

## Circular 636: Notification and Reporting of Site Accident

Date: October 17, 2025

Dear Contractors and Consultants,

As part of our commitment to maintain safe and compliant work sites across all DDA projects, we would like to remind you of the required steps to follow in the event of any work-related fatality, major injuries, and dangerous occurrences.

Contractors and consultants must comply with the following mandatory requirements:

- **Notify immediately** the Dubai Development Authority (DDA) by calling Customer Care on Tel: **800-4-DDA (332)**.
- **Submit Site Accident Report** through [Connect With Us](#) or by email to [Compliance.Zoning@dda.gov.ae](mailto:Compliance.Zoning@dda.gov.ae) within **1 working day** of the accident by filling out the [Site Accident Report Form](#).
- **Submit Site Accident Investigation Report** along with the required documents through [Connect With Us](#) or by email to [Compliance.Zoning@dda.gov.ae](mailto:Compliance.Zoning@dda.gov.ae) within **5 working days** of the accident by filling out the [Site Accident Investigation Report Form](#).

Failure to comply with the above requirements will result in regulatory enforcement action against the Consultants and Contractors.

We appreciate your continued cooperation and commitment to maintaining a safe working environment.

If you have any questions or wish to give feedback, please call Customer Care on Tel: **800-4-DDA (332)** or via [Connect With Us](#).

Regards,

**Dubai Development Authority**