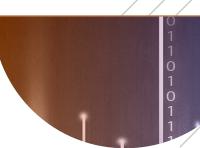


هيئة تنظيم الاتصالات والحكومة الرقمية TELECOMMUNICATIONS AND DIGITAL GOVERNMENT REGULATORY AUTHORITY

UAE **Digital Government Online Services Index**









Ass Digi Digi DSC DSC DSC DSC DSC DSC DSC DSC Digi Digi Digi Fred

Ο

Table of content

Executive Summary	3
UAE Digital Government Online Service Index Framework	4
Digital Services Quality Index (DSQI)	5
Digital Participation and Open Data Score	6
Assessment Scope	7
Digital Services quality index (DSQI) - Priority and Other Services	8
Digital Services Quality index (DSQI) - Reference Data Services	10
DSQI Criteria (8/1) – End to End Service	11
DSQI Criteria (8/2) – Proactive Services	13
DSQI Criteria (8/3) – Identity & Authentication	15
DSQI Criteria (8/4) – Service Design Standards	17
DSQI Criteria (8/5) – Service Availability & Awareness	21
DSQI Criteria (8/6) – Service Usage	24
DSQI Criteria (8/7) – Customer Satisfaction	26
DSQI Criteria (8/8) – Reference Data	28
Digital Participation and Open Data (DPOD)	31
Digital Participation and Open Data (DPOD) statements (2/1)	32
Digital Participation and Open Data (DPOD) statements (2/2)	36
Frequently Asked Questions	40
For any inquiries, please contact	43

Executive Summary

The UAE Digital Government Service Index (DGOSI) has been developed as a modern integrated assessment of the digital services offered by UAE federal government entities. The main index objectives

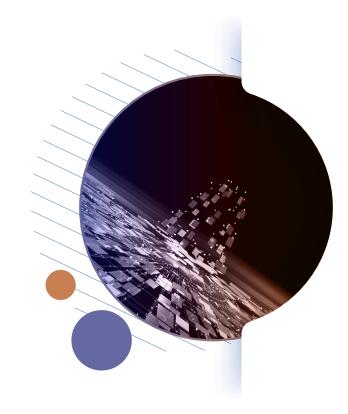
- Contribute to improving the quality of life of individuals in the UAE by encouraging a human centric and inclusive approach to government service delivery
- Promote the design of innovative digital government services based on data insights and engagement with the users
- Promote the delivery of efficient proactive, seamless, and integrated digital government services, thus improving the experience, trust and satisfaction for users
- Position the UAE in the top three ranks of the UN Online Services Index by 2031



Digital Services Quality Index (DSQI) Indicator Description

Definition

This indicator measures the digitization quality of government services. It is measured for each digital service provided by a government entity.





Calculation Equation

The indicator result is calculated at the entity level as follows: The DSQI for an entity is calculated from the weighted average of the scores for each category of service offered by the entity and the status of implementation of the action plan from the previous year

$$\left(\frac{\sum \text{Service Category score } x \text{ Weight}}{\sum \text{Weight}}\right) x 90\%$$

+ Action plan implementation score *x* 10%

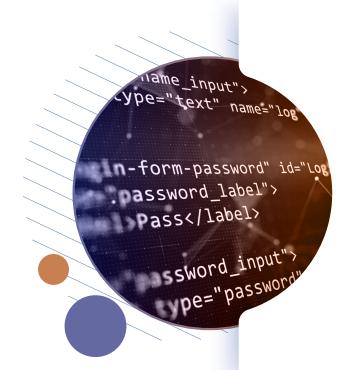
The indicator result is calculated at the government level as follows: The DSQI for the UAE government is calculated from the weighted average of the scores for each service offered by all government entities.

$$\left(\frac{\sum \text{Service Category score } x \text{ Weight}}{\sum \text{Weight}}\right)$$

The following table provides an overview of the indicator including the definition, scope of measurement, main components, and the mechanism of result calculation at the entity/government level.

Scope

The indicator includes all government services provided to individuals and businesses. The DSQI measure for individual services is combined to create the DSQI measure for a federal entity, for a bundle/package of services, and for federal government as a whole.



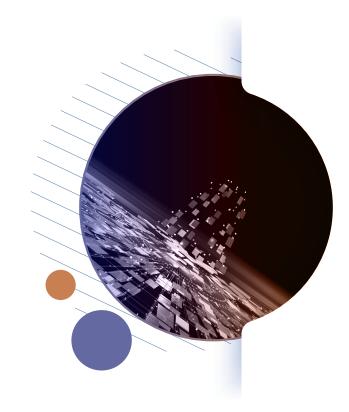
Indicator Components The indicator consists of a total of 8 measures for a service, which each have individual criteria:



Digital Participation and Open Data Score Indicator Description

Definition

This indicator measures the status of Digital Participation and Open data for a government entity. It is measured at the level of the government entity.





Calculation Equation

The indicator result is calculated at the entity level as follows: The DPOD is calculated as a weighted average of the Digital Participation score and the Open Data score for an entity.

DPOD score = (Digital Participation score) x 70% +(Open data score) x 30%

The indicator result is calculated at the government level as follows: The DPOD score for the UAE government is calculated as an average of the scores for each government entity.

 \sum DPOD entity score # Entities

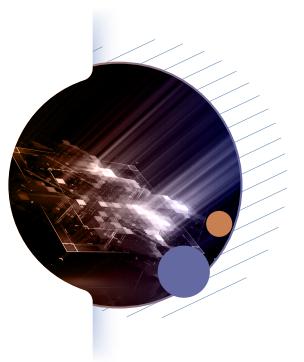
The following table provides an overview of the indicator including the definition, scope of measurement, main components, and the mechanism of result calculation at the entity/government level.

Scope

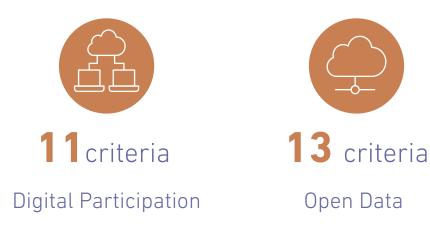
The indicator measures the digital participation and open data achievements of each government entity.



Indicator Components



The indicator consists of 2 measures for the entity, which each have individual criteria:



UAE Digital Government Online Service Index Framework



Identity & Authentication

Measures the level to which the services uses identity and authentication enablers





___•• ↑ ↓

Service Availability & Awareness Measures the level to which the services is available 24/ 7 and is widely marketed and recognized by all beneficiaries

all beneficiaries







Reference Data Provision

Measures the how the government entity provides reference data as per the GSB requirements

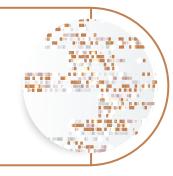


Digital Participation & Open Data **24** criteria



Digital Participation

Measuring digital participation initiatives and efforts at the entity level



Digital services Quality Index **50** criteria

Proactive Service

Measures the level to which the government entity uses information about the customer to initiate the





End to End Service

Measures the level of end -to- end services and its sourcing of data from other government entities



Measures the level satisfaction with the digital service by





Service Design Standards

Measures the level to which the service meets the published Service Design Standards





Service Usage

Measures the usage of the digital service by customers





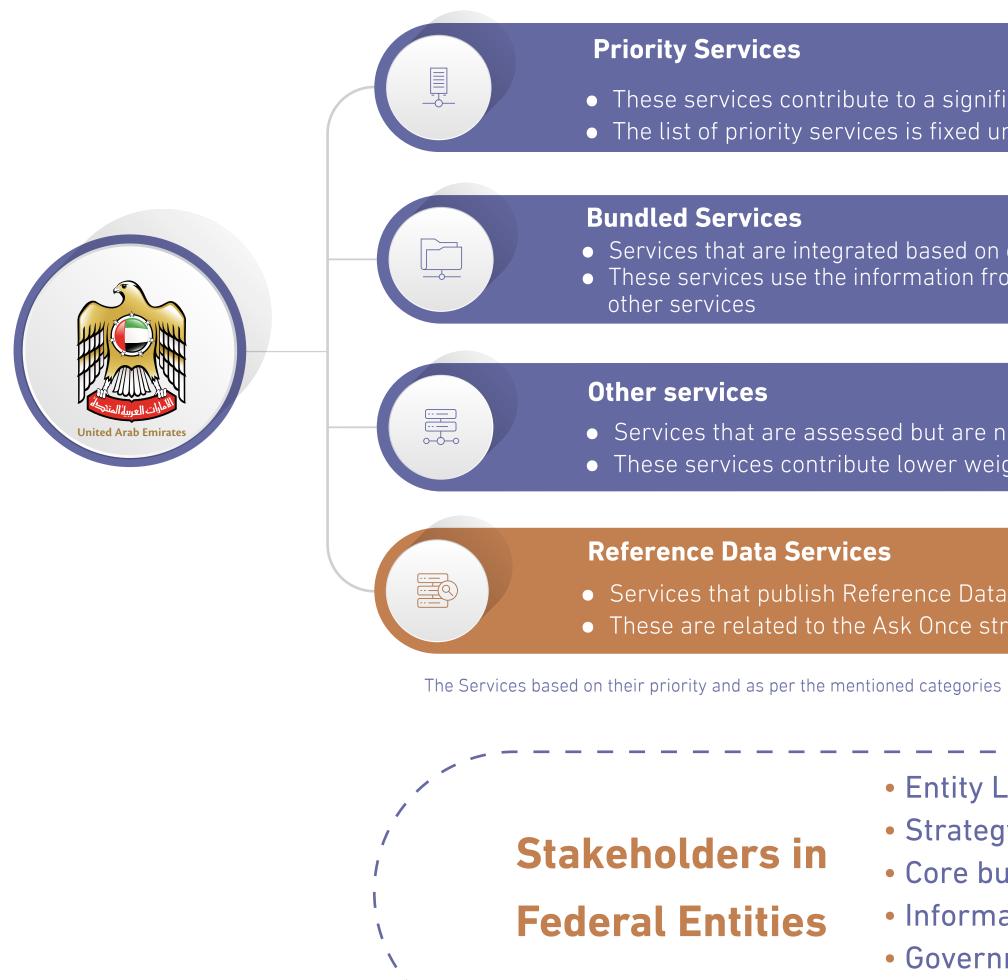
Open Data

Measuring Open data initiatives and efforts at the entity level



Assessment Scope

Federal government entities **Categories of Services to be Assessed**



• These services contribute to a significant weight in the overall assessment • The list of priority services is fixed until the next major review

• Services that are integrated based on customer needs and are offered as a package • These services use the information from assessments of individual priority and

G2C and G2B Service

• Services that are assessed but are not in the list of priority services • These services contribute lower weight in overall entity assessment

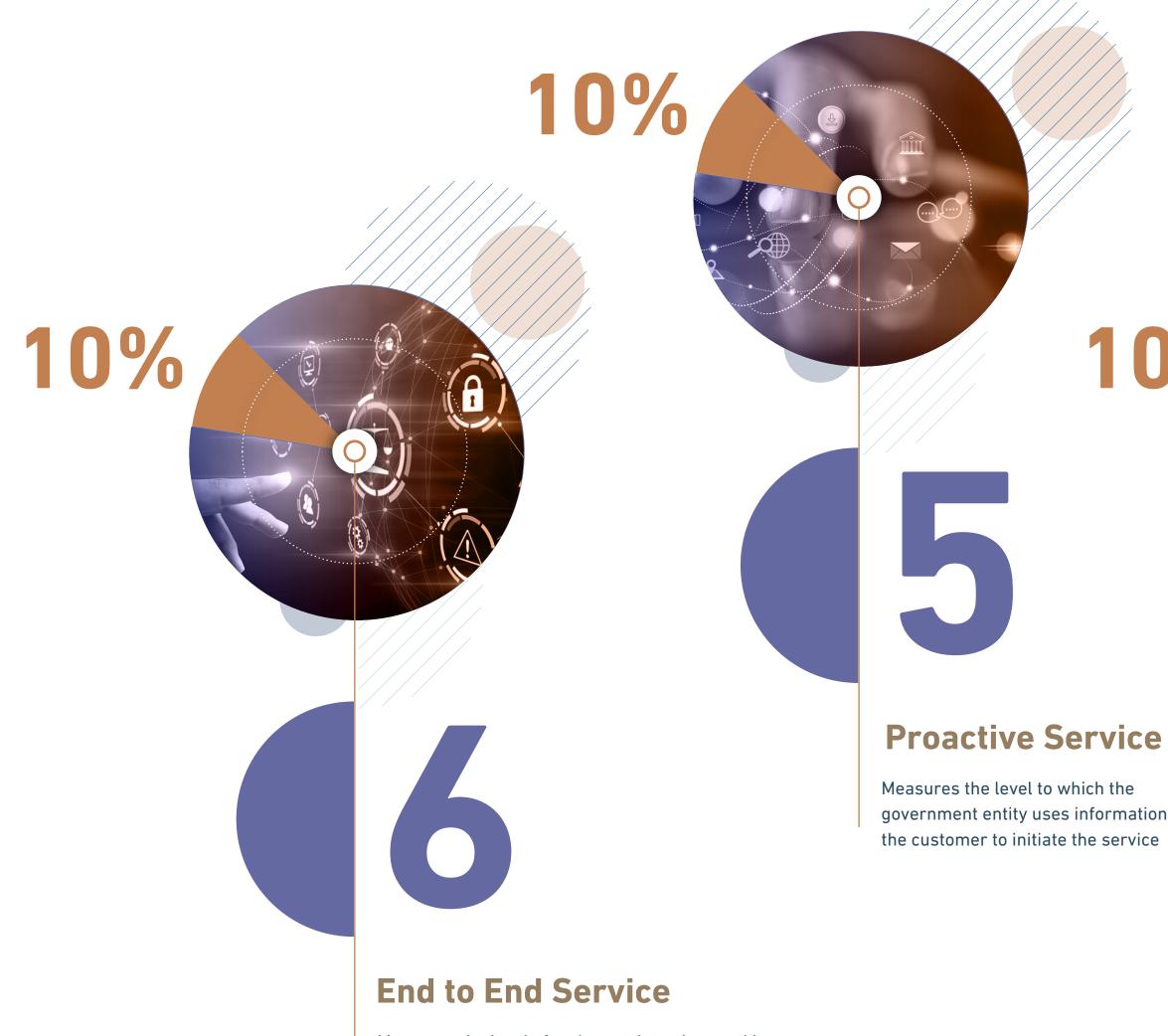
• Services that publish Reference Data through the GSB • These are related to the Ask Once strategic direction and GSB mandate

- Entity Leadership
- Strategy and Future department
- Core business departments
- Information technology department
- Government/Corporate Communication
- Customers happiness department

G2G Service

Digital Services Quality Index (DSQI)

Digital Services quality index (DSQI) - Priority and Other Services



Measures the level of end-to-end services and its sourcing of data from other government entities

10%

government entity uses information about

Service Design Standards

Measures the level to which the service meets the published Service Design Standards

Identity & Authentication

10%

Measures the level to which the service uses identity and authentication enablers

percentage

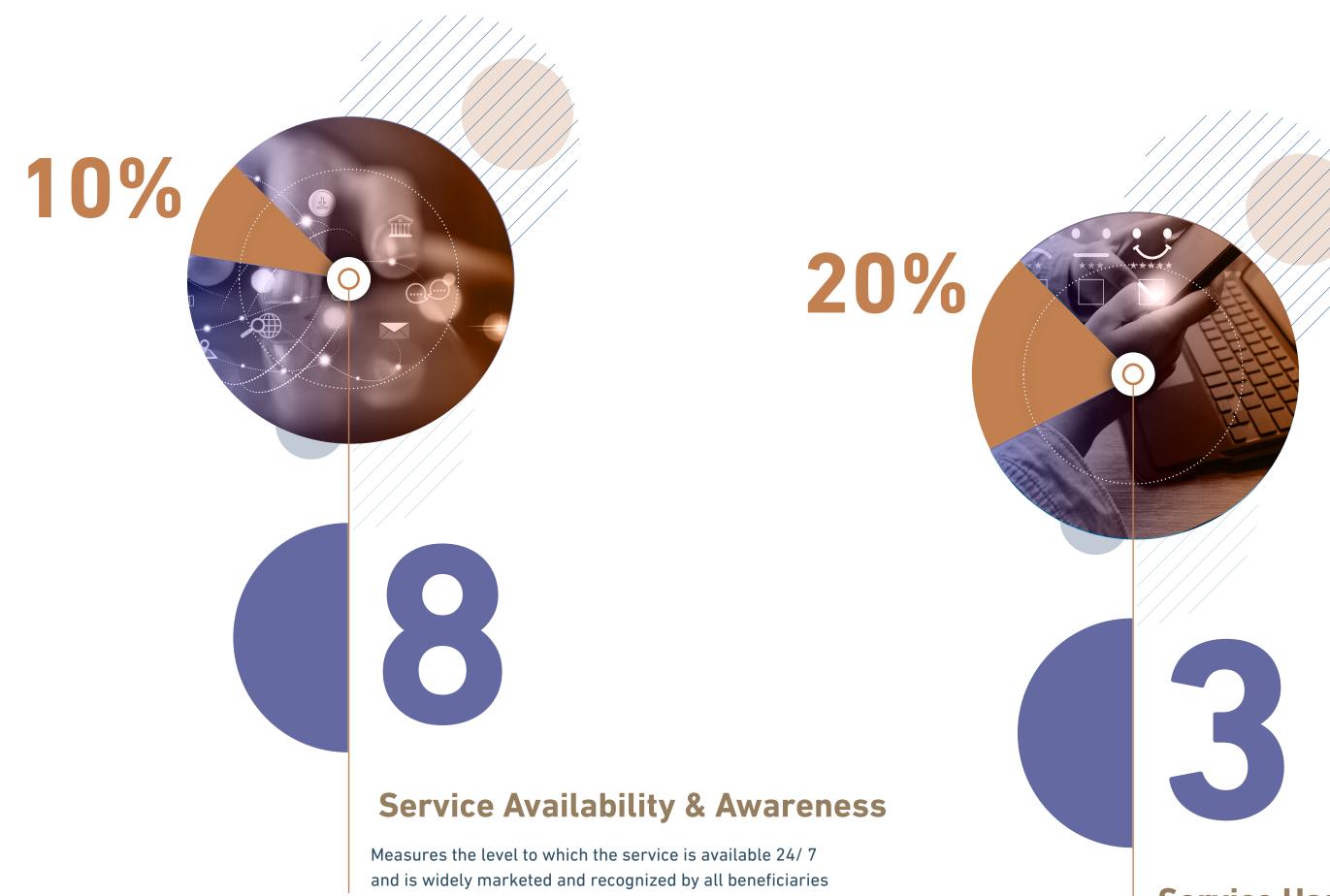


* A 10% weight will be added to new government enabler

3

Digital Services Quality Index (DSQI)

Digital Services quality index (DSQI) - Priority and Other Services



Service Usage

Measures the usage of the digital service by customers

NO. Criteria percentage

> * A 10% weight will be added to new government enabler

Customer Satisfaction

Measures the satisfaction with the digital service by customers

20%

Digital Services Quality index (DSQI) - Reference Data Services

60%

Rationale for Reference Data Services Dedicated Measure

- Reference Data services are G2G services that have different characteristics and a separate dedicated measure that reflects the particular requirements for providing reference data.
- In addition, criteria in the measures for Service Design standards and Identity and Authentication are relevant to Reference Data.
- They are used together to calculate the score for each Reference Data service.

Reference Data Provision

Measures the how the government entity provides reference data as per the GSB requirements

10%

30%

Identity & Authentication

Measures the level to which the service uses identity and authentication enablers

Service Design Standards

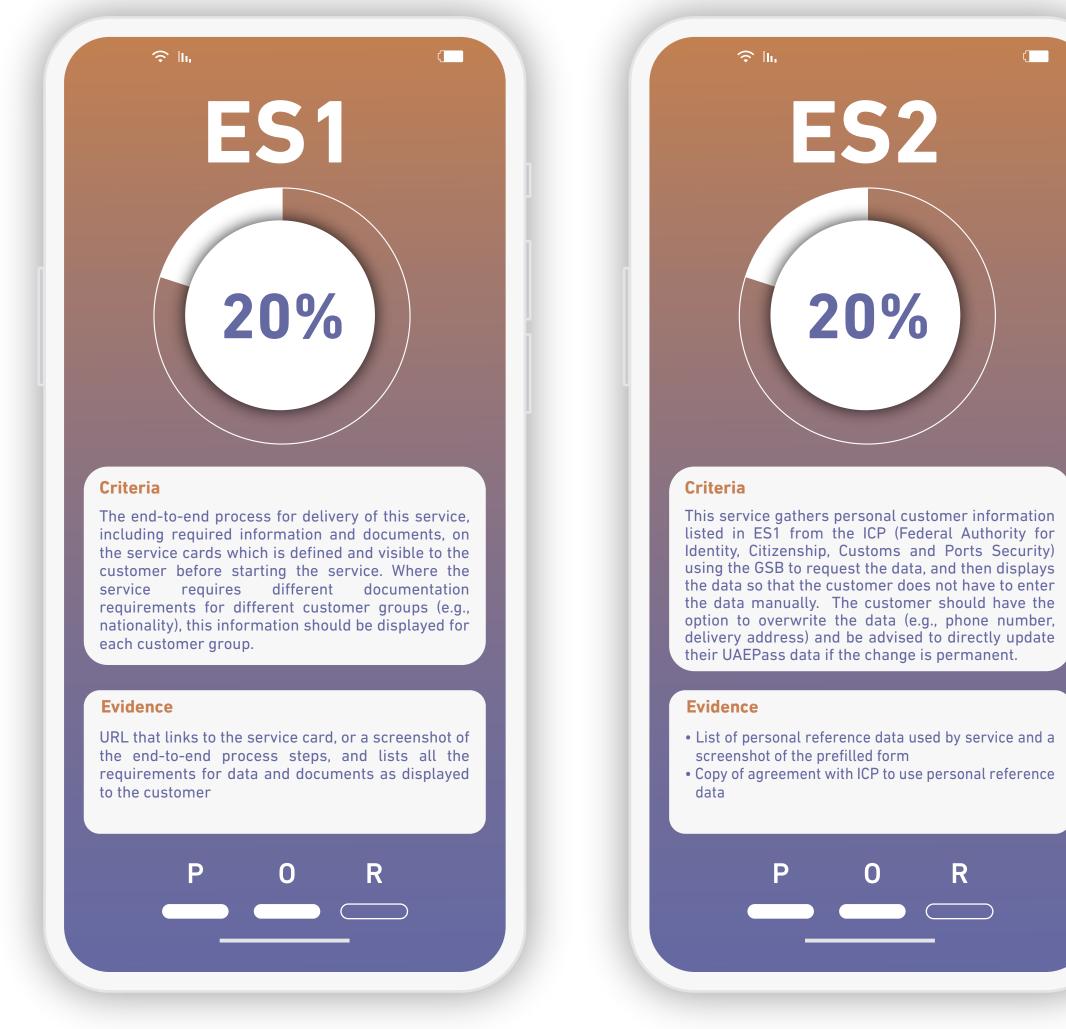
Measures the level to which the service meets the service gesign standards published by TDRA







Digital Services Quality Index (DSQI) DSQI Criteria (1/8) – End to End Service



The end-to-end service includes the sourcing of data from other government entities and the customer receives the full outcome of the service including any required documents, without any further contact with government

ES3

Criteria

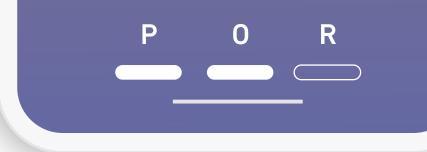
ſ

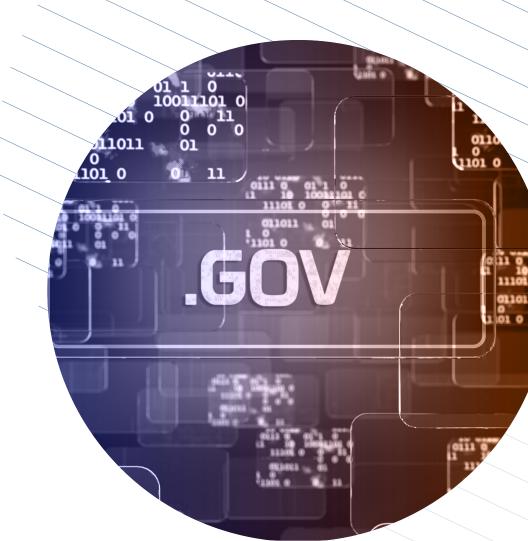
This service gathers other Reference Data about the customer from the respective government entity that maintains and publishes this data (the Data Owner), using the GSB.

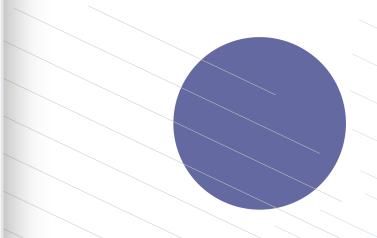
20%

Evidence

- List of other reference data used by service and the provider of this data
- Copy of agreement with Data Owner to use reference data



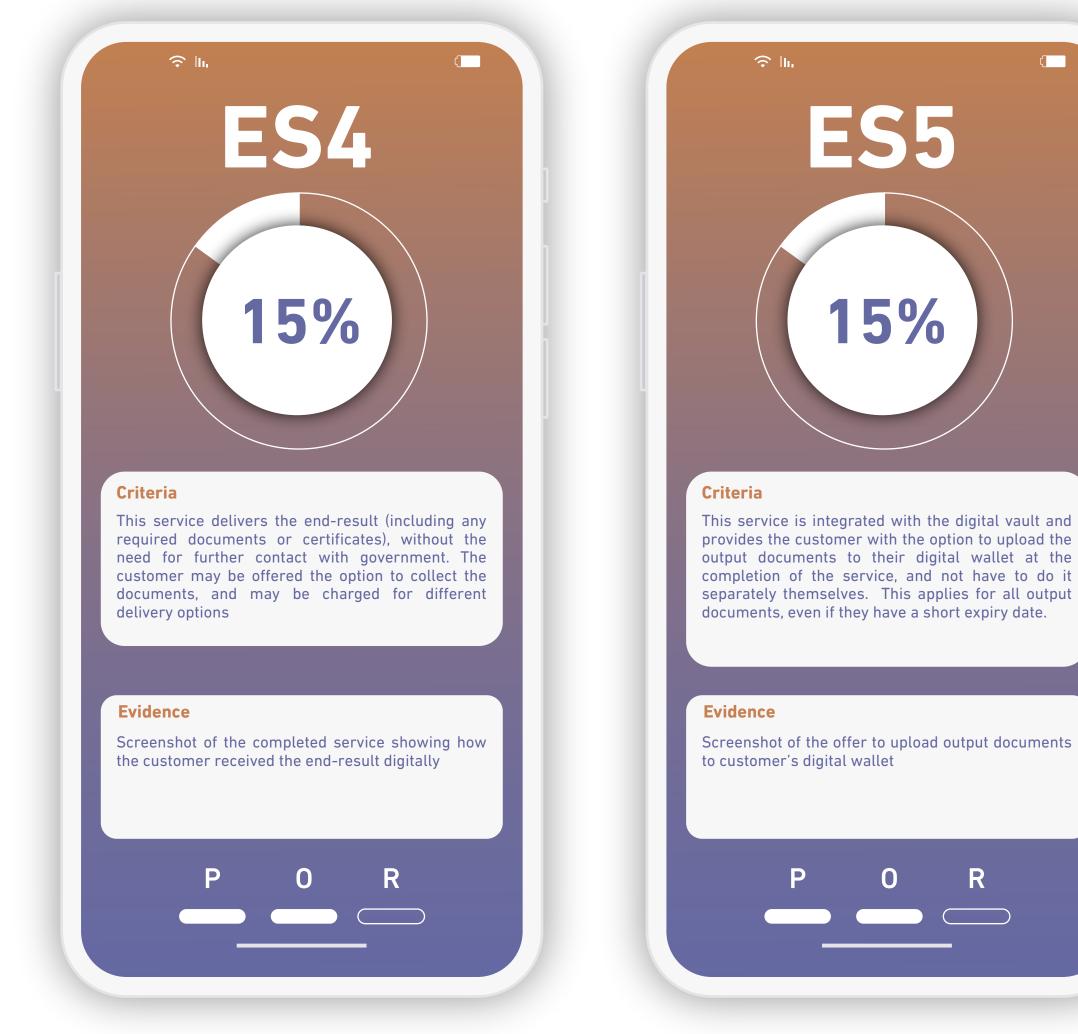




Ρ 0 Other Servic Reference Data Service Priority Service



Digital Services Quality Index (DSQI) DSQI Criteria (1/8) – End to End Service



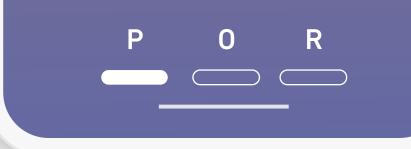
The end-to-end service includes the sourcing of data from other government entities and the customer receives the full outcome of the service including any required documents, without any further contact with government

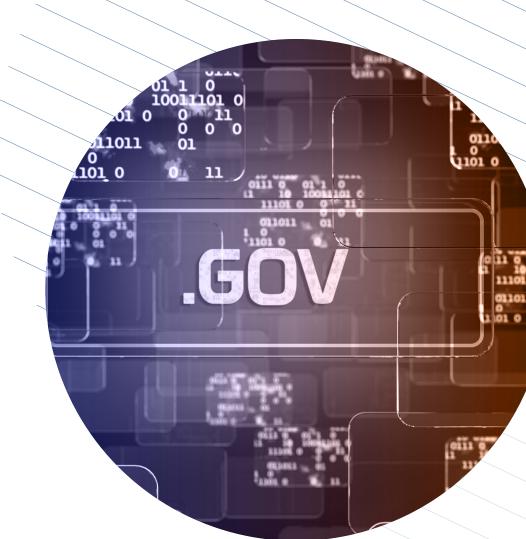
Criteria

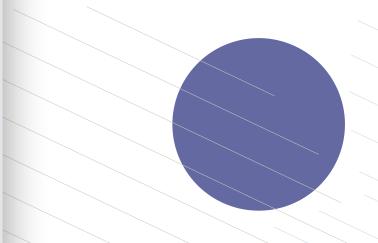
This service has been studied to identify opportunities for integration with other related government services to achieve a complete end-to-end service.



Documentation of the service integration study and its outcomes within the past 3 years







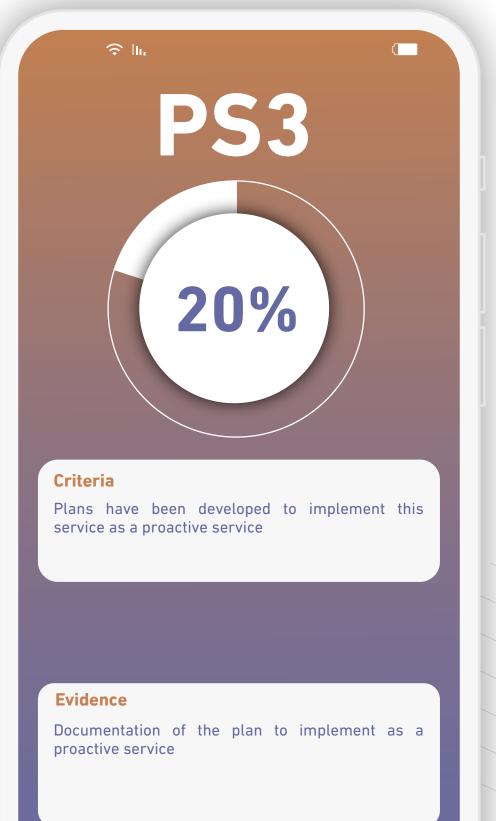


DSQI Criteria (2/8) – Proactive Services



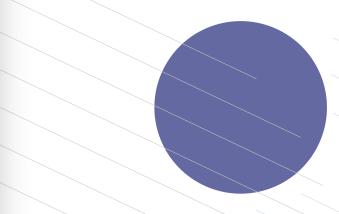
• The government entity uses information about the customer to initiate the service

• The Proactive Services Guidelines define 4 types: Transactional, Informational, Eligibility check and Reminder











DSQI Criteria (2/8) – Proactive Services



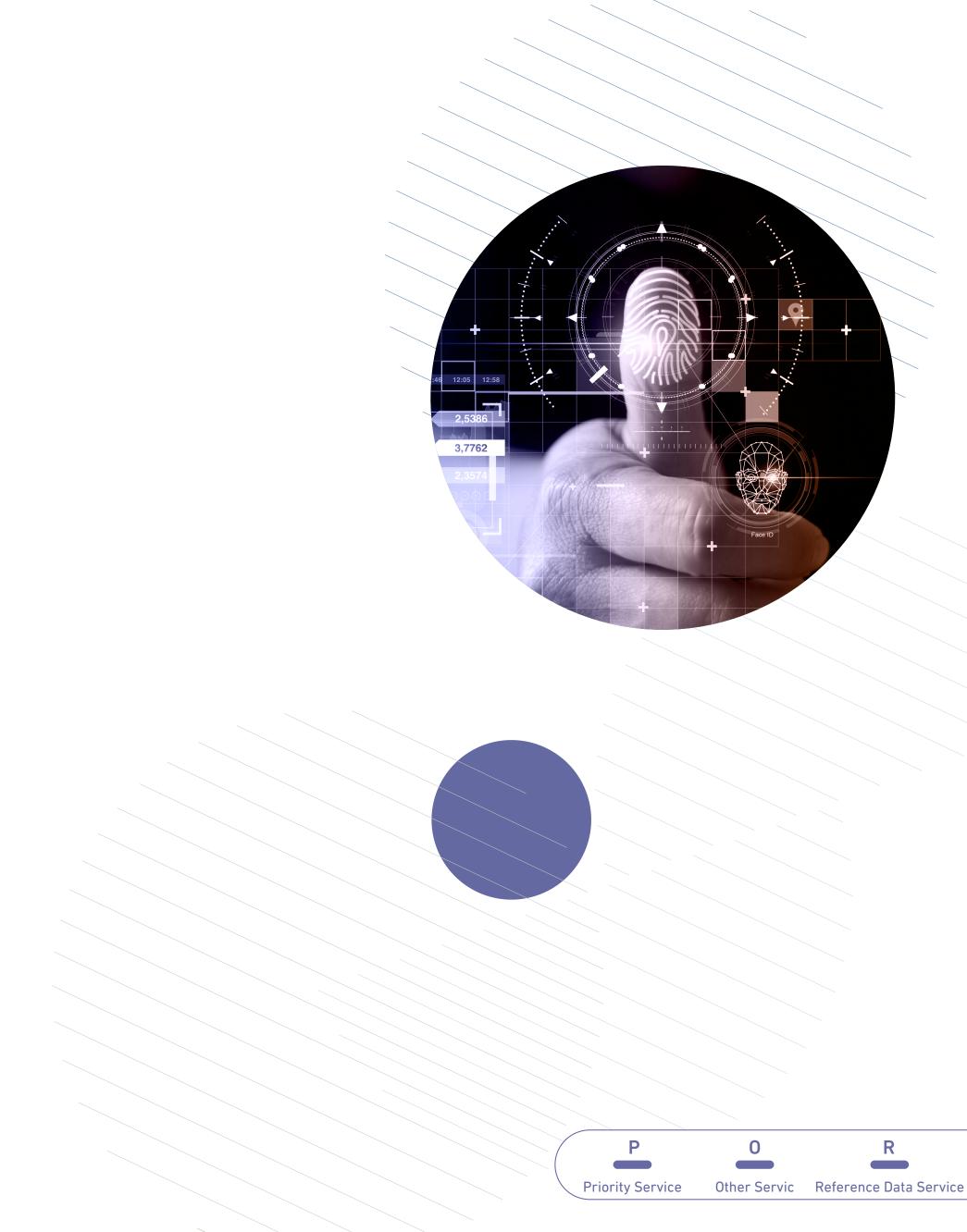
- The government entity uses information about the customer to initiate the service
- The Proactive Services Guidelines define 4 types: Transactional, Informational, Eligibility check and Reminder



DSQI Criteria (3/8) – Identity & Authentication



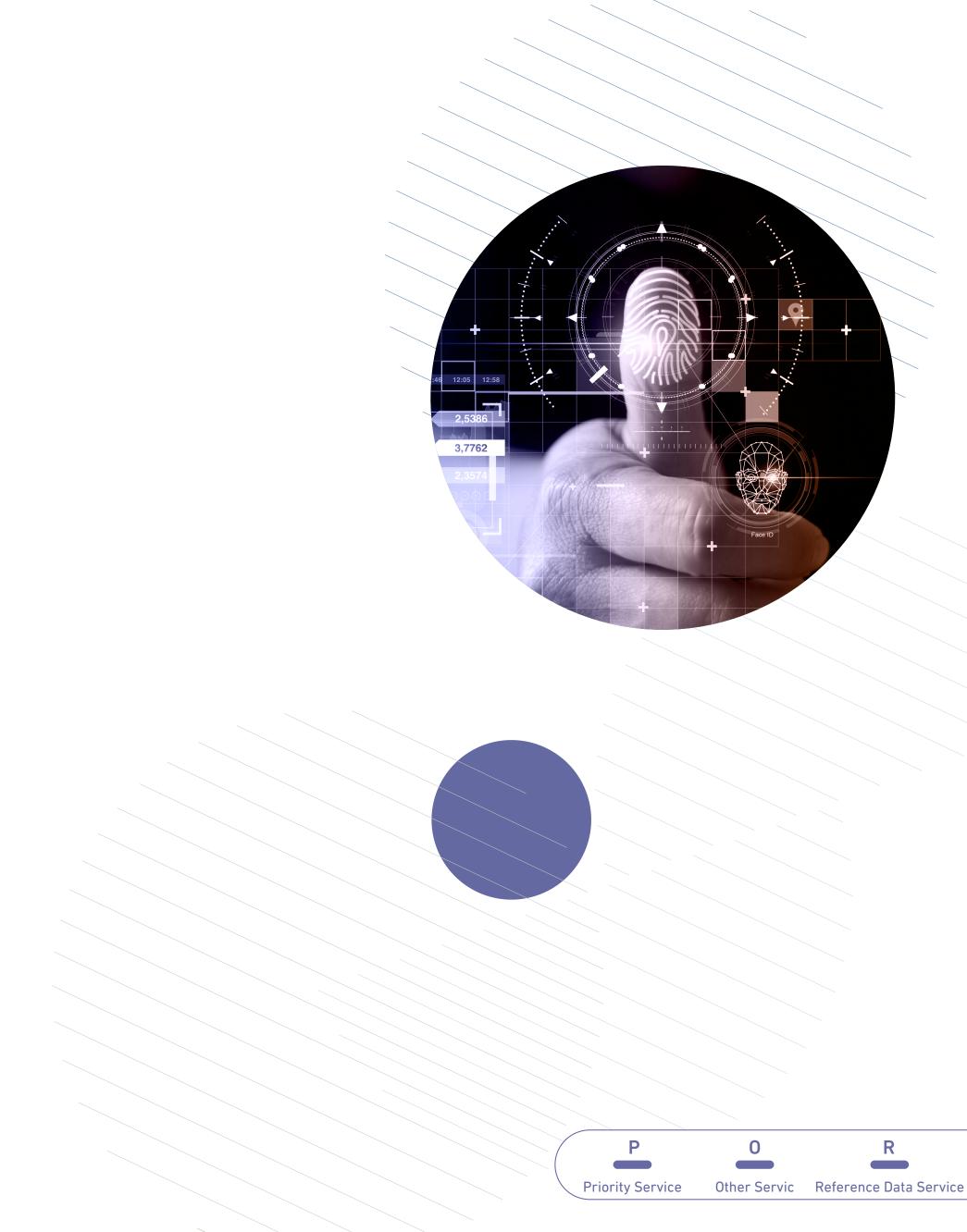
The service uses identity and authentication enablers to enhance the customer experience and does not replicate the functions

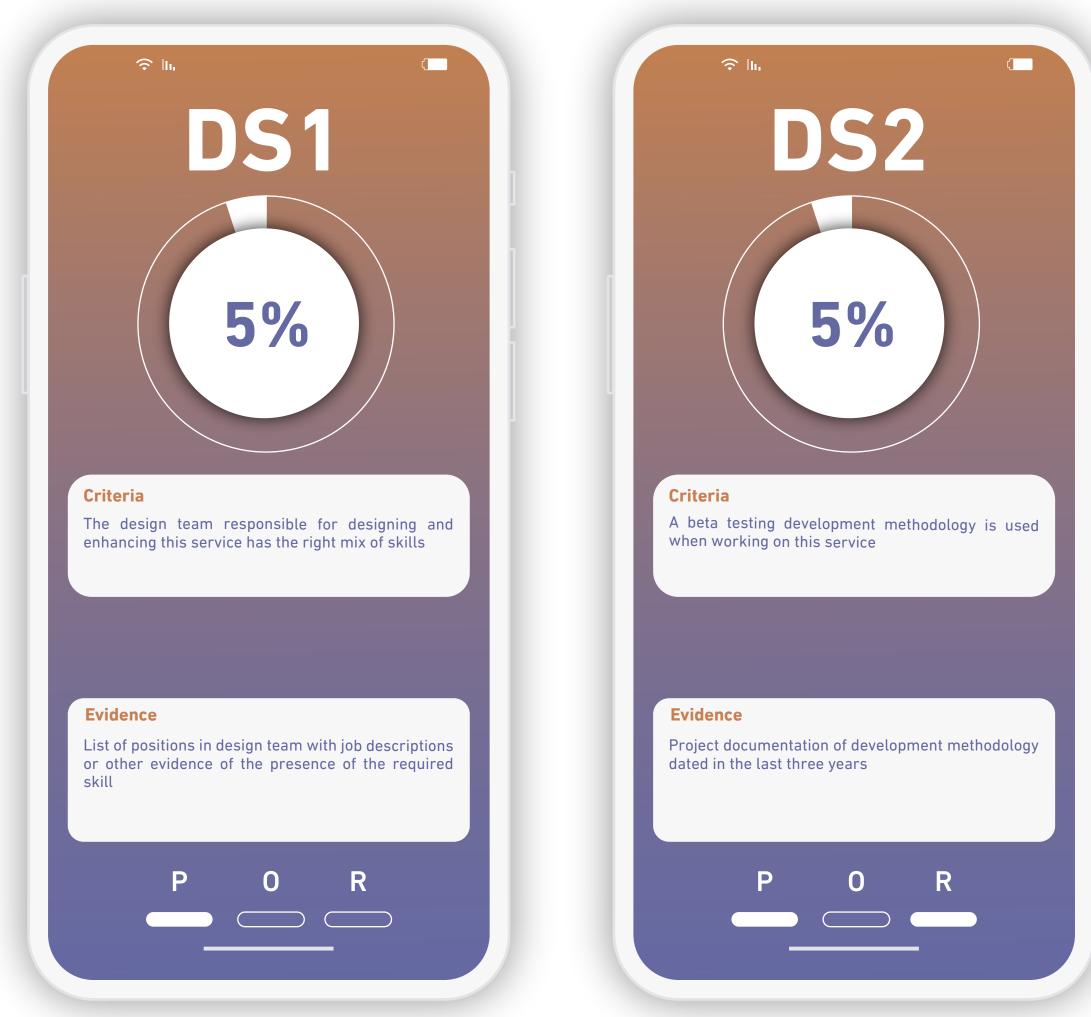


DSQI Criteria (3/8) – Identity & Authentication



The service uses identity and authentication enablers to enhance the customer experience and does not replicate the functions





- Measures the level to which the service meets the service design standards published
- Includes Content Quality and Guidelines
- Includes compliance with National Digital Access Policy

DS3

Criteria

This service is subject to continuous improvement based on performance indicators, customer satisfaction, complaints and suggestions, and best international practices

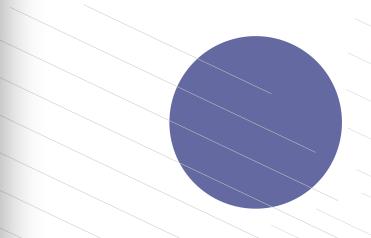
15%



Documentation of the service assessment and improvement exercise dated in the last three years











- Measures the level to which the service meets the service design standards published
- Includes Content Quality and Guidelines
- Includes compliance with National Digital Access Policy

DS6

Criteria

This service is accessible to People of Determination and other groups with special needs and is compliant with the National Digital Access Policy, including W3C WCAG 2.2 AA.

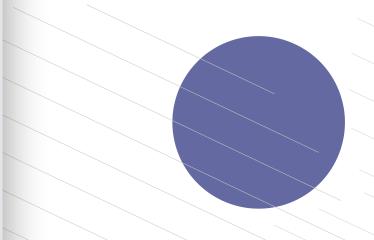
15%



Report on accessibility assessment of the service dated in the last year and an action plan for improving the assessment











- Measures the level to which the service meets the service design standards published
- Includes Content Quality and Guidelines
- Includes compliance with National Digital Access Policy

DS9 6%

Criteria

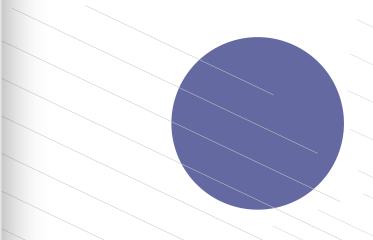
This service does not ask the customer to provide data already held by the government entity, and pre-populates any fields where this data is required

Evidence

Screenshot showing pre-populated customer data already held by the government entity











- Includes Content Quality and Guidelines
- Includes compliance with National Digital Access Policy

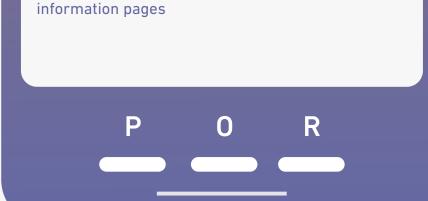
DS12

5%

Criteria

Evidence

This information in the service card for this service provides consistent information in both Arabic and English that is clear and accurate, with information on availability, accessibility, and inclusiveness



Screenshots of AR and EN pages of the service

DS13

Criteria

The potential use of Emerging Technologies (including AI, mixed reality, IoT, etc.) has been studied and changes to the service are being implemented to a defined plan, as described in section 4.2 in the Service Design Standards (page 14)

5%

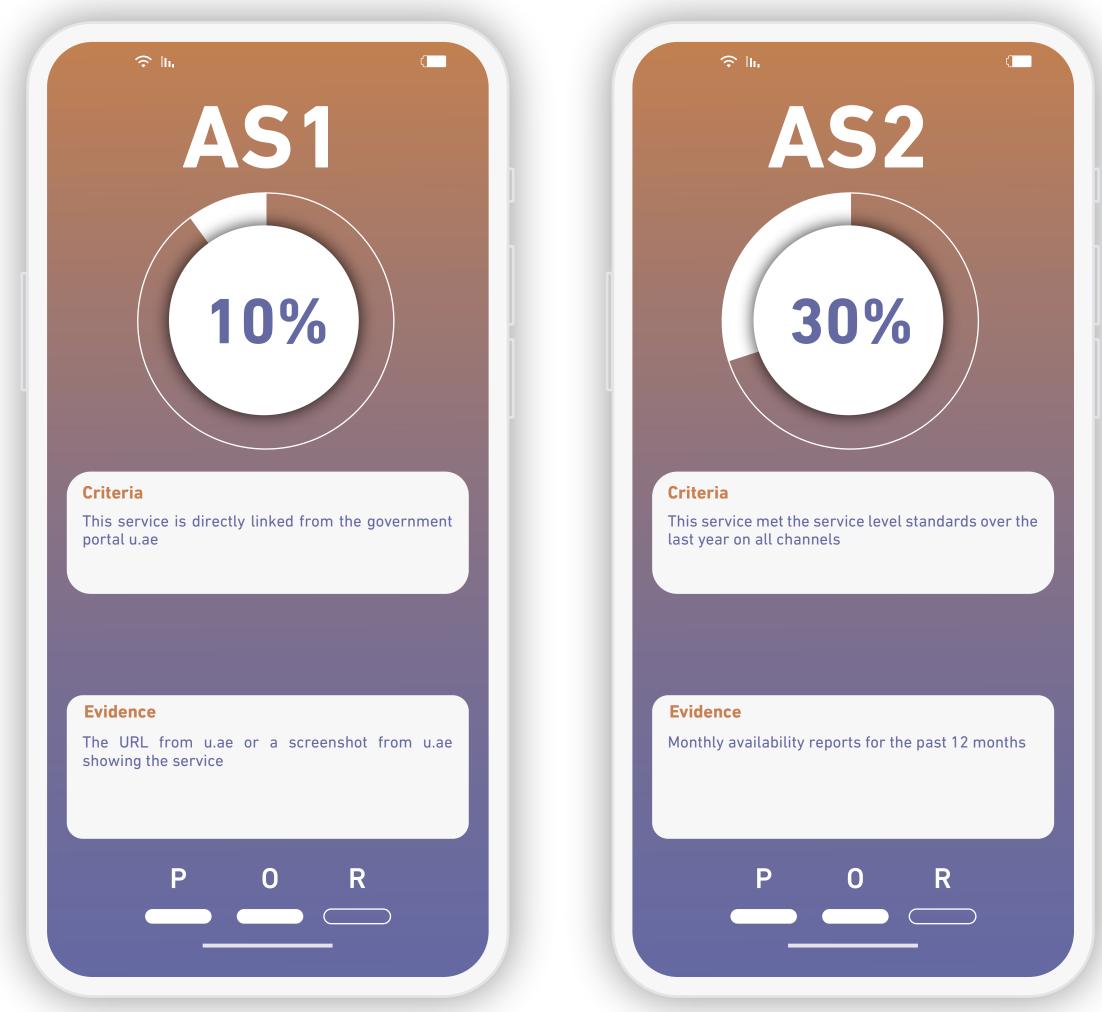
Evidence

Documentation of a study in the past 3 years to use Emerging Technologies which includes a plan to enhance this service

 \mathbf{O}



DSQI Criteria (5/8) – Service Availability & Awareness



- This service is available 24/7 and is widely marketed and recognized by all beneficiaries
- Service availability by channel is measured here

AS3 10%

Criteria

This service is covered by business continuity plans prepared and tested by the entity



Copy of business continuity plan and report on testing of the plan that has been conducted in the last year

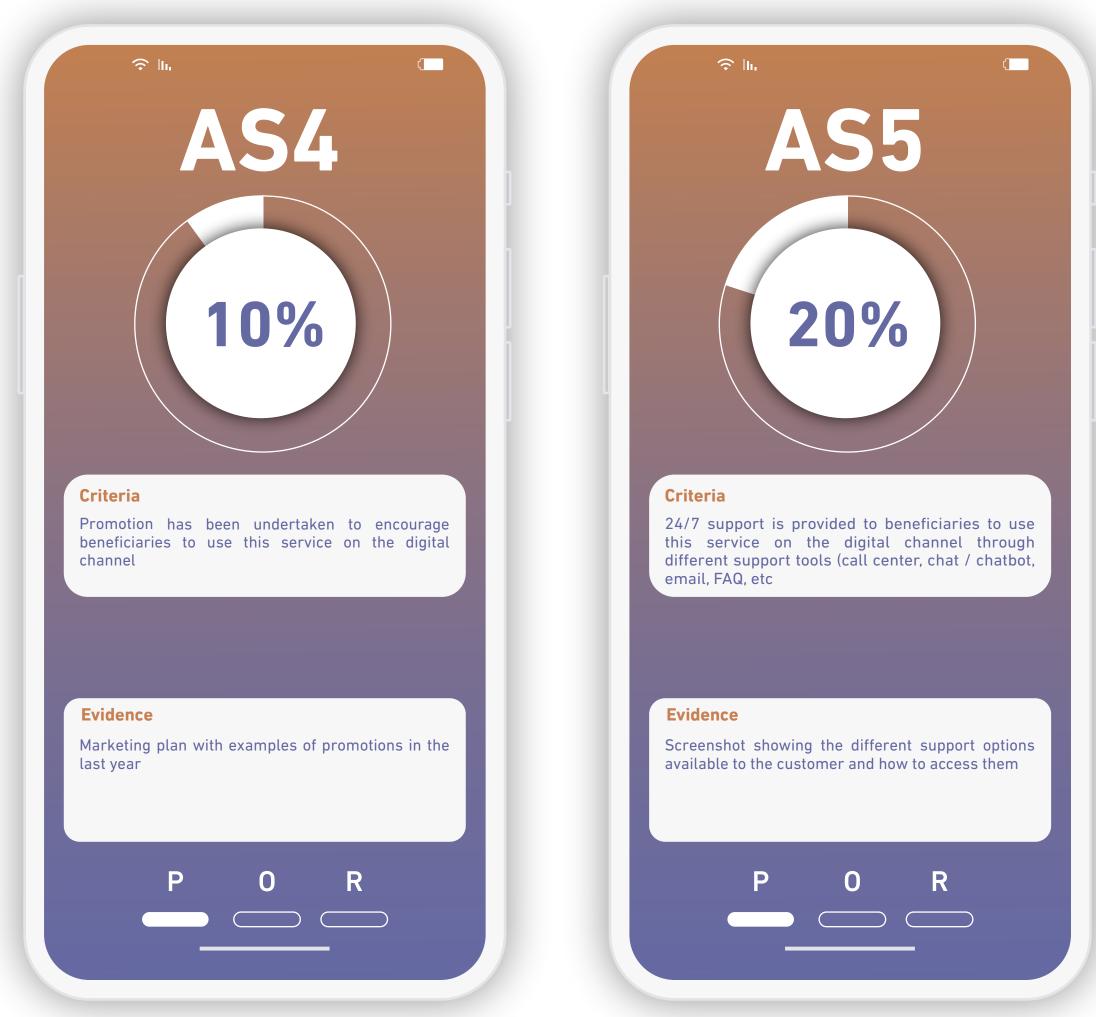








DSQI Criteria (5/8) – Service Availability & Awareness



- This service is available 24/7 and is widely marketed and recognized by all beneficiaries
- Service availability by channel is measured here

AS6 10%

Criteria

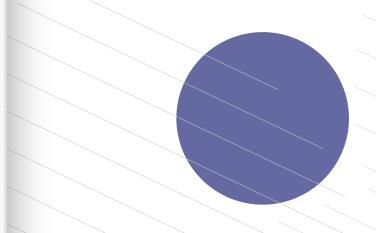
This service is easy to find by search on the government entity website and common search engines



Screenshots of search results from government entity website, the government portal and 2 search engines in the last year









DSQI Criteria (5/8) – Service Availability & Awareness

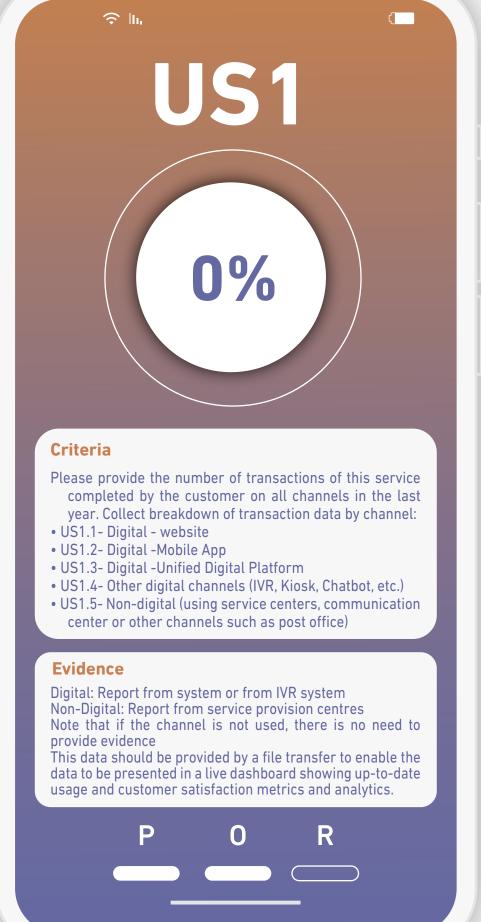


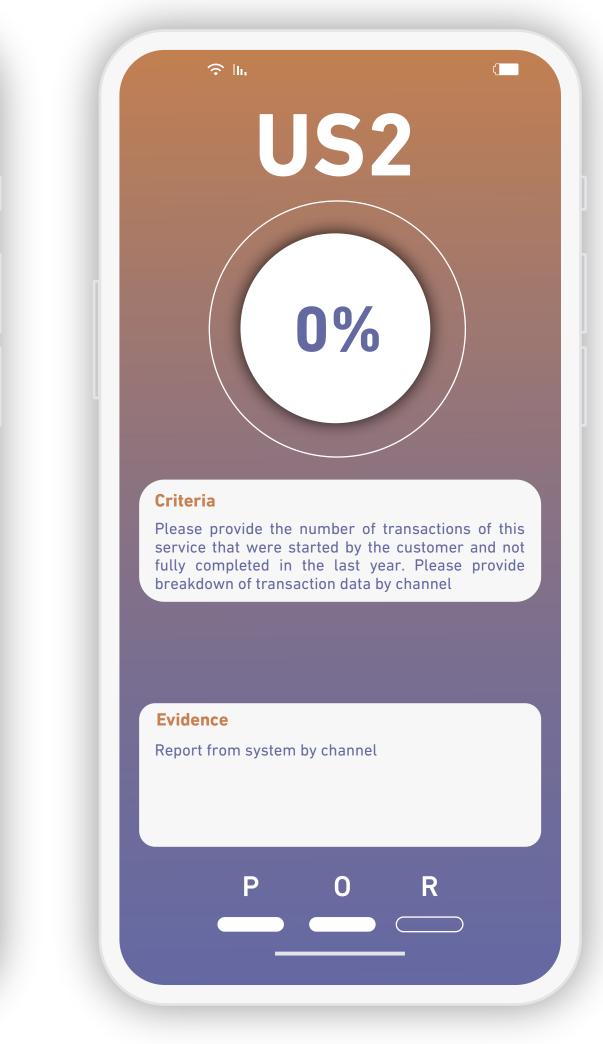
- This service is available 24/7 and is widely marketed and recognized by all beneficiaries
- Service availability by channel is measured here





DSQI Criteria (6/8) – Service Usage





Measures the usage of the digital service by customers

US3

 $(\)$

Criteria

The usage of this service is published monthly as open data

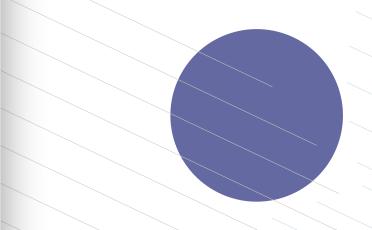
10%

Evidence

URL of the published open data set, or a screenshot of the published data



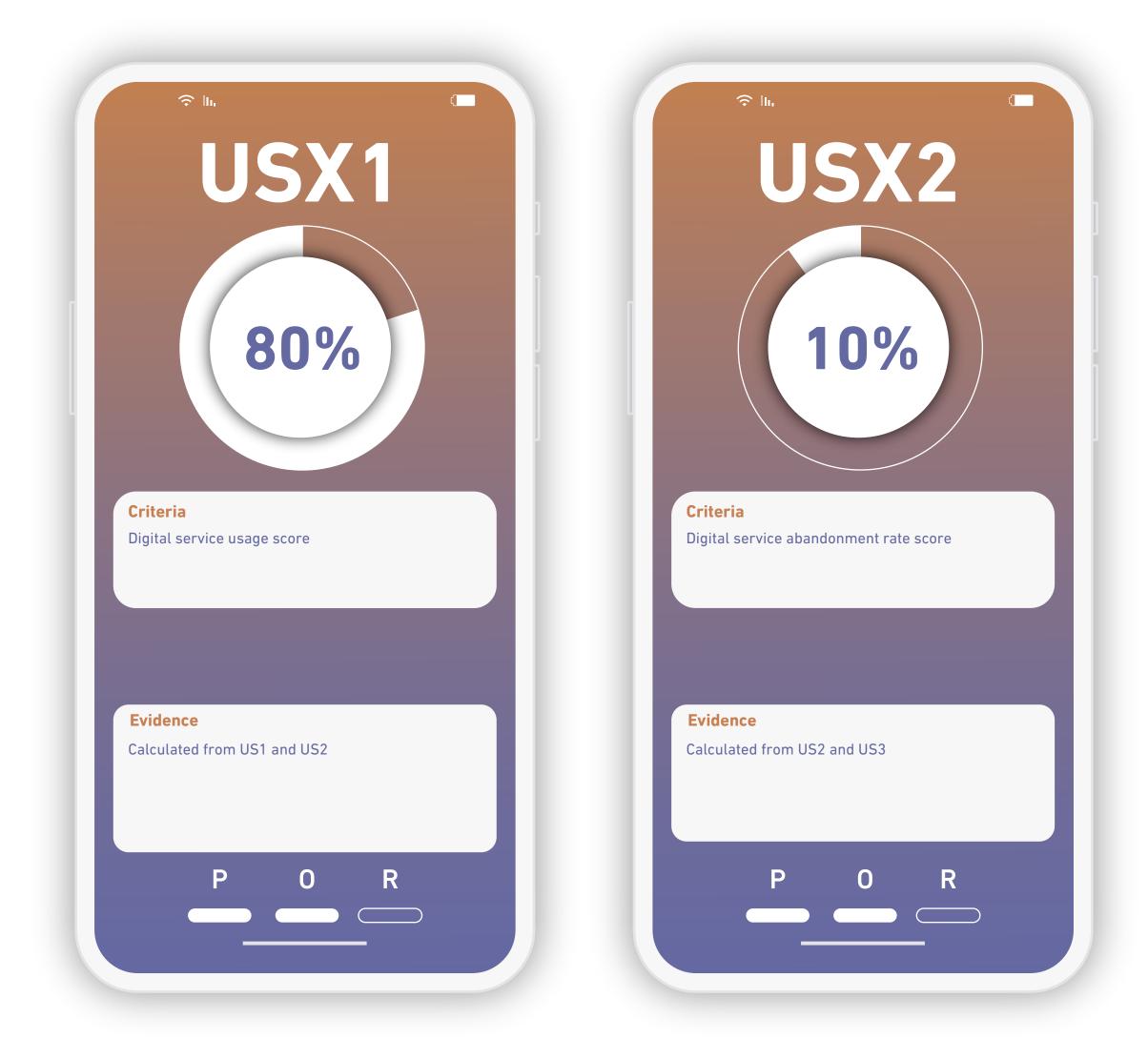




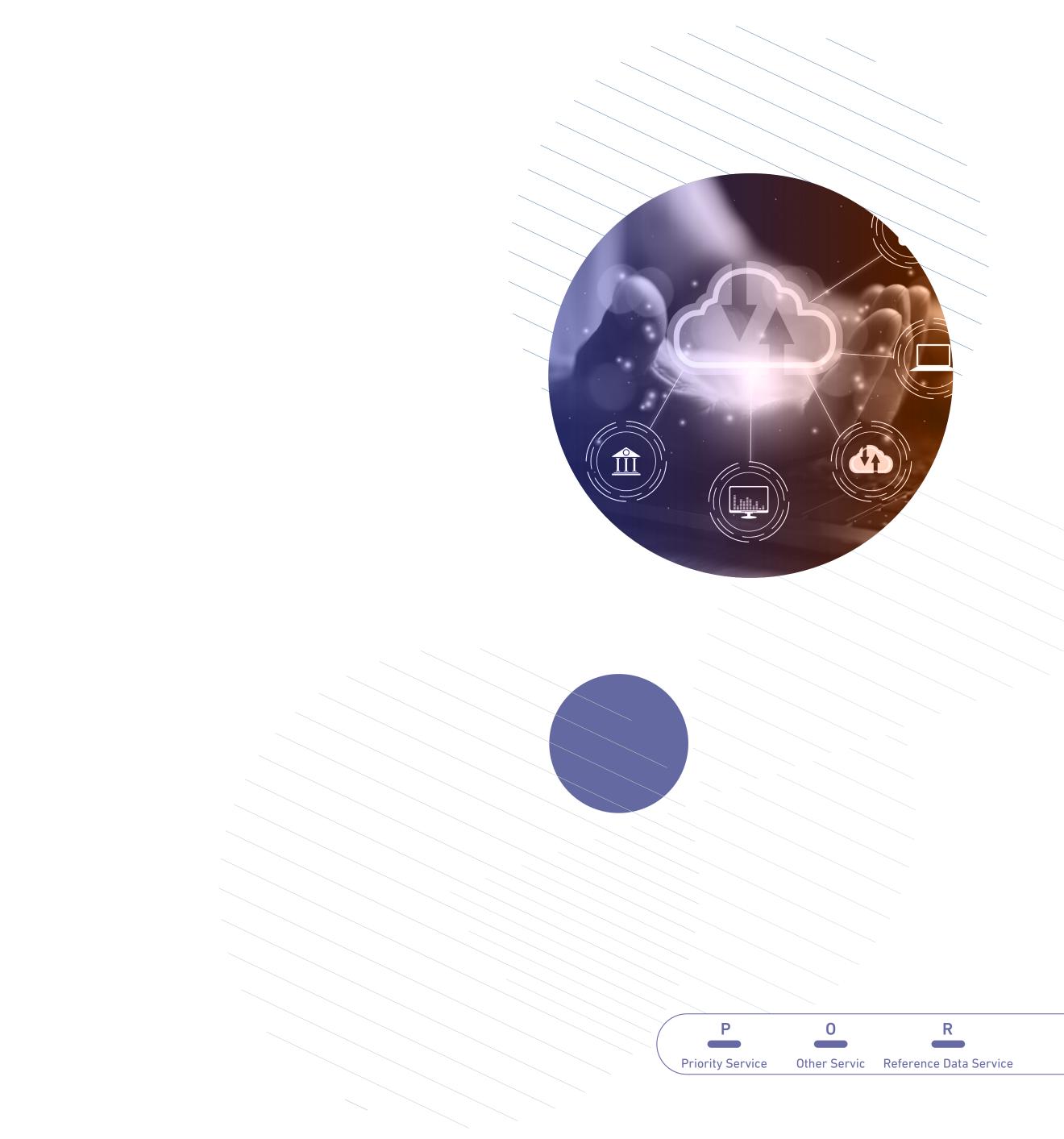




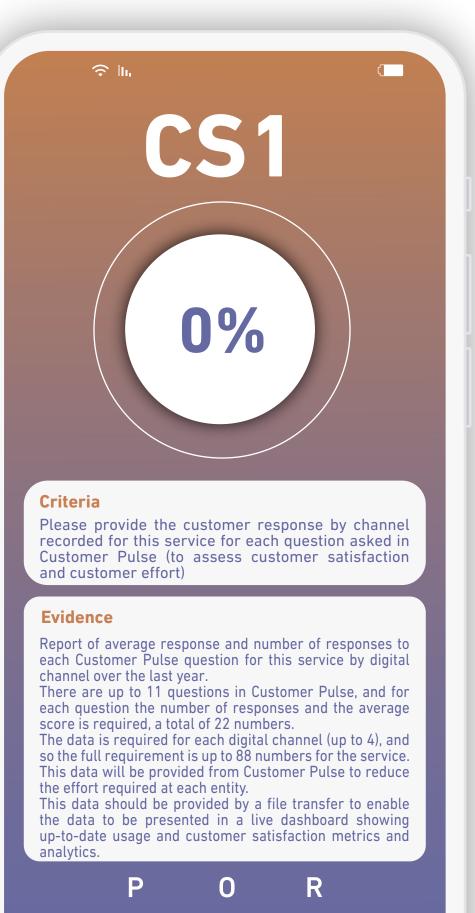
DSQI Criteria (6/8) – Service Usage



Measures the usage of the digital service by customers



DSQI Criteria (7/8) – Customer Satisfaction



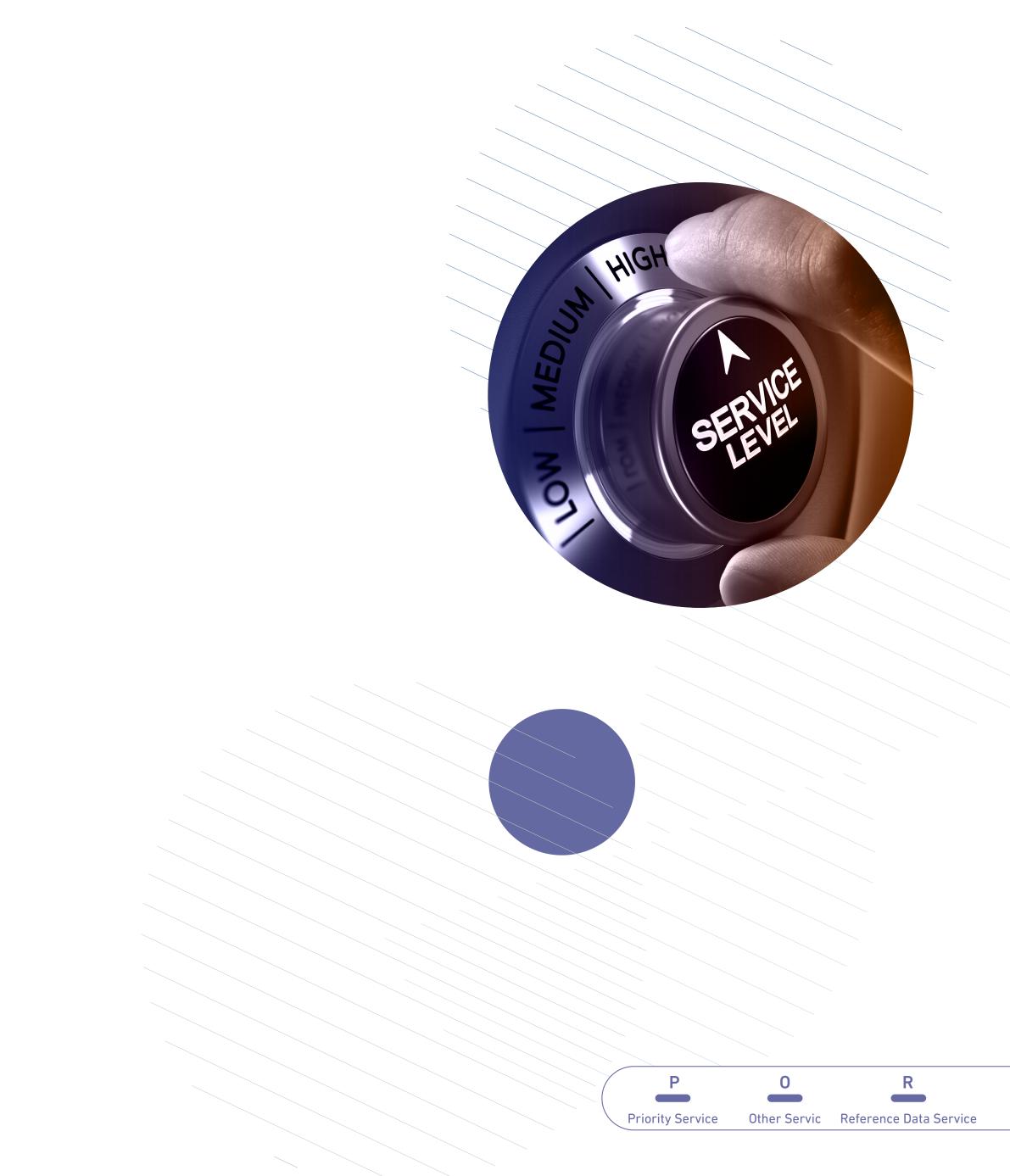


Evidence

Report of number of customer complaints from government entity internal complaints management system and from the National CRM by channel. Care should be taken to only include complaints about the digital service, and not other aspects of the operations of the government entity.



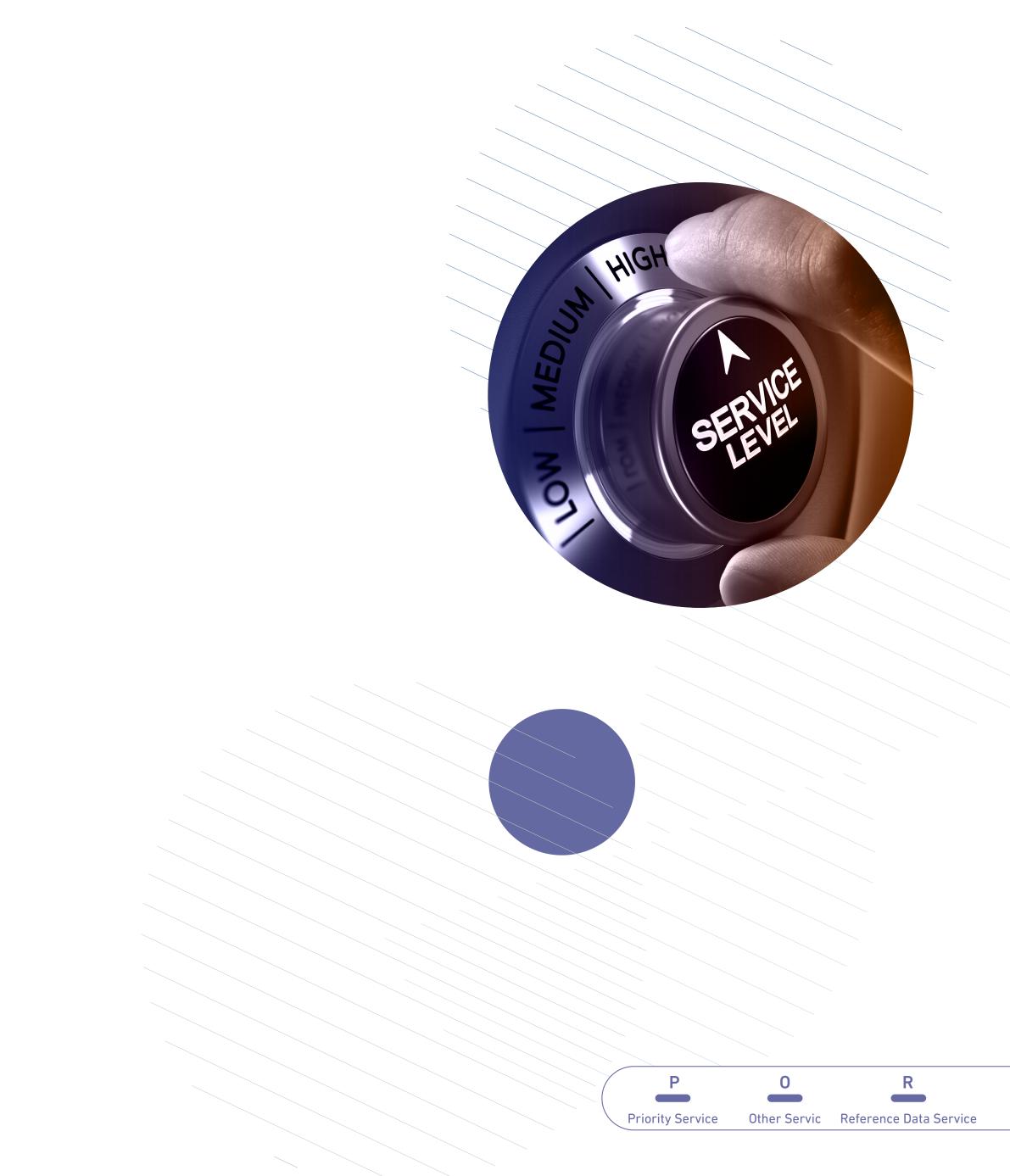
Measures the satisfaction with the digital service by customers



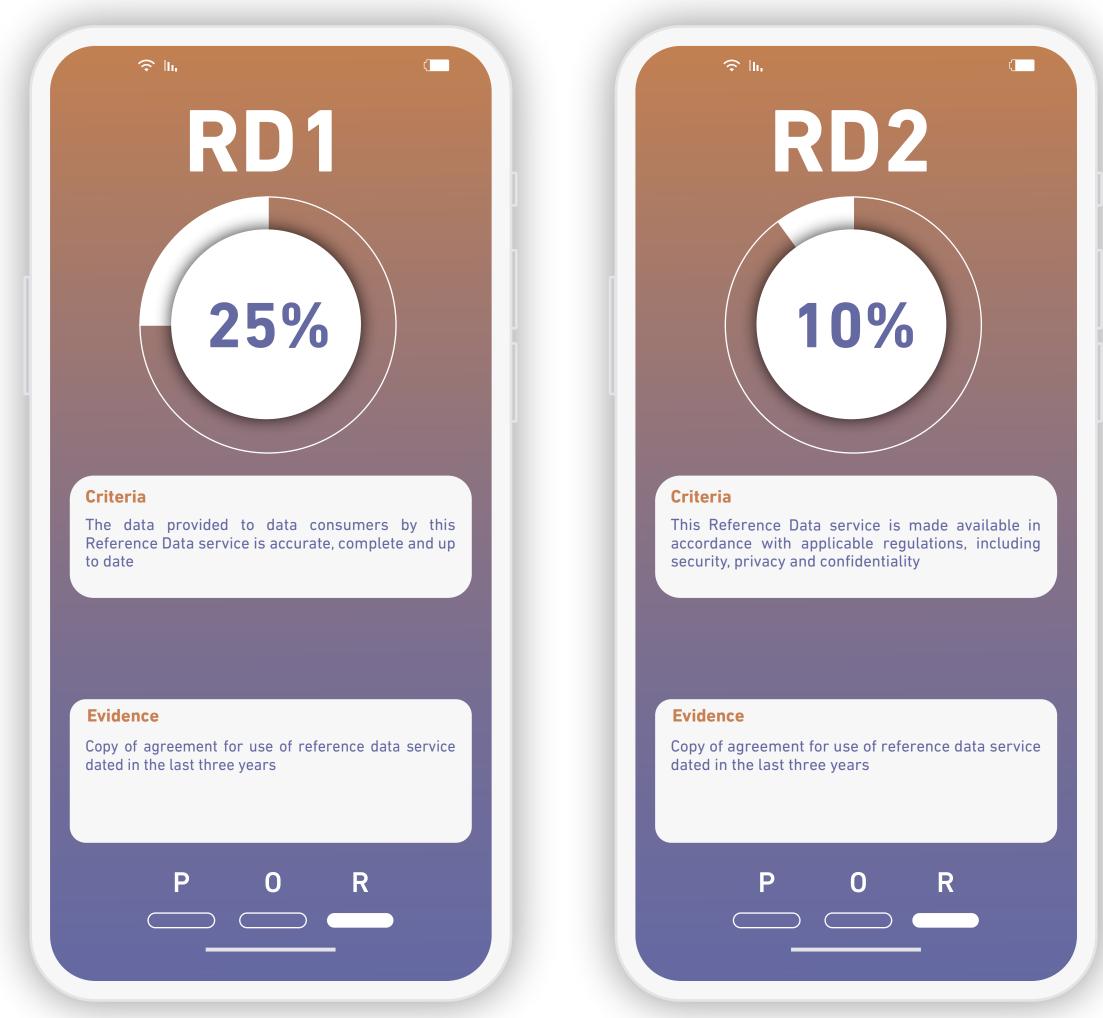
DSQI Criteria (7/8) – Customer Satisfaction



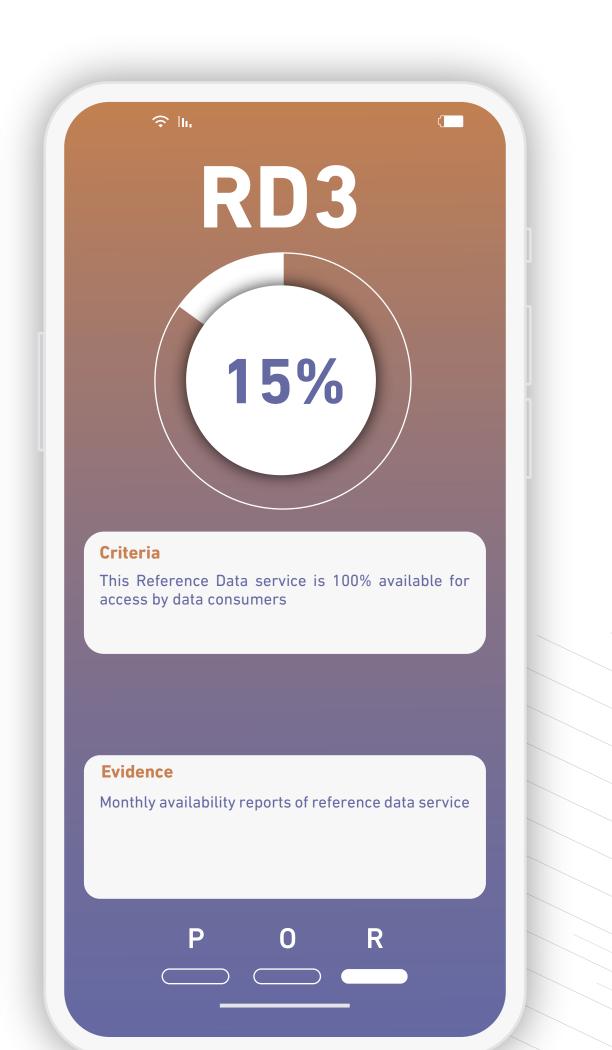
Measures the satisfaction with the digital service by customers



DSQI Criteria (8/8) – Reference Data

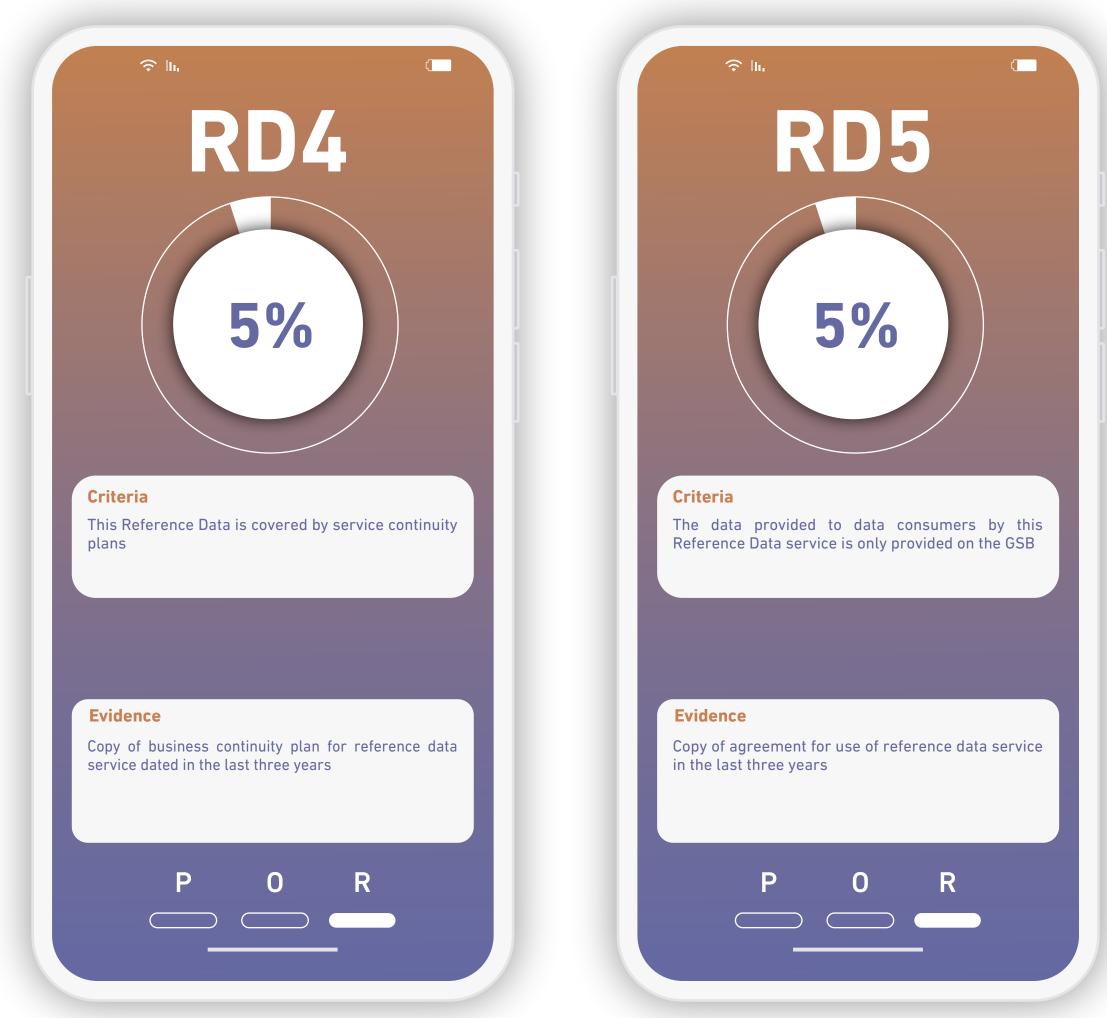


- A government entity responsible for providing Reference Data meets the expectations and requirements of the users of that data (data consumers)
- Includes Cross- Entity Data Sharing
- One assessment for each item of Reference Data





DSQI Criteria (8/8) – Reference Data



- A government entity responsible for providing Reference Data meets the expectations and requirements of the users of that data (data consumers)
- Includes Cross- Entity Data Sharing
- One assessment for each item of Reference Data

RD6 5%

Criteria

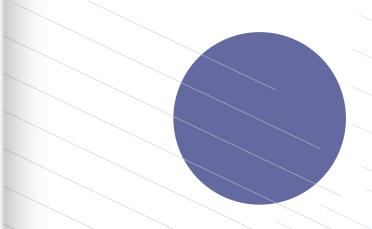
The subject of this Reference Data is provided with online access to information on organizations that have accessed their Reference Data



Screenshot of form for subject to request a report on use of their reference data

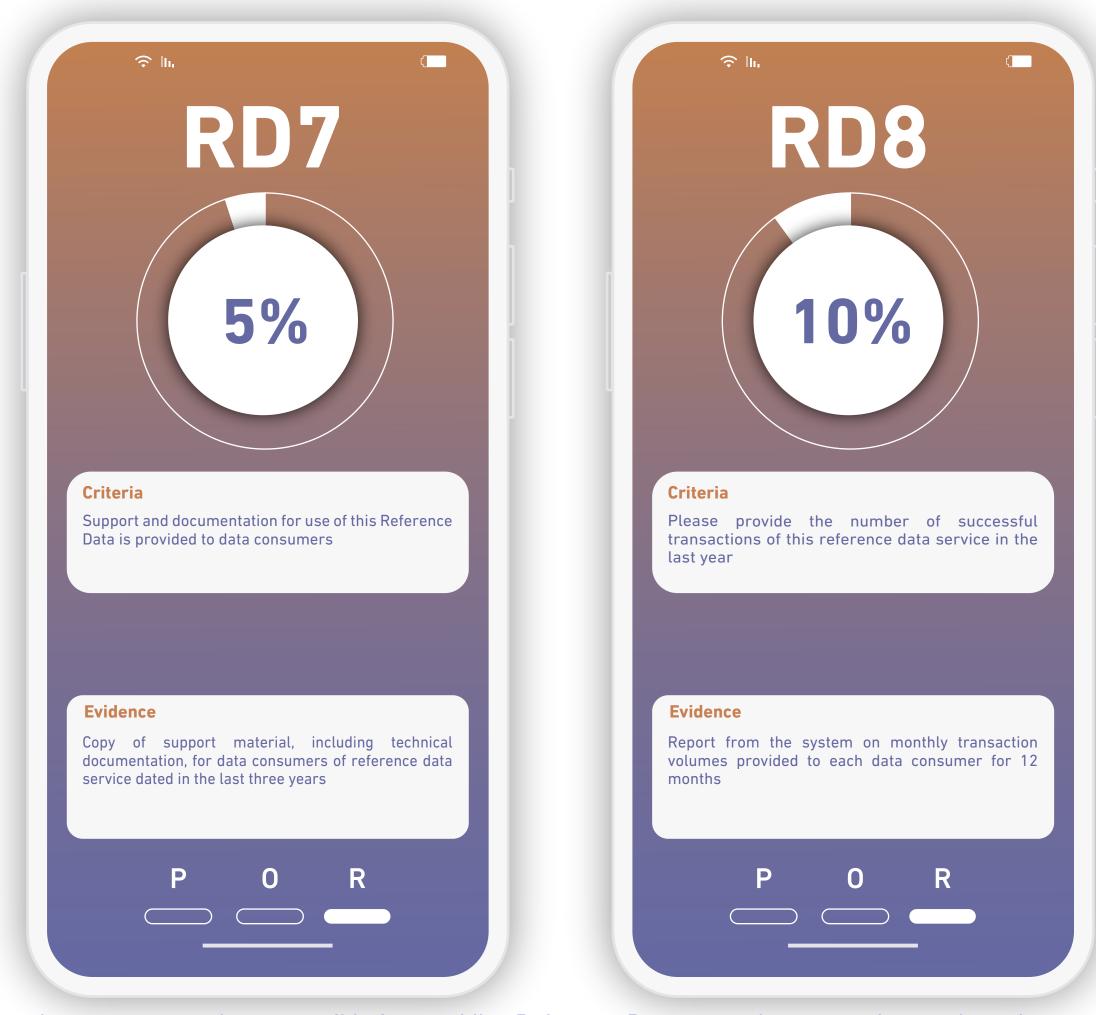








DSQI Criteria (8/8) – Reference Data



- A government entity responsible for providing Reference Data meets the expectations and requirements of the users of that data (data consumers)
- Includes Cross- Entity Data Sharing
- One assessment for each item of Reference Data

Р	0	
Priority Service	Other Servic	Reference



Digital Participation and Open Data (DPOD)

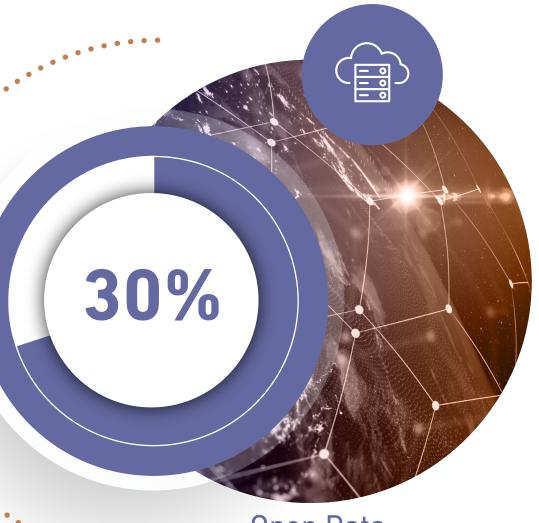
A separate assessment to be conducted at the entity level for measuring Digital Participation and Open Data in order to be fully aligned with the OSI

Digital Participation and Open Data Framework (DPOD)

United Nations Online Service Index



Open Government Data Index



Open Data

Criteria

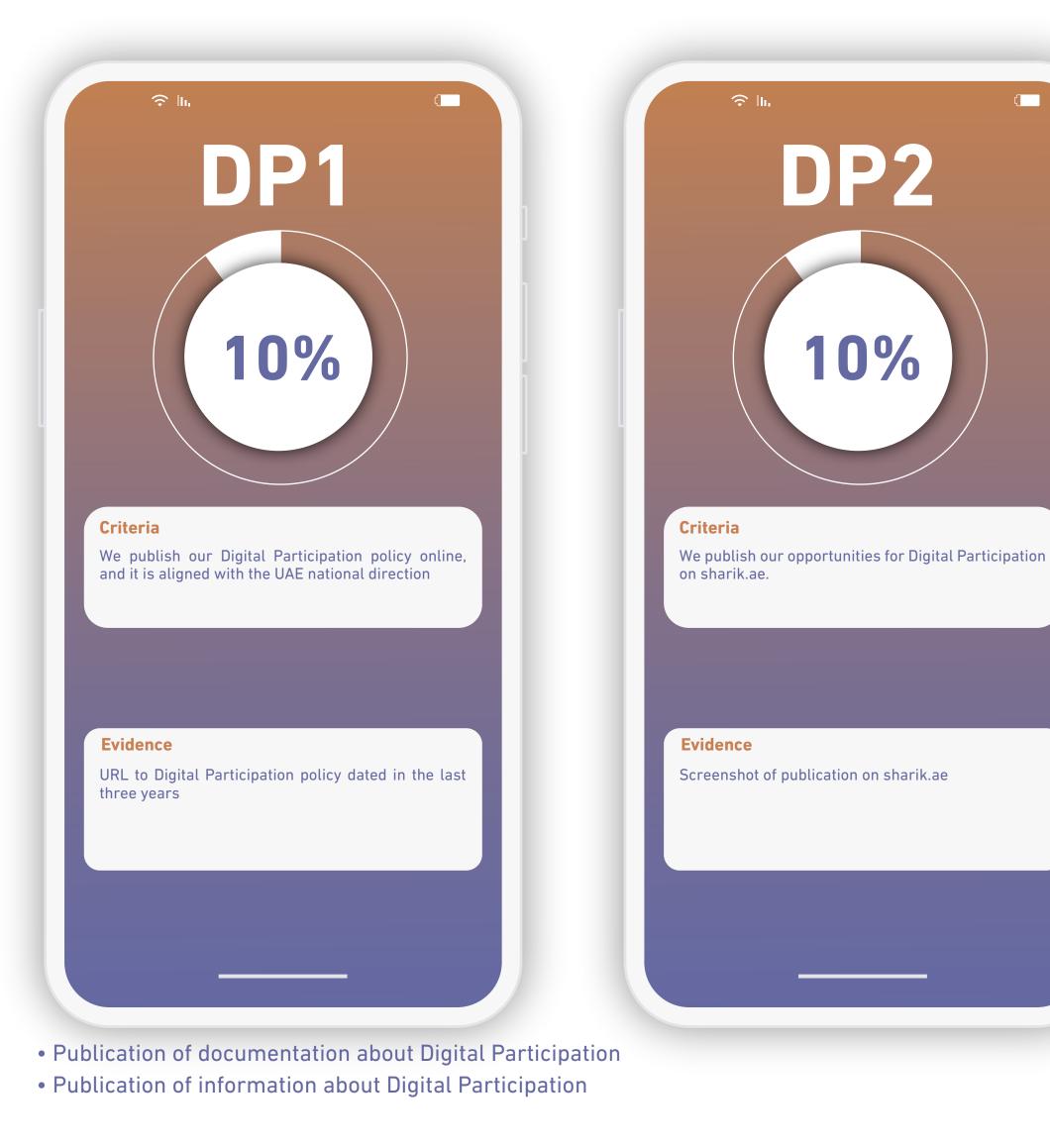
Digital Participation



70%

Criteria





DP3 10%

Criteria

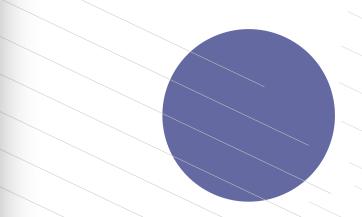
(

We publish a plan with information about consultations in the next year which are intended to involve the public in the development of our strategies and policies

Evidence

Report on consultations planned for next year and screenshot of online publication







We publish information about online consultations that were conducted in the past year to involve the public in the development of strategies and policies

Evidence

Report on consultations in the last year and screenshot of online publication



Criteria

We publish a summary of received public comments and our response, for each public participation opportunity in the last year

Evidence

Copy of summary report for each public participation and screen shot of online publication

- Publication of documentation about Digital Participation
- Publication of information about Digital Participation

DP6 10%

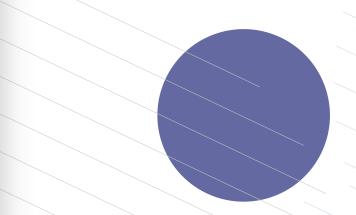
Criteria

We publish evidence that people's voices were included in the actual decision-making process during the past year (for immigrants, older people, persons living below poverty line, persons with disabilities, women, youth)

Evidence

Report on evidence of inclusion of people's voices in decision making and screenshot of online publication







Evidence

Report on involvement of the public in co-creation of digital services and screenshot of online publication



Criteria

We promote our opportunities for Digital Participation, including through our social media accounts

Evidence

Copy of marketing plan and examples of promotion in the last year

- Publication of documentation about Digital Participation
- Publication of information about Digital Participation

DP9 (10%)

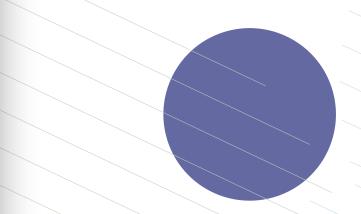
Criteria

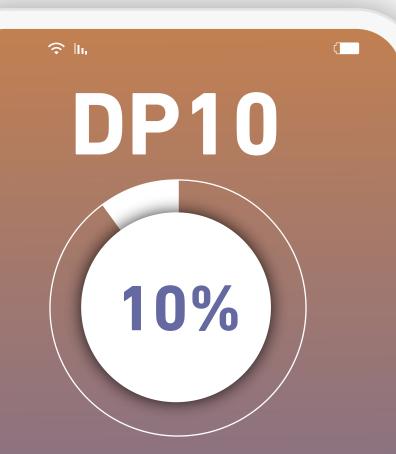
Please provide the number of opportunities to participate that have been published in the last year

Evidence

List of opportunities for digital participation in the past year







Criteria

Please provide the number of public comments that have been received in response to each of these opportunities in the last year

Evidence

Report on number of responses to each participation in the past year



Criteria

We conduct internal training and communication to engage with leaders and employees on Digital Participation, including the use of the Virtual Academy

Evidence

Copy of a report on Digital Participation training and communication conducted during the last year

Publication of documentation about Digital Participation

• Publication of information about Digital Participation





Criteria

We publish our open data on Bayanat, the UAE open data portals, and screenshot of online publication aligned with the UAE national direction and open data guidelines, including open licensing, the publication of raw data in machine readable format and able to be accessed anonymously

Evidence

Copy of open data plan and policy dated in the last three years, and screen shot of online publication

Publication of documentation about open data

• Publication of open data



Criteria

We publish our open data on Bayanet, the UAE open data portal

Evidence

Screenshot of government entity presence on Bayanet



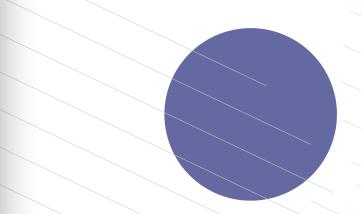
Criteria

We publish guidance on the use of our open datasets including metadata or data dictionary information



Copy of guidance dated in the last three years, and screenshot of online publication of the guidance with an example of how the metadata is provided.





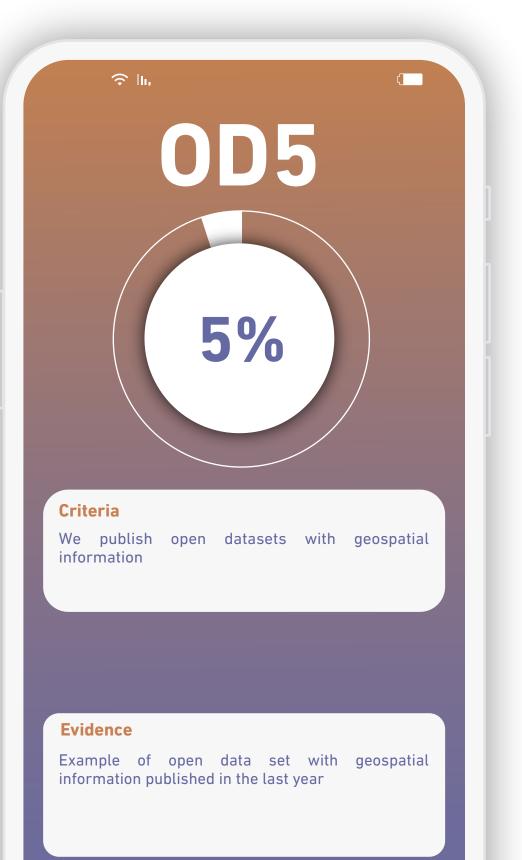


Evidence

Report on alignment of published datasets with SDGs dated in the last three years

• Publication of documentation about open data

• Publication of open data



OD6 5%

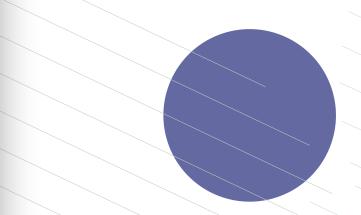
Criteria

We publish open data sets with real-time information

Evidence

Example of open data set with real-time information published in the last year







We publish (on our website or on bayanat.ae) information on the government budget in our sector for the next year

Evidence

Report on government budget in our sector for next year and screenshot of online publication

Publication of documentation about open data

• Publication of open data



Criteria

We publish (on our website or on bayanat.ae) information about budget and expenditure in the past year as Open Government data

Evidence

Report on government budget and expenditure in our sector for last year and screenshot of online publication



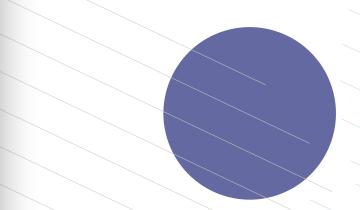
Criteria

We promote the opportunity to use our open data through competitions, hackathons, and other events

Evidence

Example of competitions and other events held during the last 12 months







Criteria

We respond to requests from the public for the publication of specific open data

Evidence

Report on requests from the public for specific open data sets in the last 12 months and the entity response

• Publication of documentation about open data

• Publication of open data



Criteria

Please provide the number of current open data sets that have been published in the last year.

Evidence

List of open data sets published in the last year with information for the last year. The name of the datasets should include the period covered by the dataset (for example Number of school students 2021

OD12

10%

Criteria

We have published historic (for previous years) open data relating to the data sets included in OD11

Evidence

List of historic files for each published open data set

Criteria

Please provide the number of downloads of the published open data sets in the last 12 months from your website and from bayanat.ae

Evidence

Report from system on number of downloads by month of each data set for the last year

Frequently Asked Questions

1. How does DSQI relate to the other assessments of digital government in UAE?

The Digital Services Quality Index (DSQI) is focused on the delivery of government digital services for use by people, businesses, and other government entities. Other assessments (e.g., Global Star Rating) look at other aspect such as overall customer experience in interacting with the government or the overall digital maturity of government entities.

How should the question be answered?

Each service is assessed against the relevant criteria using a three-point scale::

- Yes (2 points): criteria is fully met
- Partial (1 point): criteria is partially met
- No (0 points): criteria is not met
- N/A (excluded): some criteria allow for Not Applicable as a response, however this will need proper justification

Some specific criteria will require a numeric input, such as percentages. These will be clearly marked, and the input will be explained accordingly. .

2. What evidence should be provided?

Each criteria specifies the evidence that is required to support the response; if the response is "No", then there is no need to provide any evidence.

3. What if a feature or a requirement is under development?

UAE, not the score of the government entity. "Partial".

implemented.

4. How to submit required reports and studies?

evidence across the respective criteria. same files multiple times.

- The purpose of the assessment is to evaluate digital services in
- If work is underway or planned to implement a function or feature or requirement, the correct response is "No", if it is not currently available. If part of the function or feature or requirement has been already implemented, the correct response would be
- If the implementation of a feature is dependent on another government entity and is its development is hence stuck, the response should also be "No" because the feature is not
- Several of the criteria require the submission of a report or study completed in the last three years. The same report or study can be submitted as evidence for multiple criteria, if it is clearly covering that criteria. For example, a study about the design of the service may also include how it is planned to be made a proactive service. Hence, this report can be used as
- The online assessment system has features to support reusing reports or studies as evidence without the need to upload the
- If the required reports or studies are not available (they have not been developed), the response to the respective criteria should be set to "No" and this should be noted as an area of



Frequently Asked Questions

enhancement for the next assessment. It is not the intention that the entity commissions a study or develops a report during the assessment process.

5. Can a consolidated report or study be provided as evidence for different aspects of an individual service?

A consolidated report or study can be provided as evidence for all aspects of an individual service, if it clearly covers the required aspects. This can be particularly relevant for the Service Design standards measure, where the following reports are required:

- DS2 Project documentation of development methodology dated in the last three years
- DS3 Documentation of the service assessment and improvement exercise dated in the last three years
- DS4 Documentation of the requirements of all service beneficiaries dated in the last three years.
- DS5 Information including details of attendees at a design workshop held in the last three years
- DS7 Documentation on the use of DLS components and tools dated in the last three years
- DS8 Project documentation showing steps of the service on different channels dated in the last three years.
- DS11 Report(s) on how customer experience has been used to improve the service dated in the last three years.

ES6 - |Documentation of the service integration study and its outcomes within the past 3 years

6. Can a consolidated report or study be provided as evidence across multiple services?

A consolidated report or study can be provided as evidence for a particular criteria across multiple services. This may be particularly relevant for the following criteria: AS3 - Copy of business continuity plan and report on testing of the plan that has been conducted in the last year.

- **Proactive Services**
- this service

Note that these reports should touch on the services and service delivery aspects, and not be general, high level or strategic reports. Such reports should answer the question in principle: "What are the implications for this service?".

7. What if a report or study is older than the specified requirement?

If a report or study is older than the specified requirement (e.g., older than 3 years old), it will not be considered as valid evidence. However, the entity can provide evidence that the report or study has been refreshed (e.g., the topic or service has been reviewed for relevance in the last 3 years), and in that case the report or study along with this evidence can be accepted.

8. [ES] What is contained in a good Service Card?

A good Service Card contains all the information that the customer will need before they start the service. This includes the data that the government entity will ask them to provide, the documentation that they need to submit,

PS2 - Report dated in the last three years into the potential for

DS13 - Documentation of a study in the past 3 years to use Emerging Technologies which includes a plan to enhance



Frequently Asked Questions

the length of time the digital service will take, any fees payable, and what they can expect as the outcome from the service.

9. [PS] What are Proactive Services?

The Proactive Services Guide contains a full description of what is meant by proactive service:

- Anticipating and predicting the services that the customer needs,
- And offering the services before the customer requests them,
- Based on the customer's needs, preferences, and life events,
- At the right time and with ease,
- Based on data and information already held by the government

The main categories of proactive services: Transactional, Informational, Eligibility Check or Reminder services. Please refer to the published guide for Proactive Services for more information.

10. [IA] UAEPass cannot be provided as the only means for accessing the services, what can be done?

The current policy is that UAEPass should be the only mechanism to access government services . There may be some circumstances where the entity provides services and the customer does not have a UAEPass, in such cases, the entity needs to offer another option. The entity should aim to minimize the use of any alternatives, and ensure they are not present on the initial home page, but only available by linking to alternative sign-on pages.

11. [DS] How should the Accessibility check be performed for the digital services?

The National Digital Access Policy, when published, will provide full information on the accessibility requirements for government digital content and services. There are many online tools that can be used to assess accessibility. TDRA will be providing more information on the recommended tools.

12. [AS] [UDP] The service is listed on u.ae but it does correctly link to the entity's digital service, what can be done?

If the link does not work, then the digital service is not available to the customer and hence the assessment response should be "No". The entity should contact the portal provider to ensure that the links on these national portals are working properly.

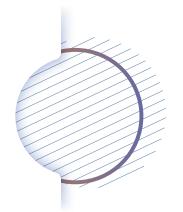
13. [US] What is an abandoned transaction?

An abandoned transaction happens when a customer starts a transaction online but does not complete it. This can happen for legitimate reasons (for example the customer may only want to know the payment amount and due date), but it may also mean that the customer had trouble in completing the transaction online. This could be because they did not have the right documentation, or they could not understand how to proceed, or the system failed while they were using it. The entity should monitor the level of abandoned transactions and when they are abandoned in the service process, and should take corrective action to improve the service if required.





For any inquiries, please contact

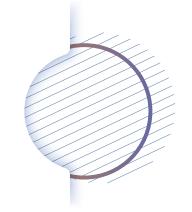


Digital Service Quality





mgovet@tdra.gov.ae



Digital Participation



04 7774125

dp@tdra.gov.ae

