



<b>Organization Unit:</b> Public Health & Safety Department الوحدة التنظيمية:		
<b>Work Instructions title:</b>	<b>Health Requirements for Labor Accommodation</b>	اسم تعليمات العمل:
<b>Doc Ref.</b>	<b>DM-PH&amp;SD-P6-WI-02</b>	رقم العملية / الإجراء:

# Health Requirements for Labour Accommodation

(DM-PH&SD-P6-WI-02)



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### **1- Purpose:**

- To ensure commitment of all labor accommodations with the public health requirements.
- To ensure the implementation of unified health requirement in all labor accommodations in the Emirate of Dubai.

### **2- Scope:**

- The health requirements are applicable in all labor accommodations in the Emirate of Dubai.

### **3- Responsibility:**

- 1-3- Director of Health & Safety Department.
- 2-3- Head of Health Control Section.
- 4-3- Principal public Health Inspection Officer.
- 5-3- Senior public Health Inspection Officer.
- 6-3- Public Health Inspection Officer .

### **4- Details of implementation:**

#### **4-1 Licenses:**

- 4-1-1 - The company trade license should be available.
- 4-1-2 - Presence of inspection card.

#### **5- Contracts**

(Provide a copy of the required contracts, specially tenancy contract, maintenance and cleaning contracts.

- 5.2.1- Provide a copy of the tenancy contract for the company which occupy the accommodation .
- 5.2.2- Provide water tank cleaning contract from approved company from Dubai Municipality to do tank cleaning once every 6 months at least & Keep a copy of last updated cleaning reports.
- 5.2.3 - Provide pest control contract from approved company from Dubai Municipality to do treatment once every 3 months at least & Keep a copy of last updated treatment reports.
- 5.2.4- Provide periodic maintenance to various systems and air conditioning units.
- 5.2.5 - provide name list for staying persons inside each bed room .



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## **6-2 Site:**

6-2-1 Sign board must be installed at the entrance of each labor accommodation showing the engaged company's name, address ,telephone no, fax no, trade license no, plot no, makani & e-mail address .

## **4-3 Buildings :**

4-3-1 Buildings should be constructed of concrete, not allowed to use portacabins, wood, or other inflammable materials.

4-3-2 - Effective fire fighting System should be available in each labor accommodation according to the concerned authority requirements.

## **4-4 Bedrooms:**

4-4-1 All bedrooms should be provided with beds that are elevated from the floor & cupboard for the clothes.

4-4-2 Floors should be built of ceramic or mosaic.

4-4-3 Walls, ceilings, doors and windows should be well maintained.

4-4-4 An area of (3 sq) meters must be provided for each person.

4-4-5. Numbers of labors should not exceed more than (10) persons in each room.

4-4-6 Carpets and plastic sheets are not allowed.

4-4-7 Not allowed to perform any physical activity such as cooking, bathing , eating , preparing & storing food in bedrooms.

4-4-8 Adequate ventilation, air conditioning and lighting should be provided.

4-4-8 Shoe racks should be provided outside the bedrooms, metal Shoe racks are preferred .

## **4-5 Ventilation, air-conditioning and lighting**

4-5-1 Size of windows in each room should not be less than 10% of the total area of the room .Allow half of the window to be opened to improve ventilation when required.

4-5-2 Area of windows in bathrooms, kitchens and toilets should not be less than 5% of the floor area.

4-5-3 Room temperature should be between 22.5 &25 degree centigrade.

4-5-4 Relative humidity in each room should be between 30-60%.

4-5-5- Air conditioning systems should be kept clean and well maintained .



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#### **4-6 Food preparation area**

4-6-Food preparation area should be provided for preparing individual or mass meals, all food preparation, storage and service areas should be as per requirements of the Health Control Section at DM.

4-6-2 - Follow approved food practices of DM.

4-6-3 Provision of dining hall with sufficient tables, chairs, air condition, lighting, hands wash basins, liquid soap & hands drying facilities according to the number of the labors.

4-6-4 – Groceries, Supermarkets,& barber Shops should be permitted from Economic Development Department.

4-6-5- Provide permission from DM- Health control section for catering services, mass kitchens, or food supplying from outside companies .

#### **4-7 Drinking water:**

4-7-1- Potable water should be provided for the accommodation.

Water tanks should be cleaned, well maintained, properly covered as per approved requirements .

4-7-3 - Safe water coolers should have filters & must be kept always clean.

#### **4-8: Toilets and Showers:**

4-8-1 One toilet should be provided for every ten persons.

4-8-2 One shower should be provided for every ten persons.

4-8-3 One wash basin should be provided for every five persons.

4-8-4 Floors and walls should be constructed of ceramic (not less than two meters height) & well maintained & clean.

4-8-5 Adequate ventilation and lighting should be provided.

4-8-7 Running water should be available.

4-8-8 Cleaning materials such as soap should be available.

4-8-9 Waste water should be drained hygienically.

#### **4-9: Waste disposal:**

4-9-1 Suitable pedal bins should be provided with suitable size and number

4-9-2 Solid waste should be disposed properly.

4-9-3 Keep the internal and external accommodation environment in good condition and not to distort the overall view.

4-9-4 General cleanliness & hygiene condition should be well maintained.



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#### **4-10 : Pest control:**

4-10-1 Provide pest control contract from approved company from Dubai Municipality to do treatment once every 3 months at least & Keep a copy of last updated treatment reports.

4-10-2 Self closing doors fitted with fine wire should be available at the entrances of food premises and restrooms.

4-10-3 Insect killer should be provided and kept in suitable place .

#### **4-11 First aid:**

4-11-1 First aid room should be provided and supplied with first aid kits.

#### **4-12 Other health requirements :**

4-12-1 accommodation in charge should be available, trained & acknowledged of health and safety issues .

4-12-2-Complete separation between ladies & gents (including physical activities & services)

4-12-3- A female supervisor for the female's accommodations should be provided.

4-12-4- A permit from Dubai Municipality should be obtained for any service provided in the accommodation.

4-12-5- In case of having services inside accommodation such as ( Fitness centers, Swimming pools ....ect ) should comply with health and safety requirement.

4-12-6- If there are additions or modifications within the accommodation must obtain the prior approval of the competent authorities.

### **5- Health requirements for the services in common labor accommodations:**

#### **5-1 Catering services & mass kitchens:**

Permit is granted annually by the Health Control Section at Dubai Municipality for the opening or renewal of activity catering services in workers accommodation in accordance with the following health conditions: --

Taking into account getting the necessary license from the Department of Economic Development

1. The kitchen area mustn't be less than 28 square meters for mass kitchen & not less than 46 square meters for catering services.
2. Provide suitable kitchen area in case of food supplying from outside company .
3. Provide staff list for kitchen staff .
4. Not allowed to open a door on the street or selling food .



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3. Not allowed to put any boards or signs that refer to the business.
4. Shop floor must be built of ceramic and the connecting area between walls and floors should be curve.
5. Provide adequate ventilation and lighting for all stages of the work.
6. All staff must have valid occupational health cards issued by Dubai Municipality Clinic.
- 7- A clean Uniform should be wear during duty .
- 8- kitchen staff should committed to personal hygiene.
9. Provide a suitable store to preserve the dry, refrigerated and frozen materials, according to the volume of work in the restaurant.
10. Provide washing area with a triple or double stainless steel wash basin with hot & cold water.
11. The provision of a large & deep wash basin, with hot and cold water for washing large pots.
12. Provide a preparation area with a single fridge, cutting tools, single wash basin and a preparation table of stainless steel to wash vegetables.
13. Provide a preparation area with double sink stainless steel wash basin, separate cutting tools, fridge and preparation table of stainless steel for the preparation of meat
14. Provide a single wash basin and preparation table of stainless steel for the preparation of fish with separate cutting tools.
15. Provide hand wash basins of stainless steel in all preparation areas (according to the number of workers) with hot and cold water & liquid soap & hands drying facilities.
16. Provide a single table of stainless steel for the preparation of processed foods.
17. Provide an electric heating device for keeping food hot (temperature kept higher than 65 degree) and other one for cold foods in 1-4 degree at the serving area.
18. Provide shelves of stainless steel or from rustproof materials for drying food and other shelves for cooking tools after washing to dry.
19. Provide an area for cooking with an umbrella fixed on the chimney for the withdrawal of steam & the chimney must be higher than the nearest building by 2 meters.
20. Provision of at least 3 cooling systems for the reservation of various foodstuff.
21. Provision of easy flow working process and equipments distribution in the institution should not be interacting.
22. food packaging & packing materials should be approved from Dubai municipality and not allowed for packaging inside plastic bags.



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21. Grease traps should be outside the kitchen , dining halls & connecting with the drainage system.
22. Provision of rodents & insect protection facilities fixed on the doors, windows& exists.
23. Provision of dinning hall with sufficient tables, chairs, air condition, lighting, hands wash basins, liquid soap & hands drying facilities according to the number of the labors.
- 24.frozen food thawing should follow suitable and healthy ways.
- 25.provide suitable thermometers inside fridges and chillers with temperature reports .
26. keep food safe from pollution during preparing storing and transporting .

#### **General conditions:-**

- Routine maintenance for all labour accommodation facilities should be done and should be kept in good conditions .
- Gas cylinders should kept outside kitchens in secured & shaded safety box approved from committed authorities .( central gas are preferred )
- Cleaning materials and tools should be kept in suitable place and with safety ways.
- Services rooms ( electrical , telephone, garbage ....etc) shouldn't be used for unpermitted activities .
- Electrical connections should be safe and approved .
- Maintaining general cleanliness and hygiene at all stages of the work and all the time with the prevention of smoking.
- Provision of separate area for personal items.
- Using of wooden substances is not allowed.
- If there is food supplying from outside accommodation , the supplier company should have permission from Food Control Department at Dubai municipality
- All delivery food stuff cars should have approval from Food Control Department at Dubai Municipality.
- Unless getting the final permission from Health & Safety Department (Health Control Section) not allowed to start the business.