

The Executive Regulation of the Private Civil Security Guard Law

Article (1)

The following terms occurring in this law shall have the meanings indicated opposite each of them unless the context requires otherwise:-

Private Civil Security Guarding: The security service provided by the firms and the companies authorized to the work with fee-for-service the Kingdom for fee for whom it may require or that occurs through the direct contacting with authorized civil security guards.

Private Civil Security Guarding Firms: Saudi owned firms established by authorization of providing private civil security service for whom it may request for fee.

Security Guard: The person charged to the establishments guarding for its relative persons security and safety, money and properties and protecting it against aggression and theft.

The Regulation: The executive regulation of this law

Article (2)

The entities determined in this law shall commit to set private civil security guarding on their establishments according to the law of private civil security guarding and its regulations. No entities may employ civil security guarding, otherwise having authorization from the competent entity (general security office- criminal security office) according to what determined herein in this regulation and entities that obliged to employing guarding are:

1. Financial firms and companies worked in the Kingdom (like banks, currency exchange, investment companies and national insurance companies).
2. National and foreign educational and training establishments.
3. Large national and international restaurants firms and companies.
4. Large national and international agencies.
5. Large foreign tourism and lines agencies and offices
6. Large Saudi tourism and lines agencies and offices
7. Hotels
8. Furnished buildings with more than 10 flats.

9. Blocks with more than 20 flats.
10. Compounds with more than 10 villas.
11. Entertaining and tourist establishments.
12. Gymnasium
13. Ceremonies halls.
14. Hospitals, dispensaries, medical centers and national pharmacies.
15. Exhibitions and cars agencies.
16. Gold shops.
17. Commercial centers, compounds and markets.
18. Large national libraries.
19. Factories and warehouses.
20. Telephone cabinet (according to police consideration).

And new sites added according to the views of general security chief or who delegated in all provinces.

Civil security guarding field for the obliged or desired sites for setting security guard inside and out establishments determined as required and the view of police chief with insuring a appropriate place determined by the beneficiary in condition that guarding continues for 24 hours a day pursuant to the resolution of ministry of labor No. (142) dated 21/9/1416 (H) provided that each guard work hours are 8 hours a day scaled down to 6 hours in Ramadan. Civil security guard shall utilize equipments that assist him performing the work like: cars, wire and wireless communications, electronic security monitoring equipments, police dogs and what assist in self and site defense like: weapon, stick and what viewed by the competent entity according to the organized regulations, rule and instructions.

Article (3)

The obliged or desired entities or persons (providing self guard) may contract directly with Saudi persons that authorized to work as civil security guards (according to their training certificate they collected from security general training centers) in condition that the beneficiary shall acquire authorized from general security (criminal security) office in this regard.

If the number of guards is exceeding 20, the beneficiary shall establish security administration with acquiring authorized from general security (criminal security) office with bank guarantee amount (1000) SR for each guard for 5 years. This administration shall undertake the following:

- 1- Supervising directly and continuously sites guarded, and guards.
- 2- Cooperating with the competent security entities (province police, governorate police) and providing them with guards' sites and names.
- 3- Providing civil security guard with the equipments that enable him performing his work and protecting himself and the site he guarded.
- 4- Applying labors and social insurances law concerning salaries payment, labors dues, privileges, vacations and work hours.
- 5- Administration responsibility of all its powers, labors, and sites before private security entities.
- 6- Employing of this guarding shall be limited to companies' establishments and money or the affiliated companies.
- 7- Setting electronic monitoring equipments inside and outside the site guarded.
- 8- Committing of with the uniform as provided in article 8 of this regulation.
- 9- Participating in suns program relating of data and information entering of the administration and its relative persons by computer through national data center affiliated to the ministry of interiors.

Article (4)

a- The following conditions shall be followed for individual firms and companies authorized to practice private civil security guarding and are applicable at requesting the owner authorization on all partners and the board of directors chairman of companies:

- 1- The individual company and firms shall entirely owned by Saudi person.
- 2- Authorization requester shall be not less than 25 years old whether it is a partner or owner.
- 3- Requestor shall not have been subjected to any hadd (Sharia punishment) or any other sentence in connection with a crime that impugns integrity, otherwise having rehabilitation.
- 4- Requestor shall not be dismissed from military or civil service by decision issued by a disciplinary board except where a minimum period of three years has expired since execution of that decision.
- 5- The requestor shall have enough capital and required means that enables him for providing security guards and equipped them with guarding equipments.

6- The requestor shall read and write.

7- The private civil security firms and companies shall be classified to three categories with condition of submitting a determined bank guarantee for each category that be valid for 5 years (authorization period) in the name of the ministry of interior/ general security for executing labors due payments when their firms fail to pay on time according to labor & employment law. The categories are:

First Category: It may employ 1000 guards (one thousand guards) in condition submitting a bank guarantee valued one million SR and it may increase guards number over what decided after the approval of ministry of interior or his delegated, and according to that the bank guarantee increased with 1000 (one thousand Riyal for each guard).

Second Category: It may employ guards not exceeding than 700 (seven hundred guards) in condition submitting a bank guarantee valued 700 000 SR (seven hundred thousand SR).

Third Category: It may employ guards not exceeding than 400 (four hundred guards) in condition submitting a bank guarantee valued 400 000 SR (four hundred thousand SR).

b- The authorization is issued by the general security director after issuing a written approval of ministry of interior or who delegated relating to practicing private civil security guarding activity for five years renewed for the same periods pursuant to the following conditions and terms:

Firstly: documents required for issuing new authorizations:

1- A letter directed to general security director including approving request of practicing private civil security guarding activity. This letter shall be mentioned in it: fourfold requestor name, family name, address, location, mobiles, facsimile numbers, mail address and the province (s) that he desires to practicing the activity in with determining the category (1,2,3) according to the classification indicated in clause (a) of this article.

2- A copy of identity card (very clear).

3- Certified recent copy from ministerial agency of civil affairs for profession confirming.

4- Certificate of police record from the bureau of criminal identification

5- The last education certificate.

6- Filling the application of request.

7- A copy of the commercial register if found, if not an origin sealed certificate from commercial registration office shall be acquired including the registration of the name for the firm or the company and confirming that this name is currently unoccupied by another firm or company.

8- If the request submitted from accompany, a copy of establishing contract shall be attached signed by the partners and certified by authorized lawyer office.

9- Filling and signing the commitment.

10- Final bank guarantee relating to the determined amount payment of the category required for 5 years in the name of minister of interior.

11- Attaching what confirmed the participation of the company or the civil guarding firm in the suns system relating to data and information entering by computer through national data center affiliated to the ministry of interiors.

12- Three recent colored photos (4 × 6).

13- Accreditation from the firm or company owner certified by chamber of commerce in case of there is a Saudi person delegated for following and receiving the authorization.

Secondly: documents required for renewing the authorization:

1- A letter directed to general security director including approving request for renewing the authorizations.

2- Renewing the bank guarantee for the period of renewing the authorization.

3- A statement of the places currently guarded by the company/ firm (if any).

4- A copy of the contracts that the company/ firm currently executing. These copies shall be ratified by origin seal of the guarded entity with determining in writing their validity date (if any).

5- A statement of security guards and administrative staff and their identity cards number, their work sites and their salaries.

6- A certificate from general organization for social insurance notified that supervisors and guards in the company/ firm or entity they affiliated to participating in social guaranty of social

insurance.

7- The origin old authorization shall be attached.

8- A copy of a valid commercial registry of the civil security activity.

9- Entire updating for the address of the firm/company/ entity/ which indicates the headquarters and the branches and their sites.

10- Attaching what confirmed the participation of the company or the civil guarding firm in the suns system relating to data and information entering by computer through national data center affiliated to the ministry of interiors.

11- Accreditation from the firm or company owner certified by chamber of commerce in case of there is a Saudi person delegated for following and receiving the authorization.

- The police shall not renew the authorization for the company/ firm/ entity if not avoiding these notices.

Thirdly: Documents required for raising the category or augmenting the field of practicing the activity or changing the name are the following:

-All mentioned in (secondly) of clause (b) of article (4).

Fourthly: property transferring and assignment:

- If the authorization issued, it may not transferred or assigned including that partial or entirely succession without a prior approval of the ministry of interior or his delegated with a condition that the assignee or transferee having the required conditions for issuing the authorization.

c- 100 SR fee shall be collected for each contracted security guard at issuing the authorization and at renewing. It is deposited through one of the banks works in the kingdom into the treasury in determined account. The authorization shall not issue or renewed, otherwise submitting a confirmation of payment within related documents.

Article (5)

All labors in civil security guarding companies/firms whether they are administrative staff, technicians, supervisors and guards shall be Saudi according to the following conditions:-

- 1- Shall be Saudi nationality.
- 2- Shall not less than 18 years old.

3- Shall have primary school certificate, higher certificates are favorable.

4- Shall have a certificate of good conduct.

5- Shall have Certificate of police record from the bureau of criminal identification and affirming his police clearance through criminal security office.

6- Shall have medical certificate.

7- Shall terminate the training provisioned in article (6) of this regulation.

8- Shall not be employed in other job.

Tasks of civil security guard:

i. Civil security guard has the power to arrest red-handed persons or persons try forced entry. He shall inform immediately the nearest police station or security responsible entity and his principal and proceedings file for that.

ii. Preserving security and safety of the establishment guarded and means and equipments received.

iii. Commitment of security work he charged and not engaged in other different works.

iv. Viewing and entirely knowledge of his tasks and site guarded, using equipments and means for performing his tasks and commitment of general accepted standards of behavior within his attendance in the site.

Article (6)

The authorized company/ firm shall commit to work in the field of civil security guarding, train its guards and qualify them for their tasks in general security training centers or authorized training centers according to the applicable organized regulations and instructions in general security training centers. It shall collect the entire costs of training from the guard entity but if the guard has no entity, the training costs shall be collected from him.

Article (7)

Security authorities (general security, province police, and governorate police) entitled to inspect and supervise private civil security guarding and their staff, sites guarded by them, their supervisors and guards for affirming their commitment of the law and its regulations. They cooperate with the province police or the governorate police for determining their guards needed for the

expected site and providing them copies of guarding contracts and a statement including sites guarded and numbers, names of guards and supervisors and their sites with necessity for an office of the company/ firm in the city it worked in.

Article (8)

Civil supervisors and guards shall commit to wear a uniform determined and provided by the entity they worked for according to what mentioned in permanent instructions of addresses and equipments of governmental security staff and private firms and setting emblem of the company/ firm on the shoulder and an identity card of guard or supervisor on the chest.

Article (9)

The companies/ firms that work currently in private civil security guarding shall terminate foreigners' services and replacing Saudis within 90 days of the date of this law and its regulation validity and a committee for that are set from the delegates of province principality or governorate, police, passport department and labors office. This committee presided by the province or governorate police director or their delegate for following that. The authorized companies/ firms that work currently in private civil security guarding shall amend their position according to the law of private civil security guarding and its regulations at the authorization renewing.

Article (10)

Saudi Commission for Investigation and Prosecution undertakes investigations and prosecutions in violations of private civil security guarding law and its regulations relating to its powers.

Article (11)

a- A resolution of the ministry of interior shall form committees - according to the assessment of general security director of each province – from three members: the province principality or the governorate and general security (province police or governorate police) and labor office. The police director or his delegate shall preside these committees in condition that a Shar'ia advisor or legal shall be found to view the violations of the private civil security guarding law and its regulations, and deciding the appropriate punishment according to article (12) of this law and its regulations without contradiction with the laws and powers of other entities. Minister of interior shall sign all their decisions.

b- The punished person may appeal before the ministry of justice within 60 days of the decision of the committee referred in clause a (a) of this law.

Article (12)

Persons violate any article of the private civil security guarding law or its executive regulations punished with one or more of the following punishment:

a- Written warning.

b- Closure of the company/firm violating headquarters for a temporarily period not exceeding one month.

c- A fine not exceeding than 50 000 SR paid through one of the banks works in the kingdom into the treasury in determined account and in returning the fine shall be multiplied.

d- The cancellation of the authorization. The cancellation shall not execute otherwise a decision issued by ministry of justice.

General security (province and governorate police) shall execute the punishment of violating entities.

Article (13)

This regulation shall be promulgated in the official gazette and shall be acted upon from date of promulgation.