

Client Procedure for Issuance NOC for Free Zone Licenses

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1. Purpose and Objectives

purpose of this procedure is to provide an outline of the process of how NOC are issued by the Registration and Licensing Section within DMA when requested by the Client.

The objective is to comply with emirates specific regulations as well as federal regulations specified for maritime activity permit issuing.

2. Scope

The scope of this procedure covers NOC letters issued for Free Zone Licenses (for license issuance new/ renewal/amendment) with Maritime Activity.

3. Definitions and Abbreviations

- NOC : No Objection Certificate.
3.1. SPL : Service Price List.
3.2. DMA : Dubai Maritime Authority.

4. Procedure

4.1. Application for NOC

- 4.1.1. Customers should send email to info@DMA.ae and attach the required documents mentioned below in Table (1):

Table (1): Required documents for NOC Application

	Type of request	Required documents
a.	New Free Zone License	Company Details
b.	New/ Amendment Free Zone License	Letter from Authority issuing the license

c.	Renew/ Amendment Free Zone License	Copy of the trade license
d.	Renew/ Amendment Free Zone License	Letter from the company

4.1.2. DMA will review the submission and ensure the availability of the required documents and accordingly:

- Reject: in case the application is rejected or required documents are not completed, DMA will notify the customer with rejection reason. Process end.
- Approve: in case application as per requirement, DMA will send SPL to customer through E-Mail, customer should settle the payment as per Payment Process and send copy of payment receipt to DMA through email.

4.2. Once payment settlement is notified to DMA, DMA will print NOC and send it to customer through email.

5. Service Completion Time

No.	Process	Service Completion Time
5.1	Review application and send SPL/ reject (from the date of submitting the request)	1 Working
5.2	Send copy of the NOC (from the date of communicating the payment settlement)	1 Working

6. Service Fees

	Issue NOC	1020
6.1	New Free Zone License	1020
6.2	Renewal Free Zone License	1020
6.3	Amendment Free Zone License	1020

7. Related Documents/ Forms

- 7.1. DMA-MR-RAL-SF21a, NOC for Issue Free Zone Licence.
- 7.2. DMA-MR-RAL-SF21b, NOC for Renew Free Zone Licence.
- 7.3. DMA-MR-RAL-SF21c, NOC for Amendment of Free Zone Licence

8. Applicable References and Regulations

- 8.1. Review and approve fees and penalties related to the marine craft mentioned in law No.(11) for the year 2019 issued by the Executive Council. Dated 01 January 2019.
- 8.2. Review and Approve fees and penalties related to the marine craft mentioned in law No.(11) for the year 2013 issued by the Executive Council. Dated 24 August 2017.
- 8.3. Law No. (11) for the year 2013 issued by Executive Council to Issue a list of Regulations for the Law No. (11) for the year 2010 for Licensing the Marine Craft in the Emirates Dubai.
- 8.4. Memorandum of the delegation agreement between the authority and the Federal Transport Authority Land & Maritime with the request for FTA internal approval.
- 8.5. Memorandum of Understanding between Dubai Maritime Authority and Telecommunications Regulatory Authority and Law No. 6 regarding frequency spectrum.
- 8.6. Law No. (9) for the year 2020 issued by Executive Council to Amend the a list of Regulations for the Law No. (11) for the year 2010 regarding Licensing the Marine Craft in the Emirates Dubai.

9. Process Workflow

