

# Know Your *Rights*

SAUDI ARABIA  
LABOUR LAW

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# Know Your Rights




## SAUDI ARABIA LABOUR LAW







**NOTE:** This document sets out only some of the workers' rights as outlined in Saudi Arabia laws and regulations; there are additional rights. You contact the Ministry of Human Resources and Social Development (MHRSD) with questions, complaints, and concerns. The MHRSD hotline can be contacted at **19911**.





*These materials have been reviewed by Clyde&Co and are up to date as of September 2023. Saudi Arabia will enforce a new domestic workers law on 21 September 2024.*




ISSUE	YOUR RIGHTS
<b>CONTRACT</b>	<ul style="list-style-type: none"><li>→ You are entitled to a copy of the employment contract.  <b>(ARTICLE 51 OF LABOUR LAW OF 2005)</b></li><li>→ The official language of the employment contract is Arabic; however, you can request a copy of the contract in the language that you understand. The Arabic text prevails, in case of disputes.  <b>(ARTICLE 9 OF LABOUR LAW OF 2005)</b></li><li>→ Your employer is required to authenticate the employment contract through the Qiwa platform.</li><li>→ It is important that you carefully review your electronic contract and validate its content via the Qiwa platform.  <b>(MINISTERIAL DECISION NO. 75506 DATED 5/5/1444 AH)</b></li></ul>

<p><b>PROBATION PERIOD</b></p>	<ul style="list-style-type: none"> <li>→ You may be placed on paid probation of not more than 90 days. Holidays such as sick leave, Eid al Fitr, and Eid al Adha do not count in the probation period.</li> <li>→ You and your employer may extend the probation period through written agreement provided that it does not exceed 180 days.</li> <li>→ You or your employer have the right to terminate the employment contract during this period, unless the contract contains a provision that gives the right to terminate the contract to only one of you.</li> </ul> <p> (ARTICLE 53 OF LABOUR LAW OF 2005)</p>
<p><b>RECRUITMENT FEES</b></p>	<ul style="list-style-type: none"> <li>→ Recruitment fees are paid by your employer.</li> <li>→ Your employer cannot deduct your salary to compensate for employment or visa-related fees.</li> </ul> <p> (ARTICLE 40 OF LABOUR LAW)</p>
<p><b>WAGES</b> <i>Including Overtime &amp; Deductions</i></p>	<ul style="list-style-type: none"> <li>→ You are entitled to receive your salary at least once every month if you are engaged in monthly remuneration, and at least once a week if you are engaged in daily remuneration.</li> <li>→ Your employer is required to pay your wages in your bank account. This means your employer is required to facilitate opening a bank account for you or providing you with a Salary Card, which will be used to withdraw money from the bank.</li> </ul> <p> (ARTICLE 90 OF LABOUR LAW OF 2005)</p>





<p><b>WAGES (continued)</b> <i>Including Overtime &amp; Deductions</i></p>	<p>→ You are entitled to be paid for any additional hours you work above your regular working hours. Any work performed during holidays is considered overtime work.</p> <p> (ARTICLE 107 OF LABOUR LAW OF 2005)</p> <p>→ Deductions from your wages without your written consent are not allowed except in the following situations:</p> <ul style="list-style-type: none"> <li>» Loan repayment, provided that such deductions do not exceed 10% of your wage.</li> <li>» Social insurance contributions.</li> <li>» Installments of any scheme undertaken by the employer involving homeownership programs or any other privilege.</li> <li>» Fines imposed due to violations you committed and deductions to rectify damages to the workplace caused due to your fault or in violation of your employer’s instructions.</li> <li>» Debts collected in the implementation of a judicial judgment.</li> </ul> <p> (ARTICLE 92 OF LABOUR LAW OF 2005)</p>
<p><b>WORKING HOURS</b> <i>Including Overtime</i></p>	<p>→ Your maximum working hours are 8 per day and 48 per week.</p> <p>→ The maximum working hours during Ramadan are reduced for Muslim workers to 6 hours per day and 36 hours per week.</p> <p> (ARTICLE 98 OF LABOUR LAW OF 2005)</p>

<p><b>WORKING HOURS</b> (continued) <i>Including Overtime</i></p>	<ul style="list-style-type: none"> <li>→ Your employer can ask you to work extra hours, provided it does not exceed 10 hours per day and 60 hours per week.  (ARTICLE 106 OF LABOUR LAW OF 2005)</li> <li>→ For any overtime worked, you are entitled to 100% of your normal wage plus 50% of your basic wage.</li> <li>→ Your employer may require you to work up to 720 hours of overtime in a year (an average of three hours per day), or more if you approve.  ARTICLE 107 OF LABOUR LAW OF 2005 &amp; IMPLEMENTING REGULATIONS OF THE LABOUR LAW)</li> </ul>
<p><b>REST &amp; BREAKS</b></p>	<ul style="list-style-type: none"> <li>→ You are entitled to an unpaid rest period of half an hour after 5 consecutive hours of work.  (ARTICLE 101 OF LABOUR LAW OF 2005)</li> <li>→ Your employer cannot force you to remain in the workplace during rest periods.  (ARTICLE 102 OF LABOUR LAW OF 2005)</li> <li>→ Friday is the official weekly rest day for all workers. The weekly rest day shall be with full pay, and shall not be less than 24 consecutive hours.</li> <li>→ Your employer may substitute Friday with any other day of the week  (ARTICLE 104 OF LABOUR LAW OF 2005)</li> <li>→ In addition to regular daily rests, a working woman nursing her child is entitled to paid breaks, not exceeding one hour per day, to nurse her child.  (ARTICLE 154 OF LABOUR LAW OF 2005)</li> </ul>

<p><b>SICK LEAVE &amp; HEALTH INSURANCE</b></p>	<p>→ After completion of the probation period, you are entitled to 120 days of sick leave in one year as follows:</p> <ul style="list-style-type: none"> <li>» 100% pay for the first 30 days,</li> <li>» 75% pay for the subsequent 60 days; and</li> <li>» 0% pay for the remaining 30 days.</li> </ul> <p> (ARTICLE 117 OF LABOUR LAW OF 2005)</p> <p>→ Your employer is responsible for ensuring that you are registered with a licensed health insurance company so that you have access to necessary health and preventive care.</p> <p> (ARTICLE 144 OF LABOUR LAW OF 2005)</p>
<p><b>ANNUAL LEAVE &amp; SPECIAL LEAVES</b></p>	<p>→ You are entitled to 21 days of annual paid leave for each year, which shall be increased to a period of no less than 30 days if you finish 5 consecutive years in the service with your employer.</p> <p>→ You should not give up your annual leave or receive cash instead of your leave. You should take your annual leave in the year it is due, and your employer may set the dates of your leave according to work requirements.</p> <p> (ARTICLE 109 OF LABOUR LAW OF 2005)</p> <p>→ Muslim workers may request up to 15 days of paid leave to perform pilgrimage (Hajj) once during their employment, provided they have worked for their employer for at least two years.</p> <p> (ARTICLE 114 OF LABOUR LAW OF 2005)</p>

<p><b>ANNUAL LEAVE &amp; SPECIAL LEAVES</b> (continued)</p>	<ul style="list-style-type: none"> <li>→ Pregnant workers may take a maximum of four weeks' maternity leave prior to their expected date of childbirth (as determined by a medical report and are prohibited from working for a period of six weeks following childbirth.</li> <li>→ If your child is unwell and requires permanent medical care or is disabled, you are entitled to receive an additional month of paid maternity leave, which may be extended by an additional one month of unpaid leave.  (ARTICLE 151 OF LABOUR LAW OF 2005)</li> <li>→ You are entitled to 5 days of paid leave in the event of the death of your spouse or one of your ancestors or descendants, or upon your marriage, and three days in the event of the birth of a child.  (ARTICLE 113 OF LABOUR LAW OF 2005)</li> </ul>
<p><b>TERMINATION OF EMPLOYMENT &amp; CHANGING JOBS</b></p>	<ul style="list-style-type: none"> <li>→ If the contract is of an indefinite term, you or your employer may terminate it for a valid reason to be specified in a written notice, provided that such period is not less than 60 days if the worker's wage is paid monthly, and not less than 30 days for non-monthly wages.  (ARTICLE 75 OF LABOUR LAW OF 2005)</li> <li>→ You can transfer to another employer with the permission of your current employer at any time.</li> <li>→ You can transfer to another employer without the permission of your employer at the end of your notarised employment contract with the following conditions:</li> </ul>



<p><b>TERMINATION OF EMPLOYMENT &amp; CHANGING JOBS</b></p>	<ul style="list-style-type: none"> <li>» 12 months have passed since the date you entered the Kingdom</li> <li>» You should give your employer a notice of your plan to transfer 90 days before the end of your contractual agreement, unless you and your employer agree otherwise.</li> </ul> <p> (MINISTERIAL DECISION DATED 19/3/1442)</p>
<p><b>END OF SERVICE BENEFITS</b></p>	<ul style="list-style-type: none"> <li>→ You are entitled to an end-of-service award of half a month's wage for each of the first 5 years, and a month's wage per year for each of the following years.</li> </ul> <p> (ARTICLE 84 OF LABOUR LAW OF 2005)</p> <ul style="list-style-type: none"> <li>→ You are entitled to one-third of the end-of-service payment if you resign after a service of 2 consecutive years and not more than 5 years.</li> <li>→ You are entitled to two-thirds of the end-of-service payment if your service period exceeds 5 years and not reached 10 years.</li> <li>→ You are entitled to the full end-of-service benefit if your service period reached 10 years or more.</li> </ul> <p> (ARTICLE 85 OF LABOUR LAW OF 2005)</p> <ul style="list-style-type: none"> <li>→ End-of-service digital calculator: <a href="https://www.qiwa.sa/en/end-service">https://www.qiwa.sa/en/end-service</a></li> </ul>
<p><b>YOUR IDENTIFICATION DOCUMENTS</b></p>	<ul style="list-style-type: none"> <li>→ You have a right to keep your passport and any other ID or travel documents in your possession.</li> <li>→ It is illegal for your employer to confiscate your passport, ID or travel documents except when your employer needs them for purposes such as filing for a resident permit.</li> </ul> <p> (CABINET DECISION NO. 166 OF 2000)</p>





