

Special Projects Office

Special Projects Office (SPO) was established some 40 years ago to manage projects of an urgent, unusual or special nature. SPO's role is to manage projects from inception to handover and beyond. A particular service provided by SPO is to assist the "client" or end user to develop project requirements, identify particular issues and give initial advice on cost.

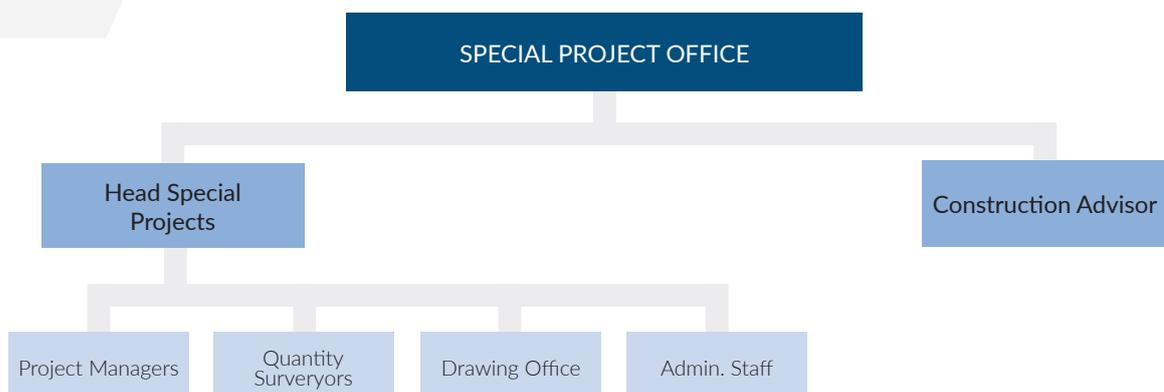
Clients include the Office of the First Deputy Prime Minister, the Nawab and Shura Councils, Ministries of Foreign Affairs, Education, Youth and Sports Affairs, Municipality Affair for fishing harbours and the Future Generations Fund.

Many of the projects for the Ministry of Foreign Affairs are overseas and this raises challenges of working in foreign environments. Business practice and the way consultants and contractors work varies considerably from country to country as do the available skills and the legal basis on which they operate. Maintaining progress while managing a project from a distance requires travelling and thus more staff time than for a project in Bahrain.

The seventeen member SPO team consisting of engineers, architects, quantity surveyors and support staff, operates within the administrative framework of the Ministry of Works and Government as a whole. Consultants and contractors are procured through Tender Board procedures and contracts are according to the State Legal Opinion requirements.

SPO is particularly interested in carrying out all tasks as efficiently as possible whether the task is procurement, site operations or expediting payments to consultants and contractors.

Organizational Structure



Ministry of Foreign Affairs Projects



Dubai Consulate

Construction work on the Dubai Consulate is scheduled to begin in early 2019 and be complete in 2020. The building will contain most of the features of an Embassy, but the Bahrain Embassy to the UAE is located in Abu Dhabi, the capital.



Bahrain Embassy, Abu Dhabi



London Embassy & Residence

SPO completed two embassies in 2018, one in Abu Dhabi, the other in Kuwait. Both are similar size and both are located in Diplomatic areas. Work on the London Embassy is limited to repair and restoration of the exterior to comply with Conservation Area regulations



Bahrain Embassy, Kuwait



Amphitheatre at Bahrain International Circuit

The Amphitheatre will become an integral part of the Bahrain International Circuit complex and provide a venue for large scale outdoor concerts and the like during the cooler times of the year.

Accommodation is for an audience of 10,000 people with food and beverage outlets, offices and high grade accommodation for performers that can also be used for corporate events and weddings.

Construction began in December 2018 with completion due in time for the 2020 Formula 1 race.



Nawab Office Building Extension

Now under construction this 3,500 m² building is an extension to the 2,600 m² building Project Managed by SPO about 18 years ago.

The building provides offices for all MP's, the Speaker, Deputy Speaker their supporting staff, a large Majlis to receive visiting dignitaries and a lecture hall.



Bahrain Future Generations Fund

The Bahrain Future Generations Fund was established to create intergenerational equity by investing oil revenues abroad.

As a part of its investment, strategy the fund intends to develop land donated by His Majesty the King, as an iconic office tower designed to be as environmentally friendly as possible.

The site of the project is between Bahrain Financial Harbour and Bahrain Business Bay. It is to be developed in two phases. The first phase will be the 37-storey office tower and the second phase is currently envisaged to be a hotel.

The intention is to provide office space for local and international blue chip firms and organisations to whom quality and the environmental impact of their operations is important.

The first phase provides 42,000m² of space over 37 Floors. The ground and first floors will include space for a restaurant. The building will be the first in Bahrain to use a twin lift system in which two lift cars operate in the same shaft.

The consultant is MSCEB. Bahrain.

Quality Management Section & Business Process Reengineering Group

The Quality Management Section (QMS) serves as the Ministry's center of compliance with the international ISO standards. It ensures that the business processes and services are fit for their purpose and are in compliance to meet the internal and the external requirements. The QMS conduct regular audits to monitor performance, develop and agree on quality procedures, ensure the satisfaction of internal and external customers and act as a catalyst for change and improvement in performance and quality.

The Business Process Reengineering Group acts as an axillary to the QMS in executing the change initiatives. It helps the directorates of the Ministry to rethink and questions the current status quo to fundamentally transform it to achieve dramatic results. The ultimate goal is to achieve improvements in productively time and profitability.

Performance 2018

1. Issuing and updating approximately 95% of quality procedures and documents for all directorates and main sections of the Works Affairs.
2. Preparing and presenting awareness workshops won the requirements of the quality system and risk-based thinking methodology.
3. Preparing and presenting workshops for internal auditors regarding the quality system and reviewing the practical procedures for preparing the annual audit plan according to risk based thinking methodology.
4. Passing the external audit process on the ISO 9001: 2015 quality standard certification during October 2018.
5. Updating the comprehensive quality system in the sanitation sector with emphasis on the new requirements of the quality system.
6. Training of more than twenty Ministry employees and passing an internal auditor's exam for ISO 9001: 2015 with a plan to train more in the coming years.
7. Completion of the internal audits of all departments and departments of the ministry.
8. Preparation and presentation of the periodic management review of quality in the presence of senior management and the concerned staff.
9. Preparation of a plan for re-engineering the procedures related to the work of connections to the sewage network.
10. Prepare a plan for re-engineering procedures related to road services related to economic and investment fields.
11. Preparation of the comprehensive customer service charter after holding the necessary meetings with all departments concerned with providing services to the public.