

الإمارات العربية المتحدة وزارة الداخليسة

# Issuance of Clear Criminal Record Certificate

## **MOI Services Website**

# **User Journey**

Version Number: 4.0



## **1. Access to the Service:**

To apply for clear criminal record certificate, navigate to **Issuance of clear criminal record certificate** service from the **certificate services** tab that fall under the **policing services** category then click on **start service** button.

≡	E-SERVICES	Image: Contract of the second	العربية
*	Policing Servi	ces	
		Search here in services	٩
	r di	POLICING SERVICES	
	Traffic Services	Certificate Services         Smart Incidents         CID Fines         Financial Cases         Other Services         Public Services	
	Policing Services	Issuance of Clear Criminal Record Certificate       Police Clearance Certificate Inquiry         Start Service       Start Service	
	Civil Defence Services	To Whom It May Concern Certificate to Prove a Case Start Service	
	Weapons & Explosives		

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## 2. Service Steps:

1.Enter main application data, which varies according to the purpose of using the certificate:

1.1. If you select **use inside the country**, you should enter the Issuance Emirate, reason, language of the certificate and others, then click on **next** button.

				Application Inq
Application Info	Service Fees		Onlir	ne Payment
Step: Application Info				
Mobile Number 🛊	0565914014			
	ex. 05xxxxxxxx, +9715xxxxxxxx, 00xxxxxxxx	_		
Email Address *	ghadah@q-pros.com	Ø		
Purpose of Use *	Like inside the country	~		
Issuance Emirate *	Abu Dhahi	ľ,		
Reason *	Driving Trainer Permit	-		
Language 🛊	Arabic	•		
Organization *	organization			
2	Enter text (Arabic only).			
Delivery Method *	Email	*		
		_		
			Save Draft	Next

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## 1.2. If you select **use outside the country**, enter the issuance Emirate, requesting country and delivery method, then click on **next** button.

Application Info	Service Fees	Online Payment
Step: Application Info		
Mobile Number *	0502683020	
	ex. 05xxxxxxxx, +9715xxxxxxxx,	00xxxxxxx
Email Address *	ghada@mailinator.com	
Dumana of Line t	ex. email@email.com	
Purpose of Use *	Use outside the country	~
Issuance Emirate <b>*</b>	Abu Dhabi	~
Reason *	For Work	× •
Requesting Country *	JORDAN	× *
Delivery Method *	Email	~
		Save Draft Next

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2. Check fees details, accept the terms and conditions then click on **next** button to proceed.

	Application Info Service Fees	Online Payment						
Step: Service Fees								
		Search Q						
No.	Description	<ul> <li>Amount (AED)</li> </ul>						
1	Fees of issuing criminal investigation record	50						
	Total Amount	50 AED						
Showing 1	to 1 of 1 entries							
• No • To	ote: An additional fee will be added by the bank. continue please accept terms and conditions, then press on the "N	Next" button.						
I accep	the Terms and Conditions							
e-dirham								
		Next						

## 3. Click YES to be redirected to the payment gateway

Confirmation	Х
You are going to be redirected to the payment gateway. Would you like to continue ?	
NO YES	

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4. You can evaluate your experience in obtaining the service through the **customer pulse survey** screens shown below.

United Arab Emirates							امــــل <b>custo</b>	المتع سض المتع MER PULS	× نب
		— Cı	ustome	er Puls	e Surv	ey —	Ť (	🕀 English	~ 7
	C	verall, ho	w satisfie	d are you a	about the	Website?	*		
	$\overleftrightarrow$	☆	$\overleftrightarrow$	$\overleftrightarrow$	$\overleftrightarrow$	$\overleftrightarrow$	$\overleftrightarrow$		
Ð	tremely Dis	satisfied				Extre	mely Satisfie	d	
				 vlv					

5. After rating our service your application status and ID shows up as follows.

Payment has been o	one successfully	~
Application Number	28605	
Payment Details		
Confirmation ID	817940346132147901	
Transaction Date & Time	14/11/2022 02:56:54 PM	
Card Charges	0.36 AED	
Fees of issuing criminal inv	stigation record 50 AED	
Total Amount	50.36 AED	
Total Amount	50.36 AED	

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6.Examples of Issued Certificates after approving the request

## 6.1. Issued Certificate Inside Country



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## 6.2. Issued Certificate Outside Country

UNITED AI Minist	RAB EMIRATES ry of Interior		دولة الإمارات العربية المتحدة وزارة الداخلية					
شهادة بحث الحالة الجنائية								
Serial No 2024-0000731 رقم التسلسل Issue Date 17/12/2024	0111010000 <b>C</b>	Certificate	3					
	PERSONA	الشخصية LDATA	البيانات					
Full Name : NAGIB SOE Nationality : EGYPT Date of Birth : Passport No. : ID Number :	H ATTAALLA HAMZA	01/07/1979 981548 784197917182574	الاسم الكامل : نجيب صبح عطا الله حمزه الجنسية : مص تاريخ الملاد : فقم الجواز : وقم الهوية : مراكز بما					
Requesting Authority : اعلام Issuing Authority : Mini Certificate Purpose	stry of Interior Workter to The UAE Di Center	plomatic Missions An 6 Of Minisstry of Forei	جهة الطلبكندا gn Affairs جهة الإصدار : وزارة الداخلية الفرض من الشهادة، للعمل					
The aforementioned perso date of issuance of this ce	n has no criminal record rtificate	الثنيجة RESULT هذه الثوادة //s until the	الذكور فيست لديه سوايق / سايقة جنَّانية حتَّى تاريخ صدور					
Th	R) يوماً من تاريخ الإصدار. ) يوماً من تاريخ الإصدار. is certificate is for use outsi	ملاحظات EMARK نارج الدولة وهي صالحة لدة (30 de country and valid for (30	هذه الثوادة للإستخدام خ ) days from the date of issue.					
Angel	anice Landi							
Page 1 of 1	moi@moi.gov.ae ; Office: 8005000	لتحدة البريد الإلكتروني Abu Dhabi United A	مباشر: 8005000 أبوظبي - الإمارات العربية الا Arab Emirates Email: moi@moi.gov.ae صنعة امن ا					

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• The criminal record certificate has been issued outside the country successfully, to attest the certificate apply for **MOI Certificate Attestation from MOFA**, navigate to **other services list** then click on **Start Service** button.

	DASHBOARD		E OF A DAY WITHOUT ACCID	ENTS		العربية
E-Services						
C Action Cent	ter 66 Pending Notification	5			View All	•
Civil D Issue Officia applic More	lefense ance of "To Whom al Letters Service aation number 2023 Vie		Civil Defense Issuance of "To Whom Official Letters Service application number 2024 View More	!	Civil Defense Issuance of "To Whom Official Letters Service application number 2024 View More	2
					Search here in services	٩
All Services	OTHER SERVICES MOI Blockchain	C	Complaints Center	Other	Services	
Traffic Services	Submit Your	CV	Conferences and Eve <u> <u> <u> </u> <u> </u> <u> </u> <u> </u> <u> </u> Conferences and Eve <u> </u> <u> </u> <u> </u> <u> </u> <u> </u> Smart Platform </u></u>	ents	Best Practice Visit to MOI	
Policing Sonvices	Start Ser	vice	Start Service		Start Service	
Punitive & Reformatory	My Address Start Ser	rice	Smart Receipts		Data Sharing Inquiries	
Civil Defence Services	Initiative of a Accidents	Day Without	MOI Certificate Attestation From MO (Ministry of Foreign Affairs)	FA		
Weapons & Explosives	Start Ser	vice	Start Service			
Other Services						

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## Certificate Attestation Steps:

1. Navigate to your Police Clearance Certificate application then click on **Certificate Attestation** button. Please note that the Certificate Attestation option is displayed for completed applications only.

MOI Certificate Attestation From MOFA (Ministry of Foreign Affairs)					
Service Description In this service, you ca Affairs)	Progress Percentage				
Certificate Type *	Police Clearance Certificate	Application Number	178275		
Application Status	Emailing phase	Application Status	Emailing phase		
Issuance Emirate	Abu Dhabi	Issuance Emirate	Ras Al Khaimah		
Language	English	Language	English		
Description	المانيا	Description	AUSTRALIA		
Email Address	nasrallah@gmail.com	Email Address	nasrallah@gmail.com		
📥 Certificate Attes	tation E Applications Inquiry	A Certificate Attestation	Applications Inquiry		

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2. The data of the Police Clearance certificate application will be displayed in addition to the attestation request number, click on **Next** button to complete the procedure.

Certificate Name	Police Clearance Certificate
Issuance Emirate	Ras Al Khaimah
Application Number	178275
Application Status	Emailing phase
Description	For Study
Country	AUSTRALIA
Application Info	Service Fees Online Payment
Name English	RASHED MURAD IBRAHIM EZZAT ALBLOOSHI
Name Arabic	راشد مراد ابراهیم عزت البلوشی
Emirates ID	784198160819615
Mobile Number	0503861004
Email Address	nasrallah@gmail.com
	Back Next

3.The service fee will be displayed as shown below, click on **Submit** button to go to the payment gateway.

Note: Fees for approving different certificate appears only if the certificate issued for outside country.

	Application Info Service Fees	Online Payment
No.	Description	Amount (AED)
1	Documents Attestation in missions - MOFA	150
2	Fees of attestation on Certificates - MOFA	150
	Total Amount	300 AED
Showing	1 to 2 of 2 entries	
Note	e: An additional fee will be added by the bank.	0
		Submit

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4. To confirm the transition to the payment gateway, click on **YES** button.



5. Payment has been done successfully; request number will appear to follow up your request.

Application Info	Service Fees Online Payment	
Bayment Result		
Payment has been d	one successfully	~
Application Number	465	
Payment Details		
Confirmation ID	10761553331575282780	
Transaction Date & Time	28/02/2025 09:52:37 AM	
Card Charges	2.14 AED	
Documents Attestation in m	issions 150 AED	
Fees of attestation on Certif	icates 150 AED	
Total Amount	302.14 AED	
You will be notified 8005000 or through	by either SMS or Email, for further assistance contact n moi@moi.gov.ae	1

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# 6. Issued Certificate Outside Country Attested from Ministry of foreign Affairs (MOFA)



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