

### Activity Description Card – Vehicle Driving Learning

<b>Legislation</b>	Federal Driving and Traffic Law No 21/1995 and its Executive Regulation. Executive Council Resolution No 38/2018 and Executive Regulation No 604/2019 governing vehicle driving activities in Dubai.		
<b>Activity Name</b>	<b>Vehicle Driving Learning</b>	<b>Activity Code</b>	RTA: 15447 DED: 8549001
<b>Activity Description</b>	Institutes approved by the RTA to practise vehicle driving lessons in Dubai to qualify driving license trainees for driving various types of vehicles		
<b>Governing Dep't Name</b>	Drivers Training and Qualification Dep't	<b>Permit-Issuing Dep't</b>	Commercial Transport Activities Dep't
<b>Entities to be visited before obtaining a permit</b>	<ul style="list-style-type: none"> <li>- Department of Economic Development</li> <li>- Licensing Agency – (Drivers Training and Qualification Dep't) + (Commercial Transport Activities Dep't)</li> </ul>		
<b>Entities to be visited after obtaining a permit</b>	Nil		
<b>Fees</b>	<ul style="list-style-type: none"> <li>- New Permit: AED5,000</li> <li>- Permit Renewal: AED5,000</li> </ul>		
<b>Conditions and Procedures of Issuing Permit</b>	<ol style="list-style-type: none"> <li>1. The owner of the entity must be Emirati and be not less than 21 years old.</li> <li>2. The applicant, or legal attorney, submits an application to the Licensing Agency through the official service portals supported with the following documents: <ol style="list-style-type: none"> <li>a) Copy of a valid passport of the owner and all partners</li> <li>b) Copy of the Identity Card of the owner and all partners</li> <li>c) The owner must be of good conduct and behaviour and had not been convicted of a felony or a crime in breach of honour or honesty unless rehabilitated</li> <li>d) The total area of the land on which the facilities would be constructed shall not be less than (300,000) three hundred thousand square feet as a minimum</li> <li>e) The proposed location for the activity or branch must be in areas approved by RTA and relevant government agencies.</li> <li>f) The distance between the new facility and the existing facilities/branches should not be less than 5 km.</li> <li>g) Initial approval from RTA to practice the activity</li> <li>h) Obtaining the approval of the relevant government agencies to practice the activity in the emirate.</li> <li>i) Pay the applicable fees</li> </ol> </li> </ol>		
<b>Licensing Conditions and Entity's Obligations</b>	<ol style="list-style-type: none"> <li>1- Obtain the approval of the concerned government entities to practice the activity in the emirate.</li> <li>2- Obtain approvals for studying traffic impacts as well as the entrances and exits of the facility from RTA within a maximum period of (6) six months, from the date of issuing the initial approval.</li> <li>3- Obtain the approval of RTA's technical committee that examines engineering layouts of the facility and training tracks</li> </ol> <p>Provide a sufficient number of vehicles the owner intends to operate and equip them according to RTA's approved technical standards, perform periodic maintenance, and undertake comprehensive insurance of</p>		

the facility. The minimum number of must not be less than 20 light vehicles, 4 heavy vehicles, (one of them a trailer), 3 heavy buses, 2 light buses, 4 motorcycles in addition to one light and one heavy mechanical device.

- 4- Provide safety and security requirements specified by the competent authorities
- 5- Submit a bank guarantee amounting to 300,000 dirhams, provided that it remains valid throughout the practising of the activity
- 6- Submit an insurance policy that covers all potential losses resulting from practising the activity
- 7- Connect the training rooms, theoretical examination halls, and the server room to the smart monitoring centre of the Agency, and install sensors in the testing yard together with recorders and cameras in the facilities and ensure their continued efficiency and maintenance.
- 8- Submit a statement of fees of training courses and services provided by the facility as approved by the Agency
- 9- Comply with the theoretical training curricula, including the introduction of remote theoretical training, and adhere to the practical training curricula, training tracks and training times approved by RTA
- 10- Provide technical equipment for instructors and ensure their daily maintenance to enable them to carry out training in accordance with the requirements of the central training system.
- 11- Maintain records containing all other data, statistics and documents related to training activities for no less than 6 months, and make them available for RTA's employees.
- 12- Provide facilities for people of determination, including at least one vehicle and instructor for them
- 13- Provide a special hall and vehicles for training and testing VIP trainees according to RTA's approved service standards
- 14- Comply with RTA's standardized training contract in contracting with the trainees
- 15- Refrain from making any media statement, including social media, or publishing leaflets or brochures related to the authorized activity unless written approval is obtained from the management
- 16- Refrain from practising any other activity, even if related to the core activity, or using any part of the land on which the facility is built for other commercial purposes unless prior written consent is obtained from the Agency
- 17- Provide lecture halls that commensurate with the number of registered trainees according to the requirements detailed in the annexe to this policy, provided the area allocated to each table and chair shall not be less than (1) square meter, and the number of trainees shall not exceed 60.
- 18- Public facilities (prayer rooms for men and women, customers lounge, photocopying machines, eyesight test office and health facilities for people of determination)
- 19- A printer to print driving licenses
- 20- A shop for selling snacks and ready-made drinks. In the case of a cafeteria for preparing foods, approvals must be obtained from the competent authority
- 21- Provide a knowledge testing hall for men with no less than 10 testing devices and a hall for women with no less than 6 testing devices
- 22- Provide accredited observers for knowledge testing halls
- 23- Provide certified data entry staffs according to the size of the business
- 24- Provide waiting rooms for the examinees undergoing a practical and theoretical test, and a hall to prepare them

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|  | <ul style="list-style-type: none"><li>25- Provide offices for RTA's supervisor and examiners that have a suitable working environment</li><li>26- If the entity delivers services for the children of female employees or female trainees, it must meet RTA's approved requirements</li><li>27- Provide an electric generator in the Head Office and branches for use in cases of power outages</li><li>28- Provide air-conditioned waiting rooms for trainees at the training tracks</li><li>29- Sign an agreement to practice training and qualifying of drivers activity with RTA and strictly adhere to all its provisions</li><li>30- Any other technical requirements introduced by RTA later on</li></ul> |
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<b>Service Applications Channels</b>	Applications to be submitted through RTA's website ( <a href="http://www.rta.ae">www.rta.ae</a> )
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