

UAE Labour Law – Based on the UAE Federal Decree-Law No. 33 of 2021

Course Duration: 4 Days (8 hours/day)

Day 1: Introduction & Key Employment Concepts

Module 1: Overview of UAE Labour Law

- Historical background and evolution of labour laws in the UAE
- Scope of the Federal Decree-Law No. 33 of 2021
- Relationship with UAE Free Zone laws
- Ministry of Human Resources and Emiratisation (MOHRE) role

Module 2: Employment Contracts

- Types of contracts: Limited vs Unlimited (transition to fixed-term contracts)
- Probation period rules
- Key contract clauses
- Arabic vs bilingual contracts

Module 3: Employee Categories & Work Models

- Full-time, part-time, temporary, and flexible work
- Employment of minors and women
- Emiratisation rules and national hiring quotas

Group Activity:

- Drafting and reviewing sample employment contracts
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Day 2: Rights, Obligations, and Benefits

Module 1: Working Hours & Leave Entitlements

- Working hours, rest breaks, and overtime
- Official public holidays
- Annual, sick, maternity, paternity, study, and compassionate leave
- Leave calculation methods

Module 2: Employee Rights & Employer Obligations

- Equal pay and non-discrimination
- Workplace safety and health regulations

- Wage Protection System (WPS)
- Disciplinary rules and grievance procedures

Module 3: Salary and Benefits

- Salary structure and payment methods
- End-of-service gratuity calculation (old and new systems)
- Deductions and benefits in kind

Case Studies:

- Real-world scenarios on leave disputes and gratuity calculations
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Day 3: Termination, Disputes & Compliance

Module 1: Termination of Employment

- Valid grounds for termination (employer vs employee initiated)
- Termination notice period
- Summary dismissal and unfair dismissal
- Redundancy and force majeure clauses

Module 2: Dispute Resolution and Labour Courts

- Internal grievance handling
- MOHRE complaint process
- Labour court procedures and timelines
- Settlement agreements

Module 3: Compliance and Penalties

- Inspections and audits by MOHRE
- Penalties for non-compliance
- Record-keeping and reporting obligations

Practical Exercise:

- Drafting termination letters and calculating dues
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Day 4: Special Topics, Free Zones, and Updates

Module 1: Labour Law in Free Zones

- DIFC and ADGM employment laws vs mainland UAE
- Key differences and employer obligations
- Transfers between mainland and free zones

Module 2: Recent Updates and Future Trends

- New amendments and executive regulations (latest updates from 2023–2025)
- Digitalisation and remote work policies
- Emiratisation progress and impact on private sector

Module 3: Interactive Q&A and Final Review

- Open forum for case-specific queries
- Summary of key compliance takeaways
- Best practices in employment lifecycle management

Final Assessment

- Final knowledge check or case study presentation