



Abu Dhabi Specification

معايير أبوظبي الفنية



ADS 17/2017

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Operational & Planning
Specifications for Car
Workshops

المعايير التخطيطية و التشغيلية لورش
السيارات



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About the Abu Dhabi Quality & Conformity Council

The Abu Dhabi Quality and Conformity Council (QCC) was established by law No. 3 of 2009, issued by His Highness Sheikh Khalifa Bin Zayed Al Nahyan, President of the UAE.

QCC is responsible for the development of Abu Dhabi Emirate's Quality Infrastructure, which enables industry and regulators to ensure that products, systems and personnel can be tested and certified to UAE and International Standards.

Products, Services and Systems certified by the QCC may receive the Abu Dhabi Trustmark. The Trustmark is designed to communicate that a product, service or system conforms to various safety and performance standards that are set by Abu Dhabi regulators.

1. Foreword

The Car Workshops Working Group for Operational & Planning Specifications was established in November 2016 to identify and consolidate all Emirate's planning and operational requirements to operate a car workshop. In order to do so, the working group examined various existing standards and technical regulations related to the subject. It is intended also to prioritize the car workshops operational and planning standards topics to be studied and reviewed at the level of Abu Dhabi Emirate. Abu Dhabi Specifications (ADS) is developed on subjects that have no clear specifications or local legislation.

2. Purpose

The ADS for car workshops is intended to achieve the following:

- 2.1 Contribution to the achievement of Abu Dhabi Vision.
- 2.2 Support the expansion of the industry to meet the emerging needs and requirements while maintaining the best standards.
- 2.3 Facilitation and enhancement of audit/inspection standard to allow for a rapid emergency response.
- 2.4 Enhancement of public health and safety and the protection of the environment



2.5 Provision of vocational model records for vehicle repair workshops with the modern development of standards and operating procedures.

2.6 Improving the customers' experience when using Car workshop facilities and services.

3. Acknowledgments

The QCC would like to thank the members of the working group listed below:

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34	Mohamed Al Mosaabi	Electra Auto

35	Syed Naveed	Bin Hamooda Auto
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4. Scope

- 4.1 These specifications are intended for car workshops in Abu Dhabi of all sizes and activities.
- 4.2 These specifications are not substitutes for any other legislation issued in the UAE, and the shops shall comply with the relevant UAE Federal and Abu Dhabi legislations.

5. Terms & Conditions

Core Requirements: Mandatory requirements that require 100% compliance

Conditional Core Requirements: Mandatory requirements that require 100% compliance in specific categories of workshops (according to size and/or activity)

Optional Requirements: Complimentary requirements that add value if implemented

Body & Paint Activities: Activities related to the body of the vehicle, such as plumbing and paint

Mechanical Activities: Activities related to the mechanics of the vehicle

Electrical Activities: Activities related to the electricity of the vehicle

6. Requirements

The car workshops' planning and operational requirements are categorized into seven (7) different groups. Each category has core, conditional core and optional requirements. The seven categories of requirements are:

- 6.1 Security: Requirements that ensure the protection of the security of the facility, workers, vehicles, visitors and surrounding facilities. The list of planning and operational requirements for the workshop security is available in Appendix 1A.
- 6.2 Health & Safety: Requirements that ensure safety of the facility, workers, vehicles, visitors and surrounding facilities against occupational and environmental hazards. The



list of planning and operational requirements for the workshop health and safety is available in Appendix 1B.

6.3 Appearance & Environment: Requirements related to the general appearance of the facility: Workplace space, storage rooms, restrooms, ventilation, lighting ... etc. The list of planning and operational requirements for the appearance and the environment of the workshop is available in Appendix 1C.

6.4 Manpower: Requirements that ensure the competency and ability of workers to perform the jobs they are assigned at the facility. The list of planning and operational requirements for the manpower operating the workshop is available in Appendix 1D.

6.5 Machines, Tools & Equipment: Requirements related to the machines, tools and equipment critical to carry out the jobs required at the facility. The list of planning and operational requirements for the machines, tools and equipment used in the workshop is available in Appendix 1E.

6.6 Materials & Consumables: Requirements related to the basic materials used and necessary to conduct the jobs at the facility. The list of planning and operational requirements for the materials and consumables used in workshop is available in Appendix 1F.

6.7 Method: Requirements related to the working methods and documentation necessary to perform tasks. The list of planning and operational requirements for the methods applied in the workshop is available in Appendix 1G.



7. References

- Decree of the Prime Minister No. (26) of 2000 on the regulation of labor relations
- Order No. (42) of 2009 (Environment and Health Administration of the Emirate of Abu Dhabi) system
- Act No. (24) of 1999 on the protection and sustainability of the environment
- Decree No. (5) of 1998 on the issuance of a license in the emirate
- Administrative Decree No. (25) of 2008 on the organization of economic activities and the issuance of licenses issued based on Article (18)
- Hygiene and sanitary conditions for the general commercial shops (Abu Dhabi Municipality)
- Decree of the Prime Minister No. () of 2017 on the Emirati System for Car Repair Workshops
- OSHAD-SF Mechanism 5.0: Requirements for Medium Risk Entities