



## Training and Development System for Federal Government Employees and Its Initiatives

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As it seeks to promote and develop the Federal Government human capital, as well as creating government competencies capable of realizing the UAE Vision and prospects towards the global leadership, FAHR launched different training initiatives, forming a training arm, for the Federal Government employees to support them with knowledge, and specialized and general behavioral and professional skills.

Through this manual, we highlight the FAHR e-supported training initiatives, as follows:

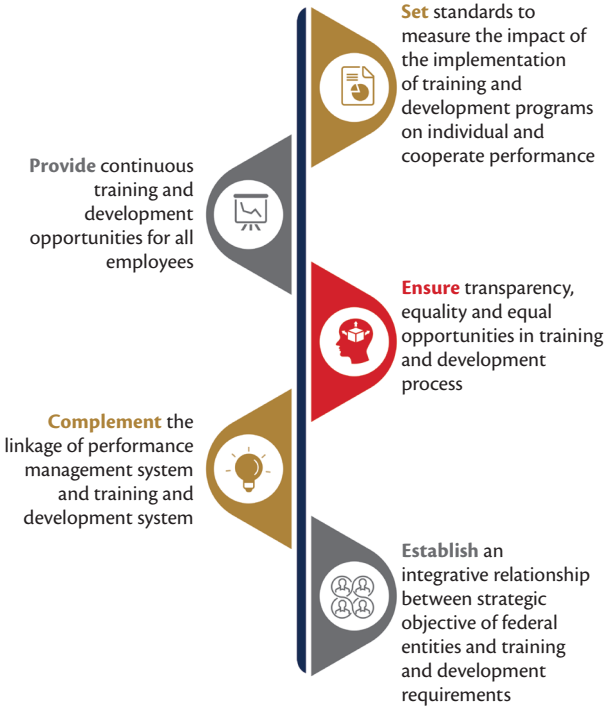
- Training and Development System for Federal Government Employees;
- “Maaref” for Federal Government preferred training partners;
- “Capabilities” framework for Federal Government employees capabilities measurement;
- E-Learning gate
- Training programs bank
- Specialized certificates calendar

# Training and Development System for Federal Government Employees

FAHR has launched the system based on its believe of the necessity of granting comprehensive development opportunities to the Federal Government employees, as an integral part of the HR development system, concurrently with launching the performance management system connected to it. Its outputs are considered inputs to the training and development system. Determining the need for training and development is based on the outcomes of the performance management system.

The systems aims to raise the functional system efficiency and providing it with the skills and qualifications to achieve the performance efficiency through (Ensuring preparation of individual development plans for employees and assisting the ministries and federal entities in qualifying them). The forms of training ensured by it include (Training courses, education leaves, job rotation, development secondment, secondment, job shadowing programs, conferences, forums and job succession)

# The principles that defines Training and Development system



# Maaref

## Federal Government Preferred Training Partners



It is considered one of the FAHR strategic initiatives. Its concept is based on counting the best training service providers in the UAE according to specific standards, as well as making a list of them and providing the ministries and federal entities with the same. It also aims to determining the entities need for training, as per their annual plan, negotiation with the approved training service providers to provide programs and course for reduced rates and other free services.



### **Maareef aims to:**

- **Enable** the national competencies and development of federal human capital;
- **Create** partnership based on the social responsibility and mutual benefit between the private sector and government sector;
- **Ensure** training with reliable quality to the employees of ministries and government entities and covering the training needs;
- **Achieve** the financial abundance from the training budgets in the government entities;
- **Promote** competence and productivity attractive and motivating work environment;
- **Facilitate** selecting the online training courses by the federal entities.

## “Maaref” Portal

First online Platform for the training service providers in the UAE

FAHR launched “Maaref” Portal [www.maaref.ae](http://www.maaref.ae) and made it accessible to its clients as a smart application (FAHR). Accordingly, it forms the first online Platform for the training service providers in the UAE. It provides the employees of ministries and federal entities with access to the training programs raised by the approved training service providers within “Maaref” initiative. Moreover,







it provides the training officers at the ministries and federal entities with the future of registering their employees in the training courses declared frequently by “Maaref” partners. The portal also provides the possibility of training programs evaluation through linking it with the training and development e-system for the Federal Government employees.



# “Capabilities”

## Federal Government Employees Capabilities Measurement Mechanism Framework



Federal Government Employees Capabilities Measurement Mechanism Framework (Capabilities) aims at supporting ministries and federal entities in development and enabling their human resources and raising their performance and capabilities. This shall be achieved through considering and proposing the best global applicable practices and solutions in the field of employee's capabilities measurement and development.

Capabilities concept is based on that FAHR



prepares a list of the best capabilities assessment service providers in the UAE and provides it to the ministries and federal entities seeking to measure their employees' capability for competitive prices.

### **“Capabilities” Portal**

FAHR has launched a portal for “Capabilities” initiative to assist the approved assessment service providers in offering their tools and introducing the manner of using them to measure and develop the Federal Government employees' capability.

## E-Learning gate

### Smart Training Platform for Federal Government Employees

FAHR has launched the E- Learning gate with the aim of empowering the employees of ministries and federal entities in particular aware of the HR policies ,legislations and systems applied at the level of Federal Government. Also, introducing HR system that is applicable to ministries and federal entities within this platform to ensure knowledge transfer.



## Specialized Certificates Calendar

Specialized certificates calendar has been launched with the aim of determining the training programs granting specialized professional certificates to assist the federal entities in investment of training budgets in approved specialized training programs and create a federal database accessible to the employees and determining the entities that grant such certification.



## Training Programs Bank

FAHR seeks, through the training programs bank, to enable the ministries and federal entities employee from selecting the training courses suitable to their needs with an innovative electronic manner and easy to be used through the electronic training and development system accessible on the HR information management system in the Federal Government (Bayanati).

The bank shall improve the application quality of the electronic training system in the Federal Government, by providing a list of reliable training programs. Selection shall be made from such programs during the annual training plans development phase. This saves time and efforts and ensures selection of suitable training during the individual development plan revision.