

Circular No (20) for 2020

On organizing government work in federal entities and return of employees to their workplaces to 100% capacity

To: All Federal Entities

The Federal Authority for Government Human Resources (FAHR) would like to send you kind regards, wishing you all the success in your endeavors.

In light of the Cabinet Resolution requiring 100% of the federal entities' staff to return to their workplaces as of July 05, 2020; and further to all circulars issued by the Authority regarding resumption of office work and organizing government work; the Authority kindly requests all federal entities to observe the following instructions:

- 1) Cancel exceptional cases of Federal Government employees of all categories specified in Cabinet Resolution No council resolution (19) for 2020 regarding organizing government work during emergency circumstances prior to return of employees to workplaces. Exceptions shall only be restricted to employees with chronic diseases who are vulnerable to Coronavirus (Covid -19). This category of employees shall continue working remotely according to the rules and regulations contained in the system, provided a detailed medical report, approved by the competent medical committee is submitted.

- 2) Implement safety standards and adherence to the provisions the guidelines for working environment and office in the Federal Government issued by the Authority, and any instructions related to occupational health and safety, including social distancing and taking precautionary measures to protect the employees
- 3) Continue to activate flexible work hours, and divide employees into groups during attendance and departure to limit crowding and direct contact as far as possible
- 4) Continue the remote work system approved in the Federal Government in accordance with the system's controls, standards and provisions, to ensure the continuity of service provision, smooth workflow and productivity

Thank you for your cooperation

Issued on June 29, 2020

Federal Authority for Government Human Resources

This translation of the Federal Law by Decree No. 1 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.