



Human Resources and  
Social Development

## Regulation of Secondment

The Regulation of secondment has been issued by Civil Service Council Decision No. (1/749) dated 4/2/1422 AH, The Decision was notified by the Office of the Presidency of the Council of Ministers No. (7/3153/r) dated 6/3/1420 AH.

## Regulation of Secondment

The Regulation of secondment has been issued by Civil Service Council Decision No. (1/749) dated 4/2/1422 AH, approved by Royal Telegraphic Order No. (7/b/4252) dated 27/2/1422 AH, The Decision was notified by the Office of the Presidency of the Council of Ministers No. (4860/r) dated 7/3/1422 AH.

The Decision has stipulated the following:

**First** - the approval of the Regulation of Secondment in the form attached to such Decision.

**Second**- this Regulation shall be effective on the date of notifying.

**Third**- For those who are currently seconded, the secondment rules stipulated in the executive regulations of the civil service system shall continue to be applied to them until the end of the secondment or its extension. The said was kindly approved.

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### (Article 29 of the Civil Service Regulation regarding Secondment)

a- Services of the employee may be seconded after his approval to work for moral person public or private agencies, governments, authorities, or international organizations.

b- The administrative authority shall have the right to borrow one of the employees of agencies with a public or private moral personality, or an employee of governments, authorities, or international organizations, to work for it.

The regulation shall define the rules for borrowing and secondment. <sup>1</sup>

## The Regulation

### First Article: <sup>2</sup>

a- The secondment of the services of the occupants of the twelfth rank or less, or its equivalent, shall be by a decision of the competent Minister for a period not exceeding (one year). Such period may be extended for a period/ periods that shall not exceed (a year), provided that the related secondment period shall not exceed three years. The services of the employee shall not be seconded once again unless passing not less than three years from the date of completing the aforementioned limit, and the total of the secondment employees' periods shall not exceed six years during its service period in the country.

b- The secondment of the services of the employees of the twelfth rank or less, or its equivalent, shall be by Civil Service Council Decision and for the period specified by the Council.

c- The secondment of the services of the employees, whatever their positions or ranks, to work for a government, international or regional organization, shall take place by a Decision of the Civil Service Council and for the period specified by the Council, except for those seconded to work outside the Kingdom of teachers, judges or others for whom Royal Order No. (18551/3/M) dated 22/6/1395 AH has been issued.

### Second Article:

The services of the employee shall not be seconded in the following two cases:

a- If the appointed employee does not complete the regular probationary period.

b- If the employee got promoted however at least one year has not passed from the date of his actual commencement of the duties of the job to that the employee got promoted.

### Third Article:

a- The competent Minister may, after coordination with the beneficiary authority, terminate the secondment by a decision from him before the expiry of its period if the public interest requires.

b- The secondment shall expire with the force of the system if the employee has been appointed or got promoted to a higher rank during the secondment, except for the secondment to an international or regional organization.

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### Fourth Article:

a- The salary of the seconded employee shall be discontinued from the date of his leaving the work, after the issuance of the secondment decision until the end of his secondment period or its termination and the commencement of the work. After the approval of the Civil Service Council, if the public interest requires, the seconding entity may bear all or some of the salary of the seconded employee.

b- The employee seconded to one of the international or regional organizations and bodies shall be paid his basic salary, in addition to what is paid to him by the entity to which he has seconded. <sup>3</sup>

### Fifth Article:

## **Sixth Article:**

The secondment period shall be calculated from the calculated service for retirement purposes. The seconded employee shall pay, during that period, the retirement account based on the salary of his original job and the potential allowances accordingly. If the secondment is to private institutions or companies, the seconded employee shall bear the full pension deductions, including the corresponding share paid by the government.

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## **Opinions issued on the Regulation of Secondment**

Q1- Shall the secondment period fall within the period of fulfillment of the service required by the delegate for study or a scholarship?

A1- The secondment period shall be calculated as a service in the country according to the civil retirement system, as well as Article (6) of the secondment regulations.

A graduated employee who is seconded to a private company or institution shall be considered to have fulfilled his obligation if he works for these companies and institutions for the period of his studies or part thereof.

Q2- What is the extent to which the promoted employees who are covered by the educational regulations, or who are covered by the health jobs regulations, are obligated to perform the jobs they are promoted to for a period of not less than (one year) before they are seconded, in accordance with what is stipulated in Article - 3 /B of the Regulation of Secondment?

A2- The Regulations of educational and health jobs do not include a regulation for the secondment of those covered by its provisions. They are treated in this regard with the Regulation of secondment issued by Civil Service Council Decision No. (1/749) dated 4/2/1442 AH above attached, based on each of the two articles, (13) of the Regulations of Teaching jobs and (15) Regulations of the Health Jobs, which provide for a referral to the executive regulations in everything that is not stipulated in these two regulations. This necessitates obligating the promoted to these two cadres to spend the aforementioned period before considering seconding their services.

