



**MINISTERIAL DECREE NO. (31) OF 2018  
CONCERNING THE INTRODUCTION OF PART TIME EMPLOYMENT  
CONTRACTS**

**The Minister of Human Resources and Emiratization:**

- HAVING REVIEWED FEDERAL LAW NO. (1) FOR 1972 AND THE AMENDMENTS THERETO REGARDING MINISTRY COMPETENCIES AND MINISTERIAL POWERS, AS AMENDED,
- FEDERAL LAW NO. (8) OF 2010 CONCERNING THE REGULATION OF LABOR RELATIONS, AS AMENDED, AND
- AT THE PRESENTATION OF THE UNDERSECRETARY OF HUMAN RESOURCES AFFAIRS,

**Decrees:**

**Article 1**

Wherever they occur herein, the following words and expressions shall have the meaning assigned to them, unless the context requires otherwise:

**Ministry:** The Ministry of Human Resources and Emiratization

**Original Employer:** The employer who introduces the workers from outside the UAE to work under the Part Time Employment System, or an employer connected from within the UAE with the worker under the Part Time Employment System.

**Additional Employer:** Any employer, other than the original employer, with whom the worker is connected with a labor relation at the same time of his connection with the original employer.



**Part Time Employment Contract Form:** A contract under which the employer and the (national or foreigner) worker agree that work hours shall be less than the normal ones (eight hours per day) and under which the worker can work for more than one employer without the permission of any employer for whom he worker. Such Part Time Contract shall be according to the Ministry's approved forms and shall be hereinafter referred to as "Part Time Contract" or "Part Time System".

#### **Article 2**

The Part Time Contract shall be introduced into the Ministry, under which the employer and the worker may agree on the performance of one of Skill levels 1, 2 or three jobs applicable in the Ministry. Such agreement between the parties shall be in compliance with the controls set out in the following Articles hereof.

#### **Article 3**

A worker working under the Part Time System may:

- a- Work for the original employer for less than eight hours per day, or less than 48 eight hours per week. In all case, work hours may not be less than twenty hours per week.
- b- Work for more than one employers at the same time, without the permission of the original employer or any other employer for whom he works.

#### **Article 4**

A worker under this System:

- a- May work for another employer only after obtaining a work permit from the Ministry.



b- Shall perform the part time job in compliance with all the Ministry's applicable controls and behavior, safe regarding work hours, regarding which he shall be obliged only to work for the hours provided for in the Part Time Contract, subject to Article 5(a) hereof.

#### **Article 5**

The employer under this System may not:

- a- Require the worker to work for more than the hours agreed on unless with the worker's written consent.
- b- Prevent the worker from working for another establishment similar to his own under the pretext of No Competition or preventing the disclosure of work secrets, unless a court judgement to that effect is delivered.

#### **Article 6**

- a- The original employer shall be liable for the worker's annual leave and end-of-service gratuity as well as any other financial obligations in proportion with the actual work hours and the wage received by the worker.
- b- The worker may agree with the additional employer on any benefits similar to those provided for in item (a) hereof.
- c- Safe the provisions of items (a) and (b) hereof, an employer shall provide the workers with the other work requirements provided for in the Ministry's regulations, unless otherwise agreed by the parties.

#### **Article 7**

The Ministry shall advise every (original and additional) employer of the entities for which the worker works upon the worker's reception of a work permit from the Ministry. The worker shall advise every one of his employers of the same.



### Article 8

The Ministry may not permit a worker to work for more than 48 hours per week or 144 hour per three weeks. In cases of necessity as stated by the worker, the latter may be permitted to work for 60 hours per week. The weekly rest of the worker may not be less than one day.

### Article 9

A- Part Time Employment shall be governed by the same rules, controls and penalties applicable to the conclusion, renewal and termination of ordinary employment contracts with or without a fixed term.

B- The original employer shall assume the fees chargeable by the Ministry upon contracting with a worker from outside the UAE or from within, as the case may be. An additional employer shall assume the Part Time Employment fees provided for in the same System.

### Article 10

If the worker opts for the Part Time Employment Contract, the latter may be transformed into an ordinary employment contract only after the termination of the former and only after either party has the liberty to contract under the form he accepts.

### Article 11

This Decree shall be published in the Official Gazette and become effective on 1 April 2018.

**Nasser Bin Thani Al Hamili**  
**Minister of Human Resources and Emiratisation**

**Issued in the Ministry's Head Office in Abu Dhabi on 21/1/2018**