



Open Data Usage Guide

Responsible Department	Data Governance and Analysis Office
Approval

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Introduction

The Ministry of Finance in the United Arab Emirates is committed to making open data available to support research, innovation, and enhance transparency. This guide provides a general framework on how to use open data responsibly and effectively, while adhering to the principles of open government and the demands of the digital age.

Purpose of the Guide

The purpose of this guide is to establish a regulatory framework for the use of open data, enabling entities and individuals to access and utilize data to support research and decision-making while ensuring compliance with relevant laws and policies and achieving the desired level of transparency.

Scope of Application

This guide applies to all open data released by the Ministry of Finance, allowing users to access and utilize the data in compliance with local and international laws while adhering to the rights and obligations outlined in this guide.

Definitions and Terminology

Term	Definition
Open Data	Data made available to the public without financial or legal restrictions.
Federal License	The terms that define the framework for open data usage in the UAE.
User	Any entity or individual accessing and utilizing open data.

References

This guide is based on the Federal Open Data License of the UAE, along with the policies and regulations issued by the Ministry of Finance, and complies with applicable local and international laws related to data usage.

Responsibilities and Authorities

The Ministry of Finance is responsible for providing open data and ensuring its periodic updates. Users are responsible for adhering to the terms of use and citing the Ministry as the source when publishing or using the data.

Operational Mechanism

The Ministry of Finance provides open data in various formats, currently focusing on Excel files for ease of access. Users may freely use, distribute, and share the data, provided they comply with the terms of use. The data is updated periodically to ensure its accuracy and continuity.

Forms Used

To implement this guide, the following forms are utilized:

- Open Data Request Form
- Data Improvement Suggestion Form
- Data Usage Evaluation Form

These forms ensure transparency and improve the quality of available data.

General Guidelines for Using Open Data

Open data is made available to all in various formats, with the Ministry ensuring continuous availability. Users can freely utilize the data for research and analysis while adhering to conditions such as citing the source and complying with relevant laws. The Ministry welcomes user feedback to enhance the quality of the data and services provided.

Terms and Conditions

Users of the Ministry's open data must:

- Ensure that the data usage complies with local and international laws.
- Refrain from using data subject to other intellectual property rights, such as patents and trademarks.
- Cite the original source when using or sharing the data.
- Refrain from using personal data or confidential information such as identity numbers or national identity documents.
- Provide detailed information about the file types, sizes, and publication dates to ensure transparency.

Types of Open Data

The Ministry provides a variety of open datasets, including but not limited to:

- Budget and Expenditure Data: Detailed information on expenditures by different Ministry entities, enabling users to track spending over the years.
- Revenue Data: Comprehensive insights into revenues generated by the Ministry and its affiliated entities, helping users understand financial trends over time.

User Responsibilities

Users are responsible for utilizing the data responsibly, citing the Ministry of Finance as the official source, and avoiding any use that may harm the reputation of the UAE. They must also respect copyright and licensing terms while ensuring proper attribution to original authors or sources.

Legal Disclaimer

The Ministry of Finance provides open data "as is" without warranties. It is not liable for any damages resulting from improper data use. Users bear full responsibility for ensuring that the data is used correctly in compliance with the terms outlined in this guide.

Federal Open Data License

The Ministry of Finance adheres to the standards of the UAE Federal Open Data License, which defines the terms and conditions for using open data. This ensures full compliance with all applicable requirements for data publication.

Freedom to Use and Modify Data

The Ministry retains the right to modify and use the data for commercial or non-commercial purposes and allows third parties to use the data in accordance with open data terms.

Non-Compliance

Failure to comply with these terms may result in the revocation of the usage rights granted.

Continuous Improvement

The Ministry actively seeks user feedback to enhance the quality of the available data and is committed to periodic updates to meet user needs and achieve the intended goals.

Review and Development of the Guide

The guide is subject to periodic review to ensure its alignment with the latest policies and practices. Updates to the guide are based on user feedback and changes in government policies.