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Service Guide for TAMM portal

Open an Engineering Firm Account

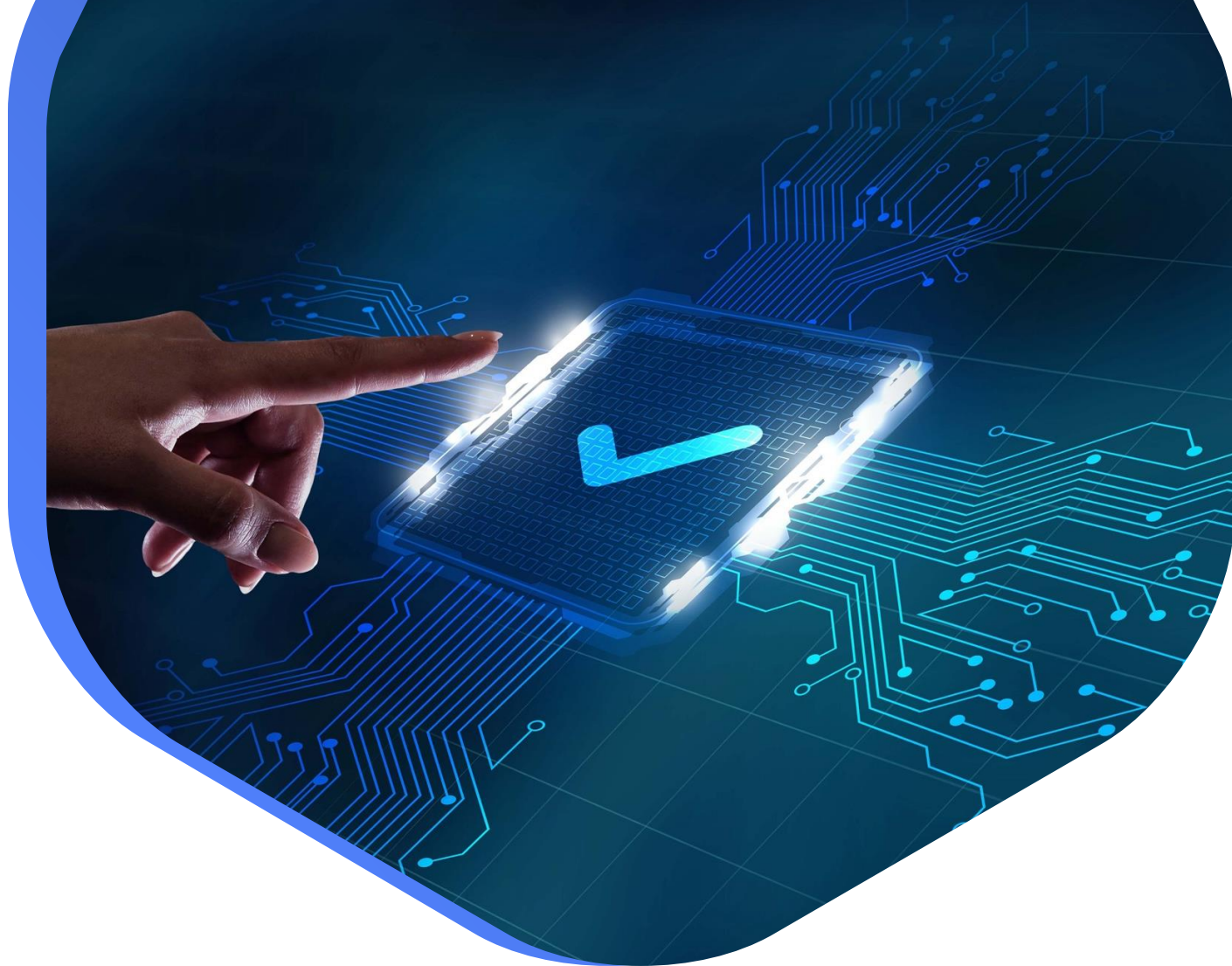




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This service aims to open an account for an engineering Firm or to open an account for a user who has been already identified by the system administrator through the Firm Users Management service .

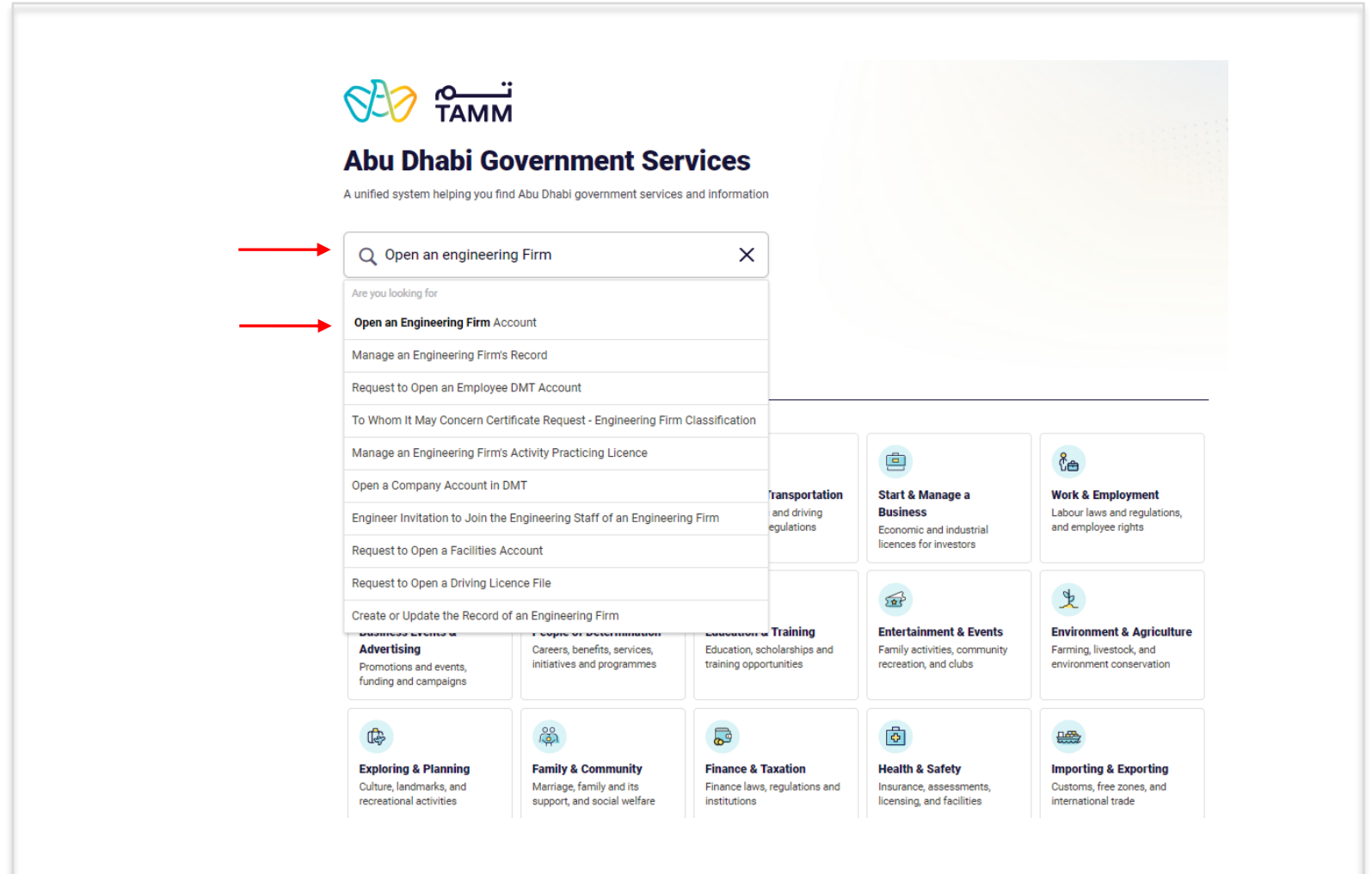
Service Link: [Open an Engineering Firm Account](#)



Open an Engineering Firm Account

How to access the service.

- 1- Proceed to TAMM website (<https://www.tamm.abudhabi/>).
- 2- Start by making a search using the service name **“Open an Engineering Firm Account”** and it will appear in the list of search results. You need a valid UAE ID in order to access **TAMM** portal.





Open an Engineering Firm Account

Start the service

Important rules:

Before you initiate the process of open an Engineering Firm Account, you need to consider the below instructions:

- 1- In case of opening Firm account for the first time, the person who opens the account must be one of the partners identified in the firm's Trade License at the Department of Economic Development and must be either a partner, an Owner, a Manager, an authorized signatory or heir representative.
- 2- Other accounts for other users: can be created as well following their assignment on certain roles within the firm such as the Technical Manager, the Activity Owner or one of the Main Engineering Staff.
- 3- The system administrator, through the Firm Users Management service, can also authorize the Public Relations Officer or any other user to open an account for him upon identifying him and registering his UAE ID number in the firm record.

The screenshot displays the Tamm website interface for opening an Engineering Firm Account. At the top, the Tamm logo and the text 'تامة TAMM' are visible. The breadcrumb trail reads: Home > Housing & Property > Constructions > Construction Licencing and Permits. The main heading is 'Open an Engineering Firm Account'. Below this, a prominent orange 'START' button is highlighted with a red circle and a red arrow pointing to it from the left. To the right of the button, it indicates a 'Cycle time 5 days'. The page is divided into several sections: 'Description' (explaining the service), 'Eligibility' (with a note to log in), and 'Process' (a 6-step list: 1. Economic Licence, 2. Verification Code, 3. Firm Information, 4. Account Information, 5. Application Summary, 6. Application Confirmation). On the right side, there is a 'Relavant Entity' section for the 'دائرة البلديات والنقل' (Department of Municipalities and Transport), including contact information like phone number (800555), website (https://www.dmt.gov.ae), and email (contact@tamm.abudhabi). Office and service hours are also listed as 'Open Closes at 3:30 pm'.



Open an Engineering Firm Account

Sign in with UAE Pass

Sign in with UAE pass

The screenshot shows the TAMM portal interface. At the top, the TAMM logo is displayed. Below it, a breadcrumb trail reads: Home > Housing & Property > Constructions > Construction Licensing and Permits. A message states: "For a personalised experience, sign in to access My Locker, your documents, continue services and so much more. Don't have an account?". A red arrow points to the "Sign in with UAE PASS" button, which is accompanied by the text: "A single trusted digital identity for all citizens, residents and visitors." Below this, there are sections for "What is UAE PASS?" and "Benefits". The "What is UAE PASS?" section explains that UAE PASS is a collaboration between Smart Dubai, Telecommunications Regulatory Authority, and Abu Dhabi Digital Authority, aimed at providing a single trusted digital identity solution. The "Benefits" section lists: Access different services across all sectors, Authenticate to service providers using your smartphone, and Digitally sign and validate documents. On the right side, there is a "Login to UAE PASS" section with a fingerprint icon. Below the icon is a text input field containing "Emirates ID, email, or phone eg. 971500000000". A checked "Remember me" checkbox is present. A large "Login" button is at the bottom of this section. Below the button, there are links for "Don't have UAEPASS account? Create new account" and "Recover your account".

Home > Housing & Property > Constructions > Construction Licensing and Permits

For a personalised experience, sign in to access My Locker, your documents, continue services and so much more. Don't have an account?

Sign in with UAE PASS

A single trusted digital identity for all citizens, residents and visitors.

What is UAE PASS?

UAE PASS is collaboration between Smart Dubai, Telecommunications Regulatory Authority and Abu Dhabi Digital Authority, aiming to provide a single trusted digital identity solution for service providers in the UAE, while maintaining a high level of security assurance and seamless user experience. UAEPASS is a fundamental enabler for digital transformation initiatives, and a contribute towards achieving the goals of UAE Vision 2021, UAE Centennial 2071, and sustainable development.

Benefits

- Access different services across all sectors
- Authenticate to service providers using your smartphone
- Digitally sign and validate documents

Login to UAE PASS

Emirates ID, email, or phone eg. 971500000000

Remember me

Login

Don't have UAEPASS account? [Create new account](#)

[Recover your account](#)



Open an Engineering Firm Account

Select the firm

Upon accessing the service, the following will be determined:

1- Enter the economic license number of the firm you want to open an account for (or the new user number) and then press the "View" button to ensure the economic license validity and ensure it is connected to a valid UAE ID number.

2- In the case of opening Firm Account for the first time and firm is a Local Branch for a firm within Abu Dhabi Emirate, then, the special checkbox must be pressed as shown in step (2), and the economic license number of the main Firm must be entered as shown in step (3). Accordingly, the system will verify if this local branch has been previously added to the branches of the main Firm.

You can view the service "Request to Add a Branch to a local Engineering Firm Registry" for more information and learn how add a branch to the main Firm .

3- Press the "Next" button to move to the next step.

Home · Housing & Property · Constructions · Construction Licensing and Permits

Open an Engineering Firm Account

Economic Licence

Please confirm if you wish to open a new account or amend an existing one and enter/review details as mentioned in your commercial Economic Licence issued by the Department of Economic Development (DED).

Upon clicking next, you will be routed to enter an OTP verification code.

1 →

Firm Account Details	
Licence Number	CN-1097206
Licence Name (English)	CN-1097206 TEST
Licence Type	Professional
Expiry Date	12/11/2024
Validity	Valid

2 → This firm is Local Branch for firm within Abu Dhabi Emirate

Select this choice if your firm is a local branch of an existing parent firm and provide the Economic Licence number of the parent firm as required below:

Legal Form: (Branch)
Branch Type: (Branch of a Local Company) or (Branch of a Local Establishment)
Mother Company: CN of the Mother Company

3 →
e.g. CN-0000000

→

Process

- 1 Economic Licence
- 2 Verification Code
- 3 Firm Information
- 4 Account Information
- 5 Application Summary
- 6 Application Confirmation

Relevant Entity

دائرة البلديات والنقل
DEPARTMENT OF MUNICIPALITIES AND TRANSPORT

ADDRESS
Al Mamoura (B) Building, 7th Floor, Al Muroor Street, Abu Dhabi

PHONE NUMBER
800 555

WEBSITE
<https://www.dpm.gov.ae/en>

EMAIL
info@dpm.gov.abudhabi

OFFICE HOURS
Closed Opens tomorrow ▾

SERVICE HOURS
Open 24/7

[Hide details](#)



Open an Engineering Firm Account

Send Verification Code

Verification Code Screen

1- The verification code is sent to the contact number(s) associated with the commercial license number at the Department of Economic Development- if available. The verification code to be entered as shown on the screen knowing that it expires within 3 minutes from the time received. The verification Code could also be sent to the contact numbers of the Public Relation Officer if the firm contact details are not available.

2- If the verification code is not received or delayed for more than 3 minutes, you can press "Resend OTP" to receive a new code, making sure to enter the last code that was sent.

3- Press the "Next" button to move to the next step.

Home > Housing & Property > Constructions > Construction Licensing and Permits

Open an Engineering Firm Account

Verification Code

A request for approval of the engineering firm to create account for you has been sent to Mobile Number 97158xxxxx83 and email address l*****@dmt.gov.ae registered in the Department of Economic Development. To confirm approval, please enter the verification code (OTP) that was sent. If you do not receive the OTP in the time mentioned below, please click on 'Resend OTP'.

02:16 A request for approval of the engineering firm to create account for you has been sent to the contact information registered in the Department of Economic Development. To confirm approval, please enter the verification code that was sent.

RESEND OTP

ONE TIME PASSWORD

1234

← BACK NEXT → Cancel

Process

- 1 Economic Licence
- 2 Verification Code
- 3 Firm Information
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- 5 Application Summary
- 6 Application Confirmation

Relevant Entity

دائرة البلديات والنقل
DEPARTMENT OF MUNICIPALITIES
AND TRANSPORT

ADDRESS
Al Mamoura (B) Building, 7th
Floor, Al Muroor Street, Abu Dhabi

PHONE NUMBER
800 555



Open an Engineering Firm Account

Firm Information

Firm Information Screen

- 1- In this step, the Firm data is retrieved from the Department of Economic Development and, accordingly the Firm type (i.e. engineering consultancy office or engineering contracting company).
- 2- In the case where both contracting and consultancy activities are available in the firm's economic license, the firm is allowed to choose the activities it wishes to keep (i.e. as a consultant or contractor) where the firm is not allowed to combine both.
- 3- If the Firm area is not available, the system will request you to select it from the existing list as shown in the figure.
- 4- Press the "Next" button to move to the next step.

Open an Engineering Firm Account

Firm Information

Please review and verify the licence information displayed below and select the Firm type and the DED establishment area.

Licence Information

Licence Type	Professional
Licence Number	CN-1097206
Licence Name (Arabic)	CN-1097206 تجربي
Licence Name (English)	CN-1097206 TEST
DED Legal Form	Limited Liability / شركة ذات مسؤولية محدودة / Company

FIRM TYPE

Consulting Office Contracting Firm

DED ESTABLISHMENT AREA

Abu Dhabi

NEXT →

[Cancel](#)

--Select--

Abu Dhabi
Al Ain
Al Dhafra
AD Airport Freezone
Al Reef
Maria Island
Reem Island

Process

- 1 Economic Licence
- 2 Verification Code
- 3 Firm Information
- 4 Account Information
- 5 Application Summary
- 6 Application Confirmation

Relevant Entity

دائرة البلديات والنقل
DEPARTMENT OF MUNICIPALITIES
AND TRANSPORT



ADDRESS

Al Mamoura (B) Building, 7th
Floor, Al Muroor Street, Abu Dhabi

PHONE NUMBER

800 555

WEBSITE

<https://www.dpm.gov.ae/en>

EMAIL

info@dpm.gov.abudhabi

SERVICE HOURS



Open an Engineering Firm Account

Filling Account Information

Filling Account Information Screen

The information of the first user (i.e. the one who creates the account) is displayed in accordance to his UAE ID via linking it with the Federal Authority For Identity, Citizenship, Customs & Port Security. The first user can now enter the data as described on the screen.

Press **"Next"** to move to the next step once the data is entered.

Open an Engineering Firm Account

Account Information

Please review and verify the information displayed in the table below and fill out the remaining sections of the application

User Admin Information	
Emirates ID Number	784197483732711
Full Name (English)	HAJI AHMED ABDULLA HASAN ALBLOOSHI
Full Name (Arabic)	حاجي احمد عبدالله حسن البلوشي

PREFERRED COMMUNICATION LANGUAGE: English | EMAIL ADDRESS: johndoe@gmail.com

Personal Data

JOB TITLE/DESIGNATION IN ENGLISH: Firm Owner | JOB TITLE/DESIGNATION IN ARABIC: مالك المنشأة

WORK PHONE NUMBER: +971 24875412 | MOBILE: +971 566813430

Navigation: BACK | NEXT | Cancel

Process

- ✓ Economic Licence
- ✓ Verification Code
- ✓ Firm Information
- 4 Account Information
- 5 Application Summary
- 6 Application Confirmation

Relevant Entity

دائرة البلديات والنقل
DEPARTMENT OF MUNICIPALITIES AND TRANSPORT

ADDRESS: Al Mamoura (B) Building, 7th Floor, Al Muroor Street, Abu Dhabi

PHONE NUMBER: 800 555

WEBSITE: <https://www.dpm.gov.ae/en>

EMAIL: info@dpm.gov.abudhabi

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SERVICE HOURS: Open 24/7

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Open an Engineering Firm Account

Application Summary

Application Summary screen

All the entered data to be reviewed for verification before sending the application. The instructions attached to the application must be read, as well as acknowledgment of the validity of the entered data **via clicking on the box indicated at the bottom** of the page so that the applicant can complete the application by pressing the **"SUBMIT"** button.

Open an Engineering Firm Account

Application Summary

Please review all the details mentioned below, agree to the undertaking and submit the application.

Firm Account Details

Economic Licence Name	CN-1097206 TEST
Economic Licence Name (English)	CN-1097206 TEST

Firm Information

Firm Type	Consultant
Licence Type	Professional
DED Legal Form	Limited Liability / شركة ذات مسؤولية محدودة / Company
DED Establishment Area	Abu Dhabi

Account Information

Email Address	johndoe1@gmail.com
Preferred Communication Language	English
Emirates ID Number	784197483732711
First Name (Arabic)	
Last Name (Arabic)	
First Name (English)	Saja
Last Name (English)	Tantawi
Job Title/Designation in Arabic	مالك المنشأة
Job Title/Designation in English	Firm Owner
Work Phone Number	+971566813430
Mobile Phone Number	+971566813430

I undertake that I have read and understood the instructions that accompany this application and that the statements made as part of this application are true, complete, and accurate and that no information has been omitted, to the best of my knowledge. By checking the box below, I understand and agree that I am electronically filling and signing this application.

← **BACK** **SUBMIT** [Cancel](#)

Process

- ✓ Economic Licence
- ✓ Verification Code
- ✓ Firm Information
- ✓ Account Information
- 5** Application Summary
- 6 Application Confirmation

Relevant Entity

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[Hide details](#)



Open an Engineering Firm Account

Application Confirmation

Application confirmation screen

Upon confirmation of the successful completion of the electronic application, the transaction number appear, and a text message is sent stating that the transaction has been completed successfully.

It should be noted that the first account which has been created is considered as the Firm Account as well as the user's account (the person who used his UAE ID in the first time). This same user will be the system administrator or the administrative user .

After that, you can complete the work by going to the main control panel by pressing the **“Visit Dashboard”** button or continue your work by clicking on the button **“Related Services”** and go directly to the next service by **“Create or Update the Record of an Engineering Firm”**

The screenshot shows the TAMM (Department of Municipalities and Transport) website interface. At the top right, the TAMM logo is visible. Below it, a breadcrumb trail reads: Home > Housing & Property > Constructions > Construction Licensing and Permits. The main heading is "Open an Engineering Firm Account". A green checkmark icon is displayed above the text "Your Application Has Been Completed Successfully". Below this, the reference number "C11-2022-1097206-A6" and status "Completed" are shown. A yellow button labeled "VISIT DASHBOARD" is highlighted with a red arrow pointing to it. Below the button is a feedback section titled "How was your experience using this service?" with three smiley face icons. At the bottom left, a "Related Services" link is highlighted with a red box and a red arrow pointing to it, with a sub-link "Create or Update the Record of an Engineering Firm". On the right side, a "Process" list shows six steps, with the sixth step "Application Confirmation" highlighted in blue. At the bottom right, the "Relevant Entity" is identified as the Department of Municipalities and Transport, accompanied by its logo.

THANK YOU



هيئة أبوظبي للرقمية
ABU DHABI DIGITAL AUTHORITY