

APPLICATION GUIDELINE

EMPLOYMENT SERVICES – REQUEST FOR ABSCONDER NOTIFICATION

INTRODUCTION

If an employee is believed to be in the UAE and does not report to work for 7 days without informing the company, the company may report the employee as an absconder. Reporting an employee as an absconder is a serious matter once raised, the Federal Authority for Identity and Citizenship (FAIC) will flag the employee's name and the employee will be apprehended upon attempting to exit or enter the country. Any suspected abuse of this service will be reported to the Dubai Police.

Request for Absconder Notification is **only** applicable for employee inside UAE, outside UAE employee cannot be reported as absconders.

ABSCONDER NOTIFICATION

SERVICE TO SELECT ON PORTAL

Employment Services - Visa services – Absconder notification – Apply for new

STEPS & REQUIREMENTS

Complete application and upload Passport and residence permit (or Visa) via DMCC portal.

OUTPUT

- Employee flagged by FAIC

ABSCONDER WITHDRAWAL

SERVICE TO SELECT ON PORTAL

Employment services – Visa services – Absconder notification – Withdraw existing

IMPORTANT NOTES:

Once the Absconder Withdrawal is completed, the company **must** apply for Employment Visa Cancellation or Employment Visa Renewal through separate service request.

STEPS & REQUIREMENTS

Complete application and upload following documents via DMCC portal:

- Passport and residence permit (or Visa)
- Emirates Identification Card (or application form), (If any)

OUTPUT

- Flag removed by FAIC

FURTHER INFORMATION

- Please visit our DMCC Help Centre at www.dmcc.ae/helpcentre