

Application to purplish in the Official Gazette

Service Code :	3	Service Classification :	G2G
Service Type :	Informational	SubService Type :	Variation Service
Pariorty Service :	No		

Service Duration

Time required to provide the service: 15 Minutes

The time taken by the customer to obtain the service: 20 Minutes

Service Fees

- 1 وزارة العدل

Service Description

- Free service: publication of legislations issued by the Council of Ministers within two weeks from the date of enactment of legislation (or law, decree or decision)

Service steps and procedures

Checking the applications in the official gazette and forwarding them to the concerned employee
Checking the application and its attachments and filling in the form of auditing and follow-up
Receiving the applications for publication, registering them on the system, collecting them and sending them to the head of the department
Contacting the concerned authority for inquiry or correction after obtaining the approval of the department head
Entering the application data on the system of the Official Gazette
Sending the request to the customer service agent
Receiving the request and entering the data of all decisions received
Preparing indexes of the decisions entered into the system and sending them to the audit and follow up staff
Giving the receipt and preparation of the documents
List all legislation submitted to the Head of the Official Gazette Section
Submit a list of legislation that is due to be published to the Undersecretary of the Ministry
Amend the list according to the recommendations of the Undersecretary of the Ministry
Send the prepared materials, which are due to be published to the printing press for printing.
Receive a printed example of the number and view its quality
Issue an order of print
Send a copy of the number to subscribers
Receive the index and prepare laws until the date of publication
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Requirements and Documents

Book containing legislation (or laws, decrees or decisions) approved by government agencies
Service for allowance:
Application form published in the Official Gazette
Identity card and applicant's data
Content of the decision
e-dirham card to attach a bill of payment Service Price: AED 3,000 for the first 3 pages and AED 500 for each additional page

