

مركز أبوظبي للصحة المهنية
ABU DHABI OCCUPATIONAL SAFETY AND HEALTH CENTER

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Abu Dhabi Occupational Safety and Health System Framework

(OSHAD-SF)

Code of Practice

**CoP 18.0 – Employer Supplied Accommodation – General
Requirements**

Version 3.1

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ABU DHABI PUBLIC
HEALTH CENTRE

مركز أبوظبي
للصحة العامة



Important Note:

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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 *OSHAD-SF – 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 *OSHAD-SF*, 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” or where the role of the employer is restricted to the payment of such allowance for employee selected accommodation.
- (e) The following definitions are supplied for the purpose of the *OSHAD-SF*:
- (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:
 1. Residential Villas, Compounds, Apartments, Units, etc;
 2. Multi-Purpose / Tenanted Buildings (High or Low Rise);
 3. Residential Cities Developments;
 4. Hotels / Serviced Apartments / other fixed facilities; and
 5. 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 *OSHAD-SF – Element 1 – 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 safety and health 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 – as per latest published version;*
 - (v) *Regulation and Supervision Bureau Regulations – as per latest published version(s):*
 - 1. *The Water Quality Regulations;*
 - 2. *The Water Supply Regulations;*
 - 3. *The Electricity Supply Regulations;*
 - 4. *The Electricity Wiring Regulations;*
 - 5. *Water Distribution Code;*
 - 6. *Water Transmission Code;*
 - 7. *Electricity Distribution Code;*
 - 8. *Electricity Transmission Code; and*
 - 9. *Recycled Water and Biosolids Regulations.*
 - (vi) *OSHAD-SF – 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 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 competent OSH 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 *OSHAD-SF – 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 *OSHAD-SF – Occupational 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 *OSHAD-SF – 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 *OSHAD-SF – Element 6 – Emergency Management*.

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 *OSHAD-SF – Element 6 – Emergency Management*.

2.3.3 Electrical Safety

- (a) Employers shall ensure that appropriate electrical safety provisions have been developed, implemented and maintained as per *OSHAD-SF – 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 *OSHAD-SF – 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 healthy water for employees, in accordance with the latest published version(s) on the RSB website of *The Water Quality Regulations* and *The Water Supply Regulations* and the CoP for the *Inspection and Cleaning of Customer Water Storage Tanks*.

2.4 Waste Management

- (a) Employers shall ensure that appropriate waste management provisions have been developed, implemented and maintained as per *OSHAD-SF – CoP 54.0 – Waste Management*.
- (b) Appropriate recycling containers / facilities shall be provided and distributed for separation, collection and recycling of wastes for all 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 workers residential cities:
 - (i) Industrial Sector OSH Regulatory Authority - *CoP-OSH14 – OSH Management of Workers' Accommodation Facilities (Operation Phase)*;
 - (ii) *ZonesCorp Workers' Residential Cities' Design Guidelines Version 2011, as amended:*
 - 1. *Permanent Workers Residential City (PWRC); and*
 - 2. *Construction Workers Residential City (CWRC).*
 - (iii) *ZonesCorp Facility Management Specifications and Guidelines Version 2007, as amended; and*
 - (iv) any other specific OSH requirements of the Workers Residential City Department of ZonesCorp (Competent Authority for Workers Residential Cities / Permanent Employer Supplied Accommodation).

4. References

- *OSHAD-SF – Element 2 – Risk Management*
- *OSHAD-SF – Element 6 – Emergency Management*
- *OSHAD-SF – Occupational Standards and Guideline Values*
- *OSHAD-SF – CoP 12.0 – Prevention and Control of Legionnaires Disease*
- *OSHAD-SF – CoP 15.0 – Electrical Safety*
- *OSHAD-SF – CoP 19.0 – Occupational Food Handling and Food Preparation Areas*
- *OSHAD-SF – CoP 20.0 – Safety in Design (Construction)*
- *OSHAD-SF – CoP 49.0 – Compressed Air and Gases*
- *OSHAD-SF – CoP 54.0 – Waste Management*
- *Abu Dhabi Department of Municipal Affairs International Building Code(s)*
- *Abu Dhabi Civil Defence Regulations;*
- *UAE Fire and Life Safety Code as per latest published version;*
- *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-OSH14 – OSH 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, as per RSB latest published version;*
- *The Water Supply Regulations, as per RSB latest published version;*
- *The Electricity Supply Regulations, as per RSB latest published version*
- *The Electricity Wiring Regulations, as per RSB latest published version);*
- *Water Distribution Code, as per RSB latest published version;*
- *Water Transmission Code, as per RSB latest published version;*
- *Electricity Distribution Code, as per RSB latest published version ;*
- *Electricity Transmission Code, as per RSB latest published version; and*

- *Recycled Water and Biosolids Regulations, as per RSB latest published version.*

5. Document Amendment Record

| Version | Revision Date | Description of Amendment | Page/s Affected |
|---------|---------------------------|---|-----------------|
| 2.0 | Feb 2012 | First Issue | N/A |
| 2.01 | April 2015 | Addition of Regulation and Supervision Bureau Regulations. | 7 |
| 3.0 | 1 st July 2016 | Change of Logo | All |
| | | Change from AD EHS Center to OSHAD | throughout |
| | | Change of document title: AD EHSMS RF to OSHAD-SF | Throughout |
| | | Acknowledgements deleted | 2/3 |
| | | Preface Deleted | 4 |
| | | EHS changes to OSH | Throughout |
| | | Clause 1(d) updated to provide further clarification on requirements | 3 |
| | | Clause 2.3.5(a) updated to include the CoP for inspection and cleaning of Customer Water Storage Tanks as issued by RSB | 6 |
| | | Clause(s) 2.4.1(b) and 2.4.2 deleted | 6 |
| 3.1 | 2 nd July 2017 | Minor editorial changes throughout the document without changing requirements. | Throughout |

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