



Federal Decree Law

No. (49) of 2022
On Human Resources in
Federal Government



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Federal Decree Law No. (49) of 2022 On Human Resources in Federal Government

**We, Mohamed Bin Zayed Al Nahyan,
President of the United Arab Emirates,**

- Pursuant to the perusal of the Constitution.
- Federal Law No. (1) of 1972 on the Jurisdictions of the Ministries and the Competences of the Ministers, as amended.
- Federal Law No. (7) of 1999 on the Issuance of Pensions and Social Security Law, as amended.
- Federal Decree-Law No. (11) of 2008 on Human Resources in the Federal Government, as amended.
- Federal Decree-Law No. (26) of 2019 on Public Finance.
- Federal Decree-Law No. (47) of 2021 on Standard General Rules of Work in the United Arab Emirates.
- In accordance with the proposal of the Minister of State for Government Development and Future and as approved by the Council of Ministers,

We do hereby enact the following Decree-Law:



Article (1): Definitions

In applying the provisions of the current Decree-Law, the following words and expressions shall have the meanings indicated opposite each of them, unless the context indicates otherwise:

Country/State : United Arab Emirates.

Council of Ministers : Cabinet or the Council of Ministers of the United Arab Emirates.

Federal Government : Government of the United Arab Emirates.

Federal Entities : Any ministry established in accordance with Federal Law No. (1) of 1972 on the Jurisdictions of the Ministries and the Competences of the Ministers, as amended, as well as any federal authority, institution or regulatory entities affiliated with the federal government.

Head of the Federal Entity : The Minister, Chairman of the Board of Directors, President of the Entity and the like, as the case may be.

Authority : Federal Authority for Government Human Resources

Competent Authority : Authority entrusted with appointment powers.

Human Resources Department : Administrative unit concerned with human resources in the federal entity.

Employee : A person who occupies a position in the federal entity according to human resources mechanisms and procedures approved by the federal government.

Citizen : Natural person who holds the nationality of the United Arab Emirates.

General Cadre : Employees of the federal entities who are subject to unified grade and salary scales as approved by the Council of Ministers' Resolution No. (23) of 2012 and any subsequent amendments thereto.

Basic Salary : Salary determined as a beginning remuneration of the job grade scale and any increases thereof.

Gross Salary : Basic salary plus approved bonuses and allowances received by the employee.

Year : Gregorian Year.

Month : A unit of time of thirty days.

Business Day : Official working day.

Employment Contract : Contract that regulates the job relationship between the employee and any federal entity.

Notice Period : Notice period specified in the employment contract, which entails both parties' compliance therewith in case either of them wishes to terminate it.

Line Manager : The official in charge of the organizational unit where the employee works.

Medical Entity : Any federal or local governmental entity concerned with health affairs or any private health facility licensed to provide health services in the State.

Medical Committee : Medical committee to be formed by a resolution of the Minister of Health and Social Protection.



Article (2): Scope of Application

1. The provisions of this Decree-Law shall apply to civil servants in federal entities, including entities which establishment legislation provides for the existence of independent human resources regulations.
2. Federal entities and their employees are excluded from the application of the provisions of this Decree-Law, which are exempted from the provisions of this Decree-Law by a resolution of the Council of Ministers, provided that the exemption resolution shall specify the provisions and obligations of those entities. This is along with obligating these entities to provide real-time data to the human resources working therewith, including wages, salaries and all human resources-related procedures, by linking with the systems approved by the Authority.



Article (3): HR Department Tasks

1. The Human Resources Department in federal entities shall implement and apply the provisions stipulated in this Decree Law and any resolutions or regulations issued in implementation thereof.
2. Concerned organizational units in each federal entity shall refer to that Department in all technical human resources-related matters.
3. The Human Resources Department in the federal entity shall refer to the Authority in matters that it encounters when applying the provisions of this Decree-Law and the resolutions and regulations issued for implementation thereof.
4. Concerned organizational unit in each federal entity shall abide by the principles and policies stipulated in this Decree-Law, ensuring that they are applied to employees in a fair and equal manner, with the aim of creating a performance-stimulative work environment.



Article (4): Organizational Chart

Federal entities shall have their own organizational structures that are commensurate

with their competencies and needs and shall be approved by the Council of Ministers. A Council's resolution shall be issued to determine the mechanisms for preparing, approving and amending such structures.



Article (5): Human Resource Planning and Jobs' Budgets

1. Each federal entity shall have, within its general budget, an annual budget for human resources commensurate with its approved organizational structure.
2. This Decree-Law Executive Regulations define all aspects related to human resources planning and approving their budget in accordance with the financial rules in force in the State.



Article (6): Patterns of Employment

1. Employment in federal entities shall be subject to one of the following patterns:
 - A. **Full-Time:** Working for a single federal entity for the full daily working hours, throughout official working days, whether from the workplace, remotely or the hybrid work mode, in accordance with the employment contract or what is agreed upon between the federal entity and the employee.
 - B. **Part-Time:** Working for a federal entity for a specific number of working hours or days scheduled for work, whether from the workplace, remotely or a hybrid work mode, in accordance with the employment contract or what is agreed upon between the federal entity and the employee.
 - C. **Temporary Work:** Work which nature of implementation nature requires a specific period of time, or which focuses on a certain work, ending with its completion.
 - D. **Flexible Work:** Work which performance hours or working days change according to the employer's volume of work and economic and operational variables, where the employee may work for the employer at variable times according to work conditions and requirements.
2. Based on the Authority's recommendation, and by a resolution of the Council of Ministers, employment patterns mentioned in this Article, or any of them, may be amended, added thereto or cancelled.

3. The Executive Regulations of this Decree-Law shall specify the provisions for each type of employment mentioned in this Article, related employment conditions, types and forms of contracts of each, their durations and any aspects related to employment in federal government. This is in addition to the cases in which more than one employment pattern may be combined, with more than one employer, and the controls of such cases.



Article (7): Appointment Competent Authority

Job appointments in federal entities shall be subject to the following:

1. Issuance of a federal decree based on the Council of Ministers' approval, for positions at the grade of undersecretary, director general, etc .
2. Issuance of a resolution by the Council of Ministers, for positions at the grade of assistant undersecretary, executive director, etc .
3. Issuance of a decision by the head of the federal entity or whomever is delegated thereby for the rest of the other jobs and grade .



Article (8): Jobs Appointment

1. Nationals of the State shall have priority in appointment in federal entities' vacancies. Non-nationals may also be appointed in case there are no citizens who meet the conditions and requirements of any vacant job.
2. It is not permissible to appoint employees who have some marital or kinship relationship in federal entities, except within the limits of the conditions specified by the Executive Regulation of this Decree-Law.
3. Discrimination among persons on the basis of race, color, sex, religion, national origin, social origin or disability is prohibited, since it would impair equal opportunities or affect equality in obtaining or continuing in jobs and enjoying their related rights. Discrimination in single-task jobs is also prohibited. Measures adopted by the federal government regarding benefiting from the capabilities of Emirati cadres and enhancing their competitiveness in federal entities shall not be deemed as discrimination.



Article (9): Probationary Period

1. Employee appointed for the first time shall be subject to a six-month probationary period, which may be extended for a similar period if the employee's performance during the first period was low. The Council of Ministers may exempt or reduce that period for those appointed at the rank of undersecretary, director general, etc ., in federal entities.
2. Employee transferred from an external party may be subject to the probationary period referred to in Clause (1) of this Article by a decision of the appointment-concerned authority.
3. The line manager shall carry out careful follow-up to evaluate the employee's performance and behavior, on a regular basis, in accordance with what is specified by the Executive Regulation of this Decree-Law.
4. During the probationary period, the service of the employee may be terminated if it is proved that he is incompetent or unfit to carry out his job duties or because of his poor performance, by a decision of the appointment-concerned authority, in accordance with the approved mechanisms, provided being given a notice period of no less than five (5) working days .
5. Employee may resign from his job during the probationary period, provided notifying his employer with the same, through his line manager, within a period of not less than five (5) working days.



Article (10): Grades and Salaries Scales

1. Federal entities' all grade and salary scales shall be approved by the Council of Ministers, as follows:
 - A. As for general staff grades and salaries' scales, they shall be proposed by the Authority, in coordination with the Ministry of Finance, and shall then be submitted to the Council of Ministers for approval.
 - B. As for other cadres' scales of grades and salaries, they shall be proposed by the concerned authority and submitted to the Council of Ministers after being reviewed by the Authority and the Ministry of Finance.
2. Upon his appointment, the employee shall be granted a starting salary equal to the grade for the job for which he is appointed. He may also be granted a higher salary as determined by the Executive Regulations of this Decree-Law, if he enjoys higher experiences, qualifications or skills, and in accordance

with the controls and mechanisms specified by the Job Evaluation and Description System or any other approved systems.

3. Gross salary shall be approved within the grades and salaries scales.
4. Federal entities shall abide by the grades and salaries approved thereby in accordance with the provisions of this Decree-Law. No exceptions or amendments may be made thereto, nor any new bonuses, allowances, annual financial grants or other amendments may be approved, except subject to the approval of the Council of Ministers.
5. Grades, salaries, and allowances scales approved by the federal entities prior to enforcing the provisions of this Decree-Law shall remain in force and shall not be subject to any amendment except by a resolution of the Council of Ministers.



Article (11):

Consequences of appointment and minimum national employee salary

Employee shall be entitled to the salary of the position for which he is appointed as of the date of his work commencement. The Council of Ministers may issue a resolution specifying the minimum gross salary for national employees.



Article (12):

Citizens Retirement

1. National employee shall be registered in the retirement programs in force with the General Pension and Social Security Authority (GPSSA).
2. Federal entity shall deduct the monthly contributions of the insured national employees for the purpose of transferring them to GPSSA in accordance with the legislation in force in this regard.



Article (13):

Transfer, Delegation, Secondment and Borrowing

1. Employee may be transferred from a federal entity to another or to any local entity, without prejudice to his financial entitlements, unless he agrees to the transfer or in case the transfer is at his request. He may not be transferred to the private sector except at his request.

2. Employee may be delegated within the same federal entity or to another federal entity.
3. Employee may be seconded to any federal or local entity, to companies owned by the federal government, to the private sector or to international entities and organizations. Also, any employees of those entities may be seconded to the federal government.

In all cases, the Executive Regulations of this Decree-Law shall regulate all provisions and controls relating to employees' transfer, delegation, secondment and borrowing.



Article (14):

Promotions

Employees may be promoted functionally or financially, where the Executive Regulations of this Decree-Law shall specify the types of promotions, their terms, conditions and controls, as well as their financial or functional impact and all related provisions.



Article (15):

Training and Scholarships

1. Federal entities are obligated to preserve trained and qualified human resources. They are also obligated to train their employees and develop their knowledge, skills and job capabilities in accordance with the training and development system issued by the Council of Ministers, pursuant to a proposal by the Authority .
2. Federal entities may provide care for the following groups:
 - A. National high school graduates to study some vocational and technical disciplines.
 - B. Some of the national employees working for them, so as to complete their graduate or postgraduate studies or to obtain accredited professional certificates, according to their job and professional needs.

In all cases, the Executive Regulations of this Decree-Law shall specify any conditions or controls related to the care of national employees.



Article (16): Delegation to Official Missions

The Executive Regulation of this Decree-Law shall determine the controls for delegating employees to official missions, whether inside or outside the State, remuneration for that delegation and related provisions.



Article (17): Leaves

1. Leaves are classified according to the provisions of this Decree-Law, as follows:
 - A. Annual vacation.
 - B. Maternity leave.
 - C. Parental leave
 - D. Sick leave.
 - E. Mourning leave.
 - F. Study leave.
 - G. Leave to perform military and reserve forces service.
 - H. Unpaid leaves.
2. Employee may not be absent from work, except within the limits of his approved leave periods or with an excuse acceptable to the entity in accordance with the provisions of this Decree-Law, its Executive Regulations and the implementing regulatory decisions thereof. Otherwise, such absence from work shall be deemed inexcusable and a reason for terminating the service of that employee in accordance with the provisions of this Decree-Law.
3. The Council of Ministers may decide other types of leave, such as waiting period leave, pilgrimage (Hajj) leave, patient escort leave, etc., regulating the procedures and rules for granting and entitling such leaves.



Article (18): Annual Leave

1. Full-time employee is entitled to an annual leave with a gross salary, as follows:
 - A. Thirty (30) working days for employees in grade (B) functions and above.
 - B. Twenty-two (22) working days for the other jobs.
2. Employee may take the entire annual leave at one time or divide it into different periods, provided obtaining the approval of his line manager. He may also combine the annual leave with any other leave he is entitled to in accordance with the provisions stipulated in this Decree-Law.
3. The Executive Regulations of this Decree-Law shall specify the number of annual leave days that an employee may transfer or compensate for, as well as the mechanism for entitlement to annual leave for employees working in other employment patterns.



Article (19): Maternity Leave

1. Full-time female employee shall be entitled to a fully-paid maternity leave of ninety (90) days.
2. Female employees may not combine maternity leave with unpaid leave.
3. Returning from maternity leave, for a period not exceeding six (6) months from the date of delivery, female employee shall be entitled to one or two rest periods per day to breastfeed her child, provided that the sum of both periods shall not exceed two hours.
4. The Executive Regulations of this Decree-Law shall specify the provisions and controls for granting maternity leave.



Article (20): **Parental Leave**

Employee shall be entitled to a fully paid parental leave of five (5) working days for the employee who has a newborn (whether being a father or a mother), with a view to take care of his/her child. Such leave shall be granted continuously or intermittently within six (6) months from the date of the child's birth.



Article (21): **Sick Leave**

1. Employee's sick leave shall be authorized subject to a medical report approved by an official medical authority, for a period not exceeding five (5) consecutive working days at a time, and with a maximum of fifteen (15) working days per year, subject to a medical report to be issued by the said medical committee.
2. The first fifteen (15) working days shall be fully paid and any period exceeding that period shall be deducted from the employee's annual leave balance, if any, or shall be unpaid in case leave balance is not available.
3. In case the employee exceeds fifteen (15) working days per year, the federal entity shall refer the employee to the medical committee to decide what it deems appropriate regarding his health condition.
4. Employee's sickness condition shall be reviewed if it lasts for a period exceeding six (6) months. In that case, the medical committee shall decide to extend this leave for a period not exceeding six (6) additional months or may recommend terminating his services for lack of health fitness.
5. Job-related illnesses, chronic illnesses as determined by the Ministry of Health and Social Protection in coordination with the Authority, illnesses the medical committee decides that they shall prevent the employee from carrying out his job duties for the period determined by the committee shall be excluded from the application of the provisions of Clause (2) of this Article, in which cases the employee shall be fully paid throughout the sick leave period. The Executive Regulations shall specify the maximum leave period in these cases.

In all cases, the Executive Regulations of this Decree-Law shall specify the controls for granting and extending this leave, along with other related provisions.



Article (22): **Mourning Leave**

Employee shall be granted a fully paid mourning leave of five (5) days in the event of the death of a first-degree relative, and for a period of three (3) days in the event of the death of a second-degree relative, as of the date of death.



Article (23): **Study and Exams Leaves**

1. The head of the federal entity or his authorized representative may grant any national employee a paid study leave, on a full-time or part-time basis, in order to obtain a qualification higher than the general secondary certificate from educational institutions approved by the Ministry of Education, provided that such qualification shall correspond to the needs of the federal entity.
2. The head of the federal entity or his authorized representative may grant a citizen employee registered, by attending or remotely, in any of the learning programs of educational institutions approved by the Ministry of Education, whether inside or outside the State, a fully paid leave, so as to perform semester and annual exams. This is provided that exams actual period shall be determined in specific days.
3. The Executive Regulations of this Decree-Law shall specify the terms, conditions and controls for granting a study leave.



Article (24): **Leave for Military and Reserve Forces Service**

National employee shall be entitled to a paid leave to perform military and reserve forces service in accordance with the legislation in force in the State.



Article (25): Unpaid Leave

The head of the federal entity, or whomever is authorized thereby, may grant the employee an unpaid leave for a period not exceeding thirty (30) days per year, provided that the employee shall have serious reasons entail granting him that leave and provided that he has exhausted all his annual leaves. That leave shall not be counted in the employees term of service.



Article (26): Work Relationships

1. Federal entities shall create a stimulating and enabling work environment that enables all its employees and organizational units to achieve the highest levels of performance and results, and contributes to achieving the government's objectives, to be characterized as follows:
 - A. Ease of providing outstanding and innovative suggestions and ideas.
 - B. Providing equal opportunities for staff development and progress.
 - C. Security and justice, meeting employees' basic requirements.
 - D. Taking employees' cultural diversity and individual differences into consideration.
 - E. Fulfilling occupational health and safety requirements.
2. Employees shall maintain the buildings, vehicles, devices, equipment and other public property owned by the federal entity and use them for work purposes, in accordance with the applicable legislation and regulations.



Article (27): Employees Professional Ethics and Obligations

Employee shall act in an appropriate manner consistent with the standards of behavior adopted for public positions, as determined by Public Service Code of Ethics and Professional Conduct as issued by the Council of Ministers, based on the Authority's proposal, and shall particularly adhere to the following:

1. Respecting the laws, rules and regulations related to the performance of job duties and responsibilities, abiding by the legislation in force in the State.
2. Performing the tasks entrusted thereto with accuracy, care and integrity, in a manner that achieves the objectives and interests of the federal entity in which he works.
3. Exercising job duties in good faith, without any malicious intent or negligence that may cause violation of the provisions of this Decree Law, its Executive Regulations or the decisions implementing them, or may harm the public interest.
4. Providing distinguished services to all customers in a balanced professional manner characterized by friendliness and readiness to assist.
5. Acting in a manner that preserves the reputation of the government in general and the entity in which he works in particular.
6. Adhering to the highest ethical standards in his conduct and behavior.
7. Respecting the rights and duties of coworkers and treating them with courtesy.
8. Using public funds subject to honesty and caution, avoiding any waste thereof.
9. Commitment to information security system in federal entities.
10. Avoiding using information obtained during the performance of his job duties.
11. Adhering to the terms and conditions for the use of social media by federal government employees.
12. Refusing any bribes.
13. Refusing any gifts, except in accordance with the controls specified by the Executive Regulations of this Decree-Law.
14. Refraining from abusing his position or his relationships that he establishes during his work, in order to influence or improperly interfere in the procedures carried out by the competent investigation authorities, whether from within or outside the federal entity.
15. Compliance with any other relevant regulations issued by the Council of Ministers in this regard.



Article (28):

Information Disclosure of Delivery of Documents and Materials

1. During and after his term of service in the federal entity, the employee shall refrain from disclosing or uncovering any confidential information, whether in written, electronic, oral or in any form, unless he obtains a prior written permission from his employer, whether such information relates to the federal entity in which he works or to any other entity, or with customers dealing with these entities.
2. Upon termination of his service with the federal entity, for whatever reason, the employee shall hand over to the federal entity all documents, files, materials, disks and programs in his possession, as well as any property belonging to the federal entity in which he works or to any other federal or related entities, even if they do not include confidential information.



Article (29):

Conflict of Interest

During performing his job duties, the employee shall avoid any conflict of interests that may occur between his private activities and the interests of the government and its operations. He shall also avoid any work in respect of which any suspicions of conflict of interest may arise. He shall avoid the following in particular:

1. Participation in any process or official decision that directly or indirectly impacts the success of a contractor or supplier who is a relative thereto up to the fourth degree, where kinship includes affinity and family ties.
2. Participation in any decision that may lead to granting any benefits to any of his relatives up to the fourth degree, where kinship includes affinity and family ties.
3. Participation in any process or official decision that directly or indirectly impacts the success of any supplier, contractor or project, in which the employee is a partner in any way, leading to his obtaining a percentage, share, or direct or indirect material benefit.
4. Abusing his position or leaking any information he obtained by virtue of his work, with a view to achieve specific goals or to obtain a service or special treatment from any party.



Article (30):

Official Working Days and Hours

The days and number of official working hours in the federal entities shall be determined by a resolution of the Council of Ministers, where the number of working days or hours may vary according to the type and nature of the work assigned to the employee.



Article (31):

Overtime

The federal entity may assign the employee to perform additional work tasks after official working hours or during weekends or official holidays.

The Executive Regulations of this Decree-Law shall specify the controls for assigning employees to work overtime, determining monetary compensation for those hours or days of compensatory leave for them.



Article (32):

Public Holidays

The official holidays of the federal government shall be determined by a resolution of the Council of Ministers.



Article (33):

Occupational Health and Safety

The federal entity shall commit to the following:

1. Providing a work environment that maintains occupational health and safety for its employees, in accordance with the Guidelines for Occupational Health and Safety for Federal Government Employees issued by the Authority.
2. Insurance for its employees against injuries and accidents that may occur during work, where the Executive Regulation of this Decree-Law shall specify the mechanisms and controls that the federal entity shall abide by.



Article (34): Functional Violations

1. Every employee who violates the duties stipulated in this Decree-Law, its Executive Regulations or the decisions implementing them, or who deviates from his work duties, shall be administratively penalized with one of the penalties set forth in Article (35) of this Decree-Law, without prejudice to civil or penal liability, when appropriate. The employee shall not be exempted from administrative penalties unless he proves that his commission of job-related violations was in implementation of a written order issued thereto by his direct boss or employer, despite his notifying of that violation in writing, in which case responsibility lies with the issuer of the order.
2. Criminal authorities shall be notified if it appears that what the employee has committed involves a criminal offense.
3. More than one administrative penalty shall not be imposed on any employee for the same act or violation.
4. Employee's resignation shall not prevent the continuation of the administrative procedures related to the violation committed thereby, where the employer may withhold paying any financial dues to that employee until the completion of the investigation procedures and the issuance of a final decision that he is not responsible.



Article (35): Administrative Penalties

1. In case the employee commits any violation of the provisions of this Decree-Law, its Executive Regulations or the implementing decisions thereof, the Federal Entity may impose the following administrative penalties:
 - A. Written notification.
 - B. Written warning.
 - C. Deduction from the basic salary, with the maximum of ten (10) days salary for each violation and not exceeding sixty (60) days per year.
 - D. Suspension from work without gross salary for a period of not less than one month and not more than three (3) months.
 - E. Dismissal from service, while preserving the employee's right to a retirement pension or end-of-service gratuity.

2. Appropriate penalty shall be imposed on the employee according to the gravity and seriousness of the violation committed. The Executive Regulations of this Decree-Law shall regulate the mechanisms of investigation and disposal of these violations, as well as the mechanisms of their imposition.



Article (36): Cancellation of Legal Impact of Administrative Penalties

Legal impact of the administrative penalties imposed on the employee shall be canceled and shall be deemed as if they did not exist upon the expiration of the periods specified by the Executive Regulations of this Decree-Law, provided that they shall be calculated from the date of issuance of the administrative penalty. This provision shall not apply in case the employee re-commits any violation before the expiry of these periods.



Article (37): Employee's Suspension of Work and Salary

The federal entity may suspend the employee from work, withhold the payment of his salary, wholly or partially, and may refer him to judicial authorities upon proving his committing job violations that represent criminal offenses punishable by law. The Executive Regulations of this Decree-Law shall specify the provisions and controls related to the aforementioned cases and the violations dropped, as well as any other related provisions.



Article (38): Reasons for Service Termination

Employee's service ends for any of the following reasons:

1. Failing to pass the probationary period successfully.
2. Functional incompetence.
3. Lack of health fitness.
4. Absence from work without acceptable justification for a period of ten (10) consecutive working days or twenty (20) separate working days per year.

5. Replacement with the intention of Emiratisation of jobs occupied by non-citizens.
6. Restructuring.
7. Dismissal by a resolution of the Council of Ministers.
8. Issuance of a federal decree to terminate the employee's service.
9. Dismissal from service by a decision related to an administrative offense or dismissal by court order.
10. Employee's conviction with a felony or misdemeanor involving breach of honor, trust or ethics.
11. Sentencing the employee to imprisonment for a period exceeding three (3) months for any felony or misdemeanor.
12. Withdrawing or forfeiting the State's nationality from the employee.
13. Employment contract non-renewal or termination before its date of expiration.
14. Resignation.
15. Reaching age of retirement.
16. Referral to retirement before reaching the legal age.
17. Death.

The appointment-concerned authority may decide not to terminate the service pursuant to Clause (4) of this Decree-Law in case the employee expresses an excuse and the appointing authority accepts it. The period of absence in that case shall be deemed an unpaid leave.

In all cases, the Executive Regulations of this Decree-Law shall specify the conditions and mechanisms related to each of the reasons for the service termination mentioned in this Article.



Article (39): **Service Termination Authority**

Termination of service for the reasons mentioned in Article (38) of this Decree-Law shall be issued by a decision of the appointment-concerned authority, except for the following:

1. Dismissing the employee in accordance with Article (38.7) of this Decree-Law, for which a resolution shall be issued by the Council of Ministers, based on

the recommendation of the head of the concerned federal entity, paying him full salary for the notice period set for his grade, provided that such period shall not be counted within the period of his service with the federal entity.

2. Termination of service due to death, in which case a decision shall be issued by the competent head of the federal entity or his authorized representative.



Article (40): **Resignation and Notice Period**

The Executive Regulations of this Decree-Law shall determine the controls and mechanisms related to resignation, timeframe for its acceptance, notice period and any reduction or exemption therefrom, as well as employment contract termination and all relevant provisions.



Article (41): **End-of-Service Gratuity**

1. National employee's entitlements shall be calculated at the end of his service in accordance with the provisions of Federal Law No. (07) of 1999 concerning the Issuance of the Law on Pensions and Social Security, as amended.
2. (Non-National) employee, appointed on a full-time basis, shall be entitled at the end of his service to an end-of-service gratuity , to be calculated according to the basic salary, as follows:
 - A. Basic salary for (21) days for each of the first five years.
 - B. Basic salary for (30) days for each year thereafter.
3. End of service gratuity shall be calculated for the employee who works in other employment patterns proportionality according to the mechanism set forth in Clause (2) of this Article.
4. Employee shall not be entitled to an end-of-service gratuity if his service period in the federal entity is less than one continuous year.
5. For the purposes of calculating the end of service gratuity, the notice period and the total number of days of due leave that the employee did not use in accordance with the provisions of this Decree-Law shall be considered part of the period of service, where any part of the month shall be deemed a full month.

6. Subject to the Federal Law on Pensions and Social Security, the end-of-service gratuity shall be paid to the employee who obtains the nationality of the State on the basis of his last basic salary before nationality acquisition, without prejudice to any agreement included in the employment contract concluded between the employee and the entity with regard to the salary for which the gratuity is calculated.
7. The federal entity may deduct any amounts from the employee's end-of-service gratuity, in order to pay the debts and obligations owed thereby to the federal entity, in accordance with the provisions of the applicable legislation.
8. The Council of Ministers may adopt other patterns and mechanisms for calculating and paying end-of-service benefits and their payment terms.



Article (42): **End of Service Gratuity Calculation Mechanism for Continuing Employees**

End of service gratuity for non-national employees who remain in their work shall be calculated in accordance with the previous regulations in force in the federal entity until the day preceding the date of enforcing this Decree-Law, provided that their gratuity shall be calculated in accordance with Article (41) of this Decree-Law as of the date of its enforcement.



Article (43): **Grievance Committee**

1. A Grievance Committee shall be established in each federal entity to consider employees' grievances regarding the penalties imposed thereon by the employer, or any other procedures or decisions taken against them.
2. Executive Regulations of this Decree-Law shall regulate the procedures and deadline for submitting a grievance, the provisions for the Grievance Committee formation, its working mechanisms and the issuance of its decisions, as well as other provisions related thereto.
3. Employee shall complain about the decisions issued against him before the Grievance Committee prior to objecting thereto, where submitting the grievance shall not result in withholding the implementation of the decision complained of.

4. Federal Entity shall commit to the decision of the Grievance Committee and may not object thereto in accordance with Article (44) of this Decree-Law.
5. Grievance Committee shall issue its decision not to refuse the grievance if the applicant has no interest therein or if it is not submitted in accordance with the deadlines and procedures specified by the Executive Regulations of this Decree-Law.



Article (44): **Objections Committee**

1. An "Objections Committee" shall be formed by a decision of the Authority's Chairman to consider any objections submitted by federal government employees to the decisions of the Grievance Committee. This is subject to procedures, mechanisms and deadlines specified by the Executive Regulations of this Decree-Law. The decisions issued by the Objections Committee shall be final.
2. Any lawsuit filed by an employee before the judiciary, based on the provisions of this Decree-Law or its Executive Regulations, or the decisions issued for their implementation, shall be rejected unless it is preceded by resorting to the Grievances Committee and the Objections Committee within the periods and in accordance with the procedures and conditions specified by the Executive Regulations of this Decree-Law.



Article (45): **Lawsuits**

1. Lawsuits related to administrative decisions issued in application of the provisions of this Decree-Law shall not be heard after the expiration of a period of sixty (60) days from the date of certain knowledge of the decision.
2. Appeals to federal decrees issued for service termination shall not be considered.



Article (46):

Issuance of the Executive Regulations and Regulatory Resolutions and Systems

Based on the Authority's proposal, the Council of Ministers shall issue the following:

1. Executive Regulation of this Decree-Law.
2. Job evaluation and description system in the federal government.
3. Performance management system for federal government employees.
4. Training and development system for federal government employees.
5. Rewards and incentives program for federal government employees.
6. System of work in the federal government under emergency conditions.
7. Any other resolutions or regulations related to the provisions of this Decree-Law.



Article (47):

Final Provisions

1. Resolutions of the Council of Ministers issued prior to the issuance of this Decree-Law regarding the exclusion of some federal entities from the application of the Human Resources Law in the Federal Government or some of its provisions shall be valid unless the Council of Ministers decides otherwise.
2. Grade and salary scales approved prior to enforcing the provisions of this Decree Law shall continue in force, unless they are amended by the Council of Ministers.
3. The Council of Ministers may change the periods/deadlines stipulated in this Decree Law subject to the changes and needs of work and what is required for public interest.



Article (48):

Cancellations

1. Federal Decree-Law No. (11) of 2008 regarding Human Resources in the Federal Government, as amended, shall be cancelled and nullified.
2. Resolutions, rules and regulations implementing Federal Decree-Law No. (11) of 2008 shall continue in force, insofar as they do not conflict with the provisions of this Decree-Law, until the issuance of replacement rules, regulations and resolutions.



Article (49):

Publication of the Decree-Law and its enforcement

This Decree-Law shall be published in the Official Gazette and shall be enforced as of the 2nd January 2023.

Mohamed bin Zayed Al Nahyan

President of the United Arab Emirates

Issued by us at the Presidential Palace - Abu Dhabi:

Date: / /1444 AH

Corresponding to: / /2022 AD

