



**Minister's Office**  
**Ministerial Decision**

**Minister of Human Resources and Social Development,**  
**Based on authorities duly granted to him.**

Having reviewed the Labor Law issued under the Royal Decree no. (M/51) dated 23/8/1426H, amended under the Royal Decree no. (M/24) dated 12/5/1434H, the Royal Decree No. (M/46) dated 5/6/1436H, the Royal Decree no. (M/14) dated 22/2/1440H, and the Royal Decree no. (M/134) dated 27/11/1440H, and Articles (11), (26), and (121) thereof; reviewed his Majesty the King's Telegram No. (38100) dated 15/8/1432H that includes the approval on the program for incentivizing entities to localize jobs (Nitaqat); and reviewed the Ministerial Decision no. (4040) dated 12/10/1432H, and the Ministerial Decision no. (939) dated 20/6/1438H that is relevant to Nitaqat to improve the labor market performance.

According to the interest of work.

**Decides as follows:**

**First:** The targeted entities in the economic activities indicated in this clause shall abide by the following recruitment requirements:

**A. Targeted Economic Activities:**

It includes construction and building processes, provision of petroleum, natural gas, electricity, water, and gas, provision of health services, mines and quarries, cement industry, petrochemical industries, coal, rubber, and ready-mix concrete industry, stone, granite and brick industry. It also includes the manufacture of plastics, bottled drinks, disposable products, metal and chemical industries, and transport sector industries. Furthermore, it includes the general manufacture of consumer goods, food industries, plastic, and fabric, building and carpentry materials and equipment, household appliances and

accessories together with dairy products, jewelry, and money production.

**B. Minimum Rate of Recruitment, Localization, Targeted Entities and Graduation:**

Equation of (1:50) shall be applied: one worker of occupational health and safety for every (50) workers of the entity (mega, big, and medium entities), which represents 2% of the total workers as per the following table:

Entity Size	Date of Recruitment+ Rates of Gradual Localization (Total Occupational Health and Safety Workers)		
	Localization rate not less than 30%	Localization rate not less than 50%	Localization rate not less than 70%
Mega and Big (500 workers or more)	1/4/2020	1/1/2021	1/1/2022
Medium C (200-499 workers)	1/4/2020		
Medium B (100-199 workers)	2/8/2020		
Medium A (50- 99 workers)	4/10/2020		

The guide shall be followed to calculate the numbers of workers recruited, rates of localization, and rates of professional and practitioner of occupational health and safety.

**Second:** The targeted entity in economic activities indicated in this Clause shall abide by the following recruitment requirements:

- A. Targeted Economic Activities:
- B. Economic activities other than those indicated in Clause (First).
- C. The Minimum Rate of Recruitment, localization, Targeted Entities and Variance:

The equation of (1:100) shall be applied: one worker of occupational health and safety for every (100) workers of the entity (mega, large, and medium entities), which represents 1% of the total workers as per the following table:

Entity Size	Date of Recruitment + Rates of Gradual Localization (Total Occupational Health and Safety Workers)		
	Localization rate not less than 30%	Localization rate not less than 50%	Localization rate not less than 70%
Mega and Big (500 workers or more)	1/4/2020	1/1/2021	1/1/2022
Medium C (200-499 workers)	1/4/2020		
Medium B (100-199 workers)	2/8/2020		
Medium A (50- 99 workers)	4/10/2020		

The guide shall be followed to calculate the numbers of workers recruited, rates of localization, and rates of professional and practitioner of occupational health and safety.

**Third:** There are two main levels of occupational health and safety officials-professionals and practitioners- including various job titles and descriptions developed by the occupational health and safety profession.

**Fourth:** The number of workers in the occupational health and safety shall be distributed to the professional level between 30%-40% and practitioner level between 60%-70%. In case of fractions, it shall be rounded as indicated in the guide.



**Fifth:** The entities supervising the economic activities, that indicated in Clauses (First) and (Second), may add further localization requirements beyond those indicted in this decision without prejudicing the purpose and provisions of the Labor Law.

**Sixth:** The Ministry takes all procedures necessary for ensuring the entity adherence to the clauses of this decision. The entity, violating any of the decision's clauses, shall be subject to the penalties stipulated in the Labor Law and the relevant Ministerial Decisions.

**Seventh:** The guide is deemed an integral part of this decision; enforceable since the date of the decision issuance superseding any contradicting decisions issued by the Ministry.

**Eighth:** The decision shall be published once issued on the Ministry's website.

**Ninth:** the vice Minister of Labor takes the necessary procedures to implement the said guide.

Minister of Human Resources and Social Development,  
Eng. Ahmed bin Sulaiman Al-Rajhi  
(Signed)

## Guide to Localization of Occupational Health and Safety Jobs

### 1. Introduction:

As the Ministry of Labor and Social Development is eager to enhance the occupational health and safety practices in a way protecting workers' health and safety, safeguarding properties and environment, and creating job opportunities that can attract in different regions of KSA, in the private sector;

As the Ministry strives to localize sectors and target jobs according to the objectives of Saudi Vision 2030, This decision has been issued to contribute to enhancing the concept of "an attractive work environment" and raise the percentage of participation of male and female citizens in the labor market.

To clarify the details of this decision, this guide has been designed as a compulsory appendix to this decision, so that it helps the employers, workers, and those concerned to know about the requirements for Localization of occupational health and safety jobs. This guide gives the percentages for entities according to their size and the various activities targeted for localization. Furthermore, it deals with the concepts of safety professional and practitioner that this guide is targeting and the requirements for achieving it together with the measures taken by the Ministry for achieving the requirements of this decision as well as the answers to some common questions.

### 2. Gradual Recruitment and Localization

(This part of the guide clarifies clauses (First), (Second), (Third), and (Fourth) of the decision).

The classification of entity sizes used in Nitaqat program has been used therein:

- Mega and big entities: 3000 workers or more and 500 workers or more.
- Medium entities(C): 200 -499 workers.
- Medium entities(B): 100-199 workers.
- Medium entities(A): 50-99 workers

- Micro entities: 49 workers or less, not included in the decision.

This classification is applied to both targeted categories indicated in clause (First) and (Second) of the decision.

To provide an opportunity to the entities of various sizes and activities for recruitment and localization, graduation has been used in localization and effective date as well. The below table clarifies the mechanism of applying the equation to the targeted entities of different sizes as indicated in Clauses (First) and (Second) and the mechanism of calculating the rates of the professional and the practitioner as per Clause (Third):

Targeted Activities in Clause (First) of the Decision:

Sizes of Entities	Application of Equation (1:50)	Application of Gradual Localization Equation 30%	Application of Gradual Localization Equation 50%	Application of Gradual Localization Equation 70%	Application of 30%-40% Professional	Application of 60%-70% Practitioner
Establishment Total Workers	Assumed Number of Occupational Health and Safety Workers	(Starting from the Effective Date) Assumed Number of Localization	(Starting From 2021) Assumed Number of Localization	(Starting From 2022) Assumed Number of Localization	Number of Professionals	Number of Practitioners
50-100	2	1	1	1	1	1
101-150	3	1	2	2	1	2
151-200	4	1	2	3	2	2
201-250	5	2	3	4	2	3
251-300	6	2	3	4	2	4
301-350	7	2	4	5	3	4
351-400	8	2	4	6	3	5
401-450	9	3	5	6	4	5
451-500	10	3	5	7	4	6
501-550	11	3	6	8	4	7
551-600	12	4	6	8	5	7

601-650	13	4	7	9	5	8
651-700	14	4	7	10	6	8
701-750	15	5	8	11	6	9
751-800	16	5	8	11	6	10
801-850	17	5	9	12	7	10
851-900	18	5	9	13	7	11
901-950	19	6	10	13	8	11
951-1000	20	6	10	14	8	12
1001-1050	21	6	11	15	8	13

- In case of employing workers exceeding the percentage determined in this decision, all equations of localization, professional and practitioner shall be applied.
- In case of fractions, it shall be rounded to a higher or lower figure; 5.0 or more shall be rounded to a higher figure and less than 5.0 shall be rounded to a lower figure.

#### Activities targeted in Clause (Second) of the decision:

Sizes of Entities	Application of Equation (1:100)	Application of Gradual Localization Equation by (30%)	Application of Gradual Localization Equation by (50%)	Application of Gradual Localization Equation by (70%)	Application of Equation (30%- 40%) Professional	Application of Equation (60%-70%) Practitioner
Total Workers of Entities	Assumed Number of Occupational Health and Safety Workers	(Starting from the Effective Date) Assumed Number of Localization	(Starting from 2022) Assumed Number of Localization	(Starting from 2021) Assumed Number of Localization	Number of Professionals	Number of Practitioners
50-100	1	0	1	1	0	1
101-200	2	1	1	1	1	1
201-300	3	1	2	2	1	2

301-400	4	1	2	3	2	2
401-500	5	2	3	4	2	3
501-600	6	2	3	4	2	4
601-700	7	2	4	5	3	4
701-800	8	2	4	6	3	5
801-900	9	3	5	6	4	5
901-1000	10	3	5	7	4	6
1001-1100	11	3	6	8	4	7
1200-1101	12	4	6	8	5	7

- In case of employing workers exceeding the percentage determined in this decision, all equations of Localization, professional and practitioner shall be applied.
- In case of fractions, it shall be rounded to a higher or lower figure; 0.5 or more shall be rounded to a higher figure and less than 0.5 shall be rounded to a lower figure.

### 3. Requirements of Professional and Practitioner

For regulating the occupational health and safety profession and improving its value and quality, the requirements of the professional and practitioner have been developed in this decision:

- A. The accreditation number of the occupational health and safety certificate of the practitioner and professional shall be obtained from the accredited bodies chosen by the Ministry for such mission.
- B. The occupational health and safety certificate is given to the holders of the following qualifications:

- Master's degree or PhD in occupational health and safety from locally or internationally accredited body. As for foreign qualifications, the equivalency certificate shall be obtained.
  - Bachelor's degree in occupational safety and health or any other major from locally or internationally accredited body. As for foreign qualifications, the equivalency certificate shall be obtained.
  - Diploma in occupational health and safety or any other major from locally or internationally accredited body. As for foreign qualifications, the equivalency certificate shall be obtained as well as the practical expertise shall not be less than (10) years in the field of occupational health and safety.
- D. To obtain the occupational health and safety certificate together with the accreditation number of the professional, the requirements determined by the Ministry shall be met through the entities chosen by the Ministry for providing such certificates.
- E. The occupational health and safety certificate is given to the holders of the following qualifications:
- Diploma in occupational health and safety or any other major from locally or internationally accredited body. As for foreign qualifications and for those whose practical expertise is less than (10) years in the field of occupational health and safety, the equivalency certificate shall be obtained.
- F. To obtain the occupational health and safety certificate together with the accreditation number of the professional, the requirements determined by the Ministry shall be met through the entities chosen by the Ministry for providing such certificates.
- G. As for the qualification holders indicated in Paragraph (B) of the requirements of the professional and practitioner, the trainee may get the certificate of the practitioner as per the procedures taken in term of training and testing.

H. When registering occupational health and safety workers (Saudi or Non-Saudi) in the General Organization for Social Insurance, the employer shall enter the accreditation number of the certificate of the professional or practitioner in the field specified. Thereupon, the number of occupational health and safety workers (Saudi and Non-Saudi) will be calculated in conformity with the entity size in order to ensure the compliance with the requirements of recruitment, localization, professional, and practitioner included in this decision.

#### 4. Frequent Questions:

**Question (1): Is the decision of job localization applied at the same time of Nitaqat?**

Answer (1): Yes, the decision of job localization is applied to the jobs indicated therein. Furthermore, the penalties stipulated therein shall be applied regardless of the scope of the entity in Nitaqat. In other words, the scope of the entity in Nitaqat does not affect the calculation of localization percentage in occupational health and safety job.

**Question (2): Is the percentage will be adjusted to localize the occupational health and safety job in future?**

Answer (2): The Ministry of Labor and Social Development ensures that the technical aspects relevant to the expertise required in some fields are taken into account; so that, the decision determined the maximum localization rate by 70% by the year 2022. Meanwhile, the Ministry attempts to reduce the unemployment rate and provide job opportunities for the male and female citizens. Accordingly, number of decisions and initiatives that contribute to the provision of appropriate jobs have been issued. The Ministry considers the number of male and female graduates, male and female job seekers, and labor market capacity and needs in the private sector.

**Question (3): Are the retirees included under localization decision?**

**Answer (3):** The entity may recruit the retirees as per the Labor Law without being included under the localization rate.

**Question (4):** What is the minimum wage paid to the professional or practitioner?

**Answer (4):** Subject to the Saudi Labor Law, there is no minimum wage.

**Question (5):** Is it possible for the occupational health and safety works to be performed by any of the entity workers from other departments beside their fundamental works, such as the administrative official, sales officer, quality inspection officer, production official, etc.?

**Answer (5):** Subject to the clauses of this decision, occupational health and safety works shall be only performed by a worker specialized in such profession. However, the workers representing different departments may participate in performance of the occupational health and safety liabilities without violating the clauses of this decision related to the recruitment of workers specialized in occupational health and safety profession as per the rates of recruitment, localization, professional, and practitioner indicated therein.

**Question (6):** What is the method adopted for calculating the rate of recruitment and job localization?

**Answer (6):** The said worker shall obtain an occupational health and safety certificate (with an accreditation number) from the entities chosen by the Ministry. Thereafter, the employer shall enter the accreditation number in the system of the General Organization for Social Insurance (field specified). Accordingly, the rate of recruitment and localization will be automatically calculated and recorded in the Ministry's data, as there is an automatic connection between the Ministry and Social Insurances.

**Question (7):** What is the language used in providing the training courses and printing out the training curricula for the professional and practitioner?

Answer (7): Arabic language is the primary language used to provide training courses, training curricula, and tests; however, there are centers that provide training courses, training curricula, and tests in English language.

**Question (8): As for the training curricula of the professional and practitioner that are provided in Arabic, do not we need to inform the trainers with the English terminologies of the profession?**

Answer (8): The Ministry allocated certain hours to teach the trainees of the training curricula of the professional and practitioner the necessary English terminologies of the profession enabling them to engage quickly in the working environment and adapt to English terminologies of the profession.

**Question (9): Is there a comprehensive geographical coverage for the training centers, which provide training curricula, in different regions of KSA?**

Answer (9): The Ministry ensured the availability of the largest possible number of training courses that provide training curricula for professional and practitioner in the most regions of KSA.

**Question (10): What is the quality of the outputs of the training curricula provided for the practitioner and professional?**

Answer (10): The Ministry ensured the availability of quality standards; for developing the training curricula, qualifying the training centers that would provide such training and evaluation, managing the training and evaluation by neutral auditors, and providing the necessary tests, maintaining its confidentiality and correcting it by neutral auditors from the entity approved by the Ministry for control and follow up.

**Question (11): How to know the entity approved by the Ministry for managing the training, qualification, and testing processes, that are related to the training curricula of the practitioner and professional, and the requirements of obtaining the certificate?**

**Answer (11):** An announcement will be published on the Ministry's official website as well as on the occupational health and safety website affiliated to the Ministry ([www.sosh.mlsd.gov.sa](http://www.sosh.mlsd.gov.sa) ) revealing the entities approved by the Ministry for such mission.