

RAKEZ VIOLATION CODES

DPT	NO	DESCRIPTION	VIOLATION 1	VIOLATION 2	VIOLATION 3	
HS&E	56	Failure to satisfactorily progress on an undertaking letter within the timeframe agreed by HS&E	Warning letter (with a deadline up to 5 calendar days)	AED 2,000 per Undertaking Letter (with a deadline up to 5 calendar days)	AED 5,000 per Undertaking Letter (with a deadline of 5 calendars. This applies to 3rd instance and subsequent cases)	
	57	Unsafe storage/accumulation of waste within the company's premises	Warning letter (with a deadline up to 5 calendar days)	AED 10,000 (with a deadline up to 5 calendar days)	AED 25,000 (with a deadline of 5 calendar days. This applies to 3rd instance and subsequent cases)	
	58	Failure to meet applicable emission/discharge standards due to visible emission, odour, vibration, or client complaint	Report the case to EPDA			
	59	Illegal hazardous waste emission/discharge or any act causing or having the potential to cause environmental contamination of soil/air/water or disturb the neighbourhood+C63	AED 25,000 and report the incident to EPDA			
	60	Operating without valid Operation Fitness Certificate (OFC)	Warning letter (with a deadline up to 5 calendar days)	AED 5,000 (with a deadline up to 10 calendar days)	AED 10,000 and suspension of facility	
	61	Operating without a valid RAKEZ HS&E NOC for use of lifting equipment	Warning letter (with a deadline up to 5 calendar days)	AED 5,000 (with a deadline up to 5 calendar days)		
	62	Operating lifting equipment with unlicensed or uncertified operator	Warning letter (with a deadline up to 5 calendar days)	AED 5,000 (with a deadline up to 5 calendar days)		
	63	Storing chemicals without a valid RAKEZ HS&E NOC for storage of chemicals	Warning letter (with a deadline up to 5 calendar days)	AED 5,000 (with a deadline up to 5 calendar days)		
	64	Importing restricted substances without a valid RAKEZ HS&E NOC for importing of chemicals	Warning letter (with a deadline up to 5 calendar days)	AED 5,000 (with a deadline up to 5 calendar days)		
	65	Operating without a valid RAKEZ HS&E NOC for use of LPG tank/LPG cylinder	Warning letter (with a deadline up to 5 calendar days)	AED 5,000 (with a deadline up to 5 calendar days)		
66	Operating without a valid RAKEZ HS&E NOC for radiography materials and its related activities	AED 10,000 and immediate suspension of activity				
67	Operating without a valid RAKEZ HS&E NOC which is not listed above	Warning letter (with a deadline up to 5 calendar days)	AED 5,000 (with a deadline up to 5 calendar days)			

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HS&E	68	Unauthorised use of the outdoor area (outside the boundaries of the leased unit) without a valid Authority approval	Warning letter (with a deadline up to 5 calendar days)	AED 1,000 (with a deadline up to 5 calendar days. 2nd instance and subsequent cases)	
	69	Unauthorise activities/operations which does not match with activities approved by the Authority	Warning letter (with appropriate deadline 5 days)	Add AED 10,000 (with deadline up to 5 calendar days to comply)	Activity suspension
	70	Fatal accident as a consequence of management failures	AED 100,000		
	71	Serious injury as a consequence of management failures	AED 10,000 - 50,000		
Technical Support Services	72	Breach of Insurance of Buildings under Rule 15 of the Operating Rules	Warning letter (with appropriate deadline of max. 90 days)	AED 20,000 (if within 30 days of 1st violation deadline)	Suspension of services (if within 30 days of 2nd violation deadline)
	73	Breach of Building Regulations	Warning letter (with appropriate deadline of max. 90 days)	AED 20,000 (if within 30 days of 1st violation deadline)	Suspension of services (if within 30 days of 2nd violation deadline)
	74	Breach of Building and Operation Controls under Rule 12 of the Operating Rules	Warning letter (with appropriate deadline of max. 90 days)	AED 20,000 (if within 30 days of 1st violation deadline)	Suspension of services (if within 30 days of 2nd violation deadline)
	75	Inspectors being blocked from accessing the site/premises	AED 2,000	AED 5,000	AED 10,000
	76	Causing damages to the Authority facility structure or infrastructures and systems or to the Zone area services	AED 20,000 (with appropriate deadline of max. 30 days)	AED 25,000 (with appropriate deadline of max. 90 days)	AED 50,000 suspension of services (if within 30 days of 2nd violation deadline)
	77	Failure to comply with the conditions of the NOCs/permit or renewing or closing a permit	Warning letter (with appropriate deadline of max. 30 days)	AED 2,000	AED 5,000 suspension of services (if within 30 days of 2nd violation deadline)
	78	Construction or modifications without approval	AED 3,000 (with appropriate deadline of max. 30 days)	AED 5,000 (with appropriate deadline of max. 90 days)	AED 10,000 suspension of services (if within 30 days of 2nd violation deadline)
	79	Use of temporary structure	Warning letter (with appropriate deadline of max. 90 days)	AED 3,000 (with appropriate deadline of max. 90 days)	AED 5,000 suspension of services (if within 30 days of 2nd violation deadline)
	80	Working on Zone areas without obtaining permits	AED 5,000 (with appropriate deadline of max. 30 days)	AED 10,000 (with appropriate deadline of max. 90 days)	AED 15,000 suspension of services (if within 30 days of 2nd violation deadline)
	81	No signage installed/signage non-compliance	Warning letter (with appropriate deadline of max. 30 days)	AED 500 (with appropriate deadline of max. 14 days)	AED 1,000 (every 7 days until compliance)
82	Not following the agreed development schedule in lease agreement	3 months delay AED 10,000	6 months delay AED 20,000	1 year delay AED 50,000 per annum	

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Park Operations	83	Violating accommodation rules 1. Cooking inside premises 2. Storing cooking items or food materials inside rooms 3. Extra tenants per rented room 4. Damaging assets 5. Keeping prohibited material inside premises: knives, hammers, alcohol (storing or handling or drinking)	1. Warning letter (with deadline of 1 calendar day) 2. Warning letter (with deadline of 1 calendar day) 3. Warning letter (with deadline of 1 calendar day) 4. Actual fixing cost + admin cost of AED 250 5. Warning letter (with deadline of 1 calendar day)	1. AED 1,000 (with deadline of 1 calendar day) 2. AED 500 (with deadline of 1 calendar day) 3. AED 2,000 per person (with deadline of 1 calendar day) 4. Actual fixing cost + admin cost of AED 1,000 5. AED 3,000 (with deadline of 1 calendar day)	1. AED 5,000 2. AED 1,500 3. AED 5,000 (per person) 4. Actual fixing cost + admin cost (AED 5,000) 5. AED 5,000 Plus suspension of services until rectified and/or paid
	84	Violating housekeeping rules 1. Poor hygienic standards (indoor/outdoor) 2. Disposing wastes at inappropriate places (indoor/outdoor) 3. Misusing municipality waste bins 4. Sewage water overflowing and causing land contamination 5. Discharging unauthorised waste water to RAKEZ holding tank (oil, paint, food content etc) 6. Failure to hire RAKWMA waste containers (contractors and clients) 7. Damaging landscaping areas (trees, green grass and plants) 8. Failure to comply with the sanitary conditions for cleaning and disinfecting the workplace (pest control) 9. Poor service delivery (late delivery; no response and negligence) 10. Failure to replace/reinstate the area, equipment's or properties	1. Warning letter (with deadline of 5 calendar days) 2. Warning letter (with deadline of 5 calendar days) 3. Warning letter (with deadline of 5 calendar days) 4. Warning letter (with deadline of 1 calendar day) 5. Warning letter (with deadline of 5 calendar days) 6. Warning letter (with deadline of 5 calendar days) 7. Warning letter (with deadline of 3 calendar days) 8. Warning letter (with deadline of 3 calendar days) 9. Warning letter (with deadline of 2 calendar days) 10. AED 1,000 (with cost of the items/task)	1. AED 1,000 (with deadline of 5 calendar days) 2. AED 5,000 (with deadline of 5 calendar days) 3. AED 1,000 (with deadline of 5 calendar days) 4. AED 1,000 (with deadline of 1 calendar days) 5. AED 5,000 (with deadline of 5 calendar days) 6. AED 1,000 (with deadline of 3 calendar days) 7. AED 2,000 (with deadline of 2 calendar days) 8. AED 1,000 (with deadline of 2 calendar days) 9. AED 3,000 (with deadline of 1 calendar days) 10. AED 2,000 (with cost of the items/task)	1- AED 5000 2- AED 25,000+ any remedial measures 3- AED 2,000 Plus suspension of services until rectified or paid. 4- AED 3,000 5- AED 10,000 6- AED 3,000 7- AED 5,000 8- AED 5,000 9- AED 5,000 10- AED 5,000

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Park Operations	85	Violating building/premises rules 1- Wrong storage or over stocking of material 2- Sticking/distributing ads posters with no permission 3- Premises Signage Discrepancy 4- Misusing the premises or damaging assets 5-No signboard for the industrial zones Leased Premises	1- Warning Letter (with deadline of 5 calendar days) 2- Warning Letter (with deadline of 3 calendar days) 3- Warning Letter (with deadline of 15 calendar days) 4- Actual fixing cost + Admin cost (AED 250). 5- Warning letter (with appropriate deadline. Max. 30 days)	1- AED 2,000 (with deadline of 5 calendar days) 2- AED 1,000 (with deadline of 3 calendar days) 3- AED 1000 (with deadline of 15 calendar days) 4- Actual fixing cost + Admin cost (2,000 AED). 5-AED 500 (with appropriate deadline. Max 14 days)	1. AED5,000 2. AED 2,000 3. AED 3,000 4. Actual fixing cost + Admin cost (5,000 AED) Plus suspension of services until rectified and/or paid 5. AED 1,000 (every 7 days until compliance)
	86	Violating Security Rules 1- Entry pass violations 2- Cutting fence, damaging security assets 3- Installing Cameras, gate, hiring security guard without pre-approval 4- Causing troubles, fights, misbehavior and strike 5- Disrespect/unfollow security rules as instructed by security guards 6- Drinking, handling, selling, storing alcohol or any prohibited materials. 7- High speed driving 8- Wrong parking/long parking 9- Wrong driving direction 10-Changing keys with no permission	1- Warning Letter 2- Actual fixing cost + Admin cost (AED 250) 3- Warning Letter (with deadline of 5 calendar days) 4- Warning letter 5- Warning letter 6- Warning letter 7- Warning letter 8- Warning letter 9- Warning letter 10-Actual fixing cost + Admin cost (AED 250)	1- AED 500 2- Actual fixing cost + Admin cost (AED 5000) 3- AED 1,000 (with deadline of 5 calendar days) 4- AED 2,000 5- AED 500 6- AED 2,000 7- AED 200 8- AED 200 9- AED 200 10-Actual fixing cost + Admin cost (AED 2,000)	1. AED 1,000 2. Actual fixing cost + Admin cost (AED 10,000) 3. AED 3,000 4. AED 5,000 5. AED 1,000 6. AED 5,000 7. AED 400 8. AED 400 9. AED 400 10. Actual fixing cost + Admin cost (5,000 AED) Plus suspension of services until rectified and/or paid
Leasing	87	Sub leasing the premises without authorization	Warning Notification to be rectified within 5 working days	AED 10,000 & Suspending all Services	Termination of lease and licence

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Leasing	88	Usage of facility without valid lease agreement and licence Usage of facility without valid lease/sublease agreement and licence	Warning legal notification to renew within 15 working days block company account	2nd warning legal notification to renew within 15 working days and suspension/block of facility	AED 10,000 and immediate renewal
	89	Illegal use of office space	Warning notification to be rectified in 5 working days	AED 10,000	Termination of lease and licence
	90	Unauthorised use of land/facility	AED 10,000 (with appropriate deadline of max. 90 days)	AED 20,000 (if within 30 days of 1st violation deadline)	Suspension of services (if within 30 days of 2nd violation deadline)
	91	Late in lease payments	50 AED/day for maximum of 6 months	Strike off the company	NA
Employment	92	Illegal employment of persons who are employees of another licensee without approval from RAKEZ Authority	AED 5,000 per employee	Suspension for all services for 1 month + AED 10,000 per employee	NA
	93	Illegal employment of persons not sponsored by the Authority under Rule 14.1 of the Operating Rules	AED 5,000 per employee	Suspension for all services for 1 month + AED 10,000 per employee	NA
	94	Illegal employment of persons not approved by the Authority under Rule 14.4 of the Operating Rules	AED 7,500 per employee	Suspension for all services for 1 month + AED 10,000 per employee	NA
	95	Allowing sponsored employee to work for another company without approval from RAKEZ Authority	AED 7,500 per employee	Suspension for all services for 1 month + AED 10,000 per employee	NA
	96	Licensee who fails to notify RAKEZ Authority about absconding (missing) employees within 14 days	Warning	AED 10,000 per employee	NA
	97	Cancellation of absconding application	AED 500 per application	N/A	NA
	98	Labour working continuously without break or prohibited hours during summer or Ramadan	Activity block for 5 days	AED 1,500/day per employee	NA
	99	Any misuse of employment visa other than the actual purpose of the visa	AED 10,000 per employee	Visa cancellation	NA
	100	Failure to submit visa stamping request after 60 days but less than 90 days from the date of utilised entry permit or status change	AED 250 per employee + any penalties imposed by immigration	Visa cancellation	NA
	101	Failure to submit visa stamping request after 90 days from the date of utilised entry permit or status change	AED 1,500 per employee + any penalties imposed by immigration	Visa cancellation	NA
102	If employment visa holders exceed their stay without renewing the resident visa over 60 days	AED 1,500 per employee + any penalties imposed by immigration	Visa cancellation	NA	

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Employment	103	If canceled employment visa holders exceed their stay for a period over 15 days from the expiry of grace period	AED 1,500 per employee + any penalties imposed by immigration	Absconding	NA
	104	If visit visa holders exceed their stay in the UAE for a period over 15 days of visa expiry date	AED 1,500 per employee + any penalties imposed by immigration	Absconding	NA
	105	Non-payment of salaries	DEADLINE	COVERAGE	ACTIONS
			1. On the due date	All licencees	The licencee will be monitored electronically to ensure its compliance with the payment of salaries of its employees
			2. On the 15th and 21st day after the due date		Sending reminders and notifications to the non-compliant licencee to pay the salaries of its employees
			3. On the 30th day after the due date	All licencees	Suspension of RAKEZ's services to the non-compliant licencee. A notification will be sent to the non-compliant licencee stating the reason for the suspension of services
Establishment employing 25 workers and above	The non-compliant licencee will be subject to inspection visit. An inspector will conduct inspection visits, and duly issue warnings				

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Employment	105	Non-payment of salaries	4. 45 days from the due date	All licences	<ul style="list-style-type: none"> ✦ Relevant Public Prosecution will be notified, and information about the non-compliant licensee will be communicated to the competent authorities ✦ Suspension of RAKEZ's services to the non-compliant licensee. A notification will be sent to the non-compliant licensee stating the reason for the suspension of services ✦ Suspension of RAKEZ's services to all other exclusively owned companies by the non-compliant licensee, on the condition that partners in all the companies are the same

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Employment	105	Non-payment of salaries	5. 60 days from the due date	All licencees	<ul style="list-style-type: none"> ✦ Relevant Public Prosecution will be notified, and information about the non-compliant licencee will be communicated to the competent authorities ✦ Suspension of RAKEZ's services to the non-compliant licencee. A notification will be sent to the non-compliant licencee stating the reason for the suspension of services ✦ Suspension of RAKEZ's services to all other exclusively owned companies by the non-compliant licencee, on the condition that partners in all the companies are the same ✦ The non-compliant licencee will be liable to pay a penalty of AED 1,000 per employee, subject to a maximum of AED 20,000

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Employment	105	Non-payment of salaries	6. In the event that the licensee repeats the violation or accumulates more than 3 violations	All licences	<ul style="list-style-type: none"> ✦ Relevant Public Prosecution will be notified, and information about the non-compliant licensee will be communicated to the competent authorities ✦ Suspension of RAKEZ's services to the non-compliant licensee. A notification will be sent to the non-compliant licensee stating the reason for the suspension of services ✦ Suspension of RAKEZ's services to all other exclusively-owned companies by the non-compliant licensee, on the condition that partners in all the companies are the same ✦ The non-compliant licensee will be liable to pay a penalty of twice the amount mentioned in item 5 above

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Employment	106	Non-payment of salaries	7. Failure to pay a worker's salary for more than 6 consecutive months	All licencees	<ul style="list-style-type: none"> ✦ RAKEZ will strike off the licence of the non-complaint licencee ✦ The owners of the licencee will be black listed/prohibited to transact any business within RAKEZ ✦ The non-compliant licencee will be liable to pay a penalty of thrice the amount mentioned in item 5 above ✦ Electronic notification will be sent to non-compliant licencee ✦ If the failure to pay salaries continues, an inspection visit to the facility will be conducted after 6 months from the date of non-payment, in order to ensure the existence of the employment relationship. In case there is no active employment relationship, the violating licencee will be referred to the Public Prosecution
	107	Labor Strike	Suspension for all services till issue is resolved	AED 10,000	NA
Accounts	108	Licencee issues a bounced cheque to Authority	<ul style="list-style-type: none"> • AED 500/cheque + notifying client of the bounced cheque • Block of customer ID in system • Suspension of all services • Right to revoke licence and lease 	Forward case to legal department for actions if no settlement agreement reached	NA
	109	Non oayment of outstanding balance	Block of Customer ID in system	Suspension of all services	NA

The imposition on any licencee of any penalty under these Violation Codes shall be without prejudice to any other liability which such licencee may incur, or may have incurred, under UAE laws for the time being in force.