## **User Manual**

Renewal of pleasure boat registration or licensing

V 1.0

2024

1. Open MOEI website: <a href="https://www.moei.gov.ae">https://www.moei.gov.ae</a>

UNITED ARAB EMIRATES
MINISTRY OF ENERGY & INFRASTRUCTURE

PROs Services

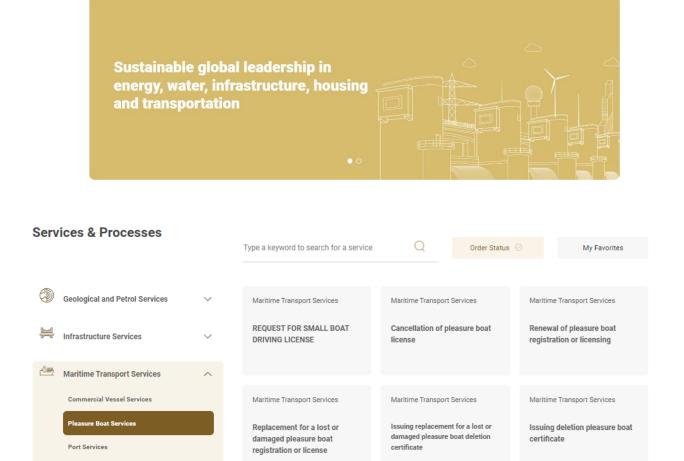
Seamen Affairs Services

From the home page, go to Services Directory, choose the category "Maritime
 Transportation" Then select the Sub category "Pleasure boat services". you can view the
 service Info or start the service immediately by clicking on Start Button

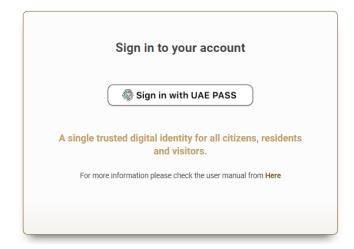
About Ministry Services Knowledge Center Media Center Open Data Digital Participation Contact Us

& ♣ Q ★ ⊕ Languages

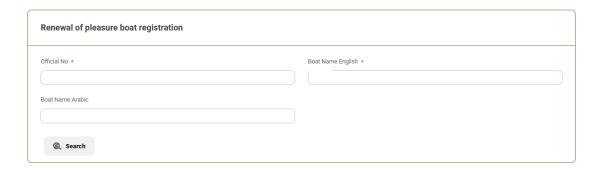
All services



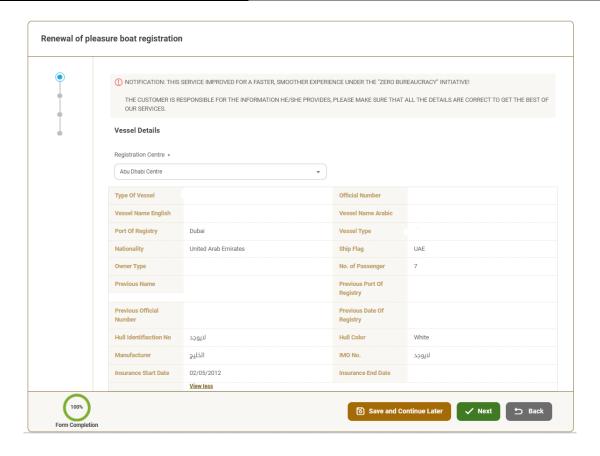
3. Then it will redirect you to the Login page, you can login by using UAE PASS.

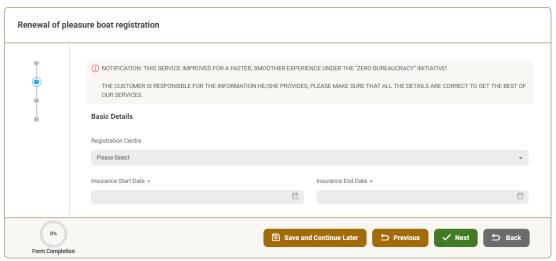


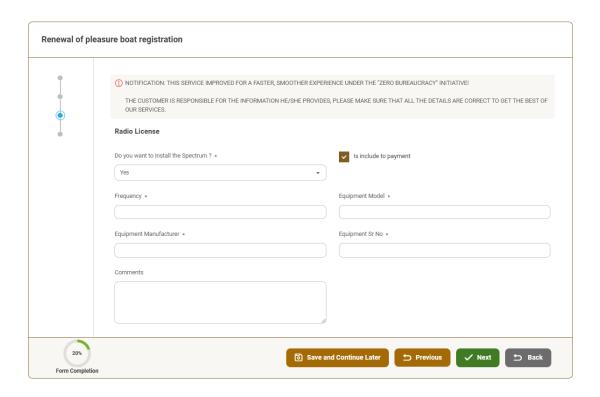
4. Add the "official Number" and "Boat Name in English" and click on search



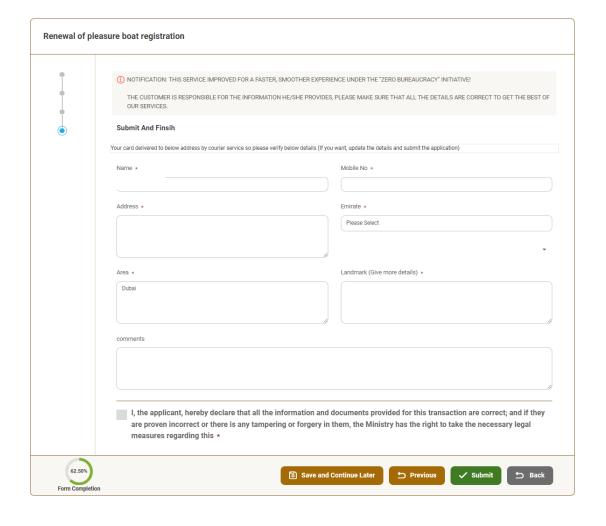
5. Fill the request required information.

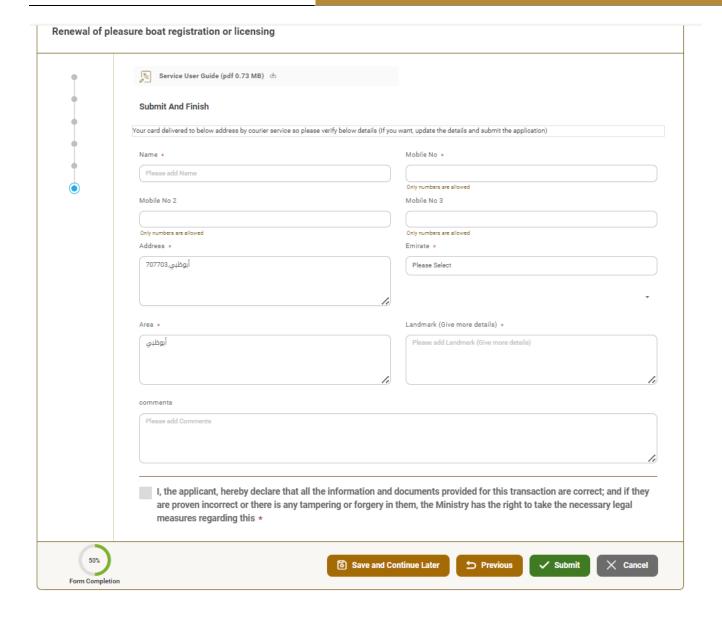






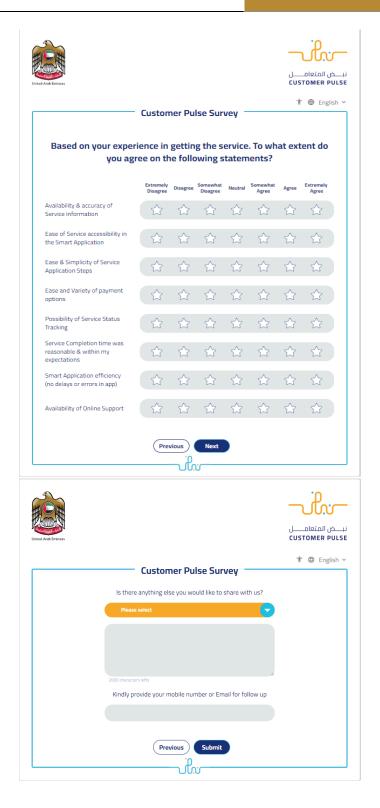
6. Submit the request by click on "Save and Continue Later" for saving as draft and if you want to send it to Ministry please click on "Submit".



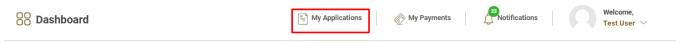


7. Fill the satisfaction survey about the eService, when the following pop-up shows up:





- 8. After the application is approved by the ministry, you will receive the Certificate automatically via email. However, you can also view and download the certificate from the end user dashboard through Request Status boxes Or My Application:
  - a. Click on the My Application as shown in the image below



b. for searching/filtering the requests based on Reference Number/Request
 Date/Service Name/Request Status:

