

MINISTRY OF WORK AND URBAN DEVELOPMENT
Registration Team

Registration Related Services Delivery Schedule

No.	Type of Service	Customers	Service Time	
			Day	Hour
1	Contractor registration, renewal, and upgrading	<ul style="list-style-type: none"> ➤ General Contractors ➤ Building Contractors ➤ Road Contractors ➤ Specialized Contractors (electro mechanical, sanitary installation, painting and decoration, wood and metal works and landscaping) 	Tuesday & Thursday	Morning 8:30 - 12:30 Afternoon 1:30 - 5:30
2	Professional registration, renewal, and upgrading	<ul style="list-style-type: none"> ➤ Professional Architects & Engineers ➤ Graduate Architects & Engineers ➤ Graduate Associate Engineers ➤ Associate Engineers ➤ Junior Graduate Associate Engineers ➤ Junior Associate Engineers ➤ Graduate Engineering Aids and Engineering Aids (Who are presently engaged or are planning to engage in any activity related to building, transport and civil engineering works) 	- Registration of graduates - Renewal Monday & Friday	Monday Morning 8:30 - 12:30 Afternoon 1:30 - 5:30 Friday Morning 8:30 - 11:30 Afternoon 1:30 - 5:30
			Upgrading	Morning 8:30 - 12:30 Afternoon 1:30 - 5:30
			Wednesday	
3	<ul style="list-style-type: none"> - Construction machinery and equipment registration, and renewal, - Valuation of construction machineries, - Issuing inland permit - Protecting change of ownership of machineries when used for collateral purpose 	<ul style="list-style-type: none"> ➤ Construction machinery owners ➤ Financial Institutions ➤ Federal and Regional Judicial and Revenue Collection Offices 	Monday-Friday	Monday - Thursday Morning 8:30 - 12:30 Afternoon 1:30 - 5:30 Friday Morning 8:30 - 11:30 Afternoon 1:30 - 5:30
4	Consultants registration, renewal, and upgrading	<ul style="list-style-type: none"> ➤ Government Construction Consulting Firms (who are engaged or planning to undertake any activity related to building, transport and civil engineering works) 	Monday-Friday	Monday - Thursday Morning 8:30 - 12:30 Afternoon 1:30 - 5:30 Friday Morning 8:30 - 11:30 Afternoon 1:30 - 5:30

የሥራና ከተማ ልማት ሚኒስቴር

የምዝገባ ቡድን

የምዝገባ አገልግሎት የጊዜ ሠሌዳ

ተራ ቁጥር	የአገልግሎት ዓይነት	ተገልጋይ	የአገልግሎት ጊዜ	
			ቀን	ሰዓት
1	የሥራ ተቋራጮች አዲስ፣ ዕድሜት እና እድገት ምዝገባ	<ul style="list-style-type: none"> - ጠቅላላ ሥራ ተቋራጮች - የሕንፃ ሥራ ተቋራጮች - የመንገድ ሥራ ተቋራጮች - ልዩ ተቋራጮች (ኤሌክትሮ ሜካኒካል፣ የሳኒታሪ ኢንስታሌሽን፣ የቀለምና የማስዋብ፣ የእንጨትና የብረታ ብረት ሥራዎች) 	ማክሰኞ እና ሐሙስ	ጠዋት 2:30 - 6:30 ከሰዓት 7:30 - 11:30
			<ul style="list-style-type: none"> - ሰኞ - ዓርብ 	ጠዋት 2:30 - 6:30 ከሰዓት 7:30 - 11:30 ጠዋት 2:30 - 5:30 ከሰዓት 7:30 - 11:30
2	የባለሙያዎች አዲስ፣ እድሳት እና ደረጃ እድገት ምዝገባ	<ul style="list-style-type: none"> - በግንባታ ሥራ ላይ የሚሠማሩ እና የተሰማሩ - አርክቴክቶችና መሐንዲሶች - ምሩቅ አርክቴክቶችና መሐንዲሶች - ተባባሪ መሐንዲሶች እና ምሩቅ ተባባሪ መሐንዲሶች - ምሩቅ የመሀንዲስ ረዳቶችና የመሀንዲስ ረዳቶች 	የምሩቃን ሙያተኞች አዲስ፣ የነባር ሙያተኞች እድሜት ምዝገባ	ጠዋት 2:30 - 6:30 ከሰዓት 7:30 - 11:30
			<ul style="list-style-type: none"> - ሰኞ - ዓርብ 	ጠዋት 2:30 - 5:30 ከሰዓት 7:30 - 11:30
			ደረጃ ማሻሻል	ጠዋት 2:30 - 6:30 ከሰዓት 7:30 - 11:30
3	የኮንስትራክሽን መሣሪያዎች ምዝገባ፣ ዕድሜት፣ የዋጋ ግመታ፣ ወደ ሀገር ውስጥ ማስገቢያ ፈቃድ የመስጠትና የእገዳ አገልግሎት፣	<ul style="list-style-type: none"> - የግንባታ መሣሪያ ባለቤቶች - የገንዘብ ተቋማት - የፌዴራልና የክልል የሕግ አካላት እና የገቢ ሰብሳቢ መሥሪያ ቤቶች 	ከሰኞ እስከ ሐሙስ	ጠዋት 2:30 - 6:30 ከሰዓት 7:30 - 11:30
			<ul style="list-style-type: none"> - ዓርብ 	ጠዋት 2:30 - 5:30 ከሰዓት 7:30 - 11:30
4	የመንግሥታዊ አማካሪ ድርጅቶች አዲስ፣ እድሳትና ደረጃ እድገት ምዝገባ	<ul style="list-style-type: none"> - የግንባታ አማካሪ /ማንኛውም በግንባታ፣ በትራንስፖርት እና በሲቪል ምህንድስና ሥራ ላይ የተሠማሩ/ 	ከሰኞ እስከ ሐሙስ	ጠዋት 2:30 - 6:30 ከሰዓት 7:30 - 11:30
			<ul style="list-style-type: none"> - ዓርብ 	ጠዋት 2:30 - 5:30 ከሰዓት 7:30 - 11:30