

Procedures for submitting a visit request and renewing the membership letter for water sports and snorkeling service providers

After the successful completion of the first phase of [the manual and audit protocol for snorkeling providers](#), the applicant should send the documents listed below in a One PDF file via <mailto:ss.serv@cdws.travel> for South Sinai and Cairo, and <mailto:rs.serv@cdws.travel> for the Red Sea governorate and Alexandria or via WhatsApp on the number (+201223250555) for the South Sinai and Cairo or on (+201277911288) for the Red Sea and Alexandria, considering completing all the following documents:

- A visit request (regular or urgent) via email or WhatsApp message
- The [attached](#) visit request after completing its details, signing it, stamping it with the establishment stamp and resending it
- A copy of the latest renewed license of the Ministry of Tourism and Antiquities
- The recent commercial registration (less than one year)
- A valid license for navigation for safari boats only
- A copy of the CDWS ID card of the technical manager, if the manager was not replaced

In case of replacing the technical manager:

The company must accredit/employ the responsible technical manager and send the required documents, as following:

- 1- a valid CDWS card (his profile on CDWS portal must be activated).
- 2- Copy of the education certificate (at least high school certificate)

Note: It is required that the hired technical manager have successfully passed the technical manager exam. The Documents will be reviewed, and a reply will be sent within maximum two working days, in the case of completing the documents correctly and the visit fees is paid, it will be communicated with the technical manager to determine the date of the visit.

If the visit is successfully passed, the technical manager will be notified by e-mail according [the manual and audit protocol for snorkeling providers](#) and the applicant should pay the value of the renewal.

The CDWS will send the letter of membership, the certificate of experience and the certificate of good conduct to the Ministry of Tourism directly and will be in contact with the legal representative or technical manager to determine the date to deliver the ISO certificate.



CDWSEgypt (+2) 012 23 25 0555

Website: www.cdws.travel Email: office@cdws.travel Fax: (+20) 693660418

CAIRO

8 El Sad El Aaly St, Dokki, 11312, Giza, Egypt

(+20) 233372164/74 (+20) 237483313

SOUTH SINAI BRANCH

2 Zoo Street, Hadaba, Sharm El Sheikh, 46619 South Sinai, Egypt

(+20) 693666448/9 (+20) 1223250555

RED SEA BRANCH

Building no.216, apartment no.103, Al-kawthar Hurghada, Red Sea, Egypt

(+20) 065 3404980/1 (+20) 1277911288