

PROCEDURE FOR SEEKING ASSISTANCE FOR REPATRIATION OF MORTAL REMAIN

1. Death of Indian National Where Employer / Sponsor is Available

In the case of death of an employee, it is the responsibility of the employer/sponsor of the deceased to send mortal remain to his home country. As per Article 15 (3), Federal Decree Law No. (33) of 2021 of UAE *'the employer shall bear all the costs of preparing and transporting the corpse of the deceased worker to his home country or place of residence, if the family so requests'*.

2. Financial Assistance under Indian Community Welfare Fund (ICWF)

In some cases, the Consulate provides assistance through its panel of community associations under ICWF for repatriation of mortal remain **strictly on means tested basis** in accordance with the Government of India guidelines where the deceased does not have any employer/sponsor or insurance policy does not cover the cost of repatriation of mortal remain and the family is unable to meet the expenditure. The financial aid includes cost of death certificate, embalming, coffin, local ambulance and airfare to transport mortal remain to the airport nearest to the place of destination in India. Community associations undertake the completion of formalities related to the procedure across Emirates **without any service fee** in case of financial assistance being provided under ICWF. Following list of documents are required for applying for the assistance to repatriate mortal remain under ICWF:

- (i) Notarized letter from next of kin of the deceased mentioning reasons why the assistance is required;
- (ii) QR Coded Income certificate from State government (issued by Tehsildar or above level Officer);
- (iii) Bank Statement of the deceased / next of kin of the deceased for the last 06 months; &
- (iv) All related documents related to death registration including visa copy and employer letter, if applicable.

3. Costs of Transportation of Mortal Remain to India

Service	AED (Approx)	Remarks
Death Certificate (incl. translation)	110 – 140	Money receipts are provided by issuing authority

Embalming Fee	1072	Money receipt provided by Embalming Centre
Ambulance Fee*	220	Money receipts are provided by service provider
Coffin Box	1840	Money receipts are provided by service provider
Air cargo charges** (incl. DNATA / Handling / Customs Bill Entry/Destination airport charges etc.)	1800 - 2500	Please confirm exact cost with airlines

**AED220 is charged in Dubai. Charge may vary in other Emirates.*

***Air cargo charges depend on airlines, originating airport in UAE and destination airport in India etc. Currently Air India, Emirates Airlines & Air Arabia (from Sharjah) render this services.*

4. List of Community Associations Empanelled by the Consulate

Following are the list of community associations empanelled by the Consulate who render services for repatriation of mortal remains to India:

Sr.	Name of Community Associations and Address	Contact Number
1.	Indian Association Ajman Office No. 1, Jurf Industrial Zone 3, Al Jurf, Ajman, UAE	Tel: 06 7467722 Mob: +971-506330466 Email: gen.secretary@iaajman.ae
2.	Indian Association Sharjah P.O. Box : 2324, Sharjah, UAE	Mob: +971-507866591 Email: pro@iassharjah.com
3.	Indian Association UAQ P.O. Box : 672, Umm Al Quwain, UAE	Mob: +971-505761505 E mail: iauuuae@gmail.com
4.	Indian Relief Committee, RAK Next to Indian School RAK, Behind RAK Immigration Muntazar Road, Nakheel, Ras Al Khaimah, UAE	Mob: +971-506249193 Mob: +971-503707617 Email: indianreliefcommitteerak@gmail.com
5.	Indian Social Club, Fujairah Al Fazil Road, Besides V Hotel, P.O. Box No : 1099, Fazeel, Fujairah, UAE	Mob: +971-564407060 Mob: +971-503901330 Mob: +971-507897250 / Email: iscfuj@eim.ae
6.	Indian Social Club, Khorfakkan	Mob : +971-553894101 Mob : +971-504907308

	Near East Coast English School, P.O. Box : 10180, Khorfakkan, Sharjah, UAE	Email: isckhorfakkan@gmail.com
7.	Indian Social & Cultural Club, Kalba Opp. Kalba Police Station, Near Bin Moosa Pharmacy, Kalba, Sharjah, UAE	Mob: +971-505206301 Email: aboobackerpost@gmail.com
8.	Indian People's Forum (IPF) Office 208, Horizon Towers, Al Rashidiya, Ajman, UAE	Mob: +971-506515971 Email: president@ipf-uae.org dubai@ipf-uae.org
9.	Dubai Kerala Muslim Cultural Centre Office No. M-5, Dar Al Safiya Building, Hor Al Anz, Abu Hail, Dubai, UAE	Mob: +971-558703836 Email: office@dubaikmcc.org
10.	AKCAF Association Flat no 1108, Sahel Tower 2, Al Nahda 2, Dubai, UAE	Mob: +971-506565374 Email: secreary@akcaf.org
11	FOI Events LLC Aramco Building, B Block, 1 st Floor, Room # 101, Karama, Dubai, UAE E-mail : foievents.dubai@gmail.com	Mob: +971-508523185 Email: elamanarajesh@gmail.com Mob: +971-562379574 Email: vinkmenon@gmail.com Mob: +971-509580209 Email: nareshmanyam@gmail.com
12	IMAN Cultural Center 312, Ascon house Deira, Dubai, UAE	Mob: +971-525576910 E-mail : imanculturals@gmail.com

In addition to the actual costs indicated above, these community associations may charge a nominal amount for their services other than ICWF assisted repatriation of mortal remain.

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