

Administrative Resolution No. (220) of 2021
Prescribing the Conditions and Requirements for
Premises of Charitable Associations, Bounteous Quran
Memorisation Centres, and Islamic Foundations in the Emirate of Dubai¹

The Director General of the Islamic Affairs and Charitable Activities Department,

After perusal of:

Federal Law No. (1) of 2018 Concerning Bounteous Quran Private Memorisation Centres and its Implementing Bylaw;

Law No. (2) of 2011 Concerning the Islamic Affairs and Charitable Activities Department;

Decree No. (9) of 2015 Regulating the Raising of Donations in the Emirate of Dubai;

Executive Council Resolution No. (26) of 2013 Concerning Charitable Associations, Bounteous Quran Memorisation Centres, and Islamic Foundations in the Emirate of Dubai;

Executive Council Resolution No. (2) of 2020 Approving the Organisational Structure of the Islamic Affairs and Charitable Activities Department; and

Administrative Resolution No. (245) of 2018 Regulating the Work of Charitable Associations, Bounteous Quran Memorisation Centres, and Islamic Foundations in the Emirate of Dubai,

Does hereby issue this Resolution.

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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.

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Definitions

Article (1)

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

Emirate:	The Emirate of Dubai.
IACAD:	The Islamic Affairs and Charitable Activities Department.
Director General:	The director general of the IACAD.
Competent Department:	Any of the IACAD organisational units responsible for licensing Charitable Associations, Bounteous Quran Memorisation Centres, and Islamic Foundations.
Competent Entity:	The Government Entity responsible for controlling the relevant activities as per the legislation applicable to it. This includes the entities responsible for buildings, transportation, the environment, health, security, safety, ambulance services, surveillance, or similar areas.
Charitable Association:	Any sole proprietorship or group, which is organised for a definite or indefinite term, comprising natural or legal person(s), concerned with religious or charitable affairs, and which conducts its activities in the Emirate, including religious or charitable foundations and associations established or to be established under any legislation.
Bounteous Quran Memorisation Centre:	A place where the rules of reading and reciting, as well as the memorising and teachings, of the Bounteous Quran are taught in the Emirate whether on a permanent or temporary basis.

Islamic Foundation: Any entity concerned with propagating the Islamic culture and increasing religious awareness in the Emirate, and which conducts its activities in the Emirate either on a permanent or temporary basis.

Premises: The place where the work and activities of a Charitable Association, Bounteous Quran Memorisation Centre, or Islamic Foundation licensed in the Emirate pursuant to the provisions of the above-mentioned Executive Council Resolution No. (26) of 2013 are conducted.

Scope of Application

Article (2)

The provisions of this Resolution apply to the Charitable Associations, Bounteous Quran Memorisation Centres, and Islamic Foundations licensed in the Emirate pursuant to the provisions of the above-mentioned Executive Council Resolution No. (26) of 2013.

General Requirements and Conditions for Premises

Article (3)

Premises must meet the following requirements and conditions:

1. The environmental, health, safety, and security requirements approved by the Competent Entities must be satisfied.
2. The security conditions and technical requirements for security systems, as adopted by the Competent Entities, must be satisfied.
3. The planning and construction standards and conditions prescribed by the IACAD and the Competent Entities must be complied with.

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4. Safety certificates for the security systems must be obtained annually from the Competent Entities.
5. Approved traffic studies must be submitted, and parking spaces for buses and other vehicles must be provided in accordance with the planning standards and conditions approved by the Competent Entities.
6. The Premises must be equipped with surveillance cameras for which the footage retention period is not less than sixty (60) days. These surveillance cameras must be installed as follows:
 - a. in the classrooms of Bounteous Quran Memorisation Centres and Islamic Foundations; and in the money sorting and safekeeping halls of Charitable Associations;
 - b. in reception areas;
 - c. in activity rooms; and
 - d. outside of the Premises, at entrance and exit points, in corridors, and at the parking lots of buses and other vehicles.
7. First aid instructions and kits must be provided.
8. Any other requirements or conditions prescribed by the Competent Entities must be satisfied.

Requirements and Conditions for Premises of Charitable Associations

Article (4)

In addition to the general requirements and conditions for Premises stipulated in Article (3) of this Resolution, a Charitable Association must ensure that its Premises meet the following requirements and conditions:

1. The land area and the built-up area of the Premises must conform to the planning standards approved by the Competent Entities.

2. Where the Charitable Association conduct its business and activities in a part of the Premises, the offices of the Charitable Association may not be shared with any other entity.
3. Gender-segregated offices must be designated for receiving humanitarian cases.
4. Separate offices and cabinets must be designated for safekeeping accounting files away from the places designated for receiving humanitarian cases.
5. A room for collection and stocktaking of Donations, and separate warehouses designated for storing in-kind Donations, must be provided by the Charitable Association where it is authorised to raise Donations under the legislation in force. The room and warehouses must be equipped with surveillance cameras and biometric entry devices for use by members of the stocktaking committee.
6. A large sign displaying the name, logo, and IACAD-issued registration number of the Charitable Association must be placed on the façade of the Premises. The sign must be consistent with the Charitable Association's corporate identity approved by the IACAD.

Requirements and Conditions for Premises of Bounteous Quran

Memorisation Centres and Islamic Foundations

Article (5)

In addition to the general requirements and conditions for Premises stipulated in Article (3) of this Resolution, a Bounteous Quran Memorisation Centre must ensure that its Premises meet the following requirements and conditions:

- a. For Premises that are fully designated for the Bounteous Quran Memorisation Centre:
 1. The land area and the built-up area of the Premises must conform to the planning standards approved by the Competent Entities.
 2. A room must be provided for receiving the public.

3. Comfortable spaces must be provided for learners in classrooms.
4. A room must be allocated for events and activities.
5. A sufficient number of glass-walled classrooms commensurate with the number of students must be provided. These classrooms must be accessible to persons with disabilities.
6. Strictly gender-segregated classrooms and activity rooms with independent entry and exit points must be provided.
7. Emergency exits must be provided.
8. An open-air space, with an area that is commensurate with the number of learners, must be provided within the Premises in order to protect public health and maintain healthy ventilation.
9. A waiting area must be provided next to the Premises entrance for use by learners and parents.
10. Gender-segregated medical treatment rooms must be provided. These rooms must be medically equipped, and supervised and managed by a full-time nurse, in accordance with the requirements prescribed by the health authorities in the Emirate.
11. Offices for the manager and employees of the Bounteous Quran Memorisation Centre must be provided.
12. All classrooms and activity rooms must be equipped with display screens with the latest audiovisual systems.
13. Gender-segregated offices must be provided for the administrative and academic staff, and must be overlooking the classrooms.

14. Gender-segregated washrooms for the administrative and academic staff, and for learners, must be provided. The washrooms must have ablution areas, and must be accessible to persons with disabilities.
 15. Gender-segregated prayer rooms must be provided and must be commensurate with the occupancy capacity of the Premises.
 16. A large sign displaying the name, logo, and IACAD-issued registration number of the Bounteous Quran Memorisation Centre must be placed on the façade of the Premises. The sign must be consistent with the Bounteous Quran Memorisation Centre's corporate identity approved by the IACAD.
 17. Appropriate furniture that is suitable for the learners' age groups must be provided.
 18. All Quran teaching and memorisation requirements, including computers, books, copies of the Quran, and other requirements, must be satisfied.
 19. Where a canteen is set up in the Premises, the conditions and requirements prescribed by the Competent Entities in respect of canteens must be satisfied.
 20. An electronic or digital library for the learners must be provided to facilitate research and achieve other educational purposes.
 21. An auditorium equipped with the latest audiovisual systems must be provided for making presentations and speeches.
 22. A room must be designated for the guard of the Premises at the main entrance.
- b. Where the Bounteous Quran Memorisation Centre conducts its activities in a part of the Premises, the conditions and requirements stipulated in paragraph (a) of this Article must be satisfied as prescribed by the IACAD in this respect and to the extent practicable given the nature of the place where the Centre conducts its activities.

- c. The provisions of this Article apply to Islamic Foundations to the extent practicable given their nature and as prescribed by the IACAD in this respect.

Consistency with Legislation in Force

Article (6)

The provisions of this Resolution will apply without prejudice to the functions vested in the Competent Entities in relation to supervising, monitoring, and licensing construction, transportation, environmental, health, security, safety, ambulance, surveillance activities in accordance with the applicable legislation relevant to these entities.

Compliance

Article (7)

A Charitable Association, Bounteous Quran Memorisation Centre, or Islamic Foundation operating by the effective date of this Resolution must comply with the provisions of this Resolution within a period not exceeding six (6) months from the effective date hereof.

Implementation Rules

Article (8)

The officials in charge of the Competent Entities must, each within his own powers, prescribe the rules required for implementing the provisions of this Resolution.

Repeals

Article (9)

Any provision in any other administrative resolution will be repealed to the extent that it contradicts the provisions of this Resolution.

Publication and Commencement

Article (10)

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

Hamad Al Sheikh Ahmed Hamad Al Shaibani

Director General

Islamic Affairs and Charitable Activities Department

Issued in Dubai on 1 September 2021

Corresponding to 24 Muharram 1443 A.H.