

Guidelines – Health requirements for Performing Arts Training Centres

Document Reference Number : LD-RC-G09
Revision Number : 00
Revision Date : April 2018



1. Purpose:

- To ensure compliance of Performing Arts Training Centres with the public health requirements set forth by Trakhees.
- To ensure the implementation of unified health requirements in Performing Arts Training Centres in the Trakhees jurisdiction in the Emirate of Dubai.

2. Scope:

The health requirement is applicable in all performing arts training centres in the Trakhees jurisdiction in the Emirate of Dubai.

3. Responsibility:

- Director, Inspection Department
- Manager, Retail & Commercial
- Senior Officer, Retail & Commercial
- Officers, Retail & Commercial

4. Details of implementation:

4.1. License

- 4.1.1. A valid professional trade license issued from Trakhees Licensing Division /JAFZA should be secured and the commercial name should reflect the service provided by the centre.
- 4.1.2. Initial approval from KHDA (Knowledge & Human Development Authority) should be available
- 4.1.3. Updated staff list and OHC Inspection form
- 4.1.4. Assigned staff should obtain Occupational Health Card (OHC) issued by Trakhees- (044364652/044364639)
- 4.1.5. Only permitted activity in the license are allowed to be performed in the facility.
- 4.1.6. EPHS file as per (Health Circular No.4) should be compiled and included with all the required documents for verification during inspection.

4.2. Equipment:

- 4.2.1 White boards and other competitive equipment such as projector etc. must be used for educating. Chalks or related low-technology materials are not allowed.

4.3. Furniture:

- 4.3.1 The furniture used should be kept clean and in good condition and be made from easy to clean materials.
- 4.3.2 Storage inside the cabinets should be arranged appropriately.



4.4. The Centre should provide the following:

- 4.4.1 Pest control program record from an approved third party should be available in facility.
- 4.4.2 Covered bin for waste collection.
- 4.4.3 Commitment to maintain general cleanliness throughout the premises. The facility should implement effective cleaning and disinfection in all areas (not limited to cabinets/drawers/shelves) to ensure hygiene within the facility. Daily cleaning checklist for the entire premises should be provided.
- 4.4.4 Hand wash facility should be provided with liquid soap and paper towel to ensure that appropriate personal hygiene is maintained. Hand sanitizers should also be provided.
- 4.4.5 Cleaning tools and chemicals should be stored away from the reach of children in a designated area and with appropriate labeling.

4.5 General notes:

- 4.5.1 Emergency numbers must be displayed in strategic areas in the facility to enable prompt action in case of an emergency
- 4.5.2 Accommodation & cooking are not allowed in the centre.
- 4.5.3 Sleeping mattresses are not allowed in staff room for sleeping purpose.
- 4.5.4 Carpets are not permitted inside the facility.
- 4.5.5 Smoking is not allowed inside the centre. No smoking signs should be displayed in the entrance.
- 4.5.6 Unused and unwanted products should not be stored in the facility. Products meant for personal use which are not related to the activity, should not be stored in the premises. The premises or its part should not be used as a storage area