

**General Circular pursuant to the Health Insurance Law (No 11 of 2013) of the Emirate of Dubai**  
**General Circular Number 6 of 2016 (GC 06/2016)**

Subject of this General Circular	Member Register
Applicability of this General Circular	This Directive applies to all health insurance companies marketing health insurance plans and health insurance claims management companies in the Emirate of Dubai and is for the information of all intermediaries advising upon or selling such plans
Purpose of this General Circular	To reiterate the importance of the member register
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Publication date	25 August 2016
This document replaces	Not applicable
Effective date of this General Circular	Immediately upon publication
Grace period for compliance	Not Applicable

Post the June 30<sup>th</sup> 2016 deadline, we have noticed the lack of mandated routine process of updating the member register from all insurers.

As of now the total number of members registered in the member register is drastically lower than the actual number of insured lives in Dubai.

We would like to stress the importance of this activity, and getting your organizations accustomed to updating the member register on a regular basis. Failure to comply can result in penalties of up to AED 50,000 as per Executive Council Resolution No. (7) For the year (2016).

In addition to the penalty, this will have an impact on your insured member's visa renewal process where applicable.

We are aware there are clients who claim to not have all employee's details readily available, however there is only one way to get them accustomed to being ready for their policy renewal which falls on the same day every year.

We look forward to seeing a tremendous improvement going forward.