



# **Abu Dhabi EHSMS Regulatory Framework**

## **(AD EHSMS RF)**

### **EHS Regulatory Instrument**

#### **Code of Practice**

## **EHS RI - CoP 18.0 – Employer Supplied Accommodation – General Requirements**

**(Includes Temporary and Permanent Accommodation)**

**Version 2.01**

**April 2015**

## ACKNOWLEDGEMENTS

With gratitude Abu Dhabi EHS Center acknowledges the great support provided by the Executive Council in facilitating the issuance of Abu Dhabi Emirate Environment, Health and Safety Management System (AD EHSMS) and its implementation at Emirate level.

The issuance of the system would not have been possible without the supervision, diligent efforts and productive recommendations of the AD EHS Center Board of Directors.

These documents (Regulatory Instruments) constitute the efforts of the Abu Dhabi EHS Center and the concerned Sector Regulatory Authorities who worked together to integrate all relevant regulatory requirements under *AD EHSMS RF*. The input, contribution and constructive views of all sectors is highly appreciated.

May these documents prove to be beneficial and helpful in system implementation and in expanding the knowledge in the EHS field.



DEPARTMENT OF MUNICIPAL AFFAIRS



دائرة الشؤون البلدية

بلدية المنطقة الغربية  
WESTERN REGION MUNICIPALITY

بلدية مدينة العين  
AL AIN CITY MUNICIPALITY

بلدية مدينة أبوظبي  
ABU DHABI CITY MUNICIPALITY



دائرة النقل  
DEPARTMENT OF TRANSPORT



مكتب التنظيم و الرقابة  
Regulation & Supervision Bureau



هيئة الصحة - أبوظبي  
HEALTH AUTHORITY - ABU DHABI

مجلس أبوظبي للتعليم  
Abu Dhabi Education Council  
التعليم أولاً Education First



مركز إدارة النفايات - أبوظبي  
The Center of Waste Management - Abu Dhabi

هيئة أبوظبي للسياحة  
ABU DHABI TOURISM AUTHORITY

## Table of Contents

1.	Introduction .....	6
2.	General Requirements .....	7
2.1	Duty of Care.....	7
2.2	Health Criterion.....	8
2.3	Safety Criterion .....	9
2.4	Environment and Sustainability Criterion:.....	9
3.	Permanent Employer Supplied Accommodation.....	11
3.1	Additional Requirements .....	11
4.	References.....	12

## Preface

This Abu Dhabi EHS Regulatory Instrument was developed by the Building and Construction SRA as the primary Competent Authority for this topic to set the minimum mandatory requirements.

Every effort was made in developing this document so that it does not conflict with existing local or federal laws and regulations. In case of conflict, requirements of the existing local and federal laws and regulations shall prevail, and all concerned are obliged to bring the same to the attention of AD EHS Center for resolution.

This AD EHS Regulatory Instrument has been developed, reviewed and approved, following the process as described in *AD EHSMS Implementation Guideline: The Integration of EHS Requirements in the Emirate of Abu Dhabi*, by the following stakeholders:

- Abu Dhabi EHS Higher Committee;
- Abu Dhabi EHS Center;
- Environment Agency Abu Dhabi;
- Department of Municipal Affairs;
  - Abu Dhabi City Municipality;
  - Al Ain City Municipality; and
  - Western Region Municipality.
- Department of Transport – Abu Dhabi;
- Abu Dhabi Water and Electricity Authority;
- Health Authority - Abu Dhabi;
- Higher Corporation for Specialized Economic Zones (ZonesCorp);
- Center for Waste Management – Abu Dhabi;
- Abu Dhabi Tourism Authority;
- Abu Dhabi Food Control Authority;
- Abu Dhabi Education Council
- Regulation and Supervision Bureau; and
- Other Relevant Federal and Local Competent Authorities.

The AD EHSMS consists of the following hierarchy of documents:

- AD EHSMS RF Elements - Mandatory System Requirements

EHS Regulatory Instruments:

- Standards and Guideline Values - Mandatory EHS threshold and exposure levels
- Codes of Practice - Mandatory EHS technical requirements – subject specific
- Mechanisms - Mandatory system implementation processes and procedures

Guidelines:

- Technical Guidelines - Non-mandatory guidance on how to implement an EHS Regulatory Instrument
- AD EHSMS Guidance Documents - Non-mandatory guidance and interpretation of an *AD EHSMS RF* concept and/or principle

Further, this document is not intended to conflict with any contractual obligations in effect at the time of its issuance. However, all future contracts shall adhere to applicable requirements stated herein, and existing long term contracts shall be brought into compliance with its requirements as soon as reasonably practicable as stipulated by relevant subject authorities.

This document will be reviewed periodically as part of the continual improvement cycle.

## 1. Introduction

- (a) This Code of Practice (CoP) applies to all employers within the Emirate of Abu Dhabi. This CoP is designed to incorporate requirements set by UAE and Abu Dhabi regulatory authorities. If requirements of this document conflict with requirements set by another regulatory authority, employers are required to follow the more stringent requirement.
- (b) This CoP applies to all forms of permanent and temporary employer supplied accommodation. Further specific requirements are contained in the associated document *AD EHS RI – CoP 18.1 – Temporary Employer Supplied Accommodation*.
- (c) The requirements of this CoP shall be considered as the main criteria for the design, construction, management and operation of employer supplied accommodation pursuant to the laws and local by-laws and the best international practices.
- (d) For the purposes of the *AD EHSMS RF*, employer supplied accommodation refers to accommodation directly supplied to, or directly paid for, by an employer for an employee (including approved family members) or a group of employees. It does not include accommodation that employees rent / lease / purchase using an employer paid “accommodation allowance”.
- (e) The following definitions are supplied for the purpose of the *AD EHSMS RF*:
- (i) Temporary Employer Supplied Accommodation Buildings / facilities intended, designed and constructed to provide temporary lodging for employees and other persons involved in project / “construction work” / or other short term activity with a limited timeframe; and
  - (ii) Permanent Employer Supplied Accommodation Buildings / facilities intended, designed and constructed to provide fixed lodgings for employees and other persons. This includes but is not limited to:
    - Residential Villas, Compounds, Apartments, Units, etc;
    - Multi-Purpose / Tenanted Buildings (High or Low Rise);
    - Residential Cities Developments;
    - Hotels / Serviced Apartments / other fixed facilities; and
    - other fixed lodging buildings / facilities.

## 2. General Requirements

### 2.1 Duty of Care

- (a) Employers shall undertake their roles and responsibilities in accordance with the general requirements of *AD EHSMS RF – Element 01 – Roles, Responsibilities and Self-Regulation Section 3.2.5*.
- (b) Employers shall, so far as is reasonably practicable, ensure that employer supplied accommodation is designed / maintained / operated and managed so that occupants are not exposed to health and safety risks.
- (c) An owner / designer / operator / manager of employer supplied accommodation shall comply with the applicable requirements of:
- (i) Cabinet Decision No. (13) of 2009 Approving the General Standards Manual for Group Labour Accommodation and Related Services;
  - (ii) Abu Dhabi Department of Municipal Affairs International Building Codes;
  - (iii) Abu Dhabi Civil Defence Regulations;
  - (iv) UAE Fire and Life Safety Code 2011;
  - (v) Regulation and Supervision Bureau Regulations:
    - 1) The Water Quality Regulations 2009;
    - 2) The Water Supply Regulations 2009;
    - 3) The Electricity Supply Regulations 2007
    - 4) The Electricity Wiring Regulations 2007 (Rev. 1);
    - 5) Water Distribution Code – Version 3;
    - 6) Water Transmission Code – Version 4;
    - 7) Electricity Distribution Code;
    - 8) Electricity Transmission Code Version 1 – Revision 4 – January 2012; and
    - 9) Recycled Water and Biosolids Regulations 2010.
  - (vi) *AD EHS RI – CoP 20.0 – Safety in Design (Construction)*; and
  - (vii) Abu Dhabi Urban Planning Council's sustainability framework – Estidama – (<http://estidama.org>).
- (d) Buildings identified for accommodating employees shall undergo an appropriate environment, health, safety and security risk assessment during selection phase and prior to occupancy to determine health and safety suitability.
- (e) Risk assessments shall only be conducted by a competent EHS and security personnel to ensure control measures are implemented to reduce risks to ALARP level.

## 2.2 Health Criterion

### 2.2.1 House Keeping / Cleanness of Rooms and Facilities

- (a) Employers shall ensure that all relevant facilities, common areas and services are maintained and kept to a clean and healthy standard through a documented program.

### 2.2.2 Prevention of Legionnaires Disease

- (a) Premises that have equipment that uses, stores, or disseminates warm water shall comply with the requirements of *AD EHS RI – CoP 12.0 – Prevention and Control of Legionnaires Disease*.
- (b) These premises include, but are not limited to, swimming pools, hot tubs, heated spas, cooling towers, hot water tanks, large air conditioning systems, water treatment facilities, emergency water systems (to include safety showers, eye wash stations, and fire sprinkler systems), artificial fountains/waterfalls, water features, and other similar equipment that uses and/or stores large amounts of water.

### 2.2.3 Indoor Air Quality

- (a) All premises shall comply with the appropriate indoor standards as per *AD EHSMS RF – Standards and Guideline Values*.

### 2.2.4 Public Health Pest Control

- (a) An appropriate program for controlling pests / insects shall be developed and maintained that includes all requirements of the Center for Waste Management – Abu Dhabi, including approved pest control entities, materials / chemicals and processes.
- (b) Employers shall ensure the appropriate records are maintained.

### 2.2.5 Food Control

- (a) If applicable, implement the rules and laws of Abu Dhabi Food Control Authority on all the relevant installations such as the kitchen, dining halls and similar facilities including the purchase, storage, preparation and serving of foodstuffs.

*Note: Refer to AD EHS RI – CoP 19.0 – Occupational Food Handling and Food Preparation Areas.*



## **2.3 Safety Criterion**

### **2.3.1 Emergency and Evacuation Management**

- (a) Employers shall ensure that appropriate emergency and evacuation management provisions have been developed, implemented and maintained as per *AD EHS RI – CoP 6.0 – Emergency Management Requirements*.

### **2.3.2 Fire Prevention, Planning and Controls**

- (a) Employers shall ensure that appropriate fire prevention, planning and control measures have been developed, implemented and maintained as per *AD EHS RI – CoP 7.0 – Fire Prevention, Planning and Controls*.

### **2.3.3 Electrical Safety**

- (a) Employers shall ensure that appropriate electrical safety provisions have been developed, implemented and maintained as per *AD EHS RI – CoP 15.0 – Electrical Safety* and all other relevant RSB / ADWEA requirements.

### **2.3.4 Gas Cylinders / Supply**

- (a) Employers shall ensure that appropriate gas cylinders / supply provisions have been developed, implemented and maintained as per *AD EHS RI – CoP 49.0 – Compressed Gases and Air* and all other relevant RSB / ADWEA requirements.

### **2.3.5 Water Safety**

- (a) Employers shall ensure the supply of safe and health water for employees, as per The Water Quality Regulations 2009 and The Water Supply Regulations 2009.

## **2.4 Environment and Sustainability Criterion:**

### **2.4.1 Waste Management**

- (a) Employers shall ensure that appropriate waste management provisions have been developed, implemented and maintained as per *AD EHS RI – CoP 54.0 – Waste Management*.
- (b) Employers shall promote processes to implement the Environmental Control Hierarchy as per *AD EHSMS RF – Element 02 – Risk Management – Appendix B*.
- (c) Appropriate recycling containers / facilities shall be provided and distributed for separation, collection and recycling of wastes for all employer supplied accommodation.

#### 2.4.2 Environment Protection Criterion

- (a) Employers shall ensure that appropriate environmental management provisions have been developed, implemented and maintained as *per AD EHS RI – CoP 55.0 – Environmental Management*.
- (b) Employers shall implement sustainable plant / equipment / processes (eg. solar power generation, low energy light bulbs, water restriction devices, etc) to reduce the impact on the environment from employer supplied accommodation.

### 3. Permanent Employer Supplied Accommodation

#### 3.1 Additional Requirements

- (a) An owner / designer / operator / manager of permanent employer supplied accommodation shall comply with the applicable requirements of Section 2 of this CoP.
- (b) And if applicable, the following list of requirements for residential cities:
  - (i) Industrial Sector EHS Regulatory Authority - *CoP-EHS14 – EHS Management of Workers' Accommodation Facilities (Operation Phase)*;
  - (ii) ZonesCorp Workers' Residential Cities' Design Guidelines Version 2011:
    - 1) Permanent Workers Residential City (PWRC); and
    - 2) Construction Workers Residential City (CWRC).
  - (iii) ZonesCorp Facility Management Specifications and Guidelines Version 2007; and
  - (iv) any other specific EHS requirements of the Workers Residential City Department of ZonesCorp (Competent Authority for Workers Residential Cities / Permanent Employer Supplied Accommodation).

## 4. References

- *AD EHSMS RF – Element 02 – Risk Management*
- *AD EHSMS RF – Standards and Guideline Values*
- *AD EHS RI – CoP 6.0 – Emergency Management Requirements*
- *AD EHS RI – CoP 7.0 – Fire Prevention, Planning and Control*
- *AD EHS RI – CoP 12.0 – Prevention and Control of Legionnaires Disease*
- *AD EHS RI – CoP 15.0 – Electrical Safety*
- *AD EHS RI – CoP 19.0 – Occupational Food Handling and Food Preparation Areas*
- *AD EHS RI – CoP 49.0 – Compressed Air and Gases*
- *AD EHS RI – CoP 54.0 – Waste Management*
- *AD EHS RI – CoP 55.0 – Environmental Management*
- *Abu Dhabi Department of Municipal Affairs International Building Codes*
- *Abu Dhabi Civil Defence Regulations*
- *UAE Fire and Life Safety Code 2011*
- *AD EHS RI – CoP 20.0 – Safety in Design (Construction)*
- *Abu Dhabi Urban Planning Council's Sustainability Framework – Estidama – (<http://estidama.org>)*
- *Resolution of the Cabinet Number 13 of 2009 regarding the approval of the general criterion directory of the group labour accommodation and supplemented services*
- *CoP-EHS14 – EHS Management of Workers' Accommodation Facilities (Industrial SRA)*
- *Directory of the housing cities of labors of the Higher Corporation of the Specialized Economic Zones*
- *The Water Quality Regulations 2009;*
- *The Water Supply Regulations 2009;*
- *The Electricity Supply Regulations 2007*
- *The Electricity Wiring Regulations 2007 (Rev. 1);*
- *Water Distribution Code – Version 3;*

- *Water Transmission Code – Version 4;*
- *Electricity Distribution Code;*
- *Electricity Transmission Code Version 1 – Revision 4 – January 2012; and*
- *Recycled Water and Biosolids Regulations 2010.*

