

حكومة رأس الخيمة
Government of Ras Al Khaimah



RAKEZ SIGNBOARD STANDARDS

FIRST EDITION - 2024

TABLE OF CONTENTS

Foreword	3
Section A - General	3
1. Introduction.....	3
2. Approach of the RAKEZ Signboard Standards.....	3
3. Scope and Applicability	4
4. Definitions	4
Section B – Signboard Standard Framework	5
5. Signboard Typologies	5
5.1 Customer-Specific Signboards	5
5.1.1 Land facility signboards (Factories built by clients).....	5
5.1.2 Warehouse Signboard (For prebuilt units)	6
5.1.3 Retail Signboards (For shops)	8
5.1.4 Projected Wall Signboard	10
5.1.5 Way Finding Signboard.....	11
5.2 Advertisement Signboards	12
5.2.1 Billboard On Top of Building.....	12
5.2.2 Unipole Signboard.....	13
5.2.3 Sign On Street Lamp-Pole	13
5.2.4 Building Wall Banners	14
5.2.5 Road Flags.....	14
5.2.6 Roll-Up (Indoor)	14
6. Health And Safety	15
6.1 Location and Traffic Safety.....	15
6.2 Fire, Life and Safety	16
6.3 Material Requirements	16
6.4 Electrical Requirements	17
6.5 Operational and Maintenance Requirements	17
Appendix A: Illustrative Sketches - 3D Letters	19

Foreword

The RAKEZ Signboard Standard covers the key technical requirements for designing and implementing the signboard system within the jurisdiction of Ras Al Khaimah Economic Zone. It establishes a set of core rules and guidelines which must be applied to ensure a standardised signboard practice throughout the jurisdiction. It also provides guidance for the implementation and the long-term successful operation of the system and organises the components of the signboard into a logical framework that creates an environment that is easily navigated by clients, service personnel and visitors.

Section A - General

1. Introduction

Signboards play a crucial role in identifying client facility locations on-site. This signboard standard aims to ensure well-designed and strategically positioned signboards. It outlines the requirements for different types of signboards, including those for land, warehouses, and directional purposes. Effective signboards are essential for guiding visitors, enhancing visual appeal, and ensuring safety within built environments. The Signboard Standard, commonly referred to as “the Standard,” provides comprehensive guidelines for designing and implementing various types of signboards.

Key considerations covered by the Standard include:

- Placement and design: Strategically positioning signs for efficient navigation.
- Aesthetic impact: Balancing visual appeal while maintaining environmental considerations.
- Safety: Ensuring compliance with building regulations to protect occupants and visitors.
- Legal compliance: Ensuring adherence to all applicable local and federal laws and regulations governing signage, including accessibility, zoning, and liability considerations.
- Functionality and visibility: Ensuring signs are legible and functional, with clear messaging, appropriate lighting, and optimal size for their intended audience.

2. Approach of the RAKEZ Signboard Standards

The RAKEZ Signboard Standards framework outlines a common basis for managing signboards to ensure uniformity, safety, and compliance across all facilities within RAKEZ. The development of this framework is driven by five key imperatives:

- Start with user needs:** The signboard standards only hold value if they are practical and meet the requirements of potential users. The standards provide users with practical tools to address their signboard needs effectively, ensuring clear identification and direction within RAKEZ facilities.
- Take a principles-based approach:** The RAKEZ Signboard Standards are built around a set of core principles for signboard management and usage, as outlined in Section B of the document. While all entities are expected to adhere to these principles, there is flexibility in how each entity implements them, allowing for customization based on specific needs. Mandatory requirements are limited to:
 - Specifying the outcomes each entity should achieve without dictating the exact steps to get there.
 - Defining critical requirements necessary to meet RAKEZ's broader goals, ensuring entities can reasonably comply given a transition period.

- c. **Build on international best practices:** The standards incorporate international best practices for signboard management, drawing from global standards and relevant guidelines. These standards provide clear governance structures and technical guidelines for data interoperability and metadata, ensuring that signboards are managed as valuable assets.
- d. **Contextualize for the UAE:** The RAKEZ Signboard Standards adapt international best practices to the specific context of the UAE. By leveraging local regulations and requirements, the standards ensure that signboards within RAKEZ are not only compliant but also culturally and operationally relevant.
- e. **Technology neutrality:** The framework does not prescribe specific technologies for signboard installations. Instead, it allows for flexibility in the underlying systems and infrastructures, ensuring that the principles and standards can be applied regardless of the chosen technology.

This structured approach ensures that signboards within RAKEZ are consistent, safe, and effective, aligning with both local and international standards. The detailed guidelines cover all aspects of signboard management, from design and installation to maintenance and compliance, providing a comprehensive resource for all stakeholders.

3. Scope and Applicability

The Signboard Standards document provides comprehensive guidelines for the design, installation, and management of all types of signboards within various facilities and common areas, including advertisement signboards and wayfinding signs. Adherence to these standards ensures uniformity, safety, and compliance with all relevant regulations for stakeholders.

All trademarks, including brand names, shop names, and any other distinguishing marks displayed on signboards must comply with the provisions of Federal Decree /Law on Trademarks, and the necessary approvals must be obtained from the relevant authorities. This standard governs the specifications for signboards only, and RAKEZ holds no legal responsibility for any violations related to unapproved trademarks or brand names.

Key aspects covered:

- **Requirements:** The standards specify the necessary characteristics and specifications for different types of signboards, including placement, size, font, and materials.
- **Integration with RAKEZ Regulations:** Stakeholders should refer to relevant building codes in conjunction with these standards to ensure seamless execution. The integration ensures that signboards align with broader construction and safety guidelines.
- **Approval Procedure:** The document provides clarity on the approval process before installing signboards on-site. It outlines the steps required to obtain necessary permits and ensures compliance with legal requirements.
- **Enforcement Measures:** Effective enforcement strategies are discussed, including audits and penalties for non-compliance. These measures help maintain the quality and consistency of signboards across different facilities.

4. Definitions

- a. **UAE:** United Arab Emirates
- b. **HS&E Department:** Health, Safety & Environment Department
- c. **RAKEZ:** Ras Al Khaimah Economic Zone
- d. **TSS:** Technical Support Services
- e. **NOC:** No Objection Certificate

f. **EtihadWE:** Etihad Water and Electricity

g. **RAK Municipality:** Ras Al Khaimah Municipality

Section B – Signboard Standard Framework

5. Signboard Typologies

Signboards are categorized into two main types: Customer-Specific Signboards and Advertisement Signboards.

5.1 Customer-Specific Signboards

5.1.1 Land facility signboards (Factories built by clients)

A. General requirements

- Prior approval from RAKEZ is mandatory for the proposed artwork and prior any installation work on site.
- It should also follow RAKEZ requirements and building regulations.
- Display should contain trade name (as in licence) in English and Arabic, along with company logo.
- The client signboard should be positioned facing the road(s) and should be easily visible from road.
- Client signboards can also be installed on the boundary wall of the facility following the requirements.

B. Size and section:

- The signboard must have a minimum size of 1500 mm in length and 1200 mm in width. However, this may be evaluated on a case-by-case basis to ensure it is proportionate and appropriate for the elevation at which it will be installed.
- Overlapping of signboards are not allowed.
- Allowable projection of any signboard is 250mm or subject to RAKEZ approval.
- The minimum clearance between sign edge and signage content shall be 100 mm.
- It is recommended to have 3D letters considered for the design. Materials can be aluminium, stainless steel or acrylic.

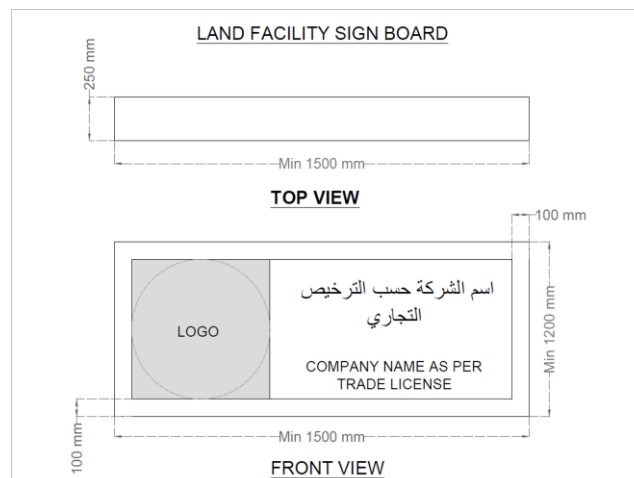


Fig. 1: Land Facility Signboard Sample

C. Supports:

- Installation of signboard to be directly on the Façade or boundary wall to provide a backing from aluminium cladding panels with matching color to the building cladding material.
- Lightweight material for signboard fabrication is only allowed.
- All supports should be capable enough to carry the signboard with full design studied by a consultant or a specialised contractor.
- Proper supervision should be maintained during the Installation of the signboard with a minimal opening on the shed sheet panels/walls.

D. Lights (if required):

- It is recommended to include lights on signboards; however, it is not mandatory.
- In case lights are required, it shall be:
 - All lights related to signboards should be of durable LED type.
 - Light transformers to be concealed and should not make noises during operations.
 - No exposed wires, trunking or light transformers will be allowed.
 - All wiring and electrical work should follow standard regulations.

E. Maintenance:

- Regular maintenance to be maintained to the signboard including all its parts in order to keep the good looking for the overall area.
- Proper closures and sealant work to be provided after installing the signboard.
- It is client responsibility of installation and maintaining the signboards having the full liability in terms of any incidents.

F. Sublessee is required to install their signboard subject to the below requirements:

- The sublessee must obtain a NOC letter from the sublessor allowing him to install a signboard to his facility.
- The sublessee must obtain an undertaking from the sublessor to remove the signboard once the sublease period is terminated or expired.
- The sublessee shall comply with the signboard requirements provided for herein.

5.1.2 Warehouse Signboard (For prebuilt units)

A. General requirements:

- Prior approval from RAKEZ Department is mandatory for the proposed artwork and prior any installation work on site.
- This should also follow RAKEZ requirements and building regulations.
- Display should contain trade name (as in trade licence) in English and Arabic, along with company logo.
- The client should have at least one signboard Installed to the unit.
- In the case of a client having multiple units, a primary signboard must be installed as a minimum requirement, adhering to the specified sizes and sections. All remaining units are required to install a mini signboard on the right side of the entrance, with dimensions of 297 mm in height and 420 mm in length. The signboard must display the company name as per the trade license, in both English and Arabic.

B. Size and section:

- The Maximum size of allowable warehouse main signboard is 2400 mm in length X 1000 mm in width and should not protrude beyond the edge of the warehouses. This can be studied also as case by case related to site constraints.
- Warehouse main Signboard to be in center and 100 mm above the main door only.
- Overlapping of signboards is not allowed.
- Allowable projection of any Warehouse main Signboard is 250 mm.
- Minimum clearance between Warehouse main Signboard edge and signage content shall be 100 mm.
- Signboard Materials can be aluminium or stainless steel or Acrylic. It is recommended to have 3D letters considered for the design.

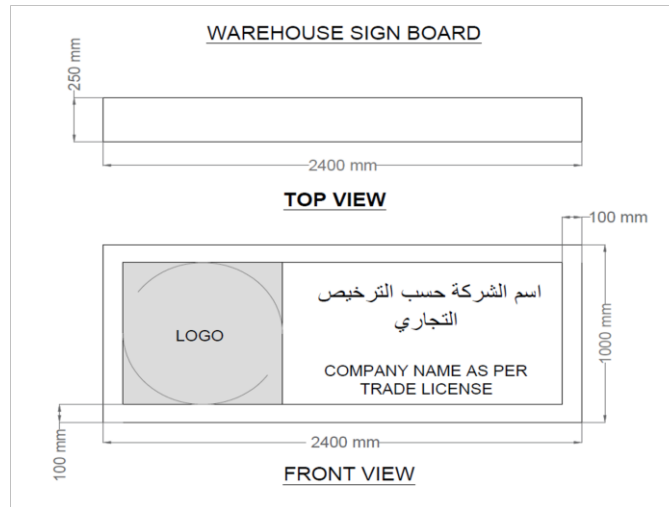


Fig. 2: Warehouse Main Signboard Sample

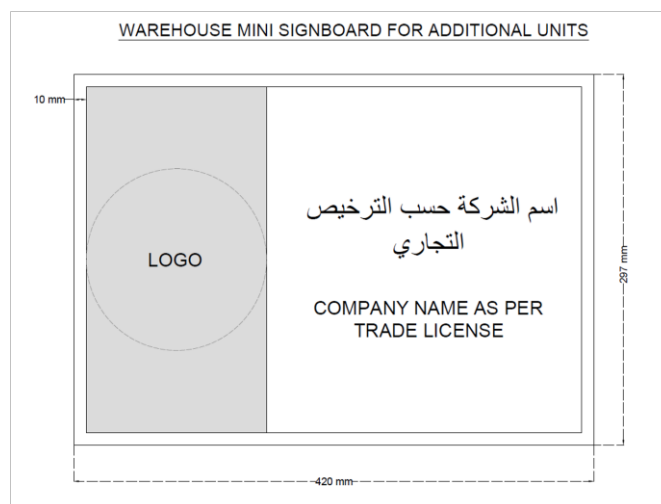


Fig. 3: Warehouse Mini Signboard Sample for Additional Units

C. Supports:

- Installation of signboard to be directly on the Façade or to provide a backing from aluminium cladding panels with matching color to the building cladding material.
- Light weight signboard is only allowed.

- All supports of to be capable enough to carry the signboard with full design studied by a consultant or a specialised contractor.
- Proper supervision to be taken care of during the Installation of the signboard with a minimal opening on the shed sheet panels/walls.

D. Lights (if required):

- All signboard lighting shall utilise LED technology.
- Light transformers to be consoled and should not make noises during operations.
- No exposed wires, trunking or light transformers will be allowed.
- Light boxes are not recommended.
- All wiring and electrical work should follow standard regulations.

E. Maintenance:

- Regular maintenance to be maintained to the signboard including all its parts in order to keep the good looking for the overall area.
- Proper closures and sealant work to be provided after Installing the sign board.
- Once moving out, client to retain the place as its previous conditions Including the replacement of shed sheet panels in case of main damages.
- It is client responsibility of installation and maintaining the signboards having the full liability in terms of any incidents.

5.1.3 Retail Signboards (For shops)

A. General requirements:

- Prior approval from RAKEZ is mandatory for the proposed artwork and prior any installation work on site.
- This should also follow RAKEZ requirements and building regulations.
- The display should contain the company name as per the license, in both English and Arabic, alongside the company logo. The client may also include their brand name or shop name in a similar manner to the example (Fig.4) shown below.
- The client should have at least one signboard installed to the unit.

B. Size and section:

- The Maximum size of allowable signboard is 1000 mm height, and the sign width shall not exceed the store front width. The signboard must only be placed above the shop glass spans in the designated location. This can be studied also as case by case related to site constraints.
- Signboards to be in the center and 100 mm above the main doors only.
- Minimum clearance between sign edge and signboard content is 100 mm.
- Overlapping of signboards are not allowed.
- Allowable projection of any signboard is 100 mm.
- It is recommended to have 3D letters considered for the design. Materials can be aluminium, stainless steel or acrylic.

C. Supports:

- Installation of signboard to be directly on the Façade or to provide a backing from aluminium cladding panels with matching color to the building cladding material.
- Lightweight signboard is only allowed.

- All supports to be capable enough to carry the signboard with full design studied through a consultant and a specialised contractor.
- Proper supervision to be taken care during the Installation of the signboard with a minimal opening on the shed sheet panels/walls.

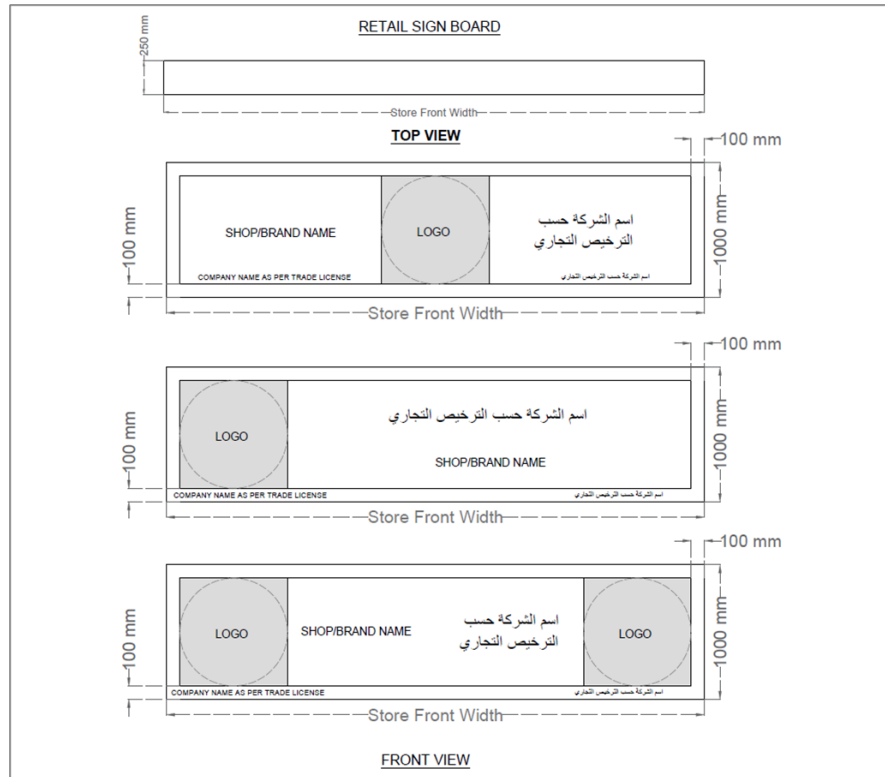


Fig. 4: Retail Signboard Sample

D. Lights (if required):

- All signboard lighting shall utilise LED technology.
- Light transformers to be consoled and should not make noises during operations.
- No exposed wires, trunking or light transformers will be allowed.
- Light boxes are not recommended.
- All wiring and electrical work should follow standard regulations.

E. Maintenance:

- Regular maintenance to be maintained on the signboard including all its parts in order to keep the good looking for the overall area.
- Proper closures and sealant work to be provided after Installing the sign board.
- Once moving out, client to retain the place as its previous conditions Including the replacement/repair shall be done in case of damages.
- It is client responsibility of installation and maintaining the signboards having the full liability in terms of any incidents.

5.1.4 Projected Wall Signboard

A. General requirements:

- This is an optional signboard and not mandatory. The client can install the signboard based on their specific requirements, subject to approval from RAKEZ.
- The client should install the projected wall signboard as an additional signboard apart from the facility/warehouse/retail main signboard. Only one additional sign is allowed per commercial store.
- Prior approval from RAKEZ is mandatory for the proposed artwork and prior any installation work on site.
- The building's architectural form and appearance shall be considered to determine the best installation location.
- This should also follow RAKEZ requirements and building regulations.
- Signboard must fit within and complement the architectural features of the building and should not obscure any window or opening or balcony.
- All signboards must have a vertical clearance of a minimum of 2500 mm from the footpath level.
- Projected Signboard from balconies or building facades with balconies is prohibited.
- The sign shall be located at the same height as the Fascia Zone or Parapet Zone, whichever is more suitable.
- The display should include only the company logo and the brand or shop name, if needed.

B. Size and section:

- Maximum sign length and height is 500 mm and shall be equal to maintain the symmetrical shape.
- Minimum clearance between sign edge and signboard content shall be 50 mm.
- The maximum clear projection from the wall shall not exceed 200 mm.
- It is recommended to have 3D letters considered for the design. Materials can be aluminium, stainless steel or acrylic.

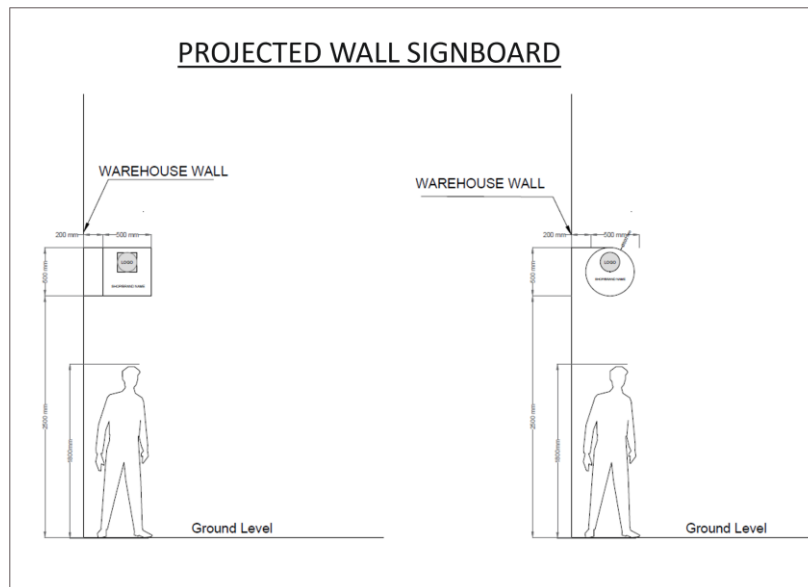


Fig. 5: Projected Wall Signboard Sample

C. Supports:

- All supports of to be capable enough to carry the signboard with full design studied by a consultant and a specialised contractor.
- Proper supervision to be taken care of during the Installation of the signboard with a minimal opening on the shed sheet panels/walls.

D. Lights (if required):

- All signboard lighting shall utilise LED technology.
- Light transformers to be consoled and should not make noises during operations.
- No exposed wires, trunking or light transformers will be allowed.
- Light boxes are not recommended.
- All wiring and electrical work should follow standard regulations.

E. Maintenance:

- Regular maintenance to be maintained to the signboard including all its parts in order to keep the good looking for the overall area.
- Proper closures and sealant work to be provided after Installing the sign board.
- Once moving out, client to retain the place as its previous conditions Including the replacement/repair shall be done in case of damages.
- It is client responsibility of installation and maintaining the signboards having the full liability in terms of any incidents.

5.1.5 Way Finding Signboard

A. General requirements:

- Proposed content shall be aligned with the available slots in the wayfinding signboard structures. Prior approval shall be obtained from RAKEZ.
- Content allowed on the sign:
 - Company name (as per trade licence).
 - Company logo.
 - Direction to the company facility.
- Consider the geographic condition, road direction, traffic volume etc. while choosing the location within RAKEZ Wayfinding Signboard.
- Clients can rent a pre-defined slot subjected to the availability of slot in the wayfinding structure.

B. Design and Size:

- Maintain a uniform size (pre-defined) for each slot (Preferably: 1.20 m in length X 0.40 m in width)
- Minimum clearance between sign edge and content shall be maintained.
- Consider using materials can be aluminum, stainless steel, or acrylic.

C. Supports:

- Ensure the support structure or pole is sufficient to adequately support the signboard.

D. Lights (if required):

- Use LED lights exclusively to ensure consistent and reliable illumination.
- Ensure all electrical connections are secure and meet safety standards. Alternatively, consider using solar power for a sustainable option.
- Conceal all wiring and trunking to maintain a tidy and professional appearance.

- Avoid using light boxes to achieve a streamlined and modern design.
- Follow all applicable wiring and electrical regulations to ensure safe and compliant installation.

E. Maintenance:

- Regularly maintain the signboard structure and its parts.
- Provide proper closures and sealant work after installation.
- Upon moving out, or not renewing prior intimation shall be made to RAKEZ.
- RAKEZ are fully liable for installation and maintenance of the wayfinding signboards within the rental period.

5.2 Advertisement Signboards

5.2.1 Billboard On Top of Building

General standard requirements:

- In the case of putting an advertising signboard above a building's roof, height shall not exceed 1/3 of the building height or 6m from the building roof and shall not conflict with civil aviation requirements.
- Setback 2 m from each side of building when fixing the board and must setback at least 1.5 m from the edge of the roof.
- Sign not to exceed 75% of the width of the building.
- All supports and installations of signboard shall be from a nonflammable material.
- The location of the signboard shall not cause any harm to the people using the building.
- The structural drawings for the advertising design shall be prepared and submitted through a certified consultant approved by RAK Municipality.
- The illuminated advertising location must be in a place that meets security and safety conditions.
- 3D sign must be fixed safely and meet applicable Building Regulation requirements.
- Clean finishing and hidden structure must be considered in fixing.
- Fire distinguisher must be provided at site.
- Any needed electrical equipment and transformer shall be safely and well concealed with screen or landscape to comply with the requirements of EtihadWE.
- Special requirements for roof top - electronic sign board:
 - The view must be only static.
 - The single viewing time must be only 10 seconds.
 - The time to change the view must be only 1 second.
 - The written text message must be static.
 - The board must have a static view during periodic maintenance.
 - The level of illumination must adjust according to ambient light levels & color consistency.
 - Maximum one board can be installed on the same building.
 - The signboard structure must be well concealed from all sides.
 - The signboard must setback at least 1.5 m from the edge of the roof and Setback 2 m from side.
- Must observe all the traffic safety precautions throughout installation & removal.

5.2.2 Unipole Signboard

General standard requirements:

- The minimum distance between an advertisement and another advertisement located on the same street is 500 m.
- The locations of the signs must be planned in accordance with the layout of the RAKEZ master plan and must also take future developments at the RAKEZ into account.
- The design and installation of the advertisement must be in accordance with the principles, technical requirements and engineering conditions, provided that the advertisement is designed by a consultant approved by RAK municipality.
- The entire surface of the advertisement must not exceed 72 m².
- The width of the billboard must not exceed 12 m.
- The height of the billboard pole must not exceed 9 m, and the length of the billboard must not exceed 6 m. Therefore, the maximum net height of the billboard above the sidewalk level is 15 m.
- The minimum clearance (headroom) of advertising signboard frame should be 6 m higher than the asphalt surface or verge.
- All sides of the sign should conceal any signboard components, connections, lighting fixtures or internal structural elements.
- The distance between the signboards and the street edge should be at least 2.5 m.
- Thermally painted aluminium or metal frame

5.2.3 Sign On Street Lamp-Pole

General standard requirements:

- The design, installation and installation of the advertisement must be in accordance with the principles, verbal requirements and engineering conditions, provided that the advertisement is designed by an approved consultant.
- The height of the sign must not be less than 2.5 m from the edge of the road.
- The protrusion of the plate must not exceed the edge of the road.
- It is not permitted to place more than one billboard on a single lighting pole.
- The signboard material should be durable and weather resistant.
- Consider using materials like aluminium, stainless steel, or high-quality plastics.
- Ensure that the sign can withstand exposure to sunlight, rain, and wind.
- The signboard material should be durable and weather resistant.
- Consider using materials like aluminium, stainless steel, or high-quality plastics.
- Ensure that the sign can withstand exposure to sunlight, rain, and wind.
- The signboard material should be durable and weather resistant.
- Consider using materials like aluminium, stainless steel, or high-quality plastics.
- Lampposts signs are not permissible on median islands which are less than 2.5m wide.
- Lampposts on sidewalks must provide a minimum lateral clearance for pedestrian movement of 1.2m and preferably 2m.
- All sign on streetlamp-pole must be internally illuminated with LED lights.

5.2.4 Building Wall Banners

General standard requirements:

- Prior approval from RAKEZ is mandatory for the proposed artwork and prior any installation work on site.
- The building's architectural form and appearance shall be considered to determine the best installation location.
- The banner's area should not exceed 50% of the surface area of the building facade.
- Must not project more than 0.30 m from the wall.
- Must not obscure or block a balcony, or a window, or any opening designed for the purpose of lighting or ventilation.
- More than one advertisement signboard is prohibited on the same building facade.
- Fixing wall banners (sing board) is prohibited with existing roof top sign on same building facade.
- In case signboards Use high-density polyethylene (HDPE) or PVC fabric that is UV-resistant and weatherproof. Construct frames from rust-proof aluminium or galvanised steel and utilise stainless steel or galvanised fasteners to prevent corrosion.
- Design banners to withstand wind loads accordingly and ensure the frame and fasteners can support the banner's weight and any additional environmental loads.
- Use energy-efficient LED lights if needed, ensuring compliance with Etihad-WE electrical codes and avoiding glare.
- Design the installation to allow for easy maintenance and replacement.

5.2.5 Road Flags

General standard requirements:

- Maximum height of the flags to be 4 m and maximum width to be is 1 m. Custom sizes may be allowed but should maintain a proportionate aspect ratio.
- Should be at least 20 m from the closest traffic control sign or traffic signal.
- No illumination is permitted.
- Minimum spacing between the flags on the internal roads is 20 m.
- Ensure placement does not obstruct road signs, signals, or create a distraction to drivers.
- Flags should be rated to withstand high winds.
- Encourage the use of recyclable or biodegradable materials where possible.

5.2.6 Roll-Up (Indoor)

General standard requirements:

- The maximum height of the roll-up should not exceed 2.0 m, and the maximum width should be 1.0 m (subject to the installation location).
- The roll-up location within the building must be fixed.
- Illumination is not allowed for the roll-up.
- The roll-up should not obstruct any access points or emergency exits.
- If the roll-up might cover existing displays, official approval from the display owner is necessary.

- Ensure proper fixers with counterweights to prevent unintended movement or falling of the roll-up.
- Encourage the use of recyclable or biodegradable materials where possible.

6. Health And Safety

6.1 Location and Traffic Safety

A. Preventing obstruction

- Signboard lighting must not obstruct traffic, impair the vision of approaching drivers, or create visibility issues for the public. It should be non-intrusive, with controlled luminance levels to prevent excessive brightness that could disrupt neighbouring business operations.
- Signboards must not obstruct doors, openings, emergency exits, evacuation areas, fire life and safety system and / or utility services. Signboards must be designed to ensure that public safety (emergency access, injury to pedestrians, etc.) is not compromised.

B. Non-permitted installation area

- Signboards must not be placed on a tree or other unapproved structures.
- Signboard or signboard structure must not protrude into road carriageway, pedestrian lane and/or parking surface.
- A freestanding signboard must not overhang over the road carriageway and/or pedestrian lane. The following safety distance shall be maintained:
 - 1.5 m setback from the edge of the carriageway and pedestrian.
 - 2.5 m height distance from the level of the carriageway and pedestrian.

C. Sizes, visibilities and lightings

- Signboards should be adequately sized as per this standard.
- High-quality materials for signboards or illuminated signs shall be used to ensure they are readable and easy to understand.
- The sign should be oriented in a manner that does not create headlight reflections in the driver's line of sight. As a guideline, angling a sign 5 degrees away from right angles to the driver's line of sight can minimize headlight reflections.
- For nighttime use, the signboard (whether internally illuminated or lit from its exterior) must not cast a shadow on areas that were previously lit and that have a special lighting requirement, e.g. pedestrian crossings.
- The light sources for illuminated signs must focus solely on the sign and be shielded so that glare does not extend beyond the sign.
- Advertisement signboards must not imitate traffic control devices such as traffic lights and must not use dominant colours that could compete with the colours of large traffic signs.
- Advertisements must not contain reflectors that could be mistaken for traffic control devices at night.

D. Building roofs and fences

- Signboards fixed on buildings' roofs and those placed on fences, boards and holders that are fixed on the ground shall be secured with strong latches.

E. Risk assessment study permits and signboard contents

- A method statement and risk assessment study will be conducted for the installation and maintenance of the signboards.
- Necessary permits shall be secured from relevant authorities before implementing any road closures for signboards installation or maintenance, if required.
- Advertisements should not contain messages that are distracting or inconsistent with road safety principles.

6.2 Fire, Life and Safety

- Signboards materials and specifications must comply with the requirements of the UAE Fire and Life Safety Code of Practice.
- Ensure that illuminated signboards do not interfere with emergency lighting systems.
- Provide clear, visible emergency exit signs that comply with fire safety regulations.
- Regularly inspect and maintain all signboards to ensure they do not pose a fire hazard over time.
- Implement a maintenance schedule to check for and repair any damage that could compromise the fire-resistant properties of the signboard materials.
- Ensure that the placement of signboards does not block or impede access to Fire Life and Safety System and emergency response areas.
- Use non-toxic materials for signboards to prevent the release of harmful fumes in the event of a fire.

6.3 Material Requirements

- Signboards should be constructed of materials that maintain a good quality finish and colour.
- The materials for external signboards must be readily washable to remove dust deposits.
- All materials used for constructing signboards must be strong, high-quality and weather resistant.
- Sandwich board and flag banners are not permitted for permanent purposes as it may damage during strong wind and heavy rains. However, it can be permitted for temporary purpose subject to the approval from RAKEZ.
- Materials to be used for signboard shall match the environmental conditions of the workplace, intended location of signs and planned installation methods. The following factors shall be considered:
 - Indoor vs. outdoor conditions.
 - Fade resistance.
 - Lighting conditions.
 - Temperature extremes and variations
 - Emergency lighting conditions
 - Graffiti-resistant characteristics (typically for outdoor signs)
 - Adhesives that will bond the safety signboard to the intended mounting surfaces.
 - Wash-down conditions.
 - Maintenance and cleaning procedures.

- Ensure that the illuminated signs are bright enough to be visible, without causing glare and as per applicable ISO Standards (ISO/CIE 19476:2014, ISO 8995-1:2002, ISO 8995-2:2002, ISO 13201 series, etc.)
- The use of light with neon gas, flashing, blinking, flickering or animated lighting, or any other highly reflective material, is not permitted. The use of fluorescent or otherwise bright colours within any part of a sign is strongly discouraged as it could cause distraction to the drivers.
- Signboards must be constructed of durable materials and must not present any fire risks. Signboards placed within the industrial or commercial areas must be made up of non-combustible materials that obstruct the spread of fires.
- Consider Incorporating anti-graffiti coatings on sign surfaces to facilitate easy cleaning and maintain a professional appearance.

6.4 Electrical Requirements

- All electrical installations and fittings shall be in accordance with “The Electricity Wiring Regulation” of EtihadWE
- All electrical cables / wirings shall not be visible and shall be isolated from the public.
- Any additional power requirements e.g. additional electrical load, installation of generator, solar power and other source of power shall necessitate approval from relevant authorities.
- All cabling/wiring and any such electrical equipment must be properly insulated to ensure such equipment does not present a safety/fire hazard or an unacceptable visual impact.
- All conduits, cabling/wiring, switches, control panels or other electrical apparatus installed on a wall signboard shall be concealed from general view and the same shall be certified by the manufacturer for indoor and outdoor usage.
- Electrical current transformers, light pipes and the connected equipment shall be in safe and well-ventilated places where only authorised persons can enter.
- Switches and fuses shall be on board or boards made of dielectric material and licensed by Etihad-WE Authority.
- All metal parts used in the structuring of the signboards including the holders, transformers and electrical connections shall be connected to the ground according to the technical electrical specifications.
- The electric current transformers shall be tightly covered, waterproof and well ventilated.

6.5 Operational and Maintenance Requirements

To ensure safety and effectiveness, signboards must be maintained regularly and kept in good condition, preventing fading from exposure to direct sunlight. Additionally, any work conducted in areas where the public typically has access must be properly secured to prevent public entry during the maintenance.

A. Essential procedures

- Establish a Safe Procedure for regular cleaning and maintenance during the designing and installation phase of the signboards.

- Establish an emergency procedure for incidents or bad weather conditions occurring during maintenance, including first aid measures, emergency response and communication protocols.
- Establish procedure on use of appropriate personal protective equipment (PPE) such as helmets, gloves, safety goggles, full-body harness and other protection during maintenance tasks to protect workers from potential hazards.

B. Essential assessment in the area

- Work adjacent to or below power lines presents a work hazard area. The work area should always be surveyed for the presence of power lines, dangerous materials, traffic conditions and/or foot traffic conditions prior to commencement of work and take necessary precautions and approvals as per ETIHAD-WE.
- Signboards shall be inspected regularly, and any damage to the sign material or supports shall be corrected immediately. This shall be carried out only by the trained operatives.
- Conduct a weather forecast for the area prior to commencing maintenance work or during the maintenance works. If adverse weather conditions are predicted, suspend the work.
- Signboards shall be inspected after each adverse weather condition, and necessary actions must be taken to ensure the signboards do not pose any potential risk to the public.

C. Working at height and use of mechanical equipment

- Boom trucks, scissor lifts, self-propelled booms and travel towers are all frequently used to gain access to signs. This equipment shall be inspected and certified by a 3rd party consultant registered with RAKEZ HSE prior to use. Also, it shall be operated only by a licensed operator intended for its purpose.
- Man-Basket to be used shall be inspected and certified by a 3rd party consultant registered with RAKEZ HS&E. This equipment shall be securely attached to the lift when in use.
- Full body safety harnesses should be worn anytime the work zone is more than 2 m above the ground level. Harnesses are to be secured by a rope or cable designed for that purpose and attached to the structure in an approved manner. Strictly follow RAKEZ HS&E Regulations.
- Signboards must be designed in such a way as to facilitate access with a step ladder to inspect and maintain the sign or replace the advertisement. Large format signboards suggested having permanent ladder rungs on the pole structure located no higher than 3 m above the ground.
- The ladder length should be sufficient to reach the desired height at a 1:4 ladder slope and all ladder safe working techniques shall be practices during maintenance or installation or dismantling stages.

Appendix A: Illustrative Sketches - 3D Letters

