

ESM Governance & Criteria to Operate in School venues (adult use)

Legislation

All companies must have a full valid Commercial License from the Department of Economic Development, approval from the KHDA/Sports council/Federation approval/General Authority for Youth and Sport approval as appropriate for your activity, approval from Dubai Sports Council, certified instructors/coaches, First Aid qualifications, valid UAE Residence visas showing the company name and public liability & indemnity insurances.

Due Diligence

The below is a list of documentation required as standard (all documents for all coaches employed by your company are required for verification):

Please send a copy of the following:

- Valid Trade license from the Department of Economic Development (DED)
- Company Public Liability Insurance Certificate with UAE coverage up to USD 1M
- Dubai Sports Council Registration <http://www.dubaisc.ae/en/new/pages/e-services/serp.aspx> - KHDA/Sports council/Federation approval/General Authority for Youth and Sport approval as appropriate for the activities listed on your trade license
- Passport & Visa & Emirates ID copies of staff in your company that will be present at the activities
- Valid First Aid certificate for member of staff that will be present at the activity
- Police Certificate of Good Conduct for all staff that will be present at the activities. Dubai certificate available on the Dubai Police website.
- Signed Child Protection self-declaration form for all staff members that will be at the activities. (provided by ESM)
- Staff who are on a part time or freelance visa should provide an NOC from their sponsor with the copy of the Visa and a Labor Card from your company

****It is your responsibility to ensure all documentation is updated and copies provided to ESM for their records. Any companies who demonstrate delinquencies following ESM approval may be subject to penalties or immediate cancellation of activities****