simeq}$	$\hat{\Sigma}$						Extremely Dissati		값 값	23	لک ly Satisfied	

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UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRASTRUCTURE



الإمارات العربية المتحدة وزارة الطاقـــــة والبنيـــــة التحتيــــة

User Manual

Retention or Claim Balance Request

3.2 V 2025

- 1. Open MOEI website: <u>https://www.moei.gov.ae</u>
- 2. Click on "LOGIN" on the header

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3. Then it will redirect you to the Login page, you can login using UAE PASS.

	🔞 Sign in with UAE PASS
	OR
	Don't have an account?
	lign up with UAE PASS
A single	trusted digital identity for all citizens, residents and visitors.
For n	nore information please check the user manual from Here

4. Click here on the My Applications to view the Applications



5. Click here on the PAYMENTS Application

UNITED ARAB EMIRATES MINISTRY OF ENERGY & INFRAS	TRUCTURE			Q Sea	rch for something
Home My Applicat	ions License Services \vee	Project Extension			Q Consultant 🖉 EN 🗸
G Home / My Application	s				
My Application	S				
Total Records : 20					2
Application Number 11	Request Type 1	Requested Date 11	Requested By 11	Status 11	Work Flow
PAY_RE0_1113	Final Payment request	27-0ct-2024	Sowjanya Reddy	Approved	or
HNDOVER_725	Individual Housing Initial Handover	27-0ct-2024	Sowjanya Reddy	Approved	(o/*)
AGREE_3038	Open File Application	26-0ct-2024	Tarunendra Sappa	Approved	ort
CONCR_284	Contract Value Change Application	25-0ct-2024	Sowjanya	Application Under Review	(o/*)
AGREE_3030	Open File Application	25-0ct-2024	Sowjanya Reddy	Approved	01+
HNDOVER_723	Individual Housing Initial Handover	23-Oct-2024	Sai Rohit	Submitted	000

6. Click here on the Claim Amount



7. Click here to tic on the Check Box

Attachments	Project Details			
	Application No	Applicant Name	Consultant Name	Contractor Name
	SZ241015170041	Sowjanya Reddy	Consultant	Contractor
	Project Start Date	Project End Date	Contract Value	Aid Amount
	26-Oct-2024	26-Mar-2026	3.1 M	800,000
	Benificiary Share	House Delivery Date	House Delivery Document	Final Payment Approved Date
	2.3 M	26-Mar-2025	HouseDeliveredLetter.Pdf	27-Oct-2024
		t available for withdrawal		
	Retention Amoun Retention amount Guarantee Amour	t available for withdrawal 40,000		
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Running Payment Submission

8. Click here to tic on the Check Box

	Project Details			^
Attachments	Application No	Applicant Name	Consultant Name	Contractor Name
	SZ241015170041	Sowjanya Reddy	Consultant	Contractor
	Project Start Date	Project End Date	Contract Value	Aid Amount
	26-Oct-2024	26-Mar-2026	3.1 M	800,000
	Benificiary Share	House Delivery Date	House Delivery Document	Final Payment Approved Date
	2.3 M	26-Mar-2025	HouseDeliveredLetter.Pdf	27-Oct-2024
	Retention Amount Retention amount	t available for withdrawal	0 AED	
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V	Retention amount Guarantee Amoun 5% of Aid amount Total Amount	t available for withdrawal 40,00	O AED	
	Retention amount Guarantee Amoun 5% of Aid amount Total Amount	t available for withdrawal 40,00	O AED	Next Step >

9. Click here to go to Next Step

Attachments	Project Details Application No	Applicant Name	Consultant Name	Contractor Name
	SZ241015170041	Sowjanya Reddy	Consultant	Contractor
	Project Start Date	Project End Date	Contract Value	Aid Amount
	26-Oct-2024	26-Mar-2026	3.1 M	800,000
	Benificiary Share	House Delivery Date	House Delivery Document	Final Payment Approved Date
	2.3 M	26-Mar-2025	HouseDeliveredLetter.Pdf	27-Oct-2024
	Guarantee Amoun 5% of Aid amount Total Amount Total amount requested	available for withdrawal 40,00	0 AED	
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10. Click here to upload the file

Attachments	Attachments	×
	Supporting Documents ① Chek to attach	
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	The Ministry	Using the website	Information and	References	
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	About the minister	Disclaimer	Services catalogue	Media kit	TAWASUL
	The UAE charter for Future	Privacy policy	Media centre	Abbreviations and glossary	😫 171 🛛 🕲 04-7771777
	Services	Terms and conditions	Contact us		
	Customer happiness charter	Accessibility	FAQ's		05 Toll Free 800 6634

11. Click here to Submit the Application

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Claimed Details	Claimed Details	+
Attachments	Attachments Supporting Documents C Click to attach Draft-Certilleste (2) Pdf 🕹 📀 C Previous Step	×

12. After Submitting the Application a task will be assign to both Contractor and Beneficiary Click

here to Logout as Consultant and Login as both Contractor and Beneficiary

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- 13. Open MOEI website: https://www.moei.gov.ae
- 14. Click on "LOGIN" on the header



15. Then it will redirect you to the Login page, you can login using UAE PASS.As Contractor

	Login to your account
	Sign in with UAE PASS
	(OR)
	Don't have an account?
	Sign up with UAE PASS
A singl	le trusted digital identity for all citizens, residents and visitors.
Fo	or more information please check the user manual from Here

16. After Successful login, Beneficiary will be navigated to the page where they can view all the

Services.

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17. Click here on the Application number

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	CLAIM_102B	Claim Balance Request	28-Oct-2024	Sowjanya Reddy	Under Review	(orthe
	PAY_RE0_1113	Final Payment request	27-Oct-2024	Sowjanya Reddy	Approved	(o/*)
	HNDOVER_725	Individual Housing Initial Handover	27-0ct-2024	Sowjanya Reddy	Approved	~*)
UT I	AGREE_3038	Open File Application	26-Oct-2024	Tarunendra Sappa	Approved	o/*
	CONCR_284	Contract Value Change Application	25-0ct-2024	Sowjanya	Application Under Review	~^+
	AGREE_3030	Open File Application	25-Oct-2024	Sowjanya Reddy	Approved	(مرم
	HNDOVER_723	Individual Housing Initial	23-0ct-2024	Sai Rohit	Submitted	(or)

18. Click here to Approve

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Home / Payment Details				
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	Project Details			
Attachments	Application No	Applicant Name	Consultant Name	Contractor Name
	SZ241015170041	Sowjanya Reddy	Consultant	Contractor
	Project Start Date	Project End Date	Contract Value	Aid Amount
	26-Oct-2024	26-Mar-2026	3.1 M	800,000
	Benificiary Share	House Delivery Date	House Delivery Document	Final Payment Approved Date
	2.3 M	26-Mar-2025	HouseDeliveredLetter.Pdf 4	27-0ct-2024
	Pending Amount Deta			

19. Click here on Okay

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	Pending	Amount Details		

20. Click here to logout as Contractor and Login as Beneficiary

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	Total Records : 20					⊖ Logout
	Application Number	Request Type 🌐	Requested Date 1	Requested By 1	Status 1	Work Flow
	CLAIM_1023	Claim Balance Request	28-0ct-2024	Sowjanya Reddy	Under Review	0/*
	PAY_REQ_1113	Final Payment request	27-0ct-2024	Sowjanya Reddy	Approved	(o/*)
	HNDOVER_725	Individual Housing Initial Handover	27-0ct-2024	Sowjanya Reddy	Approved	(orther
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	CONCR_284	Contract Value Change Application	25-0ct-2024	Sowjanya	Application Under Review	(orther
	AGREE_3030	Open File Application	25-Oct-2024	Sowjanya Reddy	Approved	
	HNDOVER_723	Individual Housing Initial	23-Oct-2024	Sai Rohit	Submitted	

- 21. Open MOEI website: https://www.moei.gov.ae
- 22. Click on "LOGIN" on the header

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23. Then it will redirect you to the Login page, you can login using UAE PASS.As Beneficiary

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	OR
	Don't have an account?
	Sign up with UAE PASS
A single	trusted digital identity for all citizens, residents and visitors.
For r	more information please check the user manual from Here

24. Click here on the Application number

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Land Transport Services	Sheikh Zayed Housing Programme Housing Assistance Request	Programme Reconsideration For Housing	Programme Postponing Or Reducing Housing

25. Click here on the Application Number

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DIS_3	00	Disposal of House	27-0ct-2024	Sowjanya Reddy	Under Review	017)
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/	R_284	Contract Value Change Application	25-0ct-2024	Sowjanya	Application Under Review	(art)
AGRE	E_3030	Open File Application	25-0ct-2024	Sowjanya Reddy	Approved	(or)
0704	1015170041	Housing Application	15-Oct-2024	Sowjanya Reddy	Approved	

26. Here the user will have to Buttons



27. Click here on Okay

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Running Payment Submission

28. Fill the satisfaction survey about the eService, when the following pop-up shows up:

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