

**Circular No (49) for 2014**  
**On Implementing the Provisions of National & Reserve Service**  
**Law in the Federal Government**

**To: All Ministries & Federal Government Entities**

The Federal Authority for Government Human Resources (FAHR) would like to send you kind regards, wishing you all the success in your endeavors.

Pursuant to the Federal Law No (6) for the year 2014 on the National and Reserve Service which includes certain provisions relating to current Federal Government employees or who will be appointed later; and

In line with the role of the Federal Authority for Government Human Resources in assisting the federal ministries and entities with proper implementation of HR-related legislation;

FAHR is issuing this Circular requesting all federal ministries and entities to adhere to and implement the provisions contained in the aforementioned Federal National and Reserve Service Law. Specifically they should:

1. **Ensure that any candidate applying to fill a job must hold a national service card, or present a certificate showing his position, according to the procedures adopted at the National and Reserve Service Authority, if the candidate is a male UEA national within the national service age limit.**
2. **Allow their Emirati employees to join the national service if they meet the eligibility requirements, according to the mechanism that**

**has been agreed upon between the Federal Authority for Government Human Resources and the National and Reserve Service Authority**

3. Allow Emirati employees whose national service has been postponed as per the law, to perform the national service.
4. Allow eligible Emirati employees to perform the national service if called, and subsequently return to their original jobs after the end of service, provided they prove enrollment during the call period
5. Secure the original job or equivalent for any Emirati employee who joins the national service or summoned to undertake the service, until he fulfils the national service or summon period. The employee's job may be filled temporarily during his absence.
6. Pay to the Emirati employee his salaries, allowances, bonuses, promotions, pensions or other rights and privileges throughout the duration of national service. The national service or summon period will be reckoned towards the employee's continuous period of service for which he is entitled to gratuity, retirement benefits and other rights and privileges arising from employment.

Accordingly, the federal ministries and entities should:

- a) Apply Pensions & Social Security Law to any Emirati employee who is undertaking or summoned to the national service in case of injury, death or loss
- b) Calculate the period of national service spent by a conscript appointed in a ministry during his conscription, as part of his service in that ministry for which he will be entitled to any prescribed increases.
- c) If the employee is appointed in a ministry after the end of his national service, the period of his service will be deemed as part of his service in

that ministry in respect of end of service gratuity, retirement benefits and any other privileges arising from employment.

- d) Calculate the national service period spent by an employee as part of eligibility period for end of service gratuity or retirement benefits
- e) The Armed Forces will bear the costs arising from calculation of service periods in items (b) and (c) above

The federal ministries and entities need to observe the importance of entering the Ministerial Resolution endorsing the conscription of any employee to undertake national service, into "BAYANATI" System according to the mechanism adopted for the System.

We hope that all federal ministries and entities comply with the content of this circular, and would like to advice the human resource officials in particular, to refer to Federal Law No (6) for the year 2014 in interpreting or clarifying any of the aforementioned provisions.

**Thank you for your cooperation.**

Issued on: Sept 09, 2014

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