

**Name of service**

Updating the ASE information on the Arab Federation of Exchanges (AFE) website

**Division**

Research Division and Statistics Division

**Recipients of Service**

The institution that sent the questionnaire

**Available Forms to Perform Service**

None

**Service Description**

Filling questionnaire by the relevant staff, and send them by e-mail

**Requirements and Conditions of Service**

None

**Required Documents**

None

**Steps and procedures for implementing the service**

After receiving the questionnaire formally the relevant staff fills it in, after that it will be audited. Finally it will be sent to the requesting institution.

**Service Fees**

None

## **Approximate Time for Completing the Service**

From one day to one week, depending on the information contained in the questionnaire.

## **Contact Details**

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