

PRE-DEPARTURE INFORMATION UNITED ARAB EMIRATES(UAE)

THINGS YOU MUST KNOW



You can only enter the UAE as a worker through the Kafala system, where the employer sponsors you and then you get a visa.



Before leaving Pakistan, you will sign a Foreign Service Agreement. Read the content carefully and ensure it has all the relevant details.



All specifics about your job should be mentioned in the contract. Be diligent about this.



Check whether your job has a Fixed Term Contract or Unlimited Term Contract. Your visa will have to be renewed accordingly.



The duration of your residence is linked to the type of contract you have.



It is difficult to change your employer in the UAE. You can do it at any time in the free zones, but in the UAE you need a No Objection Certificate (NOC) from the present employer.



You can be deported to Pakistan if your contract is not renewed, if you are having serious medical problems or if you are involved in criminal activities. Always be cautious!



Your employer may make deductions from your salaries. Such deductions should not exceed half of your income. Deductions can be made for advances paid, any debt to be recovered as per the courts decision, or for the damages deliberately caused to the equipment or infrastructure of your employer.

YOU HAVE THE RIGHT TO



Keep your original personal documents such as your passport and employment contract.



Obtain a Labour Card and Emirates Identity Card.



Working hours as regulated by law.



Compensation for overtime work.



Refuse overtime work.



Take time out for rest. It is not allowed to work for more than 5 hours without a break in the UAE.



Take days off and to annual leave.



One non-working day per week and to public holidays.



Take a medical leave, if you provide a doctor's certificate.



Receive income during periods of illness after you have completed your probation.



Be paid according to the provisions of the Labour Law.



Leave the workplace during your free time.



Be paid for the work completed, regardless of any circumstance.

TO SAFEGUARD YOUR RIGHTS YOU SHOULD ALSO KNOW



The UAE Labour Law does not permit trade unions, strikes, or collective bargaining. This means that there are no workers associations to turn to in case you encounter problems.



The employer can dismiss you for a serious reason such as a criminal activity. In such case, the employer is required to justify their decision.



In case of violation of your contract by your employer, file a complaint with the UAE Ministry of Labour and Social Affairs. The issue can then be taken to local or federal courts.



You should always keep photocopies of all your personal documents with you.



Workers in the free zones can file complaints with the courts directly.



Stay in regular contact with your family and friends back in your home country.

IF YOU ARE STOPPED BY THE POLICE



Give your name, employer's name and address and show your residence permit.



The police can arrest you on suspicion of committing a crime.



Do not allow the police officer to put their hands into your pocket. Empty your own belongings and turn out the pockets yourself.



Ask why you are being arrested, but do not resist.



You have the right to make a telephone call.



The search should be carried out with decency and respect.



Try to avoid admitting to anything or signing any documents you do not understand.

IMPORTANT REMINDERS



Always follow the rules and regulations of the workplace.



Learn the basic norms and values of the UAE. Always use the zebra crossing when crossing the road.



Inform your employer beforehand if you want to take a leave from work.



Respect your host country's culture.



If you are sick and need a leave, obtain a medical certificate.



Be respectful to women. Do not stare at them.



If you work outside, do not turn on the air conditioner very high immediately after work. This can cause heart problems.



Do not participate in any criminal activity! This includes drug abuse or selling.



Take precautions to avoid HIV/AIDS and other sexually transmitted diseases (STDs).



Do not bully or provoke anyone based on ethnic, cultural or religious identity. Do not assault anyone physically.



If your contract expires, and is not renewed, you will be sent back to Pakistan.



Check the expiry dates of all your personal document.



As a registered migrant worker, you are covered by the Health Insurance Protection scheme under the UAE Labour Law. Your employer must pay the fee on your behalf.



If you experience problems at the workplace, talk to family and friends or contact the Embassy or Consulate of Pakistan.



As a registered overseas worker, you are also insured for two years in Pakistan with the State Life Insurance and Overseas Pakistanis Foundation (OPF).



You have the right to travel anywhere in the UAE. Carry your UAE ID with you at ALL TIMES!

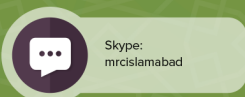
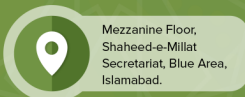


You can send remittances (payments) to your family through formal banking and other channels such as Western Union and Money Gram.

FOR MORE INFORMATION CONTACT THE MIGRANT RESOURCE CENTRES ALL SERVICES ARE PROVIDED FREE OF COST

Hotline Number: 0304 111 2 123

Islamabad:



Lahore:



www.mrc.org.pk

These centres have been established with the support of:

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Implemented by

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IMPROVING MIGRATION MANAGEMENT IN THE SILK ROUTES

