



المملكة العربية السعودية
ديوان المظالم
(٠٨٣)
مجلس القضاء الإداري

الرقم:
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المشروعات:

The executive regulations of the procedures before the Board of Grievances

Part One: General Provisions

Article 1:

Courts of the Board of Grievances shall apply provisions of Sharia to cases brought before them, as stated in the Quran and Sunnah as well as laws not conflicting therewith. Court proceedings shall comply with the provisions of this Law.

- 1- Legal periods are calculated starting from the day following the day on which the matter subject of the case occurred. The legal periods expire at the expiration of the last day of them, and if the last day of them is an official holiday, the legal periods extend to the first working day after it.
- 2- The competent department shall prepare the procedures and forms necessary to enforce the law and the regulation, and a decision shall be issued for their approval by the Chairman of the Administrative Judicial Council
- 3- The procedures stipulated in the law and the regulation may be applied electronically according to a decision issued by the Administrative Judicial Council.

Article 2:

Venue jurisdiction shall be vested in the court with jurisdiction over the defendant's domicile; branch office if the case relates to said branch; or employee's place of work in a disciplinary action.

- 1- The venue jurisdiction shall not be vested in the court with jurisdiction over the defendant's domicile if the case relate to the defendant branch office..
- 2- If the employee is arrested or imprisoned, the venue jurisdiction shall be to the court that locates at the same place of his arrest or imprisonment.
- 3- The Supreme Administrative Court shall settle venue jurisdiction disputes between the Board of Grievances courts.

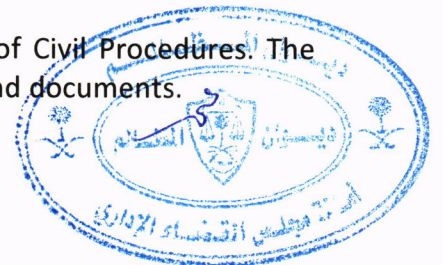
Article 3:

Notification of dates and procedures provided for in this Law may be made by means of registered mail against an acknowledgment of receipt.

- 1- The administrative authorities shall be notified through the competent ministers, directors of departments, heads of institutions or public bodies, or their representatives.
- 2- The employee shall notified of the disciplinary case through the his work authority, and if this is not possible, then according to the notification procedures stipulated in the Law of Civil Procedures.

Article 4:

The notice shall contain the information provided for in the Law of Civil Procedures. The Administrative Judicial Council may require additional information and documents.





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Part Two

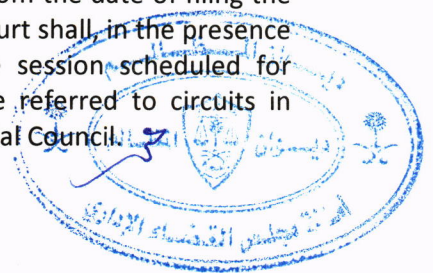
Case Filing and Recording

Article 5:

- 1- An administrative case may be initiated by means of a statement of claim filed by the plaintiff or his representative with the competent court. Said statement of claim shall contain the information provided for in the Law of Civil Procedures, subject to the provisions of paragraph 2 of this Article, accompanied by as many copies as per the number of defendants. The Administrative Judicial Council may, if necessary, require additional information and documents to accompany the statement of claim, pursuant to a decision published in the Official Gazette.
- 2- In the cases provided for in Article 13(a and b) of the Law of the Board of Grievances, a statement of claim shall contain date of decision notification, knowledge thereof, or publication thereof in the Official Gazette, as the case may be, as well as the date and outcome of grievance.
- 1- The statement of claim shall be filed before the cases department of the court in the presence of the plaintiff or his representative.
- 2- A case shall not combine more than one plaintiff, several unconnected claims, or a case for revoking an administrative decision and administrative compensation.
- 3- In addition to the data stipulated in the procedures before the Board of Grievances law and the civil procedures law, the statement of claim shall include the following:
 - The mobile phone number of the plaintiff and his representative.
 - the document of the attorney-in-fact power and the number and date of expiry of the lawyer's license.
- 4- The statement of claim shall be accompanied by the following:
 - A. A copy of the ID of the plaintiff and his representative(an attorney-in-fact), and the legal representation document
 - B. A copy of the Company incorporation contract, and the commercial register for the companies.
 - C. A certified translation of non-Arabic documents
- 5- The documents accompanying the statement of claim shall be indexed.
- 6- In applying of paragraph (2) of this Article, the following shall provide:
 - A. The date of the appeal and its result before the administrative bodies in the case stipulated in Article (13 / A) of the Board of Grievances system.
 - B. The date of knowing the decision in revoking claims that may be filed without appealing before the administrative bodies.

Article 6:

- 1- The court shall record the statement of claim if it satisfies the requirements set forth in Article 5 of this Law. If the court decides not to record the statement of claim due to non-satisfaction of said requirements, the applicant shall satisfy the same within thirty days from the date of notification thereof; otherwise, the application shall be deemed null and void. A case recorded after satisfying the requirements shall be deemed to be duly recorded from the date of filing the application. The date of application shall be recorded in all events. The court shall, in the presence of the person filing the statement of claim, record the date of the session scheduled for consideration of the statement of claim. Statements of claim shall be referred to circuits in accordance with rules issued by the Chairman of the Administrative Judicial Council.





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2- In addition to the defendant, both the Ministry of Finance and the General Auditing Bureau shall be notified of the date set for case consideration. Where a case relates to civil service affairs, the Ministry of Civil Service shall be notified of the same at least thirty days prior to the date of the hearing. The Ministry of Finance, the General Auditing Bureau and the Ministry of Civil Service, as the case may be, may provide the administrative court with their views or request participation in the proceedings, within adequate time prior to the hearing date.

- 1- The president of the court shall rule upon the appeal against the case not being registered.
- 2- The Ministry of Finance and the General Auditing Bureau shall be informed of the cases that have been identified in coordination with them only.
- 3- If the case is returned to the court and there is only one judicial circuit in it and the matter requires referral to another, the Administrative Judicial Council shall assign a judicial circuit to look into it.

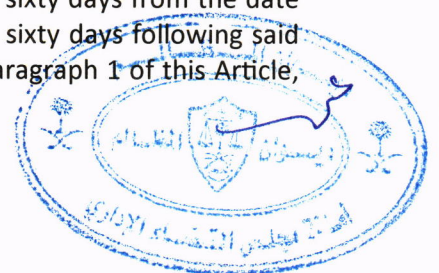
Article 7:

A disciplinary action shall be filed by submitting the statement of claim and all investigation documents to the competent court. The statement of claim shall contain the employee's name, capacity and place of work as well as the violation attributed to him, place of occurrence, evidence and legal provisions to be applied.

- 1- The disciplinary claim shall be filed before the cases department in accordance with the approved form. The said department shall determine the date of hearing the case as soon as it is registered. The processes shall be served to the two parties of the case with a copy of the statement of claim to be provided to the defendant.

Article 8:

- 1- Prior to filing cases provided for in Article 13(a) of the Law of the Board of Grievances with the administrative court, a grievance shall be submitted to the Ministry of Civil Service or the military agency to which the relevant employee belongs within ten years from the date on which the claim rights arise, unless the plaintiff acknowledges said rights or the court is presented with a legitimate excuse for not filing the case. The Ministry of Civil Service or the relevant military agency shall decide the grievance within sixty days from the date of its submission.
- 2- If a grievance is rejected by the Ministry of Civil Service or the relevant military agency, or if the period specified in the previous paragraph lapses without a decision being taken regarding the grievance, a case may be filed with the administrative court within sixty days from the date of knowledge of the rejection decision; the lapse of a sixty-day period without a decision made regarding the grievance; or within the remainder of the ten-year period provided for in paragraph 1 of this Article, whichever is longer. A grievance rejection decision issued by the Ministry of Civil Service or the relevant military agency shall be reasoned.
- 3- Where a decision is issued by the Ministry of Civil Service or the relevant military agency in favor of the plaintiff and the administrative authority fails to enforce it within sixty days from the date of notification, a case may be filed with the administrative court within sixty days following said period or within the remainder of the ten-year period provided for in paragraph 1 of this Article, whichever is longer.





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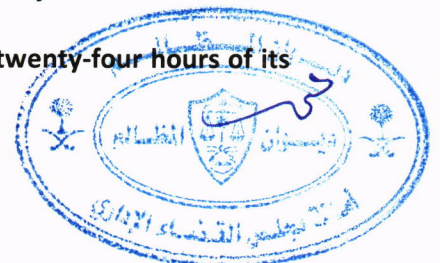
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- 4- In matters not provided for in the law, prior to filing a case not pertaining to civil service affairs as provided for in Article 13(b) of the Law of the Board of Grievances, with the administrative court, a grievance shall be filed with the agency issuing the decision within sixty days from the date of knowledge of such decision. Knowledge shall be established by notification of the concerned parties or by publication in the Official Gazette if such notification is not feasible. The agency issuing the decision shall decide on the grievance within sixty days from the date of filing it. If the grievance is rejected, the rejection decision shall be reasoned. Upon the lapse of sixty days without a decision being made, the grievance shall be deemed rejected. Prior to filing a case relating to civil service affairs, a grievance shall be filed with the Ministry of Civil Service, and not the administrative authority, within sixty days from the date of knowledge of said decision. The Ministry of Civil Service shall decide on the grievance within sixty days from the filing date, and if the Ministry issues a decision rejecting the grievance or the set period lapses without a decision being made, a case may be filed with the administrative court within sixty days from the date of knowledge of the rejection decision or upon the lapse of said sixty-day period without a decision being made. The decision rejecting the grievance issued by the Ministry of Civil Service shall be reasoned. If the Ministry of Civil Service issues a decision in favor of the aggrieved and the administrative authority fails to enforce said decision within sixty days from the date of notification thereof, a case may be filed with the administrative court within sixty days following said period.
- 5- Notwithstanding the provisions of the previous paragraph, the court may, within the statutory grievance period, uphold an annulment case in summary cases where the petition to stay the enforcement of the administrative decision sought to be annulled satisfies the requirement for filing a grievance with the agency issuing said decision. The court shall expeditiously consider the motion to stay enforcement of said decision and consider the subject-matter of the case upon the lapse of the statutory grievance period or if the agency issuing the decision rejects the grievance prior to the lapse of said period.
- 6- In matters not provided for in the law, the cases provided for in Article 13(c and d) of the Law of the Board of Grievances may not be heard after the lapse of ten years from the date on which the claim arises, unless the defendant acknowledges the claim or the plaintiff presents an excuse acceptable to the competent court.

Article 9:

Without prejudice to the provisions of Article 8(5) of this Law, filing a case shall not result in a stay of enforcement of the decision sought to be annulled. However, the court may, upon request, order a stay of enforcement of said decision if it believes that said enforcement would result in irreversible consequences.

- 1- In all cases, the summary case shall be submitted to the cases department in the presence of the plaintiff or his representative. The said department shall immediately refer the request to the judicial circuit.
- 2- The circuit shall issue the judgment upon the summary case, when necessary, on the day following its referral. This shall be done after the verification of the jurisdiction and the conditions for accepting the case
- 3- The circuit shall refer the judgment issued in the summary case within twenty-four hours of its pronouncement to the case department, accompanied by the following:
 - A- The original copy of the judgment issued in the summary case.





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- B- A copy of the summary case.
C- A copy of the statement of claim.
D- A copy of the minutes of the hearing.
E - A copy of the documents and papers that the circuit deems necessary to be attached.
- 4- The case department refers the appeal against the judgment along with the attachments referred to in the previous paragraph to the Administrative Court of
- 5- The judgment issued in the summary case shall be subject to cease of existing once the judgment of dismissal the original case is issued.

Part Three

Case Consideration and Determination

Article 10:

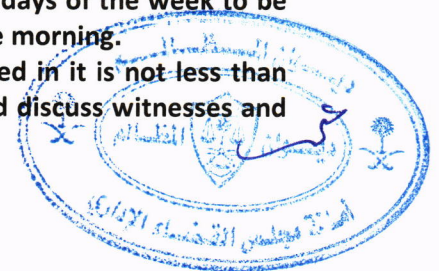
Case proceedings and arguments shall be in writing. The circuit may, however, hear oral arguments and record the same in the session minutes at its discretion.

- 1- The briefs shall be signed by the person submitting them to the circuit. The accompanying documents shall be numbered and indexed. Copies of them shall be provided according to the number of the cases' parties.
- 2- It is not permissible to the judges and employees to meet the parties of any case or listen to them except while the hearing in the court room, and it is not permissible to communicate with them by any means.

Article 11:

In consideration of cases, the following may be undertaken, pursuant to a decision by the Administrative Judicial Council:

- 1- The circuit may assign a judge to prepare the case for arguments in accordance with the following:
 - a. Upon completion of preparations, the judge shall prepare a report on the case stating the facts and matters raised, after which a session shall be scheduled for consideration of the case.
 - b. The judge may require the litigants to submit supplemental briefs and documents, summon concerned parties for questioning on facts requiring verification, allow and permit the intervention of any eligible litigants and other actions deemed necessary for preparation of the case.
 - 2- Exchange of briefs between litigants through a competent staff member of the court.
- 1- The judicial circuit shall verify, in the first session set for hearing the case, the preliminary issues related to jurisdiction and conditions for accepting the case, and this verification shall be confirmed in the session minutes.
 - 2- The sessions are held according to a schedule that includes all working days of the week to be set by the president of the court, and are opened at half past eight in the morning.
 - 3- Each circuit holds one session per week, the number of cases considered in it is not less than fifty cases, and another session per week may be scheduled to hear and discuss witnesses and





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experts, provided that the need for this is determined in the hearing session, or in summary cases.

4- It is permissible to exchange briefs electronically via the approved electronic service

Article 12:

Subject to the provisions of Article 11 of this Law, circuit sessions shall only be valid if attended by all circuit judges, and the prosecution in disciplinary actions. If the judicial panel is incomplete, the Chairman of the Administrative Judicial Council may assign a judge, from among the judges, to complete the panel for a period not exceeding sixty days, and may delegate the Chief Judge for such purpose.

1- If it is not possible to complete the judicial panel. The circuit shall recorded that in the session minutes and the hearing of the case shall be postponed.

Article 13:

The chairman shall be in charge of the management and order of the session and may, for this purpose, take any of the following actions:

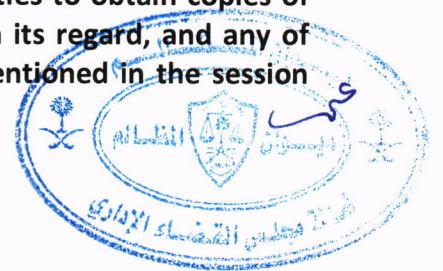
- 1- The deletion of profanity or violations of public order from documents submitted by litigants.
- 2- Remove from the session any person disrupting the orderly conduct thereof. If the offender fails to comply, the chairman may sentence him to immediate imprisonment of twenty four hours or a fine not exceeding one thousand riyals, or both penalties. The chairman may, prior to the end of the session, reverse said decision. His decision shall be final.
- 3- Order the recording of an offense committed during a session and refer the same to the competent agency and may, if necessary, order the arrest of the offender.

1- The order of imprisonment or the fine and the incident subject to the breach shall be recorded in the session minute. The court shall inform the competent authority of the matter to enforce it. The administration authority shall be informed of it if it is issued against one of its representatives or the Ministry of Justice if it is issued against one of the lawyers.

Article 14:

A litigant may obtain copies of case files and documents unless the chairman of the session determines otherwise. No case file or document may be admissible unless litigants are privy to the same.

1. The session minutes shall include the request of any of the parties to obtain copies of the case papers and documents, and what has been decided in its regard, and any of the parties to the case may have the right to write what is mentioned in the session minutes.





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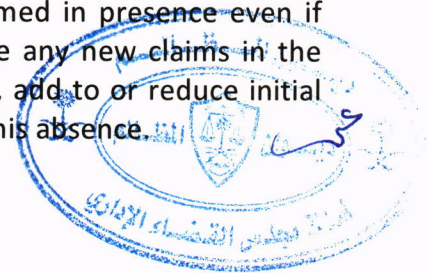
Article 15:

1. If the plaintiff fails to attend the first session, the court may decide the case or dismiss it. If sixty days lapse and the plaintiff does not petition for proceeding with the dismissed case, or fails to attend the session after proceeding, said case shall be deemed null and void. If the plaintiff petitions for proceeding with the case thereafter, the court shall, on its own motion, rule the case to be null and void.
2. If the defendant fails to appear, the court shall adjourn the hearing to a subsequent session and notify the defendant thereof. If the defendant fails to appear again, the court shall decide the case and the judgment shall be deemed judgment in presence.
3. The petition to proceed with the case shall be filed in accordance with established procedures, and shall contain the details of the dismissed case and the circuit which considered it.

1. Paragraph (1) of this Article does not apply to disciplinary cases
2. The dismissal decision shall be recorded in the session minutes.
3. If the sixty days lapse and the plaintiff has not requested to proceed with the case after its dismissal or he does not attend after proceeding it, the circuit shall record this in the session minute and refer the case file to the case department. If the plaintiff submits a request to proceed with the case, the case file shall be referred to the circuit and it shall rule that the case is subject to be null and void. The procedures stipulated in the law shall be applied to this ruling.
4. In the application of Paragraph (1) of this Article, the case shall be valid for judgment if it is possible to do so in the same session with regard of accepting the formality or objective issues.
5. In the application of Paragraph (2) of this Article, if the documents proving the case are practically only with the administration, then the case shall be subject to ruling if the plaintiff submits, in principle, what is based on his claim and support his entitlement what he is claiming. But if the documents are shared between the plaintiff and the administration side, or they are practically under his possession or he can obtain them from another party other than the defendant, hence, it is not sufficient for the case to be decided by the failure of the administration body to attend, the failure to answer the case, or the failure to submit what was requested of its documents.

Article 16:

If the plaintiff or defendant appears in any session before the competent court, or the defendant presents a brief of defense, the litigation shall be deemed in presence even if either party fails to appear thereafter. The plaintiff may not make any new claims in the session not attended by the defendant, nor may the plaintiff alter, add to or reduce initial claims. The defendant may not seek a decision against a plaintiff in his absence.





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1. Whoever proves his presence in the session shall be considered present even if he leaves before closing the session minute.
2. It is not permissible to postpone hearing the case except for a reason that requires it to be proven in the session minutes, with another date set for its consideration.

Article 17:

In a disciplinary action, an employee may personally attend a hearing or appoint an attorney. The court may require said employee to appear in person for questioning and he may present his defense in writing or orally. If neither the employee nor his attorney attends despite being notified, the court may proceed with the case; in which case, its judgment shall be deemed a judgment in presence.

Article 18:

The secretary of the circuit shall write the minutes of the hearing under the supervision of the chairman of the hearing, and shall state the names of attending judges, the time and place of the hearing, attending litigants and all actions taken. The minutes shall be signed by circuit judges, secretary and litigants.

1. The chairman of the hearing shall verify that the session minute has been written pursuant to what is stated in this article, and he shall order the correction of the mistakes before signing it.
2. If one of the attendees refuses to sign the session minutes, this shall be recorded in the session minute, and the chairman of the hearing and the secretary shall sign it.

Article 19:

If, during arguments, the court decides that further investigation is required, the court shall initiate said investigation on its own motion or assign one of its judges to conduct the investigation.

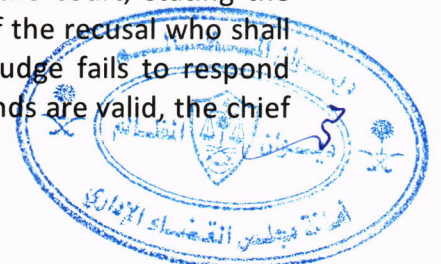
1. The conduct of the further investigation shall be based on a decision issued by the circuit in the session minutes indicating its reason, subject matter and who is carrying it out.

Article 20:

The Administrative Judicial Council shall issue the regulations pertaining to the appointment of experts and determination of their remuneration.

Article 21:

A recusal motion shall be made by means of a petition filed with the court, stating the reasons therefor. The motion shall be referred to the judge subject of the recusal who shall respond in writing within a period not exceeding five days. If the judge fails to respond within said period or agrees to the grounds for recusal and such grounds are valid, the chief





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judge shall issue a decision recusing said judge from the case. In other cases, or if the judge subject of the recusal is the chief judge, the recusal motion shall be submitted to the Chairman of the Administrative Judicial Council to decide thereon. Submission of the motion shall result in stay of proceedings pending a decision thereon.

1. The recusal request shall be for the judges and not for the circuit, and no more than one judge shall be requested in it.
2. The request for recusal shall be submitted to the case department, and it shall be referred to the chairman of the circuit to make a referral to the judge requested to be recusal.
3. In all cases, the recusal request shall be eventually refereed to the president of the court.
4. The president of the court shall issue his decision within five days from the end of the period stipulated in the article, and his decision in this regard shall be final.
5. In the cases in which the request is subject to be submitted to the President of the Administrative Judicial Council, this shall be done on the day after the end of the period stipulated in the article.
6. The circuit shall decide in the session hearing the suspend and the resume of the case.
7. The judge shall be prevented from hearing the case even if the parties to the case did not request that, if one of the cases mentioned in Article 94 of the Civil Procedure Law is applied, and he shall notify that in writing.
8. It is not permissible for a judge to hear an appeal to a judgment issued by someone with whom he has a relationship of kinship or intermarriage up to the fourth degree, and it is not permissible to be in a circuit more than one judge who has such relationship, and in this case each of them shall notify this in writing.

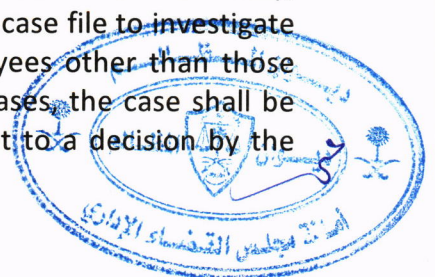
Article 22:

If a judge has reasons to feel uncomfortable about considering a case, said judge may submit a request to the Chairman of the Administrative Judicial Council for recusal.

1. The judge must, if one of the reasons for recusal provided for in Article 96 of the Civil Procedures Law are present in him, to present this matter to the Chairman of the Administrative Judicial Council for a decision in this regard.
2. The judge's presentation of a request for recusal shall not lead to the suspension of the case

Article 23:

The court shall decide on the facts stated in a disciplinary action statement of claim and may, on its own motion or upon the motion of the prosecution, return the case file to investigate facts not stated in the statement of claim or to interrogate employees other than those brought before it for trial, if so provided for in the case file. In all cases, the case shall be returned to the court. However, if the case file is returned pursuant to a decision by the





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circuit on its own motion to interrogate employees who are not brought before it for trial, the case shall be referred to another circuit for consideration.

1. Returning the case file to the prosecution authority in all cases shall be made by a decision issued by the circuit accompanying the name of the applicant for the return, reason, and what is requires from the prosecution authority .
2. The case is returned to the court in accordance with the procedures established for filing the disciplinary action, and the case shall department refer it to the circuit with its previous registration number.

Article 24:

If the court considering a disciplinary action decides that the incident provided for in the pleading or other incidents covered by the investigation constitute a crime, the court shall refer the same to the competent authority for appropriate action and shall decide the disciplinary action, unless rendering a judgment on the disciplinary action is dependent on rendering a judgment on the criminal action; in such case, consideration of the disciplinary action shall be stayed pending a decision on the other case.

1. The referral to the competent authority shall be done by a decision issued by the circuit.

Article 25:

Judgments shall be issued by a majority of circuit judges and shall be attributed to the circuit. A dissenting judge shall provide his opinion and grounds thereof, and the majority shall respond thereto during deliberations. This shall be recorded in the minutes and attached to the case file and may be viewed only by the court before which the judgment is challenged.

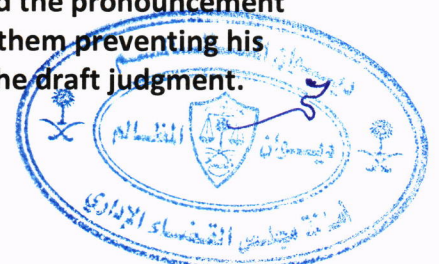
1. The deliberation shall be with the presence of the judges of the circuit.
2. The opinion of the dissenting judge shall not record in the minutes if it was not raised and discussed along with its reason in the deliberation.
3. A draft judgment shall be written by the judge, even if he was the dissenting judge.

Article 26:

Draft judgments containing the fact and reasons, signed by the circuit judges, shall be kept in the case file upon pronouncement of judgment.

After pronouncement of judgment, a date shall be set for delivering a copy thereof not later than twenty four hours in summary judgments and fifteen days in other judgments.

1. The judges who have participated in the deliberation shall attend the pronouncement of the judgment, and if an emergency situation occurs to one of them preventing his attendance, the pronouncement may be made if he has signed the draft judgment.





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2. If the case requires postponing the pronouncement of the judgment, the circuit shall announce that in the session and indicate its reason in the session minutes, and set another date for pronouncing it, and it is not permissible to postpone it more than that.

Article 27:

The judgment shall state the court rendering such judgment, its location, date of issuance, whether it relates to an administrative or disciplinary action, the circuit, its judges, name and claims of the prosecutor, names and capacities of litigants, their domiciles, appearance or absence, and names of their attorneys. The judgment shall also include an overview of the case, litigants' claims and a summary of defenses, followed by reasoning and pronouncement of judgment. The explanatory judgment shall include the particulars of the judgment.

The original judgment shall be signed by circuit judges and its secretary, and shall be kept in the case file prior to the date set for delivering a copy thereof.

- 1.If there are more representatives, then in addition to the one who submitted the statement of claim and the first defense memorandum, the one who attended the judgment pronouncement session.
- 2.The legal and statutory texts shall be mentioned in the reasons of the judgment.
- 3.The sum written in the reasons of the judgment shall be written in numbers and letters.
- 4.The court issuing the final judgment shall consider the request for correction or interpretation the judgment, if any.

Article 28:

The court clerk shall sign a copy of the non-executory judgment and the same shall be stamped with the court's seal. A copy thereof may be delivered to any of the concerned parties. Said copy may also be given to others subject to the permission of the chief judge.

1. Copies of judgments shall be delivered from the cases department of the court issuing the judgment.
2. The judgment copy shall not be delivered before the date specified.
3. If the case file is not received by the case department before the date set for surrender, the case department shall inform the President of the Court.
4. Concerned persons: the case parties and those involved in it, and the administrative authorities whom the law requires informing them.

Article 29:

The copy of the executory judgment shall contain the writ of execution and shall be signed by the court clerk and stamped with the court's seal, and may be delivered only to the party benefiting from the enforcement of judgment.

1. Only executory judgment shall contain the writ of execution.





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Article 30:

1. The writ of execution for judgments against the administrative agency and judgments in disciplinary actions shall be as follows: "Ministers and heads of independent government agencies shall enforce this judgment and act accordingly".
2. Judgments terminating services of employees of grade fourteen or above, or equivalent, shall be enforced upon endorsement by the King.

1. The judgments not mentioned in Paragraph (1) of this Article shall contain the writ of execution pursuant to Article (168) of the Civil Procedure Law.

Article 31:

1. If the relevant department within the court refuses to deliver the first copy of the executory judgment, the requesting party may petition the chief judge.
2. No additional executory judgment may be delivered to any person who has previously received the same, unless the first copy is lost. A person requesting said copy may challenge the refusal in accordance with paragraph 1 of this Article; in such case, the losing party shall be notified of said petition.

1. The notification stipulated in this Article shall be in accordance with the notification procedures mentioned in this Law and the its Regulations.

Article 32:

Annulment of judgments shall be binding to all parties.

Part Four Challenging Judgments

Chapter One General Provisions

Article 33:

1. Subject to provisions of paragraph 2 of this Article, the statutory appeal period for challenging a judgment shall be thirty days from the date of receipt of a copy thereof or the date set for receipt in the event of non-appearance. If no challenge is submitted by litigants within the said period, the judgment shall be deemed final.
2. Judgments rendered in the cases provided for in Article 13(c and d) of the Law of the Board of Grievances contrary to claims made by the administrative authority or not in its favor shall be subject to mandatory review if not appealed by the representative of said





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agency within the specified period. The court shall, upon pronouncement of judgment, notify the said representative of the same.

1. The Administrative Judicial Council determines the judgments that shall be reviewed.

Article 34:

A challenge filed by the losing party shall not prejudice said party.

Article 35:

In matters not provided for in the law, procedures applicable to administrative courts shall apply to challenges filed with administrative appellate courts and the Supreme Administrative Court.

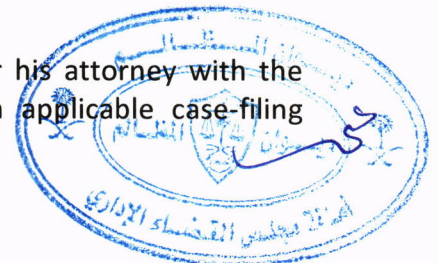
1. The procedures indicated in the Article include the following: the procedures for appearance of the parties before the court and the procedures for issuing the judgments.
2. The statement of appeal and requests of all kinds shall be filed before the case department at the competent court in presence of the appellant, the one who submits the request or their representatives, where any otherwise filing shall not be considered valid.
3. The judgments rendered in the summary case may be appealed and such appeal may not stay of execution thereof.
4. The appeal against the judgments rendered in the summary case shall be decided within a period not exceeding five (5) days after referral of the appeal.
5. In addition to the basic statements provided for in Article 27, the following shall be also included in the judgment rendered in the appeal:
 - A. Full summary of the appeal, including the Appellant's requests, operative part of the appealed judgment, the grounds for the appeal and the requests submitted in the case of which judgment is appealed.
 - B. The response to the material pleas or defenses contained in the petition of appeal, if the appealed judgment did not respond to them.
6. The circuit may be referred to facts and reasons for the judgment subject to appeal, when the referred judgment has clear and sufficient facts and reasons and when the appellants did not provide new materials that differ from the their defenses in the said judgment.

Chapter Two

Appeals before Administrative Appellate Courts

Article 36:

An appeal shall be filed pursuant to a petition by the appellant or his attorney with the administrative court rendering the judgment, in accordance with applicable case-filing





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procedures. The petition shall contain the particulars and summary of the appealed judgment, grounds for appeal and the appellant's claims.

The relevant department of said court shall send the petition of appeal, along with the case file, to the competent administrative appellate court within a period not exceeding three business days from the date of completion of appeal petition procedures. The relevant department at the appellate court shall record the appeal on the day of receipt thereof and the respondent shall be notified of the petition of appeal.

1. If the appeal does not fulfill the necessary procedures, then the appellant must fulfill what was lacking during the period set for the objection, and if the period passes below that, the cases department shall send the appeal to the Administrative Appeal Court within three working days from the end of the period.
2. Copies of the petition of appeal and its documents shall be attached to the original petition of appeal and its documents as many copies as per the number of the Appellees.
3. The cases department shall register the appeal and refer it to the Circuit.
4. With considerate to article (37/2), the judgment shall be subjected to mandatory review within the legally prescribed period of appeal. If the said period lapse without filing an appeal by the administrative authority, no memorandum shall be accepted from such administrative authority in the case thereafter.
5. If the judgment that shall be subjected to mandatory review, the subsequent briefs shall not be accepted for such review.

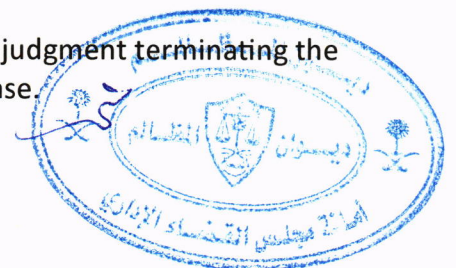
Article 37:

An appeal shall have the effect of returning the case to its original status before rendering the appealed judgment, only with respect to the appeal. The court shall consider the appeal based on new evidence and defenses presented thereto, as well as those previously presented to the administrative court.

1. In case of mandatory review, the circuit shall specify a weekly day to verify the primary issues related to jurisdiction and the conditions for accepting the case and shall record it in the minutes.
2. If the judgment, which shall be subjected to mandatory review, is in compliance with its conclusions, the court shall affirm it and add the reasons which it deems reasonable; if the court has revoked the judgment, it shall adjudicate the part that was revoked after holding a hearing. In all cases, affirmation or revocation of the judgment shall be rendered only in a public hearing of which the parties are notified.

Article 38:

1. Subject to provisions of Article 37 of this Law, appealing a court judgment terminating the litigation shall require appealing all previous judgments in the case.





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2. An appeal of the judgment rendered on a provisional claim shall require appealing the judgment rendered on the original claim even if the statutory deadline has passed.

Article 39:

The administrative appellate court shall, where the judgment on the original claim is annulled, return the case to the administrative court for determination of provisional claims.

1. If the court revoked the judgment for lack of jurisdiction to hear the case or for inadmissibility to hear it pursuant to article (14) of the Board of Grievances Law, or for prescription or for rejecting it in form, or for accepting a sub-plea resulted in preventing from proceeding with it, the court shall remand such judgment to the court that rendered it to adjudicate in on merits, unless the lawsuit was characterized for adjudication or if its circumstances requires summary adjudication or if its merits is firmly established under rulings of the administrative court of appeal or the Supreme Administrative Court. In this case, the court shall decide it without remanding it.
2. The administrative court to which the judgment is returned in accordance with this Article and its regulations shall follow the ruling rendered by the Administrative Court of Appeal in terms of its conclusions.
3. In the cases other than those indicated in this article and its regulations, the judgment shall not be returned to the Administrative Court.

Article 40:

New claims shall not be granted in the appeal and the administrative appellate court shall dismiss such claims upon its own motion. Nonetheless, additional compensations arising after submission of closing claims to the administrative court may be added to the original claim.

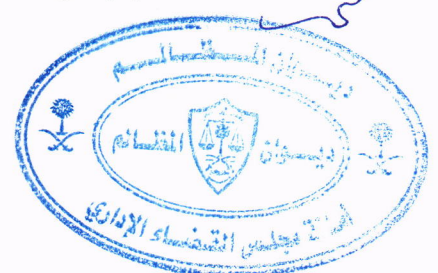
Article 41:

A person who has not been a party to the case in which the appealed judgment was rendered may not join in the appeal, unless such joinder is material to the case. No person may join in the appeal except persons requesting joinder.

Article 42:

The respondent may, prior to closing arguments, file a secondary appeal supplementing the original appeal and dependent thereupon, according to applicable procedures, or a petition stating the grounds of said appeal.

1. The secondary appeal shall be filed after expiry of the period legally prescribed for petition of appeal.





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Chapter Three Motion for Reconsideration

Article 43:

A motion for reconsideration of final judgments rendered by administrative courts and administrative appellate courts may be filed in cases provided for in the Law of Civil Procedures.

Article 44:

A motion for reconsideration shall be filed pursuant to a petition by the petitioner or representative thereof with the court rendering the judgment subject of reconsideration, along with a summary of said judgment and grounds for filing said motion.

1. The court which rendered the final judgment shall consider whether to accept request for reconsideration or not. If it accepted so, it shall consider and adjudicate the case.

Chapter Four

Challenge before the Supreme Administrative Court

Article 45:

A challenge shall be submitted to the Supreme Administrative Court by means of a petition filed by the appellant or representative thereof with the administrative appellate court which rendered the relevant judgment, in accordance with applicable case-filing procedures. The petition shall contain the particulars and summary of the challenged judgment, grounds for the challenge and claims of the appellant.

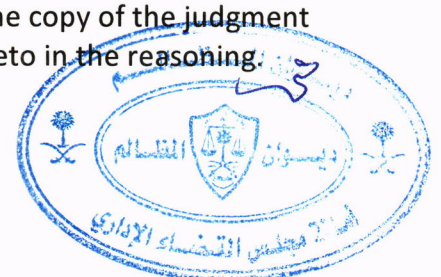
Only grounds for challenge stated in the petition may be invoked. However, grounds pertaining to public order may be invoked at any time and the court shall consider the same on its own motion.

If the appellant presents a ground for challenge relating to a previous judgment rendered in the same case prior to the challenged judgment, said challenge shall cover said previous judgment.

Article 46:

The following shall accompany the challenge petition:

1. A copy of the document establishing the capacity of the appellant's attorney.
2. Copies of the challenge petition equal to the number of respondents.
3. The copy of the challenged judgment given to the appellant and the copy of the judgment of the administrative court if the challenged judgment refers thereto in the reasoning.





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4. Documents supporting the challenge. If said documents are submitted in another challenge, a proof of the same shall be furnished and the court may take any action to access such documents.

Article 47:

The competent department of the administrative appellate court shall send the challenge to the Supreme Administrative Court no later than the day following the date on which the challenge petition proceeding is completed. The Supreme Administrative Court may add the case file pertaining to the challenged judgment.

1. If the objection does not fulfill the necessary procedures provided in articles 45 & 46, the appellant shall fulfill them during the legally prescribed period. If said period has expired without fulfilling said procedures, the cases department shall send the objection to the Supreme Administrative Court within the following day after expiry of the period.

Article 48:

The competent department of the Supreme Administrative Court shall record the challenge petition on the day of its receipt and the respondent shall be notified thereof.

1. The cases department shall register the challenge petition and notify the respondent.

Article 49:

Filing a challenge before the Supreme Administrative Court shall not stay execution of judgment. Nonetheless, the court may order stay of execution if so petitioned and if it determines that execution of said judgment would result in irreversible consequences. The court shall set a hearing date to consider such petition and the parties shall be notified thereof. If the court orders a stay of execution, it shall take that into consideration when setting a date for the challenge hearing. If the appeal judgment provides for termination of the services of an employee, challenge to said judgment before the Supreme Court shall result in a stay of execution pending determination of the original case.

1. If the challenge petition includes a request for staying of execution of the judgment, the cases department shall refer a copy thereof and a copy of its attachments to the circuit within a day at most after registration. The said department , in all cases, shall continue to complete the necessary procedures.
2. After the circuit adjudicates the request, it shall return it to the cases department to include it in the objection file and if circuit has rejected the request, it shall only confirm such rejection in minutes of the hearing.





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Article 50:

1. If the respondent wishes to file a defense, he shall, within thirty days from notification thereof, file with the court a brief stating his defense together with any other documents he may deem relevant.
2. If the respondent files a brief of defense as provided for in paragraph 1 of this Article, the appellant may, within thirty days following the end of said period, file with the court a brief providing his response together with any other documents he may deem relevant. In case of multiple respondents, each respondent may, within the period specified in this paragraph, file a counter brief against the appellant's challenge.
3. If the appellant exercises his right to respond, the respondent may file a response within thirty additional days.

1. The briefs shall be filed equally to the number of respondents to the cases department, and the person submitting them shall be taken proof of this.
2. The parties to the objection shall follow the submitting and receiving the briefs.

Article 51:

The respondent may, prior to the expiration of the period provided for in Article 50 (1) of this Law, request the joinder of a party to the case in which the challenged judgment is rendered and he is not a respondent. Such joinder shall be effected by serving said party of the challenge petition, and the joined party may, within thirty days from the date of service, file with the court a brief of his defense, together with any other documents he may deem relevant. In such case, the response provided for in Article 50(2 and 3) of this Law shall take effect only upon the lapse of the thirty-day period provided for in this Article.

1. The cases department shall notify the joined party along with the challenge petition.

Article 52:

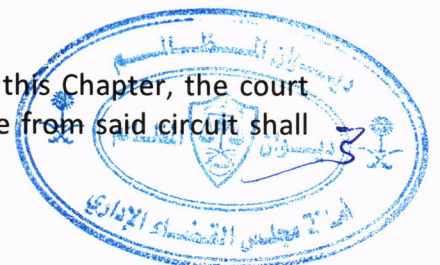
Each party to the case in which the challenged judgment was rendered may, if not notified of the challenge petition, intervene in the challenge to petition its denial. Such intervention shall be pursuant to a brief filed before the court prior to the lapse of the period provided for in Article 50(1) of this Law, together with supporting documents.

Article 53:

No brief or document may be admissible after the lapse of the dates set for filing the same. The court shall draft minutes recording the filing date, name and capacity of the filing party and shall keep the same in the challenge file.

Article 54:

Upon the lapse of the dates stipulated in the preceding articles of this Chapter, the court shall send the challenge petition to the relevant circuit, and a judge from said circuit shall





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review the challenge and draft a response containing a summary of the grounds for challenge, response thereto and disputed issues, without expressing an opinion thereon, and shall submit said report to the circuit. If the circuit decides that the challenge is invalid due to the lapse of the challenge date, or for being based on grounds other than those set forth in Article 11 of the Law of the Board of Grievances or grounds inconsistent with the principles established by the Supreme Administrative Court, the circuit shall dismiss the appeal pursuant to a decision recorded in the hearing minutes together with a brief providing reasoning of the decision. If the circuit decides that the challenge is valid, it shall set a hearing date for consideration of such challenge. In such case, the circuit may exclude from such challenge any inadmissible reasons before the Supreme Administrative Court and only consider the valid reasons, together with a brief reference to the reasons for such exclusion.

Article 55:

Parties to the challenge who filed their briefs shall be notified of the date set for consideration of the challenge at least fifteen days prior to said date.

1. The Circuit shall notify parties to the objection of the date of the hearing set to consider the objection.

Article 56:

The court shall decide the challenge without a hearing after the judge who reviewed the challenge reads the report he drafted in accordance with Article 54 of this Law.

Article 57:

1. If the relevant circuit deems oral arguments necessary, it may hear arguments from the parties. No grounds may be presented orally in the hearing other than those already stated by the parties in the documents, unless said grounds relate to public order.
2. The circuit may, as an exception, allow the parties to the challenge to submit supplemental memoranda if, upon examination of the case, it finds that it is necessary for rendering a decision. In such case, consideration of the challenge shall be adjourned to another hearing. The circuit shall set the dates for filing such memoranda.

Article 58:

If the Supreme Administrative Court overturns the challenged judgment on grounds of lack of jurisdiction, it shall determine the jurisdiction issue and shall, if necessary, refer the case to the competent court.

If the Supreme Administrative Court overturns the judgment for other reasons, it shall refer the case to the court rendering the challenged judgment to decide it by different judges. In





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such case, the court to which the case is referred shall observe the principle applied to the judgment of the Supreme Administrative Court.
Nonetheless, if the court overturns the challenged judgment for a second time and the subject matter is valid for decision, the court shall rule on such subject matter.

Article 59:

A judgment of the Supreme Administrative Court may not be challenged, unless the challenge for reconsideration is filed by a person affected by such judgment and has not joined nor has intervened in the case.

1. The request for reconsideration shall be filed before the Supreme Administrative Court in accordance with the provisions of Article (44) within thirty (30) days after the date of being notified of the judgment.

Part 5

Final Provisions

Article 60:

In all matters not provided for in this Law, the provisions of the Law of Civil Procedures shall apply to cases filed before the courts of the Board of Grievances, to the extent consistent with the nature of administrative disputes.

Article 61:

The Administrative Judicial Council shall issue the implementing regulations of this Law.

Article 62:

This Law shall repeal the Rules of Procedures and Hearings before the Board of Grievances issued pursuant to Council of Ministers Resolution No. (190) dated 16/11/1409H and any conflicting provisions.

1. The regulation revokes all decisions issued in implementation of the Rules of Procedures and Hearings before the Board of Grievances.

Article 63:

This Law shall enter into force as of the date of its publication in the Official Gazette.

