

**Regulation No. (6) of 2009
Concerning
Licensing of Driving Institutes
in the Emirate of Dubai¹**

**We, Hamdan bin Mohammed bin Rashid Al Maktoum, Crown Prince of Dubai,
Chairman of the Executive Council,**

After perusal of Federal Traffic Law No. (21) of 1995, its Implementing By-laws and amendments,

Law No. (3) of 2003 Establishing the Executive Council of the Emirate of Dubai,

Law No. (17) of 2005 Establishing the Roads and Transport Authority,

Law No. (18) of 2006 Concerning the Management and Realisation of Public Funds of the Government of Dubai,

Local Order No (62) of 1991 Regulating the Licensing of Driving Institutes in the Emirate of Dubai,

Ministerial Resolution No. (127) of 2008 Concerning Traffic Control Rules and Procedures,

Executive Council Resolution No. (8) of 2008 Establishing the Licensing Agency of the Roads and Transport Authority,

do hereby issue the following Regulation:

Article (1)

This Regulation shall be cited as **‘Regulation No. (6) of 2009 Concerning Licensing of Driving Institutes in the Emirate of Dubai’**.

Article (2)

The following words and expressions shall have the meaning indicated opposite each of them, unless the context implies otherwise:

State:	The United Arab Emirates.
Emirate:	The Emirate of Dubai.
Authority:	The Roads and Transport Authority.
Chairman:	The chairman of the Board of Directors and the Chief Executive Officer of the Authority.
Agency:	The Licensing Agency of the Authority.
Person:	The natural or corporate person whether public or private.
Vehicle:	A mechanical device, motorcycle, carriage or any other device that is driven on the road by mechanical force.
Establishment:	Any company or corporation that is licensed to teach driving in

¹. Every effort has been made to produce an accurate and complete English version of this Regulation. However, for the purpose of its interpretation and application, reference must be made to the original Arabic text. In case of conflict the Arabic text shall prevail.

- the Emirate.
- Trainer: The natural person licensed to teach driving according to the permitted class of Vehicle.
- Trainee: The natural person permitted to learn driving.

Article (3)

The Agency shall undertake the following:

1. Licensing Establishments and supervising their activities;
2. Approving the standards governing driving training in the Emirate, including desert driving training and other special work environments, special driving, and preparing the necessary manuals and instructions required in this respect;
3. Approving the technical specifications and requirements that must be met by training and testing Vehicles;
4. Supervising and inspecting the activities and Vehicles of the Establishment, and ensuring its compliance with the conditions and specifications stipulated by this Regulation, its Implementing By-law and with the licensing requirements;
5. Classifying Trainers according to the Vehicles permitted to be used for training, granting the permission necessary in this respect and ensuring their compliance with the conditions and requirements approved by the Agency;
6. Granting permission to Trainees to learn to drive and ensuring their compliance with the conditions and requirements approved by the Agency;
7. Specifying and regulating the areas where driver training is permissible to avoid any adverse effect on road traffic, maintaining public safety, preserving the environment and taking the necessary measures to remove any adverse impact without holding the Agency liable towards third parties.

Article (4)

It is prohibited for any Person to carry out any of the following activities before obtaining prior approval from the Agency:

1. Driver training in the Emirate;
2. Training or learning how to drive in the Emirate;
3. Dedicating any Vehicle to be used in driver training;
4. Accompanying any Person other than the Trainer during training or testing.

Article (5)

The following licences and permits shall be issued by the Agency in accordance with this Regulation:

- a- Driving Establishment licence;
- b- Trainer permit.
- c- Trainee permit.
- d- Desert driving training permit. This permit is issued to train employees of tourist establishments.
- e- Driving training permit for businesses of special nature. This permit is issued to train employees working in special environments such as airports, sea ports, and other places determined by the Implementing By-law of this regulation.
- f- Permit for teaching special types of driving.

Article (6)

1. Applications for licences and permits referred to in this Regulation shall be submitted to the Agency using the approved forms.
2. The licence or permit shall be valid for the period specified therein and may be renewed by submitting an application to the Agency within thirty (30) days of the expiry date.
3. The Implementing By-law of this Regulation shall define the conditions and requirements for granting the above-mentioned licences and permits.

Article (7)

To be licensed an Establishment must meet the following requirements:

1. The owner(s) of the Establishment must be a UAE national, not less than twenty one (21) years of age and must be of good conduct and behaviour;
2. To submit a bank guarantee in the name of the Establishment for the amount of three hundred thousand (300,000.00) dirhams;
3. The specifications of Vehicles used in training and testing must meet the conditions and requirements approved by the Agency;
4. The total area of the land where the Establishment and its various facilities are constructed must not be less than three hundred thousand (300,000) square feet;
5. To submit plans of the site of the Establishment and its facilities, the location of the theoretical and practical training and testing. These locations and facilities must be approved by the Agency.

Article (8)

The Establishment must comply with the following:

1. Use of the forms prepared by the Agency for contracting Trainees;
2. Adopting service charges as determined by the Agency;
3. Providing the Agency with information, statistics and documents as required;
4. Keeping records of all the details related to training activities, Vehicles, Trainers and Trainees; and making such details accessible to the Agency either in soft or hard copy;
5. Complying with the Vehicle types and numbers set by the Agency and meeting the approved specifications;
6. Providing full coverage insurance of the training Vehicles, of Trainers and Trainees issued by an insurance company recognised in the Emirate;
7. Never using Vehicles and facilities of the Establishment in any activity other than as training Vehicles;
8. Nominating one or more qualified experts to explain traffic laws to the Trainees in the languages determined by the Agency.
9. Meeting the requirements set by the Agency in respect of training time.
10. Starting the training of Trainees at the location of the Establishment or at other location determined by the Agency;
11. Adhering to the routes, roads and areas designated by the Agency for driver training;
12. Providing Trainees with a certificate confirming their training completion and their readiness to take the test conducted by the Agency for granting driving licences to drivers;
13. Adhering to the training sessions and lectures determined by the Agency;
14. Notifying the Agency within the period specified in Implementing By-law of this Regulation in case the Establishment wishes to cease its training activities.

Article (9)

It is prohibited for the owner of the Establishment to assign its licence, admit a new partner, sell or lease the licence to third parties without obtaining the written approval of the Agency.

Article (10)

Without prejudice to the provisions of Ministerial Resolution No. (127) of 2008 Concerning Traffic Control Rules and Procedures and other relevant legislation, the Agency may, in accordance with the conditions and rules stipulated in the Implementing By-law of this Regulation, order any person whose driving licence is revoked or suspended to undergo a re-qualification process or a re-testing process.

Article (11)

The Agency shall collect the charges stipulated in Schedule No. (1) annexed to this Regulation in return for the services offered by the Agency.

Article (12)

Without prejudice to any more severe penalty stipulated in any other legislation, any Person who violates the provisions of this Regulation or its Implementing By-law shall pay the financial penalty stipulated in Schedule No. (2) annexed to this Regulation. In addition, the Agency shall take one or more of the following measures against the violating party:

1. Temporary suspension of the licence of the Establishment for a period not exceeding one (1) month;
2. Permanent revocation of the licence and closure of the Establishment;
3. Suspension of the Trainer's permit for a period not exceeding one (1) month;
4. Revocation of the Trainer's permit;
5. Revocation of the Trainee's permit.

Article (13)

The violating party must remove the cause of violation or remedy the damage caused within the period determined by the Agency, otherwise the Agency may remedy the situation and claim reimbursement of incurred expenses adding ten percent (10%) as administrative charges. The Agency's estimation of these charges and expenses shall be final and irrevocable.

Article (14)

The employees and inspectors of the Agency appointed by the Chairman of the Board of Directors shall be authorised as judicial officers to establish the violations of the provisions of this Regulation and its Implementing By-law. To this end, they may gain access to the Establishment and its various facilities to inspect the Vehicles of the Establishment, review all its records and registers and issue violation reports in this respect.

Article (15)

1. Any concerned Person may file a written grievance at the Agency against any decision or penalty taken against him by the Agency. In addition, he may file a grievance against the measures and procedures taken against him by the Establishment;

2. Upon the recommendation of the Chief Executive Officer of the Agency, the Chairman of the Board of Directors shall form a 'Grievance Committee' to consider the grievances, decisions, and procedures mentioned in the previous paragraph. The Grievance Committee must issue its decision within a period not exceeding fifteen (15) days from the date of referral of the grievance, and its decisions shall be final and irrevocable.

Article (16)

Any Person subject to this Regulation must adjust his status in accordance with the provisions of this Regulation within a maximum period of one (1) year from the date it comes into effect.

Article (17)

The Chairman of the Board of Directors shall issue the Implementing By-law of this Regulation. This By-law shall include in particular the following:

1. The conditions, procedures and requirements for licensing an Establishment;
2. The classification of Trainers as well as their licensing conditions and requirements;
3. The necessary specifications and technical requirements of Vehicles.

Article (18)

Local Order No (62) of 1991 Regulating the Licensing of Driving Institutes in the Emirate of Dubai shall be repealed. In addition, any provision in any other legislation shall be repealed to the extent that it contradicts with the provisions of this Regulation.

Article (19)

This Regulation shall be published in the Official Gazette and shall come into force on the date it is published.

Hamdan bin Mohammed bin Rashid Al Maktoum
Crown Prince
Chairman of the Executive Council

Issued in Dubai on 9 June 2009
Corresponding to 16 Jumada Al Akhirah 1430 AH

Schedule No. (1)
Charges for Issuing Licences and Permits
and Services Offered by the Agency

No.	Transaction	Charge in Dirhams
Services for Licensing Establishments		
1	Preliminary approval for licensing an Establishment	500
2	Annual licence for an Establishment	5,000
3	Renewal of the annual licence an Establishment	5,000
4	Adding a new activity to the licence of an Establishment	1,000
5	Adding a partner to the licence of an Establishment	1,000
6	Assignment of the licence of an Establishment	2,000
7	Replacement licence for a lost or damaged licence of an Establishment	500
8	Training of the employees of an Establishment	500
9	Traffic manuals and guidebooks	50 each
10	Attending a traffic lecture	100
11	Licensing of a branch of an Establishment	4,000
12	Renewal of the licence of a branch	4,000
13	Licence a registration centre/office	2,000
14	Renewal of a licence of a registration centre/office	2,000
15	Replacement for a lost or damaged licence of a branch or centre	200
16	Trainer's permit	500
17	Adding an activity to a Trainer's permit	100
18	Renewal of a Trainer's permit	500
19	Replacement for a lost or damaged Trainer's permit	200
20	Theoretical test appointment	200
21	Practical test appointment	200
22	Assessment test appointment	200
23	Lecturer permit	500
24	Renewal of a lecturer permit	500
25	Replacement for a lost or damaged lecturer permit	200
26	Annual technical inspection of a training Vehicle	100
27	Driving training plate	100
28	Replacement for a lost or damaged driving training plate	
29	Inspection of an Establishment upon request of the Establishment	200
Services for light-duty Vehicles		
30	Registration of light-duty Vehicles used for training/testing	5,000
31	Trainer permit for teaching to drive light-duty Vehicles	100
32	Renewal of Trainee permit for learning to drive light-duty	100

	Vehicles	
33	Replacement for a lost or damaged permit for Trainee to learn to drive	50
34	Change of Vehicle from automatic to manual transmission or vice versa	100
Services for Heavy-duty Vehicles		
35	Registration of heavy-duty Vehicles used for training/testing	3,000
36	Trainer permit for teaching to drive heavy-duty Vehicles	200
37	Renewal of Trainee permit for learning to drive heavy-duty Vehicles	200
38	Replacement for a lost or damaged permit for Trainee to learn to drive heavy-duty Vehicles	100
Services for Light-duty Buses		
39	Registration of light buses used for training /testing	3,000
40	Permit for learning to drive a light-duty bus	150
41	Renewal of permit for learning to drive a light-duty bus	150
42	Replacement for a lost or damaged learning permit to drive a light-duty bus	50
Services for Heavy-duty Buses		
43	Registration of heavy buses used for training /testing	3,000
44	Permit for learning to drive a heavy-duty bus	200
45	Renewal of permit for learning to drive a heavy-duty bus	200
46	Replacement for a lost or damaged learning permit to drive a heavy-duty bus	100
Services for Tractors or Heavy-duty Mechanical Equipment		
47	Registration of tractors or heavy-duty mechanical equipment for learning to drive tractors or heavy-duty mechanical equipment	6,000
48	Permit to learn to drive tractors or heavy-duty mechanical equipment	200
49	Renewal of a permit to learn to drive tractors or heavy-duty mechanical equipment	200
50	Replacement for a lost or damaged permit to learn to drive tractors or Replacement permit mechanical equipment	100
Services for Tractor or Light-duty Mechanical Equipment		
51	Registration of tractors or light-duty mechanical equipment used for training/testing	3,000
52	Permit to learn to drive tractors or light-duty mechanical equipment	100
53	Renewal of a permit to learn to drive tractors or light-duty mechanical equipment	100

54	Replacement for a lost or damaged permit to learn to drive tractors or light-duty mechanical equipment	50
Services for Light-duty Mechanical Equipment		
55	Registration of a light-duty mechanical equipment used for training /testing	4,000
56	Trainee permit to learn to drive light-duty mechanical equipment	100
57	Renewal of Trainee permit to learn to drive light-duty mechanical equipment	100
58	Replacement for a lost or damaged Trainee permit to learn to drive light-duty mechanical equipment	100
Services of Heavy-duty Mechanical Equipment		
59	Registration of a heavy-duty mechanical equipment used for training /testing	6,000
60	Trainee permit to learn to drive heavy-duty mechanical equipment	200
61	Renewal of Trainee permit to learn to drive heavy-duty mechanical equipment	200
62	Replacement for a lost or damaged Trainee permit to learn to drive heavy-duty mechanical equipment	100
Services for Motorcycles		
63	Registration of a motorcycle used for training /testing	1,000
64	Permit to learn to ride motorcycles	100
65	Renewal of permit to learn to ride motorcycles	100
66	Replacement for a lost or damaged permit to learn to ride motorcycles	50
Desert Driving Services		
67	Registration of a four-wheel Vehicle used for training /testing	2,500
68	Permit to learn to drive in the desert	200
69	Renewal of permit to learn to drive in the desert	200
70	Replacement for a lost or damaged permit to learn to drive in the desert	100
71	Issuing the desert driving licence	200
Services of Driving Permits for Special Types of Businesses		
72	Issuing a driving permit for a special type of business	250
73	Renewal or replacement of a lost or damaged driving permit for a special type of business	250
74	Testing of a Trainee to obtain a driving permit for a special type of business	100
75	Inspecting the testing site to obtain a driving permit for a special type of business	200

Services for Teaching Driving for Special Types of Businesses		
76	Issuing a permit to teach driving for special types of businesses	300
77	Renewal of a permit to teach driving for special types of businesses	300
78	Replacement for a lost or damaged driving permit for special types of businesses	100
General Services		
79	Requesting a driving test before the scheduled date	100
80	Opening a traffic file	200
81	Issuing a driving licence	150
82	Adding category to the driving licence	80
83	Replacement for a lost or damaged driving licence	110
84	Re-qualification in cases of licence withdrawal or revocation	3,000
85	Re-testing upon complaint	200

Schedule No. (2)
Violations and Fines

No.	Violation Details	Penalty in Dirhams
Establishment Violations		
1	Teaching to drive without a permit	1,500
2	Teaching to drive with an expired permit	500
3	Involvement in an activity other than teaching to drive	200
4	Teaching to drive using Vehicles not related to the Establishment	1,000
5	Employment of Trainers not sponsored by the Establishment	150
6	Non-adjustment of the Establishment during the grace period stipulated by this Regulation	500 for each month of delay
7	Cessation of activities without notifying the Agency.	500
8	Failure to comply with the teaching permit granted to the Establishment	200
9	Teaching to drive with a permit that differs from the permit granted to the Establishment	200
10	Abstaining from training the holder of a Trainee permit without a reason acceptable to the Agency	500
11	Failure to provide the documents, information or statistics required by the Agency	200
12	Failure to maintain records or to record the required information	300
13	Failure to comply with the prescribed charges or with approved working hours	500
14	Failure to meet the requirement regarding the number of licensed Vehicles	500
15	Failure to comply with the conditions of each type of training Vehicle	500
16	Failure to comply with the training and learning programme approved by the Agency	500
17	Failure to comply with the colour scheme approved for the Vehicles	200
18	Failure to comply with to the test timing prescribed by the Agency	200
19	Failure to conclude an agreement with Trainees using the forms approved by the Agency or negligence in providing services to Trainees	500
20	Failure to provide full coverage insurance for training	1,000

	Vehicles, Trainers and Trainees	
21	Failure to set up the Vehicle plate bearing the Establishment name and logo, and stating that the Vehicle is used for training	200
22	Vehicle training plate not clearly visible on the Vehicle	100
23	Failure of the Vehicle training plate on the Vehicle to conform to the approved specifications	100
24	Failure to provide training to the Trainers as required by the Agency	300
25	Failure to wear the Trainer uniform specified by the Agency or neglecting uniforms	200
26	Failure to appoint Arab Trainers in proportion to the number of Arab Trainees	2,000
27	Failure to appoint female Trainers to train female Trainees	100
28	The Vehicle year model exceeds the Agency's permitted limit	1,000
29	Failure to allocate specific areas for teaching to drive heavy-duty mechanical equipment	2,000
30	Adding a training programme without informing, or obtaining approval of the Agency	1,000
31	Failure to comply with the instructions issued by the Agency	2000
32	Subletting a training Vehicle for a Trainer	5,000
33	Impeding or obstructing inspectors of the Agency from performing their duties	500
Violations by Trainers		
34	Teaching to drive without a permit	200
35	Training with an expired permit	250
36	Training a Trainee holding an expired permit	100
37	Training a Trainer without a training permit issued by the Authority for the same category	500
38	Making phone calls during training	200
39	Leaving the Trainee alone during training	100
40	Eating, drinking, smoking, reading newspapers and journals, or sleeping during training	100
41	Placement of any material on the side, back or front the window glass of the vehicle during training, which may block the Trainee's view	150
42	Failure to comply with the lanes and routes designated by the Agency for training Vehicles	200
43	Failure to park the Vehicles in the premises of the Establishment or designated parking at the end of working hours	200
44	Commencing training from the location of the residence or	1,000

	accommodation of the Trainee	
45	Commencing training at the registration centers of the Establishment	1,000
46	Training of Trainers holding permits issued outside the Emirate	1,000
47	Impeding or obstructing inspectors of the Agency from performing their duties	500
Violations by Trainees		
48	Impeding or obstructing inspectors of the Agency from performing their duties	500
49	Failure to meet public health, safety, environmental requirements during training	200
50	Failure to present the Trainee permit upon request	200