

Law No. (31) of 2009
Establishing the
Dubai Government Human Resources Department¹

We, Mohammed bin Rashid Al Maktoum, Ruler of Dubai,

After perusal of:

Law No. (5) of 1995 Establishing the Department of Finance and its amendments;

Law No. (3) of 2003 Establishing the Executive Council of the Emirate of Dubai;

Law No. (12) of 2003 Establishing the Dubai Institute for Human Resources Development;

Law No. (27) of 2006 Concerning Management of the Government of Dubai Human Resources;

Executive Council Resolution No. (28) of 2006 Forming the Dubai Government Human Resources Committee; and

Executive Council Resolution No. (20) of 2008 Forming the Central Grievance Committee of Employees of the Government of Dubai Departments,

Do hereby issue this Law.

Article (1)

This Law will be cited as "Law No. (31) of 2009 Establishing the Dubai Government Human Resources Department".

Article (2)

The following words and expressions, wherever mentioned in this Law, will have the meaning indicated opposite each of them unless the context implies otherwise:

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¹Every effort has been made to produce an accurate and complete English version of this legislation. However, for the purpose of its interpretation and application, reference must be made to the original Arabic text. In case of conflict, the Arabic text will prevail.

UAE:	The United Arab Emirates.
Emirate:	The Emirate of Dubai.
Ruler:	His Highness the Ruler of Dubai.
Government:	The Government of Dubai.
HHRC:	His Highness the Ruler's Court.
Executive Council:	The Executive Council of the Emirate of Dubai.
Director General:	The director general of the DGHR.
Government Entity:	Any of the Government departments, authorities, and public corporations, including free zone authorities and Government councils of the Emirate.
DGHR:	The Dubai Government Human Resources Department.

Article (3)

Pursuant to this Law, a department named the "Dubai Government Human Resources Department" is established. The DGHR will have the duties, functions, and powers vested in it under this Law, and will be affiliated to the HHRC.

Article (4)

The DGHR is established to serve as the Government Entity in charge of developing an integrated strategy for Government human resources, of developing governance frameworks, and of updating human resource systems and practices at Government Entities.

Article (5)

For the purpose of achieving its objectives, the DGHR will have the duties and powers to:

1. establish, and follow up the implementation of, Government human resource policies and strategic plans as required for supporting and implementing the Dubai Strategic Plan;

2. propose new legislation, and review and update the existing legislation, regulating human resources; conduct post-application evaluation of the same; review the proposals and complaints of Departments in relation to human resource affairs; and act as a reference authority for Government Entities in this respect;
3. develop long-term plans for the human resource needs of Government Entities in line with development and Emiratisation plans and programmes;
4. propose and review human resource regulations related to directors general, chief executive officers, executive directors, and those holding similar positions;
5. develop and manage human resource systems, such as health insurance schemes; classify and evaluate posts; and develop professional competencies frameworks of the Government, performance management standards, and bonus and incentives systems;
6. consider the reports submitted by the Central Grievance Committee to the Chairman of the Executive Council, and take the necessary action in this respect;
7. coordinate with the Department of Finance on all matters related to the draft annual human resource budgets of Government Entities;
8. prepare studies and benchmarking analyses and adopt the best human resource systems;
9. regularly review salaries, bonuses, and allowances in light of the results of labour market studies;
10. plan and implement programmes for electronic transformation of the human resource processes of Government Entities;
11. develop and update a central database and information systems for managing Government human resources; and make their data accessible with a view to serving the goals and objectives of planning and decision-making;
12. provide the necessary human resource services to newly-established and existing Government Entities;
13. plan and implement joint human resource training programmes across the Government;
14. design and implement training and qualification programmes related to leadership capacity building at Government Entities;

15. develop and adopt professional development models at various levels, including coordinating with educational institutions at all academic levels, providing support and orientation during recruitment, and managing career path during employment;
16. develop programmes for preparing and qualifying UAE national cadres based on the needs of Government Entities and labour market, implement and promote succession planning programmes, and enhance and support Emiratisation plans;
17. coordinate and manage academic grants and scholarships for Employees of Government Entities;
18. manage retiree affairs and coordinate with the General Pensions and Social Security Authority and local pension funds;
19. establish the criteria and standards that ensure efficient practices and financially efficient use of human resources, and verify that the organisational units in charge of human resources at Government Entities comply with the legal frameworks related to human resources; and
20. encourage communication amongst human resource specialists across the Government, and exchange of expertise in this field at the local and international levels.

Article (6)

In addition to its duties and powers under Article (5) of this Law, the DGHR will also exercise the duties of the Dubai Government Human Resources Committee and the duties of the Government Human Resources Directorate at the Executive Council, as stipulated in the above-mentioned Law No. (27) of 2006 and Executive Council Resolution No. (28) of 2006.

Article (7)

For purposes of this Law, a Government Entity must provide the DGHR with the following:

1. all data and statistics related to its human resources and any amendments or changes thereto from time to time;
2. its human resource-related projects;
3. its annual human resource development and qualification plans;
4. its organisational structure and any updates thereto;

5. the efforts made by it in implementing succession plans; and
6. any other human resource-related data, information, or reports requested by the DGHR.

Article (8)

A Director General will be appointed to the DGHR pursuant to a decree of the Ruler. The Director General will have the duties and powers to:

1. prepare the strategic plan of the DGHR and submit it to the HHRC Director for approval;
2. prepare, and follow up the implementation of, the draft annual budget of the DGHR;
3. prepare the organisational structure and administrative bylaws of the DGHR and submit the same to the HHRC Director for approval;
4. develop the institutional performance plans of the DGHR;
5. supervise the work of the DGHR Employees and evaluate their performance;
6. issue the resolutions related to the human resources affairs of the DGHR;
7. issue the internal regulations and bylaws regulating work processes at the DGHR;
8. represent the DGHR before third parties, and enter into contracts and agreements as required for the achievement of the DGHR objectives; and
9. exercise any other duties or powers assigned to him by the HHRC Director.

Article (9)

The financial year of the DGHR will commence on 1 January and will end on 31 December of each year, except that the first financial year will commence as of the date this Law comes into force and will end on 31 December of the following year.

Article (10)

The financial resources of the DGHR will consist of:

1. the support allocated to the DGHR in the general budget of the Emirate; and
2. any other resources approved by the HHRC Director.

Article (11)

The following entities are hereby affiliated to the DGHR:

1. the Dubai Institute for Human Resources Development; and
2. the Mohammed bin Rashid Centre for Leadership Development and any other leadership development programmes of the Government.

Article (12)

The HHRC Director will issue the regulations and bylaws required for the implementation of this Law.

Article (13)

The above-mentioned Executive Council Resolution No. (28) of 2006 is hereby repealed. Any provision in any other legislation will also be repealed to the extent that it contradicts the provisions of this Law.

Article (14)

This Law will be published in the Official Gazette and will come into force on the day on which it is published.

Mohammed bin Rashid Al Maktoum

Ruler of Dubai

Issued in Dubai on 1 November 2009

Corresponding to 13 Thu al-Qidah 1430 A.H.