

# SUSTAINABLE DEVELOPMENT GOALS



## SDG 8: DECENT WORK AND ECONOMIC GROWTH

Al Ain University



جامعة العين  
AL AIN UNIVERSITY

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## SUSTAINABLE DEVELOPMENT GOAL 8

# Policy Against Forced Labour, Modern Slavery, Human Trafficking and Child Labour

### **DIRECT RESPONSE: YES**

Al Ain University maintains a public institutional policy commitment prohibiting forced labour, modern slavery, human trafficking and child labour. The commitment applies through AAU's employment and governance framework, is supported by voluntary and documented employment arrangements, formal grievance and appeal routes, non-discrimination protections and risk oversight, and is aligned with the binding labour, anti-trafficking and child-rights laws of the United Arab Emirates.

## 1. AAU makes a public commitment covering all four prohibited practices

Al Ain University answers Yes to Indicator 8.2.4. AAU publishes a dedicated SDG 8.2.4 webpage and a downloadable public evidence document that state the University's policy commitment against forced labour, modern slavery, human trafficking and child labour. The commitment is part of AAU's institution-wide SDG 8 framework and is supported by public employment, grievance, discipline, non-discrimination, risk-management and quality-assurance provisions.

| THE 8.2.4 requirement       | AAU institutional response                                                                                                          | Principal public evidence                                             |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| No forced labour            | Employment must be voluntary and free from coercion, threats or compulsory service.                                                 | AAU 8.2.4 commitment; employment policies; UAE Labour Law Article 14  |
| No modern slavery           | AAU rejects slavery, servitude, forced service and practices that remove a person's freedom or dignity.                             | AAU 8.2.4 commitment; UAE Human Trafficking Law                       |
| No human trafficking        | Recruitment, transport, harbouring or receipt of persons for exploitation is prohibited.                                            | AAU 8.2.4 commitment; Federal Decree-Law 24/2023                      |
| No child labour             | AAU rejects unlawful child employment and any economic exploitation or hazardous work involving children.                           | AAU 8.2.4 commitment; Labour Law; Wadeema's Law                       |
| Public and in place by 2024 | The commitment is publicly accessible and operated within AAU's annually reviewed policy system during the required evidence cycle. | Public SDG page/PDF; 2023-24 and 2024-25 handbooks; QAA February 2024 |

Public evidence: [E01](#) | [E02](#) | [E03](#) | [E04](#) | [E18](#) | [E19](#) | [E20](#) | [E21](#) | [E23](#)

### Formal Commitment and Policy Framework

Al Ain University (AAU) has a clear commitment to prohibiting all forms of forced labour, modern slavery, human trafficking, and child labour. This commitment is reflected in the university's adherence to UAE national laws and its own institutional policies. UAE labour law explicitly forbids forcing any person to work against their will, as well as related abuses. For example, **Article 4** of the UAE Labour Law prohibits forced labour and discrimination on the basis of characteristics like gender, race, religion or disability [hrme.economictimes.indiatimes.com](https://www.hrme.economictimes.indiatimes.com). Under the latest UAE labour regulations (Federal Decree-Law No. 33 of 2021), **employers may not use any means to coerce or threaten workers** into service, and any form of compelled work is illegal [mohre.gov.ae](https://mohre.gov.ae). AAU, as an employer in the UAE, is bound by these laws and has incorporated them into its own HR policies and code of conduct. In practice, this means AAU **does not tolerate** any forced or involuntary labor in its operations and supply chains, and it upholds workers' rights to freely choose employment. The university's policy stance is essentially one of *zero tolerance* for modern slavery and trafficking, aligning with national and international human rights standards.

AAU's official statements on social responsibility (including its Sustainable Development Goals reports) affirm that the institution has a **policy commitment to “no forced labour, no modern slavery, no human trafficking, and no child labour.”** In compliance with UAE law and its internal regulations, AAU ensures that no staff, faculty, or contractor is subjected to debt bondage, coercion, or any form of involuntary work [hrme.economictimes.indiatimes.com](https://www.hrme.economictimes.indiatimes.com). The confiscation of employees' personal documents (like passports) or any practice that could enable forced labor is strictly forbidden by law and by university policy. Notably, recent UAE reforms explicitly **prohibit employers from withholding workers' passports or imposing exit restrictions**, practices often associated with forced labour [mohre.gov.ae](https://mohre.gov.ae). AAU abides by these rules, meaning employees retain their personal documents and are free to leave or change jobs per legal guidelines. These policies are communicated to all new hires through employment contracts and the AAU Staff Handbook, which emphasizes compliance with UAE labor laws and the university's ethical standards. Supervisors and HR personnel are tasked with monitoring

labor practices to ensure no violations occur, and any form of harassment, intimidation, or coercion in the workplace is not tolerated (the UAE law also bans sexual harassment, bullying and physical or psychological abuse at work [mohre.gov.ae](http://mohre.gov.ae), principles that AAU upholds to maintain a safe and fair work environment).

### UAE President issues Federal Decree Law on regulation of labour relations in private sector



The new decree-law seeks to enhance the elasticity, resilience and sustainability of the labour market nationwide, as well as ensure protection of workers' rights. It places worker welfare and wellbeing at its core, and accordingly, a host of measures have been provided therein to ensure a safe, healthy, and business-conducive environment for all employees in the private sector.

Dr. Abdulrahman Al Awar, Minister of Human Resources and Emiratisation, said in a media briefing that the new decree law is the biggest update to the laws regulating labour relations. He added that it comes as part of the UAE Government's efforts to create a flexible and competitive business environment at a time the nation is about to embark on its journey towards the next 50 years.

"The law comes in response to the rapidly-changing workplace amid technological advancements and the outbreak of Covid-19. It will apply to different work categories including full-time, part-time, temporary and flexy work among other categories. The executive regulations of the law, which the ministry is currently working on, lays out the responsibilities of both parties in each category," he said.

The minister added that the preparation of the new law has been carried out in consultation with all parties concerned in the federal and local government sectors and the private sector.

Al Awar elaborated that the new law seeks to ensure efficiency in the labour market and also attracts and retain the best talent and skills for employment, in tandem with providing a stimulating and conducive work environment for employees.

The law supports the efforts to enhance the competitiveness of Emirati cadres in the labour market, as well as empower women, the minister added.

"It enhances the flexibility and sustainability of the labour market nationwide, by guaranteeing the protection of the work relationship, its developments and the exceptional circumstances it may face."

Al Awar added that the new law has developed an advanced mechanism that will ultimately enhance ease-of-doing business, competitiveness and productivity of the labour market.

The minister noted that the decree-law guarantees the rights of both the employer and the employee in a balanced manner and ensures protection for both the parties so that they can claim these rights as and when necessary.

He pointed out that the new law ensures the wellbeing of workers in the private sector and emphasizes on international labour obligations agreed upon by the UAE.

The minister explained that the executive regulations are currently being prepared to regulate implementation of the provisions of the decree-law, noting that the decree gives flexibility to the Cabinet by granting it a set of competencies aligned with current and future developments.

He added that the Ministry of Human Resources and Emiratisation will work on proposing policies, strategies and legislations to encourage and motivate enterprises to invest in training and empower workers; boost their skills, efficiency and productivity; adopt modern technologies; and attract the best talent according to the requirements of the labour market in the country; as well as train students of public and higher-education institutions endorsed by the state.

The new law aims to enhance the flexibility and sustainability of the labour market in the country, as well as guarantee protection of workers, the minister stressed.

**In Article 74, the decree-law stipulates that the employer may not use any means that would force the worker or threaten him/her with any penalty or force him/her to work for the employer or force him/her to provide a service against his/her will.**

The law forbids sexual harassment, bullying or any form of verbal, physical or psychological violence against a worker by the employer, his/her superiors at work or colleagues.

It prohibits all forms of discriminations based on race, colour, sex, religion, national or social origin or disability that would scale down the possibilities of equal opportunity, prejudice equal access to or continuation of employment and enjoyment of rights.

The amendments stressed that while not violating the prescribed rights of working women stipulated in this decree, all provisions governing the employment of workers without discrimination shall apply to women, with an emphasis on granting women the same wage as men if they are doing the same work or work of equal value, which will be determined by a Cabinet decision.

Among the key amendments provided by the decree law is the introduction of new types of work to allow employers to meet their labour requirements and benefit from their energies and productivity at the lowest operational cost through part-time work, temporary work and flexy work, as well as allow employers to hire those whose work contracts have expired, but who are still in the country, through easy and flexible procedures.

Part-time work allows work for an employer for a specified number of hours or days. Temporary work is work whose implementation requires a specified period of time or is focused on work that ends with completion of a specified job. Flexible work is work for which working hours or work days change according to the volume of work and economic and operating variables of the employer.

The executive regulations of the law determine the conditions and control of work patterns and the obligations arising from each worker and employer, depending upon the type of employment, including

what is related to end-of-service gratuity and as required by the interest of the two parties to the work contract.

The law grants companies the flexibility to pay wages in UAE dirhams or in any other currency, according to the agreement between the two parties in the work contract.

The decree-law also permits the employer to prohibit the worker from competing with the employer or participate in any competing project in the same business, should the work entrusted to the worker permit him/her to know the employer's clients or access his or her trade secrets, provided that the condition is specified in terms of time, place and type of work to the extent necessary to protect legitimate business interests and the period of non-competition shall not exceed two years from the date of contract expiry.

The decree-law specifies a fixed-term contract as one that doesn't exceed three years, and it is permissible, upon agreement by the two parties, to extend or renew this contract for a similar or lesser duration once or more.

The provisions of the decree-law shall apply to employment contracts of indefinite durations concluded in accordance with the Federal Law No (8) of 1980.

The law also stipulates that unlimited employment contracts are to be converted into fixed-term employment contracts, in accordance with the conditions, controls and procedures envisaged in this decree by law, within one year of the effective date of the existing contract and may be extended by the Cabinet for further periods as required in public interest.

All private sector workers are entitled to a paid, weekly rest day, with the possibility of increasing the weekly rest day at the discretion of the employer, in addition to providing vacations for the workers, including compassionate leave ranging from three to five days, according to the degree of the employee's relationship with the deceased. In addition, paternity leave of five days shall be granted to private sector workers. Any other leave shall be decided by Cabinet.

The law also assigns the employer the responsibility to pay for the fees and costs of recruitment and not to collect the same from the worker either directly or indirectly.

The law stipulates the prohibition of withholding of official documents, such as passports, belonging to the workers and forcing him or her to leave the country at the end of an employment contract. This has been done to allow the worker to move to another establishment in the labour market. The worker shall also have the right to obtain his or her wages on the due date in accordance with the regulations approved by the ministry and according to the conditions and procedures as specified by the Executive Regulations of this decree-law.

The decree-law permits the worker, in the event of expiration of the work contract, to move to another employer. A probationary period for the worker may not exceed six months, in accordance with the law's executive regulations. The amendments include a provision, according to which, a worker is entitled to an end-of-service gratuity, in accordance with the legislation regulating pensions and social security in the country.

As per the law, a foreign worker who has worked full-time and who has completed one year or more of continuous service with an establishment, shall be paid end-of-service benefits calculated according to

the basic wage, with a wage of 21 days for each of the first five years of service and 30 days for each subsequent year.

The decree-law waives judicial fees in all stages of litigation in all stages of litigation, execution and requests made by workers or their heirs, the value of which does not exceed AED100,000.

It regulates the obligations of the employer, the most prominent of which is the establishment of labour regulations, the obligation to provide adequate accommodation, protection and prevention, as well as train workers and help them develop their skills.

In the meantime, the law regulates the workers' obligations based on the terms of the employment contract and in accordance with duties, notably performing work during the specified times; abiding by work ethics and good conduct; keeping work secrets; developing job skills; committing not to work for another competing employer; vacating the labour accommodation within one month of expiry of employment contract and other obligations.

The decree-law regulates the controls and conditions for terminating work contracts in a way that guarantees the rights of both parties. The amendments also strengthen the controls for the employment of juveniles, as well as with regards to the entitlements of the deceased worker, the requirements for occupational safety and other controls that guarantee the rights of both parties in a balanced manner.

## Prohibition of Child Labour

AAU also strictly prohibits child labour in line with federal law and ethical policies. **Under UAE law, hiring anyone under the age of 15 is illegal** for any type of work[lexology.com](http://lexology.com). The university complies with this outright ban on child labor – it does not employ minors below 15 under any circumstances. For youth between 15 and 18 years (referred to as “juveniles” in the labor law), the law permits only very limited employment under stringent conditions designed to protect their well-being[lexology.com](http://lexology.com)[lexology.com](http://lexology.com). In practice, AAU does not typically employ 15–18 year-olds except possibly in internship or training roles, and even then it must abide by the legal safeguards. These safeguards include: **no more than 6 hours of work per day for juveniles, with at least one hour break after 4 consecutive hours**[lexology.com](http://lexology.com); **no employment of juveniles at night (between 7 PM and 7 AM)**[lexology.com](http://lexology.com); **no engagement in hazardous, strenuous, or unhealthy jobs** that could harm their health, safety, or morals[lexology.com](http://lexology.com); and absolutely **no overtime or weekend/holiday work** for anyone under 18[lexology.com](http://lexology.com). AAU's hiring policies reflect these protections – in the rare cases a person under 18 is involved in university programs (for example, student interns or work-study students), the university ensures their working hours and conditions meet all legal requirements. In general, as an educational institution, AAU is primarily serving minors (students) in an academic capacity rather than employing them, but it remains vigilant that any campus work opportunities or third-party contractors (such as cleaning or cafeteria services) do not involve underage workers. Contracts with service providers would include clauses requiring compliance with UAE labor laws, thereby **banning the employment of anyone below 15** and regulating any 15–18 year-old workers in accordance with the law. These rules are part of AAU's wider commitment to child rights and welfare.

To reinforce this stance, AAU engages in community initiatives that promote children's rights and well-being. For instance, the university celebrated the UAE National Children's Day at its Al Ain campus (in cooperation with a local nursery) to raise awareness of children's welfare and rights. Such events underscore AAU's support for protecting children from exploitation and highlight the importance of nurturing environments free from child labour. University leadership often references national child protection laws (such as the UAE's Wadeema's Law for children's rights) in their public messaging, underlining that **any form of child exploitation is unacceptable**. These commitments are communicated to all staff and faculty, and any violation (such as employing an underage individual) would be treated as a serious breach of both law and university policy.

#### ONE INTEGRATED COMMITMENT

AAU's response is not limited to one form of exploitation: it explicitly covers forced labour, modern slavery, human trafficking and child labour as a unified decent-work and human-rights commitment.

## PUBLIC POLICY COMMITMENT

### 2. The commitment is institutional, public and connected to University policy

The public SDG 8.2.4 page identifies AAU as the responsible institutional body and makes the commitment available without restricted access. Its downloadable evidence document provides a stable public record for verification. The commitment is reinforced by the University's central policy portals, which publish the rules governing staff and faculty recruitment, contracts, conduct, grievance, appeal, non-discrimination and institutional risk.

| Institutional element         | Function in the commitment                                               | Public route                               |
|-------------------------------|--------------------------------------------------------------------------|--------------------------------------------|
| Dedicated SDG 8.2.4 statement | States the University's commitment against the four prohibited practices | Public webpage and downloadable document   |
| Employment policies           | Govern transparent recruitment and documented staff/faculty employment   | Staff-policy portal and policy PDFs        |
| Employee protection           | Provides grievance, appeal and discipline procedures                     | Separate public staff and faculty policies |
| Equality                      | Extends employment protections without discrimination                    | University Non-Discrimination Policy       |
| Institutional oversight       | Connects the commitment to risk and quality-management systems           | Risk Management Policy and QA Manual       |

Public evidence: [E02](#) | [E03](#) | [E05](#) | [E06](#) | [E07](#) | [E08](#) | [E09](#) | [E10](#) | [E11](#) | [E12](#) | [E13](#) | [E14](#) | [E15](#) | [E16](#) | [E17](#) | [E22](#)

### Staff (Admin & Academic) Policies



- Compensation and Benefits
- Employment-Faculty and Staff Contract
- Employment-Faculty Recruitment
- Employment-Faculty Promotion
- Employment-Staff Promotion
- Employment-Staff Recruitment
- Faculty and Professional Staff Role
- Faculty Appeals
- Faculty Discipline
- Faculty Evaluation
- Faculty Grievances
- Faculty Workload
- Faculty/ Staff Personnel Records
- Graduate Assistants Policy
- Professional Development for Faculty and Staff
- Staff Appeals
- Staff Discipline
- Staff Evaluation
- Staff Grievances

## University Policies



- ➔ Advisory Board(s)
- ➔ Community Engagement
- ➔ Conflict of Interest
- ➔ Co-operative Agreement and Contractual Relationships
- ➔ Data Security
- ➔ Institutional Relations
- ➔ Library Policy Procedures and Regulations - Circulation of the Library Collections
- ➔ Library Policy Procedures and Regulations - Collection Development
- ➔ Organization
- ➔ Publications
- ➔ Teach-Out
- ➔ Terms of Reference of Standing Committees
- ➔ Textbooks updating
- ➔ Website
- ➔ Weeding Library Policy
- ➔ Risk Management
- ➔ Non-Discrimination

## Employment-Faculty and Staff Contract

### 5.b.5 Employment-Faculty and Staff Contract

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |            |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------|
| <i>Subject</i>             | Faculty and Professional Staff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <i>Effective From</i>  | Sep - 2011 |
| <i>Policy #</i>            | 5.b.5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <i>Latest Revision</i> | Feb - 2025 |
| <i>Title of The Policy</i> | Employment-Faculty and Staff Contract                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <i>Next Review</i>     | Dec - 2025 |
| <i>Responsible Entity</i>  | Colleges Councils, HR Unit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <i>Policy Pages</i>    | 3          |
|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |            |
| <b>Definitions</b>         | <b>AAU:</b> Al Ain University                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |
| <b>Purpose</b>             | This policy outlines a clear understanding of the contract types and renewal of contracts for staff members and transfer procedures.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                        |            |
| <b>Scope</b>               | AAU faculty and professional staff members.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                        |            |
| <b>Statement</b>           | <p><b>Contract Types for Faculty Members:</b></p> <ul style="list-style-type: none"> <li>• <b>Full-time Faculty Members:</b></li> </ul> <p>The full-time faculty ranks are: instructor, assistant professor, associate professor and professor. Appointment to any rank is made according to regulations for recruitment. The duration of the faculty contracts is two years which is renewed, as a rolling contract. (provided the contract renewal conditions are met).</p> <ul style="list-style-type: none"> <li>• <b>Visiting Faculty Members:</b></li> </ul> <p>A visiting faculty member may be a distinguished faculty member who is on leave from another college or university, or from a comparable educational or research institution. Appointment to this rank is either on a semester-based contract or on an annual contract basis. A visiting faculty member can be a visiting professor, a visiting associate professor, or a visiting assistant professor. The same qualifications and procedures shall apply for visiting faculty members as per the initial requirements for full-time faculty ranks. Recommendations for the reappointment of a visiting faculty member shall be made by the relevant college recruitment committee to the (AAU Appointment and Promotion Committee) for final approval. A visiting faculty appointment may not be renewed for more than two consecutive years. A visiting faculty member is entitled to specific resources and access to specific facilities at the university as provided to the full-time faculty members.</p> <ul style="list-style-type: none"> <li>• <b>Part-Time Faculty Members</b></li> </ul> <p>A part-time faculty member is one whose major employment is not with AAU and whose teaching load is 6 hours or less per semester. Part-time faculty members are entitled to the professional privileges accorded to full-time members. Part-time faculty appointments are subject to the university regulations as followed while recruiting full-time faculty members. The qualifications of a part-time faculty member are subject to the same criteria as a full-time faculty member. Recommendations for part-time faculty hiring shall be made by the relevant college recruitment committee to the (AAU Appointment and Promotion Committee) for final approval. The contract duration for this position is one semester and</p> |                        |            |

|                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                   | <p>the compensation is made on a per-course basis taking into consideration the total hours of service provided. The ratio of part-time faculty members in each academic program should not exceed 25% of the total faculty members.</p> <p><b>Contract for Professional Staff Members:</b></p> <p>The standard contract type for professional staff is full-time and the duration of the contract is two years. The duration of the contract may vary for different positions at the sole discretion of AAU.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Procedures</b> | <p><b>Contract Renewal:</b></p> <p>According to the AAU's comprehensive evaluation process, both faculty and staff go through performance reviews yearly basis, contract renewal decision is based on the results of the same.</p> <p><b>Faculty Staff:</b></p> <ul style="list-style-type: none"> <li>• The faculty member is evaluated by the students, Department Head, and College Dean.</li> <li>• While students assess the faculty member's teaching performance, evaluations written by the Department Head and the College Dean have a more comprehensive and detailed scope where they assess the faculty member's teaching, research activities, university and community service, as well as serving at committees of different levels.</li> <li>• Based on the overall performance evaluation for two years, AAU makes the decision whether or not to renew the staff member's contract for the next two years.</li> </ul> <p><b>Professional Staff:</b></p> <ul style="list-style-type: none"> <li>• The staff member is evaluated by the Department Head.</li> <li>• The department head reviews the results of the previous yearly evaluation and take into account the effectiveness of the staff member during the course of performing his/her duties.</li> <li>• Based on the overall performance evaluation, the decision whether or not to renew the staff member's contract is made.</li> </ul> <p><b>Transfers:</b></p> <p>The assignment of academic staff aligns with their initial campus of recruitment. However, their services may be subject to temporary or permanent transfers between colleges or campuses. Temporary transfers refer to assignments spanning a semester, where the faculty member may carry a partial or full workload at the transferred campus. Permanent transfers refer to a complete relocation of the faculty member's profile to the transferred campus.</p> <p><b>Transfer Procedure:</b></p> <p>The dean of the college identifies the necessity for faculty member transfers based on college requirements such as student needs and specialization requirements. The transfer request is then endorsed by the Appointment and Promotion Committee, following which the Human Resources Unit is notified to facilitate the transfer formalities.</p> <p><b>Impact of Transfers:</b></p> <p>Permanent Transfers: Housing allowances for staff members are adjusted according to the new campus. However, other aspects of remuneration remain consistent and identical across both campuses.</p> |

## Staff Discipline

### 5.k.2 Staff Discipline

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                        |            |
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| <b>Subject</b>             | Faculty and Professional Staff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Effective From</b>  | Sep - 2011 |
| <b>Policy #</b>            | 5.k.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Latest Revision</b> | Feb - 2025 |
| <b>Title of The Policy</b> | Staff Discipline                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Next Review</b>     | Dec - 2025 |
| <b>Responsible Entity</b>  | Staff Disciplinary Standing Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Policy Pages</b>    | 2          |
|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                        |            |
| <b>Definitions</b>         | Discipline means any sanction that may be imposed by the administration against a staff member for misconduct.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                        |            |
| <b>Purpose</b>             | The purpose of this policy is to set and maintain standards of conduct within the University, and in doing so, ensure that all staff members are treated fairly and consistently                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |
| <b>Scope</b>               | This policy is applied to all administrative staff of the University.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |            |
| <b>Statement</b>           | <p>An employee who is deemed to be in breach of any of the AAU standards of performance and conduct shall be subject to disciplinary measures. These disciplinary measures may include any of the following:</p> <ul style="list-style-type: none"> <li>• Verbal warning,</li> <li>• Written warning,</li> <li>• A fine,</li> <li>• Disciplinary investigation,</li> <li>• Loss of due increment,</li> <li>• Loss of due promotion,</li> <li>• Dismissal.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                        |            |
| <b>Procedures</b>          | <p>In the case of a verbal warning, the employee's immediate supervisor shall discuss with the employee the problems giving rise to disciplinary measures and would give him/her an opportunity to solve the problem.</p> <p>A written warning may be imposed on the employee after reviewing the circumstances, hearing the employee's defense and consulting with the HR Manager. A record of a written warning shall be given to the employee and a copy shall be placed in the employee's file.</p> <p>In case of a matter/issue that requires an investigation, a written case including a set of all the relevant documents must be forwarded to the staff disciplinary committee.</p> <ul style="list-style-type: none"> <li>• The committee shall record all the findings and the conclusion in a report that must be signed by all members of the committee on each page.</li> <li>• The report should be submitted to the HR Manager who, in turn, takes the necessary action based on the recommendation of the Investigation committee.</li> <li>• Based on the findings, a letter is prepared by the HR Unit mentioning the type of penalty imposed on the employee. This letter must be signed by the employee upon receiving it.</li> <li>• If the employee refused to receive a warning or a penalty letter, it must be sent to his/her official email address and/or two people must testify to the employee refusal of receiving the letter.</li> </ul> |                        |            |

## Staff Grievances

### 5.m.2 Staff Grievances

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |            |
|----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------|
| <b>Subject</b>             | Faculty and Professional Staff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>Effective From</b>  | Sep - 2011 |
| <b>Policy #</b>            | 5.m.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Latest Revision</b> | Feb - 2025 |
| <b>Title of The Policy</b> | Staff Grievances                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Next Review</b>     | Dec - 2025 |
| <b>Responsible Entity</b>  | Staff Grievances Standing Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>Policy Pages</b>    | 1          |
|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |            |
| <b>Definitions</b>         | Informal Reporting: Verbal discussion between two parties.<br>Formal Reporting: Reporting in writing is considered as formal reporting.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                        |            |
| <b>Purpose</b>             | The purpose of this policy is to establish the right of staff members to submit grievance against the University or its employees according to proceedings set forth by the University.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                        |            |
| <b>Scope</b>               | This Policy shall be applied to all administrative staff.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |
| <b>Statement</b>           | Grievance refers to any concerns raised by an admin member, against AAU or its employees.<br><br>At the beginning of the Academic Year, the Deans Council forms a Grievance Committee whose mission is to consider grievances by an admin member against the University or its employees.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |
| <b>Procedures</b>          | This section outlines the procedures by which the staff may raise any concerns related to the work. These concerns can be any of the following in nature: <ul style="list-style-type: none"> <li>• Concerns related to individual work relationship in the university.</li> <li>• Concerns related to working conditions/situations.</li> <li>• Concerns related to employment terms and conditions.</li> </ul> Grievance by an admin member against the University or its employees is governed by the following procedures: <ul style="list-style-type: none"> <li>• An admin member should first work informally with his immediate supervisor to resolve the matter. If the informal procedure does not resolve the grievance, the admin member may initiate the formal grievance procedure.</li> <li>• The admin member must submit a written grievance statement to the immediate supervisor of the person whose action is the basis for the grievance.</li> <li>• Upon receiving the grievance statement, the "Staff grievance" committee will investigate and resolve the grievance. The admin member will receive, a written decision, within ten days.</li> <li>• In case the employee is not happy with the decision, further appeal can be made within two week.</li> </ul> |                        |            |
| <b>Recent Changes</b>      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |            |

## Employment-Staff Recruitment

### 5.b.2 Employment-Staff Recruitment

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |            |
|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------|
| <i>Subject</i>             | Faculty and Professional Staff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <i>Effective From</i>  | Sep - 2011 |
| <i>Policy #</i>            | 5.b.2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <i>Latest Revision</i> | Feb - 2025 |
| <i>Title of The Policy</i> | Employment-Staff Recruitment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <i>Next Review</i>     | Dec - 2025 |
| <i>Responsible Entity</i>  | HR Unit                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <i>Policy Pages</i>    | 2          |
|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |            |
| <b>Definitions</b>         | <b>AAU:</b> Al Ain University<br><b>Immediate Relatives:</b> 1st-degree blood relation, spouse                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |
| <b>Purpose</b>             | The objective of the Recruitment policy is to define the basic principles to be used to ensure that the right applicants are recruited for the right positions.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                        |            |
| <b>Scope</b>               | This policy shall be applied to all administrative staff.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |
| <b>Statement</b>           | Recruitment policy implementation shall make sure that recruited employees possess the required qualification, experience, set of skills and knowledge to perform their job effectively and efficiently.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                        |            |
| <b>Procedures</b>          | <b>Recruitment Regulations:</b> <ul style="list-style-type: none"> <li>The Human Resources Unit is responsible for the coordination of all procedures involved in the recruitment process.</li> <li>AAU shall give preference to UAE nationals over non-national and internal candidates over external provided they are equally qualified.</li> <li>The successful applicant must fulfill the following requirements:               <ul style="list-style-type: none"> <li>To be physically fit and free from transferable diseases.</li> <li>To have good conduct and behavior.</li> <li>To have not been convicted of any crime such as theft, fraud, embezzlement, forgery, bribery, or any other offense against public decency or morality or disciplinary punishment for reasons of honor or honesty.</li> <li>To fulfill the minimum qualification and experience criteria for the position.</li> <li>To pass the scheduled interviews and any other test conducted by HR Unit.</li> </ul> </li> </ul> <b>Recruitment of immediate relatives of the employees:</b> <ul style="list-style-type: none"> <li>AAU does not permit to employ immediate relatives of staff. However, this may occur on the occasion if it is in the best interest of AAU and after special approval from senior management.</li> <li>There must not be direct/indirect reporting of an employee to the relative.</li> <li>Any areas that may pose a conflict of interest need to be identified and sorted out during the recruitment process.</li> </ul> <b>Sources for recruitment:</b><br>AAU uses the following sources for recruitment: <ul style="list-style-type: none"> <li>Announcement of the vacancies is done through the AAU official website.</li> </ul> |                        |            |

|                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                       | <ul style="list-style-type: none"> <li>• Internal Recruitments, if applicable.</li> <li>• AAU's own alumni database.</li> <li>• Advertising in the newspapers and other electronic media.</li> <li>• Recruitment agencies.</li> <li>• Participation in career fairs.</li> </ul> <p><b>Interviewing:</b><br/>Once applications are received and the most suitable candidates are screened, they are interviewed as follows:</p> <ol style="list-style-type: none"> <li>1. In the first phase, the HR Unit will interview the applicants, and shortlisted candidates will be interviewed by the selection committee.</li> <li>2. The selection committee consists of the relevant department head and another member of the department.</li> <li>3. During the interview, the selection committee should not answer any questions related to compensation/salary; such questions must be forwarded to the HR Unit.</li> </ol> <p><b>Selection and offer of employment:</b><br/>Once the selection of the candidate is completed, the HR Unit shall issue the offer letter in accordance with the approved format and duly signed by the authorized signatory. If the candidate accepts the offer and signs off the offer letter, the HR Unit shall inform him/her of the required paperwork to be done including filling different forms, and submission of personal and educational credentials.<br/>As per the requirements of the relevant department, the HR unit shall inform the candidate of the start date of duty.</p> <p><b>Orientation of new staff:</b><br/>The University recognizes the need and importance of orientation. The customized orientation schedule strives to achieve the following objectives:</p> <ul style="list-style-type: none"> <li>• To welcome the employee to Al Ain University.</li> <li>• To help the new employee develop a positive working relationship by building a foundation of knowledge about the University's history, mission, vision, values, and culture.</li> <li>• To help the new employees to understand their roles and how their contributions help achieve the University's goals.</li> <li>• To provide information on the University's policies, procedures, and benefits.</li> <li>• To offer resources, help, and growth for each employee.</li> <li>• To create a sense of excitement about their new job.</li> <li>• AAU uses a comprehensive set of activities for orientation purposes that include Pre-Commencement Checklist and Induction Checklist. The following are the main activities to be performed: <ul style="list-style-type: none"> <li>• The HR Unit prepares for the anticipated arrival of the new employee.</li> <li>• The HR Unit welcomes the new employee by emailing new employee information to everyone at AAU.</li> </ul> </li> </ul> |
| <b>Recent Changes</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

## 2.1 Governance and responsibility

AAU's Human Resources and institutional governance structures administer employment requirements. The published grievance and appeal routes permit employees to raise concerns and obtain review, while

the Risk Management Policy and quality-assurance system provide a wider control environment for institutional compliance and continuous review.

Public evidence: [E11](#) | [E12](#) | [E13](#) | [E14](#) | [E15](#) | [E17](#) | [E22](#) | [E23](#)

## Quality Assurance Manual



## Quality Assurance Manual 2024

## POLICY SCOPE

### 3. AAU applies clear, human-rights-based meanings to the commitment

AAU interprets its public commitment consistently with the operative UAE labour, anti-trafficking and child-rights framework. This ensures that the policy addresses conduct and outcomes, not terminology alone. Modern slavery is treated as the encompassing category for slavery, practices similar to slavery, servitude, forced labour and forced service, while human trafficking addresses the acts and means used to place a person into exploitation.

| Term              | Meaning applied by AAU                                                                                                                                      | Legal alignment                                           |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| Forced labour     | Work or service extracted through coercion, threat or a penalty, rather than the person's free consent.                                                     | Labour Law Article 14                                     |
| Modern slavery    | Slavery, servitude, forced labour, forced service or comparable exploitation that deprives a person of freedom or dignity.                                  | Human Trafficking Law Article 2                           |
| Human trafficking | Recruiting, using, transporting, transferring, sheltering or receiving a person through force, threat, coercion, deception or abuse for exploitation.       | Federal Decree-Law 24/2023                                |
| Child labour      | Employment below the statutory minimum age, economic exploitation, illegal juvenile work, hazardous work or work that harms health, integrity or education. | Labour Law Article 5; Child Rights Law Articles 14 and 38 |
| Child             | A person below eighteen years of age; additional protections apply throughout childhood.                                                                    | Child Rights Law Article 1                                |

Public evidence: [E02](#) | [E03](#) | [E30](#) | [E31](#) | [E32](#) | [E36](#) | [E37](#) | [E38](#) | [E39](#) | [E40](#)

### Federal Decree by Law Concerning Regulating Labour Relations



#### Federal Decree by Law No. (33) of 2021 Concerning Regulating Labour Relations

**We Khalifah Bin Zayed Al Nahyan,**

**UAE President,**

- Upon reviewing the Constitution;
- Federal Law No. (1) of 1972 Concerning the Jurisdictions of Ministries and the Powers of Ministers, and any amendments thereto;
- Federal Law No. (6) of 1973 Concerning the Entry and Residence of Foreigners, and any amendments thereto;
- Federal Law No. (8) of 1980 Regulating the Labour Relations, and any amendments thereto;
- Federal Law No. (3) of 1987 Promulgating the Penal Code, and any amendments thereto;
- Federal Law No. (10) of 1992 Promulgating the Law of Evidence of Civil Transactions Law, and any amendments thereto;
- Federal Law No. (11) of 1992 Promulgating the Civil Procedures Code, and any amendments thereto;
- Federal Law No. (35) of 1992 Promulgating the Criminal Procedures Law, and any amendments thereto;
- Federal Law No. (7) of 1999 Promulgating Pensions and Social Security Law, and any amendments thereto;
- Federal Law No. (29) of 2006 Concerning the Rights of Disabled Persons, and any amendments thereto;
- Federal Decree by Law No. (2) of 2015 Concerning Combating Hatred and Discrimination, and any amendments thereto;
- Federal Law No. (13) of 2016 Concerning Judicial Fees Before Federal Courts;
- Federal Law No. (14) of 2016 Concerning Administrative Violations and Sanctions in the Federal Government;
- Federal Law No. (13) of 2020 Concerning Public Health;
- And upon the proposal of the Minister of Human Resources and Emiratisation and the approval of the Cabinet;

**Have promulgated the following Decree by law:**

# Cabinet Resolution Concerning the Executive Regulation of Federal Decree-Law Regulating Labour Relations



## Cabinet Resolution No. (1) of 2022 Concerning the Executive Regulation of Federal Decree-Law No. (33) of 2021 Regulating Labour Relations

### The Cabinet,

- Having reviewed the Constitution; and
- Federal Law No. (1) of 1972, Concerning the Competences of Ministries and Capacities of Ministers, and its amendments thereof; and
- Federal Decree-Law No. (33) of 2021, Regulating Labour Relations; and
- Federal Decree-Law No. (47) of 2021, Concerning the Unified General Rules of Employment in the United Arab Emirates; and
- Based upon the proposal by the Minister of Human Resources and Emiratization, and the Cabinet's approval,

### Resolved:

### Article (1) Definitions

The definitions stipulated in the Federal Decree-Law shall be applicable to this Resolution with the exception of the following terms whose meanings assigned to each of them, unless the context otherwise requires:

**Decree-Law:** Federal Decree-Law No. (33) of 2021, Regulating Labour Relations

**Legislation:** Collection of Resolutions, Guides and Circulars in relation to employment at the Ministry of Human Resources and Emiratization

### Article (2) Classification of Establishments

Subject to the provisions of clause (1) of Article (70) of the Decree-Law:

1. Establishments shall be classified in accordance with criteria that include economic activity, volume of manpower, manpower's cultural and demographic diversity and compliance with legal regulations and support in implementing government directives with respect to Emiratization, training, and development of skills.
2. The Cabinet shall issue, upon the Minister's proposal, the resolutions necessary for the classification of establishments and the privileges provided for each category of these establishments to ensure the promotion of competitiveness within the labour market.

## Federal Law on Child Rights Law (Wadeema)



### Federal Law No. (3) of 2016 on Child Rights Law (Wadeema)

**We, Khalifa bin Zayed Al-Nahyan, President of the United Arab Emirates,**

Having reviewed:

- The Constitution;
- Federal Law No. (1) of 1972 on Competences of Ministries and Powers of Ministers, as amended;
- Federal Law No. (11) of 1972 on Compulsory Education;
- Federal Law No. (17) of 1972 on Nationality and Passports, as amended;
- Federal Law No. (9) of 1976 on Delinquent and Homeless Juveniles;
- Federal Law No. (8) of 1980 Regulating Labor Relations, as amended;
- Federal Law No. (5) of 1983 on Nurseries;
- Federal Law No. (5) of 1985 Promulgating Civil Transactions Law, as amended;
- Federal Law No. (3) of 1987 Promulgating the Penal Code, as amended;
- Federal Law No. (35) of 1992 Promulgating the Penal Procedures Law, as amended;
- Federal Law No. (43) of 1992 Regulating Penal Institutions;
- Federal Law No. (14) of 1995 Combating Narcotic Drugs and Psychotropic Substances, as amended;
- Federal Law No. (21) of 1995 on Traffic, as amended;
- Federal Law No. (3) of 1996 on the Jurisdiction of Shari'a Courts in Examining Some Crimes;
- Federal Law No. (2) of 2001 on Social Security;
- Federal Law No. (28) of 2001 Establishing Emirates Authority For Standardization and Metrology, as amended;
- Federal Law No. (7) of 2002 on Copyrights and Neighboring Rights, as amended;
- Federal Law No. (1) of 2003 Establishing Mother and Child Supreme Council;
- Federal Law No. (3) of 2003 Regulating the Telecommunication Sector, as amended;
- Federal Law No. (28) of 2005 on Personal Status;

## CHILD RIGHTS (WADEEMA'S LAW)

### **Federal Law No. 3 of 2016**

Issued on 08/03/2016

Corresponding to 28 Jumada Al-Awwal 1437 H.

### **ON CHILD RIGHTS (WADEEMA'S LAW)**

We, Khalifa bin Zayed Al Nahyan, President of the United Arab Emirates,

After perusal of the Constitution,

Federal Law No. (1) of 1972 on the Competencies of the Ministries and Powers of the Ministers, and its amendments;

Federal Law No. (11) of 1972 on Compulsory Education;

Federal Law No. (17) of 1972 on Nationality and Passports, and its amendments;

Federal Law No. (9) of 1976 on Delinquent and Vagrant Juveniles;

Federal Law No. (8) of 1980 regulating Labour Relations, and its amendments;

Federal Law No. (5) of 1983 on Nurseries;

Federal Law No. (5) of 1985 promulgating the Civil Transactions Law, and its amendments;

Federal Law No. (3) of 1987 promulgating the Penal Code, and its amendments;

Federal Law No. (35) of 1992 promulgating the Criminal Procedure Law, and its amendments;

Federal Law No. (43) of 1992 regulating Penal Institutions;

Federal Law No. (14) of 1995 regarding fighting narcotics and psychotropic substances, and its amendments;

Federal Law No. (21) of 1995 on traffic, and its amendments;

Federal Law No. (3) of 1996 on the jurisdiction of Sharia'a Courts to hear some criminal cases;

Federal Law No. (2) of 2001 on Social Security;

Federal Law No. (28) of 2001 on the establishment of Emirates Authority for Standardisation and Metrology, and its amendments;

Federal Law No. (7) of 2002 on copyrights and neighbouring rights, and its amendments;

Federal Decree-Law No. (1) of 2003 on the establishment of the Supreme Council for Motherhood and Childhood;

Federal Decree-Law No. (3) of 2003 on the Regulation of Telecommunication Sector, and its amendments;

Federal Law No. (28) of 2005 on Personal Status;

Federal Law No. (29) of 2006 on the Rights of People with Special Needs, and its amendments;

Federal Law No. (51) of 2006 on combating human trafficking crimes, and its amendments;

Federal Decree-Law No. (11) of 2008 on Human Resources in the Federal Government, and its amendments;

Federal Law No. (15) of 2009 on Tobacco Control;

Federal Law No. (18) of 2009 on the Registration of Births and Deaths;

Federal Law No. (1) of 2012 on the Custody of Children of Unknown Parentage;

Federal Decree-Law No. (5) of 2012 on Combating Cyber-crimes;

Federal Decree-Law No. (5) of 2013 on Weapons, Ammunition, Explosives and Military Equipment;

And based on the proposal of the Minister of Social Affairs, the approval of the Council of Ministers and the Federal National Council and the ratification of the Federal Supreme Council,

Issued the following Law:

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## **Chapter 1**

### **General Provisions**

#### **Article 1 - Definitions**

In the implementation of the provisions of this Law, the following words and expressions shall have the meanings assigned against each unless the context requires otherwise:

State: The United Arab Emirates.

Ministry: Ministry of Social Affairs.

Minister: Minister of Social Affairs.

Competent Authorities: Federal authorities concerned with the children's affairs.

Concerned Entities: Local authorities concerned with the children's affairs.

Child: Every human being born alive and who is under eighteen years old.

Custodian of the Child: The person legally liable for the child or entrusted with his care.

Foster Family: Alternative family entrusted with the custody and care of the child.

Child Protection Specialist: The person licensed and appointed by the competent authority or the concerned entities - as the case may be - to preserve the rights of the child and protect him/her within the limits of his competencies as stated in this Law.

Child Abuse: Every action or omission that would lead to the harm of the child and prevent the latter's upbringing and growth in a sound, safe and healthy manner.

Child Neglect: Failure of the parents or the custodian to take necessary actions to preserve the child's life, as well as his/her physical, mental and moral integrity from risks and to protect his/her various rights.

Violence against Children: Deliberate use of force against any child by any individual or group that would lead to actual harm to the health, growth or survival of the child.

Best Interests of the Child: Placing the interests of the child above everything else and having priority and preference in all circumstances, regardless of the interests of other parties.

Child Pornography: Production, display, publication, possession or circulation of a picture, film or drawing through any means of communication, social media platforms or other means where the child is shown in a disgraceful manner in a sexual act or sexual show, whether such act is real, virtual or simulated.

#### **Article 2**

The competent authorities and the concerned entities shall:

1- Maintain the child's right to life, survival and development and provide all necessary opportunities to facilitate the same and grant him/her a free, secure and developed life.

2- Protect the child from all forms of neglect, exploitation and abuse and from any physical and psychological violence that exceeds the limits of the Sharia and the Law, such as the rights of the parents and their equivalents to discipline their children.

3- Raise the child in a way to adhere to his/her Islamic faith and to have pride in his/her national identity and respect for the culture of human brotherhood.

4- Protect the best interests of the child.

5- Raise awareness among children on their rights, obligations and duties in a society in which justice, equality, tolerance and moderation prevail.

6- Raise the child on the sense of morality, particularly the respect of his/her parents and family and social surroundings.

7- Spread the culture of child rights as widely as possible using appropriate means.

# Federal Decree by Law on Combating Human Trafficking



## Federal Decree by Law No. (24) of 2023, On Combating Human Trafficking

**We, Mohammed bin Zayed Al Nahyan**

**President of the United Arab Emirates,**

- Upon reviewing the Constitution,
- Federal Law No. (1) of 1972 Concerning the Competence of Ministries and Powers of Ministers, as amended,
- Federal Law No. (51) of 2006 Concerning Combating Human Trafficking Crimes, as amended,
- Based on the proposal of the Minister of Justice and the Approval of the Council of Ministers,

**We do hereby enact the following Decree Law:**

### Article (1) Definitions

In applying the provisions of this Decree-Law, the following words and expressions shall have the meanings assigned to each of them, unless the context otherwise requires:

**The State:** United Arab Emirates.

**Competent Authorities:** Competent Federal Authorities.

**Concerned Entities:** Local Concerned Entities.

**Human Trafficking:** Crime set forth in Article (2) herein.

**Child:** Every human being born alive who has not reached (18) eighteen years old (Gregorian Calendar).

**An Organised Criminal Group (OCG):** A group composed of at least (3) three persons, acting in concert with the aim of committing any of the crimes set forth herein in order to directly or indirectly obtain a financial or other benefit.

**A Crime of a Transnational Nature (CTN):** A crime shall be of a transnational nature if it is committed in more than one state, or committed in one state, yet it was prepared, planned, directed, supervised in another state. A Crime of a transnational nature may also be a crime committed in one state by an organised criminal group engaging in criminal activities in more than one state, or any crime committed in one state and consequences thereof impacted other state.

## **Article (2) The Crime of Human Trafficking**

1. Whoever do any of the following shall be deemed to have committed a human trafficking offence:

A. Whoever sells, offers to sell or purchase, promises to sell or purchase, recruits, uses, conscripts, transports, departs, shelters, hands over, or receives one or more persons whether within the state or across national borders thereof; and employs force, threat, coercion, abduction, fraud, deceit, abuse of authority, misuse of influence, or exploitation of vulnerability with the intent of exploitation.

B. Whoever gives or receives sums of money or benefits to obtain the consent of a person who has control over another person for the purpose of exploiting the latter.

2. Shall the victim be a child or an incapacitated person, even if any of the cases set forth in Clause No. (1) of this Article are not provided, this shall be deemed a human trafficking.

3. The forms of exploitation set forth in this Article shall include all forms of sexual exploitation, exploitation of others for prostitution, forced labour, the removal of human organs or tissues, forced service, slavery, begging, or practices similar to slavery or servitude.

## **Article (6) Penalty of Human Trafficking**

Whoever commits the human trafficking offence shall be punished with temporary imprisonment for a period of not less than (5) five years and a fine of not less than (1,000,000) million Dirhams.

## **Article (7) Aggravating Circumstances in Human Trafficking Offence**

The penalty shall be life imprisonment and a fine of not less than (5,000,000) five million Dirhams if the human trafficking offence is committed in the following cases:

1. If the victim is a child, a disabled person, an incapacitated person, or a pregnant woman.

2. If the offence is committed through death threat, serious harm, physical or psychological torture, or if the perpetrator is carrying a weapon.

3. If the perpetrator founds or manages an organised criminal group or is a member thereof, or participates in its activities with knowledge of objectives thereof.

4. If the perpetrator is the victim spouse, one of ascendants or descendants thereof, or has authority over the victim.

5. If the perpetrator is a public servant or someone assigned to do a public service who exploits position thereof or the duties assigned thereto in committing the offence; 6. If the offence is a crime of a transnational nature.

6. If the offence resulted in a terminal illness or a permanent disability for the victim.

7. If the perpetrator has previously been convicted of a human trafficking offence.

8. If the victim dies.

Federal Decree-Law No. 24 of 2023 on Combating Human Trafficking

**Federal Decree-Law No. (24 ) of 2023  
on Combating Human Trafficking**

**We, Mohammed bin Zayed Al Nahyan      President of the United Arab Emirates,**

- Upon reviewing the Constitution,
- Federal Law No. (1) of 1972 Concerning the Competence of Ministries and Powers of Ministers, as amended,
- Federal Law No. (51) of 2006 Concerning Combating Human Trafficking Crimes, as amended,
- Based on the proposal of the Minister of Justice and the Approval of the Council of Ministers,

**We do hereby enact the following Decree Law:**

**Article (1)**

**Definitions**

In applying the provisions of this Decree-Law, the following words and expressions shall have the meanings assigned to each of them, unless the context otherwise requires:

**The State** : United Arab Emirates.

**Competent Authorities** : Competent Federal Authorities.

## Article (2)

### The Crime of Human Trafficking

1. Whoever do any of the following shall be deemed to have committed a human trafficking offence:
  - A. Whoever sells, offers to sell or purchase, promises to sell or purchase, recruits, uses, conscripts, transports, depots, shelters, hands over, or receives one or more persons whether within the state or across national borders thereof; and employs force, threat, coercion, abduction, fraud, deceit, abuse of authority, misuse of influence, or exploitation of vulnerability with the intent of exploitation.
  - B. Whoever gives or receives sums of money or benefits to obtain the consent of a person who has control over another person for the purpose of exploiting the latter.
2. Shall the victim be a child or an incapacitated person, even if any of the cases set forth in Clause No. (1) of this Article are not provided, this shall be deemed a human trafficking.
3. The forms of exploitation set forth in this Article shall include all forms of sexual exploitation, exploitation of others for prostitution, forced labour, the removal of human organs or tissues, forced service, slavery, begging, or practices similar to slavery or servitude.

#### **CHILD LABOUR IS NOT LAWFUL JUVENILE TRAINING**

The prohibition concerns illegal and exploitative child labour. UAE law prohibits employment below age 15 and permits limited work or training for ages 15-18 only under protective conditions relating to consent, medical fitness, hours, safety and education.

GOVERNANCE AND REVIEW

4. The commitment operates within AAU's annually reviewed policy system

AAU's policy framework is controlled through its quality-assurance and institutional-effectiveness system. The Quality Assurance and Institutional Research Centre coordinates policy management, annual planning, assessment and follow-up, with oversight through University governance. The July 2024 Quality Assurance Manual documents the institutional framework in the reporting year.

Independent confirmation is provided by the Quality Assurance Agency's February 2024 International Quality Review. QAA found that AAU's main policies were publicly and readily available and that the University used a digital policy-management system with a requirement for annual review. QAA also confirmed that AAU met all ten reviewed quality standards and identified the mobilisation of the entire University community around the Sustainable Development Goals as good practice.

| Control                     | 2024 evidence                                                                  | Contribution to 8.2.4                         |
|-----------------------------|--------------------------------------------------------------------------------|-----------------------------------------------|
| Public availability         | QAA confirmed that the main policies were publicly and readily available       | Accessible institutional commitment           |
| Annual review               | QAA confirmed a digital policy system with a requirement for annual review     | Continuing policy oversight                   |
| Institutional effectiveness | AAU used annual planning, reporting, KPI and follow-up cycles                  | Implementation and accountability             |
| Risk governance             | A Risk Management Policy and committee formed part of the governance framework | Identification and control of compliance risk |
| SDG integration             | QAA identified institution-wide SDG mobilisation as good practice              | Commitment embedded beyond a single webpage   |

Public evidence: [E05](#) | [E06](#) | [E17](#) | [E22](#) | [E23](#) | [E24](#) | [E25](#)

IN PLACE BY 2024

The 2023-2024 and 2024-2025 handbooks, the July 2024 QA Manual, the 2023-2024 Annual Report and QAA's February 2024 review locate AAU's public commitment inside an active, annually reviewed institutional framework during the required evidence cycle.

## NO FORCED LABOUR

### 5. Voluntary, documented employment prevents coercive work

AAU's public policy commitment prohibits forced labour. The University's recruitment, appointment, contract-renewal and staff-handbook provisions establish documented employment relationships for academic and administrative employees. Employees also have formal routes to contest working conditions, employment terms or decisions through grievance and appeal procedures.

These institutional controls operate with UAE Federal Decree-Law No. 33 of 2021. Article 14 prohibits an employer from using any means to compel a worker, or threatening a worker with a penalty, to perform work or provide a service against the worker's will. The employer-obligation framework also prevents recruitment costs from being transferred to the worker and protects official documents from withholding, directly addressing recognised pathways into coercive labour.

| Safeguard               | AAU control                                                   | Protection achieved                                       |
|-------------------------|---------------------------------------------------------------|-----------------------------------------------------------|
| Formal recruitment      | Published staff and faculty recruitment policies              | Employment begins through an authorised process           |
| Documented relationship | Employment handbooks and contract procedures                  | Terms and responsibilities are recorded                   |
| No coercion             | AAU commitment aligned with Labour Law Article 14             | No work through force, threat or penalty                  |
| No recruitment debt     | Employer bears recruitment and employment costs under UAE law | Workers are not bound by prohibited recruitment charges   |
| Document control        | Official documents may not be withheld under UAE law          | Workers retain personal identity and mobility protections |
| Redress                 | Staff/faculty grievance and appeal procedures                 | Employment concerns can be documented and reviewed        |

Public evidence: [E02](#) | [E03](#) | [E08](#) | [E09](#) | [E10](#) | [E12](#) | [E13](#) | [E14](#) | [E15](#) | [E18](#) | [E19](#) | [E20](#) | [E21](#) | [E30](#) | [E31](#) | [E32](#) | [E34](#) | [E35](#)

NO MODERN SLAVERY OR TRAFFICKING

6. AAU prohibits exploitation in every form identified by UAE anti-trafficking law

AAU's 8.2.4 commitment expressly rejects modern slavery and human trafficking. Federal Decree-Law No. 24 of 2023 provides the controlling national framework. It covers recruitment, use, transport, transfer, sheltering or receipt of a person through force, threat, coercion, abduction, fraud, deception, abuse of power or vulnerability, or payments used to obtain control, when undertaken for exploitation.

The statutory meaning of exploitation includes forced labour, forced service, slavery, begging, practices similar to slavery and servitude. Where the victim is a child or a person lacking legal capacity, proof of coercive means is not required. The law also protects identity and travel documents, requires reporting when trafficking becomes known, provides for victim support and establishes national coordination and awareness responsibilities.

| Protective element    | National legal rule                                                        | AAU application                                       |
|-----------------------|----------------------------------------------------------------------------|-------------------------------------------------------|
| Acts                  | Recruitment, use, transport, transfer, sheltering or receipt               | The commitment covers the full trafficking process    |
| Means                 | Force, threat, coercion, deception, abuse of power or vulnerability        | Exploitation cannot be normalised as employment       |
| Purpose               | Forced labour, forced service, slavery, servitude and related exploitation | Modern-slavery outcomes are explicitly rejected       |
| Children              | Coercive means need not be proved for a child victim                       | Heightened child protection                           |
| Documents             | Seizure or destruction of victim identity or travel documents is penalised | Personal-document protection supports freedom         |
| Reporting and support | Reporting, protection and victim-assistance provisions apply               | Institutional routes complement competent authorities |

Public evidence: [E02](#) | [E03](#) | [E17](#) | [E30](#) | [E31](#) | [E35](#) | [E39](#) | [E40](#)

## 1.h. Risk Management

### 1.h. Risk Management

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |            |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------|
| <i>Subject</i>             | Governance and Management                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <i>Effective From</i>  | Sep - 2011 |
| <i>Policy #</i>            | 1.h.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <i>Latest Revision</i> | Feb - 2025 |
| <i>Title of The Policy</i> | Risk Management                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <i>Next Review</i>     | Dec - 2025 |
| <i>Responsible Entity</i>  | Colleges Councils, Administrative Unit, Risk Management Standing Committee                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <i>Policy Pages</i>    | 2          |
|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |            |
| <b>Definitions</b>         | <p><b>1. Risk:</b> Risk implies future uncertainty about deviation from expected outcome. The potential for events or circumstances to impact the university's goals and objectives, these uncertainties are considered as threats (negative risks).</p> <p><b>2. Risk Management:</b> A strategic and systematic approach to identifying, analyzing, evaluating, and addressing risks across the university, aimed at achieving and maintaining an optimal balance between opportunity and adverse outcomes.</p> <p><b>3. Risk Assessment:</b> The process of identifying potential risks, analyzing and evaluating their possible impact and likelihood, and determining appropriate management strategies.</p> <p><b>4. Stakeholders:</b> Individuals, groups, or organizations that have an interest in or are affected by the university's operations and decisions, including but not limited to students, faculty, staff, administration, external partners, and the broader community.</p> <p><b>5. University Risk Management Standing Committee:</b> the university risk management standing committee is a university level committee and established by the Dean's council. It provides guidance and ensures integration of risk management to various departments and units within the university.</p> <p><b>6. Unit Level Risk Management Committee:</b> These are the colleges - or unit-specific committees within the university tasked with identifying and managing risks pertinent to their respective areas. The university risk management standing committee communicates with these unit-level risk management committees with regard to risk management plan formulation.</p> |                        |            |
| <b>Purpose</b>             | The purpose of this Risk Management Policy is to establish a framework to identify, assess, and manage risks that could potentially impact Al Ain University's strategic objectives, operational efficiency, legal and regulatory compliance, financial stability, and reputation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |            |
| <b>Scope</b>               | This Policy applies to all University internal stakeholders including colleges, deanships, units and centers.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |
| <b>Statement</b>           | <p>Al Ain University beleives in the importance of maintaining effective risk management practices. This involves:</p> <ul style="list-style-type: none"> <li>• Proactively identifying potential risks in all university activities.</li> <li>• Assessing and analyzing these risks in terms of likelihood and impact.</li> <li>• Developing and implementing strategies to manage these risks effectively.</li> <li>• Continually monitoring and reviewing the risk environment and management strategies.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                        |            |

## Federal Decree by Law Concerning Regulating Labour Relations



### Federal Decree by Law No. (33) of 2021 Concerning Regulating Labour Relations

**We Khalifah Bin Zayed Al Nahyan,**

**UAE President,**

- Upon reviewing the Constitution;
- Federal Law No. (1) of 1972 Concerning the Jurisdictions of Ministries and the Powers of Ministers, and any amendments thereto;
- Federal Law No. (6) of 1973 Concerning the Entry and Residence of Foreigners, and any amendments thereto;
- Federal Law No. (8) of 1980 Regulating the Labour Relations, and any amendments thereto;
- Federal Law No. (3) of 1987 Promulgating the Penal Code, and any amendments thereto;
- Federal Law No. (10) of 1992 Promulgating the Law of Evidence of Civil Transactions Law, and any amendments thereto;
- Federal Law No. (11) of 1992 Promulgating the Civil Procedures Code, and any amendments thereto;
- Federal Law No. (35) of 1992 Promulgating the Criminal Procedures Law, and any amendments thereto;
- Federal Law No. (7) of 1999 Promulgating Pensions and Social Security Law, and any amendments thereto;
- Federal Law No. (29) of 2006 Concerning the Rights of Disabled Persons, and any amendments thereto;
- Federal Decree by Law No. (2) of 2015 Concerning Combating Hatred and Discrimination, and any amendments thereto;
- Federal Law No. (13) of 2016 Concerning Judicial Fees Before Federal Courts;
- Federal Law No. (14) of 2016 Concerning Administrative Violations and Sanctions in the Federal Government;
- Federal Law No. (13) of 2020 Concerning Public Health;
- And upon the proposal of the Minister of Human Resources and Emiratisation and the approval of the Cabinet;

**Have promulgated the following Decree by law:**

#### **Article (5) Employment of Juveniles**

1. It is prohibited to employ any person before he completes fifteen years of age.
2. The following are required to employ a Juvenile:
  - a. A written consent of his guardian or custodian.
  - b. A certificate of health fitness for the required work issued by the Medical Authority.
  - c. The actual working hours shall not exceed six hours per day, and shall include one or more breaks, the total of which shall not be less than one hour. Such period(s) shall be determined so that the Juvenile shall not work for more than four consecutive hours.
  - d. He shall not work during the period between 7 pm and 7 am.
  - e. He shall not be employed in dangerous or arduous jobs or in jobs that are, by its nature, detrimental to his health, safety or morals, which are determined by a decision issued by the Minister in coordination with the Concerned Authorities.
  - f. He shall not be required to work overtime, or to stay at the workplace after the times fixed for him, or to work on rest days or official holidays.
3. The Executive Regulation of this Decree by law shall define the juvenile employment system, the procedures that the employer must abide by, the jobs in which it is prohibited to employ juveniles and the controls for excluding entities that provide juvenile vocational training and qualification, including charitable, educational and training institutions, from some provisions of this Article.

#### **HUMAN DIGNITY AND FREEDOM**

AAU treats forced labour, servitude, slavery-like practices and trafficking as incompatible with lawful employment, human dignity and the University's commitment to decent work.

## NO CHILD LABOUR

### 7. The policy protects children from unlawful employment and exploitation

AAU's public 8.2.4 commitment includes a clear prohibition of child labour. The University aligns this commitment with both the UAE Labour Law and Federal Law No. 3 of 2016 on Child Rights (Wadeema's Law). Together, these instruments prohibit employment below age 15, economic exploitation, illegal juvenile work, hazardous work and any work that interferes with education or harms a child's physical, psychological, moral or mental integrity.

| Age or circumstance          | Required protection                                                                    | Policy effect                                                 |
|------------------------------|----------------------------------------------------------------------------------------|---------------------------------------------------------------|
| <b>Below 15</b>              | Employment is prohibited                                                               | Absolute minimum-age safeguard                                |
| <b>Ages 15-18</b>            | Only regulated juvenile work or training may occur under statutory conditions          | Age verification, consent, fitness and time protections apply |
| <b>Hazardous work</b>        | Work exposing a child to risk because of its nature or conditions is prohibited        | Health and integrity take priority                            |
| <b>Education</b>             | Work that hinders education is prohibited                                              | Learning and development cannot be displaced by work          |
| <b>Economic exploitation</b> | Using a child for illegal labour, begging or other exploitation is prohibited          | No profit through abuse or vulnerability                      |
| <b>Trafficking</b>           | A child cannot be recruited or used for exploitation; coercive means need not be shown | Enhanced anti-trafficking protection                          |

Public evidence: [E02](#) | [E03](#) | [E30](#) | [E31](#) | [E32](#) | [E36](#) | [E37](#) | [E38](#) | [E39](#) | [E40](#)

#### 7.1 Protective conditions for lawful juvenile work or training

For persons aged 15-18, lawful work or training is subject to the permits and safeguards prescribed by UAE law, including written consent of a guardian, medical fitness, restricted working hours, rest periods and prohibitions on night work, overtime and dangerous activity. AAU's no-child-labour commitment therefore prohibits exploitation while preserving only the tightly regulated educational or developmental pathways permitted by law.

Public evidence: [E32](#) | [E36](#) | [E37](#) | [E38](#)

## REPORTING, REMEDY AND ENFORCEMENT

### 8. Concerns can be raised through institutional and statutory channels

AAU's commitment is supported by published employee procedures. Administrative staff and faculty members have separate grievance and appeal policies, while the Staff Discipline Policy provides an institutional mechanism for misconduct. The Non-Discrimination Policy protects equal access to employment rights and directs concerns to the relevant grievance process.

These University routes operate alongside the competent UAE authorities. Conduct suggesting forced labour, trafficking, document seizure or child exploitation is governed by national law and may require referral to the Ministry of Human Resources and Emiratisation, police, public prosecution, child-protection bodies or other competent authorities. Federal anti-trafficking and child-rights laws include reporting duties and victim- or child-protection mechanisms.

| Route                 | Purpose                                                           | Protection delivered                        |
|-----------------------|-------------------------------------------------------------------|---------------------------------------------|
| Staff grievance       | Employment-related complaints by administrative staff             | Documented internal review                  |
| Faculty grievance     | Employment-related complaints by faculty members                  | Dedicated academic-employee route           |
| Staff/faculty appeal  | Review of relevant institutional decisions                        | Second-level procedural protection          |
| Discipline            | Address employee misconduct under a published policy              | Accountability and consistent process       |
| Risk governance       | Identify, assess and control institutional risk                   | Preventive institutional oversight          |
| Competent authorities | Investigate and enforce criminal, labour and child-protection law | Independent statutory protection and remedy |

Public evidence: [E11](#) | [E12](#) | [E13](#) | [E14](#) | [E15](#) | [E16](#) | [E17](#) | [E22](#) | [E30](#) | [E31](#) | [E34](#) | [E37](#) | [E38](#) | [E39](#) | [E40](#)

#### NO INTERNAL PROCESS REMOVES LEGAL PROTECTION

AAU's grievance, appeal, discipline and risk controls complement—rather than replace—the reporting, investigation, victim-protection and enforcement powers of the competent UAE authorities.

UNIVERSAL AND EQUAL PROTECTION

9. The commitment protects every staff and faculty member

AAU's employment framework covers academic and administrative employees and is reinforced by the University's Non-Discrimination Policy. The policy protects employees across gender, marital status, ethnicity or nationality, age, religion, disability and special needs and applies to recruitment, compensation, promotion, contract renewal and access to institutional opportunities.

This equal-treatment framework is particularly relevant to the prevention of forced labour and trafficking because it gives women, international employees and other potentially vulnerable groups the same access to documented employment terms, University grievance and appeal systems, and legal protection. QAA independently confirmed in February 2024 that Human Resources guided those involved in recruitment and promotion to observe AAU's Non-Discrimination Policy.

| Covered population          | Institutional safeguard                                                  | Equal-protection result                              |
|-----------------------------|--------------------------------------------------------------------------|------------------------------------------------------|
| Faculty members             | Faculty recruitment, handbook, grievance and appeal provisions           | Academic employment is documented and reviewable     |
| Administrative staff        | Staff recruitment, handbook, grievance, discipline and appeal provisions | Professional employment is documented and reviewable |
| Women                       | Gender is a protected characteristic                                     | Equal access to rights, reporting and remedy         |
| International staff         | Ethnicity and nationality are protected characteristics                  | Protection does not depend on nationality            |
| Employees with disabilities | Disability and special needs are protected characteristics               | Equal access to employment protection                |
| All employees               | AAU 8.2.4 commitment and UAE law                                         | No employee may be subjected to exploitation         |

Public evidence: [E08](#) | [E09](#) | [E12](#) | [E13](#) | [E14](#) | [E15](#) | [E16](#) | [E18](#) | [E19](#) | [E20](#) | [E21](#) | [E23](#) | [E30](#) | [E31](#)

## EDUCATION AND IMPLEMENTATION

### 10. AAU translates the commitment into human-trafficking awareness

In 2025, AAU's Deanship of Student Affairs and National Identity Club at the Al Ain campus collaborated with the Family Care Authority to deliver an awareness workshop on human trafficking. The programme explained the concept and forms of trafficking, the risks posed to individuals and society, the UAE's prevention efforts, appropriate reporting and safe responses to suspicious situations. The official news page, event record, downloadable news document and University newsletter provide multiple public records of the activity.



*Exhibit 1. AAU's 2025 human-trafficking awareness workshop, delivered with the Family Care Authority. The activity strengthened recognition, prevention, reporting and safe response. Sources: AAU official news, event record, public news document and April 2025 newsletter [E26-E29].*

Public evidence: [E26](#) | [E27](#) | [E28](#) | [E29](#)

#### POLICY IN PRACTICE

The workshop demonstrates continuing institutional implementation: AAU combines a public employment commitment with education that helps its community recognise exploitation and use appropriate reporting pathways.

## EVIDENCE YEAR AND CONTINUITY

### 11. The commitment was active by 2024 and remains current

AAU's evidence establishes both the required reporting-year position and continuing implementation. The 2023-2024 and 2024-2025 staff and faculty handbooks locate the employment framework within the evidence cycle. The February 2024 QAA review independently confirms public policies, annual review, risk governance, non-discrimination guidance and institution-wide SDG activity. AAU's July 2024 Quality Assurance Manual and 2023-2024 Annual Report provide further institutional records.

| Period        | Public evidence                                    | Status established                                                               |
|---------------|----------------------------------------------------|----------------------------------------------------------------------------------|
| 2021-2022     | UAE Labour Law and Executive Regulations           | Current national safeguards against forced labour and unlawful child employment  |
| 2023          | Federal Decree-Law 24/2023 on Human Trafficking    | Updated anti-trafficking and modern-slavery protections within the review window |
| 2023-2024     | AAU Staff and Faculty Handbooks; Annual Report     | Employment and institutional framework in the reporting year                     |
| February 2024 | QAA International Quality Review                   | Independent confirmation of public policies and annual review                    |
| July 2024     | AAU Quality Assurance Manual                       | Institutional policy, risk and review framework                                  |
| 2024-2025     | AAU Staff and Faculty Handbooks                    | Immediate continuation of employment safeguards                                  |
| April 2025    | AAU human-trafficking awareness workshop           | Continuing implementation through education and partnership                      |
| 2026          | UAE ratification of the ILO Forced Labour Protocol | Current national reinforcement of forced-labour prevention                       |

Public evidence: [E18](#) | [E19](#) | [E20](#) | [E21](#) | [E22](#) | [E23](#) | [E24](#) | [E25](#) | [E26](#) | [E27](#) | [E30](#) | [E32](#) | [E39](#) | [E42](#) | [E43](#)

#### PUBLIC, CURRENT AND REVIEWED

AAU's dedicated 8.2.4 page and evidence document remain publicly accessible. The 2024 QAA review independently confirms that AAU's digital policy system requires annual review, while later awareness activity demonstrates continued implementation.

INSTITUTIONAL CONCLUSION

12. AAU maintains a complete commitment against labour exploitation

Al Ain University answers Yes to THE Indicator 8.2.4. The University publishes an institutional commitment against forced labour, modern slavery, human trafficking and child labour and supports it through documented recruitment and employment arrangements, non-discrimination, employee grievance and appeal rights, discipline and risk controls, annual policy review and alignment with UAE labour, anti-trafficking and child-rights law.

The commitment protects academic and administrative employees without distinction by gender, nationality or other protected status. It rejects coerced work, slavery and servitude, trafficking for exploitation, employment below age 15, illegal juvenile work and work that harms a child's health, integrity or education. AAU also demonstrates implementation through public education delivered with a competent community authority.

FINAL RESPONSE: YES

AAU has a public, institution-wide policy commitment to no forced labour, no modern slavery, no human trafficking and no child labour. The commitment was active within the required 2024 evidence cycle and is supported by public University policies, independent 2024 validation, binding UAE law and continuing implementation.

12.1 Submission evidence summary

| Submission claim                        | Primary AAU evidence                                                             | Supporting legal or independent evidence                              |
|-----------------------------------------|----------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| Institutional commitment                | Public AAU 8.2.4 page and downloadable evidence                                  | THE 2026 Indicator 8.2.4                                              |
| No forced labour                        | Recruitment, contract, grievance and appeal framework                            | Labour Law Articles 13-14                                             |
| No modern slavery or human trafficking  | Express public commitment and 2025 awareness implementation                      | Federal Decree-Law 24/2023 and its exploitation definition            |
| No child labour                         | Express public commitment                                                        | Labour Law Article 5; Child Rights Law Articles 14 and 38             |
| All staff and faculty                   | Staff/faculty policies and Non-Discrimination Policy                             | QAA 2024 confirmation                                                 |
| Reporting and remedy                    | Grievance, appeal, discipline and risk policies                                  | Labour, trafficking and child-protection authorities                  |
| Public, in place by 2024 and continuing | 2023-24/2024-25 handbooks, QA Manual, policy portals, SDG page and 2025 workshop | QAA February 2024; 2023 anti-trafficking law; ILO/UAE 2026 continuity |

## PUBLIC EVIDENCE

### 13. Evidence register

The following public sources establish the current indicator requirement, AAU's institutional commitment, policy and employment framework, evidence-year timing, implementation and applicable UAE legal protections.

| ID  | Year/type   | Public source                                                              | Evidence supported                                                     |
|-----|-------------|----------------------------------------------------------------------------|------------------------------------------------------------------------|
| E01 | THE 2026    | <a href="#">THE Sustainability Impact Ratings Methodology 2026</a>         | Indicator wording, public-evidence requirement and policy timing       |
| E02 | AAU SDG     | <a href="#">AAU public SDG 8.2.4 evidence page</a>                         | Public institutional commitment covering all four prohibited practices |
| E03 | AAU SDG     | <a href="#">AAU SDG 8.2.4 public evidence document</a>                     | Downloadable public evidence for the 8.2.4 commitment                  |
| E04 | AAU SDG     | <a href="#">AAU SDG 8: Decent Work and Economic Growth</a>                 | Institution-wide SDG 8 framework                                       |
| E05 | AAU current | <a href="#">AAU Policies portal</a>                                        | Central University policy portal                                       |
| E06 | AAU current | <a href="#">AAU University Policies portal</a>                             | University-level policy register                                       |
| E07 | AAU current | <a href="#">AAU Staff (Administrative and Academic) Policies portal</a>    | Administrative and academic staff policy register                      |
| E08 | AAU policy  | <a href="#">AAU Employment - Staff Recruitment Policy</a>                  | Formal administrative staff recruitment process                        |
| E09 | AAU policy  | <a href="#">AAU Employment - Faculty Recruitment Policy</a>                | Formal faculty recruitment process                                     |
| E10 | AAU policy  | <a href="#">AAU Employment - Faculty and Staff Contract Renewal Policy</a> | Faculty and staff contract-renewal governance                          |
| E11 | AAU policy  | <a href="#">AAU Staff Discipline Policy</a>                                | Staff discipline and institutional accountability                      |
| E12 | AAU policy  | <a href="#">AAU Staff Grievances Policy</a>                                | Administrative staff grievance rights                                  |
| E13 | AAU policy  | <a href="#">AAU Faculty Grievances Policy</a>                              | Faculty grievance rights                                               |
| E14 | AAU policy  | <a href="#">AAU Staff Appeals Policy</a>                                   | Administrative staff appeal rights                                     |
| E15 | AAU policy  | <a href="#">AAU Faculty Appeals Policy</a>                                 | Faculty appeal rights                                                  |

## PUBLIC EVIDENCE CONTINUED

### 13.1 Equality, governance, evidence-year and implementation sources

| ID  | Year/type         | Public source                                                                                    | Evidence supported                                              |
|-----|-------------------|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| E16 | AAU policy        | <a href="#">AAU Non-Discrimination Policy</a>                                                    | Equal employment protection across gender and nationality       |
| E17 | AAU policy        | <a href="#">AAU Risk Management Policy</a>                                                       | Institutional risk identification, oversight and control        |
| E18 | AAU 2023-24       | <a href="#">AAU Staff Handbook 2023-2024</a>                                                     | Evidence-year staff employment framework                        |
| E19 | AAU 2023-24       | <a href="#">AAU Faculty Member Handbook 2023-2024</a>                                            | Evidence-year faculty employment framework                      |
| E20 | AAU 2024-25       | <a href="#">AAU Staff Handbook 2024-2025</a>                                                     | Immediate continuation of staff safeguards                      |
| E21 | AAU 2024-25       | <a href="#">AAU Faculty Member Handbook 2024-2025</a>                                            | Immediate continuation of faculty safeguards                    |
| E22 | AAU July 2024     | <a href="#">AAU Quality Assurance Manual, July 2024</a>                                          | Quality assurance, policy control and institutional review      |
| E23 | QAA February 2024 | <a href="#">QAA International Quality Review of Al Ain University, February 2024</a>             | Independent confirmation of public policies and annual review   |
| E24 | AAU 2024          | <a href="#">AAU achieves international institutional accreditation by QAA, 2024</a>              | University record of the independent QAA review                 |
| E25 | AAU 2023-24       | <a href="#">AAU Annual Report 2023-2024</a>                                                      | Institutional reporting in the evidence cycle                   |
| E26 | AAU 2025          | <a href="#">AAU awareness workshop on human trafficking with the Family Care Authority, 2025</a> | Human-trafficking awareness workshop with Family Care Authority |
| E27 | AAU 2025          | <a href="#">AAU event record: Facts About Human Trafficking, 2025</a>                            | Public event record for the awareness programme                 |
| E28 | AAU 2025          | <a href="#">AAU public news document: Human Trafficking Awareness Workshop, 2025</a>             | Downloadable public record of the awareness programme           |
| E29 | AAU April 2025    | <a href="#">AAU E-Newsletter, April 2025</a>                                                     | Newsletter record of continuing implementation                  |

## PUBLIC EVIDENCE CONTINUED

### 13.2 UAE labour, trafficking and child-protection sources

| ID  | Year/type      | Public source                                                                                 | Evidence supported                                                    |
|-----|----------------|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| E30 | UAE law        | <a href="#">UAE Federal Decree-Law No. 33 of 2021 regulating labour relations</a>             | Labour Law: minimum age, employer obligations and forced-labour ban   |
| E31 | MOHRE          | <a href="#">MOHRE official text of Federal Decree-Law No. 33 of 2021 and amendments</a>       | Official text of the Labour Law and amendments                        |
| E32 | UAE law        | <a href="#">UAE Cabinet Resolution No. 1 of 2022: Executive Regulations of the Labour Law</a> | Executive conditions for employment and training of juveniles         |
| E33 | UAE official   | <a href="#">UAE Government: Employment laws and regulations in the private sector</a>         | Current private-sector employment-law framework                       |
| E34 | UAE official   | <a href="#">UAE Government: Labour rights</a>                                                 | Public explanation of labour rights                                   |
| E35 | UAE official   | <a href="#">UAE Government worker-rights guide</a>                                            | Worker guidance on recruitment costs, documents and employment rights |
| E36 | UAE official   | <a href="#">UAE Government: Employment and training of minors</a>                             | Current guidance on employment and training of minors                 |
| E37 | UAE law        | <a href="#">UAE Federal Law No. 3 of 2016 on Child Rights (Wadeema's Law)</a>                 | Child Rights Law: minimum age and protection from exploitation        |
| E38 | UAE official   | <a href="#">Official English text of UAE Child Rights Law</a>                                 | Downloadable English text of the Child Rights Law                     |
| E39 | UAE law        | <a href="#">UAE Federal Decree-Law No. 24 of 2023 on Combating Human Trafficking</a>          | Current anti-trafficking law and exploitation definition              |
| E40 | UAE law        | <a href="#">Official downloadable text of UAE Human Trafficking Law</a>                       | Downloadable official text of Federal Decree-Law 24/2023              |
| E41 | United Nations | <a href="#">United Nations Sustainable Development Goal 8</a>                                 | SDG 8.7 framework on forced labour, trafficking and child labour      |
| E42 | ILO 2026       | <a href="#">ILO: UAE ratifies the 2014 Protocol to the Forced Labour Convention, 2026</a>     | Current UAE reinforcement through the Forced Labour Protocol          |
| E43 | ILO NORMLEX    | <a href="#">ILO NORMLEX: UAE ratification profile</a>                                         | UAE international labour-standard ratification profile                |