



United Arab Emirates  
Ministry of Interior  
Private Security Business Dept.

**Ministerial Decision No. 557 of 2008  
For the Executive Order  
of the  
Federal Law No. 37 of 2006  
Concerning Private security Companies**

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## Ministry of Interior

After examining Federal Law No. 1 of 1972 concerning jurisdictions of ministries and authorities vested in ministers and its amendments, Federal Law No. 11 of 1976 concerning firearms, ammunitions and explosives, Federal Law No. 12 of 1976 concerning Police Force and Security and its amendments, Penal Code issued under Federal Law No. 35 of 1992 and its amendments, Punitive Measure Code issued under Federal Law No. 35 of 1992 and its amendments, And Federal Law No. 37 of 2006 concerning Private Security Companies,

The following was decided:

## Definitions

### Article (1)

The following words and phrases shall bear the meanings assigned to them as started below wherever they occur in this Order unless the context otherwise denotes:

<b>State</b>	:	United Arab Emirates.
<b>Emirates</b>	:	any Emirate in the UAE.
<b>Ministry</b>	:	Ministry of Interior.
<b>Minister</b>	:	Minister of Interior
<b>Law.</b>	:	Private Security Companies, Law.
<b>Order</b>	:	Executive order for Private Security Companies, Law.
<b>Police G.H.Q</b>	:	Police General Headquarters or department in each Emirate.
<b>Competent Authority</b>	:	the Department or Section that has the authority to deal with, supervise and follow up Security Companies business, be it in the Ministry or any Police G.H.Q.
<b>Concerned Party</b>	:	Licensing Authorities in the Emirate concerned.
<b>Training Course</b>	:	Security Training program that is approved by the Ministry.
<b>Cash-In-transit Vehicle</b>	:	the vehicle intended for transporting money, valuables or negotiable bonds, the specifications and type of which are identical to those specified by the Order.
<b>Cash Center</b>	:	buildings used for receiving, counting, putting and keeping cash money or valuables.

**Cash-In-transit Guard** : Security guard, who renders, administers or supervises the service of transporting money, valuables or negotiable bonds.

**Armed Guarding** : the existence of a police guard of the Police G.H.Q. or the Competent Authority.

**Cash-In-transit Service** : the service rendered by the Company through the duties that the Money-transporting Guard performs.

**Study Completion Certificate** : the certificate issued by the Training Institute.

**Crew** : the guards working in the Cash-in-transit Vehicle.

**Test** : the test set by the Competent Authority or the Training Institute.

**Explosive** : any explosive material as per the meaning stated in Firearms, Ammunitions & Explosives Law.

**Firearm.** : any firearm as per the meaning stated in Firearms, Ammunition & Explosives Law.

**Inspector** : any person assigned as an inspector by the Competent Authority and has the authorities of following up, inspecting and monitoring as specified by this Order.

**Training Experience** : having a provable level of experience in the field of delivery, teaching and training once the Competent Authority judges that there is enough experience to give the approved training.

**Security License** : the License issued to the Company by the Competent Authority.

**Individual License** : the license issued to the Company employees by the Competent Authority infringing any deed committed by the Company or person that infringes the rules of this Order.

**Basic Qualification** : the training given to the Company staff to provide them with a general idea about the work of a Security Guard in the State and details of their job roles prior to their starting off to do the job they are entrusted with.

**Shackles/Mean of putting shackles** : any device or means that can shackle person including handcuffs.

**Staff** : the Competent Authority staff.

**Company/Security Company** : a security company or institution or any government body that renders security service alone or with other activities.

**Security Employee** : the person that is employed or assigned in the company and performs some private security task.

**Security Guard** : includes all security guards with all their categories as stated in the Order who perform, convey, or inspect one or more of the following activities either with formal uniform or casual clothes on:  
 A. Watching people, property or information.  
 B. Protecting people or property from damage or any other illegal activity.  
 C. Controlling the access to the companies protected.  
 D. Preventing the stealing or exploitation of goods, money or any other valuables.  
 E. Retaining persons who are suspected of committing theft or exploitation of any goods or money or any other valuables.

- F. Rendering the service of responding to security alarm.
  - G. Maintaining order and safety during sport activities, concerts, or any other public events.
- Security Trainer** : the person who teaches, instructs, trains, or gives specific lessons in an approved course.
  - Security Service** : the service rendered by the company.
  - Security Zone** : it includes but is not limited to police departments, competent police G.H.Q, Central Bank, other banks or any other security zone as specified by the Competent Authority.
  - Legal Respite** : all the days determined in the Order shall be counted as if they were successive; thus they shall include weekends and holidays.
  - Training Institute** : a security training institute, school or center that is approved and licensed by the Competent Authority.
  - Weapon/Weapons** : firearms, explosives, chemical sprayers, or any other harmful substances or the police truncheon or short stick or any other thing that is made or intended to be used as weapon.
  - Work Permit** : work permit issued by the Ministry of Labor in the United Arab Emirates.
  - Contractor** : the person, authority, company or establishment that concludes a Security Service contract with the Company.

## Chapter 1 GENERAL RULES

### Article (2)

No one shall render any security service before obtaining the required license to do so from the Competent authority.

### Article (3)

The Competent Authority shall thoroughly supervise all the security services and activities that are provided by the State and stated in the Order, and it is concerned with issuing security approvals and licenses and preserves the enforcement of all the regulations stated in the Law or Order.

### Article (4)

Except for family residence, no persons, government or semi-government departments or authorities, companies or establishments shall employ or hire any security guard in their premises except via the Security Company.

### Article (5)

The concerned party shall not issue any license for practicing or giving security services before obtaining security approval from the Competent Authority.

### Article (6)

The competent Authority is entitled to determine the number of approved security licenses for each security service provided that the Minister himself or a person acting as his proxy gives the approval.

**Article (7)**

The Competent Authority shall determine the required measures and documents to obtain security and individual licenses.

**Article (8)**

The Competent Authority has the power of approving or rejecting the license request but it must give a written explanation why it has taken that decision in two copies, one of which shall be given to the request applicant and the other one shall be for Competent Authority files.

**Article (9)**

The Concerned Party observing the rules of this Law shall restrict the use of the following designations to Security Companies and shall not be used by any other company:

- Private security employee
- Private security manager
- Private security supervisor
- Private security guard

**Article (10)**

The Department of Naturalization and Residency in the State shall not renew the residence permit for the categories mentioned in the previous article if their residence permits are under unlicensed persons or companies.

**Article (11)**

The Company shall pay the penalties incurred on its staff within 7 (SEVEN) days

from the penalty date and the Competent Authority is entitled to liquidate some or all of the bank insurance for paying the penalties or the security employee dues should the company be behind with them.

**Article (12)**

The unlicensed person or company shall pay the penalty determined by the Competent Authority within 48 hours from the penalty date and should they be behind with paying their penalty, it shall increase 10% for each day of delay

**Article (13)**

Managers or supervisors in the Security Companies, whose jobs are technician or administrative, shall not be used unless the security approval required from the Competent Authority is obtained.

## Chapter Two COMPANY LICENSING

### Article (14)

The company must not render any security service before it obtains the security license from the Competent Authority.

### Article (15)

The company holding security license shall be authorized to work in all emirates of the State provided the requirements and measures that are determined by the concerned party are applied in the emirate before setting out to practice the authorized security service.

### Article (16)

The Company shall determine the policies and measures governing its operations provided that they are compatible with the laws and regulations enforced in the State. Furthermore, the Company shall produce them upon demand or when inspected by the Competent Authority.

### Article (17)

The company is bound to obtain the security license for each of the following security categories:

- General security guarding
- Cash-in-Transit

- Cash center
- Hotels security
- Hospitals security
- Airports security
- Banks security
- VIPs Security
- Events Security
- Critical Infrastructure Security
- Security Training

### Article (18)

The company applying to obtain the security service license must meet the following security conditions:

- A. The company applying for a security service license must have a minimum of 5-year experience in the field of security service it would like to render within the State or ten years if the service be practiced outside the State. The experience shall be proved by producing security service contracts concluded by the Company.
- B. The citizens, share of the company capital must be at least 51%.
- C. The company must be insured, and the insurance shall cover the administrative needs and the operations of the company and its staff and the requirement of the Competent Authority.
- D. The company must pay bank guaranty which shall be unconditional and can be un-cancelled for the benefit of the Competent Authority. The bank guaranty shall be at least 1,000,000 (one million) dirham and is effective for two years and automatically renewed for each security service it wishes to practice. The Competent Authority may request a higher bank guarantee depending on the conditions, activities and number of the Company em-



ployees.

- E. All managers and employees in the Company must be legally authorized to work in the State.
- F. Anyone whose name is mentioned in the license application must undergo criminal examination and obtain the security approval.
- G. The company must be registered and in possession of ISO 9000 and if not be registered, it must obtain the certificate within two years starting from the date of obtaining the license.
- H. Submitting a business plan containing all the requirements determined by the Competent Authority.
- I. All managers and supervisors must meet the conditions determined in the Order.

All the above-mentioned requirements in the Order must be met before submitting the license application and if any one of them not be met, the license shall not be issued or renewed.

#### Article (19)

If the company meets all the conditions stated in the previous article, the Competent Authority shall give it the security approval to complete the procedures of obtaining security and commercial licenses. The security approval shall be considered void and null if the company cannot obtain the security license within 6 (six) months from issuance date of the security approval.

#### Article (20)

The security company or any other company belonging to it shall not obtain more than one security license to practice the same security service.

#### Article (21)

The company must annually emiratize at least 5% of its security administrative and supervising positions and if the Company not comply with that percentage, it must pay a fine of five thousand (5,000) dirhams, and once it reoccur, the license shall be annulled.

#### Article (22)

If the license application is rejected, the Competent Authority must give the reasons of its rejection to the Company and give the company two other chances to resubmit the license application after it changes its status. If the company fails to obtain the security license, it shall be completely proscribed, and it shall not submit any other license application under any other name.

#### Article (23)

The security licenses issued by the Competent Authority shall be valid for two years from the license date, and the company must renew it within 15 days from the expiry date, otherwise the company would be deemed to break the Law and shall incur the determined penalties and fines.

#### Article (24)

If the security license is not renewed within 2 months from the expiry date, it shall automatically be considered null and the company must do all the required legal procedures to stop the security service.

#### Article (25)

If the company while providing the security service lost any of the license requirement, it must stop the security service immediately, and complete that requirement within one month or the license will be automatically considered null.

**Article (26)**

If the security license was annulled or not renewed or revoked by the Competent Authority, the company must finish all the its security contracts and inform the contractors dealing with it, and change the status of all its staff and take the necessary procedures to terminate the Company within two months from the date of its informing the Competent Authority.

**Article (27)**

The individual license must be submitted within 48 hours in case it revoked away by the Competent Authority.

**Article (28)**

The company must have permanent staff and headquarters in each emirate in which it render security service.

**Article (29)**

The company must keep the license or a copy of it in its headquarters at all times for purposes of producing, verifying or making a general examination of it.

**Article (30)**

The company's license is inalienable and inconvertible, and once it expires, canceled or impended, it must be given back to the Competent Authority within 7 days.

**Article (31)**

The company shall not deal with the Competent Authority except via licensed security managers or supervisors.

**Article (32)**

The holder of the company license must inform the Competent Authority within 7(seven) days if any of the following take place:

- A. The change of the place of work or residence of any security manager living in the State.
- B. The change of any place of work.
- C. The change of transfer of the company ownership or management.
- D. Changing the staff employed by the Company in the State.
- E. ISO reports on periodic checks.
- F. Arresting any employee or manager because of committing a crime.
- G. Condemning any employee or manager or accomplice because of committing a crime.
- H. changing the status of any money guaranty or insurance to be demanded from the company by the Competent Authority.
- I. Concluding any new security service contract.

**Article (33)**

The company must apply for a new license in the case of the transfer of the company's ownership or adding another partner within one month from the date of transferring the company's ownership.

**Article (34)**

The company must observe the following rules when contracting with the security employee:

3. The number of WCs must be proportional to the number of employees.
4. The number of bathrooms must be proportional to the number of employees and separate from WCs.
5. A Kitchen for preparing meals
6. Dining halls.
7. Places and equipment for washing clothes.
8. Places for entertainment.
9. An administrative person in charge of the accommodation.
10. An around-the-clock security guard.

#### Article (36)

The company shall document the infringement when it inflicts a fine on a security employee and give written explanation to the security employee for the reasons of imposing the fine, and it must also refer the penalties value to the Competent Authority within 7 days from the date of the fine.

#### Article (37)

The company must provide all its employees with uniforms, equipments that are approved by the Competent Authority without imposing any extra fees on the security employee.

#### Article (38)

The company has the right to choose only one uniform provided that it sends a photo of that suggested uniform to the Competent Authority so that it can be approved.

1. The monthly salary shall not be less than 6,000 dirhams for the local citizen and 2,000 for expatriates. The basic salary shall not include overtime, accommodation fees or transport fares, or end-of-service benefits or any other benefits.
2. Day working hours must not be over 9 hours unless a written approval of the security officer is obtained in which each hour overtime shall be changed two times the ordinary working hour,
3. Security employee shall only work six days a week to get a day off and is not allowed under any condition to let them work on holidays even if that happens with their written approval.
4. End-of-service benefits.
5. Providing a return ticket once per two years.
6. Paid one-month vacation for each year.
7. Decent accommodation or accommodation allowance.
8. Providing overall health insurance.
9. Providing transportation from and to the place of work or transportation allowance.
10. Paying all the necessary costs for issuing visas and residences and necessary procedures to start working.

#### Article (35)

If the company provides accommodation for its employees, it must include the following features:

1. Bedrooms where each employee has their own bed, and the space allotted for each bed is equal to two feet on all directions.
2. A Separate cupboard for each security employee.

proved before using it by the security employee and the company shall not make any changes or modifications or add-ons to the approved uniform without the permission from the Competent Authority.

**Article (39)**

When advertising the company service, by any means whatsoever, any of the following words shall neither be used on their own or together with other words:

1. Police
2. Detectives
3. Intelligence
4. Police Officer
5. Office

**Article (40)**

It is allowed to write only << Private Security>> accompanied with the company name, its address and telephone on any vehicle operated by the Company and provides security service.

**Article (41)**

The company must << fill >> and send a weekly report according to the model approved by the Competent Authority.

**Article (42)**

The Company must give the security employee a written receipt of the monthly salary they have received wherein any deductions or add-ons on the salary shall be shown.

**Article (43)**

Provided that the rules of Labor Law shall not be broken, the Company must conclude job contracts in which all the rights, duties and benefits due to the security employee shall be stated, and the security employee must be given a copy of the contract they signed.

### Chapter Three

## CASH-IN-TRANSIT SERVICE REQUIREMENTS

### Article (44)

No persons, private, governmental or semi-governmental body, company or establishment shall by any means whatsoever, practice transporting money before obtaining the necessary security license.

### Article (45)

It is prohibited for the company to count, lay or store cash money or valuables, unless it has obtained the cash center license.

### Article (46)

It is prohibited for the company to use vehicles unlicensed by the Competent Authority to transport money.

### Article (47)

The buildings used by the company must be approved by the Competent Authority and meet the specifications and standards required to operate the transporting of money. Those include:

- A. Administration offices
- B. Control room
- C. A safe place to receive vehicles.
- D. Any other facilities used by the Company.

### Article (48)

The control room must be required according to the international standards related to observation and communications; thus it must contain devices to trace and contact vehicles maps, operating schedules of money-transporting vehicles, the names of all the money-transporting guards and all the data that has to do with transporting of money.

### Article (49)

The company must have a sufficient number of qualified employees so that it can successfully run its operations. Those include:

- A: C-I-T service manager
- B: Shift employees in charge of C-I-T vehicle service
- C: An internal security inspector
- D: Fleet leader
- E: Communication Technician
- F: C-I-T crew
- G: Security guards to protect the building

### Article (50)

The fleet leader's role is to supervise the repairing and maintaining works of all C-I-T vehicles and to preserve their usability on the roads.

### Article (51)

All C-I-T used by the company must meet the following conditions, specifications and standards:

- A. Fully armored from all directions so that it can resist any potential attack,

any emergency or any fire provided that the degree of armoring is no less than G2 (which is described in the British Standards as BS 5051) or its equivalent.

- B. It must be divided into at least two parts from the inside.
- C. There must be at least one door to be used as an exit and entrance with an evacuation hatch in the vehicle roof (at the front or at the rear) as well as the doors of the driver's and staff.
- D. The vehicle must be prepared in such way that allows the driver to have full vision outside the vehicle; that is, an angle of 360°.
- E. It must be equipped with front, rear and internal cameras to shot and record all the activities that take place inside and outside the vehicle.
- F. Devices that lets the Company monitor and trace the position of the vehicle directly and constantly.
- G. Communication tools that allow the crew inside the vehicle to contact the company in an emergency.
- H. Alarm bells to be used when the vehicle is attacked.
- I. Emergency tools to handle the sudden breakdowns of the vehicle.
- J. Each internal part of the vehicle shall be equipped with air-conditioners, proper seats, safety belts for all the crew including the armed policeman.
- K. Any other tools shall be determined by the Competent Authority.

The Competent Authority shall examine all the equipments and tools mentioned in this article and ensure they meet the conditions and specifications, before and after equipping a C-I-T vehicle with them.

#### Article (52)

The Company must have the C-I-T vehicle undergo a security check before it is registered in the Traffic Department in the Police G.H.Q.

#### Article (53)

The Company shall undertake the renewal of the C-I-T vehicle license within one month from the date of the license expiry provided that the insurance is valid.

#### Article (54)

The Competent Authority has the right, at any time, to check and examine the C-I-T vehicle and all the vehicles used by the Company provided that the checking and examining takes place in the Security Zone.

#### Article (55)

The Company shall submit to the Competent Authority a report on the movement of all C-I-T vehicles that are operating in the State according to approved form by eight o'clock each morning.

#### Article (56)

When rendering the service of transporting money, the company shall observe the following:

1. Using money-transporting boxes that are approved by the Competent Authority and no other boxes shall be used before they are approved by the Competent Authority.
2. Providing 2 C-I-T guards in addition to the driver, so that the guards work together collecting and transporting valuable things while the driver stays always inside the vehicle.
3. Informing the Competent Authority by telephone if any incidents happen, or any of the vehicles meet with a breakdown, therein, it must specify the

sum of money in the vehicle and the place where it stopped and it should send a written report on the incident details within 24 hours.

#### Article (57)

The crew is prohibited to stop the vehicle and open the doors or get out of the vehicles unless they do so to provide the C-I-T service. In cases of an accident, the crew must remain inside the vehicle until traffic patrols arrive.

#### Article (58)

The C-I-T company must recruit employees from various nationalities and at least one thereof must be from the GCC countries.

#### Articles (59)

The C-I-T vehicle driver must wear the Company uniform and must be licensed by the Competent Authority.

#### Article (60)

The Competent Authority may compel the company to have armed guards in the following cases:

1. The existence of security information that there are threats or attempts at robbing the C-I-T vehicles.
2. If the transported money is above the insurance value.
3. If it turns out that there is something wrong in the company operations.
4. The company committing frequent infringements while performing the operations of transporting the money.

In these cases, the Company must pay the fee determined by and stated in the Order.

#### Article (61)

The driver must remain inside the vehicle, at all times, during collecting or submitting valuables. Excluded are cases of emergency and other cases determined in this Order.

#### Article (62)

If the C-I-T vehicle does not carry any valuables, the guards may take a break to eat and drink and use the WCs that are inside the Security Zone before collecting the money or after depositing it in the safe.

#### Article (63)

If the C-I-T vehicle carries valuables and is outside the security zone the guards may:

- A. Use the facilities by leaving one guard or a member of the police staff each time and the rest of the crew remain in the vehicle and keep the vehicle locked and secured, and keeping all the vehicle keys inside the vehicle. In this case, the armored vehicle must be parked in the police buildings or near the police vehicle or any other unit. If there's no police, the vehicle must park in an open area where it be visible to the public. If there's more than one vehicle, all the vehicles shall be parked in one group and the measures mentioned in this article shall be followed regarding them.

- B. Stop and take a break to use the public WCs following what is stated in the item <<A>>, if transporting the cargo shall not take more than three hours.

In any case, the guards must inform the control rooms belonging to the Company before taking a break.

**Article (64)**

if any breakdown happens to the vehicle without having the money cargo on, its crew shall follow the usual measures requested by the Company. However, if the breakdown happens in the case of transporting the money cargo, then the crew must contact the Company which shall send an alternative vehicle. In this case, the Company shall send an armored vehicle to the place where the vehicle encountered a breakdown, and the police must be there until transferring the money cargo to the alternative vehicle is done.

**Article (65)**

The crew shall abide by the internal rules applied in the Company, unless it's conflict with the rules determined by the Competent Authority and if there's any conflicting, the Competent Authority rules shall be applied.

**Article (66)**

The Company must provide the Competent Authority with the names of technicians that are being used to fix the ATMs, and they shall be approved by the Competent Authority.

**Chapter Four**  
**CASH CENTER SERVICE REQUIREMENTS**

**Article (67)**

The buildings used by the Company must be approved by the Competent Authority; and must be suitable, equipped and meet the Cash Center Operating Standards. Those include:

- A. Administration offices
- B. Control room (equipped according to the international standards of Observation and Communications)
- C. Money sorting room
- D. Armored safe that meets the international standards
- E. Safe zone to receive vehicles.
- F. Money counting and sorting machines.
- G. Counterfeit money detector and money sorter
- H. Any other machines or facilities that the work of the Company shall require.

**Article (68)**

The Company must have a sufficient number of qualified employees to be able to run its operations successfully. Those include:

- A. A cash center manager
- B. A shift person in charge
- C. An internal security inspector



- D. Cash crew
- E. A communication technician
- F. Security guards to protect the building
- G. Any other employee that the Competent Authority sees should be there for the work of the Company.

#### Article (69)

The Company shall observe strict security procedures to enter the cash center and the administrative offices belonging to it. Those include:

- A. Issuing an authorization to each person that is allowed them to enter.
- B. Registering the time of coming in and going out of each person allowed to enter.
- C. Determining the persons who shall be authorized to access the safe.
- D. Determining the persons who shall be holding the safe keys.
- E. Procedures and times of opening the safe.
- F. Installation of a monitoring circuit inside and outside the cash center.
- G. Any things or procedures that the work of the company requires.

#### Article (70)

If the Company does not hold the security license to provide C-I-T service, it must undertake the contracting with another license holding company working in that field to perform that service between the contractor's positions and the cash center.

## Chapter Five SECURITY TRAINING INSTITUTE LICENSING

### Article (71)

All the rules and terms and regulations that the company must observe and that are stated in the law and the Order shall be applied to the training institute.

### Article (72)

The training Institute must be belonging, directly or indirectly to the Ministry of Interior or to any police headquarters or department. The Minister of Interior may exclude that condition when such exclusion is justified.

### Article (73)

The facilities used by the training institute must be proper and meet the standards of operating training institute. Those include:

1. Administrative offices
2. Offices for trainers
3. Study halls (Class rooms)
4. WCs for both sexes
5. Resting places for both sexes
6. Field training halls
7. Separate testing halls
8. First aid room fully equipped with one qualified first-aid person
9. Any other facilities that the work of the company work shall require.

**Article (74)**

The facilities used to run the approval course must be inspected before approving the training license, and it be inspected at any time by the Competent Authority.

**Article (75)**

The training center shall not hold a training course in any location other than that determined by the license except through written approval of the Competent Authority.

**Article (76)**

The training halls must be furnished and air-conditioned and adequately lit to facilitate the training.

**Article (77)**

The training and test shall be made in Arabic. However, they may be made in English for non-Arabic speakers.

**Article (78)**

The number of trainees in any class shall not exceed 30, so that the space between one trainee and the other shall be 2 feet from each direction.

**Article (79)**

The duration of the approved course for license shall not be less than 40 hours, and it must be completed uninterruptedly in the same week.

**Article (80)**

The duration of the approved course to renew the individual license shall not be less than 16 hours, and those shall be completed in two successive days.

**Article (81)**

The training day must not be more than 8 hours and the training hour not less than 45 minutes.

The trainee must have a 15-minute break for each two training hours and 40 minutes to have lunch.

**Article (82)**

The training institute must be bound to use the approved training materials by the Competent Authority.

**Articles (83)**

The training institute must provide the training methods and materials for the trainees.

**Article (84)**

The Training Institute must at least set one test for each trainee that covers the contents of the approved course and the test should be a comprehensive test for the whole course provided that the passing grade shall be no less than 70%.

**Article (85)**

The training institute shall undertake the keeping of training records that are enough for the applicants to obtain the individual license, provided they include the follow-

ing information:

- 1. The dates of the courses that were made
- 2. Names of the trainers
- 3. The name and address of each trainee and a recent photo of theirs.
- 4. The attending hours of each trainee.
- 5. The copies and grades of all the internal tests that the institute made.
- 6. Copies of training completion certificates issued by the institute.
- 7. Copies of passport and work permit of the trainee.

**Article (86)**

The Training Institute shall undertake the providing of the information related to registering the trainee and training completion certificate according to what Competent Authority requires.

**Article (87)**

The course completion certificate shall be issued by the training Institute to each trainee who completes the approved course and passes the training institute test.

**Article (88)**

The course completion certificate shall be in Arabic, and it may also be issued in Arabic and English. The form and model of the certificate should be in accordance to those approved by the Competent Authority, and they must include the following information:

- A. Name of training institute.
- B. Training Institute License No. as stated in the license issued by the Competent Authority.
- C. The name of the trainee with the family name referred to separately.

D. Trainee's passport number.

- E. The degree obtained by the trainee in the written examination
- F. The name and signature of the training institute manager
- G. End of training date
- H. The only serial number of the certificate
- I. The ordinary seal or the sealing wax of the training institute.

**Article (89)**

The Competent Authority has the right to set extra regulations and terms with regard to any things that are related to the training institute operations.

## Chapter Six

### SECURITY EMPLOYEE LICENSING

#### Article (90)

The Competent Authority shall issue the individual license to the security employee for the following categories:

- Private security manager
- Private security trainer
- Private security supervisor
- Private security guard
- Private C-I-T guard
- Private banks security guard
- Private hospitals security guard
- Private airports security guard
- Private critical infrastructure security guard
- Private VIP security guard
- Private events security guard

#### Article (91)

The general security guard, moving or unmoving, is authorized to work in the following places:

- Industrial areas
- Shopping malls
- Houses
- Commercial places

#### Article (92)

To obtain a security chief manager, person must meet the following conditions;

1. Holder of high school diploma or its equivalent
2. Having no less than fifteen year experience in police, security or armed force field: Years of experience are reduced to ten if the person has a university degree.
3. Age must be no less than 35 and no more than 60 years.
4. To be in possession of membership of one of the security association for two successive years. However, Emirati citizens shall be exempted from this condition in case they were enrolled in one of the security association at the time of applying.

#### Article (93)

The company may obtain an event security guard license for those not working under its sponsorship on the following conditions:

1. They must meet all the special conditions of security guards.
2. They must obtain an N.O.C. from the Ministry of Labor
3. They shall only be used in securing events and exhibitions.
4. They must not work as a fulltime in the company.

#### Article (94)

To obtain a security trainer license, person must meet the following conditions:

1. To speak both English and Arabic or at least either of them
2. Must hold a high school diploma or its equivalent

- 3. Security experience in the field of police, security or armed forces must be at least five years.
- 4. Training or learning experience must not be less than two years.
- 5. Age must be no less than 26 years and no more than 60 years.
- 6. Must pass the exams set by the Competent Authority.

**Article (95)**

To obtain a security supervisor license, person must meet the following conditions:

- 1. Must speak both English and Arabic or master either of them with a good knowledge of the other.
- 2. Must hold a high school diploma or its equivalent.
- 3. Security experience in the field of police and security or armed forces must be no less than 5 years with at least 2 years thereof inside the State.
- 4. Age must be no less than 26 and no more than 55 years.
- 5. Height must no less than 160 cms.
- 6. Body must be well-proportioned and fit
- 7. Must pass the exams set by the Competent Authority.

**Article (96)**

To obtain a security guard license, person must meet the following conditions:

- 1. To speak both English and Arabic or master either of them with working knowledge of the other.
- 2. Must hold a high school diploma or its equivalent.
- 3. Security experience in the field of police and security or armed forces must be at least 2 years.
- 4. Age must not be less than 21 years and not more than 55 years.

- 5. Height must not be less than 160 cms for males and 150 for females
- 6. Body must be well proportioned and fit.
- 7. Must be free of all defects.
- 8. Must pass the tests set by the Competent Authority.

**Article (97)**

The Competent Authority may issue a temporary security guard card for the duration of three nonrenewable months, provided that the security guard must meet the conditions stated in the previous article and pass the approved training course.

**Article (98)**

The company must employ the new security guard under the category of general security guard and the general security guard shall not apply for another individual license unless they have a minimum of one year experience as a general security guard in the State in addition to a minimum of five years' experience in police or armed forces, if he apply for a VIP security guard license.

**Article (99)**

The security guard shall not practice the tasks and duties of his job before he obtain the individual license, and the Company shall not be allowed to give him permission to do so before he obtain the license.

**Article (100)**

All the individual licenses issued by the Competent Authority shall be valid for two years from the licensing date and the company must renew them within 15 days from the date of expiry, otherwise the Company would be considered to be breaking the law and would be afflicted with fines and penalties as determined.

**Article (101)**

If the individual license is not renewed within two months from the date of its expiry, it shall be considered null automatically, and the company must make the legal procedures to store the security employee from working.

**Article (102)**

The company must ensure that the security employee take care of their professional appearance and uniform when in duty.

**Article (103)**

The Company shall issue an ID card personally for each security employee, on the front of which is written the name and the number of its holder, in addition to a phrase that indicates the ID holder is a company staff, and every security employee shall put on the ID card on their clothes when on duty.

**Article (104)**

The security guards uniform must contain the following accessories:

1. The word <<security>> in both Arabic and English on the front part and back of the shirt, the size thereof shall be determined by the Competent Authority.
2. The name of the company in English and Arabic.
3. The company logo
4. The security card issued by the Competent Authority.
5. The ID card issued by the Company including their name, position and the date of expiry of their residence if they shall not be local citizens.
6. A communication device

7. Two pens at least.

8. A notebook to write down notes.

9. Any other accessories determined by the Competent Authority.

**Article (105)**

It is prohibited for the security employee, by all means, to possess or hold any firearm or any part thereof or any weapon that can open fire when on duty.

**Article (106)**

The security employee is authorized to possess and hold <<strict weapons>> provided they are issued by the Company and approved by the Competent Authority. The strict weapons include:

1. The truncheon or cudgel that is no longer than 24 inches or 60 cms
2. Shackles or any means of putting shackle.
3. Any other devices that shackle one and prevent them from moving.

The use of all the strict weapons undergo training and determined authorization by the Competent Authority.

**Article (107)**

The Company must notify the Competent Authority of the location where the security guard works within 24 hours after they are employed or transferred to a new location.

**Article (108)**

The Company must receive and hold the individual license when the security employee leaves the State or stop work, and it must return the license to the Compe-

tent Authority within 72 hours after the security employee stops practicing their jobs or their license cancelled or pending.

If the license get lost or stolen, the Company must notify thereof within 72 hours after it happens, and inform the police about the accident and obtain an incident file number, then furnish the Competent Authority with a report on the accident.

**Article (109)**

The Company must enroll the security employee in the Training Institute to obtain the following training requirements:

1. The basic qualification before appointing the security employee in a new position or place.
2. The determined training course to obtain the individual license.
3. The determined training course to renew the individual license.
4. The advanced and specialized courses imposed by the Competent Authority.

**Article (110)**

The Company must enroll the security employee in the approved training Institute to obtain the following training requirements:

1. It must not assign any task to him before the completion of the approved training course.
2. Paying the security employee a salary equal to 2 thirds of the monthly salary.
3. Providing transportation from accommodation to the training institute and back.
4. Providing treatment and residence.
5. Paying the training fees.

**Article (111)**

The Company must grant the security employee a leave for 24 hours before he take the test to obtain or renew an individual license.

**Article (112)**

In the cases stated in this Order, the individual license shall not be granted or renewed unless the security employee pass the approved test set by the Competent Authority for that category and must obtain no less than 70% of the full grade.

If the security employee fail in the test, he shall be given another opportunity to pass the test and in case he do not pass the test approved by the Competent Authority, the license shall be rejected/not renewed, and the security employee shall be prevented from practicing the security service, and shall not be allowed to apply for a license any more.

The Competent Authority is entitled to ask any security employee to undergo a test at any time.

**Article (113)**

1. The treatment of the security employee is subject to the rules stated in the federal labor law.
2. If there be any negligence on part of the company as regards paying salaries or working hours or any maltreatment, that shall be dealt with as an infringement.

## Chapter Seven

### SECURITY TRAINER LICENSING

#### Article (114)

The security trainer may give training in more than one training institute provided they have obtained the approval of the security manager in the training institute they work in.

#### Article (115)

The security trainer shall not be licensed unless they pass the security trainer test approved by the Competent Authority.

#### Article (116)

The security trainer must, through the training institute, notify the Competent Authority within seven days if any of the following happen:

1. Changing the residence
2. Changing the job position
3. Being arrested because of committing a crime
4. Being condemned because of committing a misdemeanor or felony.
5. Expiry of the work or residence permit.

The security trainer who does not abide thereby shall be incurred to pay a fine of one thousand AED. However if breaking the rules is due to the training institute, the fine shall be then 2500 AED.

## Chapter Eight

### INFRINGEMENTS AND FINES

#### Article (117)

The penalties stated in article 20 of the Law shall be incurred in the following cases:

1. Rendering the security service stated in the Law and Order without license.
2. The company using an unlicensed security employee.
3. Furnishing the Competent Authority with false or wrong information when performing the tasks mentioned in the Law and Order.
4. Interception of the job of the Competent Authority.
5. The Company refusing to pay the determined fines.
6. The non-availability of places determined by the Order to render security service.
7. If the infringements registered to be committed by the company or the security employee exceed ten.
8. If the infringement fine exceeds 5000 AED.

#### Article (118)

The fine shall be twice the previous one in case the infringement reoccurs, then the fine value returns to normal upon the renewal of the security or individual license.



**Article (119)**

Article	The Company Infringements	Fine
1	Not renewing the security license within 15 days from the date of expiry	1000 for each license
2	Not renewing the individual license within 15 days from the date of expiry	500 per license
3	Not taking care of or losing the security license	1500
4	Not keeping the records and documents determined by the Competent Authority	1000
5	Using C-I-T vehicle that is not approved by the Competent Authority	5000 per vehicle
6	Using C-I-T vehicle that is approved but not working in a good shape	1000 per vehicle
7	Using a C-I-T vehicle without renewing the license	1000 per vehicle
8	Not providing the boxes approved by the Competent Authority	2000 per vehicle
9	Not providing the determined number of C-I-T crew	1000 per vehicle
10	The non-availability of determined equipment in the money transporting vehicle	1000 per vehicle
11	Not conforming to the training requirements determined for the security employee	1000 per employee
12	Using the employee in times that are not authorized	1000 per employee
13	Not making a training test to the security officer at the end of the training course	1000 per employee
14	The lack of required conditions in the staff accommodation	1000 per condition
15	The lack of required conditions in the cash center or the C-I-T company building	1000 per condition

16	The lack of determined staff in the cash center or C-I-T vehicle	1000 per condition
17	Not giving the staff any of their rights stated in the Law or Order	1000 per case
18	Any other infringement determined by the Competent Authority	500 per infringement

**Article (120)**

The following fines are applicable to the Security Employee:

Article	The Company Infringements	Fine
1	Giving instructions to break the law and Order and the Competent Authority Instructions	5,000
2	Ignoring or non-cooperation of the security manager with the Competent Authority	5,000
3	Not informing the Competent Authority of the data and determined requirements in the legal respite	2,500
4	Not putting on the security card issued by the Competent Authority when on duty	200
5	Not wearing the company uniform which is approved by the Competent Authority when on duty	500
6	Not taking enough care of the clothes and outer appearance	200
7	Not informing the Company of losing the Competent Authority card within 24 hours	200

## Chapter Nine FINAL RULES

### Article (121)

The Competent Authority is entitled to set the measures and instructions related to enforce the texts of this Law and its Executive Order.

### Article (122)

All the terms and periods determined in this Order shall be calculated successively so that they include the weekend holiday and other holidays

8	Sleeping when on duty	200
9	The security supervisor or security trainer or security guard not obeying the orders of the follow-up team and not co-operating with them or with policemen	500
10	Leaving the place of work when on duty for any reason whatsoever	500
11	Not wearing all the determined uniform accessories	200
12	Cheating or helping anyone in the test	1,000
13	Giving the follow-up team any wrong information when inspecting	1,000
14	Behaving in a bad manner towards others when on duty	1,000
15	The security employee doing a job other than the job assigned to him	1,000
16	Not bringing the security card for the test	300
17	The security employee abusing their position for their own interest	2,000
21	The crew getting out of the vehicle when on duty and leaving it without guards when there is money inside it	500 P/G
22	Any other infringement determined by the Competent Authority	300

## Ministerial Council Resolution No. (33) 2008

fees on license applications for private security companies.

No.	Type of Application	Fees
1	Security approval application	1,500
2	Issuing or renewing General security License	40,000
3	Issuing or renewing cash in transit license	250,000
4	Issuing or renewing cash center license	100,000
5	Issuing or renewing hotels security license	10,000
6	Issuing or renewing banks security license	10,000
7	Issuing or renewing hospital security license	10,000
8	Issuing or renewing airports security license	40,000
9	Issuing or renewing Critical Infrastructure security license	40,000
10	Issuing or renewing events security license	10,000
11	Issuing or renewing vip security license	40,00
12	Issuing or renewing training institute security license	50,000
13	Individual license application	100
14	Issuing or renewing managers security license	1,000
15	Issuing or renewing supervisor security license	1,000
16	Issuing or renewing trainer security license	1,000
17	Issuing or renewing security guard license	500
18	Exam	300
19	Issuing temporary Security guard license	300
20	Issuing security license instead of loss or damage	1,500
21	Issuing Individual license instead of loss or damage	300
22	Armed security for each Security guard in one day	2,000

قرار مجلس الوزراء رقم (33) لسنة 2008 بشأن رسوم طلبات الترخيص لشركة الأمن الخاصة:

م	نوع الطلب / الترخيص	الرسوم بالدرهم
1	طلب الحصول على الموافقة الأمنية	(1500) ألف وخمسمائة
2	إصدار أو تجديد رخصة حراسة أمنية	أربعون ألف (40,000)
3	إصدار أو تجديد رخصة نقل الأموال	مائتان وخمسون (250,000)
4	إصدار أو تجديد رخصة مركز النقد	مائة ألف (100,000)
5	إصدار أو تجديد رخصة أمن الفنادق	عشرة آلاف (10,000)
6	إصدار أو تجديد رخصة أمن البنوك	عشرة آلاف (10,000)
7	إصدار أو تجديد رخص أمن المستشفيات	عشرة آلاف (10,000)
8	إصدار أو تجديد رخصة أمن المطارات	أربعون ألف (40,000)
9	إصدار أو تجديد رخصة أمن المنشآت الحيوية	أربعون ألف (40,000)
10	إصدار أو تجديد رخصة أمن الفعاليات	عشرة آلاف (10,000)
11	إصدار أو تجديد رخصة أمن الشخصيات الهامة	أربعون ألف (40,000)
12	إصدار أو تجديد رخصة معهد التدريب	خمسون ألف (50,000)
13	طلب الحصول على الرخصة الفردية	مائة (100)
14	إصدار أو تجديد رخصة مدير أمن	ألف (1000)
15	إصدار أو تجديد رخصة مشرف أمن	ألف (1000)
16	إصدار أو تجديد رخصة مدرب أمن	ألف (1000)
17	إصدار أو تجديد رخصة حارس أمن	خمسمائة (500)
18	الاختبار	ثلاثمائة (300)
19	إصدار رخصة حارس أمن مؤقتة	ثلاثمائة (300)
20	إصدار رخصة أمنية بدل فاقد أو تالف	ألف وخمسمائة (1500)
21	إصدار رخصة فردية بدل فاقد أو تالف	300 ثلاثمائة
22	الحراسة الأمنية / لكل حارس أممي في اليوم الواحد	ألفان (2000)