



## Administrative Resolution No. (129) of 2011

### Concerning

### Specification of Training Cost with Dubai Central Laboratory Department

#### The Director General of the Municipality:

- Upon review of the powers vested in us by law pursuant to the Decree of Establishing Dubai Municipality;
- Administrative Resolution No. (212) of 2003 Approving Description of the Duties of Dubai Central Laboratory dated 18 August 2003;
- Administrative Resolution No. (186) of 2004 Concerning Specification of the Training Cost with Dubai Central Laboratory dated 24 June 2004; and
- Administrative Resolution No. (330) of 2009 Amending Administrative Resolution No. (186) of 2004 Concerning Specification of the Training Cost with Dubai Central Laboratory;

#### Resolved:

**Article (1):** In applying the provisions of this Resolution the Training Day shall mean “The day on which the training course is held. The term of the training day shall be six hours, whether during or outside the working hours”. The Concerned Department shall mean “Dubai Central Laboratory Department”.

**Article (2):** a. The cost of the Training Day with the Concerned Department in any of the fields relevant to its operations shall be specified as follows:

- (Dirhams 1,500) Dirhams one thousand five hundred per individual.
- (Dirhams 2,500) Dirhams two thousand five hundred per training group consisting of two individuals.

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- (Dirhams 3250) Dirhams three thousand two hundred fifty per training group consisting of three individuals.
  - (Dirhams 4,000) Dirhams four thousand per training group consisting of four individuals.
  - (Dirhams 4,500) Dirhams four thousand five hundred per training group consisting of five individuals.
  - (Dirhams 7,000) Dirhams seven thousand per training group consisting of six to ten individuals.
- b. The remuneration payable to the trainers shall be paid pursuant to the provisions of Article (6) of this Resolution, the cost of printing the educational materials, the price of meals offered to the trainees and all the other costs shall be provided for in the approved annual budget of the Concerned Department for training purposes.

**Article (3):** The Concerned Department shall receive the training amounts provided for in Article (2) of this Resolution from the individuals in the training course or from the private or public entities in which they work or to which they are affiliated.

**Article (4):** Training courses shall be held in the laboratories of the Concerned Department. The Director of the Department shall assign the subject matters, the types and the terms of these courses and the employees qualified for providing the required training services.

- Article (5):**
- a. The Concerned Department shall distribute to trainees at the end of every training course a questionnaire for evaluation of the performance of the trainer employee and the educational material the subject of the course in order to benefit from their opinions in developing and improving the offered training courses.
  - b. Trainees shall be given attendance and participation certificates in relation to the training course.

- Article (6):** Every trainer of the Concerned Department shall receive incentive reward for the training course in which the employee participated. The reward amount or type shall be specified in coordination and consultation between the Director of the Concerned Department and the Human Resources Director.
- Article (7):** Administrative Resolution No. (186) of 2004 and Administrative Resolution No. (330) of 2009 referred to above shall hereby be cancelled.
- Article (8):** This Resolution shall come into effect as of the date of issuance. The Director of the Concerned Department shall take the necessary procedures for implementation.

Engineer Hussain Nasser Lootah

Director General