Executive Council Resolution No. (33) of 2021

Forming the

Dubai Digital Transformation

Steering Committee[1]

We, Hamdan bin Mohammed bin Rashid Al Maktoum, Crown Prince of Dubai, Chairman of the Executive Council,

After perusal of:

Law No. (3) of 2003 Establishing the Executive Council of the Emirate of Dubai;

Law No. (1) of 2021 Establishing the Dubai Digital Authority; and

Decree No. (28) of 2015 Concerning Governance of the Councils/Boards and Committees Affiliated to the Government of Dubai,

Do hereby issue this Resolution.

Definitions
Article (1)

The following words and expressions, wherever mentioned in this Resolution, will have the meaning indicated opposite each of them unless the context implies otherwise:

Emirate:	The Emirate of Dubai.
Executive Council:	The Executive Council of the Emirate of Dubai.
DDA:	The Dubai Digital Authority.
DDTSC:	The Dubai Digital Transformation Steering Committee formed pursuant to this Resolution.
Chairman:	The chairman of the DDTSC.

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[1] *Every effort has been made to produce an accurate and complete English version of this legislation. However, for the purpose of its interpretation and application, reference must be made to the original Arabic text. In case of conflict, the Arabic text will prevail.*

Local Entity:	Any of the Government departments; public agencies and corporations; councils; authorities, including the authorities supervising Special Development Zones and free zones, such as the Dubai International Financial Centre; companies owned by the Government of Dubai or Government Entities, or in which the Government of Dubai or Government Entities hold shares; or other entities affiliated to the Government of Dubai.
Digital Transformation:	All means supporting the transformation of the Emirate into a digital city, including technical infrastructure; smart services and applications; smart data platforms; and information technology and data protection policies and strategies.

Formation of the DDTSC
Article (2)

a. Pursuant to this Resolution, a Committee named the "Dubai Digital Transformation Steering Committee" is formed under the chairmanship of the Director General of the DDA, and with the membership of representatives from the following Government Entities:

1. the General Secretariat of the Executive Council;
2. the Department of Finance;
3. the Roads and Transport Authority;
4. the Dubai Police General Headquarters;
5. the Dubai Health Authority;
6. the Dubai Municipality;
7. the Dubai Electricity and Water Authority;
8. the Department of Economic Development;
9. the Dubai Customs Department;
10. the Department of Tourism and Commerce Marketing;
11. the General Directorate of Residency and Foreigners Affairs in Dubai;
12. the Land Department; and

13. the Dubai Courts.

b. The DDTSC Members representing the Government Entities will be nominated by the officials in charge of these entities in coordination with the DDA. These representatives must be experienced and specialised in fields that are relevant to the work of the DDTSC and must have contributed to the achievement of Digital Transformation. The grade of a DDTSC Member must not be lower than the 'Executive Director/ Chief Executive Officer' grade or an equivalent grade.

Objectives of the DDTSC
Article (3)

The DDTSC will have the following objectives:

1. to consolidate the efforts exerted in the Emirate for implementing the Digital Transformation plan based on the adopted priorities;

2. to ensure integration of roles of the Government Entities concerned with Digital Transformation, and to issue directives for providing the support required for facilitating the Digital Transformation process; and

3. to support the vision for transforming the Emirate into an integrated digital community.

Functions of the DDTSC
Article (4)

For the purpose of achieving its objectives, the DDTSC will have the duties and powers to:

1. give opinion on the Digital Transformation plan prepared by the DDA, and develop various plans and scenarios to ensure alignment between the digitalisation plans of Government Entities and the Digital Transformation plan;

2. give opinion on the general strategy, policies, initiatives, programmes, and plans for Digital Transformation;

3. ensure that the Digital Transformation plan is implemented in accordance with the set plans, that it is aligned with the Government priorities and orientations, and that it achieves its approved objectives;

4. follow up the implementation of the Digital Transformation plan; monitor its progress and completion phases; and issue the necessary directives on the challenges that may be encountered in any of the plan phases;

5. propose the legislation and policies required for regulating Digital Transformation processes, and submit the same to competent entities in the Emirate to take appropriate action in this respect;

6. organise coordination among, and integration of the roles of, Government Entities; provide the support required for achieving Digital Transformation; and integrate various platforms and services to support Digital Transformation;

7. propose the indicators required for measuring the performance of Government Entities in implementing the Digital Transformation plan; review the outcomes of these indicators; and issue directives on the measures and solutions required for supporting, and improving the efficiency of, the implementation of the said plan;

8. propose policies and procedures for cyber security governance in areas related to Digital Transformation;

9. ensure, in coordination with the concerned Government Entities in the Emirate, the availability of the financial and human resources, and the data and information, required for implementing the Digital Transformation plan based on the adopted priorities;

10. form advisory Committees, sub-committees, and work teams to assist it in performing its duties, pursuant to the relevant resolutions issued by the Chairman. These resolutions must determine the duties, powers, and terms of reference of the Committees and work teams and any other relevant matters;

11. seek, as it deems appropriate, the assistance of experts and specialists in areas related to Digital Transformation, whether from Government Entities or from the private sector;

12. submit to the Executive Council periodic reports which include its recommendations and proposals on the implementation of the Digital Transformation plan, the outcomes of the work and achievements of the DDTSC, and the obstacles and challenges that the DDTSC has faced; and

13. exercise any other duties or powers required for implementing the Digital Transformation plan, as assigned to it by the Chairman of the Executive Council.

Functions of the DDTSC Chairman
Article (5)

The Chairman will have the duties and powers to:

1. assume leadership and provide guidance, with a view to ensuring the achievement of the objectives of the DDTSC and efficient and effective performance of its functions;

2. convoke, and approve the agendas of, the ordinary and extraordinary meetings of the DDTSC;

3. preside over and manage the DDTSC meetings in a manner that ensures effective contribution of Members by providing their opinions, suggestions, and recommendations on the matters presented to them;

4. supervise the performance by DDTSC Members of their duties, and establish effective communication between DDTSC Members and concerned parties from outside of the DDTSC;

5. assign to DDTSC Members any work or duties within the scope of achieving the objectives of the DDTSC and exercising its duties and powers in an efficient and effective manner; and

6. perform any other duties assigned to him by the Chairman of the Executive Council.

Rapporteur of the DDTSC
Article (6)

a. A rapporteur will be appointed to the DDTSC by the Chairman from among the DDA Employees.

b. The DDTSC rapporteur will have the duties to:

    1. prepare the DDTSC meeting agendas in accordance with the rules approved by the Chairman in this respect, and notify the DDTSC Members of the same within sufficient time prior to meetings;

    2. send meeting invitations to the Members of the DDTSC;

    3. draft the minutes of DDTSC meetings, have them signed by the DDTSC Members, and submit the same to the Chairman for approval;

    4. verify that the quorums of DDTSC meetings are present, and inform the Chairman of the same;

    5. coordinate with the office of the DDA Director General to follow up the implementation of the resolutions, recommendations, and directives of the DDTSC;

    6. provide all the administrative support required to enable the DDTSC to perform its duties under this Resolution; and

    7. perform any other duties assigned to him by the Chairman.

Meetings of the DDTSC
Article (7)

a. The DDTSC will convene at the invitation of the Chairman at least once every three (3) months, or where necessary, at the time and place determined by the Chairman.

b. At its first meeting, the DDTSC will elect a vice chairman, who will act as the Chairman where the Chairman is absent or becomes incapable of performing his duties.

c. The DDTSC meetings will be valid if attended by the majority of its Members, provided that the Chairman or vice chairman is in attendance.

d. The DDTSC will pass its resolutions and recommendations by majority vote of attending Members; and in the event of a tie, the chair of the meeting will have a casting vote.

e. Recommendations and resolutions of the DDTSC will be recorded in minutes of meetings signed by the chair of the meeting and attending Members.

f. The DDTSC may invite experts and specialists, as it deems appropriate, to attend its meetings to assist it in performing its duties and powers under this Resolution. These experts and specialists will not have a vote in the deliberations of the DDTSC.

Governance of the DDTSC
Article (8)

The above-mentioned Decree No. (28) of 2015, or any other superseding legislation, applies to the management of the meetings of the DDTSC, to the confidentiality of information, and to the duties of the Chairman and Members of the DDTSC.

Providing Administrative Support
Article (9)

The DDA will provide the DDTSC with administrative and technical support to enable it to perform its duties under this Resolution.

Cooperation with the DDTSC
Article (10)

All Government Entities and other entities concerned with Digital Transformation in the Emirate must fully cooperate with the DDTSC and its advisory Committees, sub-committees, and work teams; and provide any data, information, statistics, and documents as requested and deemed necessary by the DDTSC to enable it to perform its duties under this Resolution.

Issuing Implementing Resolutions
Article (11)

The Chairman will issue the resolutions required for the implementation of the provisions of this Resolution.

Commencement and Publication
Article (12)

This Resolution comes into force on the day on which it is issued, and will be published in the Official Gazette.

Hamdan bin Mohammed bin Rashid Al Maktoum

Crown Prince of Dubai

Chairman of the Executive Council

Issued in Dubai on 14 September 2021

Corresponding to 7 Safar 1443 A.H.