



FREQUENTLY ASKED QUESTIONS

REGARDING

SICK LEAVE IN LIGHT OF THE AMENDMENT TO ARTICLE (80) OF THE HUMAN RESOURCES MANAGEMENT LAW OF THE GOVERNMENT OF DUBAI NO. 8 OF 2018

QUESTION 1: Does the direct supervisor have the authority to reject sick leave without a medical report when applying the provisions of paragraph (A) of Article (80)?

ANSWER: The direct supervisor does not have the authority to reject such leave if it is submitted by the employee. However, for the purposes of notifying the direct supervisor and processing the approval of the leave in the GRP system, it is sent to the direct supervisor for acknowledgment, preparing for the approval procedures of the sick leave in the system.

QUESTION 2: Can sick leave be granted without a medical report for six consecutive days at once?

ANSWER: No, sick leave without a medical report can only be granted in the following cases:

1. **First case:** If the sick leave is for one working day.
2. **Second case:** If the sick leave is for a maximum of two consecutive working days at a time.

In all cases, the total duration of sick leave granted without a medical report must not exceed six separate working days in one calendar year, and the employee may submit sick leave without a medical report within these limits.

QUESTION 3: If an employee takes sick leave without a medical report for one or two consecutive days, and the following day is a weekend or public holiday, can the



employee take sick leave again on the next working day after the weekend or public holiday?

ANSWER: There is no legal provision preventing the employee from taking sick leave before a weekend or public holiday and then taking it again after the holiday if their medical condition requires it. Sick leave is granted based on working days. For example, if the employee takes sick leave without a medical report on Thursday and Friday, they are allowed to take sick leave again on Monday following the weekend without needing a medical report, provided their medical condition justifies it and they have not exceeded the maximum sick leave allowed for the year.

QUESTION 4: Can an employee combine sick leave without a medical report with any other type of leave provided by law?

ANSWER: Yes, an employee may combine sick leave without a medical report with any other legally granted leave. The decision to grant the employee any additional leave, in combination with sick leave, is at the discretion of the government authority, in accordance with the provisions of the law.

QUESTION 5: Does the six-day maximum sick leave without a medical report, as mentioned in paragraph (A) of Article (80), count towards the overall sick leave entitlement?

ANSWER: Yes, the six-day maximum sick leave without a medical report, as specified in paragraph (A) of Article (80), is included in the total duration of sick leave entitlements as outlined in the article.

QUESTION 6: Is a medical report required if the employee's sick leave exceeds six separate days?

ANSWER: Yes, if an employee takes sick leave beyond the six separate days allowed without a medical report in a calendar year, they must provide an official medical report from a recognized medical authority for each subsequent day of sick leave, up to a maximum of 15 separate working days in one year. Any sick leave beyond this duration must be approved by the medical committee formed by the Dubai Health Authority. For example, if an employee wishes to submit a new sick leave request for



one day after having already used six separate days without a medical report, they will need to provide an official medical report for the seventh day.

QUESTION 7: Is a medical report required if the employee's continuous sick leave exceeds two working days?

ANSWER: Yes, an employee who takes more than two consecutive working days of sick leave, but no more than five consecutive working days at a time, must submit a medical report from an approved medical authority for the leave to be approved.

QUESTION 8: Can an employee's service be terminated for medical reasons without a medical report?

ANSWER: As a general rule, the termination of an employee's service for medical reasons requires a medical report from the relevant medical committee. For a UAE national, this would be from the General Pension and Social Security Authority's medical committee, and for non-nationals, from the medical committee in Dubai. However, an exception applies to non-UAE nationals whose service may be terminated without a medical report if they do not recover after exhausting the full year of extended sick leave. In this case, the employee must be given a two-month notice period, or their service may be terminated immediately, provided they are paid two months' full salary. The notice period is considered actual service time for the non-national employee.

QUESTION 9: What are the financial entitlements for an employee during sick leave?

ANSWER: A UAE national employee is entitled to receive their full salary for the first year of sick leave and their total gross salary for any period thereafter, until recovery or termination by the relevant medical committee. A non-national employee is entitled to receive their full salary for the first three months of sick leave, 75% of their full salary for the following three months, and their basic salary for any period beyond that.



QUESTION 10: Can a department refuse to reduce working hours for health reasons based on a medical committee's recommendation?

ANSWER: If the medical committee recommends reducing the employee's working hours based on a medical report, the department must comply with the recommendation. However, the employee's daily working hours must not be reduced to fewer than five hours.

QUESTION 11: Which medical authority is responsible for recommending the termination of service for an employee who has received initial approval for UAE citizenship from His Highness the Ruler of Dubai and holds a valid UAE passport? What is the maximum sick leave that can be granted to such an employee?

ANSWER: Employees in this category are subject to all the provisions of Article (80) relating to UAE nationals, with the exception of the authority responsible for recommending termination. In this case, the medical committee in Dubai is the legally authorized body to handle such matters.

QUESTION 12: What is meant by the medical report mentioned in paragraph (B) of Article (80)?

ANSWER: The medical report refers to the sick leave granted to the employee, approved by accredited health institutions, hospitals, or medical clinics in the UAE. The report does not need to be detailed; a brief report from the treating doctor, indicating the duration of sick leave required, is sufficient.