



# DUBAI AVIATION CITY CORPORATION OHSE CODE OF PRACTICES



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DACC CODE OF PRACTICE – GUIDELINES ON CLEANLINESS



**GUIDELINES ON CLEANLINESS**  
DACC (DUBAI SOUTH) Code of Practice  
Document Reference No.: DACC.DS.OPS.OHSE.OST.07.CL

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## 1.0 INTRODUCTION

- (i) This Code of Practice (CoP) is mandatory to all operational facilities within the Dubai South jurisdiction. This CoP is designed to incorporate requirements set by UAE and other relevant Regulatory authorities. If requirements of this document conflict with requirements set by another regulatory authority, operational facilities are required to follow the more stringent requirement.
- (ii) "Public" is defined as People who are using amenities and facilities within Dubai South jurisdiction; which include Duty Holders, Employees, Residents, Passengers, Visitors, Pedestrians, Drivers etc.
- (iii) Operational facilities means the business houses operational in Dubai South such as Offices, Educational institutions, Medical facilities, Logistics and warehouse facilities, Factories, recreational facilities, Multi store apartments, retail facilities etc and all other facilities which are registered under Dubai South Licensing and registration department.
- (iv) A duty Holder is defined as;
  - a) the person(s) who owns or is in control, through contract or tenancy, of non-domestic premises;
  - b) With regard to multiple tenanted premises, the duty holder shall be the person who owns or is in control of the building, including access and egress
  - c) All other persons shall cooperate with the with the duty holder to allow them to comply with their duties requirements under this CoP.
- (v) This CoP specify the requirements on cleanliness in Dubai South Jurisdiction to ensure that the operational facilities and Public areas are maintained in a manner that will enhance clean environment.
- (vi) Duty Holder shall be jointly liable with employees, if they violate the requirements set in this CoP.
- (vii) Dubai Aviation City Corporation (DACC) OHSE being an authority will encourage the implementation of this CoP to keep the environment clean and eventually protect the public and employees from hazards that can directly or indirectly affect the individual's health.

## 2.0 TRAINING AND AWARENESS

- (i) Duty Holder shall ensure that OHSE training complies with the requirements of:
  - a) **DACC (Dubai South) OHSERF - Regulations 6** – Competence Management, Training and Awareness;
- (ii) Duty Holders shall ensure that employees and other persons required to implement the requirements of this CoP or those who have a direct role in the management, supervision or monitoring of the requirement of this CoP are trained and competent to fully understand the requirements



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- (iii) Duty Holder shall maintain a record of the required training that contains the following:
- (i) Company, name and company employee ID number;
  - (ii) Emirates ID number / Dubai South ID Pass;
  - (iii) Topic / subject of training;
  - (iv) Training provider;
  - (v) Date of training; and
  - (vi) Person conducting the training.

### 3.0 REQUIREMENTS

- (a) Public is not allowed to throw, put, leave, melt or discharge any of the following materials or objects on roads/streets, lanes, alleys, pavements, open spaces, buildings, roofs, walls, stairways and any other place whether public or private:
  - (i) All kinds of garbage and waste such as refuse sweepings, rubbish, discarded paper, stagnant water, bathing, laundry, sewerage, absorption pits, cesspools and others;
  - (ii) Anything whether a chattel, animal, material or object which may obstruct traffic or pedestrians or occupy the public road or disfigure the public view or beauty in Dubai South Jurisdiction, or violates the requirements of public hygiene and environment protection and non-pollution.
- (b) All Public are prohibited from discarding paper or any type of garbage including cigarette butts and spitting in the public road or open spaces whether fenced or unfenced. The car driver shall be jointly liable with the passenger if the passenger commits the said violation.
- (c) Dumping trees and park's residues in the road and squares whether public or private, and in the open areas whether fenced or unfenced is prohibited.
- (d) Spitting, Urinating or defecating in places other than those specified for that purpose are prohibited.
- (e) Litter bins allotted by the Dubai Aviation City Corporation (DACC) or Dubai Municipality for pedestrian's litter in public places shall not be used for purposes other than its intended purpose. Dumping of waste from Operational facilities or combustible and inflammable materials is also prohibited.
- (f) Owners of restaurants, cafeterias, barbeque stalls and other places using open fire or charcoal are prohibited to dump fire residues and flaming coal ashes in litterbins, bags or boxes or in the public roads. They are also prohibited to place chairs and tables outside their business premises without the DACC Development control Department approval.



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- (g) Tire repairs and oil changing waste should not be left on pavements or roads. These should be transported at their own expense to the designated Municipality places.
  - (h) Cars, vehicles and other means of transport should not be washed in public roads or open spaces except where permitted by the Dubai South. All authorized car wash/maintenance/service stations shall provide suitable collection/treatment/recycling facilities for the wastewater generated from the same.
  - (i) Housekeeping both within and outside the Operational facilities shall be maintained as per Dubai Aviation City Corporation (DACC) & Dubai Municipality requirements.
  - (j) All wastes should be handled and collected in suitable containers for necessary disposal and No industrial/trade wastes shall be dumped in sewers, garbage bins, roadsides, and storm water drains etc.
  - (k) No wastes (solid, liquid or airborne) shall be disposed / released without appropriate approvals from Dubai South's relevant department.
  - (l) All Operational Facilities shall ensure that wastes are disposed by a Dubai Municipality approved Waste Management Agency.
  - (m) For all spray painting/blasting operations, a proper painting/blasting booth should be constructed with a proper extraction/filtration system. These systems shall be designed to achieve the HSE standards for emissions as per Dubai Aviation City Corporation (DACC) OHSE & Dubai Municipality guidelines.
  - (n) Waste oils / Chemical spills shall be recycled/ disposed only after requisite approvals from Dubai Aviation City Corporation (DACC) and Dubai Municipalities relevant Departments.
  - (o) Vehicles shall not be parked on the roads and within roundabouts and only within the Operational Facilities premises, allowing a clear 5.5m setback distance for emergency access.
  - (p) Dirty floor washings should be routed with other industrial waste water (effluent) to a proper holding tank for suitable disposals.
  - (q) Antifreeze waste prohibited to mix with any other waste and don't dispose in a storm drain, sewer system/ground, septic tank, or dry well.
  - (r) Operational Facilities must ensure that their floors are clean as possible at all times. Spot the leakage before they spill on floor and dispose the residue in the appropriate waste container.
  - (s) Duty Holder shall take all reasonably practicable measures to promote recycling of all type of wastes.
  - (t) Duty Holder shall keep solvents/chemicals in separate, clearly marked, closed containers by following the requirements of Material Safety Data Sheet and Control of Substances Hazardous to Health –CoP – DACC.DS.OPS.OHSE.CGF.01.SH





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- (u) Duty Holder must ensure that all over-ground bulk fuel/chemical tanks should be bundled / diked by a suitable concrete enclosure to prevent spills and contamination in case of tank failure/emergencies. A proper spillage collection facility to be provided for all chemical/fuel storage and mixing/filling/processing areas.
- (v) Duty Holder shall ensure that A.C./chiller drains to be discharged into a properly designed soak-pit or to the nearest floor drain.
- (w) Duty Holder shall ensure that a septic tank and linear soak away system should be adopted for all areas that do not have a sewerage system.
- (x) Duty Holder shall ensure that proper extraction/filtration systems to be provided for the airborne emissions from any proposed machinery.
- (y) The drain from compressors/pump rooms/blow down etc. are considered as industrial waste and should be connected to a proper holding tank of suitable capacity for testing/further assessment.
- (z) Duty Holder shall ensure that Chimneys as well as ducting from any extraction/filtration systems shall be released at a minimum of 3 meters above the roof ridge of the tallest adjacent building.
- (aa) Duty Holder shall ensure that the trucks/vehicles loaded with material, which might be blown by wind, are prohibited from being on the roads without tarpaulin cover. Also the leakage/spill of any loaded sand or any material is prohibited from vehicles/trucks on being on road in Dubai South Jurisdiction.

### 4.0 RECORD KEEPING

- (a) Duty Holder shall ensure record keeping in accordance with the requirements of Dubai South OHSERF – Regulation 8 – Document Control and Record Management for the purpose of performance review in accordance with the requirements of Dubai South OHSERF – Regulation 14– Performance Management and Dubai South OHSERF – Regulation 19 – Management Review.
- (b) Duty Holder shall ensure records of the below but not limited to:
  - (i) Personnel training and awareness records;
  - (ii) Material safety data sheet for chemicals;
  - (iii) Waste disposal manifest (All Types);
  - (iv) All relevant approvals of Waste Management Agency;
  - (v) Statistical Report showing the percentage of Recycle, Reuse of waste materials.
  - (vi) Records of the dates and quantities of Freon recovered and recycled.



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### 5.0 REFERENCES

NO.	DOCUMENT NAME	DOCUMENT NO.
1	Risk Management	DACC.DS-OHSERF – Regulation 2
2	Leadership, Roles, Responsibility and Self-Regulation	DACC.DS-OHSERF – Regulation 5
3	Competence Management, Training and Awareness	DACC.DS-OHSERF – Regulation 6
4	Communication, Consultation and Participation	DACC.DS-OHSERF – Regulation 7
5	Document Control and Record Management	DACC.DS-OHSERF – Regulation 8
6	Environmental Management	DACC.DS-OHSERF – Regulation 10
7	Emergency Management	DACC.DS-OHSERF – Regulation 13
8	Incident Management	DACC.DS-OHSERF – Regulation 15
9	Management Review	DACC.DS-OHSERF – Regulation 19
10	Waste Management	DACC.DS.OPS.OHSE.ENV.03.WM
11	Labor Law and its Amendments	Federal Law No. (8) of 1980
12	Determination of Preventive Methods and Measures for the Protection of Workers from the Risks of Work	Ministerial Order No. (32), of 1982
13	Environment Protection Regulations in Dubai	Local Order No. 61/1991
14	Personal protective equipment	DACC. DS.OPS.OHSE.OST.10.PP
15	Control of substance Hazardous to Health and Danger	DACC.DS.OPS.OHSE.CGF.01.SH
16	General Environmental Guidelines for Operations	DACC. DS.OPS.OHSE.ENV.02.EG
17	Dubai South OHSE Regulatory Framework	2018