



Client Procedure (CP) for Issuing Aid to Navigation Deployment Approval

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1. Purpose and Objectives

The purpose of this procedure is to describe how the Deployment of Aids to Navigation are issued by the Marine Operation (VTN) Department within DMA.

The objective of this process is to keep all AtoN's in Dubai waters for safe navigation and to comply with IALA standards and as per Dubai Regulations.

2. Scope

This procedure covers applications requests for deployment of AtoN in Dubai waters submitted by companies Licensed by Dubai Authorities.

Also will cover UAE nationals who need to apply for deployment of AtoN for the purposed of Fish Heaven and any research of AtoN within Dubai waters.

3. Definitions and Abbreviations

- 3.1 AtoN : Aids to Navigation
- 3.2 IALA : International Association of Marine Aids to Navigation and Light house Authorities
- 3.3 DMA : Dubai Maritime Authority.
- 3.4 MTM : Marine Traffic Management Department.

4. Procedure

4.1. Applying for AtoN Approval Certificate

4.1.1. Aid to Navigation Owner/Contractor shall fill the required Application Form for Application Form for Deployment of AtoN (DMA-MTM-NS-CF10a), and then the application form along with the valid Initial approval in the DMA offices or to MTM.DMCA@DMA.ae.

4.1.2. DMA will review if submitted trade license is valid and that there are no suspension/remark on the submitted license and accordingly:



- In case any of the above issues: DMA will request from customer for resolve the faces issue (by email or physically depend on the submission channels).
- In case no issues found, DMA will issue a payment advice for the customer to pay (in case application is submitted through email, the payment advice will be received by email as well with the payment link while customer may settle the payment online).

4.1.3. Customer need to settle the payment and send a copy of the payment receipt in case email submission only

4.2. Application Review

4.2.1. Once the payment is settled for the manual submission OR once the payment receipt is sent to DMA for email submission, DMA will review the application.

4.2.2. According to the performed revision, DMA will:

- Approve: once the application complies with all requirements, DMA will send the copy of AtoN Approval Certificate (DMA-MTM-NS-SF10a).
- Reject: in case of non-compliance/ change in plan, DMA will send email to customer explaining the reason for rejection.

Note: AtoN Approval Certificate expiry is the same as the project NOC expiry.

4.2.3. Once the AtoN Approval certificate is issued, customer is required to proceed for deployment.

4.2.4. Once deployment is completed, customer should intimate DMA-MTM for the inspection after deployment.

4.2.5. DMA will conduct an inspection on the location and accordingly:

- If comments/ unsatisfactory inspection result: DMA will communicate the comments with timeframe for rectification, customer is required to comply with rectification actions as per the provided timeframe and notify DMA-MTM upon rectification completion.
- If satisfactory inspection result: DMA will request the customer to submit the previously issued AtoN Approval Certificate.

4.2.6. Customer has to approach DMA offices and submit the certificate copy.

4.2.7. DMA will stamp the certificate and return to customer.

4.2.8. Once the AtoN deployment is completed, client can start the project

5. Service Completion Time

	Service	Completion Time
5.1	Generate the payment advice/ request for remarks closure (from the time of receiving the application)	1 Working day
5.2	issue the AtoNs Deployment Approval Certificate/ request for more information (from the date of payment settlement)	2 Working days
5.3	Conduct inspection and notify inspection results (from the date of client notification of deployment)	7 Working days
5.4	Certificate endorsement (from the date of certificate is submitted by customer)	1 W.D

6. Service Fees*

	Service	Fees (AED)
6.1.	Issuance of approval for installing up to (5) Aids to Navigation (AtoN) for one month.	3000
6.2.	Issuance of approval for installing up to (5) Aids to Navigation (AtoN) for three months.	5000
6.3.	Issuance of approval for installing up to (5) Aids to Navigation (AtoN) for six months.	8000
6.4.	Issuance of approval for installing up to (5) Aids to Navigation (AtoN) for nine months.	10000
6.5.	Issuance of approval for installing up to (5) Aids to Navigation (AtoN) for one year.	15000
6.6.	Issuance of approval for installing up to (5) Aids to Navigation (AtoN) for more than one year.	20000
6.7.	Issuance of approval for installing up to (10) Aids to Navigation (AtoN) for one month.	5000
6.8.	Issuance of approval for installing up to (10) Aids to Navigation (AtoN) for three months.	10000

6.9.	Issuance of approval for installing up to (10) Aids to Navigation (AtoN) for six months.	15000
6.10.	Issuance of approval for installing up to (10) Aids to Navigation (AtoN) for nine months.	20000
6.11.	Issuance of approval for installing up to (10) Aids to Navigation (AtoN) for one year.	30000
6.12.	Issuance of approval for installing up to (10) Aids to Navigation (AtoN) for more than one year.	40000
6.13.	Issuance of approval for installing up to (15) Aids to Navigation (AtoN) for one month.	7000
6.14.	Issuance of approval for installing up to (15) Aids to Navigation (AtoN) for three months.	12000
6.15.	Issuance of approval for installing up to (15) Aids to Navigation (AtoN) for six months.	18000
6.16.	Issuance of approval for installing up to (15) Aids to Navigation (AtoN) for nine months.	23000
6.17.	Issuance of approval for installing up to (15) Aids to Navigation (AtoN) for one year.	35000
6.18.	Issuance of approval for installing up to (15) Aids to Navigation (AtoN) for more than one year.	45000
6.19.	Issuance of approval for installing up to (20) Aids to Navigation (AtoN) for one month.	10000
6.20.	Issuance of approval for installing up to (20) Aids to Navigation (AtoN) for three months.	15000
6.21.	Issuance of approval for installing up to (20) Aids to Navigation (AtoN) for six months.	20000
6.22.	Issuance of approval for installing up to (20) Aids to Navigation (AtoN) for nine months.	25000

6.23.	Issuance of approval for installing up to (20) Aids to Navigation (AtoN) for one year.	40000
6.24.	Issuance of approval for installing up to (20) Aids to Navigation (AtoN) for more than one year.	50000
6.25.	Issuance of approval for installing more than (20) Aids to Navigation (AtoN) for one month.	15000
6.26.	Issuance of approval for installing more than (20) Aids to Navigation (AtoN) for three months.	20000
6.27.	Issuance of approval for installing more than (20) Aids to Navigation (AtoN) for six months.	25000
6.28.	Issuance of approval for installing more than (20) Aids to Navigation (AtoN) for nine months.	30000
6.29.	Issuance of approval for installing more than (20) Aids to Navigation (AtoN) for one year.	50000
6.30.	Issuance of approval for installing more than (20) Aids to Navigation- AtoN for more than one year.	60000

* Extra 10 AED for innovation fees and 10 AED Knowledge fees will be required.

7. Related Forms

- 7.1 DMA-MO-VTN-SF06a Deployment Approval Certificate.
- 7.2 DMA-MO-VTN-CF06a Application Form for Deployment of AtoN.

8. Applicable References and Regulations

- 8.1 Law No (11) of 2010 Concerning Licensing of Maritime Vessels in the Emirate of Dubai.
- 8.2 Law No (63) of 2016 Concerning Aids to navigation in the Emirate of Dubai
- 8.3 Resolution No. 8 of 2017 regarding navigation aids in the Emirate of Dubai; 7 (Deployment approval)

9. Process Workflow

