



Circular No. (02) of the year 2023

Modifying the circular issued on official working hours in the holy month of Ramadan for the year 1444 AH

To the kind attention of all Ministries and Federal Authorities

Greetings,

The Federal Authority for Government Human Resources extends its best wishes to you.

Upon the directives of His Highness Sheikh Mohammed bin Zayed Al Nahyan, President of the UAE, "may God protect him", the official working hours in the federal government entities on Fridays of the holy month of Ramadan will be 70% remotely, and 30% on-site, and pursuant to circular No. 01 of 2023 issued by the Authority regarding the official working hours during the holy month of Ramadan for the year 1444 AH, the official working hours in the month of Ramadan will be as follows:

- From Monday to Thursday: from 9:00 am to 2:30 pm
- Friday: from 9:00 am to 12:00 pm

Accordingly, the Federal Authority for Government Human Resources kindly requests all ministries and federal entities to note that the official working hours for employees during the holy month of Ramadan will be as per the hours prescribed in the above text (with the exception of those whose work nature requires otherwise), noting that the ministries and federal entities may do the following:

1. Continue to implement the approved flexible working hours' regulations during working days during the holy month of Ramadan in accordance with the conditions contained therein and within the limits of the number of approved working hours per day.
2. Granting flexibility to its employees to work remotely on Fridays of the holy month of Ramadan at a percentage of 70% of the total number of the entity's staff, according to the approved mechanisms.



On this occasion, we are pleased to extend our sincere congratulations and best wishes to His Highness Sheikh Mohammed Bin Zayed Al Nahyan, President of the UAE, “may God protect him,” and his brother, His Highness Sheikh Mohammed bin Rashid Al Maktoum, Vice President and Prime Minister of the UAE and Ruler of Dubai, may God protect him, and their brothers, their Highnesses, the members of the Supreme Council of the UAE, the rulers of the Emirates, asking Almighty God to bless them with health and well-being.

We also congratulate the people of the United Arab Emirates and its residents on the advent of the holy month of Ramadan.

Best regards,

The Federal Authority for Government Human Resources

Issued on March 15, 2023

This translation of the Federal Law by Decree No. 11 of 2008 on Human Resources in the Federal Government only aims at identifying and clarifying the Articles of the Law and relevant policies (and procedures) .In case of any conflict between the Arabic and English versions, the Arabic version shall prevail and overcome.