



Human Resources and
Social Development

Implementing Regulations for Non-Governmental facilities for people with disabilities

Article 1:

1. The terms and expressions defined in Article 1 of the regulation on non-governmental social facilities for people with disabilities, issued by the Council of Ministers Decision No. (691) of 17/8/1445 H (27/2/2024), shall, whenever referenced in these Rules, retain the same meanings as specified in the regulation, unless otherwise indicated by the context.
2. The following terms, whenever mentioned in these Rules, shall have the meanings assigned herein unless the context otherwise requires:

Rules: The Implementing regulations governing non-governmental facilities for people with disabilities.

Guide: A comprehensive reference document outlining detailed requirements and procedures, issued in accordance with these rules, as stipulated in Article 15 thereof.

Section: A designated unit within a social facility that provides social services to people with disabilities, classified by age group, category or gender.

Article 2:

First: Specialized facilities licensed by the Ministry to offer social programs for people with disabilities are classified as follows:

1. Daily social welfare facilities shall be categorized as follows:
 - a) Classification by gender and age group:

Sex	Childhood	Adolescence	Youth	Adult
Male	-	From 12 Hijri years to 18 Hijri years.	From 18 Hijri years to 45 Hijri years.	Older than 45 Hijri years.
Female	From 2 Hijri years to 12 Hijri years. (Both genders)	From 12 Hijri years to 18 Hijri years.	From 18 Hijri years to 45 Hijri years.	Older than 45 Hijri years.

- b) Classification by type of disability:

Intellectual	Intellectual-Auditory	Intellectual-Visual	Intellectual - Kinetic	People with multiple disabilities (3 types of disabilities and more)
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- c) Classification by area of specialization:

Public centers (serves all kinds of disabilities)	Autism centers	Down Syndrome cases centers	Cerebral Palsy centers
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2. Residential and social welfare facilities.
 - a) Services shall be provided by female staff to children (male and female) up to the age of 12 years.
 - b) Services shall be provided by female staff to female beneficiaries over the age of 12.
 - c) Services shall be provided by male staff to male beneficiaries over the age of 12.
3. Social-housing facilities, which provide separate sections based on beneficiary's gender and age group, as shown in the table below.

Sex	Childhood	Adolescence	Youth	Adult
Male	-	From 12 Hijri years to 18 Hijri years.	From 18 Hijri years to 45 Hijri years.	Older than 45 Hijri years.
Female	From 2 Hijri years to 12 Hijri years. (Both genders)	From 12 Hijri years to 18 Hijri years.	From 18 Hijri years to 45 Hijri years.	Older than 45 Hijri years.

4. Multiple social facilities that offer more than one social program within a single headquarter.

Second: Facilities that engage in activities not exclusively targeted at people with disabilities and are licensed by the Ministry to conduct social program activities shall be classified as follows:

1. Educational facilities licensed by the Ministry of Education, namely:
 - a) Schools.
 - b) Training centers.
 - c) Boarding schools.
2. Health facilities licensed by the Ministry of Health:
 - a) Medical rehabilitation centers.
 - b) Long-term care hospitals.
 - c) Mental health centers.

Third: With respect to daily social welfare facilities referenced in paragraph (1) of section I of this Article, the following provisions shall apply:

1. Facilities shall specialize in a single age group but may accommodate multiple age groups, provided that separate sections are established for each age group.
2. Facilities may support multiple categories of disabilities, provided that specialized training classes are established for each type of disability (Auditory - visual - kinetic - intellectual).

Fourth: Concerning Social-housing facilities referenced in paragraph (3) of section I of this Article, the following provisions shall apply:

1. A Social-housing facility may specialize in a single age group, by gender of beneficiaries, by type of disability, or may operate as a general facility.
2. The maximum number of residents per room shall not exceed two persons.
3. Each building within the facility may accommodate no more than 25 persons with disabilities, with the option of maintaining multiple separate building.
4. Appropriate accommodations shall be provided to enable people with disabilities to maintain autonomy within the residence, in accordance with the specifications set forth in the guide.

Article 3:

A facility seeking to obtain a license shall comply with the following requirements:

First: Submit a license application indicating the type of the facility according to the classification set forth in Article 2 of these rules.

Second: Meet the licensing requirements as follows:

1. Licensee requirements:

Natural Personality	<ol style="list-style-type: none"> A. Submission of national identity. B. provision of a copy of the commercial register, ensuring the information therein conforms to that in the national identity. C. Shall not have been revoked due to breaches of work mechanism, instructions or a violations of professional ethics. D. Provision of a copy of the rehabilitation document, if previously convicted of a crime involving dishonesty or integrity.
Corporate Personality	<ol style="list-style-type: none"> A- Submission of a certificate of registration for associations or domestic institutions. B- Submission of a copy of the commercial register. C- Submission of a copy of the investment license, in the case of a foreigner. D- Provision of proof of the appointment of an independent administration for the social facility in cases of multiple administrations.

2. Infrastructure requirements by type of facility:

<p>Infrastructure requirements</p>	<p>A- Submission of municipal license. B- Submission of the civil defense license. C- Submission of a certified engineering report confirming:</p> <ol style="list-style-type: none"> 1. Compliance with comprehensive accessibility standards for people with disabilities. 2. Application of technical requirements associated with each social program. 3. Proposed capacity based on technical requirement guidelines
<p>Technical requirements for each facility. (As provided in the guide)</p>	<p>A- Room specifications. B- Specifications for specialized rooms. C- Hall specifications. D- Toilet specifications. E- Administrative facilities specifications. F- Playground specifications. G- Landscape specifications. H- Space requirements. I- Beneficiary capacity.</p>
<p>Requirements for appliances and furnishings.</p>	<p>A. Suitable for use by people with disabilities. B. Appropriate for use by the specified age group. C. Flooring shall be suitable to reduce the risk of slips, falls or injuries. D. Cooling and heating shall be available and operate without causing harm to beneficiaries. E. Interior wall corners and sharp furniture edges shall be protected with guards or dividers to prevent injuries to beneficiaries. F. Decorations shall be safe, pose no risk of injury or death (ingestion, dislocation, or suffocation), and shall be of high quality to create an appealing environment for beneficiaries. G. Handrails shall be provided to assist beneficiaries while walking or standing. H. Signage shall be accessible and appropriate for people with disabilities, tailored to the types of disabilities served at the center. I. Accessible pagers shall be provided in restrooms, indoor areas, and outdoor spaces to support people with disabilities. J. Furniture shall meet specific standards according to the license type, as detailed in the guide.</p>
<p>Surveillance and guarding requirements</p>	<p>A- Surveillance and guarding measures shall cover all internal and external areas of the building, as specified in the guide. B- Surveillance devices shall include a warning system, recall functionality, and an archiving system as outlines by the guide.</p>
<p>Electronic Systems</p>	<p>A- All Beneficiary data shall be documented. B- Documentation shall encompass all services provided to beneficiaries. C- Each beneficiary’s training plan, skill development plan, and performance record shall be documented. D- An integrated archiving system shall be provided. E- Job personnel information shall be documented. F- Complaints filed against the center shall be documented and monitored to ensure resolution. G- Performance metrics, follow-up actions, and quality indicators shall be documented.</p>

3. Requirements for technical and administrative cadres according to the type of facility:

Administrative cadres' requirements	Director of specialized facilities for social programs for people with disabilities	<ul style="list-style-type: none"> A. Must be of a Saudi nationality. B. Must hold a university degree or equivalent qualification in health, rehabilitation, social or educational disciplines. C. Must have a minimum of two years' experience Working with people with disabilities. D. Must not have been previously convicted for any offence involving dishonesty or integrity, unless vindicated. E. Must not have been subject to disciplinary dismissal. F. Must be fully dedicated to managing the facility.
	Administrative cadres	Must possess at least a diploma in an administrative field.
Technical cadres' requirements (Provision of requirements for technical cadres according to the type of licensing and detailed in the guide)	Provision of technical cadres' requirements shall be based on the type of license, as detailed in the guide.	
Support staff requirements	Guards - cleanliness - maintenance - catering	Support services may be subcontracted, as specified in the guide.

4. An accredited certification must be obtained for social programs provided according to facility types from the Ministry's General Administration for the Support and Empowerment of People with disabilities. Certification must align with the regulation on social and vocational programs for people with disabilities and its implementing regulations, as issued by Council of Ministers Decision No. 691 of 17/8/1445 H (27/2/2024).
5. Financial compensation performance.

Article 4:

1. The facility is prohibited from providing any service prior to obtaining a valid license.
2. A facility seeking to offer additional services and programs shall obtain the necessary licenses from the competent authority and submit these to the general management of licensing prior to providing the service.

Article 5:

The license shall be valid for a period of five years.

Article 6:

License renewal requires the following:

1. Submission of a license renewal application no later than 180 days prior to the expiration of the current license period.
2. Compliance with all requirements specified in the Guide.
3. Fines shall be paid (if applicable).
4. Payment of any required fees.

Article 7:

A facility seeking to amend an issued license must:

1. Submit an application specifying the type of amendment; including any of the following: transfer of ownership, relocation of headquarter, reclassification (per the classifications outlined in Article 2 of these Rules), change in activity, addition of an activity, or the modification of facility capacity.
2. Compliance with all requirements specified in the Guide.
3. Fines shall be paid (if applicable).
4. Payment of any required fees.

Article 8:

Without prejudice to the provisions of these Regulations and other statutory provisions, the facility must notify the general management of licensing of any changes made to the licensed facility.

Article 9:

The facility shall inform people with disabilities, benefiting from its services or their guardians (as applicable), of any modification to its license and its fulfilment of obligations to them. The facility must also notify the general management of licensing of fulfilling these obligations at least 90 days prior to the amendment.

Article 10:

1. The license shall be revoked under the following circumstances:
 - a) Upon submission of an application by the facility requesting license revocation.
 - b) In the event of the licensee's death.
 - c) Upon issuance of a penalty resulting in license revocation.
 - d) If the licensee no longer meets one or more of the licensing conditions.
2. For voluntary cancellations as provided for in this Article (10) paragraph (1) Clause (A), the following conditions must be met by the facility prior to revocation:
 - a) Payment of any outstanding fines, if applicable.
 - b) Provision of evidence demonstrating that beneficiaries have been informed of the revocation.
 - c) Provision of evidence confirming fulfillment of all obligations to the beneficiaries.

Article 11:

First: Pricing for social programs offered by the facility as well as any future adjustment to these prices, shall be determined based on the following criteria:

1. Social programs must be certified in accordance with Article (3) paragraph (4) of the Rules.
2. Qualifications and expertise of the facility's staff.
3. Quality and level of the facility's infrastructure.
4. Quality standards of social programs offered, as demonstrated by certified quality certificates.

Second: In all cases, the facility must publicly display the Ministry-approved price list before providing any services to beneficiaries.

Article 12:

The facility shall adhere to the following requirements prior to promoting any activities related to the facility or to the people with disabilities benefiting from its services:

1. The promoted activity must be certified in accordance with Article (3) paragraph (4) of the Rules.
2. Written consent must be obtained from the people with disabilities, or from their guardian (if applicable), in the event of involving them in any promotional announcement.

Article 13:

The Guide specifies the monitoring mechanism of the Ministry-licensed facilities to verify their compliance to the implementation of the Regulations and Rules. In particular, the Guide outlines the monitoring procedures for the following:

1. Adherence to licensing requirements.
2. Adherence to the requirements of social programs.

Article 14:

The table below outlines the official operating hours for specialized facilities that provide social programs for people with disabilities, as well as the duration for implementing approved social programs.

Social programs:	Duration of the program
Daily social welfare program	Service shall be provided daily within designated centers. Centers may operate in one or multiple sessions, provided that the total duration of working hours do not exceed 12 hours per day, in compliance with Labor Law.
Residential and social welfare program	Services shall be provided specified intervals (daily/weekly/or monthly) at the residence of the person with disabilities, and may also be available on a daily basis upon request.
Shelter program for people with disabilities.	Services shall be provided 24 hours per day, with a minimum duration of one day. The program duration may be extended based on the individual's needs and preferences.

Article 15:

The Rehabilitation and Social Guidance Agency shall prepare a procedural guide encompassing all necessary provisions for the implementation of the Rules, to be ratified by a decision of the Minister.

Article 16:

Any provisions conflicting with the rules shall be repealed.

