



Circular No. 02 of the year 2024

Regarding official working hours

in the holy month of Ramadan in the year 1445 AH

To the kind attention of ministries and federal entities

The Federal Authority for Government Human Resources (FAHR) would like to extend its greetings to you, wishing everyone well-being and success.

As the holy month of Ramadan of the year 1445 AH approaches, and may it bring you all the blessings, the official working hours for the federal government sector during the holy 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 be aware that the official working hours for employees during the holy month of Ramadan will be according to the hours stipulated in accordance with the above text (except for those whose work requires otherwise), noting that ministries and federal entities may do the following:

1. Continue to implement the flexible work regulations approved by it during working days during the month of Ramadan.
2. The possibility of granting flexibility to its employees to work remotely on Fridays during the month of Ramadan with a percentage not exceeding 70% of the entity's total number of employees in accordance with the approved terms.

On this occasion of the holy month of Ramadan, we would like to extend our sincere wishes to the leadership, government and people of the UAE, and the Arab and Islamic nations.

Kind regards,

The Federal Authority for Government Human Resources

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