

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, that company may report the employee as an absconder. Reporting an employee as an absconder is a serious matter. Once reported, the General Directorate of Residency and Foreigners Affairs (GDRFA) 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.

ABSCONDER NOTIFICATION

SERVICE TO SELECT ON PORTAL

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

STEPS & REQUIREMENTS

Complete application and upload required documents via online portal

- Passport and residence permit (or Visa)
- Original passport turned in to DMCC desk (if company is in possession)

OUTPUT

- Immigration charges subject to nationality
- Employee flagged by GDRFA
- Employee residence permit cancelled
- Absconding outside the country, the employee should be outside the country for 3 months minimum.

ABSCONDER WITHDRAWAL

SERVICE TO SELECT ON PORTAL

Employment services - Visa services - Absconder notification - Withdraw existing

STEPS & REQUIREMENTS

Complete application and upload required documents via online portal.

- Passport and residence permit (or Visa)
- Company employment card (If any)
- Emirates identification card (or application form) (If any)
- Absconding paper

OUTPUT

- Flag removed by GDRFA
- Employee residence permit cancelled

FURTHER INFORMATION

- Please visit our DMCC Help Centre at www.dmcc.ae/helpcentre
- Contact us at 600 54 DMCC (600 54 3622) or +971 4 4249600.