

The Grammatical Context in Correspondence and Official Books, An Applied Community Study

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Abstract

This study dealt with the grammatical context that was mentioned in correspondence and official books in terms of the multiple aspects of parsing and clarifying correct words and expressions from incorrect ones, documenting the linguistic principles, Arabic dictionaries and social usages. It included correspondence and official books that contain many new laws and decisions, and each law that was adopted reflects an order issued by the writer's proficiency or talent, which necessitates that he adhere to the quality of the language, the good style and phrasing, the organization of phrases and vocabulary, and the quality of linguistic and grammatical performance. Some grammatical contexts come in these correspondences and official books that carry more than one facet and parsing according to the context of the speech, as well as what was mentioned in it ranged between correct and incorrect words and expressions. Despite the keenness of the college and its administration to adhere to the laws and the correct use of the language of books and administrative orders, it contained many incorrect expressions and words, which prompted me to study these books in a grammatical context and then correct them. The research studied incorrect constructions and expressions for the years from 2019 to the beginning of the year 2024 as the research study was based on reviewing and personal effort on correspondence and official administrative books in (the Human Resources Division/ College of Engineering/ Dhi Qar University), as the research deals with the grammatical constructions. It was stated correctly, and some corrections in law, and paragraphs of official books, and administrative decisions.

Keywords: Correspondence, Official Books, Community Study.

INTRODUCTION

The concept of context in the language: It was stated in Lisan al-Arab: "The market market is known to lead camels and others to drive them in a market... and the camels have been led along, and the camels have been led one by one, if they follow one another, and similarly if they have led one another, they are one after the other... and the one who follows one another is as if one of them is driving another, and the basic principle is one one is one another, one is one another..." (Lisan al-Arab: Ibn Manzur, 10/116, 167). Al-Zamakhshari defined the context in his book *Asas al-Balagha*, "...and from the metaphor: God brought goodness and drove the dowry to it, and the wind drove the clouds...and the abbreviated is 'driving' with 'siyaaq' and 'so-and-so' in its stem is turbid, and at the end it is the plural of 'driving'. Like leaders in a leader while he guides and guides him.

And he gives the hadith a context, and to you the hadith is led, and this speech is led to a liar..."

Context In Terminology

It is the environment in which the linguistic unit, whether it is a word or a sentence, is located within a framework of linguistic and non-linguistic elements" (Contextual Connotation: Radd Allah al-Talhi, p. 51). Dr. Tammam Hassan says: "What is meant by context is succession, and then it is looked at from two aspects: the first of which is: succession." The elements by which composition, casting, and context are achieved from this angle are called (the context of the text), and the second: the succession of events that accompanied the linguistic performance and were related to communication, and from this perspective the context is called the context of the situation." (Contextual connotation: Tammam Hassan, p. 375), and he went on. Some scholars say that the purpose of organizing words is not for their words to be repeated in pronunciation, but rather for their connotations to be consistent and their meanings to converge in the manner required by the mind." (Dala'il al-P'jaz: Al-Jurjani, 35), so speech will not have meaning unless you put your words in the position

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required by the science of grammar and work on it. Its laws and principles” (Dala’il al-I’jaz: Al-Jurjani, 55), it is an interweaving of the relationships between the words that are the units of the text and how to change them.

In its construction and composition, determining the meaning of a word requires a set of contexts in which it occurs. Many theories have been developed regarding this, distancing themselves from lexical connotations, such as the contextual theory. So the context is the description of words according to the owners of the contextual theory of meaning, which is their use in the language as the way in which they are used. It has the word or the role it plays.

Firth stated that: “Meaning is only revealed through the cohesion of the linguistic unit” (Semantics: Ahmed Mukhtar Omar, pp. 68-69, see: Introduction to Modern Linguistics: 175). Most of the semantic units are located in close proximity. Other units: The meanings of these units cannot be described or edited except by observing the other units that are located adjacent to them. Vendris said, “What determines the value of a word is the context, since the word exists every time it is used in an atmosphere that temporarily determines its meaning, and the context is what imposes a single value on it.” The word despite the various meanings that it can denote” (Language: Vandris, translated by Al-Dawahili and Al-Qassas, 231).

Most of the semantic units are located in the vicinity of other units, and the meanings of these units cannot be described or determined except by observing the other units that are located adjacent to them” (Semantics: Ahmed Mukhtar Omar, pp. 68-69). The Western scholar Ullman did not limit the concept of context. As stated about it including real words and sentences, but rather its concept went beyond the context of the text: “The context according to this interpretation should include not only the real words and sentences that precede and follow, but also the entire piece and the entire book, which is what is called the context of the text” (The role of the word in language: Stephen Ullman, translated by Dr. Kamal Bishr, p. 62). As for what we mean by the grammatical context that allows the speaker to form the grammatical context according to his intentions and desires, the grammatical context is in which the structures are distributed according to the linguistic discourse from the aspect of semantics and is governed by rules that control it and he cannot go beyond them or It departs from it. In terms of the semantic grammatical meaning, Dr. Muhammad Hamasah pointed out its importance by saying: “The grammatical relationship does not have an advantage in itself, nor does putting the chosen words in their correct place have an advantage in itself unless all of that is in an appropriate context.” (Grammar and Semantics: Muhammad Hamasah Abdul Latif , p. 98).

Since studying the meanings of words requires an analysis of the contexts and situations in which they occur, even those that are non-linguistic, some scholars have divided the context into four sections, including:

Linguistic context

Emotional context.

The context of the situation.

Cultural context.

The Importance of Context

Vendris argued that the importance of context comes through the linguistic analysis of texts. He said: “What determines the value of a word is the context, as the word does not exist every time it is used in an atmosphere that temporarily determines its meaning

He rids the word of the past connotations that memory allows it to accumulate, and it is he who creates a presence value for it.”

A word in a text gains its connotations through its location in the context, as the components of the context and the connection of elements to each other increase the accuracy of the meaning of the word.

Dr. Ahmed Mukhtar Omar mentioned the context among the verbal and moral evidence. He believes that the parsed words in which the vowels appear are very much less than the sum of the words that can occur in the context. There is parsing by deletion, predicated parsing, weight, or the function of the place, and there is the

parsing of the sentences and all of these. Parsing is only accomplished by means of syntactic movements” (See: Semantics: Ahmed Mukhtar Omar, pp. 255, 254, 68).

The Concept of Context Among the Ancients

The majority of ancient scholars spoke about the role of context in an indirect way when mentioning verbal and moral clues. Among the scholars who spoke about the role of context was Ibn Jinni when he spoke about placing adverbs in the place of accusative verbs, “And among that is what of the observed adverbs is set in place of accusative verbs, like your saying, ‘If you see one coming. “The best is in advance, that is, you presented the best in advance, so the observed situation is the place of the accusative verb, and so is your saying of the man fanning with the sword to strike ‘umr with it, and of the shooter aiming for the target when he sends the edge and I hear a sound, ‘Al-Qartās, by God.

Al-Zamakhshari, the author of the book “Basas al-Balagha,” mentioned the context when he analyzed the text of the metaphorical attribution, saying: “If you say: Is it valid: Your male slave gained and your female slave lost based on the metaphorical attribution? I said: Yes: if the situation indicates, and likewise the condition for the validity of: You saw a lion and you want to

If the predicate does not have a signifying state, it is not valid.” (Al-Kashshaf: Al-Zamakhshari, 1/69). We are satisfied with what we mentioned about the concept of context because previous studies have received abundant attention from it.

The concept of correspondence or (addressing): It is the type of functional correspondence that takes place between two limited parties through written communication and is also called (addressing). It is a means of indirect written communication that includes a special written method that is useful with special systems and instructions and rules that transmit information. It reflects the ideas that the sender aims to convey to the addressee to achieve a specific purpose.

First: Correspondence or official letters: This is the correspondence that is between a specific body and another external official body, or between an official body and individuals.

Second: Administrative correspondence: This is the special method of communication between employees in all institutions or companies, as it is sent between these different parties.

The correspondence comes in sections:

Official correspondence or address: It takes place between two official bodies.

Correspondence between an official body and a specific person.

Correspondence between two people for functional purposes.

The most important characteristics and features of administrative correspondence are:

The employee writer who works on administrative correspondence must have methods and characteristics that distinguish him when writing his letter to stand out from other correspondence.

The writing of correspondence should be concise and free from useless prolongation, as some correspondence writers prolong correspondence in terms of repetition, so repetition must be avoided in order to clarify the purpose of its main topic.

Accuracy in stating information in an accurate and correct manner.

Use all phrases and vocabulary that indicate appreciation and mutual respect

Between the sending writer and the recipient, and the use of job titles, for example: Professor, Doctor, Mr., Your Excellency, Your Excellency, such as using the title (Your Excellency) during official correspondence to one of the specific ministries, so you write, for example, (His Excellency, the respected Minister of Higher Education and Scientific Research...) or during Addressing the president of a university or dean of a college, he uses the word “Mr.,” so you say: “The esteemed Mr. President of the university or the esteemed Mr. Dean...”

The Role and Importance of Correspondence

Correspondence or communication has a major role in completing transactions, through which contracts are concluded and attributes are concluded, as its importance appears in the fact that it develops, organizes and arranges work, and facilitates administrative transactions between institutions, companies and ministries.

It works to facilitate communication between the administrative departments of the institution without the need to meet with the managers or see the departments or employees directly, in the sense of facilitating and shortening the time and effort between departments and institutions.

Conditions For the Employee Writing the Letter

The letter writer must have knowledge and knowledge of all laws and instructions, as legal experience must be available, as most correspondence must have legal provisions that must be governed by it. We take, as an example but not limited to, the law of calculating allocations in general, and allocations include several sections, and each section has its own different legal provisions, such as so-called allocations. With engineering allowances, marital allowances, children's allowances, and others, knowledge and experience with these legal administrative provisions are necessary, as it is based on the provisions of Article (14/No. 22/Paragraph First/A) of 2008... to calculate marital allowances, and it is also based on the aforementioned article to calculate children's allowances, but the difference occurs. In the paragraph stipulated in the article, where the addition of marital allowances is Paragraph (First/A) and the addition of children's allowances is Paragraph (Second/A) of Article 14 No. (22) of 2008. Here the writer must differentiate between laws and administrative provisions, as well as the law granting delegation allowances. Travel No. (38) of (1980), and Law of Granting Certificate Allowances No. (22) of (2008), Article (11/First), which includes several paragraphs in which certificate allowances are granted according to the following percentages:

Paragraph (A) grants certificate allowances (100%) of the salary to certificate holders

PhD or equivalent.

Paragraph (B): Certificate allowances (75%) of the salary are granted to holders of a master's degree or its equivalent.

Paragraph (C) grants certificate allowances (55%) of the salary to holders of a higher diploma in which the study period is not less than (1) academic year after group study.

Paragraph (e) grants certificate allowances (35%) of the salary to holders of a technical diploma certificate and teachers who do not hold any of the certificates stipulated in paragraphs (a-b-c-d) of this bank.

Second: Craft allowances amounting to (15%) of the salary are granted to those who do not hold the certificates stipulated in Clause First of this article.

The employee writing the correspondence must be familiar with the vocabulary of the language and its context, as it is necessary to know the sequence of speech, its style, and how to use connotations within the text to clarify what is meant and explain the purpose of the correspondence.

He must have experience and a certificate that qualifies him for this position.

Official (external) books: They are also a type of correspondence and we also call them external official administrative orders. They are an official message between two external parties or two institutions or more, or between an external institution and individuals, or from a higher party to a lower party, as for example between A specific ministry and its affiliated formations.

Administrative (Internal) Books: They are considered a type of internal correspondence, that is, between departments within a specific department or between college departments, deanships, and departments. They must contain legal texts authenticated by the sending party and must be responded to in an official manner.

Types Of Official Books

Appointment books. They are a type of official books that include issuing appointment orders, as if they were official books

Issued by the ministry or by the university presidency, such as appointment as a government contract, on a daily wage, or on a permanent staff position.

Delegation letters: They are a type of internal orders in which the employee moves from his place of work to another place outside his circle, which includes delegations outside the institution, such as from one ministry to another, or from one college or university to another college and university. The purpose of the delegation is either to attend... A scientific symposium, training course, membership in a committee discussing research, or chairing a committee.

Delegation Is of Two Types

The First: dispatch within the country: in which the employee is dispatched to a destination outside his department, and the internal dispatch is within the authority of the director or head of the department concerned with the dispatch in accordance with the administrative orders of the department to which the employee belongs.

Second: Delegation outside the country: The employee is dispatched and travels outside the country, and is within the authority of the higher concerned authorities, and in accordance with ministerial and administrative orders issued in this regard.

The administrative order issued regarding delegating the employee must contain the employee's name, the duration of the delegation, the date of delegation, and the geographical location to which the employee will be dispatched.

Memo books, including external memos and internal memo books. They are based on the subject of the memo, such as an inquiry about an absence, a presentation of a problem, or a clarification of a law.

Books on forming committees.

He wrote the minutes of the sessions.

Retirement Referral Books: This is a type of administrative order that stipulates the referral to retirement for those who deserve it, according to ministerial and administrative provisions and laws. When referring to retirement, an administrative order must be issued to do so, mentioning the name of the legal article that stipulates retirement and the name of the employee entitled to it. The employee is transferred from his department, and Administrative Affairs sends a copy of the separation from work to the Retirement Department, mentioning his period of service.

Dismissal And Directness: These are types of internal administrative orders, as they are issued by the party that carries out an administrative order, and directness is types:

Initiate appointment for the first time.

Immediately after moving to another department

Immediately after the end of the leave period.

Immediately after the end of the delegation period.

Books on bonuses and promotions, including: granting a financial reward, thanks and appreciation, punishment and its types.

Books on vacations: regular leave, leave with half pay, leave with full pay, and leave without pay, as a legal text was established among the legal texts and provisions stipulating the granting of leave, as Article (46) of the Civil

Service Law No. (24) of (1960) stipulated) The rate on the employee's entitlement to sick leave with full pay at the rate of thirty days per year and forty-five days with half pay.

Granting Sick Leave

Sick leave is granted after a recommendation from the specialist doctor, who in turn confirms it with the relevant medical committee, and an administrative order is issued to that effect, including the duration, type and date of the leave.

Accompanying leave: There is a type of leave called accompanying leave, according to paragraph (four) of Article (44), which stipulates that the male or female employee who accompanies or joins his wife or vice versa outside the country of origin is granted unpaid leave, according to certain cases specified in the provisions. Legal.

Iqamat.

Instructions.

He wrote a summary of the service and a career biography.

Scholarship books.

And other official administrative books.

Avoid some phrases in administrative texts

We find that in many administrative orders they tend to use indirect methods

In her texts, instead of direct methods, which contain means of politeness and are filled with phrases, sentences, and vocabulary in which expressions of politeness appear in speech clearly, frankly, and tactfully.

We take some of the methods that contain what we mentioned:

First: The method of inquiry, which includes:

Direct inquiry (internal It is type of inquiry memorandum)

that takes place between one party and another about a topic whose grammatical context is contained between two aspects or two rulings:

The first aspect: proof

The second aspect: denial

No. (815/54/7) on (4/17/2023) introduced the subject "attributed to" over the verb "attributed," within the phrase: "The committee recommended not taking into account the testimony of the person to whom it is referred." The "committee" is the subject because it was the one who established Recommendation is the "predicate" and "recommended" is the predicate "verb." In the same book, it was mentioned that the assignee "subject" was delayed from the predicate in the phrase: "The committee recommended..." The verb "recommended" is a predicate and "the committee" is a predicate. In the introduction in this context there are opinions and rulings that grammar and linguists have discussed. We will explain them through the context of the speech. Grammar.

Grammatical Context:

What we mean by presenting the predicate to the predicate is to present the predicate to the noun (the subject) to the predicate (the verb), as this method is considered one of the methods of shortening, as stated in the opinion of Dr. Ibrahim Anis, "This is resorted to when one wants to limit one of the attributes to the predicate. The verb." "Predicate" and the subject is "predicated to." It was stated in Sharh al-Mufassal by Ibn Ya'ish: "Know that the subject, according to grammarians' custom, is every noun that you mentioned after a verb and you attributed and attributed that verb to that noun" (Sharh al-Mufassal: Ibn Ya'ish, 74/1), and Ibn al-Hajib defines it by saying : "It is the one to whom the verb or its likeness is attributed and it is presented to him in

terms of his doing it, such as: Zaid stood up and Zaid, his father stood up" (Sharh Al-Radi on Al-Kafiyya, 185/1. It is stated in Sharh Al-Ashmouni: "The subject, according to the grammarians' custom, is the noun to which a verb is attributed.) Complete, the original form or its interpretation" (Sharh al-Ashmouni, vol. 2, pp. 42-43), and there are grammarians who hold that if the subject is delayed from the verb, it is a delayed subject, so every verb must have a subject, but it is not a subject conventionally unless It occurs after the verb, so you say: Zayd resided, so Zayd is the subject. As for Azayd, Zayd is not the subject. Rather, he is a subject, and in "qaim" there is a hidden pronoun that refers to Zayd.

Dr. Fadel Al-Samarrai, in his book Meanings of Grammar, conveyed what Ibn al-Sarraj said when he said: "The noun that rises as an active subject is the one that you built on the verb that was built for the active subject, and makes the verb a conversation about it, preceded by it, whether it was actually active or not, like your saying: Zaid came and Amr died." And what is similar to that, and the meaning of my statement is that I built it on the verb that was built for the subject, that is, I mentioned the verb before the noun because if you had brought the verb after the noun, the noun would have been raised by the beginning." (Al-Usul fi al-Nahwah, vol. 1/p. 81, see: Meanings of Grammar: Fadel al-Samarrai, A: 2, p. 45).

Ibn Malik believed that the subject does not precede the verb, so do not say: Al-Zaydān rose, given that "Al-Zaydān" is a subject and "he rose" is a delayed verb, because it is not possible for the subject to precede the subject and you say in "When the sky split open" (Al-Inshāqāq: 1) The sky: subject. For a deleted verb, do not make it the subject of the verb, because the subject must come after the verb. (Sharh Alfiyya Ibn Malik, vol. 30/p. 4), and Sibawayh believes that prioritizing the subject over the verb comes from necessity, and he cited the poet's saying:

It struck, and the strikes became long and few. And there is a situation along the walls that lasts. Appreciation:
"And seldom does reconciliation last along the

Book: Sibawayh, vol. 1, p. 247).

The Kufans said: It is permissible for the subject to precede the verb, so you say in: "Zaid has risen": He has risen: a past tense verb that has no grammatical place, and its subject is Zaid, which is preceded. As for the Basranians, they prevent the subject from being preceded by the verb because it will turn into a nominal sentence, and what the Basranians believed is closer to grammar. (Explanation of Alfiyya Ibn Malik, vol. 30/p. 4) As the majority of grammarians stipulate that the subject should be later than its agent and it is not valid to precede it, so our saying: Saad Hadar, "Saad" is not a subject in grammarians' terminology, but rather it is a subject. (The Kufans believe that "Saad" in the sentence: "Saad hadr" is the subject of the verb "hadr") (Al-Sabban, vol. 2, p. 45, Meanings of Grammar: Fadel Al-Samarrai, vol. 2, p. 45), and the doctor summarizes. Fadel Al-Samarrai disagrees about the validity of prioritizing the subject before his action, from its invalidity to that those who oppose the subject not prioritizing his action have multiple problems regarding the subject prioritizing the action, including:

If it were correct to introduce the subject, it would be correct to say: Al-Muhammadan has attended and Al-Muhammadun has attended, because its origin is Al-Muhammadan has attended and Al-Muhammadun has attended.

Among them is that the subject is in the nominative case, as is known, and our saying: "Muhammad was present" is a subject, according to the opinion of the Kufans. If we inserted "that," the subject would be in the accusative case, and we said, "Muhammad was present," and then the noun became the subject; Because the verb remains without an actor.

Among them is that you say "Abdullah rose" and there is no pronoun in the verb, according to the opinion of the Kufans, because the preceding noun is the subject. Then you say: "I saw Abdullah rose," and Abdullah becomes the direct object, so the verb "he rose" does not have a subject, or you are forced to introduce the pronoun, so you return. To what the Basrans say, and from there

You say: “Abdullah, did he stand up?”, so Abdullah is not the subject of “he stood up,” because the interrogative precludes doing what comes after it with what comes before it and other than that.” (Al-Muqtadab: Al-Mubarrad, vol. 4, p. 128, see: Meanings of Grammar: Fadel Al-Samarrai, vol. 2, p. 46).

What Dr. Fadel Al-Samarrai argued was that this disagreement lies in terminological matters.

Deleting The Plural Noun When Adding

It was mentioned in some correspondence texts and official books that the sound masculine plural noun was deleted when added to what comes after it, especially in external correspondence between the college and the university or between the college and other universities or civil departments. An example of this is what was stated in the letter of assignment attached to University Order No. (3493) in (07/1/2020) Within the phrase: “A reference to your numbered letter... regarding the assignment of the Messrs. Assistant Deans.” “My Assistants” is a sound masculine plural. Its origin is “Assistants.” Its singular is “Assistant.” The plural noun was deleted when added to “Deans,” as it must be Deleting the plural noun when adding, as well as what was stated in the administrative order regarding calculating the certificate (book date: 08/23/2023), within the phrase: “from the law of state and public sector employees,” where the sound masculine plural noun was deleted from (employees) and its origin is (employees). Its singular is “employee” when added to the identifier as (the state). This also includes what was stated in the letter in support of continuity No. (2648/54/7) on (11/5/2023) and the letter in support of continuity

No. (2647/54/7) on (11/5/2023) by deleting the nun in “my affiliates” in the phrase “one of our college’s affiliates on the permanent staff,” as it stated the addition of the sound masculine plural to the indefinite noun without the definite article within the phrase: “One of the members of our college,” so “members” is a sound masculine plural. Its origin is “members” in the nominative and “members” in the accusative and genitive. Its singular is “member.” The plural noun was deleted when adding to the indefinite noun (our college) added to it. This is also stated in the context of the book Al-Ifaad No. (2680). /54/7 On (11/7/2023) for Mr. (M.M.), one of the college’s teachers, deleted the “nun” in “innovators” within the phrase: “Sending Mr...for the purpose of participating in the evaluation of creative works at the Environmental Innovators Exhibition in Mosul,” as The origin of (innovators) is (innovators), singular “innovator.” The plural noun was deleted when added. We will explain the reason for the deletion through the grammatical context.

Grammatical Context

The sound masculine plural: It is every noun that denotes more than two, and is with the addition of (wain) or (yin), such as (qaimun) and (qaimun). The sound masculine plural noun is deleted according to the context of the speech in which it appears, which is the addition, that is, if the sound masculine plural comes after the sound masculine plural, a noun added to it. Since the genitive consists of the genitive of the first noun, which is here the sound masculine plural whose nun was deleted, and the second noun is the genitive, because of which it must be deleted. The word “nun” is in the sound masculine plural. An example of this is the Almighty’s saying: “The one who establishes prayer” (Surat Al-Hajj: 35), and the Almighty’s saying: “And you are not the ones who cry out” (Ibrahim 22), and “the ten years of Amr.” So, “the one who stays” is a sound masculine plural. Its origin is (the residents).) I deleted the sound masculine plural noun from it to add it to “the prayer.” If the active participle was used, the noun would be fixed in “the residents” and “the prayer” was placed in the accusative case.

And you deleted the “nun” in “Masrakhi” for the addition, so the “yā” was combined with the speaker’s plural yā’, so the two proverbs were assimilated. (The most clear of the paths to Alfiyyah Ibn Malik, vol. 3/p. 71), and likewise “ashru” in your saying “ashru Amr” is similar to the sound masculine plural in It is parsed with letters and not in the plural, because it has no singular, and there is another context in which the sound masculine plural appears as an addition while keeping the plural noun without deletion. For example, the Almighty says: “The devils of mankind” (Al-An’am: 112), so “devils” came with the noon despite the fact that it is Added to "the human being", the nūn was confirmed because it does not resemble the tanwūn in what was mentioned. The nūn here is followed by the grammatical sign, which is the dammah movement. There is a case in which it is permissible to delete the nūn and not delete it in the sound masculine plural without adding it. This non-pure

addition is achieved when the genitive is an active description after its subject. Most likely in this description, the connection with “al” is something like: “The two masters of work are famous, and the masters of work are famous.” When the noun is established in the description, as in the example, it is necessary to parse the word (work) as the direct object of the description, and when it is deleted, such as: The masters of work are famous, and the masters of work are famous. It is permissible in the word “Work” is two things:

The First Matter: The Preposition to Consider It

Added to it, and the description before it is the genitive. The dual or plural noun was deleted from the end of it due to its addition.

The second matter: The accusative case is considered to be the object of the description. The “nun” was deleted from the end of it for lightening, not for addition, since the description in this form is not added. Rather, “the nun” was deleted from the end of it, even though it was not added, in follow-up to some tribes that permit its deletion from the end of the dual and the sound masculine plural, on the condition that it is A description of each of them is effective and prevails” (See: *Al-Nahw al-Wafi*: Abbas Hassan, 10/3).

We summarize the deletion of the sound masculine plural noon, with what al-Sabban said in his footnote to *Sharh al-Ashmouni*: “The nun in the sound masculine plural replaces the nunation in the singular noun only.” He attributed the reason for this to the letters most likely taking the place of grammatical movements, citing Sibawayh’s saying that the grammatical plural is With predetermined vowels, and the definite noun is like the constant, so it is not correct to compensate for it unless it is said that what is meant is that it is a substitute for the appearance of the vowels. If you say that the nun is a substitute for the tanween only, then it is not proven with the al, even though what is compensated for is not proven with the al (*Hashiyat al-Sabban on Sharh al-Ashmouni*, 135/). 1).

Al-Radi said: “Nun” is dropped with the definite letter “lam” because it requires the combination of a definite letter and a letter that in some places is a sign of the indefinite, and that is not hidden ugliness, and the “nun” is not originally for the indefinite, so it is fixed with it. (*Hashiyat al-Sabban on Sharh al-Ashmouni*, vol. 1, p. 13).

Complex Numbers and Their Parsing

There were many texts in official books in which the number was mentioned in a combination structure. An example of this is what was mentioned in the book numbered (431/54/7) on (02/24/2019), which includes the phrase: “Alongside our two administrative orders numbered (335/54/). 7) on (02/10/2019) and Administrative Order No. (427/54/7) on (02/21/2019) which includes granting regular leave for a period of (11) eleven days. We will explain this through the grammatical context.

Grammatical Context

What we mean by complex numbers is what came together in a combination combination of more than one number, that is, more than two numbers, and there is no separator separating them, so they become one meaning, since the number alone does not have a meaning that can be used in a sentence except when the numbers are mixed together, so the first number is called chest. The compound and the second number are called its inability” (*Al-Wafi Grammar*: Abbas Hassan, vol. 4, p. 520). This section is limited to the numbers: eleven, nineteen, and what is between them, meaning: eleven, twelve, thirteen, fourteen, fifteen... to nineteen. and what is attached to them...” (*Al-Wafiyyah Abbas Hassan*, vol. 4, p. 520). As for the first number, it is different from the second number in terms of femininity and masculinity. The number ten has the masculine noun ten in it, identical to the countable in the case of compounding and pluralization between eleven and twelve. One of the only ones in the negative is distinguishing these numbers with a masculine singular in the accusative to direct that. The Almighty’s saying: “And We divided them into twelve divisions, tribes of nations,” and its ruling is to build the last two words together on the fatha in the most eloquent, regardless of whether the sentence needs a nominative, accusative, or genitive case, and therefore it is said in their parsing. : They are based together on opening the two parts in the nominative, accusative, or genitive case according to the need of the sentence. Two cases are excluded from this ruling:

The First: That the compound number be “twelve” and “twelve,” since their noun alone expresses the inflection of the dual, and their inability is a noun instead of the noun of the dual, based on the *fathah* for which there is no place. Examples include: The competitors are eleven swimmers, and the Almighty’s saying: “Indeed, I saw eleven.” “And I praised eleven doers of good.” So “eleven” in the first example is based on opening the two parts in the nominative case of a predicate, and in the second example it is based on opening the two parts in the accusative case of the direct object, and in the third example it is based on opening the two parts in the genitive case with “on.” (A sufficient grammar: Abbas Hasan, vol. 4, p. 521, 520). An example of this is the Almighty’s saying: “So twelve springs gushed from it” (Al-Baqarah: 60). And the Almighty’s saying: “And We raised from among them twelve captains” (Al-Ma’idah: 12). Among them is the Almighty’s saying: “The number of months with God is twelve months.” (At-Tawbah: 36).

Second: That the complex number is other than “two and two added,” so its structure becomes based on opening the two parts with its addition. It is also correct to parse its inability according to the context of the sentence while leaving its front open in all cases. It is as if the two parts in this form are one word, the last of which is parsed in all cases without change. The fatha in its first half” (Al-Nahw al-Wafi: Abbas Hassan, vol. 4, p. 522).

The grammarians were of the opinion that the origin of the masculine “eleven” is one-and-ten, so they wanted to shorten it, so they deleted the conjunction “waw,” then combined the two parts in a combinational structure, and after the meaning of the conjunction, they made the word one noun and one syllable, and its rule of parsing is to base the end of the two words on the fatha, and its place in the parsing depends on its position in the syllable. The context of the sentence is in the nominative, accusative, or genitive case” (see: Arabic Secrets: Al-Anbari, p. 219).

Distinguishing Numbers

Eleven Days - Eleven Days

It is more correct to say eleven days, because “day” is the distinction of the number, and the distinction must be in the accusative case. This was stated in the text of Administrative Order No. 335/54/7 of 02/10/2019, which included the phrase: “eleven days,” and the correct one is: eleven. One day. Because the distinction that occurs after the complex number is in the accusative case. We will mention this in detail in the context of the grammatical text.

Grammatical Context

Compound numbers need to distinguish a singular accusative that is not separated from the number by a separator. An example of this is the Almighty’s saying: “Indeed, the number of months with God is twelve months” (At-Tawbah: 36). The evidence here is “month” distinguishing the complex number, so it expresses “month”: an accusative distinction and a sign. Its accusative is fatha, because the number matches the countable in the masculine and feminine, and after them the countable is in the singular accusative case and is expressed distinctly, so eleven is built on the fatha of the two parts. As for twelve, its first part is an alif in the nominative case and a yaa in the accusative and genitive case, and its last part is built on the fatha. She says: “Eleven men, eleven women, twelve, twelve, twelve, twelve magazines, so “a man” expresses an accusative distinction, and from it is the Almighty’s saying: “And We divided them into twelve divisions into tribes of nations” (Al-A’raf: 160), and in this witness. The Qur’anic grammarians disagreed about the parsing of the word “Asbat.” Is it expressed as a distinction or not, because the word “Asbat” comes in the plural form, and we know that the distinction with complex numbers must be singular in the accusative case, so it cannot be plural. On the other hand, the word “Asbat” is masculine, while In distinguishing complex numbers, it is required that the complex number match the distinction in masculine and feminine. Al-Zajjaji holds that the word “tribes” in the noble verse is instead of twelve, and the distinction is omitted, and “nations” is an adjective, and the meaning is: “And We divided them into twelve divisions into tribes and nations.” (Explanation of Al-Zajjaji’s sentences Volume: 2, pp. 34-35) “Twelve” is feminine and the tribe is masculine, because after him are nations, so the feminization applies to the nations, and if they said: “twelve” to remind the tribe, that is permissible according to Al-Farra’, and it was said: By tribes, he meant tribes and groups, so the number was feminine and came. Grammarians

disagreed about the feminization of “twelve” and “asbat” is a masculine plural. They responded in terms of the context of the noble verse. Some grammarians of Basra said that what was meant was twelve sects, then he said that the sects were “sbats” and did not make the number into tribes (Al-Kitab: Sibawayh, 174/2). It appears in another context that this is distorted in meaning, so the number does not come out other than the following. Al-Farra went on to say that the twelve are feminine and the tribe is masculine, because the speech went to “the nations,” so he changed the feminine, even if the tribe was masculine, and he cited the poet’s saying:

And these dogs have ten stomachs. And you are innocent of its ten tribes. (The meanings of the Qur’an: Al-Farra’, 126/1, Al-Insaf in Disputed Matters: 323). Through these grammatical contexts, we conclude that “day” in the administrative text is distinguished in the accusative case, given that the complex number must be distinguished singularly in the accusative case. So we say: one day, not “a day.”

Any Conditional

Any Financial Consequences and Any Financial Consequences

Both of them are correct in terms of usage, and the most correct in terms of grammatical context is the phrase “any financial consequences,” i.e. a masculine word.

The phrase (any) was widely used in many official administrative books, and the purpose of mentioning it in the text was for it to be “any” that denotes a condition, as it is used in texts that contain conditional sentences. It appears in texts that include delegation to faculty members in the College of Engineering in Letter No. (1249/54/7) dated (06/20/2019) includes the phrase: “Provided that the college does not bear any financial consequences as a result of travel and delegation,” that is, on the condition that the college is not bound by any financial consequences. The “meaning” here is a conditional note. Added to what comes after it, and it is the correct one without the feminine ta’, while the feminine word was added in another administrative text, “provided that the college does not bear any financial consequences before the issuance of this order.” (verse) came in the feminine form, and what was meant by the conditional “i.e.” was likewise. But there is confusion. It happened that when writing "i", it was sometimes written with a ta' and other times without a ta'.

Grammatical Context

That is: an ambiguous noun whose vagueness is removed by the addition, so the conditional “aya” is a nunation on behalf of the genitive because it is inherent in the addition in word and meaning. It is affirmative of the present tense verb on the condition that its answer is coupled with the fa. There are linguists who write “any” with the masculine and “aya” with Feminine according to the context of the sentence in which it appears in terms of masculinity and femininity, and the majority of linguists are of the opinion that the most correct use of any in the context of speech is to use it in the masculine form without the feminine ta’ with the masculine and feminine, so you say “any man,” “any woman,” and “any men.” And “any women.”

It has been said that the use of “verse” in the context of speech is correct, but it is not more eloquent than “any.” An example of this is what was mentioned in the Holy Qur’an in the Almighty’s saying: “Then We raised them that We might know which of the two parties was counted for how long they remained,” and likewise His Almighty’s saying: “Those are the signs of God that We recite to you in truth, so by what means?” A hadith after God and His signs they believe.” And it entered the feminine in the example of the Almighty’s saying: “In whatever form He wills He has placed you,” and the Almighty’s saying: “And no soul knows in what land it will die.”

It was stated in the poetic line of Ahmed Shawqi:

Eid, you came back anyway, Eid. Or what flood overflows and flows?

“Ay” appears in the Holy Qur’an with the letter “tā” in “ayya” and is feminine with the “tā” specifically in the form of the call “O soul.” Accordingly, “any” without the feminine ta’ is for the masculine and feminine, but it is permissible in the context to feminize it by adding the feminine ta, and it is clear that “any” The pronunciation that was said with it in parsing, thinking, feminization, singular, dual, and plural follows what is stated: The one responsible came out with it at the beginning, so nothing is told with it, but rather it is according

to the factors and is singular and masculine, nothing other than: “from,” and it was anomalous in the poet’s statement.

In what book or in what religion do you consider their love to be a disgrace to me?

Ayah: a feminine interrogative noun and the genitive to it is: a feminine year. Our statement of “any year” with the feminine letter “ta” is correct, and the masculinity in this case is the most. (Explanation of the Hashemites of Al-Kumait: 29), and it came in straightening the tongue to begin with, so beware of whoever is responsible for it is a story, for it is masculine and feminine, so if he says to you, “A woman came to me,” she says: “What woman?” “I asked with it, starting with the necessity of singling out and reminding people, and if you asked with it a story, it would come according to what was told.” (Taqim al-Lisan: 29)

It was reported on the authority of Ibn Yaish, that is, it may be feminine if added to a feminine and indicates more feminization in it, and the masculine and feminine were combined in Al-Buhturi’s saying:

Resolve, for there is no lesson that has not been shed, and any resolve that has not been overcome. “Ay” comes in two forms, for the masculine and feminine (Al-Diwan: 78/1), (Explanation of Al-Mufassal: Ibn Ya’ish (9/1))

And it was stated in the Almighty’s saying: “Whatever you call upon, to Him belong the best names” (Al-Isra):

Aya: a conditional noun that is the direct object of (you call upon). The original is: you call upon, but he made a definite statement with (any), so its noun was deleted, and the answer to the condition is a sentence (for He has the most beautiful names.)

Sibawayh said that if a conditional verb is followed by an intransitive or transitive verb that fulfills its object, it is expressed as a subject, and its predicate is a conditional verb: “If you say, ‘Which one of them came to you, then strike’, you nominate it because he placed ‘He came to you’ in the position of the predicate, and that is because her saying: ‘So strike in the position of the answer and any of the metaphorical letters.’” Book: Sibawayh, 163/1)

If it occurs after (i.e.) a transitive verb whose object is not fulfilled, it is expressed as an obligatory object, preceded by it, because it has precedence in speech. In the Book of Characteristics, Ibn Jinni said: “And among the things that have been negated is the order of the object in the interrogative and the conditional, they come prior to their two verbs, even if the order of the object is to be After the worker in it.” (Al-Khasa’is: Ibn Jinni, 28/1) He cited in this context the Almighty’s saying: “Whatever of the two terms I have completed, there is no aggression against me.” (Al-Qasas: 28) The conditional “any” may come with the dual as a masculine singular, and Al-Farra’ came as a representation of that. In Abdullah’s reading: “Which of the two terms has been fulfilled, there is no aggression against me.” He says: “And this is more in the words of the Arabs than the first” (Maanis of the Qur’an: Al-Farra’, 305/2), so it came, meaning, according to the context of the reading, a note with the two (the two terms) added to the two. And it remained in its image in the reminder, in addition to the Muthanna.

Prepositions(to-on)

Referred to retirement and referred to retirement. Referral here is meant as a referral from one state to another. The preposition “to” is used in all administrative texts that include referral to retirement. An example of this is what was stated in the official letter containing referral to retirement, a reference to University Order No. (7314) on (5/25/2023) within the phrase: “...We attach for you a table that includes the names of those referred to retirement for the period from 1/1/2020 until 2023, where the preposition “to” was used in the semi-sentence of the neighbor and the predicate. Meaning the end of the purpose.

Grammatical Context

Among the prepositions that indicate the end of a temporal and spatial purpose, the preposition “to” does not lead to anything other than the real meaning, which is the meaning of ending. However, if it is stated otherwise and comes with a meaning other than the real meaning, then it is an unreal, metaphorical meaning, and its use is according to the context of the grammatical sentence, as it appears in the letter The preposition "to" has many meanings depending on the context of the sentence, including:

before “except” to be a relative noun.” (Al-Kitab: Sibawayh, 349/2 Al-Jarmi narrated from some Arabs the preposition with “ma” (Explanation of Al-Kafiyah Al-Shafiyah: Ibn Malik, 722/2), meaning that “ma” in “ma’a” is redundant, so what comes after it is prepositional (see: Al-Lubab fi Illal al-Sina’ wa al-Arab: Al-Akbari, 311). /1). The “what” may come in excess in the accusative case in your saying: “The people came to me except for Zaid” and the estimation: I crossed them with Zaid is it a noun?

Except: It is not used in the exception in the accusative case unless it is preceded by “ma’ masdariya”, such as: The students attended, except for Zaid.

Hadar: a past tense verb based on the fatha. Students: a nominative subject marked with a dhammah appearing at the end of it.

Except: There is no infinitive case based on the sukun, except for: A past verb built on the fatha destined for the alif, prevented from appearing by impossibility.

Muhammad: a direct object in the accusative case with a fatha, and if we say “except” without the infinitive “what,” then it is permissible to parse the excluded after it as an accusative object, considering it to be a verb, or a noun in the genitive case with a preposition according to the context of the sentence, and it can be said that “what” is redundant and not for the infinitive and “except.” If the addition of “ma” is estimated as a sentence, it is evidence that “except” is a verb after the additional “ma” and not a preposition, and grammarians counted “except” as a verb to be estimated as a subject, and with “ma” being with the verb a present interpretive infinitive.

Al-Akbari said: “As for “except for” it is a verb because it is a connection to “ma” and the letters are not a connection, and the subject in it is implicit and the subject of “ma” is an adverb, like your saying: “The people rose except for Zaid,” meaning the enemy of Zaid, and the infinitive here is an adverb, meaning, bypassing Zaid.” (Al-Lubab fi Reasons for construction and parsing: Al-Akbari, 398/1), and the context came from us reminding us that “adda” brings what comes after it, abstract from what or with it according to the context of the sentence, it says: The people came except for Zayd, what is superfluous, and the people came except for Zayd, what is superfluous, so it is an exception letter for it. There are two aspects according to the context: the accusative and the genitive, and if something is added to it, it is superfluous.

During

The word “during” appears, meaning the time when something happens, and it appears in some administrative textbook texts without mentioning the preposition “in,” including what was mentioned in the numbered book under the title of the special book on assignment to official work during the summer vacation period, which includes the phrase: “ Assigning the directors of departments and divisions...to work during the summer vacation,” and it was correct to say: “during the summer vacation” because “during” must mention the preposition “in” with it, and it was also mentioned in another text in the book of assignment within the phrase: “assignment.” Mr. M.M. is assigned to work during the summer vacation for the months of July and August. “We say: Assigning the master... to work during the vacation.”

Summer....” (Book date: 8/10/2020), and from it in the book on the assignment, within the phrase: “Assigning Mr. M.D. to work during the summer vacation to complete the tasks assigned to him...” Book date: 8/27/2023 and the word “during” was also mentioned in the phrase: “authorizing Mr. (M.M.) to drive a government type vehicle... inside and outside Dhi Qar Governorate during official working hours and after working hours,” meaning “during the date of the book: (05/2023). /).

Grammatical Context

During in Arabic means the time during which something happens, or a specific event occurs, and refers to the time during which another event occurs.

During: Singular Thana: Adverb of time.

“During”: “The plural of “than” (than) is an adverb of time meaning “during” that indicates the interpenetration of two or more events. It is often used together and is preceded by “in” sometimes” (Dictionary of Meanings).

He emphasized this during the speech: in its middle and context. In the meantime: during. So in the meantime I will call him during the day” (Mu’jam al-Ghani)

During: During the speech: its middles... Thana: Plural of during and thana, a command that is done twice” (Al-Muhit in the language), and “a verb of “thaana” “thaana” “thaana” “thaana” “thaana” is a second, and the object is “daana” “he folded, “he folded his chest over such and such”: “he folded his cover over him” except that they are bending. Their chests to belittle it” (Hud: 5). To bend a thing in two folds, to return some of it to another, and it has been bent and folded and folded and doubled: its powers and energies, and one of them is folded, formed and folded. “(Lisan al-Arab: Ibn Manzur, letter Tha”).

During the speech comes when you say: “The visit during work made the employee unemployed, or I met so-and-so during the trip, or I arrived during the lecture...or I said such-and-such while speaking, so during is used in many ways depending on the context of the sentence in which it appears, and Dr. Ismail Ammar quoted from the book Linguistic Corrections that during is not It is an adverb and is not added to what is written as an adverb (see linguistic corrections: Shaker Saeed, p. 16, Dar Al-Miraj - Riyadh, 1415/1). This is why it must be combined with the preposition “in” and it is said: during the trip, during the work, and during the conversation. Thus, the Arabic Language Academy permitted the use of this word “during” without the preposition “in,” by analogy with what was heard in their saying, “I did such-and-such and fold my book” in the singular and in the accusative case (see Dictionary of Errors and Correctness, p. 101).

Dr. Ismail preferred to use the preposition with it. (Common errors in using prepositions: Ismail Ammar, p. 130), and there are those who make a mistake when they say: “Nizar said during his speech, and they think that the correct thing is” Nizar said during his speech, because the word “during” Here it is not an adverb nor is it added to “what.” The adverbial form is written from it to dispense with it in the context of the preposition, and it is the plural of “thani” and during the thing: its multiplications. Al-Taj said in his Mustadrak: “That was during such-and-such, that is: during it, but he said about it.” I also did such-and-such in the fold of my book, meaning: in its fold.” Al-Sahhah said: I did such-and-such in the fold of my book, meaning: in its fold, but it came

In another context: “I executed it in writing” (See: Dictionary of Common Errors: Muhammad al-Adnani, during and during his speech, p. 52/Article 138), and most researchers argued that using the word “during” without a preposition is a modern usage.

Still, Still, Still

Among the verbs mentioned in foreign correspondence, especially in books supporting continuity, we find that the occurrence of the reaction “Zal” is often preceded by “no.” It was mentioned in the following phrase in the book numbered (2645/54/7) dated (2023/11/5). “We confirm to you that Mr. M.M. is one of our college’s members...and he is still continuing to serve at the present time.”

There are those who use the phrase: “He is still continuing to work,” as well as the same phrase: “We confirm to you that Mr. (M.M.) is one of the employees of our college...with the academic title (teacher) and is still continuing to serve at the present time.” Book date: 11/2024/ 16) The same sentence was repeated in the book “Continuity” within the phrase: “And he continues to work” Book date: 02/27/2024) The most correct use is “still” because the negative does not apply to the past tense except when a verb is connected to another negative verb, for example. God Almighty says: “But he did not speak the truth nor pray” (Al-Qiyamah: 31). We will explain this through the linguistic and grammatical context.

Grammatical Context

The meaning of “to disappear” came into the language as stated in linguistic dictionaries as: “The verb to disappear is to disappear, the source of disappearance, disappearance, disappearance, and removed from its place: moved away, moved, moved, and disappeared from one country to another: transformed and moved, the sun disappeared or almost disappeared: moved away.” Until sunset, the day rose. It was gone, and the horses removed their mounts: they rose.

Gone and gone: These two verbs require the negative article to be preceded, thus indicating continuity. They are two imperfect verbs from sisters. It was said: I am still doing such-and-such, and it is said: I am still doing such-and-such, and I am still doing such-and-such.

You are still racing towards goodness: in supplication, and it is said: I continued with Zayd until he did it: I kept trying him to do the action until he did it. (The Intermediate Dictionary: (Article of disappearance), it was stated in the Dictionary of Lisan al-Arab: “Disappearance: the disappearance of impossibility. It will disappear, disappear, disappear, and disappear.” On the authority of Al-Lahyani, Dhul-Rumma said: And the white one does not depart from us, and her mother, when she marries us, its departure from us is removed. Al-Bayda meant the egg of the ostrich, which does not depart from us, that is, it does not move away...And the thing is removed from its place, it disappears, and someone else removes it and removes it, so it descends and continues to do such and such. (Lisan Al-Arab: Ibn Manzur, article) “It will disappear”), and the origin of the word “to disappear” is to disappear. “Yazāl” is the imperfect verb and it indicates negation by itself, but he does not perform the action of “was” unless it is preceded by negation, and the negation of negation is stability, so it indicates the meaning of continuity, “Zayd is still standing.” Mazāl: an imperfect past verb based on Al-Fath, and Zaid: a noun that is still in the nominative case with the visible *ḍammah*. Qā'im: a predicate that is still in the accusative with the visible *fathā*. (Grammar application: Abdo Al-Rajhi, p. 121).

The negative “no” comes into play in the past tense connected to another verb, as we mentioned in the previous noble verse, or it comes in another context and indicates the meaning of the supplication, for example what was stated in: “Neither love nor honor for the one who has no covenant.” So “no” is used to benefit the supplication. Because she entered on

Past tense” (Al-Musa'id Ta'sil Al-Fawa'id, 3/67).

Al-Sulaili went on to not use anything other than “no” from the negative letters in supplication” (Shifa Al-Aleel: 2/922). Ibn Hisham said...I will remain eternal for you as long as the mountains.” (Mughni Al-Labib: edited by: Mazen Al-Mubarak, p. 282), and Dr. Abdo opined. The most likely opinion is that it is used a lot in supplication with “no.” Your house is still intended, so it is still: an imperfect present tense verb in the nominative case with the apparent *ḍamma*. Your house: a noun that is still in the nominative case with a *ḍamma*, and the *kāf* is a connected pronoun based on the *fathāh* in the genitive case added to it. Maṣṭid: a predicate that is still in the accusative with the *fatha*. The phenomenon” (grammatical application: Abdo Al-Rajhi, p. 122).

Accordingly, “still” is a mistake. “Mazaal” is more contextually correct and is used in the past, so it says: “The matter is still going on,” and from it is the Almighty’s saying: “But you are still in doubt” (Ghafir: 34), and here it means the continuation of the matter in the past and its cessation in the past. “No” does not indicate the meaning of supplication unless it is used in the past tense and is not repeated, because it indicates the reception. (Sharh Qatr al-Nada by Ibn Hisham, p. 58).

One of the conditions for the use of the verb “zaal” is that it raises the subject on the condition that it is preceded by a negation or something similar, and the negation is either verbally, such as the Almighty’s saying: “And you are still in doubt,” or verbally, such as the Almighty’s saying: “By God, you will continue to remember Joseph” (Yusuf: 85). In the verse the generous measure came by deleting the negation after the oath.

“Kall” Is the Case Between Advance and Delay

“All” is used to mean “all” and “all” only if it occurs after the noun, as in saying: “All of the people.” “All” appears in many official books meaning “all,” but it appears before the noun, and it would have been better for it to be delayed because of the intended meaning. The one mentioned in the texts is “all”.

Among the texts in which “all” appears before the name in many official books, especially the books on forming committees, including the book numbered (1957) on (11/1/2023) within the phrase: “Replacing Mr. M.M. as a substitute for Mr. M.M.) in all the above committees,” where “all” came before “committees.” It is more correct to say: “Mr. M.M. is replaced by Mr. M.M. in all committees. Likewise, the official letter of delegation includes the phrase: “Provided that the college bears all financial consequences resulting from travel and delegation” (book date: 02/27/2024), as well as the official letter m / sending a retirement transaction within

the text phrase: “We hope that his service will be calculated and that he will be granted all retirement rights” (book date: 2024/ 03/7), using “kāfa” later than its owner, and we will explain what we have argued regarding the necessity of being presented in this textual context through the grammatical context.

Grammatical Context

All of the general words, and they occur in most cases as “now,” excluded from the general adverbs, and they are presented to their possessor in the genitive case, including: The Almighty’s saying: “O you who have believed, enter into peace all together” (Al-Baqarah: 208) and His Almighty’s saying: “And fight the polytheists all together” (Al-Bara’ah: 36).

Kāfā in the language: an active participle of the word “kāfa”, “kāf” for: and the ta’ is for exaggeration “And We have not sent you except as a group for the people” and appreciation: except as a sufficient for them for the disbelief they are in. Feminine Kāf: general: all of them, and it is an indefinite noun in the accusative case, and the Arabic Language Academy has authorized its definition, from his saying. God Almighty said: “Enter into peace, all of you.” Here, “all of them” is in the accusative case and came later than its noun, that is, at the end of the verse.

It is stated in the Middle Dictionary: “Kamā” it is said, “The people have come all together” and in the Holy Revelation: “And fight the polytheists as a whole just as they fight you as a whole” (Al-Tawbah: 36), and in Lisan al-Arab by Ibn Manzur in the article (Kafa): Ibn al-A’rabi al-Kāfa is the head of the army, and he is the vizier, the general, the mayor, and the mayor.and in (the Kaffa article) “The whole is the group of people” (Lisan Al-Arab: Ibn Manzur, the “Kffa” article) “The Kaffa” here came as a definition without a definition, and therefore we can say that the author of Lisan Al-Arab Ibn Manzur allows Use "all" to know.

The context in “Kamila” is that it is used in the meaning of “all” and “all” if it occurs after the noun, such as when you say: “All of the people,” and thus it becomes an accusative adverb, as in the Almighty’s saying: “And We have not sent you except to all of the people.” However, if it comes before it, that is, before the noun, as when you say: “All of the people,” then it is not. In this sense, it means “preventing”. Some grammarians said that “kamila” means “all”, but on the condition that it occurs after the noun. However, if it occurs before the noun, it does not mean “all”, for example: “all of the people”, and they considered it to be an unreliable Arabic language” (Al-Radi Sharh Adequate), because it is a time before the noun, it will become an genitive and not an adverb.

Some grammarians go on to talk about kamla and say: Most linguists and grammarians mention words that are only used in the accusative case, including kamla and kamla.

Mustafa al-Ghalayini said in issue “46” in talking about “kaffa”: “And he made it “the crowds gathered from all the villages,” that is, from all the villages, because “kaffa” can only be used by rational people, and it is well-known that “kaffa” must be denied. Wise people put it in the accusative case, as it was mentioned by the Arabs in the sense of everyone, but they used it as a negative in the accusative case and in the people in particular. He said in Sharh Al-Lubab: “Among the nouns are those that require the accusative case to be used in the case, such as ḍārāt, kāfā, and qātāl.” (Considerations in Language and Literature: and Mustafa al-Ghalayīnī. Issue 46, p. 55. Accordingly, we can say that the context in “kāfa” has two aspects or forms:

The first aspect: that it be “kāla” meaning “all” or “all,” which is what is stated in most opinions. Among them is the Almighty’s saying: “And fight all the polytheists” (At-Tawbah: 36). Here, it is expressed in the accusative case, as Abbas Hassan, the author of grammar, mentioned: Most grammarians and linguists mention words that are only used in the accusative case, including all of them.

The second aspect: That it be “all” in the sense of “preventing,” and whoever goes to this saying cites the noble verse: “And We have not sent you except as all of the people,” that is, sufficient for them as a barrier. So “kāfa” here came in addition to what comes after it, and if it were an adverb, it would have come later than its possessor, because the adverb does not take precedence over the adverb. As for the opinions about “kāfa” in the noble verse from the Almighty’s saying: “And We have not sent you except as a group of people,” there

are two opinions in it. The first opinion goes. Until “all” in the verse is a noun meaning “all,” and all is neither plural nor plural, so it is indefinite.

Mustafa Al-Ghalayini said: “They disapproved of its addition in the words of Al-Zamakhshari and Al-Hariri, but the fact that it did not occur otherwise does not prevent it from being used immediately by non-reasonable people, or defined by addition or by the alif and the lam because it moved from the meaning of refraining, i.e. prevention, to the meaning of “all,” which is restricted to encompass and include, and “all.” “This is not impossible in it, given that it was mentioned in conjunction with the non-rational.” (Considerations on Language and Literature: Mustafa al-Ghalayini, Issue “46,” p. 56).

The second opinion holds that it means “prevent,” meaning to stop them from disbelief and prevent them from disobedience, and “ha” refers to exaggeration, which is what Al-Zajjai went to in the meanings of the Qur’an. The more correct opinion is that what is meant by it is “all of them,” but that is prohibited from carrying it. Just as we do not say, “I saw all of the people,” you do not say, “I saw all of the people”

Masculine And Feminine Verb “Dum and Tamata

It was stated in the text of the official book M/referred to retirement, within the phrase: “Names of the gentlemen who have been referred to retirement,” and the past tense (dum) was made feminine by adding the “feminine static ta’,” despite the fact that the object came in a sound masculine plural.

Grammatical Context

The verb indicates an event associated with a specific time, and remembrance is for created genders, and the event is not a gender, so the verb is called remembrance and feminization, and what is meant is the remembrance or feminization of the subject.

It was stated in Sharh al-Mufasssal by Ibn Ya’ish: “The ta’ is attached to the verb to call to prayer because its subject is feminine” (Sharh al-Mufasssal: Ibn Ya’ish, 92/5). The feminization of the verb came in the context of speech to indicate that the subject is feminine, and the word “subject” is not feminized because it is permissible for a feminine word to be called masculine, so they took precaution in the context in indicating the feminization of the subject by connecting the verb with the mentioned “t” so that it is known from the first glance that the subject is feminine” (Explanation of Al-Kafiyah Al-Shafiyah: Ibn Malik, edited by: Abdel Moneim Haridi, 595/2).

Grammarians divided the masculine and feminine into real and figurative, and attached a feminine sign to the verb, obligatory and permissible, and the verb, whether masculine or feminine, has cases in terms of the obligation of feminization and masculinity, and it has contexts. If the subject is a continuous pronoun, the verb must be masculine and feminine.

“Without” The Circumstantial

Don is used in a circumstantial sense in some administrative books, especially in direct books, and the contextual meaning of its occurrence is in the sense of “other than.” It was mentioned in many books, especially in the book numbered (347/54/7) on (02/11/2024) within. The phrase: “One month with a salary and two months without a salary,” meaning: and two months without a salary, or “without a salary.” It would have been correct if it had been used in the phrase “without” preceded by the preposition “of,” meaning: “and two months without a salary.” Given the meaning that The administrative text requires it, as is the case in letter No. (650/54/7) dated (04/01/2023), which contains a warning to Mr. (M.M.), as the sentence “without” appears within the phrase: “Given your failure to adhere to the official working hours for the period of “21.” One day during the period 01/01/2023 until 03/15/2023, and your continued absence without an official excuse...it has been decided to warn you...” as the sentence “without an official excuse” was mentioned, and the estimate is: without an official excuse. The correct meaning is: “without an official excuse.” “Without” came in the meaning of “without” in the context of the letter of absence for the gentlemen whose names are listed, numbered (553/54/7) on (3/20/2023), within the phrase: “Considering the persons whose names are indicated in the attached list as absent without pay,” and the meaning is "without

We will discuss the grammatical contexts for the use of “don” and the meanings required by the context.

Grammatical Context

“Without” comes in multiple contexts in language and grammar, depending on what it appears in the context of the sentence. Ibn Manzur said: “Without: the opposite of above, which is shortcomings of the goal and is an adverb, and inferiority is contemptible and contemptible. He said: If a person is elevated, he seeks superiority and is content with inferiority who was inferior, and no. A verb is derived from it, and some of them say from it: “Dān yādūn, Donā, Ādānā,” and this is said without that, meaning a command from Him. (Lisan al-Arab: Ibn Manzur, letter Dāl, article “Dān,” part 5). Ibn Sayyidah said: “Al-Layth said: It is said: Zayd, without you.” That is, he is better than you in reckoning. Likewise, “inferior” is an adjective and is an adjective in this sense, and no verb is derived from it. This is said without that in approximation and pejorative, so pejorative is in the nominative case, and approximation is in the accusative case because it is an attribute of him...” (Al-Tahtheeb: Ibn Sayyidah, 180/14) Without a word in the meaning of pejorative and approximation, it is an adverb and is placed in the accusative and it is a noun and the preposition is added to it, so it is said: This is without you and this is without you.” (See: Lisan al-Arab: Ibn Manzur, letter dal, article without, part 5). The Almighty said: “Indeed, God He does not forgive that anything other than that should be associated with Him, but He forgives what is less than that to whomever He wills” (An-Nisa: 48). “Without” in the noble verse is an adverb of place meaning “before” is expressed as an adverb of place in the accusative case, and the sign of its accusative case is fatha, and it is a genitive noun. That is a demonstrative noun based on fatha in the genitive case added to it. The word “don” may come in the genitive case as a preposition, but it remains in the genitive case. God Almighty said: “And do not call upon besides God that which will neither benefit you nor harm you” (Yunus: 106), so “don” came in the genitive case here. Meaning “other than”, that is, do not call on anyone other than God, or anyone other than God (Book: Tools of Parsing: Zahir Shawkat Al-Bayati, p. 94).

Sibawayh said: “As for what is not, then it is a failure to achieve the goal, and it is an adverb.” (Al-Kitab: Sibawayh, 4/234) Sibawayh quoted Al-Khaleel as saying that “don” is one of the verbal nouns that are inflected. He said: “And I asked him about his saying: “Below, and above, and below, and before and after, and behind and behind?” He said: They used it like possessive nouns because they are added and used without adverbs” (Sibawayh: 3/298).

Among the contexts in which “without” occurs after “from” comes into it and it means “other than” is what was stated in the Almighty’s saying: “And this Qur’an was not forged other than God.” (Yunus: 37), meaning a slander from other than God, i.e. other than Him, and “without” came in the Almighty’s saying: “He found besides them a people who could hardly understand a word” (Al-Kahf: 93) meaning: behind, and among the meanings of without in the context of the noble verse: And He forgives what is less than that” (Al-A’raf: 205), meaning: less than that, and it was said other than that.

It comes in a meaning other than in the Almighty’s saying: “And when he reached the waters of Midian, he found upon it a group of people running, and he found besides them two women fleeing” (Al-Qasas: 23), that is, and he found two women besides them, and among the contexts in which “without” is mentioned is that it comes. Meaning the letter of negation “no” in the Almighty’s saying: “Say, ‘If the Hereafter abode with God is yours alone, to the exclusion of other people, then wish for death if you are truthful’” (Al-Baqarah: 94), meaning “no for people.”

From the contexts that we mentioned, it is clear that the correct use of “without” in the administrative text is in the sense of “without.” It was assumed that the word “without” should be used with the preposition of “without”.

“Only” Associated with The Number

“Only” appears in conjunction with the number in many official administrative books for granting allowances, whether marital or child allowances, or granting certificate allowances, and other books that require mentioning financial entitlements to certain external bodies, for example, books confirming continuity and books attesting to the last salary from an external party for the employee or with Mentioning the priorities of those who will

be retired. An example of this is what was stated in the letter granting marital allowances No. (2066/54/7) on (9/13/2023) within the phrase: "It was decided to include Mr. (M.M.) in the marital allowance amounting to (50,000)." "Only fifty thousand dinars and nothing else," as "only" was mentioned in conjunction with the number (fifty thousand), meaning "nothing more," meaning nothing more than that, and it comes

In other meanings, depending on the context of the sentence, "only" is combined with "nothing else" to increase emphasis.

Grammatical Context

Jada: a triple past verb added with a sound letter from the hamza. Sahih. Jada yaqt (a verb to do). Jada is a word composed of the fa' and qat meaning nothing more. It is coupled with the number so as not to add to it. Ibn Manzur said: "Qat is light in the sense of 'according'. It says: Qatak is the thing, that is, it is sufficient for you." He said: The people of Kufa said the meaning of Qatni is sufficient, so the nūn is in the accusative position like Nūn is sufficient, because you say: Qat Abdullah is a dirham, and the people of Basra said: The correct thing about it is to reduce it according to the meaning of "hāsab Zaid" and "Kafī Zayd is a dirham" and prevented them from saying, "Sufficient for me" is that the "ba" is vowelized and the "ta" is from "qat" is consonant, so they disliked changing it from the sukān. They made the second nūn from the word "ba" a pillar (Lisan al-Arab: Ibn Manzur, "qat"). It was also stated in the Intermediate Dictionary that "only" means "according to" only: the account is fathah and it is combined with the word only so that it is not added to, only in the sense of "just" and it is associated with the number so that it is not. It is added to it and it means nothing else." (The Intermediate Dictionary "only").

"Qat" also comes from it, meaning sufficiency. Sibawayh said: "Qat sakinah ta' means sufficiency, and it may be said qat wa qatni." He said: "Qat means completion, and it is built on ḍammah Ḍasab." (The book: Sibawayh). Al-Mubarrad said in his summary: "And from it is qat, and its meaning According to it, which is a noun, and your saying: "Your sufficiency" is in the meaning of your saying: "Your sincerity is sufficient" (Al-Muqtadib: Al-Mubarrad, p. 9), and if it means "sufficiency", it must be attached to the noun of protection, so it means "It is sufficient: my sincerity is enough" (Dictionary of Arabic Grammar: Abd al-Ghani Al-Daqr, p. 341). Accordingly, "only," including "cat," comes according to the context of the speech and sentence, meaning "according to," "suffices," and "nothing else," and it is combined with the number. If what is intended is not to add to the number, then it means "nothing else." The light "qat" means "according to your that cat and my cotton" (Al-Muhit fi al-Lughah 429), which is what Ibn Manzur went for in his statement above due to the closeness between it and "qat" which comes in the meaning according to time.

We come to a presentation of the opinions of grammarians regarding the meanings and parsing of "just." We find many differences in the opinions of scholars regarding the meaning of "just" and its parsing in terms of the context of the sentence in which it occurs. There are those who believe that "just" is an adverb for the occupancy of the past tense, and it is a noun meaning "according to." "And it occurs as an adjective or an adverb: Hadhrat Talib only. Hadhrat Talib: a verb and subject. Just: the fa to decorate the utterance with an extra letter. Qat: an adjective based on a sukun in the nominative case. (Applied grammar: Khaled Abdel Aziz). Dr. Abdo Al-Rajhi believes that only is It is not a branch of "qat," which is an adverb of taking the past tense. It is a noun meaning "according to" and is an adjective or adverb: "Only a student attended." (Grammar application: Abdo Al-Rajhi, pp. 417-418).

As for "never," it is an adverb of time that takes up the past tense, and is used with negation and is built upon, for example: "Ali never was." It is an adverb of time built on the damma in the accusative, and it is related to the verb "lies." (Grammar application: Abda Al-Rajhi, p. 415), and it is stressed by the ta' and included by a time adverb to include the past tense in negation, so it says: "I never did that. I never did that" (Ibid.: 415). "And what happens on tongues when they say: "I never did it" is a melody because it is not used in the future. (Dictionary of Arabic Grammar in Grammar and Morphology: Abd al-Ghani al-Daqr, p. 341), and this is what Dr. Abduh al-Rajhi went to. He said: "And some of them say, 'I will never do that. I will never do that,' and it is a mistake." (See Grammatical Application: Abduh al-Rajhi, p. 416). .

In terms of the parsing of "only", it has been parsed according to the context of the sentence in which it appears, as was the multiplicity of context in its meaning. There are those who parse only that: the fa is added to beautify, and "qat" is a noun constructed in the interpretation of a description meaning (singular). If it is preceded by an indefinite article, it is (Adjective) An adjective such as: A student attended only, so a student is an indefinite article that comes after him "only", so "only" is expressed as an adjective, and if there is knowledge before it, it is an adverb, such as: Zaid attended only, that is, alone, so "Zaid" is an indefinite article that comes after him, "only", so it is expressed only as an adverb. (Grammar Application: Abdo Al-Rajhi, p. 483).

So "just" is an adverb based on a sukun in the accusative case, and some of them express it as follows: The fa occurs in the answer of a definite and disjunctive condition: a predicate of an omitted subject based on a sukun in the nominative case and the sentence is nominative and declarative (Hadhar Zayd). If you know this, that is enough for you." (See grammatical application: Abdo Al-Rajhi, p. 483).

Others express it as "fa" is an extra letter, and "qat" is the noun of an imperative or present tense verb, in disagreement between them, meaning "you" or "it suffices for you." It is based on the sukun and has no place in grammatical analysis. :484) Dr. Abdo Al-Rajhi believes that the last two aspects depend on deletion and interpretation, and it is better to limit ourselves to the first two aspects" (The Grammatical Application: Abdo Al-Rajhi, p. 484).

We conclude from this that "just" appears in different contexts. It is a noun with a dependent meaning. If an indefinite noun comes before it, it is expressed as an adjective, and if it comes before a definite article, it is expressed as an adjective. It means "it is enough or" if the fa is added to decorate the word, and qat is the noun of an imperative or present tense verb, and in the meaning of "nothing else" if it comes coupled with a number that cannot be added to. This is what Dr. Abdul Aziz Al-Daqr summarized in the meanings of qat: which is that it comes with a meaning according to what we say: qat. "Zayd is a dirham" and "Qatni" and "Qatak" is just as it is said "Hassab Zayd is a dirham" and "My sufficiency" and "My sufficiency" except that it is constructed because it is placed on two letters, and "Hisba" is Arabized, and the fa is inserted into it to embellish the word, so it is said "just" as if it were the answer to an omitted condition. It comes as a verb noun meaning "enough." It is said: "Qatni" by adding the noun of prevention before the speaker's yā', just as it is said: "It is enough for me", Qat, with the opening of the qāf and the tightening of the ta' in the dammam, and it comes as a time adverbial to take up the past tense, and it is specific to the negation, so it is said: I never saw him. And it may be used without negation, as in the hadith: "He performed ablution three times. (Dictionary of Arabic Grammar in Grammar and Morphology: Abdul-Ghani Al-Daqr, pp. 340-341).

Everyone. Both of

The word (each of) and (each of) appeared in many texts of correspondence and official books in the nominative and accusative in the book numbered (631/54/7) on (03/10/2024) within the phrase: "Granting the annual bonus according to the grades, stages, and dates indicated." Below are the gentlemen whose names are included in the lists attached herewith and as shown next to the name of each of them, where the phrase "each of them" appears in the text. It would have been more appropriate to write "each of them" in the nominative case, and the phrase was also repeated in the letter of promotion: "It has been decided to promote the person referred to them to the rank and title. career and according to what is indicated by each of them." (Book date: 11/10/2019). "All" here appears in the nominative, as well as in the book granting the scientific title No. (640/54/7) on (03/29/2023) within the phrase: "Awarding the gentlemen whose names are listed and as indicated by the name of each of them," and "each" sometimes appears in the nominative. Sometimes this is in the accusative, depending on the context in which it occurs. We will mention the cases in which "all" appears and the meaning required by the context, so it is used in the nominative if it is a subject, in the accusative if it is an object, and in the genitive case if it is a genitive. As for its coming as "all," it comes for emphasis, as "all" appears in The most general ones are the books granting academic titles, annual bonuses and promotions, and in all books that include circulars and administrative decisions regarding the right of teaching staff and college employees.

Grammatical Context

Every: A word that denotes the meaning of “all,” “all,” or “perfect.” It is one of the relative nouns that are expressed according to their position in the sentence.

Each in the language: verb, eating, no, a coil, a clay, it is a dog, "every: verb, and every: a name in the sense of all, a word that indicates inclusion, immersion and completeness for the individuals of what is added to it and its parts towards:" Every person who wrote Rahman "(birds: 21)" (Al-Mu'jam Al-Wasit), and it is common to use “all” as an addition verbally and as a metaphor, and its ruling is singling out and mentioning, and its meaning is according to what is added to it, for example the Almighty's saying: “Every soul will taste death” (Al-Imran: 185). It was stated in Al-Qamoos Al-Muhit: “All: A name for all parts of male and female, or it can be said that every man and every woman

And all of them are starting and starting, and it came in the meaning of some, the opposite of, and it is said: Every and some are two definitions. It was not mentioned by the Arabs with the alif and lam, and it is permissible” (Al-Qamoos Al-Muhit: Al-Fayrouzabadi), and among the meanings of “all” is that it uses an adverb of time for generalization if it is followed by “what,” for example what was stated in The Mighty Revelation: “Or whenever a messenger comes to you with anything your souls do not desire, you grow arrogant” (Al-Baqarah: 87).

It comes in the sense of emphasis, as in the Mighty Revelation: “So the angels prostrated, all of them together” (Al-Hijr: 30). Repetition: This is by inserting the adverbial infinitive “ma” into it: “It is whenever he comes to you seeking”: that is, every time. As for the context of “every” in terms of parsing, it comes. In the case of (nominative, accusative, and genitive) in the nominative case: a subject in the nominative case, and the sign of its nominative case is the *ḍamma* appearing at the end of it, and “each” is one of the strongest general forms in indicating it (because it includes the rational person and other things, such as animals or inanimate objects, masculine or feminine, singular, dual, or plural). One of its characteristics is that it is for the masculine, and Shihab al-Din al-Qarafi responds that it is used for the feminine as well, and he relied on Sibawayh's statement that it benefits the general. He said: “Indeed, for the feminine, as Sibawayh mentioned, and he believes that it benefits the general.” (The Contract Organized in Specifics and Generals: Shihab al-Din al-Qarafi, vol. 1 (p. 351)

And the report about it is singular, so you say: “Every man is based on the most eloquent in speech,” meaning the speech of the eloquent Arabs, and it is permissible: they are standing, and Al-Qarafi is similar to that, as stated in the Almighty's saying: “And I will come to Him all alone on the Day of Resurrection” (Maryam: 95), and Ibn Hisham cited the meaning of The generality, according to the Almighty's saying: “And all of them will come to Him. They will gather” (An-Naml 87) due to the meaning, which is the generality. (Mughni al-Labib 200/1) because it is plural and the first is to take into account the wording, which is the most, as stated in the word “man” in which the most is taking into account the wording, which is the most” (Al-Aqd al-Mandum fi-Khasus And the generality: Shihab al-Din al-Qarafi, 351/1). The word “all” comes for emphasis. If you enter into it, you do not enter into it except on the condition that you enter into what is *tamabada*, considering the verb attributed to it, and it may not come to *tamabada*, considering another verb. You say: “I bought the whole horse and do not say The whole horse was defeated.” (Al-Aqd Al-Mandum fi Al-Khasafa Al-Aamm: Shihab Al-Din Al-Qarafi, 352/1)

One of the characteristics of “all” is that the negation has a different ruling on it, both earlier and later, unlike other forms of generality. If the negation is delayed, the ruling is taken away from each individual, and if the negation is preceded, the ruling of generality is invalid. If I said: “All the dirhams I did not receive” by raising “all” as a subject, that would be the case. Text in the negative

On all the dirhams, and the formula is then one of the general forms. If you put “no” in the accusative case and say: “All the dirhams I did not receive, or I did not receive,” then both are equal in not being general.” (Mughni al-Labib: Ibn Hisham 200/1). In the Almighty's saying: “All of them glorify themselves in an orbit” (Al-Anbiya': 33). “Everyone” came in a noun without being added to a visible noun.

Through this, “kul” is parsed according to its position in the sentence, as it is a nominative subject, and the nominative sign is the dhammah when it comes as a subject, as in the Almighty’s saying: “And if every sign had come to them until they saw the painful torment” (Yunus: 97). The waw waw is the case of “lu” as a subjunctive letter. It is not assertive. They came: came is a past tense verb based on the fatha and the feminine ta’. They are: a pronoun built in the place of an accusative object. Each: a subject in the nominative case and the sign of its nominative case is the dhammah appearing at the end of it. It is a genitive case and a genitive verse in the genitive case and the sign of its genitive case is the kasra appearing on the end of it. But if Call it a pronoun, such as: “Both of the students came.” It is an emphasis and is treated as a double.

Verbs Of Accompaniment and Participation

We enclose. Attached is a copy of it

One of the phrases that appears in many administrative texts is the phrase: “We attach to you”

And “attached is a copy of it,” which begins with the verb “we attach,” and this is what is most commonly mentioned in books of foreign correspondence and official books. An example of this is what was stated in the text of Administrative Order No. (16704) dated (08/29/2023): “According to the medical report, the attached copy is “There is a link from it,” and among it is what was mentioned in many of the directive’s books within the phrase: “We attach for you a copy of the administrative order by which Mr. (M.M.) was appointed for the first time to the permanent staff.”

Grammatical Context

We think that it is more correct to use the verb

Which indicates accompaniment, accompaniment, and participation, so we say: “The accompanying person is a copy of it” or “We accompany you” instead of “We accompany you” and “It is accompanied by him” because the meaning of the phrase in the text indicates that something or a person accompanies something to someone, such as being accompanied by so-and-so on the road, and the attachments: Both of them are correct, but each word has a meaning that differs from the other in the context. As there are many contexts in the use of the verb “we attach,” the direct object is unique in that it is permissible to add it to what it is in the nominative case for in the meaning, and that is after converting the attribution from it to a pronoun referring to what is described, and the noun is placed on the subject. The simile says: “Piety is praiseworthy for its aims.” Then you say: “Piety is praiseworthy for its purposes” with the accusative, then you say: “Piety is praiseworthy for its purposes” with the genitive.

Attach: a verb, attach attaches, attach, it is attached, and the object is attached, attach it: attach it to it, attach it: benefit it, attach an attachment to the research: attach it to it Attachments: documents and papers that are attached to the basic speech (Dictionary of Meanings), it was stated in the Intermediate Dictionary: “Attach Noun: This matter has attached to you your awareness: beneficial, companionship: verb, companionship of a person: he has become a friend of others, accompanying him: accompanying and accompanying him, being kind to him: benefiting him” (Al-Mu’jam Al-Wasit, p. 342)

Ibn Manzur said: “Kindness: the opposite of violence. He was gentle with matters and he had to be gentle with him. He was gentle and gentle. He was gentle and gentle: he was gentle, and he was gentle with the man and he was gentle with him, meaning he was gentle with him.” (Lisan al-Arab: Ibn Manzur, vol. 1, p. 120), we accompany: taken from the meaning of Companionship, companionship, and participation. Ibn Manzur said: “And accompany a man: his companion and your companion who accompanies you, and those are good companions and are combined with companions, and companionship and companionship are one and the same: the group of people who accompany themselves on a journey. Ibn Sayyidah said: In my opinion, companionship is the plural of companion, and companionship is a noun for the plural, and the plural is companionship, companionship, and companionship.” (Lisan al-Arab: vol. 10/p. 120)

And attach it to it, attaching it to it gently if it reaches it gently” (Jamharat al-Lughah, vol. 784/2). Accordingly, narafaq is the most correct to use because all the contexts mentioned indicate the meaning of accompanying and accompanying.

Corrections In Correspondence and Official Books

First: Corrections in introducing and delaying the sentence and combining two meanings.

It is known that a sentence bears precedence and delay if the context allows for that, and does not prejudice the meaning or structure of the sentence. However, if precedence is not within the context of the sentence, delaying it is considered obligatory. Likewise, if two words are combined in a sentence with one meaning, where words appear, they are preceded in the context of the sentence. She was entitled to the delay, and they were combined together in one sentence, including the word “only” and “nothing else.” It came in the official letter No. (3086) dated (12/21/2023), which included attaching a copy of the appointment order for Mr. M.M., one of the college’s employees. Engineering is included in the phrase: “Daily wage: only three hundred thousand dinars and nothing else, contract: only three hundred and fifty thousand dinars and nothing else, and permanent staff: only four hundred and thirty-three thousand dinars nothing more.” The introduction was mentioned in the word “only” when it came before the number and it was her right to delay and then it came. The word “nothing else” is at the end of the sentence and it has the same meaning, so two words with the same meaning “only” and “nothing else” have come together in one sentence, since “only” is attached to the number but precedes it, while “nothing else” is attached to the number with a delay, and what is correct is in This use is to mention one of the two words, attaching the number with the delay. It says: “Daily wage: three hundred thousand Iraqi dinars and nothing else, and a contract: three hundred and fifty thousand Iraqi dinars nothing else, and permanent employment: four hundred and thirty-three thousand dinars and nothing else.”

The same thing was repeated in the official book by adding children’s allowances and the number (?) in (?) within the phrase: “It was decided to include Mr. M.M...with children’s allowances amounting only to ten thousand Iraqi dinars and nothing else” by introducing “only” over the number and delaying “nothing else.” The end of the sentence and their combination in the same sentence with the addition of the pronoun “ha” to “nothing else” and the correct one: “It was decided to include Mr. M.M. in child allowances amounting to (10,000) ten thousand Iraqi dinars only.” Printed (11/30/2023) And she came

Only, in most cases, the number of leave books must be accompanied by the number of leave days. An example of this is the leave letter numbered (617/54/7) on (12/22/2021), which includes the phrase: “It was decided to grant the person to whom the person is being referred a regular leave for a period of (2).” “Just a day.” We have mentioned the meanings of “only” and its uses in the study of grammatical context.

Second: Correcting the introduction and delay in the complete textual style:

We found in some official and administrative books that many paragraphs and phrases were presented that have the right to be postponed or submitted, and most of the ones mentioned in the submission are the promotion books in the year 2019, and we will take some of these texts as an example of what we went to say.

The promotion letter attached to Administrative Order No. 2674/54/7 dated 11/11/2019, which included the promotion of Mrs. (M.M.) from (Senior Engineer) to (Assistant Chief Engineer), stated the above and later in the style of the text that violated the meaning. Within a phrase:

Further to our administrative order... and based on the provisions of Articles (7.6) of the State Employees’ Salaries Law... and based on the powers granted to us:

It was decided to promote the person referred to her to the grade and job title according to what is indicated therein

Name: M.M. Job Title: Senior Engineer, Fifth Job Grade, Job Title: Assistant Chief Engineer, Development Side: Fourth Grade, Due Date: 04/1/2019. The book was printed on 01/2/2019.

Third: Correction in terms of paragraph arrangement and style is:

In addition to our Administrative Order No. (?) in (?) and with reference to the University Order No. (14393) of 10/31/2019 issued by the Presidency of Dhi Qar University and based on the provisions of Articles (Sixth) and (Seventh) of the State and Sector Employees' Salaries Law. Year No. (22) of 2008, amended, and in reference to the approval by His Excellency the Minister of Higher Education and Scientific Research of our university's promotion records dated (10/17/2019) and in view of the completion of the conditions that must be met for promotion and based on

For the powers vested in us, it is decided:

Mrs. M.M., one of our college members, is promoted to the permanent position of grade and job title, according to what is indicated in the table below. Then the name, the side of deletion, the job grade, the job title, the side of creation, and the date of creation are mentioned.

The same thing was repeated in the promotion book numbered (?) in (?) under: "It was decided: to promote the person referred to them to the grade and job title according to what is indicated by each of them. Printed on 11/10/2019.

Al-Saeb decided: to promote both Mr. (M.M.), one of our college's teaching staff, to the permanent position from (senior university teacher), fourth grade, to (assistant professor), third grade, and Mrs. (M.M.), one of our college's members, to the permanent position of (senior engineer). Fifth class to Assistant Chief Engineer, fourth class, according to what is indicated by the name of each of them in the table below.

Fourth: Corrections to textual phrases that should not be mentioned in some of the official books:

In some administrative orders, it was incorrect to mention it in some official books, including the phrase: "And based on the delegated powers," as this phrase should not be mentioned in the books of dissolution and directing, books of support, books of authentication of issuances, and others. We found this phrase mentioned in the texts of some From the directive books: "Based on the powers delegated to us, it was decided: The person referred to him will begin official work as of Sunday, 03/10/2024." This phrase was included in some directive books, as it was mentioned in Administrative Order No. (674/54/7) in (03/12/2024 directly including Mr. (M.M.) in the text of the book: "Following our administrative order, which includes sending Mr. (M.M.) to the University of Kufa for the purpose of attending the fourth ministerial training course to prepare trainees (TOT) in teaching methods according to the updated curriculum." Based on the powers vested in us, it was decided: The person assigned to him will begin official work starting from Tuesday, 03/10/2024 A.D.

Al-Saeb: "Following our administrative order, which includes dispatching Mr. (M.M.) to the University of Kufa for the purpose of attending the fourth ministerial training course for preparing trainees (TOT).

The person referred to him began official work starting Sunday, 03/10/2024 A.D.

It was also mentioned in Administrative Order No. (560/54/7) dated (03/04/2024) directly including Mr. (M.M.) within the phrase: "Further to our administrative order, which includes sending Mr. (M.M.) to the headquarters of the Ministry of Higher Education and Research Scientific and attendance of the fourth training course

The Ministerial Council for the Preparation of Trainers (TOT) in teaching methods according to the updated curriculum, and based on the powers delegated to us, it was decided: The person referred to him will begin official work starting from Tuesday, 02/27/2024 AD.

Al-Saeb: "Following our administrative order, which includes sending Mr. (M.M.) to the headquarters of the Ministry of Higher Education and Scientific Research for the purpose of attending the fourth ministerial training course to prepare trainees (TOT) in teaching methods according to the updated curriculum.

The person referred to him began official work as of Tuesday (02/27/2024).

The same thing was repeated in the administrative letter No. (347/54/7) on (02/11/2024), which included granting Mr. (M.M.) a three-month leave in the text of the book: "Referring to the university order issued by the Presidency of Dhi Qar University/ Department of Administrative and Financial Affairs/Teacher Affairs

Division, numbered (16,400) on (11/19/2023), which includes granting Mr. M.M., one of our college's permanent staff teachers, a leave of absence for a period of three months (one month with salary and two months without salary) from the date of 2023/ 12/20 And based on the powers delegated to us: The person assigned to him began his work duties on 2/8/2024 A.D.

The correct statement is: "A reference to the university order No. (16400) dated (11/19/2023) issued by the Presidency of Dhi Qar University/Department of Administrative and Financial Affairs/Department of Teaching Affairs, which included granting Mr. M.M., one of our college's teaching staff, a permanent leave." For a period of three months (one month with full salary and two months without salary) starting from 12/20/2023.

The person assigned to him began his work duties from the day of 02/08/2024 A.D., and among the books of disengagement in which the phrase appeared: "And based on the powers vested in us, it was decided" is the book of disengagement numbered (2556/54/7) on (10/29/2023).) within the phrase: "A reference to University Order No. (15021) on (10/29/2023)...which included the dispatch of Mr. M.M., one of our college teachers, to Erbil Governorate...and based on the powers delegated to us, it was decided: The person referred to him departed from our college on Sunday. Corresponding to (10/29/2023 AD).

Fifth: Corrections to the dates of administrative orders:

Among the official books in which some corrections were made were in the dates, including what was stated in the administrative book within the text of the order: "Further to our administrative order No. 2371/54/7 dated 9/30/2019, which includes

Regular leave for one day only, starting September 29, 2019, for Mr. (M.M.). The recipient began his work duties on Tuesday, October 1, 2019.

The text requires correction of the date of commencement, as the person being referred to had taken leave from the date of September 29, 2019, for one day only, so the commencement had to be on Monday, corresponding to September 30, 2019, in addition to the fact that there is no official holiday. Monday calls for inaction. Legally, the person to whom it is directed will be effective on Monday, 9/30/2019. Also, it was necessary to mention the word "coinciding or corresponding" instead of the word "as of" because consideration requires more than one day, i.e. a period from two days to Below, we will mention the reason for this in other corrections later, including the correction mentioned in the commencement date of one of the employees of the College of Engineering, where the person referred to her was granted the regular leave numbered (923/54/7) on (5/15/2022) for a period of (10 ten days only).) from the date (5/8/2022) and then it was decided to proceed with the matter referred to in Administrative Order No. (7/54/950) on (5/22/2022) on Sunday corresponding to (5/22/2022), so it was necessary that The administrative order will be to start on Wednesday (5/18/2022) because the leave is for a period of (10 ten days only) and there is no official holiday on this day that requires not to start. The same matter was repeated in the directive letter No. (2529/54/7) on (10/26/2023) after completing the study leave for one of the teaching staff of the College of Engineering, as the book included a reference to the university order (14843) on (10/25/2023), which includes Ending the study leave of the person referred to them, while the administrative order came to begin on (09/17/2023) within the phrase: "A reference to University Order No. (14843) on (10/26/2023) issued by the Presidency of Dhi Qar University... which included the end of the study leave." For the purpose of obtaining a master's degree for Mrs.

Likewise, what was stated in the letter (direct) No. (book date: 11/26/2023) of confusion between the date of granting the leave and the date of commencement, which is mentioned in the text of the administrative order: "In addition to our administrative order No. (2832) dated (11/22/2023), which includes Granting Mrs. (M.M.) sick leave for a period of (14 fourteen days) starting from 11/22/2023. She began

She will return to official working hours starting Wednesday, 11/15/2023 A.D.

If we say that the date of granting the leave is 11/15/2023 and the effective date is 11/22/2023, then the period between these two dates does not reach (14) fourteen days, but only (8) eight days, and this is what claims to be correct.

Sixth: Corrections to the number (issued) of the official book.

What was stated requires corrections in the number (issued) of the official letter, as stated in the directive letter numbered (2769/54/7) on (11/14/2023) within the phrase: "In addition to our administrative order numbered (2693/54/7) on (2023). /11/8), which includes granting Mr. M.M., one of our college's teachers, on permanent staff, a regular leave for a period of five days, and as of the date of 11/5/2023, the person referred to him began his work duties on Sunday, corresponding to 11/12/2023."

He claims to be correct in the number (issued) granting the leave, which is (2693/54/7) on 11/8/2023 mentioned in the text of the administrative order to proceed. Because the number of the administrative order (issued) which includes granting the regular leave to the person to whom it is referred is (2587/54/). 7) On (10/31/2023) and for a period of five days from 11/5/2023 until 11/9/2023.

Seventh: Corrections in sentence structure

Among what was stated in it is incorrect is what was stated about adding the definite article "al" to the genitive to it without inserting "the definition" into it. This is what was considered in grammar among the Arabs to be incorrect, as when adding the genitive must be an indefinite article and the genitive is a definite article, and it may be permissible in some contexts to enter "The" is the definition of the "genitive," and not including "the definition" in the genitive is unacceptable according to grammarians, and it was mentioned in the administrative text No. (3077/54/7) on (12/20/2023) that the genitive is used without it being possessed. "Baal" is the definition within the phrase: "For the purpose of discussing a problem," since the genitive "discussion" is replaced by "the" definition, and the genitive "problem" is indefinite, which is not permissible according to grammarians, as it is necessary to say: "For the purpose of discussing the problem in..." where it is necessary to Denying the genitive "discussion" and stripping it of the "the" definition so that it becomes "discussion" and inserting the "the" definition into "problem" which is the genitive to it, as well as what was stated in the administrative order itself within the phrase: "Provided that the college bears the financial consequences" came the genitive. "Consequences" is replaced with "the" definition, while the genitive "financial" came without the "the" definition, and the correct thing is: "provided that you bear

"The totality of financial consequences" as grammarians prohibited the genitive from being replaced by "the" and the genitive to it without it, and there are those who allow the addition of the alif and the lam to be used on the genitive, such as: "I passed by Zaid, the man who struck the man just now." If you do not include "the" It is not permissible to include "the" in the genitive, so do not say: "I passed by a man with long hair," or "This is Zaid Al-Dharib, a man." It is permissible to connect "the" with the genitive, provided that you connect the genitive to the genitive. You say: "A man with curly hair came to me: frizzy is an adjective." For a man, and frizz is added and hair is added to it, so here we added what is in the word "frizz" to what is in the word "hair" (Sharh Alfyyah Ibn Malik by Al-Uthaymeen, vol. 42/p. 8).

Eighth: Corrections between the book's title and its content.

In some texts of official books there is something in which the subject of the official book (the title) conflicts with the content of the administrative text. An example of this is what was mentioned in the book entitled (Pre-maternity leave) No. (26/54/7) on (01/8/2023) within the phrase "The mother was granted prenatal leave for a period of 21 days." The phrase "prenatal" appeared in the text of the administrative order, while the title of the book was (prenatal leave). It would have been more correct to say: "The mother was granted prenatal leave" instead of saying "Pre-birth" and the phrase "pre-natal" was mentioned repeatedly in the directive letter numbered "(2630/54/7) on (11/2/2023) within the phrase: "Following our administrative order which includes granting Mrs. (M.M.) leave." Before birth, the word "delivery" is more eloquent in use than "delivery." The word "delivery" has been mentioned in the Holy Qur'an, and an example of this is the Almighty's saying: "And those who are pregnant are due for their term to give birth to them" (At-Talaq: 4) and the Almighty's saying:

“And if they were pregnant Pregnancy, so spend on them until they give birth.” (At-Talaq: 6). Also, from what was mentioned, the title contradicts the content of the text, as stated in the book on granting child allowances, as the book came under the title Administrative Order M/Marital Allowances, while the book includes granting child allowances within a different legal and financial paragraph. Regarding granting marital allowances, this is in the phrase: “Based on the provisions of Article (14) of the Law on the Salary Scale for State and Public Sector Employees No. (22) of (2008), it was decided to include Mr. M.M., one of our college’s teachers, on the permanent staff with child allowances amounting to (10) (000) only ten thousand dinars and nothing else for the first child according to what was stated in the birth certificate numbered (0304089) on 1/14/2023 and issued by the Dhi Qar Health Department. The order is considered effective from the date of 3/7/2023. This is what was stated in the text of the order. Administrative entitled M/Marital Allowances.

The title of the official book had to be (Administrative Order M/Adding Children’s Allowances or Granting Children’s Allowances) instead of M/Marital Allowances, for the reason we mentioned previously, that the allocations and titles differ in the application of laws and paragraphs. On the one hand, the paragraph stipulates the granting of child allowances. The amount is (10,000) ten

Only one thousand Iraqi dinars is Paragraph (Second / A) of Article (14) No. (22) of (2008), while Paragraph (First / A) of Article (14) No. (22) of (2008) stipulates granting allocations. Marital (50,000) fifty thousand Iraqi dinars only.

Second: The Dean’s signature on the administrative order to grant child allowances to the person referred to was on the date of 10/8/2023, and the administrative decision to grant the child allowances on the date of 11/7/2023. This period is considered in terms of duration, since the laws that apply to such texts are calculated by day and month. The difference between the period of approval by the Dean on (10/8/2023) and the administrative implementation of the decision on (11/7/2023) is approximately a month (writing date 11/7/2023).

Ninth: Corrections in administrative assignment books

Among the official books in which we believe that some corrections are necessary are the administrative assignment books, as it was stated in the assignment book numbered (19182) on (12/31/2023) what needs to be corrected within the assignment of responsibility for an administrative unit, within the phrase: “Assignment of the listed gentlemen Their names are in the table below with their work tasks in the Student Activities Division, in addition to their work tasks and according to the units listed below, and as an indicator next to the name of each of them, “as it is not legally valid to combine two jobs at the same time, Mr. M.M., a member of the College of Engineering, responsible for the sports unit, and Mrs. (M.M.) is responsible for the student unit.” Correction in (responsible and responsible), because the official is the one who holds the position of the comprehensive unit, and the administrative unit does not have two officials at the same time, as the student activities unit is considered a general unit and has an official or director who carries out his duties, and is included within it. Branches that the direct official distributes according to what is appropriate for the work and performance of the unit, including sports activities, as well as what was stated in the assignment letter for one of the college’s members, which, as a government contract, assigns her responsibility for the postgraduate studies unit despite it being a contract for temporary staff, within the text phrase: “Reference to Administrative Order No

No. (2249/54/7) on (09/24/2018) attached to University Order No. (10733) on (09/2018) issued by the Presidency of Dhi Qar University decides: “Assigning Mrs. Our college is on temporary staff as a government contract responsible for the postgraduate studies unit in our college.” (Book date: 09/26/2019), as there may be someone who has the right to assume responsibility for the aforementioned unit in that he is appointed to permanent staff, or has Actual service for several years or in terms of certification, these requirements must be taken into consideration legally when assigning members to the work tasks assigned to them.

Tenth: Corrections in presenting the expressions of administrative texts:

Some of the official books claimed correction, including what was stated in the Disengagement Letter No. (2556/54/7) on (10/29/2023), where an administrative legal statement was presented that assumed the delay,

“Provided that the organization bears the transportation and accommodation amounts and the university bears the rest.” Expenses according to entitlement according to the first amendment to the Delegation and Travel Law No. 38 of 1980” among what was stated in the text of the book: “a reference to University Order No. (15021) dated (10/29/2023) issued by the Presidency of Dhi Qar University/Department of Administrative and Financial Affairs/ The Teaching Affairs Division, which includes delegating Mr. (M.M.)... for the period from 10/31 to 2/11/2023, provided that the organization bears the transportation and accommodation amounts and the university bears the rest of the expenses according to entitlement according to the first amendment to the Delegation and Travel Law No. (38) of the year (1980). Based on the powers vested in us, it is decided:

The person referred to him left our college on Sunday, 10/29/2023 AD.

The correction is in the phrase “provided that the organization does not bear the transportation and accommodation amounts and the university bears the rest of the expenses, as the phrase must be mentioned at the end of the content of the book and as follows:” A reference to the numbered university order... which includes the dispatch of Mr. (M.M.) to Erbil Governorate / Kurdistan Region For the purpose of participating in the training course related to the Bologna Process, which was held by the Dutch organization ASPAC, for the period from 10/31-11/2/2023, and based on the powers vested in us, it was decided:

Dissolution of the person referred to him as of Sunday, 10/29/2023 A.D.

The organization bears the financial consequences of the transfer and residence of the recipient.

The university shall bear the remaining part of the expenses according to the entitlement according to the first amendment to the Dispatch and Travel Law No. (38) of (1980).

Eleven: Corrections in the export (issued) of official books

We find in some official books what needs to be corrected in the official book, and this was mentioned in the directive letter numbered (2769/54/7) on (11/14/2023) within

The phrase: “In addition to our administrative order No. (2693/54/7) on (11/8/2023), which includes granting Mr. M.M., one of our college’s permanent staff teachers, a regular leave for a period of five days, and starting from the date of 11/5/2023, he began He is referred to his work duties on Sunday, 11/12/2023, “as he claims to be correct in the number (7/54/2693) on 11/8/2023, because the number of the administrative order containing the granting of regular leave is (7/54/2587) in (10/31/2023), and for a period of five days from 11/5/2023 until 11/9/2023.

Twelve: Corrections to the Law on Disbursement of Delegation and Travel Allowances No. (38) of (1980)

Article (14) of the Delegation and Travel Law No. (38) of 1980 stipulates: First: Expenses and allocations for delegation within Iraq are granted to avoid the real expenses incurred by those covered by the provisions of this law for the period of delegation and the necessary travel to perform official work based on an order to edit the paragraph. Second: The competent minister shall come to the Or the head of the department or whomever he authorizes to disburse delegation and travel expenses and allocations in accordance with the provisions of this law. Article (20), Paragraph (Second), of the Delegation and Travel Law stipulates that the delegate is entitled to the actual expenses of transporting him and his necessary luggage from his residence to the points of departure and arrival upon delegation and return. Article (22) was repealed pursuant to Article (3) of the First Amendment Law to the Delegation and Travel Allocations Law and was replaced by the text The following: “The delegate may use his own car or any other private means of transportation when carrying out an official mission outside the borders of the municipality, and he will then be granted the usual travel expenses according to his entitlement under this law. Article (36) of this law stipulates that the delegate must submit a list of the expenses and allocations for his delegation and travel during Thirty days from the end of the travel period, and if the list of expenses is late in submitting after thirty days, 10% will be deducted, and if it is more than 90 days late, 20% will be deducted. (Travel and Delegation Allocations Law No. 38 of 1980, amended by Nabil Abdul Rahman Al-Hayawi).

Accordingly, this law, which stipulates the granting of travel and delegation allowances, must be mentioned in the delegation and travel books if the recipient is entitled to these allowances in accordance with the law. We find that in some of the books related to delegation there is no mention of the law. Rather, we only find the statement that the college will not bear any financial consequences. In this case, it is necessary to distinguish between those who deserve to be granted these allocations and those who are not, and to explain the reason for that. Examples of this are what is stated in The delegation books were written in the year 2019, as most of the delegation books contain the phrase: “Provided that the college shall not bear any financial consequences.” The same is true for the year 2020, as most of the delegation books stipulate that the college shall not bear any financial consequences. An example of this is what was stated in the book Delegation No. (869/54/7) dated (9/20/2020) included the phrase: “Provided that the college shall not bear any financial consequences,” without mentioning the reason for the college not bearing

For the financial consequences and the law that stipulates this, while the law was mentioned in the delegation books for the year (2023) in the phrase: “It was decided to dispatch Mr. (M.M.) to Baghdad Governorate... to attend the first extraordinary meeting... and delegation allocations will be paid to him according to entitlement in accordance with the first amendment to the delegation law.” And Travel No. 38 of 1980” (book date: 9/24/2023), and also in the delegation letter No. (10/26/2023) within the text of the phrase: “It was decided: to dispatch Mr. (M.M.) to a governorate... provided that he is granted allocations Travel and delegation according to what was stated in the Law of Disbursement of Travel and Dispatch Entitlements No. (38) of (1980). We have previously mentioned the types of delegation when we talked about official books and their types, as delegation here is of two types: A type for which delegation entitlements are disbursed according to the Travel and Delegation Law No. 38) of the year (1980), if the recipient (the delegate) has been dispatched for a purpose that benefits the college or university, and there are exceptions in terms of disbursing travel and delegation dues if the benefit is to the college but the request for hosting is made by an official letter from the Ministry of Higher Education and Scientific Research In this case, the dues are disbursed by order of the Minister personally, meaning that the Ministry pays the travel and delegation dues. An example of this is what was stated in the delegation letter for one of the College of Engineering teachers to the headquarters of the Ministry of Higher Education and Scientific Research/Department of Research and Development based on the ministerial letter numbered (B-T/8441) on (10/2/2023), which includes hosting the person referred to with the audit committee formed according to Ministerial Order No. (B-T/6125/4) on (7/24/2023), for the purpose of determining the reasons for the delay in promoting “One of the female teaching staff is on the staff of the College of Engineering,” and the text of the administrative order mentioned the phrase: “Provided that the college shall not bear any financial consequences,” because the hosting came at a ministerial request, and if the delegation was for one of the female teaching staff in the college, she is not obligated to pay the dues according to the travel and delegation law. No. (38) for the year (1980) (book date: 10/8/2023 + Dean’s signature on: 10/8/2023) and another type for which travel and delegation dues are not paid according to Law No. (38) for the year (1980) if he was one of those Sending him to chair a committee to discuss a master’s thesis or doctoral dissertation, or to be among the members of a committee to discuss postgraduate studies, or to attend a conference or symposium. The aforementioned law does not stipulate granting travel and delegation allowances for these cases because it is a delegation specific to the recipient, and an example of this is mentioned in the book

The delegation of Mr. (M.M.), one of the faculty of the College of Engineering, for the purpose of attending the discussion of the master’s thesis in accordance with Administrative Order No. (402) on (01/29/2024) issued by the University of Diyala/College of Engineering/Division of Graduate Studies, where it was decided to dispatch the person to whom it was referred.” Provided that the college shall not bear the financial consequences resulting from travel and delegation” (letter date: 02/21/2024 + signature of Mr. Dean 02/19/2024), as well as the delegation letter of Mr. M.M., Head of the Biomedical Engineering Department to Baghdad Governorate/ Ministry of Higher Education and Scientific Research/Department of Research and Development “provided that the college bears all financial consequences resulting from travel and delegation” (letter date 02/27/2024 + signature of the Dean 02/27/2024), and delegation letter numbered (3001) on (03/2024). /13): “The college bears all financial consequences resulting from travel and delegation.” This was in violation of the travel and delegation law, as it was decided to send a group of gentlemen whose names are

included in the fold of the delegation book to the University of Kufa / College of Engineering: “provided that the delegation allocations are spent in accordance with the travel law.” Delegation No. (38) of the year (1980), amended, despite the fact that the delegation does not require the payment of dues in accordance with the aforementioned law.” (Book date: 05/13/2023) As well as the dispatch letter No. (759/54/7) on (8/25/2020) regarding the dispatch of the gentlemen whose names are included in the administrative order to Baghdad Governorate. An example of the dispatch letter of Mr. (M. M) One of the teachers of the College of Engineering, for the purpose of attending the eighth specialized scientific conference in Erbil Governorate, and according to the invitation submitted by the Ministry of Higher Education and Scientific Research/Research Center/Department of Administrative Affairs and numbered (29) on (11/8/2023), the phrase was mentioned: “On That the college should not bear the financial consequences resulting from travel and delegation.” The text of the law and the paragraph that states that travel and delegation stipends are not granted, while in the delegation letter of Mr. (M.M.) for the purpose of attending the defense of his master’s thesis at the University of Diyala, it was decided to grant travel stipends The delegation includes the phrase: “Provided that the college bears all financial consequences resulting from travel and delegation according to entitlement and in accordance with the first amendment to the delegation and travel law No. (38) of the year (1980). (Book date: 02/20/2024 + Signature of the Dean 02/2024/ 19), and the disengagement letter No. (2556/54/7) on (10/29/2023) within the phrase: “A reference to University Order No. (15021) on (10/29/2023) issued by the Presidency of Dhi Qar University, Department of Administrative Affairs ...which includes dispatching Mr. one of our college’s teachers to Erbil Governorate... provided that the organization bears the transportation and accommodation amounts and the university bears the rest of the expenses according to the entitlement according to the first amendment to the Delegation and Travel Law No. (38) of (1980).” And the delegation letter No. (2680/54/7) dated (11/7/2023) included the phrase: “It was decided to send the recipient to the Mosul Governorate for a period of (three days) for the period from (7-11/9/2023), for the purpose of participating in an evaluation Creative works at the Environmental Innovators Exhibition in Mosul according to the invitation... issued by the Engineering Society for Development and Environment... provided that the college does not bear any financial consequences.” What we find in the delegation books is that there is a discrepancy between not granting delegation allocations to specific masters and granting them despite the fact that the purpose The purpose of delegation is the same, and for this reason it is necessary to correct some of the delegation letters in accordance with the aforementioned

law, and to examine its paragraphs.

Thirteen: Corrections to the annual bonus and promotion within the Law of Discipline of State and Public Sector Employees No. (14) of (1991):

Bonus: It is the increase in the salary that the employee receives annually in the grade in which his job falls. The annual bonus may be granted to the employee according to the conditions, including proving his competence according to the performance evaluation submitted by his superiors, and the evaluation is according to standards and weights decided by the Authority.

Completing the period indicated between one limit and another of the limits of the grade in which his job falls.

There may be penalties that prevent the employee from receiving the annual bonus and promotion or delay it for a certain period of time, within Article (8) of the Discipline of State and Public Sector Employees Law No. (14) of (1991), and the penalties are as follows:

Paragraph (First): Penalty for drawing attention: This is done by notifying the employee in writing of the violation he committed and directing him to improve his job behavior. Its imposition results in delaying the promotion or increase (bonus) for three months. Some of the College of Engineering’s employees have been notified of this penalty (notification), within Letter No. (82/54/7) dated (01/17/2023): “Based on the requirements of the work interest and based on the powers vested in us, it has been decided to inform you of the necessity of joining your work within a period of ten days from the date of issuance of our above order. Otherwise, you will be considered to have resigned from your job.” The recipient was granted the annual bonus and promotion in the letter No. (631/54/7) on (03/10/2024) and the letter correcting the bonus No.

(795/54/7) on (03/26/2024), as well as the letter drawing attention (Directive No. (83/54/7) dated (01/17/2023) within the phrase: “In view of your failure to appear at the office of the Dean of the College according to the summons letter delivered to you according to our letter No. (57/54/7) dated (01/2023). /14) It was decided to direct you that you must attend on Wednesday, 01/18/2023. Otherwise, legal measures will be taken against you. The names begin with Mr. (M.M.) and end with Mr. (M.M.),” and also the notification letter dated (09/20/2023).) against one of the faculty of engineering teachers in the text of the book: “In view of your failure to adhere to the official working hours for a period of (10 ten days) during the period from 09/10/2023 until 09/19/2023) and your continuous absence without an official excuse... it has been decided to notify you of the necessity of committing to the official working hours and joining “Within ten days... Otherwise, you will be dismissed from the job.” Letter (Notification) No. (573/54/7) on (03/22/2023), and Letter (Notification) No. (574/54/7) on (03/2023/ 22) And the letter of notification No. (575/54/7) on (03/22/2023), as well as in the letter of notification No. (576/54/7) on (03/22/2023), and the recipients were given to those who had been notified.

With the annual bonus and promotion within the promotions for the year 2023 in the annual bonus books numbered from the beginning of the first month of the year 2024 to the fifth month of the same year, including the annual bonus and promotion book dated (01/24/2024), which begins (in sequence 1- and ends in sequence 13-), and a book The bonus numbered (817/54/7) on (03/28/2024), and the letter correcting the annual bonus (795/54/7) on (03/26/2024) and all the bonus books that relate to the annual bonus for the year 2023, as the recipients are Their names have been mentioned in various books regarding the annual bonus.

Paragraph (Second): Warning penalty: The employee must be notified in writing of the violation he committed and direct him to improve his job behavior, the imposition of which results in delaying the promotion or increase (bonus) (six months). The penalty of warning to Mr. one of the employees of the College of Engineering was stated in Book No. (649/54). /7) On (04/1/2023) within the text of the warning letter: “In view of your failure to adhere to official work for a period of (46) days, and your continued absence without an official excuse and based on the provisions of Article (10/Second/Paragraph B) of the State Employees Discipline Law And the Socialist Public Sector No. (14) of (1991) decides to warn you of the necessity of adhering to the official working hours and joining it within three days from the date of issuance of our letter. (3/26/2024) and according to the date of his first appointment, and the letter of warning No. (650/54/7) on (04/1/2023), in which an employee of the College of Engineering was warned for not adhering to the official work day, within the text of the letter: “ In view of your failure to adhere to the official working hours for a period of (21) days, and your continued absence without an official excuse, and based on the provisions of Article (10/Second/Paragraph B) of the Discipline of State and Socialist Sector Employees Law No. (14) of 1991, it is decided to warn you of the necessity of adhering to the official working hours and joining within three days. ...” He was also granted the annual bonus and promotion within the annual bonus for the year 2023 in the annual bonus book numbered (631/54/7) on (03/10/2024) and other various books that include the annual bonus for the aforementioned year.

Paragraph (Third): Penalty for cutting the salary: Cutting off the daily installment of the employee’s salary, for a period not exceeding ten days, by a written order mentioning the violation committed by the employee that necessitated the punishment. This paragraph results in delaying the promotion or bonus according to the following:

A- Five months in the event that the salary is cut for a period not exceeding five days. An example of this is what is stated in the penalty for stopping the salary in the letter of absence without pay No. (122/54/7) dated (01/15/2024), which includes the penalty for calculating days of absence as absence from Without salary for some of the employees and teaching staff of the College of Engineering whose names are listed in the administrative order in the text of the book: “Referring to Administrative Order No. (3115) on (12/24/2023) which includes assigning teaching staff and teaching assistants to supervise the final exams/preliminary study for the academic year (2024/) 2023), and in view of what was stated in the memorandum of the Central Examination Committee regarding the non-compliance of the subjects whose names are listed below with the examinations for Thursday, 01/11/2024, it was decided that the subjects whose names are listed below will be absent without salary. The names begin in the sequence (1-M.M. and end in the sequence 4-M.M.) "And the

letter of absence without pay for the two women (M.M.) No. (231/54/7) on (02/06/2023) and counting the two days that the person referred to was absent as absence without pay, and also the letter of absence without pay.

For Tuesday, 4/25/2023, due to non-compliance with the official working hours, which begins in sequence 1- and ends in sequence 9-) (book date 4/26/2024 + Dean's signature 4/26/2024), and also a letter of absence without pay dated (2023). /6/7), within the text of the book: "In view of the non-compliance of the individuals whose names are listed with the official working hours for the month of May from the date of (05/20/2023) to (05/28/2023), it was decided to consider the mentioned days as absence without pay for the recipients and as an indicator regarding The names of each of them (beginning in the sequence 1 - and ending in the sequence 8 -), and the punishment of cutting off the salary was repeated in the letter of absence without pay dated (09/28/2023), within the text of the book: "In view of the non-compliance of the individuals whose names are in the official working hours, it was decided to consider the days Absence is absence without pay, and also the letter of absence that includes absence without pay because the absentees did not adhere to the official working hours for the month of September, which begins in the sequence 1 - Absent for a period of five days and ends in the sequence 9 - Absent for a period of one day) and between the first sequence and the ninth sequence are absent for varying periods between 13 three. Ten days, an absence for four days, and an absence for three days, according to the name of each of the absentees." The date of the letter (09/28/2023 + 9/28/2023). And the letter of absence without pay, dated (+12/5/2023, signature of the dean, 12/2023/ 3), and a letter of absence without pay dated (7/9/2023 + signature of the Dean, 7/9/2023) for gentlemen whose names begin in the sequence (1- and end in the sequence 14-) due to the non-compliance of the persons whose names are listed with the official working hours on Thursday. Corresponding to (7/9/2023), it was decided to consider the aforementioned day as an absence without pay. The recipients were granted the annual bonus and promotion for the year 2023 in various administrative books from the beginning of the year 2023 until the end of 2023 and according to the dates of their employment, including the annual bonus and promotion book numbered (795/54/7) on (3/26/2024), the annual bonus letter dated (01/24/2024), the annual bonus letter numbered (817/54/7) on (03/28/2024), and the annual bonus letter (631/54/7) on (03/10/2024).

B- One month for each day of the salary cut-off in the event that the penalty period exceeds (5 days), as stated in some of the administrative books that include the penalty of cut-off salary for the aforementioned days for absentees who were issued a penalty of absence without pay for a varying period against each of them, as we find Among them were those who were subjected to a penalty of cutting their salary for seven days, some for thirteen days, and some for five days, within the letter of absence without pay, which begins in sequence 1- and ends in sequence 10-) dated (09/28/2023 + signature of the dean, 09/28/2023), and a letter Absence on (12/31/2023), as it was decided to consider the mentioned days as absence without pay for the recipients due to their failure to adhere to the official working hours for the month of December from the period 12/25/2023 until

Until 12/31/2023), one of the faculty of engineering teachers was also punished with the penalty of cutting off his salary for every day he was absent, as stated in the text of the book: "In view of your failure to adhere to the official working hours in the morning study in our college and according to what was stated in the memorandum of the Chairman of the Department of Electrical and Electronic Engineering for the days (19, 18, 17, 16, 10, 9, 8) for the month of October 2023. It was decided: The aforementioned days will be considered as absence without pay for the recipient. (Date of letter: 10/30/2023 + Signature of the Dean, 10/29/2023) The person to whom the sentence was referred was included in the annual bonus and promotion within the bonuses and promotions for the year 2023 within the date of the annual bonus book (01/24/2024):

Paragraph (Fourth): Punishment of reprimand: This penalty results in delaying the bonus for a full year. An example of this is what was stated in the letter of absence without salary No. (122/54/7) dated (01/15/2024), which includes the penalty of calculating the days of absence as absence from Without salary, the administrative order stated in the phrase: "In view of what was stated in the memorandum of the Central Examination Committee regarding the non-compliance of the subjects whose names are listed below with the probation period on Thursday, corresponding to 01/11/2024, it was decided that the subjects whose names listed below

will be absent without salary. The names begin with Mr. (1-M.M.) It ends with Mr. 4-M.M.), and the recipients were granted the annual bonus and promotion for the year 2023 in various administrative books from the beginning of the year 2023 until the end of 2023, including the annual bonus and promotion book numbered (795/54/7) on (3/2024/). 26), and the annual bonus book dated (01/24/2024), and the annual bonus book numbered (631/54/7) dated (03/10/2024), as well as the annual bonus book dated (01/24/2024).

Fourteen: Corrections between the use of “consideration” and “coincidence” or “concurrence.”

We find in most of the various official books between 2019, 2020, 2021, and 2023, especially separation books, vacation books, and dispatch books, the use of the word “considering” with one day, and the correct thing was to use the phrase “coincidentally” or “corresponding” because the period was given for only one day, and for example What was stated in the post-delegation letter No. (2351/54/7) on (09/29/2019) within the phrase: “The delegation of Mr. (M.M.) for one day only, starting from 9/26/2019,” and we find that It was repeated in the leave letter No. (2371/54/7) on (09/30/2019) in the phrase: “It was decided to grant the recipient a regular leave for one day only, starting from 09/29/2019,” as well as what was stated in the delegation letter. Within the phrase: “It was decided to send the gentlemen whose names are listed below to the University of Kufa/College of Engineering for a period of one day, starting from Sunday, 5/14/2023.” Using the word “as of “one day” (Book date: 05/13/2023) and “As of” means “starting from” and is a period open to more than one day

Correcting this is to say: for a period of (1 day), one day, which coincides with Sunday 5/14/2023.

Corrections in the Structure of The Word Itself

Many correspondences and official books appear that require consideration of the structure of words, including the structure of the following phrases:

Improper phrases	common phrases	El motivo	El tema del libro	Administrative Book Number and Date
Los caballeros cuyos nombres se enumeran	The gentlemen whose names are listed	Because their names are "listed" actors; You write the whisper on the wao	Geometric allocations	Printed on 26/9/2023
Six months without a "six" salary other than a "v"	Six months without a "six" salary, you write a "v".	the number is feminine, the number is reminiscent, the number is different.	working hours	2481/9/7 in 2023/12/27
14 days' leave	14 days' leave, writing "day" with the intention of opening	Day) Discrimination of multiple and discriminatory must be based on the intention of opening a "vacation", which shall be written in pieces under a thousand.	working hours	the first issue date 2021/8/4
Eleven days	Ten days, you write "one" with reminders, not feminization	matching; Eleven feminized and reminded, based on the opening of the two parts, read: Eleven men came and eleven women came	working hours	2266/54/7 in 2019/9/18
Under Administrativ the numbered	According to the administrative the numbered		Adjusting the situation of postgraduate students	815/54/7 in 2023/4/17
One of our faculty's instruction that has been	One of our faculty's teachers who has been	Because the pitcher is a believer who uses the	Adjusting the situation of postgraduate students	815/54/7

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installed on permanent owners	installed on the permanent owners of the feminine "who"	conscience of the feminine "they"		in 2023/4/17
Extent to which it can be covered by content in the Ministry of Higher Education's book	The extent to which the cupcake can be included in the contents of the Ministry of Higher Education's book		Adjusting the situation of postgraduate students	in 815/54/7 2023/4/17
She was punished under our administrative order	She was punished in accordance with the administrative order	The feminization of the act because the noisy is feminine	Adjusting the situation of postgraduate students	in 815/54/7 2023/4/17
She was punished... Violation of Regulations and Laws	She was punished for violating regulations and laws.	We use "feminized" instead of "masculine" because the perpetrator is a true feminist in which it is only true to say "feminized".	Adjusting the situation of postgraduate students	in 815/54/7 2023/4/17
Based on the Committee's recommendations above	Based on the Committee's recommendations above	You write "Construct" with an extreme shake if you go ahead in a thousand and no more than a thousand.	Adjusting the situation of postgraduate students	in 815/54/7 2023/4/17
The Committee recommended not to count the testimony of the apostle	The Committee recommended that the apostle's certificate not be counted	She writes "to her" in the conscience of the feminine who goes back to her, because the noisy is feminine.	Adjusting the situation of postgraduate students	in 815/54/7 2023/4/17
The Commission also recommended between continuation of the contract or drop-out	The Commission recommended between continuity of contract or drop-out		Adjusting the situation of postgraduate students	in 815/54/7 2023/4/17
Annexes Report of the Committee	Annexes Records of the Committee	The annexes to the record of the Committee "The Committee" write a repetition of pain, not one lam	Adjusting the situation of postgraduate students	in 815/54/7 2023/4/17
Based on the report of the Salary Determination Committee	According to the report of the Salary Determination Committee	Construct "with an extreme shake after a thousand and not after a thousand	Adjustment of maturity date	Administrative Book Number (1081/54/7) in (2023/05/17) Mr. Dean's sign in (2023/5/13)
We would like to inform you that the Committee has recommended... as indicated below	We would like to inform you that the Committee has recommended... as indicated below		Adjustment of maturity date	Administrative Book Number 1081/54/7) in2023/05/17) Mr. Dean's sign 2023/5/13

Based on Maurd	Based on Maurd	You write "Construct" with an extreme shake of a millennium if you go ahead by a thousand and don't write after a thousand	annual bonus	Date of Printing of the Administrative Book 2024/01/24
Gentlemen whose names are listed	Gentlemen whose names are listed individually, "their names" are written in the upper case	Their names is an actor of the actor's name, written with blood Hamza on Al Wau	annual bonus	Administrative Book Number 631/54/7 in (2024/03/10)
One of our college employees is on Permanent Owners	One of our college members on Permanent Owners		Certification Calculation	Administrative Book Number 2785/54/7 in 2023/11/15)
Issued by the University of Nahrin	Book issued by Nahrin University		Certification Calculation	Administrative Book Number 2785/54/7 in 2023/11/15)

CONCLUSION

The conclusion includes the most important findings of the research:

The grammatical context is what allows the speaker to form the grammatical context according to his intentions and desires, as the structures are distributed according to the linguistic discourse from the aspect of semantics and it is governed by rules that control it and he cannot go beyond or deviate from them.

Studying the meanings of words requires an analysis of the contexts and situations in which they occur, even those that are non-linguistic.

The importance of context comes through the linguistic analysis of texts. Vendres said: "What determines the value of a word is the context, since the word does not exist every time it is used in an atmosphere that temporarily determines its meaning. It rids the word of the past connotations that memory allows it to accumulate. It is what creates presence value.

A word in a text gains its connotations through its location in the context, as the components of the context and the connection of elements to each other increase the accuracy of the word's meaning.

Correspondence is a type of functional correspondence that occurs between two limited parties through written communication. It is a means of indirect written communication that includes a special written method that is useful with systems and instructions and special rules that convey information and reflect the ideas that the sender aims to convey to the addressee. To achieve specific purpose.

Correspondence facilitates communication between the administrative departments of the institution without the need to meet managers or see the departments or employees directly, meaning to facilitate and shorten time and effort between departments and institutions.

The employee writing the correspondence must be familiar with the vocabulary of the language and its context, as he must know the sequence of speech, the style in which it is conducted, and how to use connotations within the text to clarify what is meant and state the purpose.

The grammatical context in books and official correspondence came in many texts that used some phrases with multiple contexts, such as the grammatical context in (presenting the subject to the predicate. An example of this is what was mentioned in adapting the case of postgraduate students: "The committee recommended not counting the mother's certificate." To her." Linguists and grammarians considered this method to be one of the methods of shortening when wanting to limit an adjective to the predicate to it. And the tools (except and apart from), and (during and during), (and still and still), and others.

What distinguishes the grammatical context in it is that it has multiple meanings, for example: "all," which is the case between precedence and delay, which curses "all" and "all" only if it occurs after the noun, such as the saying: "all of the people," and it has been mentioned in correspondence texts and official books with the meaning of "Every" and "all," except that they occur before the subject of the genitive case, for example: "in all the committees above," and other contexts with multiple uses, such as "without" or "without" associated with the number.

The research found that most of the corrections were within the years (2021, 2020, 2019), especially in bonus and promotion books and vacation and directive books.

Corrections included delegation books and adding allocations, for example, delegation books, (engineering, marriage, children), direct work, delegation, vacations, and others.

The most general of the corrections included corrections in the laws and dates of the official books. An example of the corrections issued in the official book, and paragraphs of special laws, was mentioned, but not limited to, the 1960 Law, Article 14, No. 22, Paragraph (First/A) or (Second/ A) Because most of the laws were mentioned in general without specifying the paragraph.

One of the reasons for incorrect expressions and vocabulary in correspondence and official books is that their writer does not specialize in the Arabic language, as we find some expressions in the colloquial language dominating the texts of correspondence and official books, for example the phrase: "Until now."

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