



EHSMS – System Procedure

Doc No: UPC/EHS/3.003

LEGAL COMPLIANCE

Date: 01/07/2014

Section 5.6: Legal Register Dubai

Clause / Article / Reference	Requirement / Obligation	Applicable to		Area of Applicability	Licenses / Compliance Records Required	Status of Compliance
		CO	C/S			
Law / Regulation / Standard – Title / Issue Date		Federal Law No : 8 of 1980				
Article 91. Every employer must provide adequate means of protection for the employee from the hazards of injuries and vocational diseases that may occur during work as well as the hazards of fire and other hazards arising from use of machines and other tools, and he must apply all other means of protection as approved by the Ministry of Labour & Social Affairs, and the employee must use protective equipment and clothing provided to him for such purpose and he must abide by all instructions of the employer aiming at his protection from dangers and must not act in a way that may obstruct the application of said instruction.	Employer ensure to provide safe work place, equipments, tools etc. and employees need to cooperate with the OH&S policy of the company. And also shall provide PPE for all employees and contractors	Yes	Yes	All areas	Fire protection and prevention procedure – UPC/EHS/5.003	Yes
Article 92. Every employer must display at a conspicuous point in the place of business detailed instructions concerning methods to prevent fire and protect employees from dangers while they perform their duties. Said instructions shall read in Arabic and, if necessary, in another language understood by the employees.	All identified and foreseeable hazards must be thoroughly discussed prior the task begin and ensure that it's communicated clearly to all persons involved for the task as well as affected person such as visitors and general public and clearly discussed as well the emergency response in the event of emergency situation.	Yes	Yes	All areas	EHS Risk Register – UPC/EHS/4.001 Communication, Consultation and Participation Procedure – UPC/EHS/3.011	Yes



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Article 93. Each employee has to arrange for one medical aid box(s), supplied with medicines, bandages disinfectants and other relief aids, to be fixed in a conspicuous place within the reach of employees and to be used by a specialist in handling first aids, and every one hundred employees should be provided with an aid box. Each first- aid box shall be sufficient for every 100 employees.	First Aid training shall be with DHA/Dubai Municipality accredited centres	Yes	Yes	All areas	Emergency Management procedure – UPC/EHS/3.006	Yes
Article 94. Without prejudice to the provisions of by-laws and regulations issued by concerned government authorities the employer must provide proper cleanliness and ventilation in each place of business and must provide such places with adequate illumination, potable water and toilets	Provision of adequate welfare facilities as per legal requirement.	Yes	Yes	All areas	Welfare facilities are maintaining in good condition, regular cleaning and inspections are conducted by EHS department	Yes
Article 95. The employer must appoint one physicians(s) to do full medical checkup at least once each 6 months regularly for his employees who are exposed to the danger of infection with any of the occupational diseases reserved in the schedule attached hereto, and to record the results in his registers and in the personal files of such	Employed physicians he/she should be DHA approved	Yes	Yes	All areas	Health Surveillance will be conducted as per EHS performance monitoring procedure – UPC/EHS/3.014	No



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employees and the cases of occupational diseases must be reported instantly by the doctors to the employers and the Labour Department after these become certain through medical and laboratory analysis. The physician in charge of regular medical checkup may ask for a second medical checkup for any employee who is exposed to occupational diseases before the lapse of the time limit stated in the para. under this article if the case of the employee so requires.						
<p>Article 96.The employer must provide employees with means of medical care according to the standards decided by the Minister of Labour and Social Affairs in collaboration with the Minister of Health.</p> <p>The Minister of Labour and Social Affairs has the capacity in consultation with the Ministry of Health, to determine the general Measures for health prevention applicable to all establishments having staff and in particular such measures relating to safety, illumination, ventilation and dining rooms, as well as supply of potable and cleaning water and measures relating to purification of atmosphere from dust and smoke and to stipulate precautionary measures against fire and electric current.</p>	<p>Health insurance is mandatory for every employee under the control of organization.</p> <p>Working environment and welfare facilities should ensure its adequacy, effectiveness and suitability.</p>	Yes	Yes	All areas	All employees of UPC are insured for health issues and also welfare facilities is maintaining in good condition to avoid ill health	Yes
Article 97.The employer or his	Risks, hazards identified and precautionary	Yes	Yes	All areas	Risk register and relevant	Yes



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representative at the time of appointment must keep employees informed of the dangers related to their profession and preventive measures they have to take. Moreover, the employer must display detailed written instructions in this respect at places of business	measures must be clearly communicated to all employees, visitors, general public etc.				safe operating procedures and work instruction will be communicated through tool box talks, notice boards, awareness trainings and safety campaigns	
Article 98. The employer of his representative at the time of appointment must keep employees informed of the dangers related to their profession and preventive measures they have to take. Moreover, the employer must display detailed written instructions in this respect at places of business.	UPC shall identify the dangers related to their regular and irregular activities through risk assessment and those risks and dangers shall be communicated to all employees related to their job responsibilities through training and notices	Yes	Yes	All	Risk Management Procedure – UPC/EHS/3.004 Communication, Consultation and participation procedure- UPC/EHS/3.011 Training procedure – UPC/EHS/3.008 Competency procedure – UPC/EHS/3.009	Yes
Article 99. Employers, agents of the employers or any other persons having authority on employees may not permit entry of any kind of alcoholic drinks into the places of business for consumption threat, and they may not permit entrance into or stay at the establishment or any intoxicated person.	Any infraction on the OH&S policy must be reinforce through safety disciplinary action	Yes	Yes	All areas	yes	Yes
Article 100. The employee shall abide by instructions and orders related to business safety and precautions, and	Employees needs to cooperate with all the precautionary measures provided by the employer/EHS personnel	Yes	Yes	All areas	Yes	Yes



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adopt precautionary methods and pledge to care for items thereof in his possession. It is prohibited for an employee to act in any way that may contravene enforcement of said instructions or misuse methods placed for health and safety protection of employees or which may cause loss or damage to the same.						
<p>Article 101. Each employer who employs employees in areas that are remote from cities where there is no access to normal means of transportation shall provide employees with the following facilities</p> <p>Adequate means of transport</p> <p>Adequate accommodation</p> <p>Drinking water</p> <p>Proper foodstuff</p> <p>Medical aid equipment</p> <p>Entertainment and sports amenities.</p> <p>Areas to which all or part of the provisions of this Article apply shall be stated by decision of the Minister of Labour & Social Affairs.</p>	All necessary facilities must be provided to all employees under the control of organization with no cost to the employees as per law requirement.	Yes	Yes	All areas	Yes	Yes



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With exception of foodstuff, all services referred to in this Article shall be at the expense of the employer and nothing hereof is to be borne by the employee.						
<p>Article 102. The disciplinary measures that an employer or his representative may impose on the workers shall be as follows:</p> <ol style="list-style-type: none"> 1. Warning. 2. Fine. 3. Suspension from work with reduced pay for a period not to exceed 10 days. 4. Denial or deferment of periodical allowance, in firms applying such a scheme. 5. Denial of promotion, in establishments applying a promotion scheme. 6. Dismissal without prejudice to severance pay. 7. Dismissal with denial of all or part of the severance pay. This penalty may not be imposed for reasons other than those exclusively specified in Article 120. 	UPC must take disciplinary measures to refrain employees from repeating deviations	Yes	Yes	All areas	Yes	Yes
Article 105. The fines imposed on workers shall be recorded in a special register, which shall show also why and under what circumstances they were imposed, the worker's name and the amount of his wage. Such fines shall be placed in a special account whose monthly proceeds	Fines/penalties imposed on employees must be recorded and the amount to be utilized for workers welfare only	Yes	Yes	All areas	Yes	Yes



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shall be used to meet the cost of social welfare of the workers, in accordance with a resolution to be made by the Minister of Labour and Social Affairs in this respect.						
Article 142. Where a worker sustains any of the work-related injuries and occupational diseases listed in Schedules 1 and 2 attached to this Law, the employer or his representative shall report the matter immediately to the police and to the labour department or its local office within whose jurisdiction the place of business is located.	Serious injuries must be reported to the Police, Labor Department etc.	Yes	Yes	All areas	Yes	Yes
Law / Regulation / Standard – Title / Issue Date		Ministerial order 32 of 1982				
Article 1. Every employer shall provide the appropriate preventive measures for the protection of workers from risks of injuries or occupational diseases which may occur during working hours and against fire risks and all other risks which may result from the use of machineries and other equipments. The employer shall also adopt other preventive measures specified by the Ministry of Labour and Social Affairs. The worker shall use the protective equipments and clothes supplied for this purpose and shall comply with all the instructions of the employer aiming to protect him from risks and shall refrain	Prior the task begin ensure to conduct suitable and sufficient risk assessment to eliminate or mitigate the risk as low as reasonably practicable.	Yes	Yes	All areas	Yes	Yes



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from doing any work which impedes the implementation of such instructions.						
<p>Article 2. Every employer shall display at prominent and conspicuous place, detailed and clear instructions on measures for the prevention of fire and the protection of workers from the dangers which they may be exposed to during the performance of their work and ways and means of dealing with occurring accidents; and the displayed instruction shall written in Arabic and in other language understood by workers if necessary.</p> <p>The employer shall place warning signs in front of dangerous sites.</p>	All identified and foreseeable hazards must be thoroughly discussed prior the task begin and ensure that it's communicated clearly to all persons involved for the task as well as affected person such as visitors and general public and clearly discussed as well the emergency response in the event of emergency situation.	Yes	Yes	All areas	Yes	Yes
<p>Article 3. Every employer or his representative shall brief his employees before they assume work on the occupational risks such as fire and machinery risks, dangers of falling and relevant occupational diseases and other risks</p>	Provision of suitable and sufficient information, instruction, training and adequate supervision.	Yes	Yes	All areas	Yes	Yes
<p>Article 4. Every employer shall assign the task of supervising first aid treatment to a specialist in first and treatment and shall provide for the first aid box the contents specified in table No. (3) attached to this Decision</p>	Employer ensure to provide competent first aider capable to perform his/her duties and responsibilities.	Yes	Yes	All areas	Yes	Yes



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<p>Article 5. The employer shall take the necessary measures to ensure that the conditions prevailing in the place of work provide sufficient protection for the health and safety of the worker working in the establishment and that he shall give special attention to the following.</p> <p>The space assigned to each person shall not be less than 400 cubic feet. This measurement, however, shall exclude any height of over 14 feet.</p> <p>Avoid any insufficiency in the necessary amount of clean air or delays in renewing this air, and keep out all harmful air drafts or sudden changes in temperature and, as far as possible, eliminate excessive humidity, excessive high or low temperatures and bad-smelling air currents.</p> <p>Provide sufficient and appropriate lighting, natural or artificial, by ensuring that windows and other accesses to natural lights are open and that the sources of natural or artificial lighting avoid direct forceful illumination and appreciable difference in the distribution of lights in close quarters.</p> <p>Provide appropriate lighting for operations varying in the degree of their accuracy, using the guiding measures provided in</p>	<p>Provision of adequate welfare facilities and safe working environment.</p>	Yes	Yes	All areas	Yes	Yes



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<p>the table (1) attached.</p> <p>Prevent or reduce the noise and tremors which may endanger the health of workers in compliance with the permissible scientific standards.</p> <p>Provide a place for meals in cases where it is prohibited for workers to have their meals at the work place. Food shall not be served in the place of work under any of the following conditions: When the work involves the use or handling of poisonous or harmful substances which may spread in the workplace in the form of dust, smoke or vapour.</p> <p>Works in which workers are vulnerable to detrimental radiations.</p> <p>Works where parts of the body such as the hands or the Works where parts of the body such as the hands or the head, or the workers clothes may come in contact with harmful substances.</p> <p>g) Provide adequate number of washing basins for the workers to wash their hands and apply the appropriate cleaning materials for that purpose. Also supplying sufficient and adequate toilets for workers and suitable places for dressing and keeping clothes and ensuring that the clothes are regularly clean and kept in good condition. And in all cases separate</p>						



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facilities of such kind shall be assigned to each sex of workers.						
<p>Article 6. The employer shall take practical and appropriate measures to prevent or reduce the health risks in the work place and he shall give particular attention to the following:</p> <p>That carrying out industrial operations or otherwise are not detrimental to the workers health or safety.</p> <p>The operations which are harmful to health shall be carried out in separate equipment to prevent contact with harmful substances, gases, vapour, dust, fibres or smoke shall not be allowed to spread in the place of work in quantities harmful to health.</p> <p>Veiling dangerous radiations from the workers.</p> <p>Dispose of substances harmful to health so that the quantities of such substances used in industrial operations do not exceed the limits shown in table (2), attached.</p> <p>Promptly dispose of harmful dust, spreading gases, vaporous or fibres at the source of their formation by means of employing exhaustive equipment or by</p>	<p>COSHH assessments are reviewed forthwith whenever there is reason to suspect that the assessment is no longer valid or there has been a significant change in the work to which the assessment relates, and otherwise at appropriate intervals.</p> <p>information, instruction and training are given to employees, students and visitors about the risks presented by their work and the precautions to be taken</p> <p>Compliance with the control of substance hazardous to health (COSHH)</p>	Yes	Yes	All areas	Yes	Yes



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<p>other appropriate engineering means or by supplying adequate ventilation system.</p> <p>Provide workers with protective clothes equipped with the appropriate equipments for personal safety, if the other adopted measures proved to be impractical or insufficient for the safety of the workers, after training the workers in the use of the equipment supplied and after providing the necessary facilities for cleaning, disinfecting and keeping in good condition the said clothes according to the safety standards required by the conditions of the work in question.</p>						
<p>Article 7. Particular attention shall be given to the following conditions at the workplace:</p> <p>The floor of the work room shall have an even surface made of material suitable for the work in progress.</p> <p>Sufficient space shall be left around the machinery and units allowing space for workers to move and perform their ordinary duties without obstacles and allowing for repair of the machinery or shifting the materials used.</p> <p>The passages shall be free of holes of unfixed manhole covers, projecting nails, pipes or other installations which may, cause a risk of collision, and the floors of</p>	<p>Employer has ensure to maintain a safe working environment, observed good housekeeping, adequate access and egress and materials being used must be sound materials.</p>	Yes	Yes	All areas	Yes	Yes



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<p>the passages shall not be made of substances that may cause slipping.</p> <p>Passages shall not be damped with materials, work-equipment, products or objects that may impede the movement of the workers and subject them to the risks of collisions or falling.</p> <p>Staircases, elevated passages and similar places must be made of floors which do not cause slipping.</p> <p>Staircases shall be surrounded by side-railings made of bars set at narrow distances to prevent object passing through the openings, or to have such opening covered by hinged metallic covers to prevent the fall of objects on persons below, which may endanger their safety.</p> <p>The steps of the staircases shall be of sufficient strength and wide enough to allow safe passage and shall be surrounded by side-railings from both sides when one of its sides is not a wall.</p> <p>Mobile ladders shall be of adequate strength and their steps must be of suitable dimensions, and their base or top must be so designed to reduce the risk of falling. However, ladders made of wood shall not be painted with any kind of paint.</p>						



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<p>Article 8. The employer shall provide necessary facilities for the prevention of fire and fire-extinguishers appropriate for the type of materials used in the establishment and he shall observe the following:</p> <p>Provide entry, exit and ladders in the work place in order to facilitate the speedy exit of workers when fire breaks out in the establishment or in any part of it without stampeding.</p> <p>The fire-extinguishing equipments must be always kept in a condition suitable for the purpose they are designated for and must be placed in locations of easy access, and a sufficient number of workers must be trained to use them.</p> <p>There must be a fire alarming (warning) system and the workers must be trained to respond to fire warnings.</p> <p>Where there are several work-rooms or chambers at the work place connected to one another they must be separated by doors which prevent the spread of fire from one room to the other.</p> <p>Signs containing instructions for the prevention of fire shall be displayed at the inflammable places of work. Such signs shall be projected in conspicuous</p>	<p>Employer must ensure that all necessary precautionary measures should be thoroughly discussed to the workforce to eliminate any potential of fire hazard on the workplace.</p>	Yes	Yes	All areas	Yes	Yes



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positions indicating the places of exits and written in Arabic and in other language understood by the workers, if necessary						
Article 9. The employer shall undertake necessary precautionary measures to protect workers from the dangers of falling, falling objects, flying metals or sharp bodies or caustic liquid materials, or hot or inflammable or explosive materials or other harmful materials. He shall also make the appropriate precautions for protection of workers from dangers of compressed gases and electricity and means of providing persons protection equipment designated for such purpose or by providing personal protection facilities such as protective glasses, gloves, belts, uniforms, mask or other protective clothes suitable for the kind of work.	<p>Risk assessment Training</p> <p>Pro-active and Reactive monitoring</p> <p>Trainings on PPE, Compressed gas cylinder safety, flammable materials, and work at height to be provided</p> <p>employer is accountable to provide a safe working environment to the workforce as per legal requirement.</p>	Yes	Yes	All areas	Yes	Yes
Article 10. The employer shall always provide constant protective barriers to be installed around the exposed mobile parts of generators or motors and around dangerous machinery, mobile or immobile, except when such parts are designed in a manner providing the required safety standard.	<p>Machine Inspection – External/Internal</p> <p>Provision of adequate barrier/ barricade to prevent contact with the moving parts of any equipment and provision of adequate signage and watchman.</p>	Yes	Yes	All areas	Yes	Yes



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<p>Article 11. The employer when installing barriers referred to in the preceding article, shall observe the following:</p> <p>Provide full protection against the dangers for which they installed.</p> <p>Prevent the contact of worker or part of his body with the dangerous area throughout the period of work and at the same time do not impede his performance.</p> <p>They do not impede production or the work of the machine.</p> <p>They do not impede the adjustment or repair of the machine or its inspection with the least service.</p> <p>They must be fire-resistant and rust-proof.</p> <p>They may not be a possible cause for accident which may result from the barrier, protruding parts or because of its sharp edges or rough extensions.</p>	<p>Employer has ensure to the adequacy of safe system of work.</p>	Yes	Yes	All areas	Yes	Yes
<p>Article 12. When installing new machines or operating equipment or parts, the employer shall ensure that they are provided with the protection facilities which meet the required protection standards.</p>	<p>Shall be installed by competent personnel and as per manufacturer instructions.</p> <p>Employer has to ensure that all the dangerous equipment/machine with moving parts has sufficient machine guarding</p>	Yes	Yes	All areas		Yes



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Article 13. The employer may not allow any person to remove or install any barrier or any other part of the protective equipment while the machine is running, and the machine shall not be operated unless being re-installed in its place.	<p>Machine Inspections – Internal/External.</p> <p>Training on machine safety.</p> <p>Employer need to ensure that all person working under the control of his organization must be adequately inducted.</p>	Yes	Yes	All areas	Yes	Yes
Article 14. The employer shall display instruction sign-boards at the locations of machinery or operations stating the necessary technical measures and such instructions shall be written in Arabic or other language understood by the workers, if necessary.	<p>Standard pictorial sign boards to be provided and the employees shall be given awareness on the different sign boards used in the industry.</p>	Yes	Yes	All areas		Yes
<p>Article 15. Each worker shall comply with the orders and instructions related to the precautions taken for his safety and security of work. The workers shall use safety equipment and shall care for such equipment in his possession. The worker shall be prohibited from doing any act which prevents the implementation of the said instructions or misuse the equipments designed for protecting the health and safety of the workers or damage such equipments.</p> <p>The employer may impose disciplinary punishments for any worker who violates</p>	<p>Employees duties shall be briefed and awareness sessions to be provided.</p> <p>The employees are accountable to cooperate and participate with all the necessary control measures to prevent any incident in the workplace.</p>	Yes	Yes	All areas	Yes	Yes



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the regulations stated in the preceding paragraph.						
<p>Article 16. When using steam boilers, the employer shall observe the following:</p> <p>Each boiler must have a suitable safety valve, a suitable closing valve, and apparatus for measuring the water level, and another for measuring the steam pressure and that all such equipments must be kept in good working condition as long as the boiler is in use.</p> <p>A suitably constructed room must be allocated for the boiler, and shall be kept at a distance of at least three metres away from any other building in the establishment and the room shall have good lighting.</p> <p>A qualified person must be assigned to supervise the boiler and a suitable place shall be arranged for him either inside or outside the boiler room so that he can supervise effectively.</p> <p>The maintenance and cleaning of the boiler must be performed at least once every two month by a qualified person who shall comply with all safety measures.</p> <p>The boiler must be checked at least once</p>	Employer need to ensure to develop safe system of work under the control of his/her organization.	Yes	Yes	All areas	Yes	Yes



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<p>a year by a qualified person licensed to do so by the competent labour department.</p> <p>The person who checks the boiler must prepare a report on the condition of the boiler and the steps taken in performing the checkup, provided that the employer shall send a copy of such report to the competent labour department and keep one copy with the establishment.</p> <p>When using pressure appliances, they must be made of material which do not react to chemical materials or rust, and must be examined once a year by a qualified person licensed by the competent labour department who shall prepare a report thereon and send a copy of such report to the competent labour department.</p>						
<p>Article 17. The workers shall be prevented from entering the work site when machines are in operation except when they are wearing the suitable outfits as determined by the establishment to secure their safety.</p>	<p>Proper warning signs to be provided for the access control.</p> <p>Suitable and sufficient information and instruction to the workers, visitors, general public etc. must be provided to prevent any harm with them</p>	Yes	Yes	All areas	Yes	Yes
<p>Article 18. The employer shall take precautionary measures to protect the</p>		Yes	Yes	All areas	Yes	completed



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workers from dangerous materials by keeping them stored safely in special places or by placing such materials inside suitable barriers or fences. When such materials are kept in containers, such containers must be closed tightly bearing labels displaying the name of the contents and the correct method of using them, and the appropriate warnings against their dangers which must be written in Arabic and in other language understood by the workers if necessary.	<p>Appropriate measures are taken to prevent, or where that is not reasonably practicable, adequately control exposure to substances hazardous to health.</p> <p>Employer shall at all time provide a safe working atmosphere for the employee</p>					
<p>Article 20. Hoisting machinery and towing tools must meet the following conditions:</p> <p>Each hoisting machine or elevator for carrying people or goods must be manufactured in solid state, consisting of sound composition, and the parts must be sufficiently solid. Such machines must be provided with necessary technical maintenance and examined regularly, at least once a year by a specialist.</p> <p>Places of elevators must be surrounded by high fences which prevent any person from jumping or approaching the moving parts of the elevators. Doors must not be opened while the elevator is moving.</p> <p>A sign stating maximum loading capacity of the elevator or machine must be displayed in conspicuous place in the</p>	<p>Valid third party certification required for all lifting equipments and tools.</p> <p>The operators shall be competent and periodic trainings to be given.</p> <p>Ensure the adequacy of materials/equipment being used and inspect regularly in accordance with the manufacturer's instruction</p> <p>Develop a risk assessment for manual handling task to avoid any MSDS or CTDs</p>	Yes	Yes	All areas	Yes	Yes



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<p>elevator.</p> <p>The worker may not be asked to carry loads beyond his capabilities and in cases the carried load must not be more than 50 kilograms for a man and not more than 20 kilograms for a woman and use hoisting equipment whenever possible in carrying loads instead of depending upon human effort only.</p> <p>The chains, ropes or towing wires or alike, must be in a solid state and must be fully and continuously maintained at least once every six months and must not be overloaded.</p>						
<p>Article 22.The responsibility in providing industrial security equipment for contracting works by the employer, main contractor and sub-contractors shall be according to the following:</p> <p>The employer shall be responsible for the industrial security conditions related to the work-site and the equipment which he use.</p> <p>Personal safety equipment for workers shall be provided by the contracting company.</p>	<p>Gate security to be provided.</p> <p>Employers accountable to provide all the necessary security measures on the workplace and suitable equipment being mobilized on the workplace and provision of PPE for the workers with no cost.</p>	Yes	Yes	All areas	Availability of sufficient security service to comply this law	completed
<p>Article 23.The competent labour inspector shall take a sample or samples of the materials used in the manufacturing</p>	<p>where necessary, arrangements are made for monitoring of exposure to substances hazardous to health and/or for suitable health</p>	Yes	Yes	All areas	EHS performance monitoring procedure – UPC/EHS3.014	Yes



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process or other materials which are subject to inspection and which may have harmful effect on the workers health or safety. Such samples shall be collected for the purpose of analyzing them and determining their effect on the workers, and the inspector shall notify the employer or his representative of the results of the analysis and of any measures required to be taken in this concern. The inspector may demand if necessary that medical examination be carried out on the establishment's workers and that other clinical and laboratory examination be made to ensure that the appropriate conditions are provided. Such checks and examinations shall be made during the official working hours when they are conducted inside the establishment as specified by provision of Article (175) of Law No. (8) 1980 concerning the regulation of labour relations.	surveillance of those who are liable to be exposed to such substances.					
Article 24. The employer shall notify the competent labour department on accidents which that may occur during working hours in his establishment and which may cause the following: The death of a worker Fires or explosions	As per legal requirements	Yes	Yes	All areas	EHS performance monitoring procedure – UPC/EHS/3.014 Incident reporting and investigation procedure – UPC/EHS/3.010	Yes



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<p>Rendering any of the workers unfit to perform his work for three or more days.</p> <p>The employer shall give notice of such accident in the form show in table (4) attached to this decision, provided that notification shall be as follows:</p> <p>In case of the death of a worker, fire or explosion, notice must be given immediately after the occurrence of the accident through the fastest means of communication available.</p> <p>When a worker becomes unable to do his work for three or more days, notice must be given within 24 hours following the occurrence of the accident.</p> <p>In all cases, however, the employer shall present to the competent labour department, a report in two copies, once every three months, containing an account of the injuries of work and occupational diseases in the form designated for that purpose, provided that the said report shall not be delayed for more than 15 days from the expiry date of the three month period referred to herein.</p> <p>The employer shall keep a third copy of the said report at his establishment so that the competent labour inspector may</p>						



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have easy access to it when he visits the establishment.						
<p>Article 25. The labour inspector entrusted with the tasks specified in this Decision shall have the following qualifications:</p> <p>When undertaking duties related to industrial security he must be an engineer or a technician experienced in this field.</p> <p>When undertaking duties related to health, he must be a doctor specialized in vocational health.</p>	Ensure that the person involved for a certain task has sufficient knowledge, skills, experienced and training to perform his/her duties and responsibilities.	Yes	Yes	All areas	<p>Training procedure – UPC/EHS/3.008</p> <p>Competency procedure – UPC/EHS/3.009</p>	Yes
Law / Regulation / Standard – Title / Issue Date		Local law No.61 of 1991				
Article 38. (1) Ensure that the worker works in the manner specified by the regulations and with the use of protective devices designed for his safety which shall be provided continuously.	Compliance to regulations for safe work, engaging required PPEs	Yes	Yes	All areas	Operational Control Procedures	Yes
(2) Advise the worker of the existence of a potential or actual danger to the health or safety of the worker of which the supervisor is aware of.	Toolbox talks and other safety meetings must be conducted to communicate with workers the results of the risk assessments and control measures	Yes	Yes	All areas	Toolbox talk records	Yes
(3) Provide the worker with written instructions, wherever a text exist, regarding protection measures to be taken	Post warning signage at conspicuous locations	Yes	Yes	All areas		Yes
(4) Take every precaution necessary for the protection of the worker and ensure his safety from any occupational illness or	<p>Provide safe workplace (including heat stress, lighting)</p> <p>Adequate and appropriate illumination to be</p>	Yes	Yes	All areas	Monitoring records	Yes



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potential work accident	provided (Refer Code of Constructions Safety Practice)					
(5) Conduct periodical medical examination for workers to ensure they are not affected by occupational illness	Occupational health screening must be completed periodically	Yes	Yes	All areas		Yes
Article 43. In case of work accident to any worker in workplace, nobody shall interfere with, disturb, destroy, alter or carry away any wreckage, article, or thing at the scene of accident or connected to the occurrence until permission to do so has been given by the police conducting the investigations, except the following: If the purpose was saving life or relieving human suffering Maintaining an essential public utility service or a public transportation system Preventing unnecessary damage to equipment or property near the accident	In case of accidents, evidences shall not be removed	Yes	Yes	All areas	Incident Reporting and Investigation Procedure	Yes
Dubai Local Order 61/91 and Article 42 of Administrative Order No. 211/91. The noise level when measured outdoor	Should not exceed 55dbA between 7 AM – 8PM and 45 dbA between 8 PM and 7 AM. Refer Federal Environment Agency noise limit	Yes	Yes	All areas	Results of periodic noise monitoring	Yes
Law / Regulation / Standard – Title / Issue Date		Federal law No.24 of 1999				
Article 15. The owner of the Facility or the activity shall carry out a periodic analysis of the air pollutants emitted, and shall observe the specifications of such emissions emitted from such facility or	EIA of the project Monitoring air quality	Yes	Yes	All areas	Yes	Yes



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activity, and send report of such results to each of the Agency, and the Competent Authorities.						
Law / Regulation / Standard – Title / Issue Date		Ministerial order No.12 of 2006				
Protection of air from pollution	Air quality monitoring reports	Yes	Yes	All areas	Yes	Yes
Law / Regulation / Standard – Title / Issue Date		Ministerial order No.37 of 2001				
Environmental Impact Assessment of Projects	Environmental impact assessment of the project	Yes	Yes	All areas	Yes	Yes
Handling Hazardous material, Hazardous wastes and medical wastes	Risk assessment Training Accidental Release ,Spill Prevention Mechanisms MSDS of the chemicals Proper storage, handling and disposal through approved waste handlers	Yes	Yes	All areas	Yes	Yes
Law / Regulation / Standard – Title / Issue Date		Federal Law no 24 of 1999				
Executive By-Laws for Federal law No. (24) of 1999, Regulation for the Protection of Air from Pollution, Article 11	When commencing production, service or other activities, namely when operating any equipment and machinery or using horns or loud speakers, businesses must not exceed the allowable limits of noise.	Yes	Yes	All	Yes	Yes
Executive By-Laws for Federal law No.	Requires businesses to provide sufficient	Yes	Yes		Sufficient ventilation are	Yes



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(24) of 1999, Regulation for the Protection of Air from Pollution, Article 12	ventilation at work sites and take necessary precautions and provisions for avoiding any leak or emission of air pollutants except within the allowable limits.				provided in the factory	
Executive By-Laws for Federal law No. (24) of 1999, Regulation for the Protection of Air from Pollution, Article 15	Requires businesses to conduct periodic analysis of air pollutant emissions and to record the particulars of such emissions. Further, they should also maintain a record of measurements of such pollutants for a period of five years from the date of such analysis as well as to avail such records for review by authorized authorities and competent authority personnel, entitled with such jurisdiction.	Yes	Yes	All	EHS Performance monitoring procedure – UPC/EHS/3.014	Yes
Executive By-Laws for Federal law No. (24) of 1999, Regulation Concerning Handling of Hazardous Substances, Hazardous Wastes and Medical Wastes, General Rules and Procedures for Hazardous Waste Management, Article 10	Businesses generating hazardous wastes shall observe the following: (a) Endeavour to reduce generation rates of such wastes in both quality and quantity by developing the utilized technologies and adopting clean production principle and the selection of product or raw material alternatives of lesser damage to the environment; (b) Describe and record the quality and quantity of generated wastes; (c) Construction and operation of waste treatment units in the source subject to the competent authority's approval of treatment method, technical specifications and operation programmes of such units. If the treatment or disposal of hazardous wastes in their source was impossible, the generating party shall collect and transport them to the places	Yes	Yes	All	Waste Management Procedure – UPC/EHS/5.005 Handling of Hazardous substances procedure – UPC/EHS/5.004	Yes



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	<p>allocated to such purpose as determined by the competent authority; 2. Collection and Storage of Hazardous Waste: Parties generating hazardous wastes shall observe the following:</p> <p>(a) Determine certain places for storing hazardous materials meeting safety conditions preventing any damages to the public (b) Storage of hazardous wastes in special containers made of block material free from holes resisting leakage provided with tight caps and seals and of enough capacity to hold the hazardous wastes (c) Clear marks shall be placed on hazardous waste storage containers stating the containers contents and indicating the hazards which might arise upon improper handling of such materials (d) Set up a time programme for the collection of hazardous waste so as not to be left for a long period in storage containers (e) In case of mobile containers, the hazardous wastes generating party shall not put such containers in public areas and shall not damage the environment;</p> <p>3. Transport of Hazardous Wastes: Hazardous wastes shall not be transported by any means other than those belonging to parties licensed to manage hazardous wastes and such means must meet the following conditions: (a) Transport vehicles shall be equipped with all safety equipment (b) Hazardous waste transport vehicles must be capable of containing hazardous wastes without any leakage; (c) Transport vehicles shall be of</p>					



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	<p>capacity suitable to the quantity of hazardous wastes (d) These vehicles shall be driven by trained licensed drivers capable of taking necessary actions especially in emergency cases (e) Vehicles shall display clear marks indicating the extent of danger of their loads and the best course of action in emergency cases (f) Determination of the routes of hazardous wastes transport vehicles and immediately advising the Civil Defense Authorities of any change in such routes enabling Civil Defense Authorities to take immediate sound actions in emergency cases</p> <p>4. Treatment and Disposal of Hazardous Wastes: a. The licensed party shall, in coordination with the concerned authorities, select the sites of hazardous waste treatment and disposal plant in an area of not less than five kilometers away from residential and urban gatherings. The following conditions, equipment and installations must be available: a1) The site area shall commensurate with the quantity of hazardous wastes expected to be collected, a2) Site shall be surrounded by a brick wall not less than 2.5 meters high, a3) Site shall be provided with more than one door of suitable opening permitting easy entrance of hazardous waste transport vehicles, a4) Site shall be provided with water source, toilets and a telephone line, a5) Site shall be provided with all mechanical equipment facilitating work movement therein, a6) Site shall be provided with equipped stores</p>					



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	for keeping hazardous wastes until treatment and disposal thereof, a7) Site shall be provided with an incinerator for burning all kinds of hazardous wastes, a8) Site shall be provided with the necessary equipment and installations for sorting and classifying some hazardous wastes for recycling purposes, a9) Site shall be provided with sanitary burial hole of a suitable capacity for burying incineration leftovers.					
Executive By-Laws for Federal law No. (24) of 1999, Regulation Concerning Handling of Hazardous Substances, Hazardous Wastes and Medical Wastes, General Rules and Procedures for Hazardous Waste Management, Article 13	Businesses producing or handling hazardous wastes, whether in liquid, gaseous or solid state shall take all precautions necessary for preventing any environmental damages and shall in particular observe the following: 1. Selection of the site on which such materials shall be produced or stored under necessary conditions in accordance with the quality and quantity of such materials; 2. Buildings inside which such materials are produced or stored shall be designed in accordance with the engineering standards and criteria which must be observed for each kind of such materials. Such buildings shall be subject to periodic inspection by the competent unit; 3. Technology used for the production of such materials as well as all suitable equipment and systems shall not cause any damage to the installations, environment or personnel; 4. Buildings shall include security, safety, alarm, fire fighting and first aid systems and	Yes	Yes	All	Waste Management Procedure – UPC/EHS/5.005 Handling of Hazardous substances procedure – UPC/EHS/5.004	Yes



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	equipment in proper quantities and numbers in coordination with Ministry of Health, Civil Defence Directorate and the competent regularity unit; 5. Emergency plan shall be set for facing any expected accidents during production, storage, transport or handling operations of such materials provided such plan shall be approved by the competent regularity unit; 6. Staff of hazardous wastes handling parties shall be subject to periodic medical check-up, provided the results of such medical check up shall be kept in the file of each person, and provided they shall be treated from all occupational diseases under the U.A.E. applied laws, rules and regulations.					
Executive By-Laws for Federal law No. (24) of 1999, Regulation Concerning Handling of Hazardous Substances, Hazardous Wastes and Medical Wastes, General Rules and Procedures for Hazardous Waste Management, Article 14	Businesses generating hazardous wastes under the provisions of this Law shall maintain a record for such a wastes including: 1. Full description of wastes showing their dangers and their physical and chemical characteristics; 2. Quantities; 3. Sources; 4. Collection rates and periods; 5. Transport means; 6. Treatment method; 7. The name of the contractor to which these wastes are delivered.	Yes	Yes	All	Waste Management Procedure – UPC/EHS/5.005 Handling of Hazardous substances procedure – UPC/EHS/5.004	Yes

REFERENCES

- ISO 14001:2004
- OHSAS 18001:2007
- Dubai Municipality Technical Guidelines
- Federal and local laws



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