

Ministerial Decision No. (3614) Dated 10/08/1435 H

Regulating Recruitment and Transfer of Services from The Female Workers in the Economic Activities

The Minister of Labor:

After reviewing the provisions of Articles (32) and (41) of the Labor Law and after reviewing the Royal Decree no. 34457 dated 22/08/1423 H, which authorize granting entry visas for the purpose of working with the government agencies, companies, institutions and individuals to the Ministry of Labor and after reviewing Council of Ministers Resolution No. (120) dated 12/04/1425 H, regarding increasing women's work opportunities and fields. And based on what the public interest requires to regulate the rules and controls for the recruitment and transfer of services from the female workers in the economic enterprises.

Decides as follows:

First: The recruitment and transfer of the services of female workers in the private sector shall be limited in the following economic activities:

1. Health and educational entities only, provided that government approval is obtained from the authorized body for the number and professions of female workers that the entity needs.
2. entities with a purely female activity, provided that this is stipulated in the commercial register and the license of the enterprise, and that all workers in the entity are females, except for the support services professions which by their nature require male workers.

Second: Before approving the application for recruitment or transfer of services, the Human Resources Development Fund shall ensure that there are no qualified Saudi women cadres to cover the entity's need for the professions to be recruited or transferred services to, within a period of one month from the date of submitting the request.

Third: The recruitment or transfer of services to the entities specified in Paragraph (2) of the first clause, related to the sale of women's necessities, or the same industrial activities, shall be limited to

professions (experts) for training purposes and the professions of cleaning workers only.

Fourth: The recruitment or transfer of services to the entities specified in Paragraph (2) of Clause (1) related to their activities (children's hospitality centers), shall be limited to the professions of cleaning workers only.

Fifth: The recruitment or transfer of services to the entities specified in Paragraph (2) of Clause (1) of the male workers is limited to the support services professions that require a male worker only because of their nature.

Sixth: In the recruitment application or the request to transfer services to these entities, the conditions stipulated in Nitaqat Program Guideline and Recruitment Standards shall be met.

Seventh: The work of the recruited or transferred services shall be in full-time, part-time or remote work is prohibited.

Eighth: Subject to the provisions of the regulations, the age of the applicant shall not be less than twenty-one years.

Ninth: The entity shall prepare adequate housing and transportation from the residence to the workplace and vice versa for the worker recruited.

Tenth: The entity shall provide a work environment characterized by privacy and independence, in accordance with the provisions of the labor law and the ministerial decisions issued regarding women's work.

Eleventh: Without prejudice to the penalties stipulated in the relevant laws, the entity shall be prohibited from recruiting and transferring the services of the female workers for a period of five years, if it is proven that it violates this decision.

Twelfth: This decision cancels all the previous decisions that contradict with it, and it shall come into effect from the date of its issuance.

Thirteenth: The Vice Minister shall take the necessary measures to inform and implement this decision.

God Bless,



Human Resources and
Social Development

Minister of Labor

//Signed//

Adel bin Mohammed Fakh

Ministry of Labor
Vision 2030
Kingdom of Saudi Arabia
Minister's Office
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