



دائرة الثقافة والسياحة
DEPARTMENT OF CULTURE
AND TOURISM

18/05/2022

Management and Operation of Hotels and Resorts

السادة/ إدارة وتشغيل الفنادق والمنتجعات المحترمون

Circular No. 13/2022

تعميم رقم 13/2022

Subject: Hotel Management Companies Health and Safety Risk Classification

الموضوع: تصنيف مخاطر الصحة والسلامة لشركات إدارة الفنادق

Greetings,

تحية طيبة وبعد،

Based on Law No (8) of 2018 establishing the Department of Culture and Tourism – Abu Dhabi (DCT Abu Dhabi), and Law No (13) of 2006 to monitor tourism establishments in the Emirate of Abu Dhabi, and law no. (14) of 2019 concerning the establishment of Abu Dhabi Public Health Center, as well as all of the relevant legislation regulating the tourism sector. Hotel management companies are requested to fill in the attached survey and submit to RMAtiqi@dctabudhabi.ae by 30th May 2022.

استناداً للقانون رقم (8) لسنة 2018 بإنشاء دائرة الثقافة والسياحة - أبوظبي، والقانون رقم (13) لسنة 2006 بشأن الرقابة على المنشآت السياحية بإمارة أبوظبي، وعلى القانون رقم (14) لسنة 2019 بشأن إنشاء مركز أبوظبي للصحة العامة، وعلى كافة التشريعات النافذة والمنظمة للقطاع السياحي في إمارة أبوظبي، فإنه يتعين على كافة شركات إدارة الفنادق تعبئة الاستبيان المرفق وإرساله عبر البريد الإلكتروني التالي RMAtiqi@dctabudhabi.ae قبل 30 مايو 2022.

Kindly ensure the accuracy of the information provided. Please note the requested information provided in the survey will determine the establishment's Health and Safety risk classification and associated health & safety requirements.

يرجى التأكد من دقة المعلومات المقدمة، علماً أن المعلومات المقدمة في الاستبيان ستحدد مستوى الخطورة للصحة والسلامة للمنشأة والمتطلبات المعنية.

For any clarifications, please email EHS@dctabudhabi.ae, please note that establishments which are found to be not compliant will face non-compliance action.

في حال وجود أية استفسارات، يرجى التواصل معنا عبر البريد الإلكتروني EHS@dctabudhabi.ae. يرجى العلم بأن المنشآت الغير ممتثلة لهذا القرار، ستعرض لإجراء عدم الامتثال.

Thank you for your kind cooperation.

شاكرين لكم حسن تعاونكم،

Kind Regards.

وتفضلوا بقبول فائق الاحترام والتقدير.

The Department of Culture and Tourism - Abu Dhabi

دائرة الثقافة والسياحة - أبوظبي



التوقيع



Risk Classification Survey (Hotel Management Companies & Travel Agencies)

As part of the Department of Culture and Tourism's efforts to raise the standards of Occupational, Health and safety, Entities are required to fill in the following survey and send it back to our representatives. The information you provide will be kept confidential and will be used only to gain information that will better help us to set the Risk classification for the entities.

No	Criterion	Required Information	Entity Comments
1.	Entity Name		
2.	Owner Information		
3.	Tourism License #		
4.	Entity Representative details		
5.	Region (Location)	<input type="checkbox"/> Abu Dhabi <input type="checkbox"/> Al Ain <input type="checkbox"/> Al Dhafra	
6.	Type of Activity (please select all applicable options)	<input type="checkbox"/> Office Work <input type="checkbox"/> Driving or Travelling <input type="checkbox"/> Shipment	
7.	Office location	<input type="checkbox"/> Within Hotel establishment building <input type="checkbox"/> Outside Hotel establishment building	
8.	Name of Hotel (Offices within Hotel Establishment building)	<input type="checkbox"/>	
9.	Provide Sub Activity	<input type="checkbox"/> Management Office <input type="checkbox"/> Selling Travel Tickets <input type="checkbox"/> Airline Agent <input type="checkbox"/> Commercial Agency <input type="checkbox"/> Visa Application Service <input type="checkbox"/> Attestation services <input type="checkbox"/> Customs clearance services <input type="checkbox"/> Tour operators <input type="checkbox"/> Traveling for business <input type="checkbox"/> Goods land shipment services	
10.	Number of Branches	<input type="checkbox"/> One Office <input type="checkbox"/> Headquarter office and up to 20 small offices / kiosk	



		<input type="checkbox"/> Headquarter office and more than 20 small offices / kiosk Note: Provide actual number of offices/ kiosks ()	
11.	Building Condition	<input type="checkbox"/> Less than 10 years old <input type="checkbox"/> More than 10 years old Note: Provide actual age of the building ()	
12.	What is the total area in Square meter (Sqm) for the location		
13.	Number of Employees		
14.	On which floor area is located	<input type="checkbox"/> Between ground floor and 5 floor <input type="checkbox"/> 6 th floor and above	
15.	What is the maximum number of customers/clients handled per day of operations.	<input type="checkbox"/> Less than 100 <input type="checkbox"/> 100 to less than 500 <input type="checkbox"/> More than 500 Note: Provide actual number of customers. ()	
16.	Proximity to potential sources of Hazard	<input type="checkbox"/> Located in an undeveloped, rural or residential area <input type="checkbox"/> Located in a commercial area or mixed residential and commercial area <input type="checkbox"/> Located in a light industrial area or area with mixed commercial and light industrial activities <input type="checkbox"/> Located in an industrial area or near infrastructure where environmental impacts are significant	

Entity Representative Contact Number: _____

Entity Representative Email Address: _____

Entity Representative Name & Signature: _____