

## APPLICATION GUIDELINE

### APPLY TO SUBMIT THIRD-PARTY APPROVAL FOR REGULATED ACTIVITIES

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## INTRODUCTION

All Member companies having regulated activities are required to obtain No Objection Certificate (NOC) from the third-party regulating authority annually before they proceed with their license renewal.

## SERVICE TO SELECT ON PORTAL

Company Services - Apply to Submit Third Party Approval for Regulated Activities.

## IMPORTANT NOTES

- If the member company holds activities that require a No Objection Certificate (NOC) from different regulating authorities, the company has the option to tick a check box of all the applicable No Objection Certificates (NOC) request letters that they need to submit to third party authorities in the same service request (SR). If one of the NOCs is still valid then, it is not required to tick it. Charges will apply according to the number of requested No Objection Certificates (NOC) request letters.
- DMCC Authority reserves the right to request any additional documents at any stage of the process.
- The company portal account will be auto sanctioned if the submission of the Third Party No Objection Certificate (NOC) is not completed before its expiry date.
- Member companies with regulated activities cannot proceed to renew their license unless they have applied and completed this No Objection Certificate (NOC) service request.
- All Draft SRs will automatically be voided after sixty (60) calendar days from their creation date if no action is taken by the DMCC Member.
- SRs awaiting DMCC Member Company action will be automatically nullified if the required actions aren't completed within ninety (90) calendar days of SR's return date.
- DMCC Member Company admin can request service cancelation by clicking the 'Cancel Request' button.
- A cancellation fee will be charged to the DMCC Member's portal if the Member opts for its cancellation, or if the system auto-cancels the SR after the 90 days. (Please refer to the [Schedule of Charges](#)).

## STEPS

- **Step 1:** Apply for the service request ‘Apply to Submit Third Party Approval for Regulated Activities’.
- **Step 2:** The company can choose more than one No Objection Certificate (NOC) if applicable.
- **Step 3:** Click Submit.
- **Step 4:** Complete the payment. Charges will be applicable according to the number of requested No Objection Certificates (NOC).
- **Step 5:** The service request (SR) will be verified by DMCC and upon approval; it will be returned to the company to print the request letter for No Objection Certificate (NOC) issued by DMCC.
- **Step 6:** The member company must then take the request letter to the third-party regulating authority to obtain its No Objection Certificate (NOC); then, upload the NOC and submit the service request back to DMCC.
- **Step 7:** The member company will receive notifications about the SR progress updates.

## REQUIREMENTS

Upload	Documents	Remarks
□	Third-Party No Objection Certificate (NOC)	Once DMCC’s request letter for the No Objection Certificate (NOC) is issued, the service request will return to the member company to upload the current dated obtained Third Party No Objection Certificate (NOC) from the regulating authority.

## FURTHER INFORMATION

- Please visit our DMCC Help Centre at <http://www.dmcc.ae/helpcentre>.