

Ministerial Decision No. (                    ) dated                    /                    /14 \_\_\_\_  
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**The Minister of Labor and Social Development,**

After reviewing the Labor Law issued by the Royal Decree No. (M / 51) on 23/08/1426 H, and after reviewing the Article Eleven bis of the Labor Law, stating that the Minister has the right to take measures that would ensure the improvement of the performance of the labor market, and after reviewing the Article Twenty-Six related to determining the percentage of localization in the firms, and after reviewing the Telegram of the Supreme Decree No.(38100) dated 15/08/1433 H, that includes approval of the Program of Incentivizing firms to localization (Nitaqat), and upon perusal of the Ministerial Decision No. (4040) dated 12/10/1432 H, and after reviewing the requirements for regulating distance working issued by Ministerial Decision No. (792) dated 12/02/1436 H, and pursuant to the powers duly entrusted to him,  
**Decides as follows:**

**First:** The "Telework" means: A worker performs his job duties in a place other than the usual workplace in the Kingdom, using any of the means of communication and information technology.

**Second:** Teleworker: each Saudi natural person who performs their work remotely for an employer - away from his direct control -, and under his supervision and management, for a wage.

**Third:** Where no text is mentioned in this Decision, the contractual relationship of the " Teleworker " shall be subject to the provisions of the Labor Law. The contractual relationship of the " Teleworker " is regulated by a written work contract in which it is expressly stated that work for the employer is "remotely", as well as specifying the place or places in which the work can be performed, job tasks, job description =, the number of working hours, the start and end times of work, amount of the wage and all rights and allowances, in addition to any other rights stipulated in the Labor Law or Ministerial Decision and internal regulations approved in the firm.

**Fourth:** For employment of "Telework", which is subject to this decision , the employer is required to abide by the public safety measures -



which shall be available in the workplace - when determining the place or places of telework in order to maintain the safety of the worker.

**Fifth:** The work time for telework may be at other than the approved working hours in the firm, provided that the working hours are determined according to the circumstances, nature and need of work, taking into account the provisions of the Labor Law and the Ministerial Decisions issued therewith.

**Sixth:** In order to employment " teleworkers", registration on the electronic portal specified by the ministry is required.

**Seventh:** "Saudis teleworkers" of persons with disabilities are counted by one in the localization percentage calculated within the "Nitaqat" program.

**Eighth:** Teleworkers shall be registered in General Organization for Social Insurance.

**Ninth:** The Ministry actively reviews the implementation of this decision periodically, and it shall be updated whenever the need arises in accordance with the novelties of the labor market, and in accordance with the development proposals it receives, and in a way that fulfills the Royal Decrees and the Council of Ministers Resolutions issued in this regard

**Tenth:** This Decision shall come into force as of the date of its issuance, and shall repeal all previous Decisions that are inconsistent therewith, and it shall be published in the Official Gazette and on the Ministry's website.

**Eleventh:** The Vice Minister shall take the necessary measures to implement this decision.

God Bless

Minister of Labor and Social  
Development

//Signed//

Ali bin Nasser Al Ghafis



Human Resources and  
Social Development

Ministry of Labor and Social  
Development

Vision 2030

Kingdom of Saudi Arabia

Minister's Office

Issue: 120453

Date: 18/12/1438 H.

Enclosures: 2