

ADGM Temporary Work Permit Requirement

Any individual who has the right to work in the UAE and holds a valid UAE residence visa (that is not facilitated by the Registration Authority) and is engaged (not employed) by a business/entity licensed by ADGM (“Business”), on a temporary basis, must hold a current Temporary Work Permit issued by the Registration Authority (the “Temporary Work Permit Requirement”).

The Temporary Work Permit Requirement applies to Businesses when engaging individuals categorised as: secondees; outsourced individuals; interns; and temporary freelancers.

An individual’s Temporary Work Permit must be kept current at all times, covering the period that the individual is working for the Business. Temporary Work Permits are available for 3, 6 and 12 month periods and can be renewed as often as necessary except for secondees and interns - their Temporary Work Permits have a maximum validity of 12 months after which they are not renewable.

It is the responsibility of the Business (not the individual) to obtain and pay for a Temporary Work Permit prior to an individual commencing work for the Business, and to maintain the Temporary Work Permit at all times during the engagement.

In Force

The Temporary Work Permit Requirement came into effect on 13 May 2020, pursuant to the ADGM Employment Regulations 2019 (Engaging Non-Employees) Rules 2020, and is currently in force.

Application and Late Fees

All fees for Temporary Work Permits are currently **100% waived until 25 March 2021**. However, the Temporary Work Permit Requirement remains in force. After 25 March 2021, the costs will be as follows:

Issuance and Renewal Fees for all categories

	3 months	6 months	12 months
Issuance Fees (in AED)	150	300	600
Renewal Fees (in AED)	150	300	600

Delayed (Late) Filing Fees

Delayed Filing	Late Fee (in AED)
If filed within 1 week after the non-employee commences engagement	250
If filed more than 1 week after the non-employee commences engagement	500

Fines

In addition to late fees, the failure to obtain or renew a Temporary Work Permit when required may attract a fine of up to USD 25,000 for each offence.

How to apply and more information

Applying for a Temporary Work Permit is an easy process which is done via the ACCESSADGM portal. For more information please go to: <https://www.adgm.com/operating-in-adgm/visas-and-government-services/work-permits>

Contact Us

To contact the Registration Authority regarding Temporary Work Permits please refer to the ACCESSADGM portal, email: accessadgm.cases@adgm.com