



Human Resources and
Social Development

Implementing Regulations of Civil Service Law
(Promulgated by the Decision of the Civil Service Council No. (1)
dated 27/07/1397 AH)

1438 AH

Implementing Regulations of the Civil Service Law

Note:

First: All matters relevant to the General Bureau of Civil Service in these Regulations and circulars or opinions have fallen within the competence of the Ministry of Civil Service. Accordingly, all names mentioned therein have been amended upon establishing the Ministry of Civil Service under the Royal Decree No. (28/A) dated 01/03/1420 AH. According to such Royal Decree, the Ministry of Civil Service replaced the General Bureau of Civil Service whose competencies shall be transferred to the Ministry.

Second: For the convenience of researchers and specialists, the legal articles pertaining to each chapter have been inserted at the beginning of each chapter herein, followed by the regulatory articles according to serial numbers referring to such articles.

Introduction

The Ministry of Civil Service is hereby delighted to present the Implementing Regulations of Civil Service Law to the departments of personal affairs in government bodies and researchers in the field of personnel affairs. We hope that this publication, if Allah wills, will serve the government departments, the category of employees and researchers in this field. In addition, these Regulations will direct them to the right approach for applying the Law.

Allah SWT is the Arbiter of Success

In the Name of Allah, the Most Beneficent, the Most Merciful

Kingdom of Saudi Arabia

Ministry of Civil Service

No.: T/I/1

Date: 01/08/1397 AH

(Urgent Circular)

Your Excellency.....

May Allah's peace and mercy be upon you

Attached hereto is a copy of the letter of H.E the President of the Council of Ministers Court No. (18563), dated 30/07/1397 AH regarding the Decision of the Civil Service Council No. (1) dated 27/07/1397 AH to execute certain regulations of Civil Service Law.

Kindly review the attached decision and regulations and circulate them to your relevant departments to act accordingly.

Kind Regards

Chairman of the General Bureau of Civil Service

Turki bin Khalid Al-Sudairi

- A copy for our Bureau
- A copy for each department at the Bureau

Implementing Regulations of the Civil Service Law

Kingdom of Saudi Arabia

Civil Service Council

Decision of Civil Service Council No. (1) dated 27/07/1397 AH Approving the Regulations Civil Service Council,

Based on Paragraph (B) of Article (9) of the Law of the Civil Service Council, promulgated by the Royal Decree No (48/M) dated 10/07/1397 H.;

Based on Article (39) of the Civil Service Law, promulgated by the Royal Decree No (49/M) dated 10/07/1397 H.; and

Having reviewed both said Laws and the Draft Regulations of the Civil Service Law submitted by the General Bureau of Civil Service,

Hereby decides as follows:

First: The Implementing Regulations of the Civil Service Law is hereby approved in the form attached hereto.

Second: The General Bureau of Civil Service shall follow the studies necessary for job categories and qualifications and submit a report thereof to the Civil Service Council.

Deputy Prime Minister & Chairman of the Civil Service Council Fahd bin Abdul-Aziz

- His Royal Highness has approved the decision, as stated in the letter of the Presidency Court of the Council of Ministers No. (18562) dated 20/07/1397.

ARTICLES OF THE CIVIL SERVICE LAW BASED ON WHICH THE IMPLEMENTING REGULATIONS HAVE BEEN PROMULGATED

(Part: I)

JOBS

(Article/1)

Competency shall be the basis of selecting the employees to occupy the public office.

(Article/2)

The jobs shall be classified through categories each of which includes the jobs having the same work nature and level of duties, responsibilities and qualifications required for their occupation. Such classification shall be determined according to the rules described in Article (3). The jobs may be classified gradually as per the rules approved by a decision of the Chairman of the Civil Service Council. ⁽¹⁾ and ⁽²⁾

Part: II (Chapter: I) Occupation of Job

The articles previously mentioned in this Chapter from Article (4/1) to (9/6) has been included in (Regulations for Appointment to Public Offices) after its issuance.

(Article/10)

- A. The promotion and transfer of employees to vacancies shall be carried out in accordance with the provisions determined by the classification rules, including the qualifications and conditions of job occupation.
- B. The promotion shall not be effective before the issuance of its decision. ⁽³⁾ and ⁽⁴⁾

¹ Implementing Rules of this Article has been developed pursuant to the Decision of the Civil Service Council No. (440) dated 20/04/1401 AH that cancelled the previously applicable regulatory articles. Such regulatory articles shall be replaced by the following texts:

1. The general groups of jobs shall be (10) as follows:
 - General group of specialized jobs.
 - General group of education jobs.
 - General group of diplomatic jobs.
 - General group of administrative and financial jobs.
 - General group of administrative assistant jobs.
 - General group of operations jobs.
 - General group of cultural and social jobs.
 - General group of religious jobs.
 - General group of technical and technical assistant jobs.
 - General group of craftsmanship jobs.
2. By a decision of the Civil Service Minister,
 - A. The specific groups and category groups shall be determined and placed within the appropriate general and specific group.
 - B. The levels of categories shall be determined.
 - C. The scientific and practical qualifications appropriate for each category shall be determined.Therefore, the Ministry of Civil Service issued a (comprehensive guide for job classification) that includes specific groups, groups of categories, jobs and their levels, determining academic qualifications, provisions for those who have completed training courses whose holders are appointed to grade than the first one, and general provisions for qualifications and experience as well as private and public experience.

The Ministry has approved a new guide for job classification, which develops the previous guide, pursuant to the Ministry's Decision No. (32418) dated 22/08/1416 AH approving the guides of the new plan for job classification, as stated in the final versions of those guides and as per the same previous general groups.

² With regard to the previous articles in the Regulations from (Article (2/1) to Article (9/6)), the Civil Service Council issued its decision No. (921/1) dated 07/09/1424 AH to amend certain articles organizing the appointment in Implementing Regulations of Civil Service Law and to develop Regulations, entitled (Regulations for Appointment to Public Offices) to include such amendments and unchanged articles. These articles were drafted and gathered in the Regulations approved by H.E the Minister of Civil Service under No. (2/19), dated (24/05/1425 AH.), which entered into force as of 01/01/1425 AH.

³ Based on this Article, (Regulations for Promotion) has been issued under the Decision of Civil Service Council No. (686/1) dated 15/03/1421 AH, endorsed by the Royal Decree by Telegram No. (6437/B/7) dated 01/06/1421 AH.

⁴ The Decision of Civil Service Council No. (929/1) dated 19/10/1424 AH to amend certain transfer articles included in the Implementing Regulations of Civil Service Law and add certain new articles to form regulations, entitled (Regulations of Transfer). Such Regulations have been developed and approved by H.E the Minister of Civil Service under No. (2/36) dated 21/08/1425 AH., which entered into force as of 05/08/1425 AH.

(Chapter: II)
Duties ⁽⁵⁾

(Article/11)

The employee shall particularly:

- A. Not act in a manner that violates the honor and dignity of the profession, whether inside or outside the workplace;
- B. Behave as per etiquette rules with the public, superiors, colleagues and subordinates; and
- C. Devote the work time to perform the job duties and implement the orders issued thereto accurately and honestly within the limits of laws and instructions.

(Article/12)

The employee shall in particular be prohibited from:

- A. Misusing the of professional authority;
- B. Misusing the powers;
- C. Accepting or requesting bribe or committing any act of those set forth in Anti-Bribery Law;
- D. Accepting gifts or ex gratia payment or otherwise, whether offered personally or via mediation, with the intent of temptation from stakeholders; and
- E. Disclosing the secrets that the employee becomes acquainted with by virtue of the position, even after leaving the service.

(Article/13)

The employee may not:

- A. Directly or indirectly engage in trade; and
- B. Get involved in establishment of companies or accept membership of its board of directors or position therein or in any store, unless the employee was appointed by the government. The employees, under Regulations promulgated by the Council of Ministers, may be permitted to work in private sector beyond the working hours.

(Article/14)

The employee may not practice another profession while being holding the office. The employees, whose free professions are required for the public interest, may be permitted⁶, as stipulated in the Regulations and by the relevant minister, to engage in such professions.

⁵ Based on Articles (11,12,13,14 and 15), regulations, entitled (Regulations of Job Duties) that has been developed under the Directive of the Civil Service Council No. (KH M/427/614) dated 27/06/1427 AH, and promulgated by the Decision of H.E the Minister of Civil Service No. (703/10800) dated 30/10/1427 AH.

⁶ Decision of the Council of Ministers No. (22) was issued on 03/02/1404 AH, stipulating that the employees holding public offices may not engage in free professions. However, employees holding jobs of certain categories and certain specialization may be excluded by the decision of the Council of Ministers upon the recommendation of the Manpower Council and the Civil Service Council, provided that their engagement in such professions does not conflict with their original job and does not affect the interest of the state.

(Article/15)

Each employee shall be responsible for his/her behaviors and for maintaining proper workflow within the limits of competencies.⁷

(Chapter: III)
Salaries and Bonus

(Article/16)

The employee shall be entitled to salary as of the date of assuming the job duties.

(Article/17)

The employee shall receive the bonus according to the salary scale attached herewith, by granting the employee the next grade that directly follows the occupied grade in the same position, and such grant shall commence on the 1st of Muharram of each year.

(Article/18)

- A. The appointed employee shall receive the salary set for the first grade in the job's rank to which the employee was appointed. If the salary, upon appointment, is equal to or exceeds the salary of such grade, the employee shall receive the salary of the first grade that exceeds the salary upon appointment. The employee may be appointed in grade other than the first one for those who fulfill certain qualifications determined by the Council of Ministers.
- B. The promoted employee shall receive the salary of the first grade in the job rank to which the employee is to be promoted for. If the salary, upon promotion, is equal to or exceeds the salary of this grade, the employee shall receive the salary of the first grade that exceeds his/her salary, provided that the increment received by the promoted employee shall not be less than the bonus set for the rank at which the employee was appointed before being promoted for the higher rank.
- C. If the employee who left the service returns to the job of the same rank that he/she was occupying at the end of the service, the employee shall be placed in the same grade. However, if the employee returns to a position of a higher or lower rank, the employee shall receive the salary of the first grade whose salary exceeds the salary of the grade that he/she was occupying in the scale applicable thereto. If the salary exceeds the salary of the last grade in the job scale, the employee shall be granted this grade.⁸

⁷ The Decision of the Civil Service Council No. (320) dated 26/08/1400 AH was issued, stipulating that the director of personnel affairs in each administrative entity shall be directly responsible for any action carried out in violation of the laws, regulations and complementary decisions for the affairs of the civil service.

⁸ This Article has been amended by the Royal Decree No. (57/M), dated 24/5/1438 AH, to become as stated above.

(Article/19)

The employee suspended from performing their work duties or similar cases shall be entitled to half of the basic salary. If such employee is acquitted or get any punishment other than dismissal, he/she shall receive the remaining half of the basic salary. If being punished with dismissal, the amount disbursed to the aforesaid shall not be refunded unless otherwise decided by the body rendering the punishment decision.

(Article/20)

No amount may be withheld from the employee's salary except by order of the competent authority. The amount withheld per month may not exceed one third of the net monthly salary, except for the alimentary debt; however, if the employee is suspended due to a debt owed to the government (or other non-governmental bodies), the employee shall receive the basic salary.⁹

(Article/21)

Subject to the provisions included in other laws, the employee shall not be entitled to receive salary in return for the days on which the employee does not assume job duties.

(Chapter: IV)

Allowances, Rewards and Compensations¹⁰

(Article/22)

The employee delegated in official duty shall be paid financial allowance in consideration of each day spent outside the workplace, whether inside or outside KSA, in accordance with the categories set by the Regulations of Allowances.

(Article/23)

The employee, by virtue of a decision of the competent minister, may be assigned to perform the duties of certain position or assume an official mission while performing the duties of the original job.

(Article/24)

The Ministry of Civil Service may determine the level of the work performance in certain jobs. If the employee's performance exceeds the specified level, the employee may be granted a reward for this increase, to be determined by a decision of the competent minister. The Regulations shall determine the rules of granting such reward.

(Article/25)

Certain jobs may, by a decision of the competent minister, be filled temporarily in consideration of a reward to be determined on the basis of piecework, production or hour, according to the rates set by the Civil Service Council.

⁹ This Article has been amended by the Royal Decree No. (23/M), dated 11/04/1435 AH, to become as stated above.

¹⁰ Based on Articles (17,18,19,20,21,22,23,24,25,26 and 27), regulations entitled (Regulations of Financial Rights and Benefits) have been issued under the Royal Decree No. (28/A), dated 20/03/1432 AH and entered into force as of the date thereof.

(Article/26)

The employee assigned to work beyond the official working hours and during the official vacations shall receive a financial reward in return for overtime. The Regulations shall determine the rules of granting such reward.

(Article/27)

The Regulations shall set the types, rate and terms concerning allowances, rewards, compensations or benefits granted to the employee.

(Chapter: V)
Leaves and Secondment

(Article/28)

The Regulations shall determine the types, periods and terms of leaves and absence periods due or permitted to the employee.¹¹

(Article/29)

- A. The employee's services, upon the employee's consent, may be seconded to private or public entities of legal personalities, governments, bodies or international organizations.
- B. The administrative body may borrow an employee from the private or public entities of legal personalities, governments, bodies or international organizations. The Regulations shall determine the rules for borrowing and secondment.^{12 13}

(Chapter: VI)
Termination of Service

(Article/30)

Notwithstanding the reasons for termination of service stipulated in the laws, the employee's service may be terminated for one of the following reasons:¹⁴

- A. Resignation;
- B. Request for retirement before the reaching the legal age of retirement in accordance with the Retirement Law;
- C. Cancellation of the job;
- D. Reaching the legal age of retirement, unless the service is extended under the decision issued by the competent authority;
- E. Physical disability;

¹¹ Based on this Article, special regulations organizing all types of leaves have been issued by virtue of the Decision of the Civil Service Council No. (1037/1), dated 16/02/1426 AH under the title of (Regulations of Leaves) and entered into force on 15/05/1426 AH.

¹² Based on this Article, (Regulations of Secondment) have been issued by the Decision of the Civil Service Council No. (749/1) on 04/02/1422 AH.

¹³ This Article has been amended by the Royal Decree No. (57/M), dated 24/05/1438 AH, to become as stated above.

¹⁴ Based on this Article, separate regulations entitled (Regulations of Service Termination) was issued and approved by the decision of the Civil Service Council No. (813/1) dated 20/08/1420 AH. These Regulations organize the cases of service termination, including resignation, early retirement, retirement upon reaching the statutory age, physical disability and dismissal from service as well as other relevant provisions. These Regulations entered into force as of 17/11/1423 AH and replaced the aforementioned articles relevant to the end of service in the Implementing Regulations of Civil Service Law.

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- F. Absence from work without legitimate excuse or refrain from implementing the decision on transfer;
- G. Dismissal for disciplinary reasons; and
- H. Dismissal under a royal order or a decision issued by the Council of Ministers.

(Part: III)

General and Transitional Provisions

(Article/31)

The competent minister may delegate any of the powers stipulated herein.¹⁵

(Article/ 32)

The head of the independent department shall enjoy powers over the employees in such departments, as those vested to the minister with regard to the ministry's employees.

(Article/ 33)

The employee may not be assigned to perform more than one job at the same time.

(Article/ 34)

Training of the employees shall be considered as a part of the statutory job duties, whether within or beyond the working hours, and all ministries and government departments shall enable their employees to receive training based on the specialty of each employee.¹⁶

(Article/ 35)

Granting the employees scholarship to study abroad or dispatching them to study inside shall be in accordance with the requirements of the work interest, and the Regulations of Scholarship and the Regulations of Dispatch shall specify the rules, provisions and procedures of scholarship and dispatch.¹⁷

(Article/ 36)

Periodic reports for each employee shall be prepared under regulations issued by the Chairman of Civil Service Council.¹⁸

¹⁵ Based on this Article, implementing regulations entitled (Regulations of Delegating Authorities) have been issued under the Directive of the Civil Service Council No. (KH M/427/957), dated 29/10/1427 AH. The Regulations have been developed, redrafted and numbered. The Regulations have been issued by the Decision of H.E the Minister of Civil Service No. (703/11722), dated 22/11/1427 AH.

¹⁶ The Regulations of Training have been issued by the Decision of the Civil Service Council No. (16) dated 19/02/1398 AH.

¹⁷ This Article has been amended under the Royal Decree No. (57/M) dated 24/05/1438 AH, to become as stated above.

¹⁸ Job Performance Management Regulations was issued by the decision of H.E the Minister of Civil Service No. (700/5202) dated 10/09/1437 AH.

Excluded Jobs

(Article/ 37)

Certain jobs may be excluded from some provisions included herein by virtue of a decision of the Civil Service Council.

(37/1)

The excluded positions may be filled by the public officers or others.

(37/2)

Jobs excluded from competition may be filled only after the Ministry of Civil Service validates the legally required qualification.

First: (Jobs Excluded from Competition)

(37/3)

The following jobs shall be excluded from competition:

- A. Heads, assistant heads and members of the Commissions for the Promotion of Virtue and the Prevention of Vice;
 - B. Supervisors over teachers in the Grand Mosque and the Prophet's Mosque;
 - C. Teachers of religious sciences;
 - D. Heads and officers of the secret archive and code in the emirates and the relevant marakiz (administrative centers);
 - E. Heads of emirates offices;
 - F. Jobs of the Council of Ministers, as agreed upon with the Minister of Civil Service;
 - G. The functions of the public investigation and intelligence, as agreed upon with the Minister of Civil Service;
 - H. Marriage registrars;
 - I. Head Fractures and Facial Injuries (compensation) Estimators;
 - J. Heads of Municipality;
 - K. Secretaries and members of trial penal in the disciplinary commission;
 - L. Controllers and investigators of the Disciplinary and Investigation Authority;
 - M. The functions of religious guidance, mosque Imams, Muezzins and cleaning workers for the Two Holy Mosques Service, and washers of the dead persons;
 - N. Jobs of combating drugs, forgery and counterfeiting, weapons and ammunition;
- Jobs of the Secret Office of His Highness the Minister of Interior and H.E Deputy;
 - The job of a secret secretary (tasked with managing incoming and outgoing confidential files and papers);
 - Secretary (for small emirates and related marakiz (administrative centers));

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- Secret cases investigator;
- Code writer;
- Chief of village complex;
- Secretary of village committee;
- The jobs of girls' education agents in the regions;
- The jobs of the Office of H.E the Minister of Defense. It is also excluded from the selection in the case of promotion. The appointment or promotion shall be made by choosing from those who fulfill the conditions and by a decision of H.E the Minister;
- Director of the Minister's Office, Director of the Office of the Independent Commission Head (Decision of Civil Service Council No. (5) dated 03/04/1397 AH);
- Civil jobs for the Special Security Force (Decision of Civil Service Council No. (17) dated 19/12/1398 AH);
- Director of H.E the Emir's Office, Director of the Undersecretary's Office, Head of the Emirate's Diwan (Decision of Civil Service Council No. (13) dated 25/01/1398 AH).
- Head of the secret school for girls' education (Decision of Civil Service Council No. (59) dated 16/09/1398 AH);
- Directors of advocacy offices abroad (Decision of Civil Service Council No. (75) dated 18/10/1398 AH);
- Communication functions at the Ministry of Interior (Decision of Civil Service Council No. (50) dated 06/03/1398 AH);
- The following jobs of the Special Emergency Command: Director of the Department of Secret Affairs and six other titles, including: Archive officer, code officer and Arabic and English typist (Decision of Civil Service Council No. (288) dated 25/08/1400 AH).
- A number of positions at the National Security Council (Decision of Civil Service Council No. (438) dated 20/04/1401 AH);
- Director of the Financial Follow-up Division (10th rank) (Decision of Civil Service Council No. (439) dated 20/04/1401 AH);
- Head of the Sub-Municipality of the South (Decision of Civil Service Council No. (520) dated 07/08/1401 AH);
- Director of Tribal Disputes Department (10th Rank) and Director of Decisions and Rules Department (10th rank);
- Forensic investigator (10th rank), consultant (10th rank), Badiya (Desert) cases investigators (8th rank) at the Ministry of Interior (Badiya (Desert) Affairs) (Decision of Civil Service Council No. (444) dated 04/05/1401 AH);
- Jobs of the Office of H.E the Minister of Interior for Studies and Research (Decision of Civil Service Council No. (685) dated 29/04/1402 AH);
- Director of Cases Department (9th rank) in Commissions for the Promotion of Virtue, such position shall be as agreed between the Ministry of Interior and the Ministry of Civil Service (Decision of Civil Service Council No. (137/1) dated 24/07/1407 AH);
- Jobs in the External Contract Department at the Ministry of Defense and Aviation (Decision of Civil Service Council No. (115) dated 20/04/1399 AH);

Certain jobs of the Research and Development Department at the Ministry of Defense: such jobs are excluded from competition and selection for the purpose of appointment and promotion. Such jobs are computer civil engineer (9th rank), laboratory analyst (7th),

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- mechanical engineer (7th and 8th rank), systems engineer (9th rank) and computer engineer (8th rank) (Decision of Civil Service Council No. (281/1) dated 25/08/1413 AH);
- The following jobs of the Research and Development Department at the Ministry of Defense are excluded from competition and selection for the purpose of appointment and promotion: Supervising mechanical engineer, mechanical engineer, electronic engineer, chemical engineer, electrical engineer, computer engineer, computer analyst, computer engineering technician, computer operator, methods analyst, physicist, computer data recorder, programmer, translator and the future increases at the same titles to such jobs (Decision of Civil Service Council No. (804/1) dated 28/07/1423 AH);
- Jobs: Director of Folklore Department (8th rank), supervisor of folklore (8th rank), trainer and musician in the General Presidency of Youth Welfare (Decision of Civil Service Council Decision No. (739) of 03/09/1403 AH). The Ministry of Culture and Media became responsible for filling such jobs after the culture affairs were transferred to the Ministry of Media;
- Managers of advocacy (Dawa) offices at home (Decision of Civil Service Council No. (738) dated 03/09/1403 AH);
- Director of Information Department (10th rank) at the Crime Research Center at the Ministry of Interior (Decision of Civil Service Council No. (930) dated 13/02/1405 AH);
- Director of Non-Saudi Affairs (10th rank) in the Emirate of Najran Province (Decision of Civil Service Council No. (1036) dated 12/05/1406 AH);
- Director of the Deputy Amir's Office in the emirates of the provinces (Decision of Civil Service Council No. (1035) dated 12/09/1406 AH);
- Jobs of the General Presidency for the Affairs of the Grand Mosque and the Prophet's Mosque (Royal Order No. (2665/M) dated 12/08/1404 AH);
- Public Security Investigation Officer (Decision of Civil Service Council No. (422/1) dated 07/02/1417 AH); and
- Chief of Qasas Al athar (Trackers) (8th rank) of the Mujahideen General Administration (Decision of Civil Service Council No. (1682/1) dated 20/04/1433 AH).
- The Royal Order no. (8377/B/7) was issued on 03/06/1420 AH to apply the same rules of the employees of the Department of Weapons and Ammunition at the Ministry of Defense to the jobs of Department of Weapons and Ammunition at the Ministry of Interior, pursuant to the decision of the Council of Ministers No. (650) of (1395 AH) and the Decision of the Civil Service Council No. (360).
- The Civil Service Council issued its decision No. (444/1) on 10/09/1417 AH to organize how to fill the vacancies of secret secretary at the government bodies.

The Civil Service Council issued its decision No. (562/1) on 14/07/1419 AH, which identifies the manner and requirements for filling the excluded jobs, as deemed appropriate by the government body. A committee of no less than (3) officers at the body shall be formed to

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- select the best candidates. The candidate shall remain for at least (4) years at the rank before being nominated for the next rank and shall get at least (good).^{19 20}

Second: Jobs Excluded from Qualification and Competition

(37/4)

The following job categories shall be excluded from competition and qualification:

- The Director of the Administration of the Grand Mosque in Mecca, who is selected by His Majesty the King.
 - Emirs (rulers of emirates) and their deputies (deputy rulers);
 - Heads of marakiz (administrative centers);
 - Qasas Al athar (Trackers);
 - Khoya (Private Guards of the King);
 - Brigade commander and assistant brigade commander in the National Guard;
 - Al-Tawarif (districts) and their heads;
 - Al- Hagganah (fighters on the camels' back) and their chiefs;
 - Assistant Director General of Weapons Supply and Savings (Decision of Civil Service Council No. (23) dated 06/03/1398 AH);
 - Chief of Police at the Ministry of Interior, Mujahideen Department (Decision of Civil Service Council No. (407) dated 30/02/1401 AH);
 - Qisas (Retribution) executors (Decision of Civil Service Council No. (427) dated 28/03/1401 AH);
 - Chief of division (10th rank) and assistant chief of the division (8th rank) in the Mujahideen Department (Decision of Civil Service Council No. (642) dated 03/03/1402 AH);
 - Chief of division and assistant chief of the division in emirates adjacent to the borders (Decision of Civil Service Council No. (1030) dated 08/07/1406 AH); and
 - Chief of Police at the Ministry of Interior (Decision of Civil Service Council No. (226/3) dated 22/06/1411 AH).
 - The Decision of the Civil Service Council No. (503/1) dated 20/06/1418 AH) has been issued to exclude any candidate, whom the MOI wants to nominate as General Manager of Mujahideen Branch in Gazan Province (12th rank), from some required qualifications.
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- Royal Order No. (M/307/7) dated 8/7/1418 AH was issued, stipulating that Saudi employees beyond 65 years may not be contracted with. It confirms the decisions issued in this regard to deal with all persons in accordance with the Law.

¹⁹ The Civil Service Council issued its decision No. (1709/433) dated 15/07/1433 AH to amend its decision No. (562/1) dated 14/07/1419 AH.

²⁰ The Council of Ministers issued its decision No. (296) dated 24/06/1436 AH, stating:

First: the Decision of the Civil Service Council No. (433/1709) dated 15/07/1433 AH shall not be effective.

Second: items (first) and (second) and paragraphs (a) and (c) of item (3) of the Decision of the Civil Service Council No (562/1) dated 14/07/1419 AH, related to the conditions of nomination for the job excluded from the competition, shall come into force again. In addition, the appropriate academic qualification for the job shall not be less than (very good). The competent minister, the like or whomever the minister authorizes may make an exception from this condition in the cases estimated by them.

Third: The employee who is working shall, upon being nominated for a job excluded from competition,

1- Fulfill the conditions in Article (i) of the Regulations of Promotions, promulgated by the decision of Civil Service Council No. (686/1) dated 15/03/1421 AH.

2- Get at least (Good) in the job performance in the last year.

(37/5)

Subject to Article (30/8) hereof, the employees occupying of the following jobs may be contracted with upon reaching the age of (65) years pursuant to the provisions of the Council of Ministers' decisions issued in this regard:²¹

1. The jobs of religious guidance, village and desert guides, mosque Imams and librarians of the Two Holy Mosques, mosques, marriage registrars and cleaning workers in the service of the Two Holy Mosques, and the washers of the dead persons;
2. The staff of the General Presidency of Religious Supervision at the Grand Mosque (Currently, the General Presidency for the Affairs of the Grand Mosque and the Prophet's Mosque);
3. The heads and members of the commissions for the Promotion of Virtue and Holy Quran tutors;
4. Khoya (Private Guards of the King) and their chiefs, chiefs of Al- Hagganah (fighters on the camels' back) and their chiefs and Qisas (Retribution) Executor;
5. Mayors;
6. Brigade commander and assistant brigade commander in the National Guard;²² and
7. Jobs of emirs (rulers of emirates), deputy emirs (deputy rulers), heads of marakiz (administrative centers), Qisas (Retribution) executors and their chiefs (Decision of Civil Service Council No. (287) dated 25/08/1400 AH).^{23 24}

(Article (37) Bis)

The provisions included herein shall apply to all civil servants who occupy permanent jobs in the state's general budget, excluding the employees of the authorities to whom special laws or regulations apply within the limits of the rules stipulated by such laws and regulations.²⁵

(Article (38))

This Law shall replace the Employees Law promulgated by Royal Decree No. (5/M) dated 1/2/1391 AH, as follows:

- A. For employees who are originally subject to this Law; and
- B. With regard to the employees for whom the said Law is considered as supplemental to the laws governing their conditions, within the limits stipulated in those laws.

²¹ The Article (30/8) has been canceled along with the articles related to the termination of service. The Regulations of Service Termination replaced such articles as of 17/II/1423 AH. Article (6) of the Regulations of Service Termination replaced (30/8) hereof.

²² Such jobs have been added under the Decision of Civil Service Council No. (222) dated 29/01/1400 AH.

²³ The Decision of Civil Service Council No. (222) was issued on 29/01/1400 AH, stipulating that the contract for the jobs mentioned in Article (37/5) shall be in return for remuneration equal to the first wage of the rank occupied at the time of retirement.

²⁴ The Decision of Civil Service Council No. (2000/1) was issued on 25/07/1410 AH, stipulating that H.E the Minister of Interior may extend the service of the MOI employees, who occupy the jobs subject to Article (37/5) hereof, to (65) years after reaching (60) years:

1- Khoya (Private Guards of the King) and their chairmen 2- Qasas Al athar (Trackers) 3- Emirs (rulers of emirates) 4- Heads of marakiz (administrative centers) 5- Chiefs of Al- Hagganah (fighters on the camels' back) 6- Mayors 7- Deputy emirs (deputy rulers) 8- Qisas (Retribution) executors and their chiefs). *

*Note: with regard to job titles in the above 3, 4 and 7, the titles have, upon issuing the Provinces Law, been changed to the following: - Governors, Deputy governors and heads of marakiz (administrative centers).

²⁵ This Article has been added under the Royal Decree No. (57/M) dated 24/05/1438 AH.

Implementing Regulations of the Civil Service Law

(Article/ 39)

The Civil Service Council shall issue the regulations for this Law.

(Article/ 40)

The Council of Ministers shall have the right to interpret this Law.

(40/1)

- A. The dates shall be based on Umm Al-Qura calendar.
- B. In the implementation of the provisions hereof, the month shall be (30) days, unless otherwise stipulated.

The Regulations was updated in 1438 AH



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