



مؤسسة مدينة دبي للطيران
DUBAI AVIATION CITY CORPORATION



DUBAI SOUTH FREE ZONE

VIOLATIONS CODE 2025

MAY 2025



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SECTION 1 - REGISTRATION & LICENSING SERVICES

This section lists out the schedule of violations in respect of the registration, licensing and operational matters along with the corresponding fines and sanctions that may be imposed. This schedule may be revised and updated from time to time, as deemed necessary and appropriate. The capitalized terms used in this schedule shall have the same meaning as given to them in the Free Zone Rules and Regulations.

SR No.	REGISTRATION & LICENSING VIOLATIONS	Penalty/Amount (AED)
1.	Breach of any Rules or Regulations relating to the registration, licensing or commercial operation of a Free Zone Entity	10,000
2.	Breach of Rules:	
	a. First violation notice in the case of any breach of the Rules	Formal warning letter
	b. Second violation notice in the case of any breach of the Rules	5,000
	c. Third violation notice in the case of any breach of the Rules	10,000
	d. Fourth violation notice in the case of any breach of the Rules	Termination of License by the Registration and Licensing Department
3.	Freelance late renewal	500
4.	Failure to renew a License within the applicable timeframe	500 per month
5.	Conducting business in the Free Zone without a valid License or Operational Permit, or in violation of the License's terms and conditions.	50,000
6.	Willfully submitting false, inaccurate or misleading information or documentation	50,000
7.	Failure to submit UBO details within the required timeframe	First warning valid for 15 days
8.	Failure to submit UBO details within the timeframe given in the first warning	20,000 & second warning valid for 15 days
9.	Failure to submit UBO details within the timeframe given in the second warning	40,000
10.	Issuing bearer shares in contravention of the Regulations	1,100
11.	Failure to prepare and keep accounting records as per the requirements of the Rules or Regulations	25,000



SR No.	REGISTRATION & LICENSING VIOLATIONS	Penalty/Amount (AED)
12.	Failure to comply with share pledge requirements	20,000
13.	Failure to maintain a registered address	5,000
14.	Change of address without notification to the Corporation	20,000
15.	Failure to be physically present at the declared address on the License without notification or approval	5,000
16.	Failure to comply with the Corporation's directions to conduct a Company meeting	5,000
17.	Failure to appoint at least one Director upon removal or resignation	5,000
18.	Failure to appoint a Manager upon removal or resignation	10,000
19.	Failure to submit notification of a change of Shareholder, Director, or Manager	10,000
20.	Failure to appoint auditors	5,000
21.	Failure to file audited financial statements	15,000
22.	Failure of a Company to submit the resignation letter of the auditor (containing a statement of any circumstances connected with their ceasing to hold office) to every Shareholder of the Company within fourteen (14) days of the auditor depositing such notice	5,000
23.	Failure of a director or liquidator to comply with obligations in relation to insolvency	15,000
24.	Failure to advertise in the case of winding up	15,000
25.	Failure to state that the Company is in liquidation in its correspondence	20,000
26.	Failure to comply with the deregistration notice issued by the Registration and Licensing Department	25,000
27.	Engaging in business activities / continuing outside the Free Zone without complying with the requirements	50,000
28.	Using the Free Zone logo and/or the Corporation's or its subsidiaries' logos, or any proprietary material without prior written approval	25,000
29.	Breach of requirements and procedures for the electronic signature of documents	50,000



SR No.	REGISTRATION & LICENSING VIOLATIONS	Penalty/Amount (AED)
30.	All violations related to telemarketing practices, including but not limited to failure to provide periodic reports, lack of identification during calls, calling outside designated hours, failure to disclose data sources, use of automatic calls, and disclosure of personal data without consent. These violations are in accordance with the provisions outlined in Cabinet Resolution No. (56) of 2024 on the Telemarketing Regulations.	Applicable administrative penalties and financial fines shall be imposed as per Cabinet Resolution No. (57) of 2024 concerning Administrative Violations and Penalties for Acts that Contravene the Provisions of Cabinet Resolution No. (56) of 2024 on the Telemarketing Regulations (as amended).

SR No.	LEASING VIOLATIONS	Penalty/Amount (AED)
1.	Failure to permit inspection of the Lease or to hinder inspection	2,000
2.	Subleasing of Premises without prior approval	100,000
3.	Cooking on Premises that are not fit or permitted	1,000



SECTION 2 - EMPLOYMENT & IMMIGRATION

This section lists out the schedule of violations in respect of employment and immigration matters along with the corresponding fines and sanctions that may be imposed. This schedule may be revised and updated from time to time, as deemed necessary and appropriate. The capitalized terms used in this schedule shall have the same meaning as given to them in the Free Zone Rules.

Note: In addition to the fines mentioned below the Free Zone Management may also elect to suspend the offending Free Zone Entity's License(s) and seek cancellation of the Employee's Employment visa is deemed necessary.

SR No.	EMPLOYMENT & IMMIGRATION VIOLATIONS	Penalty/Amount (AED)
1.	Employing Employees illegally (not sponsored/permitted by the Free Zone). (First Instance)	5,000 per person
2.	Employing Employees illegally (not sponsored/permitted by the Free Zone). (Second Instance)	50,000 per person
3.	Continues to employ Employees illegally (not sponsored/permitted by the Free Zone)	100,000 per person + suspend the License
4.	Failure to renew or cancel the residence permit within ninety (90) days of the visa expiry.	2,000 per person
5.	Failure to cancel the residence permit within thirty (30) days following the last working day of resignation or termination	2,000 a month/ per person
6.	Failure to cancel or apply for the re-entry of the Employee's residence visa after exceeding the seven-month limit for staying outside of the UAE	2,000 a month/ per person
7.	Failure to notify the Free Zone Management of an Employee's absconding status after a two-week period of absence.	5,000 per person
8.	Willfully submitting a malicious or false absconding report.	50,000 per person, Absconding deposit is not refundable
9.	Additionally, if a malicious or false absconding report is determined after investigation by Free Zone Management, the deposit fee will be forfeited and will not be refunded.	10,000 per person
10.	Failure to pay or a delay in the payment of an Employee's salary on time, in accordance with the terms outlined in the Employment Agreement. (First Instance)	20,000 per person
11.	Failure to pay or a delay in the payment of an Employee's salary on time, in accordance with the terms outlined in the Employment Agreement. (Second Instance)	50,000 per person



SR No.	EMPLOYMENT & IMMIGRATION VIOLATIONS	Penalty/Amount (AED)
12.	Continued failure to pay or delay in the payment of an Employee's salary, in violation of the terms outlined in the Employment Agreement	50,000 per person
13.	Misleading the Free Zone Management by employing individuals under personal sponsorship (Employment Card) through the establishment, including but not limited to domestic help	50,000 per person
14.	Willfully submitting a forged Employee signature or falsifying any electronic signature for the purpose of canceling a residence permit or altering an Employment Agreement, in violation of the established procedures and requirements for electronic signature authentication	50,000 per person
15.	Failure to renew or re-apply for a work permit within thirty (30) days of its expiration	2,000 per person
16.	Withholding an Employee's personal documents, including but not limited to their passport	10,000 per person
17.	Failure to cancel, apply for an extension, or provide proof of exit once a visit visa has expired under the Company	2,000 per person
18.	Failure to provide or maintain health insurance coverage for a sponsored Employee during their employment	10,000 per person
19.	Failure to provide Employee protection insurance for eligible Employees, as required by the regulations and policies set forth by the competent authority and/or the Corporation.	50,000
20.	Willfully registering a vehicle under the Company's name for personal use	10,000 per person
21.	Willfully charging an Employee for recruitment or employment-related expenses, or deducting such expenses from their salary, without a legal basis	100,000
22.	Discontinuing or allowing the expiration of a Company License without following the proper procedures for settling Employees' dues, and without canceling or addressing absconding visas and work permits, in non-compliance with the rules and regulations set by the competent authority and/or the Corporation	10,000 per person



SR No.	EMPLOYMENT & IMMIGRATION VIOLATIONS	Penalty/Amount (AED)
23.	Employee Failure to notify or approach Free Zone Management within two (2) months of the sponsor's absence, as required by Free Zone Policies, once the employer has reached a two month duration of absence	2,000 per person
24.	Willfully submitting false, inaccurate, or misleading information or documentation to the Free Zone Management, in violation of the Regulations and/or Policies of the Free Zone	50,000
25.	Failure to attend a scheduled dispute resolution meeting requested by Free Zone Management, in violation of Free Zone Policies	50,000
26.	Failure to pay or delay in the settlement of Employee dues as per the agreement outlined by the Free Zone Management, in the case of an active dispute	50,000 per person
27.	Failure to apply for a profession change or visa cancellation after the cancellation of Company shares by the shareholders	100,000
28.	Exceeding the visa quota limit set by Free Zone Management as a result of an upgrade or downgrade of the Lease, or any changes to the office size or location, in violation of the Free Zone's Regulations and/or Policies	100,000
29.	Exceeding the visa quota limit set by the Free Zone Management as a result of an upgrade or downgrade of the lease, or any changes to the office size or location, in violation of the Free Zone's Regulations and/or Policies.	100,000
30.	Exceeding or failing to comply with the visa quota limit provided by the Free Zone Management for subleased licenses.	100,000



SECTION 3 - FREE ZONE OPERATIONS

This section lists out the schedule of violations in respect of the Free Zone Operations matters and the corresponding fines and sanctions that may be imposed. This schedule may be revised and updated from time to time, as deemed necessary and appropriate. The capitalized terms used in this schedule shall have the same meaning as given to them in the Free Zone Rules.

Note: In addition to the fines mentioned below the Corporation may also elect to suspend the offending Free Zone Entity's License(s) if deemed necessary.

SR No.	TRAFFIC VIOLATIONS	Penalty/Amount (AED)
1.	Parking violations (general)	150 per vehicle
2.	Recovery of a vehicle towed away for a traffic/parking violation	2,000 – 4,000 depending on the vehicle size
3.	Violation of vehicle operation or condition	500
4.	Causing traffic accidents, speeding or dangerous driving, etc.	As per Dubai Police regulations
5.	Obstruction, restriction, or excavation of any roads, walkways or pathways without express written consent	400
6.	Accidents/Incidents due to negligence causing roadblocks/ congestion within the Free Zone	5,000 per incident
7.	Illegal trailer parking at plots/side roads	300 for the first instance and 500 for a repeated instance.

SR No.	GENERAL FREEZONE OPERATIONS VIOLATIONS	Penalty/Amount (AED)
1.	Unauthorized or illegal access	1,000 – per Incident 5,000 – per subsequent Incident
2.	Unauthorized or illegal access (forced entry)	5,000 per Incident
3.	Illegal or unauthorized movement of goods	5,000 per Incident
4.	Dumping material at the Company plot or within the Free Zone	5,000 per Incident
5.	Illegal subleasing	100,000 per Incident



SR No.	GENERAL FREEZONE OPERATIONS VIOLATIONS	Penalty/Amount (AED)
6.	Containers, goods, trailers parked/stored in the Free Zone parking area	2,500 – after final warning 500 – per day thereafter (until incident resolution)
7.	Storing goods outside the allotted warehouse space	5,000 – first Incident 500 – per day after (until incident resolution) 10,000 – repeated Incident
8.	Storing goods at inspection yard	500 – after final warning 300 – per day thereafter (until incident resolution)
9.	Damage to the Premises or the Free Zone property	3,000 + actual cost of repair
10.	Modification or cancellation of passes after confirmation	50 per pass
11.	Lost IPass	180 per pass
12.	Tampering with Pass	2,000 per Incident
13.	Blank, incorrect, or incomplete documents uploaded into the system (first offence after the 3rd warning)	1,000 – per Incident 3,000 – per subsequent Incident



SECTION 4 - HEALTH, SAFETY & ENVIRONMENT

This section lists out the schedule of violations in respect of HSE matters and the corresponding fines and sanctions that may be imposed. This schedule may be revised and updated from time to time, as deemed necessary and appropriate. The capitalized terms used in this schedule shall have the same meaning as given to them in the Free Zone Rules.

Note: In addition to the fines mentioned below the Corporation may also elect to suspend the offending Free Zone Entity's License(s) if deemed necessary.

SR No.	HSE VIOLATIONS	AMOUNT (AED)
1.	Multiple HSE discrepancies at construction & operational site	10,000
2.	Unsafe construction of scaffolding, lack of inspection/supervision, and unsafe roof works, lack of fall protection, fall arrest or restraint system	3,000
3.	Insufficient welfare facilities	2,500
4.	Poor housekeeping, poor waste management/no waste segregation	2,500
5.	Unsafe machinery at the site, unsafe use/parking of machinery, unsafe lifting gear in use	1,500
6.	Unsafe storage, racking, handling / lifting / shifting of materials	1,000
7.	Failure to use or provide task-based PPE	1,000
8.	Insufficient task lighting, poor noise control, poor dust control, soil contamination, chemical / fire hazards / unsafe hot works / confined space works, unsafe demolition works	1,500
9.	Electrical safety hazards, unsafe power tools / hand tools	1,500
10.	Mishandling of life safety equipment / life safety hazards	2,000
11.	Unsafe excavation works (access / egress / drainage / barriers / soil heaps close to the excavations)	1,500
12.	Acts causing or having the potential to damage or contaminate the environment	20,000
13.	Unauthorized storage of Restricted, Prohibited or Dangerous Goods	20,000
14.	Operation of equipment or vehicles by unlicensed, untrained or unauthorized personnel	10,000



SR No.	HSE VIOLATIONS	AMOUNT (AED)
15.	Accidents caused by negligence or willful default, leading to loss of life or bodily injury resulting in permanent disability.	200,000
16.	Maintaining a labor camp or worker accommodation without authorization	50,000
17.	Any violations related to Freezone fence	10,000
18.	Undertaking works without valid permits or NOCs	10,000
19.	Failure to respond to any written notice within the specified timeframe	5,000
20.	Breach of NOC/Permits' terms and conditions	10,000
21.	Unauthorized occupation of facilities/camps/offices without valid BCC, NOCs or approvals	20,000
22.	Fire Incidents/actions that may result in a fire or modification of fire/life safety systems without valid approvals.	20,000



SECTION 5 - PLANNING & PERMISSION (DEVELOPMENT CONTROL)

This section lists out the schedule of violations in respect of development control violations and the corresponding fines and sanctions that may be imposed. This schedule may be revised and updated from time to time, as deemed necessary and appropriate. The capitalized terms used in this schedule shall have the same meaning as given to them in the Free Zone Rules.

Note: In addition to the fines mentioned below the Corporation may also elect to suspend the offending Free Zone Entity's License(s) if deemed necessary.

SR No.	DEVELOPMENT CONTROL VIOLATIONS	AMOUNT (AED)	ADMIN / OTHER PENALTY
1.	Unauthorized construction	50,000 + cost of demolition	HSE (if applicable)
2.	Non-compliant hoarding	10,000	HSE (if applicable)
3.	Using building materials that are not approved by the statutory authority	25,000	
4.	Non-standard drawings/resubmitting drawings without addressing previous comments	10,000	
5.	Hiring an unregistered subcontractor / supplier	25,000	
6.	Proven deserted site	5,000 every 2 weeks	
7.	Non-compliance with approved plans	10,000 + demolition	
8.	Violating building standards and conditions (other than the above)	15,000 + reinstatement	
9.	Any work on-site that requires pre-approval from a building inspector	10,000	
10.	Enforcement notice of any type (breach of Regulations)	20,000 per occasion	