



**UNITED ARAB EMIRATES  
MINISTRY OF FOREIGN AFFAIRS**

**Open Data Usage Guidelines**



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## **Introduction**

Aligned with the UAE Government's direction to advance digital transformation and reinforce open government principles - namely transparency, accountability, and innovation - the Ministry of Foreign Affairs is committed to enabling access to open data to support research and inform decision-making. This guide sets out a clear governance framework for the effective and responsible use of open data, while ensuring full compliance with applicable policies and regulations.

## **Objectives of the Guide**

1. Establish a structured framework for the use of open data.
2. Enable entities and individuals to access and utilize data for research and analysis.
3. Support data-driven decision-making processes.
4. Promote transparency and ensure the responsible use of data.
5. Reinforce compliance with relevant laws and policies.

## **Scope of Application**

These guidelines apply to all data users, including researchers, local and federal government entities, private sector institutions, and members of the public, at both the national and international levels.

## **References**

This guide is based on the Federal Open Data License of the United Arab Emirates, in addition to the policies and regulations issued by the Ministry of Foreign Affairs, while ensuring compliance with all relevant local and international laws governing data use.

## **Open Data Usage Guidelines**

Open data is made available to all users in various approved formats and may be used for research and analysis purposes, subject to compliance with the applicable conditions, including proper



attribution of the source and adherence to relevant laws. In this context, the Ministry of Foreign Affairs welcomes users' feedback and suggestions to support the continuous improvement of data quality and related services.

## Workflow

The Ministry of Foreign Affairs provides open data in multiple formats, with a current focus on Excel to facilitate accessibility and usability. Users may freely use, distribute, and share the data, provided they comply with the open data usage guidelines. The Ministry is committed to periodically updating the data in line with approved standards, available resources, and applicable policies.

## Types of Open Data

The Ministry of Foreign Affairs provides a range of open data sets, including, but not limited to, and as approved, in a manner that does not conflict with applicable laws and policies, the following:

- UAE Traveler data, which includes data related to return documents, Twajudi registrations, and emergency hotline usage, enabling analysis of usage patterns and supporting the enhancement of service quality.
- Document Attestation service data, which covers data on individual document attestation transactions, as well as attestation requests processed through the eDAS system, to support analysis of demand volume and service performance.
- Smart and digital services data, which includes statistics on smart mission transactions and visit-related services, contributing to the advancement of digital transformation and the improvement of user experience.
- Financial and general statistical data, such as the Ministry of Foreign Affairs' budget data, along with relevant reports and general statistics, providing users with access to key indicators and enabling performance analysis.



## **Responsibilities of Open Data Users**

Users are responsible for utilizing open data in a responsible manner, with proper attribution to the Ministry of Foreign Affairs as the official source. Any use that may harm the reputation of the United Arab Emirates must be avoided. Users are also required to respect copyright and intellectual property rights.

## **Legal Disclaimer**

Open data is provided by the Ministry of Foreign Affairs “as is,” without any warranties. The Ministry shall not be held liable for any damages or losses resulting from improper use of the data. Users bear full responsibility for ensuring that data is used appropriately and in accordance with the guidelines set out in this guide.

## **Federal Open Data License**

The Ministry of Foreign Affairs adheres to the standards of the UAE Federal Open Data License, which defines the terms and conditions governing the use of open data, ensuring full compliance with all requirements when publishing data.

## **Freedom to Use and Modify Data**

The Ministry of Foreign Affairs reserves the right to modify the data and to use it for both commercial and non-commercial purposes, as well as to make it available to third parties, in accordance with the approved open data terms. Non-compliance with these terms and conditions constitutes a violation that may result in the withdrawal of granted usage rights, without prejudice to the Ministry’s right to take appropriate legal action against any unlawful or non-compliant use.

## **Continuous Improvement**

The Ministry of Foreign Affairs welcomes user feedback to enhance the quality of available data through the Open Data Request and Suggestion Form. The Ministry remains committed to continuously developing and improving open data in line with approved standards and in accordance with applicable policies and procedures.



Form	Link
Open Data Request and Suggestion Form	<a href="https://www.mofa.gov.ae/Open-Data-Request">https://www.mofa.gov.ae/Open-Data-Request</a>

### **Periodic Review and Update of the Guide**

This guide is subject to periodic review, to ensure alignment with the latest policies and best practices. Its content is updated based on user feedback and changes in government policies.