



Kingdom of Saudi Arabia
Ministry of Interior
General Directorate of Civil Defense

Regulation for Organizing the Practice of Engineering, Technical and Contraction Businesses Related to Fire Protection and Prevention

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2024 – 1446



Chapter 1

Article 1:

The following terms, wherever they are mentioned in this Regulation, have their meaning next to each term, unless the context requires otherwise:

- The Law: Civil Defense Law issued by Royal Decree No. (M/ 10) Dated (10/5/1406H).
- Regulation: Regulation for Organizing the Practice of Engineering, Technical and Contracting Businesses Related to Fire Protection & Prevention.
- The Relevant Authority: The General Directorate of Civil Defense and other relevant bodies.
- Fire protection and prevention: technical requirements and procedures aimed at reducing the risk of fire and reducing losses of life and property.
- Fire equipment: systems and equipment producing water or other fire fighting agents whether fixed or portable such as: automatic sprinkler systems, foam system, halon system, Halon pedestal systems, dry powder system, wet powder system, Co² system, firefighting system, fog system, external nozzles (above and below ground) internal nozzles (dry and wet) hoses of all types, manual fire extinguishers, and any other equipment or systems developed later on.
- Fire alarms: devices used to detect & warn from fire and operate fire systems including: alarm panels of all kinds, detectors of all types, manual fire alarm (push button), various alarms, and any accessories used with these systems.



- Analog circuit: an electronic circuit that works with currents and voltages that change continuously over time and does not have sudden shifts between levels.
- Engineering services: Technical works that serve the goals and objectives of fire prevention, including: steam boilers, protection materials for steel structures, protection materials for electrical cables, natural or mechanical ventilation systems or systems to increase pressure and throttle, fire-resistant doors and smoke-proof doors, emergency lighting and exit lighting, padded materials for fire spread and smoke resistance curtains, without violating rules and regulations for other engineering services.
- Contractor's categories for fire & alarm work (installation and equipment maintenance): levels restricted by requirements under which the license is issued to carry out the specified work in this area. Category (D) is the minimum level for fire projects, and category (C) is the minimum level for fire alarm projects.
- Small project for fire systems: the total area protected by automatic sprinklers is less than 2000 m².
- Mid-level project for fire systems: the total area protected by automatic sprinklers is between 2000 m²– 6000 m².
- Large fire systems project: the total area protected by automatic sprinklers is more than 6000 m².
- Small project for alarm systems: contains a manual/automatic alarm system and the actual fire zones of automatic detectors are not more than five fire zones or three analog circuits.
- Large project for alarm systems: contains a manual/automatic alarm system and the actual fire zones of automatic detectors are not less than six fire zones or four analog circuits.



- Elevator: ascending/descending device that moves A cabin or a platform vertically, and the cabin has dimensions that allow it to carry passengers or other loads (goods) or both between two floors or more.
- Electric escalator: An escalator is a moving staircase which carries people between floors of a building or structure. It consists of a motor-driven chain of individually linked steps on a track which cycle on a pair of tracks which keep them horizontal.
- Licensee: Who obtains a license from the General Directorate of Civil Defense to practice any of the businesses mentioned in this regulation, whether it is a consulting office, a company or an individual establishment.
- Accredited laboratories: laboratories approved by the General Directorate of Civil Defense or SASO in the field of fire protection and prevention.

Article 2:

Without violating any of the rules and regulations, it is not allowed to practice any of the businesses specified in this regulation until a license has been obtained from the General Directorate of Civil Defense.

Chapter 2

The Business of Engineering Consultancy Offices for fire protection

Article 3:

Practicing the business of engineering consultancy services for fire protection requires the following conditions for the licensee:

- Obtain a license from the Saudi Council of Engineers to practice the profession of engineering consulting.



- At least an engineer in the field of fire protection with the title of safety engineer, firefighting engineer, safety engineer and fire technology, loss prevention engineer or fire prevention engineer, must work for the licensee continuously under a contract.
- In the absence of this condition in paragraph (2) of the license applicant, At least an engineer must work for the licensee continuously under a contract in the following fields: electrical engineering, mechanical engineering, architecture. Each engineer must obtain a certificate with a period of not less than 6 months or equivalent of cumulative courses in the field of fire protection with an experience of not less than two years in preparation of fire protection plans.

Article 4:

The tasks practiced by the licensee to carry out the business of engineering consultancy services for fire protection will include the following:

1. Design, audit and review the engineering plans as per Civil Defense rules, regulations and instructions.
2. Supervise the implementation of fire protection and prevention systems following the approved plans.
3. Receive fire protection systems in projects (municipal license).
4. Provide engineering consultancy in the field of fire protection.
5. Issuing certificates of conformity for the Saudi Building Code and Civil Defense Rules and Regulations following the approved plans by the General Directorate of Civil Defense.



Article 5:

The licensee to practice the engineering consultancy for fire protection, may require the services of international specialized bodies for each project provided that these bodies must have at least 20 years of experience and the engineers working for them have at least five years of experience in the field of fire protection, the necessary contracts must be submitted, and the office will bear the legal responsibility.

Article 6:

If the licensee to practice the engineering consultancy for fire protection is required to work on a project in another unlicensed region, he must have a representative office in the same project.

Article 7:

Without violating any of Civil Defense rules and regulations, the licensee must be:

1. The office should have the following references:
 - ✓ Civil Defense local and Gulf rules and regulations.
 - ✓ Saudi Building Code.
 - ✓ National Fire Protection Association (NFPA) Specifications.
2. Undertake to continue follow-up of all updates issued for the above references.



Chapter 3

Technical services Business for fire protection

Article 8:

To practice the business of technical services for fire protection, the following conditions are required to the licensee:

1. To be a citizen of (GCC).
2. Must not have been sentenced to any absolute sentence that violates honor and honesty.
3. Full-time, to practice the business.
4. To obtain any of the following certificates and experiences:
 - a) Bachelor Degree in fire protection with a one year experience.
 - b) Diploma in fire protection or a two-year course in the field of safety and fire science with five years of experience.
 - c) Specialized courses in the field of fire protection, not less than one year after completing the bachelor degree and three years of experience in the field of fire protection.
5. Must have a valid commercial registration including the required services or businesses.
6. Be a participant in the Saudi Chamber of Commerce.
7. To have a head-quarter for the business, at least 100 m².
8. In case of opening branches outside the licensing city, they must contain all office and technical equipment and must be licensed by the relevant authorities.
9. At least an engineer must work for the licenses continuously under a contract in the following fields: electrical engineering, mechanical engineering, architecture. Each engineer must obtain a certificate with a period of not less than 6 months (course) in the field of fire protection with an experience of not less than two years in preparation of fire protection plans.



10. The office must have at least three technicians with a diploma in the following majors (mechanics– electricity – architecture and planning) related to technical for each major, and must obtain a qualified course in the field of fire protection with a period of not less than six months.

Article 9:

The licensee practicing the business of technical services for fire protection must provide the following tasks:

1. Preparing fire protection plans for public and private facilities.
2. Risk Analysis, Risk Assessment, and the preparation of studies to prevent losses.
3. Preparing technical reports on the compliance or readiness of fire protection systems within the facilities to Civil Defense rules & regulations and to approved Saudi or international standards.
4. Preventive awareness through scientific sessions and providing guidance lectures to raise awareness of operators and occupants of public and private facilities who specialize in safety and facing hazards and their requirements.
5. Providing technical advice about the tasks assigned to him.
6. Preparing technical reports on contractors of installation and maintenance licensed following this Regulation about their compliance with the requirements of their business.

Chapter 4

The Business of Importing and Selling Fire and Fire alarm Devises Equipment, and Safety Equipment

Article 10:

The licensee must have the following conditions in order to practice this business:



1. Must have a valid commercial registration including the required services or businesses.
2. To have a dedicated headquarter to practice the business, licensed by the relevant authorities.
3. If the applicant is a company, a copy of the Memorandum of Association must be submitted.
4. If the applicant is an agent of a manufacturing company, a copy of the agency's contract with the manufacturer must be submitted and must be registered with the Ministry of Commerce and Industry.
5. In case the licensee desires to practice his business in another location, it must meet the requirements of the original license.

Article 11:

Without violating the rules & regulations of relevant authorities regarding importing and selling, the licensee to practice the business of importing and selling fire and fire alarm devices, and equipment and safety equipment must do the following:

1. To Comply with Civil Defense rules & regulations and any updates to them.
2. The imported Fire and alarm devices, equipment, and safety equipment must meet the following conditions:
 - a) The imported goods must comply with approved Saudi or international standards.
 - b) To obtain a certificate from one of the accredited laboratories.
 - c) To obtain Country of Origin certificate.
 - d) Original technical operation manuals in both Arabic and English to be provided with each equipment and tool.
3. Undertake to provide spare parts for the imported goods for a period not less than ten years, plus submit warranty certificates issued by the manufacturers or authorized agent for a period of not less than two years.

4. Undertake to update his data annually with the relevant authority in the General Directorate of Civil Defense, starting from the first month of each Hijri year.
5. Undertake not to import unauthorized safety materials, or equipment, in the field of fire protection.
6. Undertake to practice the business only in the license place.

Article 12:

To carry out the business of selling materials, equipment and equipment safety, fire and fire alarm, the following conditions are required in the licensee:

1. Must have a valid commercial registration including the required services or businesses.
2. To have a dedicated headquarter to practice the business, licensed by the relevant authorities.

Article 13:

Without violating Civil Defense rules & regulations, the licensee to practice the business of importing and selling fire and fire alarm devices, and equipment and safety equipment must do the following:

1. Submit a proof of the origin of goods and materials intended to be sold to the General Directorate of Civil Defense or one of its branches.
2. Not to handle/deal with any equipment or material that does not comply with Saudi or international standards and did not obtain a certificate from laboratories accredited by the General Directorate of Civil Defense or SASO.
3. Guarantee certificates issued by the manufacturer and the authorized agent must be submitted with the sale documents, and the warranty period must be not less than two years.



4. Undertake to update his data annually with the General Directorate of Civil Defense, starting from the first month of each Hijri year.
5. Carry out installation and maintenance works only after obtaining the necessary license from the General Directorate of Civil Defense.

Article 14:

The licensee to practice the business of manufacturing fire materials, equipment and devices is required the following conditions:

1. To obtain an industrial license.
2. To have a dedicated headquarter for the business, licensed by the relevant authorities.
3. To submit a technical study of the factory that includes (necessary data of the factory – equipment or manufactured materials and the capacity/volume of the production – certificates of the manufactured goods specifications).

Article 15:

Without violating Civil Defense rules & regulations, the licensee to practice the business of manufacturing fire and fire alarm devices, and equipment must undertake the following:

1. The factory products must comply with approved Saudi or international standards.
2. The factory products must obtain a certificate from one of the laboratories accredited by the General Directorate of Civil Defense or the SASO.
3. Original technical operation manuals in both Arabic and English to be provided with each equipment and tool.



4. Provide spare parts for the manufactured goods for a period or not less than ten years, plus submit a warranty for the products for a period of not less than two years.
5. Undertake to update his data annually with the General Directorate of Civil Defense, starting from the first month of each Hijri year.

Chapter 5

Installation and Maintenance Works of fire and alarm equipment

Article 16:

The following conditions are required for practicing the business of installation and maintenance works of fire and alarm equipment:

1. Must have a valid commercial registration including the required services or businesses.
2. Submit a copy of the commercial or professional license from the relevant authorities.
3. The licensee in category (A) mentioned in article 19 of this regulation, must be classified by the Contractors Classification Agency of the Ministry of Municipal and Rural Affairs following Article (3) of the Contractors Classification System issued by the Royal Decree No. (M/18) and dated (20/3/1427H) and not less than fourth degree in the field of mechanical works (firefighting systems).
4. If the applicant is a company, a copy of the Memorandum of Association must be submitted.
5. Must have a permanent and well-known headquarter licensed by the relevant authorities and equipped with appropriate office and technical capabilities. In case of address change, the General Directorate of Civil Defense must be notified in writing.

Article 17

Without violating Civil Defense rules & regulations, the licensee to practice the business of installation and maintenance works of fire and alarm devices, and equipment must undertake the following:

1. Provide engineers, the necessary technical labor to carry out the installation or maintenance works of fire protection & alarm systems according to the contractors' categories mentioned in this regulation.
2. Submit a list to the General Directorate of Civil Defense or any of its branches about the finished jobs and the company equipment internally and externally periodically in the first month of each Hijri year.
3. The technical team should be familiar with the technical specifications issued by the General Directorate of Civil Defense, SASO and international standards that are approved and related to this regard.
4. Undertake to provide the minimum number of technical staff for each category.

Article 18:

The licensee to carry out the installation and maintenance works of fire protection and alarm equipment is allowed the following:

1. Firefighting equipment works.
2. Fire alarms equipment works.
3. The following engineering services:
 - 3/1 steel structures protection materials works.
 - 3/2 natural and mechanical ventilation systems, air pressure systems and dampers.
 - 3/3 emergency lighting systems and equipment works, and signs and exits lighting.
 - 3/4 Installation and maintenance of emergency exit doors and



means of emergency exits works.

- 3/5 any updated engineering works related to fire protection.

Article19:

The categories of licensees to practice the business of installation and maintenance works of fire and alarm devices are as follows:

First: firefighting equipment and devices Contractors.

The tasks of this category as shown in the following table:

Category	Project size allowed to be implemented	Minimum number of engineers	Required technical experience for engineers	Minimum number of technicians	Experience required for the next category
D	1. The area protected by sprinklers should not exceed 2,000 m² 2. Fire hoses. 3. Dry nozzles.	One mechanical engineer	Six months of experience in fire protection.	Four technicians: mechanic, electrician, plumber, welder.	1. Complete one year in the category uninterrupted 2. Execute (5) projects protected with sprinklers, area of each project is 2,000m² or execute several projects and total area protected by sprinklers not less than 20,000 m²
C	1. The area protected by sprinklers should not exceed 6,000 m² 2. All other firefighting systems.	Two mechanical engineers	One engineer with an experience of not less than the number of required projects, for re-promotion in category four.	Six technicians. 1mechanic, 1electrician, 2plumbers, 2welders.	1. Complete two years in the category uninterrupted. 2. Execute (3) large projects or (6) medium projects.
B	1. The area protected by sprinklers should not exceed 10,000m². 2. All other firefighting systems.	Three engineers. 2 Mechanical engineers and one electrical engineer.	two engineers with an experience of not less than the number of required projects, for re-promotion in category three.	Eight technicians. 2mechanics 2 electricians 2 Plumbers 2 Welders	Must be classified by the Contractor Classification Agency, not less than grade four in the field of mechanical works (fire fighting systems)
A	1. All projects 2. All other firefighting systems	Four engineers, Three Mechanical, One electrical engineer	Three engineers with an experience of not less than 6 large projects, or 10 medium-sized projects.	12 technicians, 2 electricians 2mechanics 4 plumbers 4 welders	

Second: fire alarms contractors.

The categories of work of this type are as shown in the following table:

Category	Project size allowed to be implemented	Minimum number of engineers	The technical experience required for engineers	Minimum number of technicians	Experience required for the next category
C	1. Manual system 2. Automatic system with no more than five fire zones or three analog circuit.	One electrical engineer.	Six months of experience in fire protection	3 technicians. 2 Electricians and 1 electronics technician	1. Complete one year in the category. 2. Execute (4) small projects or (2) large projects
B	1. Manual system 2. Automatic system with no more than 10 fire zones or six analog circuits.	Three engineers. 2 electric and 1 electronics engineer.	Two engineers with an experience of not less than the number of required projects, for re-promotion in category three.	6 technicians. 4 electricians, 2 electronics technicians.	Must be classified by the Contractor Classification Agency, not less than grade four in the field of electronic works (safety & security systems)
A	All types of Systems.	4 engineers. 2 Electrical engineers, 2 Electronics Engineers	Three engineers with an experience of not less than six small projects or two large projects.	10 technicians. 7 Electricians 3 electronics.	



Chapter 6

The business of Import, sale, installation and maintenance of elevators and escalators

Article 20:

The licensee must have the following conditions in order to practice this business:

1. Must have a valid commercial registration including the required services or businesses.
2. To have a dedicated headquarter to practice the business, licensed by the relevant authorities.
3. If the applicant is a company, a copy of the Memorandum of Association must be submitted.
4. If the applicant is an agent of a manufacturing company, a copy of the agency's contract with the manufacturer must be submitted and must be registered with the Ministry of Commerce and Industry.
5. In case the licensee desires to practice his business in another location, it must meet the requirements of the original license.

Article 21:

Without violating Civil Defense rules & regulations, the licensee to practice this must comply with the following:

1. The imported goods must comply with Saudi standards.
2. To obtain Country of Origin certificate.
3. Original technical operation manuals in both Arabic and English for each equipment must be provided.
4. Undertake to provide spare parts for the imported goods for a period not less than ten years, plus submit warranty certificates issued by the manufacturers or authorized agent for a period of not less than two years.



5. Undertake to update his data annually with the relevant authority in the General Directorate of Civil Defense, starting from the first month of each Hijri year.
6. Undertake not to import unauthorized goods, in the field of elevators and escalators.
7. Undertake to practice the business only in the license place.
8. Comply with the relevant authorities Regulations regarding importing.

Article 22:

To carry out the business of selling elevators and escalators, the following conditions are required in the licensee:

1. Must have a valid commercial registration including the required services or businesses.
2. To have a dedicated headquarter to practice the business, licensed by the relevant authorities.

Article 23:

Without violating Civil Defense rules & regulations, the licensee to practice the business of selling elevators and escalators must do the following:

1. Submit a proof of the origin of goods and spare parts intended for sale.
2. Not to handle/deal with any equipment or devise that does not comply with Saudi or international standards.
3. Guarantee certificates issued by the manufacturer and the authorized agent must be submitted with the sale documents and the warranty period must be not less than two years for elevators and escalators.
4. Undertake to update his data annually with the General Directorate of Civil Defense, starting from the first month of each Hijri year.
5. Carry out installation and maintenance works only after obtaining the necessary license.
6. Comply with Civil Defense Rules and Regulations.



Article24:

The following conditions are required to practice the business of installation and maintenance of elevators and escalators:

1. Must have a valid commercial registration including the required services or businesses.
2. Must have a dedicated and well-known headquarter licensed by the relevant authorities and equipped with appropriate office and technical capabilities. In case of address change, the General Directorate of Civil Defense must be notified.
3. Submit a copy of the commercial or professional license from the relevant authorities.
4. The licensee must be classified in the contracting business.
5. If the applicant is a company, a copy of the Memorandum of Association must be submitted.
6. To have at least one engineer in each of the following majors (electricity, mechanics) with an experience of not less than six months in the field of installation and maintenance of elevators and escalators.
7. Must have at least two technicians in each of the following majors (mechanics- electrician - electronics) with an experience of not less than six months in the field of installation and maintenance of elevators and escalators.

Article 25:

Without violating Civil Defense rules and regulations, the licensee to practice the business of installation and maintenance works for elevators and escalators must do the following:

1. Submit a list to the General Directorate of Civil Defense or any of its branches about the finished jobs and the company equipment internally and externally periodically in the first month of each Hijri year.

2. The technical team should be familiar with the technical specifications issued by the General Directorate of Civil Defense, SASO and international standards that are approved and related to this regard.
3. Prepare an emergency call center for breakdowns/malfunctions and accidents around the clock for immediate response.
4. Provide Civil Defense departments in licensed cities with a copy of the maintenance technician's shifts schedule and their contact numbers.
5. Undertake to follow the shifts schedule issued by Civil Defense for elevator maintenance contractors.
6. The addressing of elevators that comply with warranty contracts or maintenance.
7. Immediate response to Civil Defense reports.
8. Undertake to carry out installation and maintenance works as per Saudi standards and comply with the installation and maintenance manuals issued by the manufacturer.
9. Repair the breakdowns/malfunctions of elevators and escalators under their responsibility following the concluded contracts, and guarantee that they will not be used until they are repaired by approved technical methods.

Chapter 7

General provisions

Article 26:

1. Two businesses licensed under this regulation may not be combined in one location.
2. Licensees may not open branches in the licensed city, sales are excluded.
3. If a licensee in the field of fire protection concludes a (general) contract with an entity with multiple branches in more than one region, he is not required to open branches to execute this contract.
4. The licensee must acquire the necessary equipment and devices that are determined by the General Directorate of Civil Defense.

5. Engineers working in the businesses mentioned in this regulation are required to be members in the Saudi Council of Engineers.
6. Licensees in the field of fire protection may open branches outside the licensed city, provided they meet the same required conditions in headquarters.
7. Office correspondences (letters) with the General Directorate of Civil Defense and its branches including reports must be stamped/sealed with the licensee's signatures and under their liability.
8. All non-GCC employees in the businesses mentioned in this regulation must be under the licensees' liability.
9. The General Directorate of Civil Defense may assign a third party to follow up and evaluate the designs, studies, equipment, materials and works carried out by the licensees under this regulation.
10. The licensee must undertake to carry out his duties mentioned in this regulation within Civil Defense rules and regulations and any updates to these regulations, as well as to comply with the Ministry of Labor Regulations regarding Saudization.
11. The licensee is responsible to the Directorate General of Civil Defense and other relevant authorities for the serious and accuracy of the works, and he shall be accountable for any mistake, flaw, and neglect in this regard.
12. The licensee undertakes to create an electronic database and must update it regularly which includes all the finished jobs.
13. This regulation will cancel/void the regulation of “ the offices and engineering technical & consulting companies working in the field of safety” issued by the Minister of Interior and the President of the Civil Defense Council (May God rest his soul) decision No.(12/2/ and /2/CD) dated (27/1/1421H).
14. The executive rules of this regulation will be issued by a decision from the Director General of Civil Defense.



15. This regulation shall be applied from the date of its publication in the Official Newspaper (Um al-Qura). All licensees must before this regulation enter into force, adjust their status in accordance with the provisions in this regulation within one year of the date of its validity. All offices, institutions and companies mentioned in this regulation, will be subject to the rules of committees to consider violations of Civil Defense system and regulations.

