

# **LEGAL ASPECTS OF HUMAN RESOURCES MANAGEMENT UNDER THE SAUDI LABOR LAW**

Dubai - UAE

25 - Oct 2026 - 29 - Oct 2026

\$5,800



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TRAINING CENTER



## Introduction

The Legal Aspects of Human Resources Management Under the Saudi Labor Law Training Course equips HR professionals with the legal knowledge needed to manage the workforce in full compliance with Saudi regulations. HR decisions in the Kingdom must align with the Saudi Labor Law, Nitaqat Saudization requirements, and Ministry of Human Resources and Social Development (MHRSD) regulations, all of which carry direct legal and financial consequences. This course covers employment contracts, termination rules, GOSI obligations, and the Wage Protection System (WPS), giving participants the tools to reduce legal risk across the employee lifecycle. Furthermore, the course examines how documentation and dispute resolution processes protect both employees and employers. As a result, participants gain the confidence to manage HR matters lawfully within the Saudi labor framework.

## Legal Aspects of Human Resources Management Under the Saudi Labor Law Course Objectives

- Understand core principles of the Saudi Labor Law
- Draft employment contracts compliant with MHRSD requirements
- Apply Nitaqat Saudization quotas and workforce planning rules
- Manage disciplinary procedures and lawful termination processes
- Handle end-of-service benefits and gratuity calculations
- Apply Wage Protection System (WPS) compliance requirements
- Understand GOSI registration and contribution obligations
- Manage workplace grievances through labor dispute committees
- Apply occupational health and safety regulations in Saudi Arabia
- Reduce organizational legal risk through proper HR documentation



## Course Methodology

- Case study analysis of real Saudi labor disputes
- Interactive review of MHRSD-compliant contract templates
- Group exercises on disciplinary and termination scenarios
- Guided discussions on Nitaqat and Saudization planning
- Role-play exercises for labor dispute committee hearings
- Practical checklists for HR legal documentation

## Who Should Take This Course

- HR managers and generalists working in Saudi Arabia
- Employee relations and compliance officers
- HR business partners handling disciplinary matters
- In-house legal advisors supporting HR functions
- Government relations and Saudization officers
- Department heads managing direct reports

## Legal Aspects of Human Resources Management Under the Saudi Labor Law Course Outlines

### Day 1: Foundations of the Saudi Labor Law

- Overview of the Saudi Labor Law structure and sources
- Key employer and employee legal rights
- Structuring MHRSD-compliant employment contracts
- Understanding probation and onboarding terms

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- Reviewing offer letters and job descriptions
- Common contractual pitfalls in Saudi HR practice
- Legal considerations in recruitment advertising

## Day 2: Saudization and Workforce Planning

- Principles of Nitaqat Saudization requirements
- Managing workforce nationalization quotas
- Applying localization strategies in recruitment
- Reviewing work permit and Iqama regulations
- Documenting Saudization compliance reports
- Managing penalties for non-compliance
- Case studies on Nitaqat classification levels

## Day 3: Discipline, Termination, and End-of-Service

- Structuring fair disciplinary procedures
- Managing lawful termination and notice requirements
- Calculating end-of-service gratuity benefits
- Handling arbitrary dismissal risks
- Applying grievance resolution through labor committees
- Conducting exit interviews and documentation
- Case study on disciplinary decision-making

## Day 4: Compliance, Wages, and Data Protection

- Applying Wage Protection System (WPS) requirements
- Understanding GOSI registration and contributions



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- Managing working-hour and overtime compliance
- Handling confidential HR records securely
- Reviewing workplace policy compliance audits
- Applying occupational health and safety standards
- Case study on compliance risk management

## Day 5: Dispute Resolution and Risk Management

- Applying mediation techniques to labor disputes
- Understanding labor dispute committee procedures
- Preparing HR documentation for legal proceedings
- Reducing organizational exposure to labor claims
- Building a proactive HR compliance framework
- Reviewing lessons from real case studies
- Action planning for workplace application

## Conclusion

By successfully completing the Legal Aspects of Human Resources Management Under the Saudi Labor Law Training Course, participants will have acquired the legal knowledge needed to manage employment contracts, Saudization requirements, and workplace disputes with confidence. They will understand GOSI obligations, Wage Protection System compliance, and end-of-service calculations relevant to Saudi HR practice. Additionally, they will be equipped to reduce legal risk through sound documentation and dispute resolution. This Training Course, delivered by Gentex Training Center, prepares HR professionals to manage their workforce lawfully within the Saudi regulatory framework.





## FAQs

### Q1 What is the "Legal Aspects of Human Resources Management Under the Saudi Labor Law" course about?

This course teaches HR professionals the legal principles that govern hiring, discipline, termination, and Saudization compliance under the Saudi Labor Law. It covers key MHRSD regulations and practical frameworks for managing employees lawfully in the Kingdom.

### Q2 What are the key benefits of the "Legal Aspects of Human Resources Management Under the Saudi Labor Law" course?

Participants gain the ability to draft compliant contracts, manage Saudization quotas, and reduce legal exposure. The course also strengthens decision-making around termination and end-of-service benefits, helping organizations avoid costly labor disputes.

### Q3 What skills will I gain from the "Legal Aspects of Human Resources Management Under the Saudi Labor Law" course?

Participants develop skills in contract drafting, Saudization compliance, grievance handling, and dispute resolution. These skills allow HR professionals to manage workplace issues fairly while protecting the organization from legal risk.



## Q4 What tools, methods, or standards are covered in the "Legal Aspects of Human Resources Management Under the Saudi Labor Law" course?

The course covers the Saudi Labor Law framework, Nitaqat Saudization requirements, the Wage Protection System (WPS), GOSI contribution rules, and labor dispute committee procedures relevant to Saudi HR practice.

## Q5 How is the "Legal Aspects of Human Resources Management Under the Saudi Labor Law" course applied in real-world practice?

Participants apply course concepts by reviewing MHRSD-compliant contract templates, practicing disciplinary and Saudization scenarios, and preparing HR documentation. These tools transfer directly into daily HR work, supporting lawful decisions within the Saudi labor system.