



## User Manual

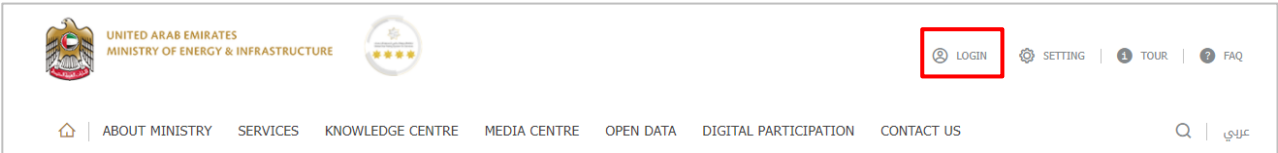
# Request to Provide Geographic Information data and Geographic

## Maps Service

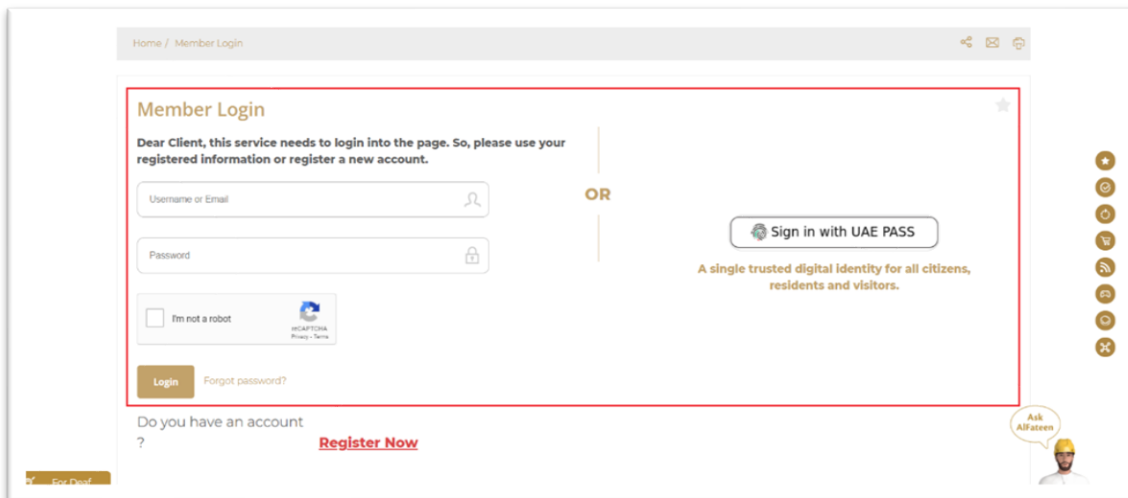
V 3.0

2021

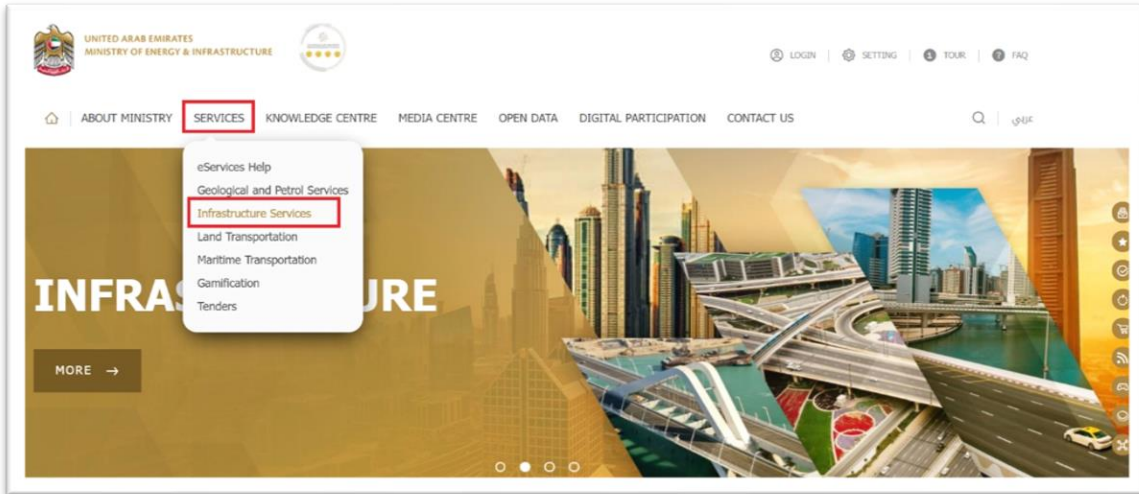
1. Open MOEI website: <https://www.moei.gov.ae>
2. Click on “LOGIN” on the header



3. Then it will redirect you to the Login page, you can login by email registered and password or using UAE PASS.

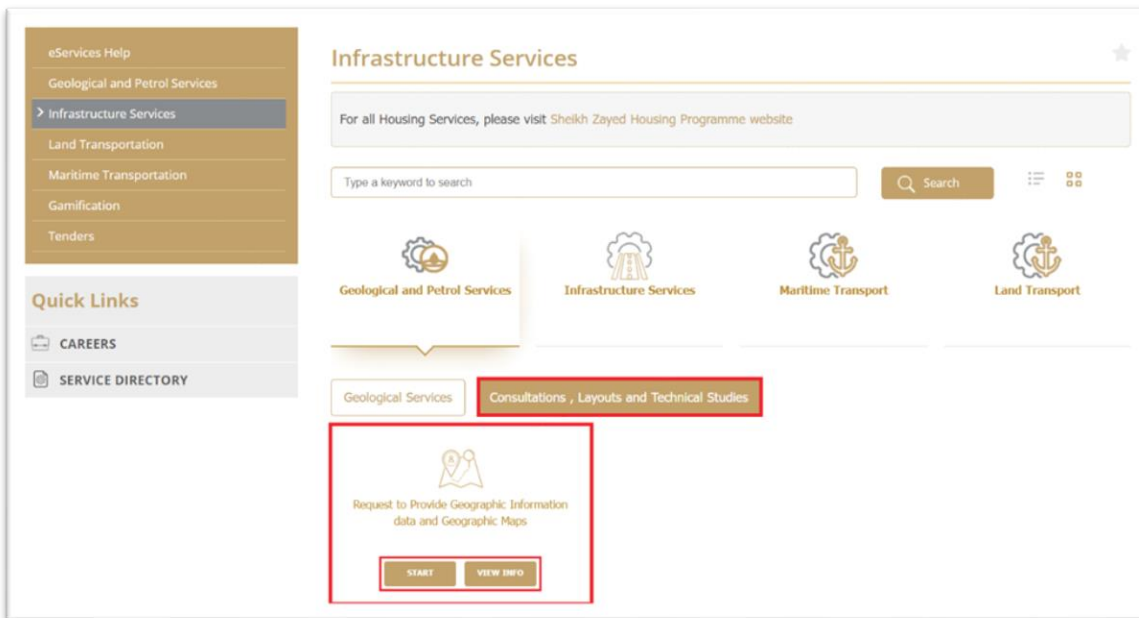


4. From the home page, go to “Services” tab, then choose “Infrastructure Services”.



5. From Services Directory, choose the category “Consultations, Layouts and Technical Studies”.

6. Then select the needed service “Request to Provide Geographic Information data and Geographic Maps” , you can view the service Info or start the service immediately.



7. Choose the type of requested data.

**GIS Application**  
 he service aims to provide geographic information data and descriptive data for federal services, buildings, roads and housing network for the UAE.

Progress: Type of Requested Data (0%) → Information Receiver → Detailed Information → Complete Form

**Type of requested Data**

Base Map

Descriptive Data

Buttons: Save as Draft, Cancel Application, Next >

8. Fill the Information Receiver.

**GIS Application**  
 he service aims to provide geographic information data and descriptive data for federal services, buildings, roads and housing network for the UAE.

Progress: Type of Requested Data → Information Receiver (25%) → Detailed Information → Complete Form

**Information Receiver**

Beneficiary \* [ ]

Name Of Recipient \* [ وزارة التخطيط ]

Mobile No \* [ (050) 652-7645 ]

Buttons: Save as Draft, Cancel Application, Previous, Next >

9. Fill the Detailed Information.

**GIS Application**  
 This service aims to provide geographic information data and descriptive data for federal services, buildings, roads and housing network for the UAE.

Progress: Type of Requested Data → Information Receiver → **Detailed Information** → Complete Form

Completion Status: 75%

Type of Requested Data  
 Information Receiver  
 Detailed Information

**Detailed Information**

Emirate \*  Region \*

Data Format \*

Description \*

10. Submit the request by clicking on “Submit” button, or you can click on “Save as Draft” to save the request and modify it later before sending it to the Ministry.

**GIS Application**  
 This service aims to provide geographic information data and descriptive data for federal services, buildings, roads and housing network for the UAE.

Progress: Type of Requested Data → Information Receiver → Detailed Information → **Complete Form**

Completion Status: 100%

Type of Requested Data  
 Information Receiver  
 Detailed Information

**Complete Form**

<b>Applicant Information</b>	
Application Number: 0650558	Type of requested Data: Data Map
<b>Detailed Information</b>	
Emirate: Dubai	Region: TEST
Description: TEST	
<b>Data Format</b>	
Data Format: PDF	
<b>Information Receiver</b>	
Beneficiary: TEST	Name Of Recipient: وزارة الطاقة
Mobile No: 0502340574	

**11. Fill the satisfaction survey about the eService, when the following pop-up shows up:**

United Arab Emirates

نظير المتعامل  
CUSTOMER PULSE

English

### Customer Pulse Survey

Overall, how satisfied are you about the service? \*

Extremely Dissatisfied      Extremely Satisfied

Next

United Arab Emirates

نظير المتعامل  
CUSTOMER PULSE

English

### Customer Pulse Survey

Based on your experience in getting the service. To what extent do you agree on the following statements?

	Extremely Disagree	Disagree	Somewhat Disagree	Neutral	Somewhat Agree	Agree	Extremely Agree
Availability & accuracy of Service information	☆	☆	☆	☆	☆	☆	☆
Ease of Service accessibility in the Smart Application	☆	☆	☆	☆	☆	☆	☆
Ease & Simplicity of Service Application Steps	☆	☆	☆	☆	☆	☆	☆
Ease and Variety of payment options	☆	☆	☆	☆	☆	☆	☆
Possibility of Service Status Tracking	☆	☆	☆	☆	☆	☆	☆
Service Completion time was reasonable & within my expectations	☆	☆	☆	☆	☆	☆	☆
Smart Application efficiency (no delays or errors in app)	☆	☆	☆	☆	☆	☆	☆
Availability of Online Support	☆	☆	☆	☆	☆	☆	☆

Previous      Next

12. After the application is approved by the ministry, you will receive the documents automatically via email. However, you can also view and download the documents from the end user dashboard.