



## Client Procedure (CP) for Amendment of Aid to Navigation Deployment Approval

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## Table of Contents

1. Purpose and Objectives.....	3
2. Scope .....	3
3. Definitions and Abbreviations .....	3
4. Procedure .....	3
5. Service Completion Time.....	4
6. Service Fees.....	5
7. Related Forms .....	5
8. Applicable References and Regulations.....	5
9. Process Workflow .....	6



## 1. Purpose and Objectives

The purpose of this procedure is to describe how the amendment of Deployment of Aids to Navigation are issued by the Marine Operations 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 amendment of the AtoN location as per the previously issued of AtoN approval 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 MO : Marine Operations Department.

## 4. Procedure

### 4.1. Applying for AtoN Approval Certificate Amendment

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

### 4.2. Application Review

4.2.1. DMA will review the application and accordingly:

- 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.

- 4.2.2. Once the AtoN Approval certificate is issued, customer is required to proceed for deployment (if any physical changes prescribed by DMA).
- 4.2.3. Once deployment is completed as per the amendment certification, customer shall intimate DMA-MTM for the inspection after deployment.
- 4.2.4. 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-MO upon rectification completion.
  - If satisfactory inspection result: DMA will request the customer to submit the previously issued AtoN Approval Certificate.
- 4.2.5. Customer has to approach DMA offices and submit the certificate copy.
- 4.2.6. DMA will stamp the certificate and return to customer.
- 4.2.7. Once the AtoN deployment is completed, client can start the project

## 5. Service Completion Time

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

## 6. Service Fees

	Service	Fees (AED)
6.1.	Amendment of approval for installing Aids to Navigation (AtoN).	Free of Charge

## 7. Related Forms

- 7.1 DMA-MTM-NS-SF-10a Deployment Approval Certificate.
- 7.2 DMA-MTM-NS-CF-10a 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

