



Guideline IO-4.0: Labour Accommodation (Health requirements only)

PCFC- Entity (Business Unit) Name : Trakhees (Dept. of Planning & Development)

Department Name : Environment Health and Safety Department

Section Name : Operations

Document Reference Number : PCFC-TRK-EHS-IO-G04

Revision Number : 00

Revision Date : January 2018

Classification : Public



Table of Contents

1.0 Introduction:	3
2.0 Purpose:	3
3.0 Responsibility:	3
4.0 Details of Implementation:	3

1.0 Introduction:

- To ensure commitment of all labor accommodations with the public health requirement norms.
- To ensure the implementation of unified health requirement in all labor accommodation in the jurisdiction of **EHS - Ports, Customs & Free zone Corporation, Dubai.**

2.0 Purpose:

The Health Requirement is applicable to all labor accommodations operating in the jurisdiction of **EHS - Ports, Customs & Free zone Corporation, Dubai.**

3.0 Responsibility:

- Senior Officer, ID-Operation
- Officer, ID- Operation

4.0 Details of Implementation:

4.1. Acquire License

A valid trade license issued from Trakhees Commercial Licensing Division/JAFZA should be secured.

4.2. Premises

- 4.2.1 An area of 3.7 Sq. meters must be provided for each person.
- 4.2.2 Carpets are not allowed.
- 4.2.3 No physical activity is allowed within the premises such as cooking, bathing and eating in bedrooms.
- 4.2.4 Shoe racks should be provided outside the bed rooms.
- 4.2.5 Occupational Health Card issued by Trakhees for certain categories of staff, including contracted workers, should be available as per requirements.

- 4.2.7 Cleaning & sanitizing schedule and procedures should be maintained and recorded regularly.
- 4.2.8 Room temperature should be between 22.5&25 degree centigrade.
- 4.2.9 Relative humidity in each room should be 30-60%.

4.3. Drinking Water

- 4.3.1. Drinking water should be supplied through an approved source; similar norms should be followed in case of a food supplier is commissioned wherein a valid food supplier with a vehicle pass from EHS should be secured.
- 4.3.2. Water used should be of potable water standard and all water tanks should be kept clean at all times.
- 4.3.3. Water tank cleaning and maintenance contract with EHS approved Third Party Company should be available.
- 4.3.4. Water coolers and dispensers should be kept clean and maintained.

4.4. Toilets

Individual and common toilets should be kept clean and hygienic.

4.5 Drainage System

Disposal of waste water should be done hygienically and in an environment friendly manner.

4.6 Waste Disposal

Covered waste bin should be provided for general wastes.

4.7 Pest Control

- 4.7.1 All areas should be kept free from insects, pests and rodents. A pest control procedure should be performed by an approved pest control operator at a regular basis and maintain the records for the same.
- 4.7.2. Insect killers and/or suitable means of pest control should be installed.

4.8 Common kitchens and food related areas.

4.8.1 EHS requirements should be applied to the areas that deal with food preparation, keeping or display of food and all food related areas.

4.9 No smoking sign should be affixed and No smoking Policy should be strictly enforced within the facility.

4.10 Communicable Disease

4.10.1 Control, Prevention & Management

Ensure that communicable diseases notified within the JAFZA accommodation are immediately reported to EHS (by email: EHS.Health@pcfc.ae) [within 24 hrs. of diagnosis] as per the existing procedure for isolation application available at PCFC.ae. Any resident of JAFZA accommodations notified for communicable disease is to be requested for transfer to the isolation room immediately as per the existing procedure for isolation.

4.10.2 Isolation room

An adequate isolation room/s is highly suggested for any constructed worker's accommodation, in order to address the need for a physical facility isolating a worker suffering from any infectious or contagious disease, as diagnosed by a medical professional.

Patient with any Infectious Disease must be immediately isolated in this area & the companies accommodation supervisor or medical professional must immediately reported to EHS.