

TABLE OF CONTENTS

1.	Objective	1
2.	Approach	1
3.	How to Use the Guideline.....	2
4.	Classifications	3
4.1	Category 1 (Permitted Goods)	3
4.2	Category 2 (Conditional Approval Goods)	4
4.3	Category 3 (Discretionary Approval Goods).....	5
4.4	Category 4 (Prohibited Goods).....	6
4.5	Design of Storage Facilities	7
5.	References	9
	Appendix 1 – Screening Matrix	10

1. Objective

This Guideline is intended to be used by Dubai Logistics City (DLC) to provide an initial screening as to whether goods can be stored within DLC storage facilities.

These guidelines provide DLC with a mechanism to determine quickly what can and cannot be stored within the DLC and provide advice to applicants. In doing so, the onus of ensuring that all required approvals are gained prior to applying to DLC is on the applicant.

The storage of goods at DLC (as with any other storage facility) has a potential risk if such goods are dangerous or hazardous. Such risks include potential impacts on the DLC itself, people and surrounding communities, the environment, airport operations and other DLC cargo, potentially affecting the financial performance of DLC. The guidelines seeks to remove or reduce this risk by assisting DLC in controlling which goods are stored within the DLC facility.

These guidelines do not cover processing or production of goods within DLC.

These guidelines will need to be used in conjunction with the municipality Code of Practice on the management of dangerous goods as well as other Federal, Municipal or other relevant international requirements and standards, some of which are included in Section 5 at the end of the guidelines. The guidelines do not supersede the contents of any of these requirements or standards.

This guideline however goes beyond the above Code of Practice, for example prohibiting all explosives to be stored in the DLC as the risk of hazard is deemed too great and could affect investment. This is due to the segregation and separation distances that could be required, as well as the perceived risk of an investor interested in property adjacent to an explosives storage area, as well as the risk of such facilities within proximity to an airport.

2. Approach

The precautionary principle has been invoked, and the guidelines prohibit any item or goods considered a significant risk. This included the storage of any goods that

are potentially a hazard (i.e. fuels, and most liquid chemicals). The management of which goods are stored at DLC, thereby reducing risks of accidents or hazards, can assist DLC in:

- Enhancing the competitive advantage and attractiveness of DLC facilities.
- Increasing land-use efficiency by reduced the need to have separation distances associated with the storage of dangerous goods.
- Subsequently maintaining land values in and around DLC.
- Avoiding increased infrastructure and servicing costs.
- Encouraging tenants to DLC
- Reducing overall risk and environmental liability.

3. How to Use the Guideline

The Screening Form attached in Appendix 1 is to be applied by DLC.

In order for the screening exercise to be effective, the applicant is expected to supply to DLC:

- A complete list of all goods to be stored within DLC including volumes, origin and destination data, duration of storage.
- All completed approvals from the appropriate ministries and departments within the Municipality.
- Material Safety Data Sheets (MSDS) where necessary for any goods.
- Proposed management practices for the storage of any goods within DLC.

The screening exercise is related to the four classifications of goods.

- Category 1 (Permitted Goods). These goods are approved for storage within DLC with no further investigation or approvals by DLC required.
- Category 2 (Conditional Approval Goods). These goods are approved in principle, but further information is required before they can be stored within DLC. DLC maintains the right to limit the amount of such goods that can be stored, or the duration of storage, or impose conditions regarding how the goods are stored.
- Category 3 (Discretionary Approval Goods). These goods are not approved by DLC until additional supporting information is provided to ensure any risk during storage is avoided. This may mean the proponent needs to provide

further information on the nature of the goods to be stored, or provided information on special storage arrangements.

- Category 4 (Prohibited Goods). These goods are prohibited either because they are banned under International and/or National legislation, or due to the level of risk involved in handling and storing such items within DLC. This includes any item considered a 'Dangerous Goods' under UN Classes 1-8.

The process of the screening exercise is outlined within the flowchart provided in Appendix 1. Notes on the completion of the Screening Form are also provided:

4. Classifications

4.1 Category 1 (Permitted Goods)

Category 1 goods are those goods that are not listed in Category 4 (Prohibited Goods) where the applicant can demonstrate that all appropriate permits and approvals have been granted by the appropriate Ministries or the Municipality for the import, export (where necessary) handling, transportation and storage of these goods.

The applicant must be in a position to demonstrate to DLC that any requirements or conditions that govern the storage of these goods whilst in Dubai will be met.

Where there are no statutory requirements for approvals or permits for storage of these goods in Dubai, the applicant will provide proof of this through No Objection Certificates where necessary.

Where NOCs are not required, the applicant will provide written guarantee that all goods are legal and inert and pose no risk to DLC, the environment or any other parties as well as any other goods stored within DLC.

4.2 Category 2 (Conditional Approval Goods)

Category 2 goods are goods not included in Category 4 (Prohibited Goods) and where DLC has no concern with storage in principle. However, DLC maintains the right to request further information on the nature of the goods stored and any facilities or management practices that are required during storage (i.e. drainage management plans). DLC also reserves the right to request such facilities or management practices be installed prior to approval.

Goods that fall within Category 2 because:

- 1) The applicant has not provided all necessary Government or Municipality approvals. All approvals will be required before final approval is granted by DLC.
- 2) DLC require further information before approval is granted for storage of these goods within DLC. All storage facilities must meet the storage requirements outlined in Section 4.5 of this guideline.

The applicant must also provide a full list of goods demonstrating no Category 4 items will be stored within DLC facilities.

Goods classed within Category 2:

- Prepared Foodstuffs
- Mineral products
- Articles of stone, plaster, cement, mica, or similar materials, ceramic products
- Treated wood and wood articles
- Paper pulp and other cellulosic material
- Textiles and textile articles
- Machinery and mechanical appliances
- Plastics and associated articles
- Vehicles, aircraft, vessel and associated transport equipment
- Medical, surgical, optical, photographic, cinematographic, measuring, checking, precision instruments and apparatus
- Works of art, antiques, etc
- Household electronic equipment (Audio equipment, TVs and videos, Computers and Software etc)

4.3 **Category 3 (Discretionary Approval Goods)**

Category 3 goods are goods that are prohibited until additional information is received from the application on the nature of the goods, how these goods will be stored, and the facility or management systems to be implemented in the storage facilities due to risk of hazard which is not significant enough to be included in Category 4. DLC reserves the right to request such facilities or management practices be installed prior to approval.

Table 3.3 Outlines the Class of goods included in Category 3, their reasons for inclusion and the requirements on the Applicant to demonstrate to DLC that the level of risk and liability has been reduced.

Class of Goods	Reason for Inclusion in Category 3	Requirements for Approval
Live Animals	To ensure the welfare and legality of storing Animals within DLC's facility. That no disease or pests are imported to Dubai via DLC facilities.	<ul style="list-style-type: none"> - The appropriate approvals or NOC from the required Ministry demonstrating that the animals in storage are not subject to any trade bans - Copies of all Veterinary checks showing the animals are in good health and free from disease - The duration that animals will be held in storage - A management plan showing programmes for feeding, maintenance of clean drinking water, exercise, cleaning of enclosures and cages.
Live Plants, seeds, seedlings etc	To ensure the legality of storing plants within DLC's facility. That no diseases or pest are imported to Dubai via DLC facilities.	<ul style="list-style-type: none"> - The appropriate approvals or NOC from the required Ministry demonstrating that plant or plant product in storage are not subject to any trade bans - Checks showing the plants are not bringing into Dubai any pests or, diseases
Animal and plant products	Ensure the legality of importing any plant or animal products. That items such as animal/vegetable fats are not consider 'dangerous goods' under UN Classes 3 (flammable liquids) and 4 (Flammable solids).	<ul style="list-style-type: none"> - The appropriate approvals or NOC from the required Ministry demonstrating that the goods are not subject to any trade bans. - Evidence that products are not considered 'Dangerous Goods' and there a potential fire risk.
Products for the chemical or associated industries	Ensure all approvals have been granted. Ensure appropriate storage facilities.	<ul style="list-style-type: none"> - Provided proof of all appropriate permits and approvals. - Drainage and spill management Plans for any liquids over 10,000 litres. - Provide list of goods

Class of Goods	Reason for Inclusion in Category 3	Requirements for Approval
	No Category 4 Items.	demonstrating no Category 4 items.
Base metals or associated articles of base materials.	Ensure all approvals have been granted. No Category 4 Items.	- Provided proof of all appropriate permits and approvals. - Provide list of goods demonstrating no Category 4 items.
Health and beauty products	Ensure all approvals have been granted. Ensure appropriate storage facilities.	- Provided proof of all appropriate permits and approvals. - Fire management systems plans - Drainage and spill management Plans for any liquids over 10,000 litres if stored in bulk.

4.4 Category 4 (Prohibited Goods)

Storage of Category 4 goods within the DLC is prohibited either because such goods are:

1. Banned under International and/or National legislation:

- Drugs and narcotics.
- Any endangers plants, animals, or associated products from endangered animals and plants (e.g. ivory, skins, pharmacy or health remedies).
- All Goods within Table 5.1 (List of Prohibited Imports) contained within the Dubai Municipality 1997 Code of Practice for the Management of Dangerous Goods in the Emirate of Dubai (refer to Appendix 1).
- All prohibited and dangerous goods within the Information Bulletin 'List of Prohibited and Restricted Dangerous Goods' issued by the Dubai Municipality Environmental Department (refer to Appendix 2).

2. Significant level of risk involved in handling and storing such items within the DLC. This includes any item considered a 'Dangerous Good' under UN Classes 1-8 due to the risk of explosive, fire, toxic, infectious hazardous.

- Asbestos
- Fertilizers
- Insecticides
- Fungicides
- Herbicides
- Arms and weaponry

- Garbage and wastes (including all inert, hazardous, medical, chemical, biological wastes)
- Explosives including all UN Class 1 Dangerous Goods
- Gases including all UN Class 2 Dangerous Goods
- Flammable liquids including all UN Class 3 Dangerous Goods.
- Flammable solids including all UN Class 4 Dangerous Goods.
- Oxidizing Agents and organic peroxides including all UN Class 5 Dangerous Goods.
- Toxic and Infectious Substances including all UN Class 6 Dangerous Goods.
- Radioactive substances including all UN Class 7 Dangerous Goods
- Corrosive Substances including all UN Class 8 Dangerous Goods
- All Miscellaneous Dangerous Substances including all UN Class 9 Dangerous Goods
- Any additional ecotoxic substance with or without capacity for bioaccumulation

4.5 Design of Storage Facilities

For all storage facilities within DLC, the applicant shall observe the following:

- 1) Design the store in a manner restricting fire, spillage and injury hazards. Drainage and spill management Plans for any liquids over 10,000 litres.
- 2) Provision of emergency exits easy to open in the dark or in case of heavy smoke.
- 3) Provision of sufficient ventilation.
- 4) Floorings must be liquid impermeable, soft, non slippery and free from cracks to enable easy cleaning, and shall be designed so as to contain leakage and fire fighting water.
- 5) Provision of suitable fire fighting equipment in accessible places with a fire alarm system. This fire alarm system shall be periodically inspected and tested to verify its suitability.
- 6) Stow materials in a manner not impeding forklift and handling equipment or emergency systems movement.
- 7) Setting up an emergency management plan on site.
- 8) All damaged packages shall be disposed of in a suitable manner with the maintenance of the surrounding area cleanliness at all times.

- 9) Abide with applicable environmental laws and regulations, and with environmental conditions and requirements set by the Municipality and DLC.
- 10) Undertake adequate safety and security measures while carrying all activities, and shall notify DLC and the Municipality Environmental Department in case of emergencies or accidental releases to the environment.
- 11) Maintain cleanliness and observe environment protection measures at his premises.
- 12) Remove any pollution and be responsible for the full cost of cleanup and other environmental damages due to accidents or pollution caused by his activities.
- 13) Monitor emissions, discharges and wastes, keep relevant records for 5 years at least.
- 14) Insure safe and unobstructed entry of inspectors and enforcement officers to his premises at any time and without advance notice, to insure compliance with regulations and permit conditions.
- 15) Undertake adequate safety and security measures while carrying all activities, including:
 - a) Appoint a safety officer and First Aid specialists
 - b) Prepare safety management manual
 - c) Prepare an emergency plan, approved by the civil defence and clearly post it on site.
 - d) Keep records of accidental emergencies and occupational safety exposures and chemicals and hazardous materials
- 16) Maintain cleanliness and observe environment protection measures at his premises and ensure environmental friendly operation.

5. References

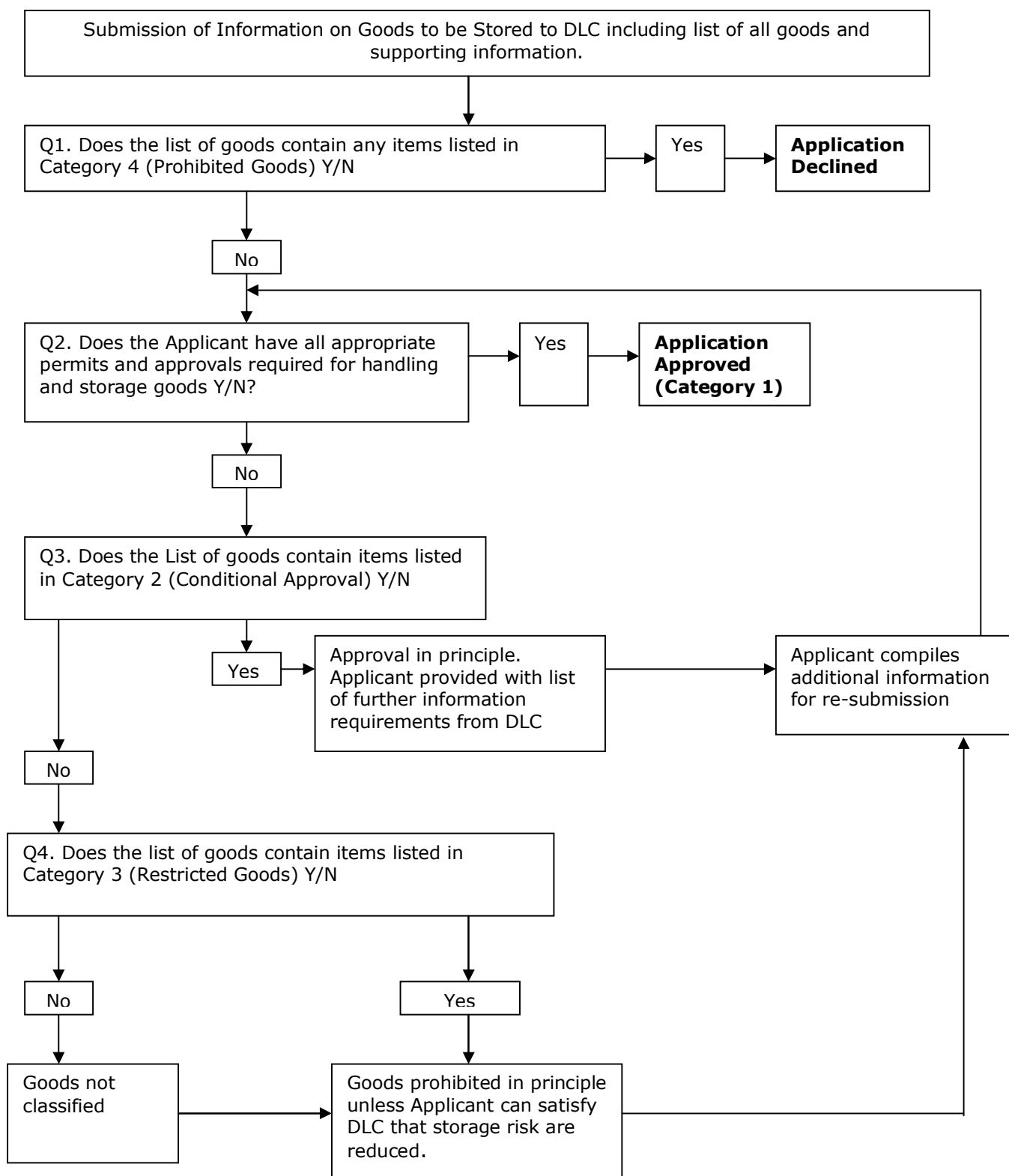
It is important that the storage of goods, at a minimum, comply with the laws and regulations of Environmental Department of the Dubai Municipality. Documents that must be adhered to are listed below:

- The Code of Practice for the Management of Dangerous Goods in the Emirate of Dubai 1997.
- The List of Prohibited and restricted Dangerous Goods. Published by the Environmental Department, Dubai Municipality.

This is not a complete list and the onus is on the applicant to determine what approvals they must gain.

Appendix 1 – Screening Matrix

Figure 1: Screening Process



Notes on Screening Form

The first question is designed to determine whether the list of goods to be stored with DLC contain any hazardous items that are prohibited from storage within DLC. Should any items outlined in Category 4 be included, the application will be rejected until such items are removed from the inventory. This is known as the first sieve and is used to remove dangerous and hazard items. Question 1 therefore asks:

Q1: Does the list of goods contain any items listed in Category 4 (Prohibited Goods) Y/N?

The second sieve will separate out those items that have little to no risk in terms of storage within DLC. These therefore, are those items not considered significantly hazardous (removed through question 1) and have all necessary approvals from the appropriate Ministry(s) and the Municipality. The question asked is:

Q2: Does the Applicant have all appropriate permits and approvals required for handling and storage goods Y/N?

Should the answer be yes, the application is approved and no further approvals are required. If the answer is no, the application passes to the third sieve.

The third sieve will separate out those goods that DLC approves in principle as the risk of any hazard is minor. Question 3 asks:

Q3: Does the List of goods contain items listed in Category 2 (Conditional Approval) Y/N?

If the answer is yes, DLC approves the goods to be stored in principle. However, further information from the applicant maybe required, including further government approvals if these are incomplete. DLC may also request further information on the nature of the goods stored and any facilities or management practices that are required during storage.

The fourth sieve will separate out those goods that DLC believe should be prohibited unless sufficient supporting information is provided to DLC to ensure risks are reduced. Question 4 asks:

Q4: Does the list of goods contain items listed in Category 3 (Restricted Goods) Y/N?

If the inventory does, these goods are prohibited until such time DLC is convinced their storage within DLC facilities will be of an appropriate low level of risk. The applicant will be required to provide additional information on management and safety systems to ensure these concerns are met.

Question 1	Yes ✓	No x	Application Declined or Approved (Y/N)?
Does the list of Goods for storage contain any hazardous or dangerous substances from the following:			
Asbestos			
Fertilisers			
Insecticides			
Fungicides			
Herbicides			
Arms and weaponry			
Garbage and wastes (including all inert, hazardous, medical, chemical, biological wastes)			
Explosives including all UN Class 1 Dangerous Goods			
Gases including all UN Class 2 Dangerous Goods			
Flammable liquids including all UN Class 3 Dangerous Goods			
Flammable solids including all UN Class 4 Dangerous Goods			
Oxidizing Agents and organic peroxides including all UN Class 5 Dangerous Goods			
Toxic and Infectious Substances including all UN Class 6 Dangerous Goods			
Radioactive substances including all UN Class 7 Dangerous Goods			
Corrosive Substances including all UN Class 8 Dangerous Goods			
All Miscellaneous Dangerous Substances including all UN Class 9 Dangerous Goods			
Any additional ecotoxic substance with or without capacity for bioaccumulation			
Question 2	Yes ✓	No x	Application Declined or Approved (Y/N)?
Does the Applicant have all appropriate permits and approvals required for handling and storage goods?			
Question 3	Yes ✓	No x	Application Declined or Approved (Y/N)?
Does the List of goods contain items listed in Category 2 (Conditional Approval)?			
Prepared Foodstuffs			
Mineral products			
Articles of stone, plaster, cement, mica, or similar materials, ceramic products			
Treated wood and wood articles			
Paper pulp and other cellulosic material			
Textiles and textile articles			
Machinery and mechanical appliances			
Plastics and associated articles			
Vehicles, aircraft, vessel and associated transport equipment			

Medical, surgical, optical, photographic, cinematographic, measuring, checking, precision instruments and apparatus			
Works of art, antiques, etc			
Household electronic equipment (Audio equipment, TVs and videos, Computers and Software etc)			
Have the design for all storage facilities meet the storage requirements outlined in Section 4.5 of this guideline?			
Question 4	Yes ✓	No ✗	Application Declined or Approved (Y/N)?
Does the list of goods contain items listed in Category 3 (Restricted Goods) Y/N			
Live Animals			
Live Plants, seeds, seedlings etc			
Animal and plant products			
Products for the chemical or associated industries			
Base metals or associated articles of base materials			
Health and beauty products			
Have appropriate approvals or NOC from the required Ministry demonstrating that the animals, plants or their products in storage are not subject to any trade bans be supplied?			
Has the applicant provide copies of all Veterinary checks showing the animals are in good health and free from disease?			
Has the applicant provided details on the duration that animals will be held in storage plus a management plan showing programmes for feeding, maintenance of clean drinking water, exercise, cleaning of enclosures and cages?			
Has the applicant provided evidence of checks showing the plants are not bringing into Dubai any pests or, diseases?			
Have the design for all storage facilities meet the storage requirements outlined in Section 4.5 of this guideline?			