



UNITED ARAB EMIRATES
MINISTRY OF LABOUR

FEES AND BANK GUARANTEE

Ministerial Resolution No. (444) for 2006 A.D.

Dated 25/6/2006 A.D.

Regarding the Rules and Procedures for Fees Exemption

Minister of Labour:

- *After reviewing Federal Law No. (1) for 1972 A.D. regarding the ministries competencies and ministers' capacities and the amending laws thereto,
- *Federal Law No. (8) for 1980 in regards to organizing the work relationships and the amending laws thereto,
- *Cabinet of Ministers Resolution No. (19) for 2005 regarding the fees system and bank surety,
- *Federal Resolution No. (10) for 2006 A.D. to form the Cabinet of United Arab Emirates.
- *Ministerial Resolution No. (292) for 2006 on the Rules and Regulations for Fees Exemption,
- *Ministerial Resolution No. (1151) for 2005 on Labour Cards Fine Fees.
- *Ministerial Resolution No. (1252) for 2005 on Working according to the manual of the settlement procedures for cases of non-issuance of labour cards or expired labour cards.
- *Ministerial Circular No. (14) for 1995 on Working according to the manual on deducting from the balance of the facility workers.
- *Ministerial Resolution No. (326) for 2006 on Fees Exemption.
- *and based on what was presented by the Under-secretary of the Ministry.

The below were decided:

First article

The following rules and procedures shall be applied upon exemption from the fees of late issuance or renewal of labour cards:

- 1- The facility shall be exempt in case of the worker who left the country and has been abroad for more than (6) months, or whose residency expired while abroad and his card expired after the departure date. If he was not issued a labour card or if his labour card had expired prior to departure, the fine shall be paid from the date of entry or expiry of the labour card until the departure date.
- 2- The facility shall be exempt in case of the worker whose name is repeated in the workers list at the facility, or in any other facility (has a labour card or residency with another facility) with respect to the workers whose labour cards have expired on or before 31/12/2005.
- 3- The facility shall be exempt in case of the worker who is registered in the facility balance record, whose labour permit or labour card has expired, while there is no data on him in the records of the competent Naturalization and Residency Administration, with respect to cards expiring on or before 31/12/2005, and provided that the worker's registration in the Ministry database was done properly, in the presence of the requested documents and data, and in accordance with the observed laws.
- 4- The facility shall be exempt in the case of the fugitive worker, whose labour card has expired, and for whom the facility has a receipt for an old notification of escape issued by the Ministry prior to 2002, that for the period following and not prior to the date of the notification receipt.

- 5- The facility shall be exempt in the case of the worker whose labour card has expired after he was dismissed by an order or a legislative or administrative resolution from the competent authorities, for the period after and not before his dismissal. If no card was issued for the worker, a late fee shall be paid for the period from entry into the country until the dismissal date. However, if the dismissal was before the issuance of this Ministerial Resolution, the facility shall be exempt of all late fees payable for the non-issuance or renewal of the card.
- 6- The facility shall be exempt in the case of a deceased worker or one that suffers from an infectious disease with respect to the fees resulting from the non-renewal of the card for the period following the date of death or proven infection. If no card was issued for the worker from the beginning, a late fee shall be paid for the period from entry into the country until the date of death or the issuance of a medical certificate confirming the disease.
- 7- The facility shall be exempt in case of the worker whose card has expired and the Ministry has referred his complaint to the court, for the period following, and not before, the date of referral to court. If the worker had not been issued a card, or if his card had expired, a late fee shall be paid for the period from the date of entry into the country or the date of expiry of the card to the referral date.
- 8- The facility shall be exempt in case of the worker whose labour card had expired following a judicial or an administrative resolution to the bankruptcy, liquidation or halting the activity of the facility, where the said worker is serving, for the period following, and not before, the resolution. The decision of the Ministry to stop dealing with the facility, the expiry of the commercial license, its cancellation by the licensing body, or suspending the activity of the facility shall not be considered reasons for exemption. If no card was issued for the

worker, a late fee shall be paid for the period from entry into the country until the date of issuance of the said resolution.

9- The facility shall be exempt in the case of the expired labour card in the name of a partner, investor, responsible for a shop or works for himself, provided that his name is registered in the license attaching a copy of a valid residency showing that he is a partner or investor.

10- The facility shall be exempt in case of the worker against whom any of the following is present, and who is still registered in the computer:

- Case of the worker who has been reported in Form (8) regarding the circular for the worker escaping abroad for more than six months and a fine due his labour card has been paid on the date of the report.

- Case of the worker who was dismissed in Form (5).

- Case of the worker whose sponsorship was cancelled by an old cancellation letter issued by the Ministry, who has left the country, and who was not dismissed by Form (5), provided that the departure is proved.

- Case of the worker who has left the country by a departure certificate at least six months ago, and for whom a labour card was not issued or whose labour card was not renewed, provided that the departure was before 23/7/2005.

11- The facility shall be exempt in case of the worker who was not issued a labour card or whose labour card had expired for the period before or after receiving the passport of the country.

Second article

The heads of the competent administrations and the Directors of the Labour Offices, each in his own jurisdiction, shall approve the exemptions for the cases mentioned in this resolution.

Third article

Other cases that are not included in the provisions of this resolution and which can be looked into with respect to the fine payable to the competent administration of Labour Office in preparation for presenting the same to the deciding committee to rule on the possibility of exemption from the fine or not.

Fourth article

Ministerial Resolution No. (326) for 2006 and any previous resolutions issued on the exemption from fines shall be annulled.

Fifth article

This resolution is effective as of its date of issuance and shall be followed carefully.

Dr./ Ali bin Abdullah Al-Kaabi

Minister of Labour and Social Affairs

Ministerial Resolution No. (812) for 2006 A.D.

Dated 11/12/2006 A.D.

Minister of Labour:

- * After reviewing Federal Law No. (1) for 1972 A.D. regarding the ministries competencies and ministers' capacities and the amending laws thereto,
- *Federal Law No. (8) for 1980 in regards to organizing the work relationships and the amending laws thereto,
- *Cabinet of Ministers Resolution No. (19) for 2005 regarding the fees system and bank surety and its executive regulations,
- *Federal Resolution No. (10) for 2006 A.D. to form the Cabinet of United Arab Emirates.
- * Ministerial Resolution No. (444) for 2006 on the Rules and Procedures for Fees Exemption,

The below were decided:

First article

The following case shall be added to the cases mentioned in the First Article of Ministerial Resolution No. (444) for 2006 on the Rules and Procedures of fine exemption:

((The facility shall be exempt from the fine of renewing the labour card if the card expired while the worker is suspended, apprehended, or imprisoned. If the worker had not been issued a card, the fine shall be calculated from the date of entry into the country until the date of his suspension, apprehension, or imprisonment.

In all cases, it is conditional for the facility to submit a request for settlement, whether by issuing, renewing, or cancelling the card within a maximum of three months from the release date, if the request was submitted after that period; hence the facility shall not be exempt from the fine)).

Second article

The above article shall not prejudice the provisions and procedures stipulated in Administrative Resolution No. 24/2006 regarding dismissing the worker against whom a dismissal ruling has been passed after the completion of the sentence.

Third article

This resolution is effective as of its issuance date, where all the concerned officials must be adhere to the same, each in his own capacity.

Dr. Ali bin Abdullah Al-Kaabi

Minister of Labour

Ministerial Resolution No. (604) for 2007

Dated: 25/9/2007

On adding a case to the rules and procedures of fees exemption

Minister of Labour:

- *After reviewing Federal law No. (1) for 1972 A.D. regarding the ministries competencies and ministers' capacities and the amending laws thereto,
- *Federal law No. (8) for 1980 in regards to organizing the work relationships and the amending laws thereto,
- *Federal Resolution No. (10) for 2006 A.D. to form the Cabinet of United Arab Emirates.
- * Upon Cabinet of Ministers Resolution No. (133/1) for 2007 on amending some of the provisions of Federal Law No. (6) for 1973 regarding the entry and residence of foreigners, granting a time limit for violators of labour and residency laws to leave the country or settle their status.
- * Cabinet of Ministers Resolution No. (19) for 2005 in regards to fees and bank surety.
- * Ministerial Resolution No. (444) for 2006 and Ministerial Resolution No. (812) for 2006 on the rules and procedures of fees exemption.
- *and based on what was presented by the Assistant Under-Secretary.

It was decided:

First article

The following case shall be added to the limited exemption cases mentioned in the First Article of the above-mentioned Ministerial Resolution No. (444) for 2006:

All facilities shall be exempted from the fees for issuing a labour card or an expired labour card without renewal in the case of the worker who make his final departure from the country within the settlement period for violating workers extending from 2/6/2007 to 3/11/2007.

Second article

This resolution is effective as of its issuance date, where all the competent officials must adhere to the same carefully, each one in his own capacity.

Dr. Ali bin Abdullah Al-Kaabi

Minister of Labour

Ministerial Resolution No. (968) for 2009

On the amendment of Ministerial Resolution No. (444) for 2006

Regarding the Rules and Procedures for Fees Exemption

Minister of Labour

- After reviewing Federal law No. (1) for 1972 A.D. regarding the ministries competencies and ministers' capacities and the amending laws thereto,
- Federal law No. (8) for 1980 in regards to organizing the work relationships and the amending laws thereto,
- Ministerial Resolution No. (444) for 2006 on the Rules and Procedures for Fees Exemption,
- Based upon what was presented by H.E. the Acting General Manager at the Ministry,

It was decided:

Article (1)

The following text shall substitute Item No. (6) as stipulated in Article One of the mentioned Ministerial Resolution No. (444) for 2006:

(The facility shall be exempted from the fees for not renewing a labour card or not issuing a labour card in case of a deceased worker or one who suffers from an infectious disease).

Article (2)

All concerned authorities shall implement this Resolution from the date of its issuance, and it shall be published in the Official Gazette.

Saqr Ghobash

Minister of Labour

Issued by us in Abu-Dhabi

Corresponding to 6/9/2009

Cabinet of Ministers Resolution No.(27) of 2010

On the fees and Penalties for Service Provided

By the Ministry of Labour

Repeals

Cabinet Decision No. 19/2005, dated 19/07/2005;

The Cabinet

Upon consulting the Constitution;

Federal law No. 1 of 1972 on the competences of Ministries and Powers of Ministers , as

Amended;

Federal law No. 8 of 1980 regulating Labour Relations , as Amended;

Cabinet of Ministers Resolution No. (19) of 2005 regulating Fees and Bank Guarantees;

Based on the motion of the Ministry of Labour and approved by the Cabinet,

Resolved as follows:

Article (1)

The fees listed below shall be imposed in UAE Dirham on the services described herein and

provided by the Ministry of Labour as follows:

First Firm Registration Services Fees:

SN	Type of Service						Standard fee
		First	Second			Third	
		(1)	(2)			(3)	
		(A)	(B)	(C)			
1	Opening firm Register	--	--	--	--	--	2000
2	Issuing Electronic Signature Card	--	--	--	--	--	250
3	Issuing a PRO (non-national) for two years	--	--	--	--	--	2000
4	Issuing a PRO card as replacement for lost or damaged card	--	--	--	--	--	200

Second: Work Permit Service Fees (from inside):

SN	Type of Service						Standard fee
		First	Second			Third	
		(1)	(2)			(3)	
		(A)	(B)	(C)			
1	Applying for work permit for persons sponsored by their kinship	--	--	--	--	--	200
2	Work Permit for those sponsored	300	600	1500	2000	5000	--

	by their kinship , including two-year labour card						
3	Applying for work permit for a juvenile	--	--	--	--	--	100
4	One-year juvenile work permit	--	--	--	--	--	500
5	Applying for temporary work permit	--	--	--	--	--	100
6	Temporary work permit, including 6 months labour card	--	--	--	--	--	500
7	Applying for part time work permit	--	--	--	--	--	100
8	Part time work permit including one-year labour card	--	--	--	--	--	500

Third: Work Permit Service Fee (from Abroad)

SN	Type of Service						Standard fee
		First	Second			Third	
		(1)	(2)			(3)	
		(A)	(B)	(C)			
1	Applying for work permit (for each worker	--	--	--	--	--	200
2	Work permit (recruitment and employment of workers from	300	600	1500	2000	5000	--

	abroad, including two-year labour card).						
3	Work permit (recruitment and employment of workers aged over 65 years from abroad, including two-year labour card).	--	--	--	--	--	5000
4	Extending work permit from abroad. For every 10 days or fraction thereof	--	--	--	--	--	500
5	Changing work permit	--	--	--	--	--	200

Fourth: Business Duty Permit Service Fees (from Abroad) :-

SN	Type of Service	Standard fee for all classification categories
1	Applying for work duty permit	100
2	Work duty permit, including labour card	500

Fifth: Employment Contracts and Card Service Fees:

SN	Type of Service				Standard fee	
		First	Second			Third
		(1)	(2)			(3)
		(A)	(B)	(C)		

1	Renewing labour card for two years	300	600	1500	2000	5000	--
2	Renewing labour card for workers aged over 65 for two years	--	--	--	--	--	5000
3	Renewing work duty card	--	--	--	--	--	500
4	Issuing labour card in lieu of lost or damaged card	--	--	--	--	--	200
5	Changing labour card details	--	--	--	--	--	200
6	Changing employment contract details	--	--	--	--	--	200

Six: Service fees for Workers Transfer from Firm to another:

SN	Type of Service						Standard fee
		First	Second			Third	
		(1)	(A)	(B)	(C)	(3)	
1	Applying for worker transfer permit from firm to another	--	--	--	--	--	200
2	Worker transfer and employment permit, including two-year labour card	300	600	1500	2000	5000	--
3	Work permit (transfer and	--	--	--	--	--	5000

	employment of worker aged over 65 years, inclusive of two-year labour card).						
4	Extention of worker transfer permit from firm to another for every 10 days or a fraction thereof	--	--	--	--	--	500

Seventh: Fees of Labour Recruitment Agencies:-

SN	Type of Service	Standard fee for all classification categories
1	Labour recruitment agency licensing fee	10000
2	Annual fee for renewing the labour recruitment agency license	5000

Eighth: Administrative Fines:-

SN	Description of Violation	Value of Fine For Each Category
1	Delay in issuing or renewing the labour card for a period exceeding sixty (60) days from the date of entry or date of card expiry.	1000 for each month of delay or a fraction thereof.
2	Delay in issuing work duty card for a period exceeding 30 days from the date of entry.	100 for each day of delay

3	Failure to renew work duty card for a period exceeding 7 days from the date of expiry.	100 for each day of delay
4	Failure to renew the labour recruitment agency license	5000 for each month of delay or a fraction thereof.
5	Settlement of violations to the law regulating labour relations and the implementing decisions thereof,	From 5000 to 20000 according to the violation category approved by the Ministry of Labour

Article (2)

Firms shall be exempted from payment of fees specified herein payable on the employment of UAE worker therein.

Article (3)

1. The delay fees provided for in the aforementioned Cabinet of Ministers Resolution Mo. (19) of 2005 and those specified in the Minister of Labour Decision No. (771) of 2007 shall be settled at a maximum of AED 5000 per worker for all periods of violations committed prior to the entry into force of this Decision.

2. The Minister of Labour may in coordination with the Minister of Finance set the rules, curbs and standards according to which the maximum limit stipulated in Clause (I) hereof shall be reduced or entirely exempted.

Article (4)

The Minister of Labour may make any exemptions from any or all administrative fines stipulated in the Eighth Clause of Article (1) hereof in such cases defined thereby and pursuant to such rules, conditions and standards as he may determine in coordination with the Ministry of Finance.

Article (5)

Any provision that contradicts or contravenes with this Resolution and Cabinet of Ministers Resolution No. (19) of 2005 shall be repealed with the exception of articles concerning licensing fees for nurseries.

Article (6)

This Resolution shall be published in the Official Gazette and its provision shall be applied as Follows:

1. For fishing boat firms of UAE nationals, it shall take effect one month after the date of its issue in the Official Gazette.
2. For other firms, it shall take effect three months after the date of its issue in the Official Gazette.

Mohammed bin Rashid Al Maktoum

Prime Minister

Issued by us:

Dated: 1 Ramadan 1431 A.H.,

Corresponding to: 11 August 2010 A.D.

Cabinet of Ministers Resolution no (26) of 2010

On regulating labour relations and determined

Banking guarantees

The cabinet:

- Upon consulting the Consulting the constitution and law no . (1) of 1972 on the competences of ministries and powers of ministers, as amended:
- Federal law no (8) of 1980 regulating labour relations, as amended
- Cabinet of Ministers Resolution no (18) of 2005 on transfer of sponsorship and secondment of sponsored employees and determined fees:
- Cabinet of Ministers Resolution no (19) of 2005 on the system for fees and banking guarantees : and
- Based on the motion the minister of labour and approval of the cabinet ,

Resolved as follows:

Article (1)

The firms governed by the provisions of the aforementioned Federal law no. (8) of 1980 shall be grouped into categories :

- 1- Category (1);
- 2- Category (2) which is subdivided into (A), (B) and (C)
- 3- Category (3). the classification referred to in clause (1) hereof shall be made according to the extent of compliance of such firms with legislations and legal regulations and standards stated herein, particularly:

- a. Adhering to cultural diversity stipulated in the decision of the minister of labour made in this regard .
- b. Abiding by the payment of wages on its duly fixed or agreed dates according to the prescribed procedures.
- c. Providing labour accommodation as per the standards and requirements approved in this regard.
- d. Adhering to the emiratization percentages defined by the concerned bodies.
- e. Complying with the law and ministry's policies by small and medium enterprises sponsored by youth business supporting establishments.
- f. Any such other standards conditions, curbs and periods as may be issued by the minister of labour.

Article (2)

Subject to Article (4) hereof, fishing boat firms of UAE nationals shall be classified in category (a).

Article (3)

Subject to articles (2) & (4) hereof, firms employing more than three workers shall fall under category (2/b).

Article (4)

Firms may be transferred from a category to or from another level per the standards stipulated in article (1) hereof.

Article (5)

Firms that are subject to the labour law shall pay the bank guarantee before the employee's recruitment as follows:

1. Firm classified under category "2-A": three thousand dirhams per employee at a maximum of one million and half dirhams.
 2. Firm classified under category "2-B": three thousand dirhams per employee at a maximum of three million dirhams.
 3. Firm classified under category "2-C": three thousand dirhams per employee at a maximum of five million dirhams.
- 1- Firm classified under category "3": three thousand dirhams per employee at a maximum of ten million dirhams.

Article (6)

The following entities shall be excluded from the payment of the bank guarantee set forth in article (5) hereof:

1. Firms falling under category "A" hereof;
2. Industrial projects licensed under an industrial license issued by the ministry of Economy, which have priority to privileges and exemptions under Federal Law No (1) of 1979 regulating Industry affairs;
3. Companies or firms established or co-owned by the Federal Government or local governments :

4. Public utility societies , cooperative societies and national private institutions operating under the supervision of the Ministry of Social Affairs; and
5. Any other firms governed by the rules, curbs and standards by the minister of labour in coordination with Minister of Finance.

Mohamed bin Rashid Al Maktoum

Prime minister

Date of signature: 11/08/2010: 01 Ramadan 1431 a.h.,

Date of publication: 31/08/2010

Effective date: 01/12/2010