

Procedures for applying to issue an equivalent certificate for foreign professionals to be submitted within the required documents for the work permit

- 1- The technical manager should log in to his/her account on the CDWS portal
<http://members.cdws.travel>
- 2- Select the facility from the menu on the left side of the page
- 3- On the left side you find an option to choose (Pro equivalence certificate) or (Employee equivalence certificate).
- 4- After selecting the desired option, a list of the employees will be displayed, select the employee/pro for whom you would like to issue the certificate.
- 5- Select (Request equivalence certificate for selected Pros/ Employees) ([Sample](#))
- 6- A page for online payment will be displayed, [click here](#) for the online payment options and instructions.
- 7- The documents will be reviewed, in case of meeting the requirements, the CDWS will contact the technical manager or the legal representative to determine the date of delivery of the certificate.



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