



BUSINESS PROFILE

WorldWise International Company

Connecting Business Beyond Borders

One-Stop Business Solutions in Saudi Arabia — From Idea to Execution

Establish

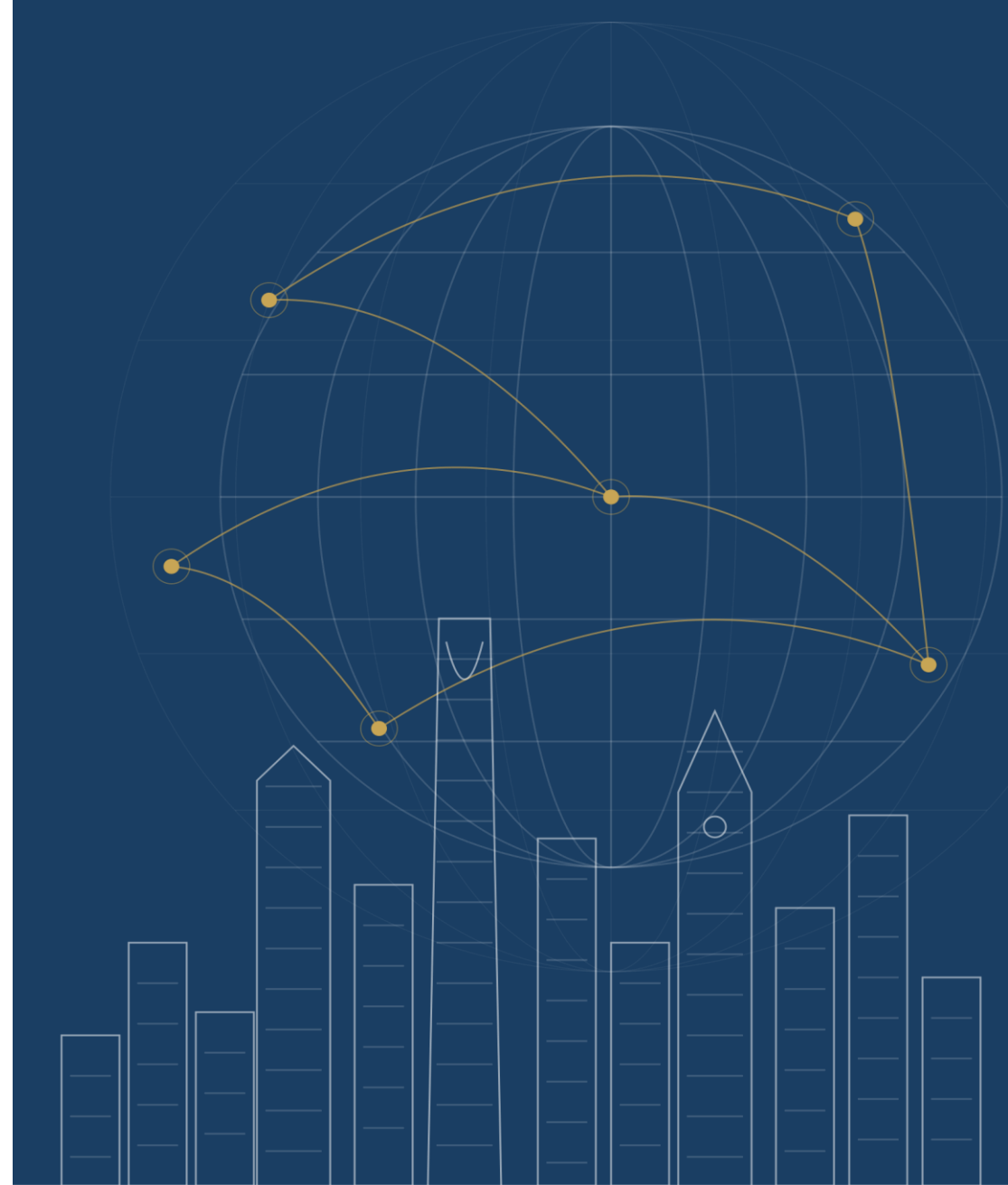
Prepare

Qualify

Operate

Grow

 Riyadh, Kingdom of Saudi Arabia worldwiseintl.com



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SECTION

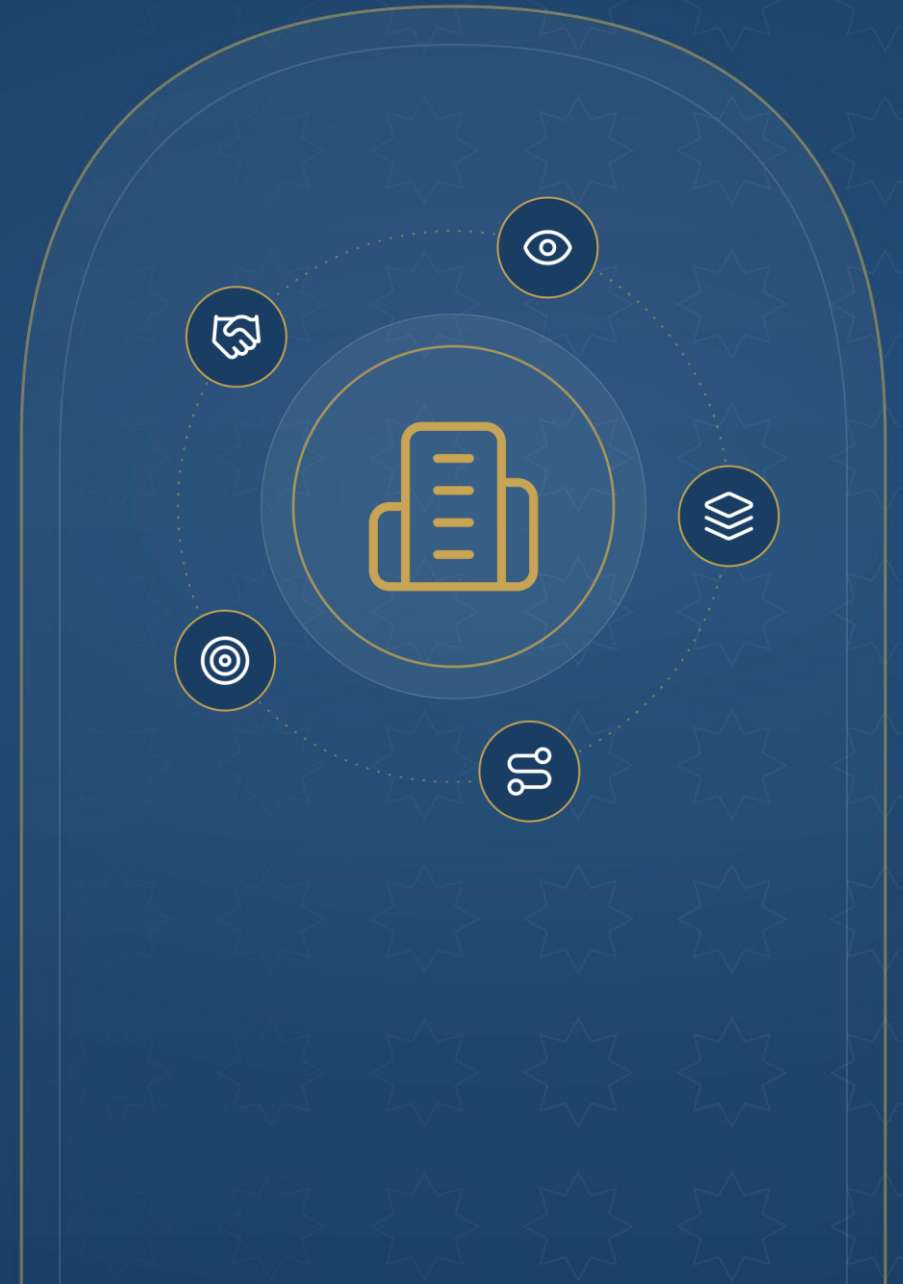
01

Corporate Overview

Who we are, how we work and how our services connect.

IN THIS SECTION

- 04** [Executive introduction](#)
- 05** [Who we are](#)
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An integrated B2B partner, from idea to execution

WorldWise International is a Riyadh-based business solutions company that helps entrepreneurs, investors and companies plan, establish, brand, staff and run their businesses in Saudi Arabia.

Instead of coordinating separate advisers for investment, licensing, supplier qualification, tenders, trade, government relations, HR, accounting, insurance, technology and branding, clients can work with one team that understands how these pieces connect, engaging us for a single service or a coordinated set agreed around their needs.

Investor services & licensing

Supplier & tender readiness

PRO, HR & Saudization

Accounting & reporting

Trade & technology

Brand & protection



Our central message

We help investors and businesses establish, prepare, qualify, operate and grow in Saudi Arabia, with one coordinated team.

A Saudi-focused business solutions company

We work with businesses at every stage, from first idea to established operations, and combine local process knowledge with an international outlook.

WHO WE SUPPORT



Entrepreneurs



Foreign investors



International parent companies



Startups



SMEs



Established businesses

Our service philosophy



Clarity first

Understand the case before recommending a route or a service.



Coordinated delivery

Connect licensing, branding, systems and administration in one plan.



Scope you agree

Clear responsibilities, practical options and competitive pricing based on scope.



Continuity

Stay involved after launch, for the services you choose to keep with us.

Vision, mission and values

VISION

To be a trusted bridge for businesses entering and growing in Saudi Arabia, connecting local know-how with international ambition.

MISSION

To make establishing and running a business in the Kingdom clearer and more manageable through coordinated, practical and transparent support.

VALUES



Clarity

Plain explanations of requirements and options.



Responsibility

Honest about what we do and what authorities decide.



Responsiveness

Practical follow-up on agreed actions.



Partnership

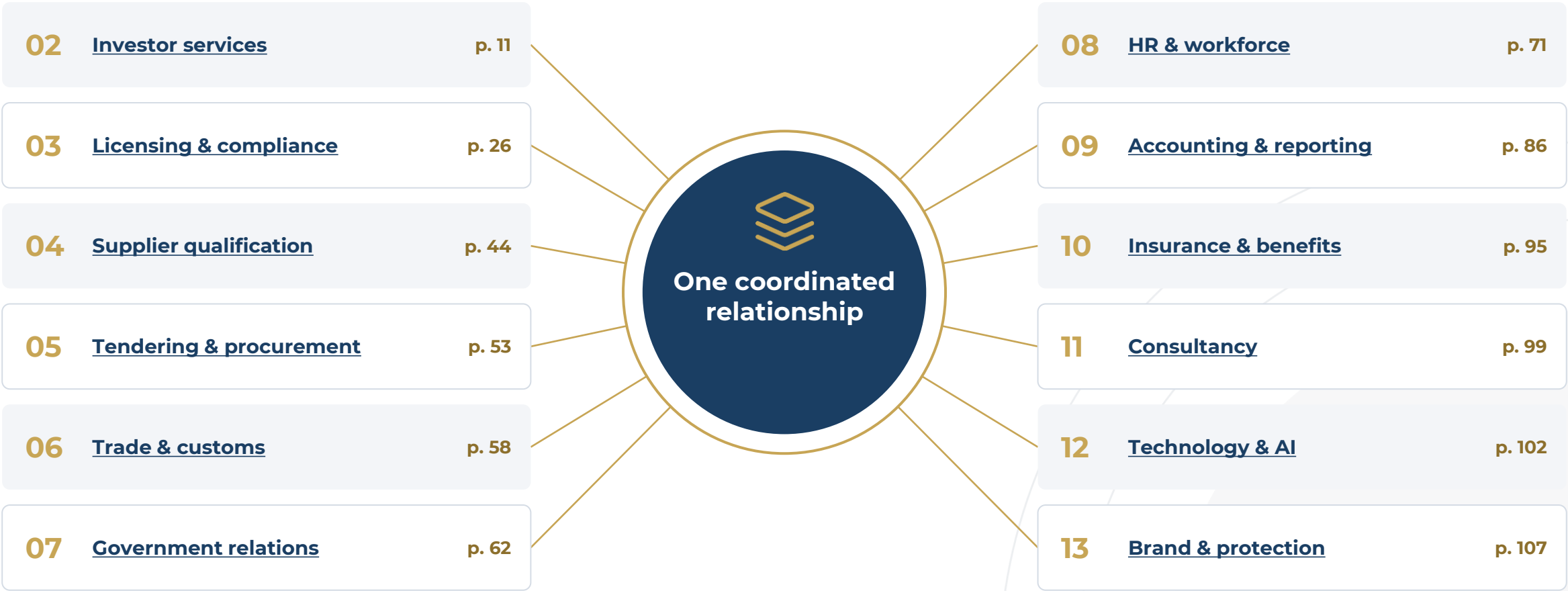
Long-term relationships built on trust.

The complete business lifecycle



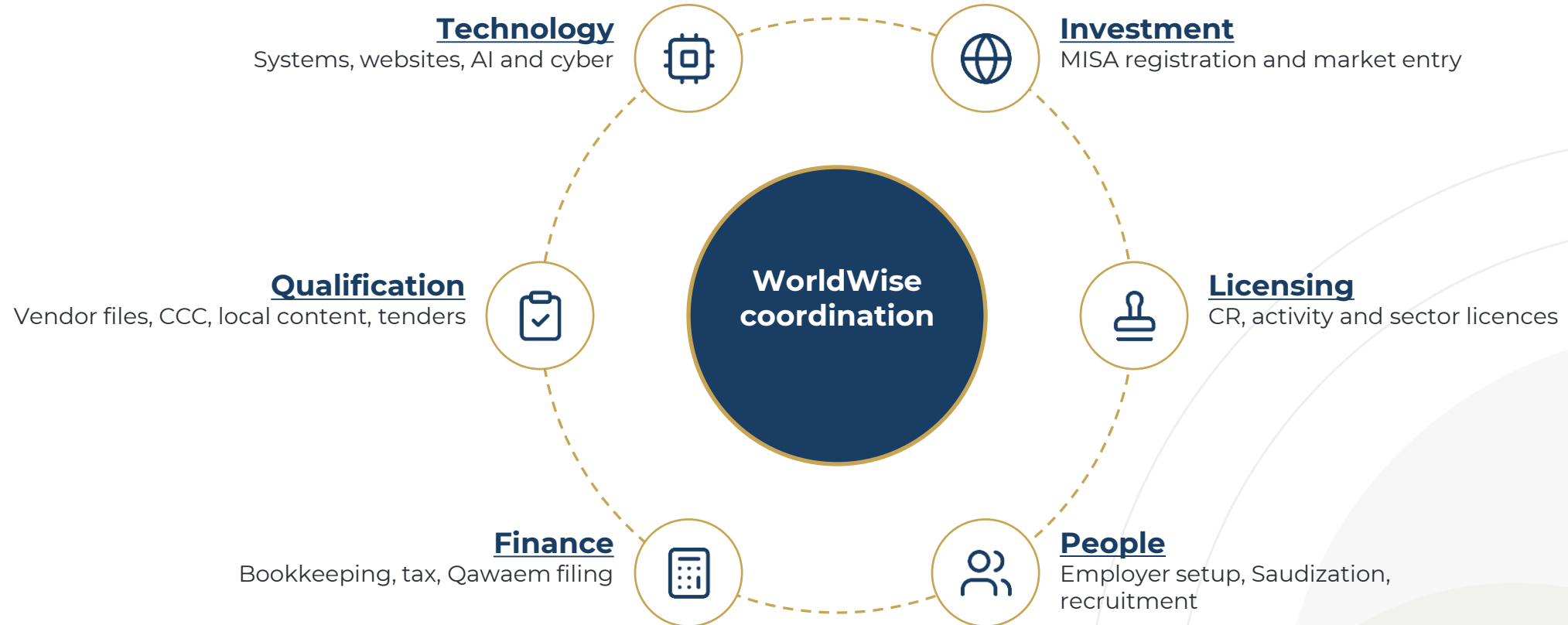
Clients can engage us for one stage, one service or a coordinated set of services; the scope of each engagement is agreed in advance.

Our integrated service model



Twelve service divisions, engaged individually or as a coordinated set. Some services are delivered with independent licensed providers.

How our services connect



Each area has its own rules and decision-makers. Approval in one does not satisfy the others, so we plan them together and coordinate the sequence.

Key business highlights

150+

companies formed

200+

clients supported

12+

years of industry experience
(founder)



Local and international clients

Support for Saudi businesses and for investors and parent companies abroad.



Competitive pricing

Practical service options, priced according to scope and service needs.

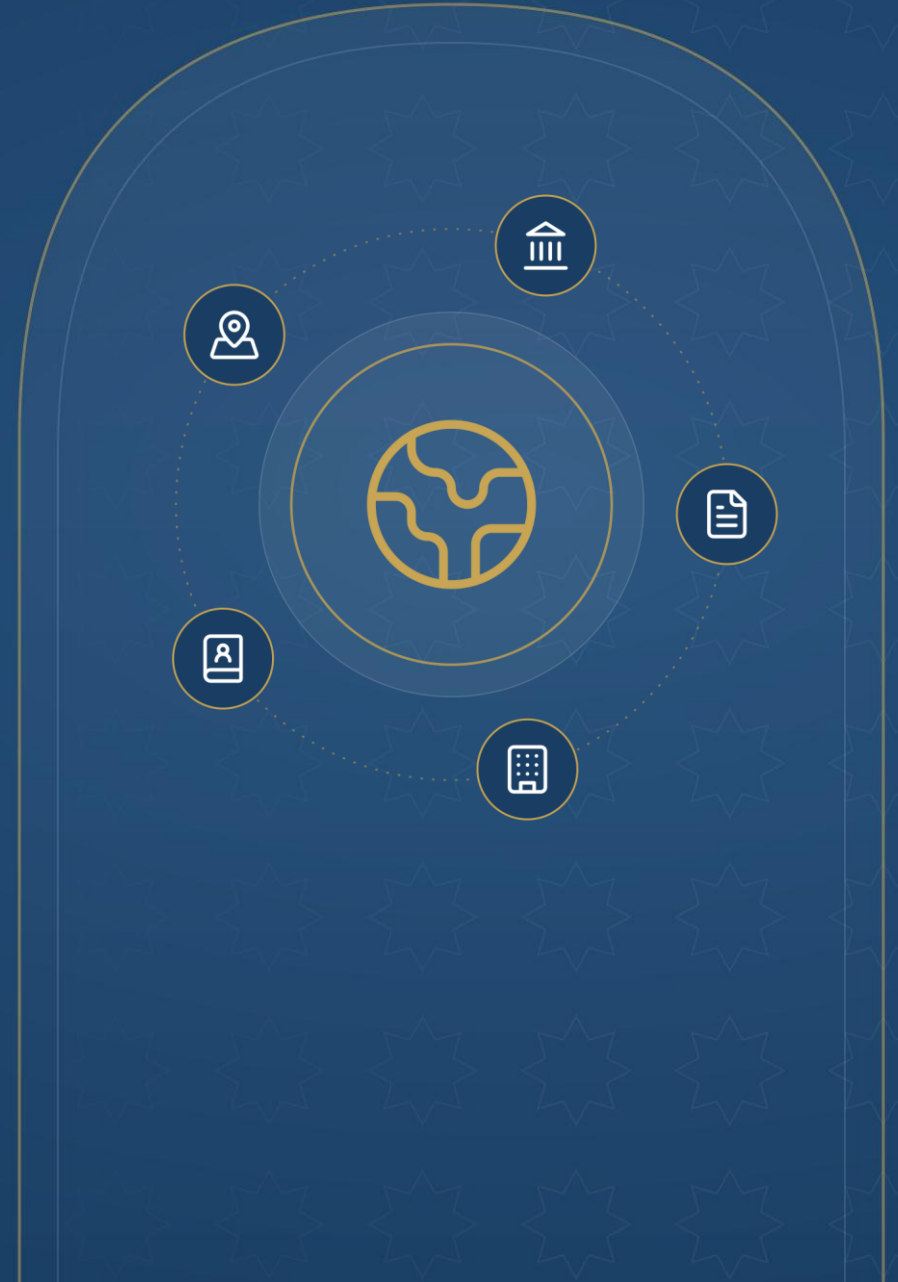
Figures as reported by WorldWise International; experience refers to the founder, Muhammad Rizwan.

Investor Services & Business Establishment

MISA foreign investment, investor services and Saudi market entry, from first assessment to operational readiness.

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Saudi Arabia as a business destination

9,000+

investment licences issued by MISA in a single recent quarter

16,000+

investment licences issued in a recent half-year

600+

regional headquarters of global companies established in the Kingdom

35%+

of new commercial registrations in a recent quarter were in Riyadh Region

WHAT DRIVES DEMAND



National transformation

Diversification, giga-projects and local content.



Regional headquarters

Global firms basing regional operations in Riyadh.



SME growth

More new entities, contracts and payroll cycles.



Rising compliance

Platforms, e-invoicing, Saudization and vendor rules.

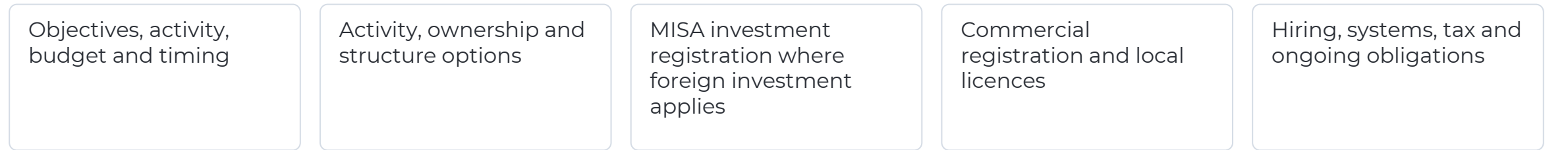
What it means: more licences, vendor registrations, contracts, payroll cycles and platform obligations to organise from day one.

Sources: MISA Economic and Investment Monitor (latest published quarters); Ministry of Media; Monsha'at SME Monitor. Re-check the latest figures before each use.

Understanding the Saudi establishment journey



WHAT HAPPENS



HOW WE SUPPORT



Illustrative sequence only. Steps, order and authorities vary by activity, ownership, location and current regulations.

Investor assessment and market-entry planning

Starting with the right questions helps a business see its likely requirements before investing time and money in establishment.

KEY EARLY QUESTIONS

- 01 What exactly will the business do?
- 02 Who will own it, and from where?
- 03 Which licences and premises may apply?
- 04 Which structure fits the plan?
- 05 What support will be needed after launch?

What assessment and planning can include

- ✓ Initial investor consultation
- ✓ Business activity research
- ✓ Investment-route assessment
- ✓ Ownership and eligibility research
- ✓ Regulated activity identification
- ✓ Investor document checklist
- ✓ Parent-company coordination
- ✓ Structure planning with advisers
- ✓ Market and competitor research
- ✓ Feasibility and operating plan
- ✓ Sector requirement review
- ✓ Setup roadmap

Preliminary assessments are not legal advice, government pre-approval or a guarantee of licensing eligibility.

Foreign investment and MISA investment registration

Under the current Investment Law framework, foreign investors register their investment with the Ministry of Investment (MISA). Registration can cover several eligible activities and is kept current through an annual update.



MISA's role

- Investment registration and annual updates
- Investor Guide with activity conditions
- One-stop coordination with other entities
- Special approval route for excluded activities



Decided elsewhere

- Commercial registration (Ministry of Commerce)
- Activity and sector licences (each regulator)
- Work authorisation (MHRSD / Qiwa)
- Premium Residency (Premium Residency Center)



How we help

- Confirm the current pathway for your case
- Prepare and organise investor documents
- Coordinate submission where authorised
- Plan the steps that follow registration

Terminology and requirements change; we confirm the current procedure with the official sources for each investor and activity. Approvals rest with the authorities.

RELATED [p.16 Registration procedures](#) · [p.17 Eligibility and activity conditions](#) · [p.21 Operational-readiness pathway](#) · [p.22 Premium Residency](#)

MISA registration and related investor procedures

Practical support from first document request to the steps that follow registration, using the procedure that applies to the investor and the activity.

What we can assist with

- ✓ Explain the current registration pathway
- ✓ Organise parent and shareholder records
- ✓ Prepare application information
- ✓ Status tracking and information requests
- ✓ Prepare investor documentation
- ✓ Translation and attestation coordination
- ✓ Submission coordination where authorised
- ✓ Annual update and post-registration steps

Typical client need

A foreign company or investor wants to register an investment in Saudi Arabia and understand everything that must happen next.

Typical documents and steps

- Parent company registration, attested
- Latest financial statements, authenticated
- Activity-specific requirements
- Partner identification, where applicable



Who decides: MISA decides registration; other authorities decide licences and further approvals.



Practical benefit: a complete, consistent file and a clear view of the next approvals required.

Investor eligibility and activity conditions

The pathway depends on the activity, the investor structure and the competent regulator. We check each activity rather than assume one rule fits all.

1

Open activities

Economic activities open to investment under the official activity classification, subject to general requirements.

2

Activities with conditions

For example, minimum Saudi participation, minimum capital or localisation commitments for certain trading, communications and professional activities.

3

Sector approvals needed

Finance (SAMA, CMA), health (MOH, SFDA), education, telecom (CST), real estate (REGA), industry (MIM) and other regulated sectors.

4

Excluded activities

Listed by the competent committee; investment requires special approval through MISA, where available.



What we research for you

- Activity code and description
- Ownership and partner conditions
- Capital or commitment requirements
- Professional qualifications or licences
- Sector regulator approvals
- Restrictions or exclusions

Illustrative structure based on the MISA Investor Guide. Conditions and lists are updated; confirm the current version for each activity.

Parent-company documentation checklist

Overseas parent companies and shareholders usually prepare a documentation pack before registering a Saudi entity or branch.



Requirements differ by country of origin, company type, application pathway and receiving authority. We build the checklist, coordinate translation and attestation, and work with qualified legal, accounting and tax professionals where needed.

Company formation and branch establishment

- 1 **Requirements review**
activity, shareholders, capital
- 2 **Structure selection**
company, branch or other form
- 3 **Name and articles**
reservation and articles of association
- 4 **Registration**
commercial registration, chamber
- 5 **Local licences**
municipal licence, national address, tax
- 6 **Employer set-up**
labour, insurance and residency files

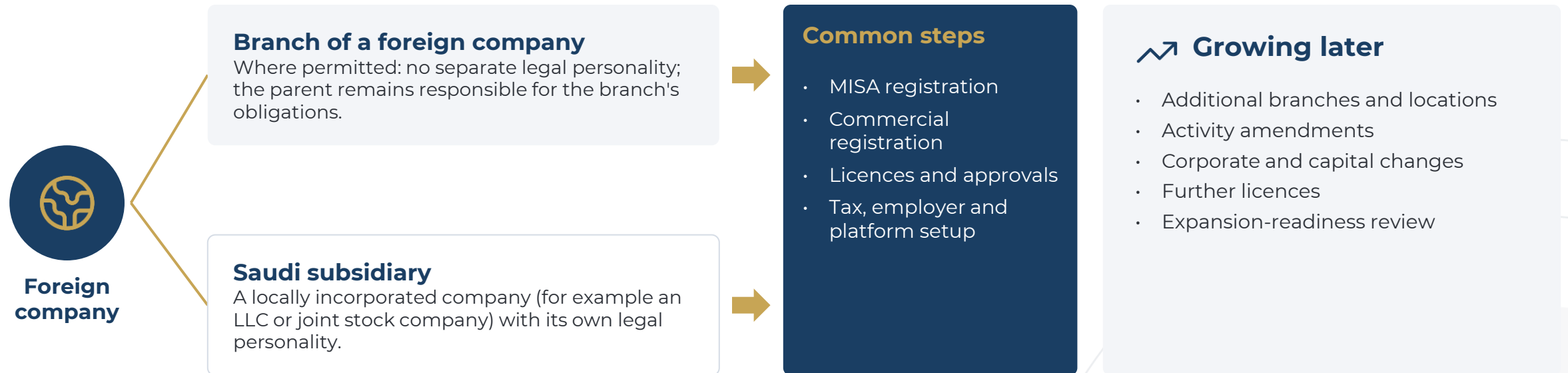
An illustrative decision framework

If the plan is to...	A route often considered	Key point
Run long-term operations with a separate Saudi entity	Limited liability company (LLC)	Liability limited to capital; up to 100% foreign ownership in many activities, per MISA requirements
Extend the parent company for projects or contracts	Branch of a foreign company	No separate legal personality; parent is liable; activities limited to the licence
Manage regional operations from Riyadh	Regional headquarters (RHQ)	Programme-specific eligibility and incentives

Requirements depend on ownership, activity, jurisdiction of origin, legal structure and current regulations. This is not legal advice.

Sources: DLA Piper Going Global, Saudi Arabia; Global Law Experts, Company Formation in Saudi Arabia ; RHQ programme reporting (Arab News).

Branches, subsidiaries and business expansion



Choosing the structure: branch, subsidiary and ownership choices have legal, tax and liability effects. We coordinate qualified advisers for these decisions; every route is subject to applicable requirements and approvals.

RELATED [p. 19 Company formation](#) · [p. 21 Operational-readiness pathway](#) · [p. 18 Parent-company documents](#)

From investment registration to operational readiness



A coordinated pathway

- MISA registration alone does not complete company establishment
- Steps, order and authorities vary by activity, structure and location

Where we fit

- One roadmap across every step you choose to give us
- Bank account opening follows each bank's own requirements

Saudi Premium Residency coordination

Premium Residency is a residence product issued by the Premium Residency Center. It is separate from company formation, investment registration and commercial licences.

PRODUCT CATEGORIES (AS PUBLISHED)



Holders can generally work in the private sector, move between employers, own property and conduct business within investment rules, subject to the product's terms.

Eligibility, fees and approval are decided by the Premium Residency Center. We do not guarantee eligibility, acceptance or processing times.



How we can help

- Preliminary eligibility guidance
- Document preparation
- Application coordination
- Follow-up within agreed scope



It does not replace

- Company formation and MISA registration
- Activity licences and approvals
- Employer obligations for staff

Source: Premium Residency Center product information, as summarised by EIG Law. Confirm current categories, criteria and fees before applying.

Investor and client profiles we can support



International parent companies

Saudi entity or branch, documents, setup



Foreign entrepreneurs

Eligibility research and setup roadmap



Foreign shareholders

Investor documents and registration



Overseas manufacturers

Industrial route, supplier qualification



Technology companies

Activity, structure, talent, systems



Trading and distribution

CR activities, customs, conformity



Consulting and professional

Professional conditions, where eligible



Industrial investors

Licences, local content, HSE readiness



Logistics and supply chain

Transport licences and operations



Other market-entry routes

Assessed case by case

Potential client profiles, not a statement that every activity is open to every investor.

RELATED [p.17 Eligibility and activity conditions](#) · [p.24 Sectors to explore](#) · [p.18 Parent-company documents](#)

Sectors investors may explore

Illustrative sectors, subject to eligibility, foreign-investment rules and sector approvals. Not every activity is open to every investor.



Healthcare, education, real estate and other regulated activities require the relevant regulator's licence. We research the route case by case.

Countries and regions we support



● North America

United States · Canada

● Europe

United Kingdom · EU countries

● South Asia

India · Pakistan · Bangladesh

● Africa

Egypt · South Africa

● GCC

UAE · Bahrain · Oman · Qatar · Kuwait

● And more

Other international markets

● Riyadh, our base

Supporting international investors and businesses exploring opportunities in Saudi Arabia.

SECTION

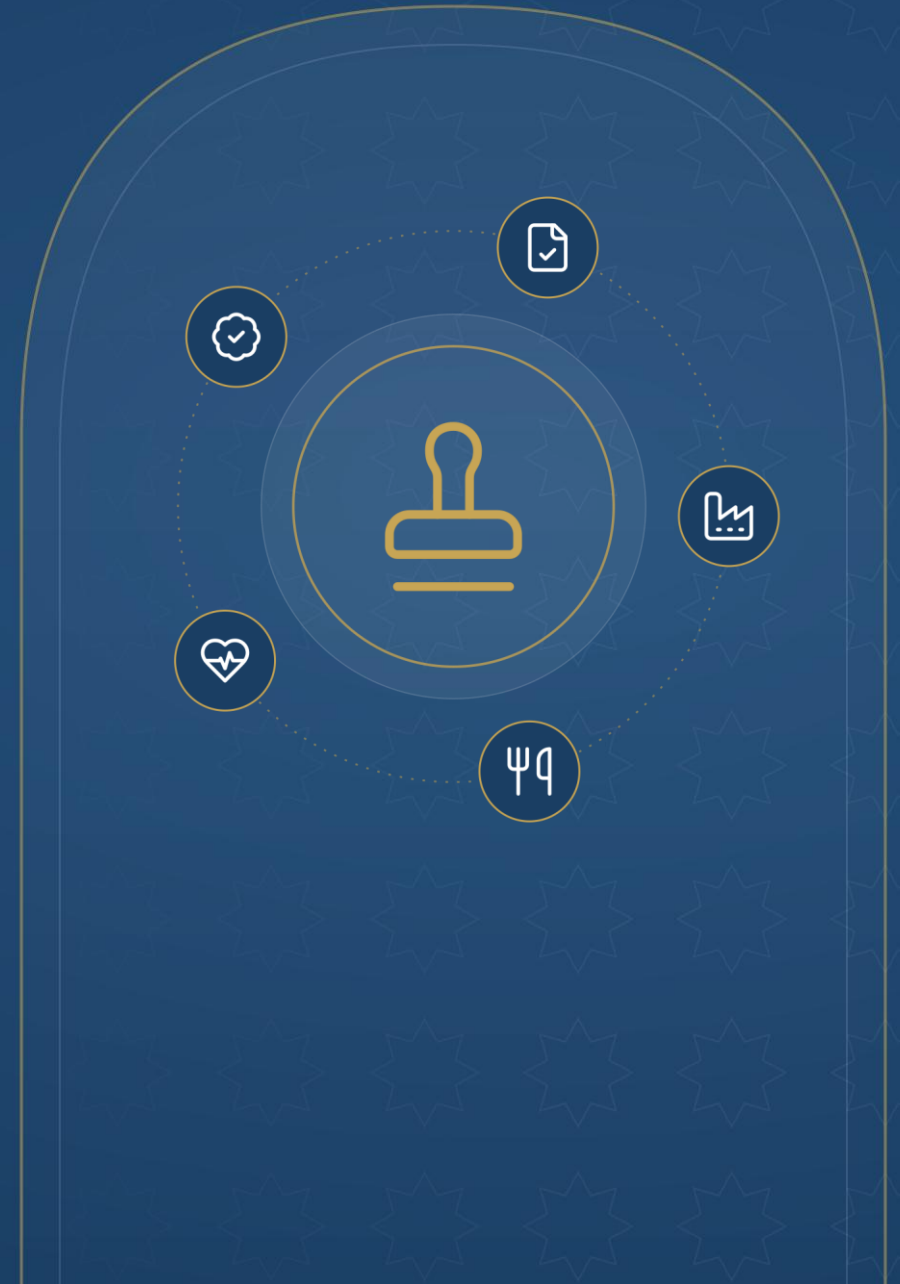
03

Licensing & Industry Compliance

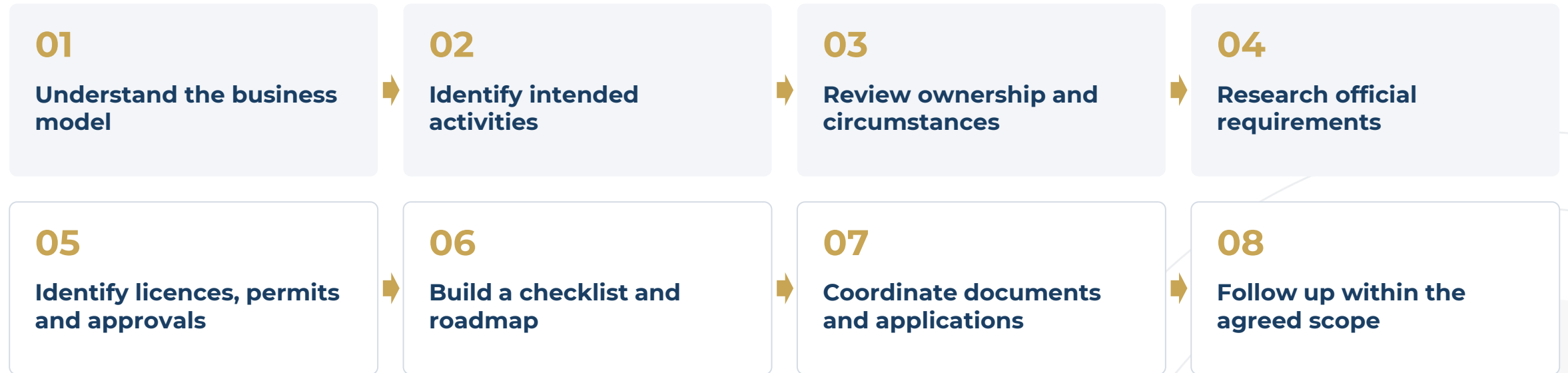
Activity assessment, sector licensing, business certificates and ISO certification support.

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Business activity assessment: we study your case



WHAT DECIDES YOUR REQUIREMENTS



Every assessment is case by case. A single licence rarely covers every activity, and eligibility is decided by the relevant authority.

Business licensing: who approves what



MISA

Investment registration where foreign investment applies



Ministry of Commerce / SBC

Commercial registration and company records



Balady (MOMAH)

Municipal licence for business premises



Civil Defense

Safety approval for premises



ZATCA

Zakat, VAT, customs and e-invoicing



SFDA

Food, drug and regulated product activities



MIM

Industrial licence for manufacturing



Contractors Authority

Saudi Contractors Authority: registration and classification



TGA

Transport General Authority: transport and logistics licences

Which of these apply depends on your activity and circumstances. We research the relevant requirements, build the checklist and coordinate applications; approvals rest with each authority.

Sources: MISA; Ministry of Commerce; MOMAH; Foodics; Argaam; AHYSP; Ajel. Indicative, not exhaustive.

Licensing by business sector

Each sector has its own mix of licences, premises rules and approvals. Select a sector to see the typical considerations.

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Illustrative list of 18 sectors. Not every activity is open to every investor, and requirements depend on the individual case.

Trading, retail, import/export and e-commerce



General trading, wholesale, retail, distribution, supply and online stores each need the right activities on the commercial registration.

TYPICAL CONSIDERATIONS

- ✓ **Activity and registration:** commercial registration listing the correct trading activities (Ministry of Commerce).
- ✓ **Foreign ownership:** a MISA investment registration where foreign investors are involved.
- ✓ **Premises:** a municipal (Balady) licence and safety approval for shops and warehouses.
- ✓ **Import and export:** customs registration and VAT with ZATCA; product rules may involve SFDA or other regulators.
- ✓ **Product conformity:** regulated products may need SASO conformity certificates through the SABER platform.
- ✓ **Online stores:** E-Commerce Law requirements administered by the Ministry of Commerce.

Case by case: requirements depend on the exact activity, location, premises, ownership and current rules.

Sources: Ministry of Commerce; MISA; ZATCA; SASO; Foodics licensing guide. Indicative only.

How we can help

- 1 Map activities and the licences they trigger
- 2 Coordinate MISA, CR and municipal steps
- 3 Set up invoicing, POS and bookkeeping
- 4 Brand, website and online store presence

Restaurants, cafés and food businesses



Food businesses combine commercial, municipal, safety and health requirements, so premises planning starts early.

TYPICAL CONSIDERATIONS

- ✓ **Registration:** commercial registration for the food activity (Ministry of Commerce).
- ✓ **Municipal licence:** Balady licence requiring an approved location, plans and building safety.
- ✓ **Safety:** Civil Defense approval covering fire and emergency systems.
- ✓ **Health:** staff health certificates and food-safety training; SFDA where importing, processing or distributing food.
- ✓ **Tax:** VAT registration with ZATCA where turnover exceeds the mandatory threshold (SAR 375,000).

How we can help

- 1 Assess the concept, location and activities
- 2 Coordinate CR, Balady and safety steps
- 3 Set up POS, invoicing and bookkeeping
- 4 Brand identity, menus and social media

Case by case: requirements depend on the exact activity, location, premises, ownership and current rules.

Sources: Foodics, Complete guide to restaurant licences in Saudi Arabia; ZATCA. Indicative only.

Salons, beauty and personal care



Salons and body-care centres follow updated municipal rules on premises, hygiene and services.

TYPICAL CONSIDERATIONS

- ✓ **Updated requirements:** the Ministry of Municipalities and Housing has issued updated rules for women's salons and body-care centres.
- ✓ **Licensing:** municipal licensing (body-care centres through Balady) and a CR that includes the activity.
- ✓ **Safety:** Civil Defense approval for the premises.
- ✓ **Hygiene:** rules on chair spacing, tool sterilisation and single-use tools.
- ✓ **Services outside the premises:** home services need a specific licence.

How we can help

- 1 Review the activity and premises plan
- 2 Coordinate CR, municipal and safety steps
- 3 HR files for staff and platform set-up
- 4 Brand, signage artwork and social media

Case by case: requirements depend on the exact activity, location, premises, ownership and current rules.

Source: MOMAH, Updated requirements for women's beauty salons and body-care facilities. Indicative only.

Manufacturing and industrial activities



Industrial projects depend on the activity, the site and the approvals linked to the facility.

TYPICAL CONSIDERATIONS

- ✓ **Industrial licence:** issued by the Ministry of Industry and Mineral Resources; qualifying licences run for five years.
- ✓ **Industrial land:** sites in industrial cities (e.g., MODON) start with a one-year licence until the facility is ready.
- ✓ **Foreign ownership:** a MISA investment registration where applicable.
- ✓ **Facility approvals:** municipal, safety and environmental requirements depend on the site and process.
- ✓ **Workforce:** contracts, permits and Saudization obligations as hiring grows.

How we can help

- 1 Clarify the activity and site route
- 2 Coordinate licence documentation
- 3 Set up HR, payroll and bookkeeping
- 4 Corporate profile for supplier registration

Case by case: requirements depend on the exact activity, location, premises, ownership and current rules.

Sources: Argaam, Ministry of Industry extends industrial licence term to five years; MISA. Indicative only.

Construction, contracting and technical services



Contracting, building maintenance and technical services need the right registrations before taking on projects.

TYPICAL CONSIDERATIONS

- ✓ **Contractor registration:** registration with the Saudi Contractors Authority is required for construction-related work.
- ✓ **Classification:** contractors are classified by specialisation and capacity, which affects eligible projects.
- ✓ **Foreign ownership:** a MISA investment registration for foreign companies.
- ✓ **Engineering activities:** may require professional accreditation where applicable.
- ✓ **Maintenance services:** municipal licence and safety approvals for premises and operations.

Case by case: requirements depend on the exact activity, location, premises, ownership and current rules.

Source: AHYSP, SCA licensing guide for contractors in Saudi Arabia. Indicative only.

How we can help

- 1 Map activities and registrations
- 2 Coordinate MISA, CR and SCA documents
- 3 Workforce, permits and payroll support
- 4 Profiles and capability statements for tenders

IT, digital services and technology businesses



Technology, software, digital consulting and support businesses are often lighter on premises but still need the right activity and structure.

TYPICAL CONSIDERATIONS

- ✓ **Activity and registration:** the correct IT activities on the investment registration and commercial registration.
- ✓ **Foreign ownership:** a MISA investment registration where foreign investors are involved.
- ✓ **Regulated services:** telecom, cloud and similar services may need approval from the sector regulator.
- ✓ **Contracts and data:** client contracts and data handling should be reviewed by qualified advisers.
- ✓ **Talent:** contracts, work permits and residency for specialist hires.

How we can help

- 1 Define activities and the right structure
- 2 Coordinate licence and registration
- 3 Domain, email, website and brand
- 4 Monthly HR and bookkeeping support

Case by case: requirements depend on the exact activity, location, premises, ownership and current rules.

Sources: MISA; Ministry of Commerce. Sector-regulator requirements vary; verify per activity. Indicative only.

Professional services, logistics and other sectors



Consulting, business support, logistics, transport and maintenance each follow their own licensing rules.

TYPICAL CONSIDERATIONS

- ✓ **Professional services:** consulting and professional activities may be subject to professional licensing requirements.
- ✓ **Logistics:** the Transport General Authority issues logistics service licences for land, air and sea freight forwarding.
- ✓ **Transport and warehousing:** activity-specific licences and premises approvals apply.
- ✓ **Maintenance and technical:** municipal licences and safety approvals for operations.
- ✓ **Other activities:** assessed individually against current official requirements.

How we can help

- 1 Assess the activity and its regulator
- 2 Build the checklist and roadmap
- 3 Coordinate documents and applications
- 4 Set up operations support after launch

Case by case: requirements depend on the exact activity, location, premises, ownership and current rules.

Sources: Ajel, TGA logistics service licences; Ministry of Commerce. Indicative only.

Healthcare, education and training



Healthcare, clinics and regulated health products

LIKELY REGULATORS

MOH

SFDA

SCFHS

Balady

Civil Defense

TYPICAL CONSIDERATIONS

- Health facilities need a licence from the health regulator
- Practitioners are registered and classified professionally
- Drugs, medical devices and cosmetics follow SFDA rules
- Premises, equipment and staffing are reviewed

How we help: route research, document coordination and HR files for licensed staff.



Education, training and learning services

LIKELY REGULATORS

Ministry of Education

TVTC

Balady

TYPICAL CONSIDERATIONS

- Schools and training institutes need education-sector licences
- Curricula, trainers and premises may be reviewed
- E-learning and certification programmes may need approval
- Foreign ownership depends on the activity

How we help: activity assessment, licence checklists and operational setup.

Indicative only; confirm with the relevant regulator. MOH: Ministry of Health; SCFHS: Saudi Commission for Health Specialties; TVTC: Technical and Vocational Training Corporation.

Tourism, hospitality and real estate



Tourism, hospitality, entertainment and leisure

LIKELY REGULATORS

Ministry of Tourism

GEA

Balady

Civil Defense

TYPICAL CONSIDERATIONS

- Hotels, accommodation and travel services follow tourism licensing
- Entertainment activities and events may need GEA approval
- Food service elements add municipal and health requirements
- Safety approvals for venues

How we help: licence mapping, CR and municipal coordination, brand and digital setup.



Real estate and property services

LIKELY REGULATORS

REGA

Ejar

Balady

MOMAH

TYPICAL CONSIDERATIONS

- Brokerage and property services are licensed by the real estate regulator
- Lease contracts are documented through the official leasing platform
- Development and off-plan activity have separate rules
- Foreign ownership of property follows specific regulations

How we help: activity assessment, licence checklist and documentation.

Indicative only. GEA: General Entertainment Authority; REGA: Real Estate General Authority; MOMAH: Ministry of Municipalities and Housing.

Energy, industrial services and agriculture



Energy, oil and gas, industrial services and supplier contracting

LIKELY REGULATORS

Ministry of Energy

MIM

SCA

NCEC

Vendor portals

TYPICAL CONSIDERATIONS

- Major buyers run their own supplier registration and qualification
- Local-content programmes such as iktva may apply
- HSE, quality and cybersecurity evidence is commonly requested
- Contracting work may require SCA registration

How we help: vendor registration, CCC readiness, ISO and HSE documentation (Section 04).



Agriculture, food production and environmental activities

LIKELY REGULATORS

MEWA

SFDA

NCEC

Balady

TYPICAL CONSIDERATIONS

- Agricultural, livestock and fisheries activities follow MEWA licensing
- Food production and processing follow SFDA requirements
- Facilities may need an environmental permit
- Water and land use may have separate approvals

How we help: route research, permit checklists and document coordination.

Indicative only. MEWA: Ministry of Environment, Water and Agriculture; NCEC: National Center for Environmental Compliance; SCA: Saudi Contractors Authority.

Financial, insurance and other regulated professions



Financial services and insurance

LIKELY REGULATORS

SAMA

CMA

Insurance Authority

TYPICAL CONSIDERATIONS

- Banking, finance and payments are licensed by SAMA
- Securities activities are licensed by the Capital Market Authority
- Insurers and insurance intermediaries are licensed by the Insurance Authority
- These activities have specific capital and governance rules

How we help: coordination with licensed advisers; we do not provide regulated financial services.



Licensed professions

LIKELY REGULATORS

Ministry of Justice

SOCPA

SCE

SCFHS

TYPICAL CONSIDERATIONS

- Legal practice requires a licensed lawyer
- Statutory audit requires a licensed chartered accountant
- Engineering consultancy requires professional accreditation
- Health professions require professional registration

How we help: company setup and administration around licensed teams.

Indicative only. SAMA: Saudi Central Bank; CMA: Capital Market Authority; SOCPA: Saudi Organization for Chartered and Professional Accountants; SCE: Saudi Council of Engineers.

Business certificates and compliance documents

Document	Issued by	Commonly requested for
Commercial registration	Ministry of Commerce / SBC	Legal identity for all commercial activity
Chamber of Commerce membership	Chambers of Commerce	Attestations, tenders, vendor files
Zakat and VAT certificates	ZATCA	Tenders, vendor registration, invoicing
GOSI certificate	GOSI	Vendor files, government transactions
Saudization (Nitaqat) certificate	MHRSD / Qiwa	Tenders and government services
Municipal licence	Balady (MOMAH)	Operating premises
Civil Defense certificate	Civil Defense	Premises safety
Contractor classification	Government classification / SCA	Contracting tenders
Industrial licence	MIM	Manufacturing and supplier files
Product conformity	SASO (SABER)	Regulated imported and local products
Jadeer SME pre-qualification	Monsha'at	SME supplier qualification



How we help

- Checklists per buyer or tender
- Applications and renewals
- Expiry tracking
- Organised vendor files

Not every document applies to every company. Requirements depend on the activity, the buyer, the tender and the regulator.

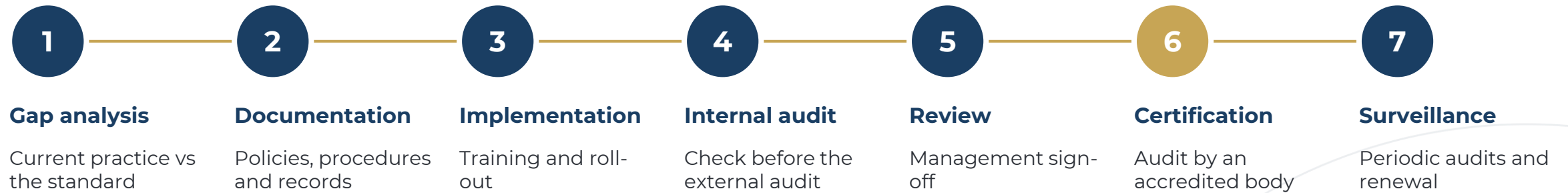
ISO certification support

Standard	Focus	Often relevant to
ISO 9001	Quality management	Most sectors; common in supplier files
ISO 14001	Environmental management	Industrial, construction, energy
ISO 45001	Occupational health and safety	Contracting, industrial, energy
ISO/IEC 27001	Information security	IT, data processors, vendors to large buyers
ISO 22301	Business continuity	Critical services and outsourcing
ISO 22000	Food safety	Food production and catering
ISO/IEC 20000-1	IT service management	IT service providers
ISO 37001	Anti-bribery management	Procurement-heavy organisations
ISO 50001	Energy management	Energy-intensive operations
ISO 13485	Medical devices quality	Medical device businesses
ISO/IEC 42001	AI management systems	Organisations developing or using AI



We prepare and implement; accredited certification bodies audit and issue certificates. ISO certification is usually voluntary unless a buyer, tender or regulator requires it.

From gap analysis to certification audit



WorldWise International

- Gap analysis and roadmap
- Documentation and templates
- Implementation support
- Internal audit coordination
- Corrective-action follow-up

Accredited certification body

- Stage 1 and stage 2 audits
- Decision to certify
- Certificate issuance
- Surveillance audits

Accreditation body (e.g., SAAC)

- Accredits certification bodies
- Maintains accreditation status

Industrial Compliance & Supplier Qualification

Local content, iktva, Aramco CCC, supplier registration and qualification readiness.

IN THIS SECTION

45 [Programmes compared](#)

46 [Industrial supplier readiness](#)

47 [Local content and iktva](#)

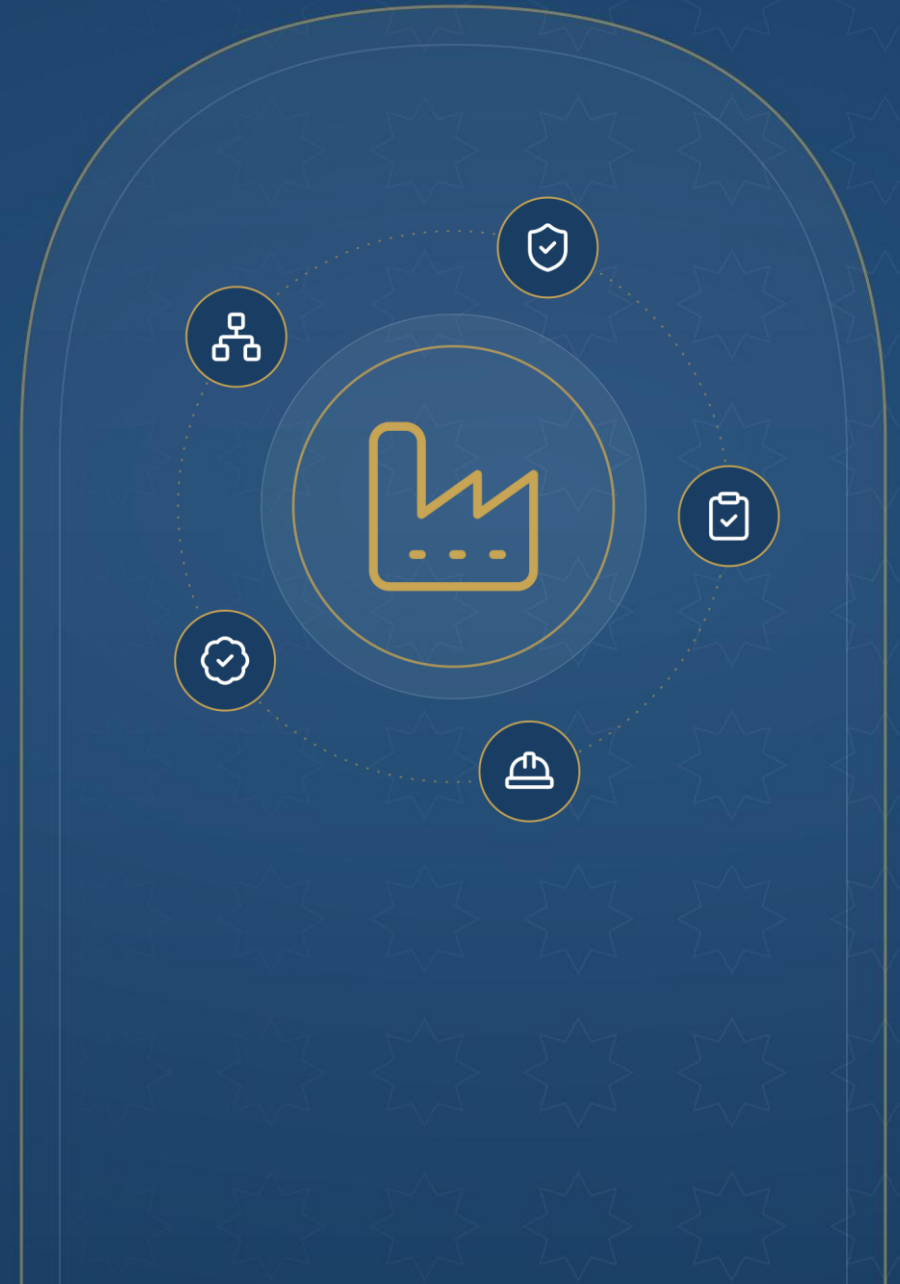
48 [Aramco CCC](#)

49 [The CCC journey](#)

50 [Aramco and SABIC registration](#)

51 [Supplier documentation](#)

52 [Assessment coordination](#)



Different programmes, different requirements

Programme	Run or decided by	What it looks at	Our role
Vendor registration	Each buyer's portal	Corporate, financial and technical files	Prepare and organise the supplier file
Aramco CCC	Aramco; authorised audit firms assess	Cybersecurity controls and evidence	Readiness and coordination
iktva	Aramco; certified by listed audit firms	In-Kingdom value-add survey and plan	Data collection and documentation
Local content (government)	LCGPA rules applied in tenders	Mandatory lists, preferences, baselines and targets	Readiness and reporting support
ISO certification	Accredited certification bodies	Management system audits	Implementation support
Contractor classification	Government classification authority / SCA	Capacity and specialisation records	Application documentation

These are separate processes. Holding one (for example ISO) does not satisfy another (for example CCC or iktva). We map which ones a buyer actually requires.

RELATED [p. 46 Industrial supplier readiness](#) · [p. 47 Local content and iktva](#) · [p. 48 Aramco CCC](#) · [p. 54 Etimad and procurement readiness](#)

Industrial compliance and supplier readiness

Industrial suppliers and contractors are judged on documented capability. We help you organise it.

- ✓ Industrial supplier documentation
- ✓ Industrial company profiles
- ✓ Procurement documentation
- ✓ Quality, HSE and technical documents
- ✓ Third-party assessor coordination
- ✓ Capability statements
- ✓ Workforce localisation records
- ✓ Operational-readiness files
- ✓ Assessment preparation
- ✓ Qualification follow-up

We are not a certified assessor, authorised auditor or approved consultant for any programme. Assessments and decisions remain with buyers, programme owners and accredited third parties.



Local content: iktva and public procurement

Aramco iktva

In-Kingdom Total Value Add programme for Aramco suppliers

- Suppliers complete the iktva survey
- The survey is certified by one of Aramco's listed audit firms
- The certified score sets a baseline
- Suppliers plan improvements over time

We help with: data collection, records and coordination with a listed audit firm.

Government procurement

Local content rules administered with LCGPA

- Mandatory list of national products
- Price preference for national products
- Baseline and target commitments in designated tenders
- Reporting during contract execution

We help with: tender checklists, documentation and reporting files.

Requirements are set per programme and per tender. We do not certify scores or local-content percentages.

Sources: aramco.com, iktva programme; Clyde & Co, Local content in Saudi public procurement; Ministry of Finance regulations on local content preference.

Aramco Cybersecurity Compliance Certificate (CCC)

Aramco requires its third parties to hold a Cybersecurity Compliance Certificate (CCC), confirming compliance with its Third Party Cybersecurity Standard (SACS-210). Saudi-based suppliers provide a valid CCC as part of registration.

CCC

Self-assessment verified remotely by an authorised audit firm. Covers classifications such as general requirements, cloud, outsourced infrastructure, customised software and OT.

CCC+

On-site assessment by an authorised audit firm, typically for third parties classified as critical data processors.

Validity

Two years from issue. A new certificate may be needed if a contract adds a classification the current one does not cover.

HOW WE CAN HELP

- ✓ CCC process guidance
- ✓ Policy and evidence preparation
- ✓ Classification template support
- ✓ Coordination with an authorised audit firm
- ✓ Gap analysis against applicable controls
- ✓ Corrective actions and renewal tracking

Source: Saudi Aramco, Cybersecurity Compliance Certificate Program (aramco.com). Authorised audit firms assess and issue certificates; Aramco decides on supplier qualification.

The CCC journey and where we support



Typical evidence prepared

- Cybersecurity policies and asset inventory
- Access control and account management records
- Backup, incident response and awareness training records
- Supplier and data-handling procedures

Kept separate

- Assessment and certificate issuance: authorised audit firm
- Supplier qualification decisions: Aramco
- Specialist testing: qualified cybersecurity providers

Aramco and SABIC supplier registration

Saudi Aramco

Registration through Aramco's e-Marketplace (SAP Ariba-based), then qualification

- Saudi-based suppliers typically provide CR, investment registration (if applicable), industrial licence (manufacturers), Zakat, VAT, GOSI, Civil Defense and Chamber documents
- Contractor government classification for service providers, where applicable
- Supplier Code of Conduct acknowledgement, bank letter, ownership profile, authorised signatory letter
- Jadeer certificate for SMEs, where applicable, and a valid CCC
- iktva local-content programme considerations

Registration and qualification do not guarantee future business.

SABIC

SAP Ariba self-registration, then the E-Business Portal after onboarding

- Step 1: profile and due diligence (run with SABIC's third-party provider)
- Step 2: technical qualification; a site visit may apply
- Step 3: onboarding and portal access; a vendor ID follows
- Common documents: CR, industrial licence, VAT, GOSI, ownership, signatory and bank letters
- Cyber Trust Program for suppliers with IT or OT access

Registration makes a supplier eligible for consideration only.

Sources: aramco.com Become a Supplier; Analytix summary of SABIC supplier registration (supplier.sabic.com guides). Confirm current checklists in each portal.

Supplier documentation and qualification readiness



Corporate & commercial

- CR and articles
- Ownership profile
- Authorised signatory
- Chamber membership



Financial

- Audited statements
- Bank reference letter
- Zakat and VAT certificates



Technical

- Capability statement
- Project references
- Equipment and personnel CVs



HSE & quality

- HSE manual and statistics
- Quality procedures
- ISO certificates, if held
- Training records

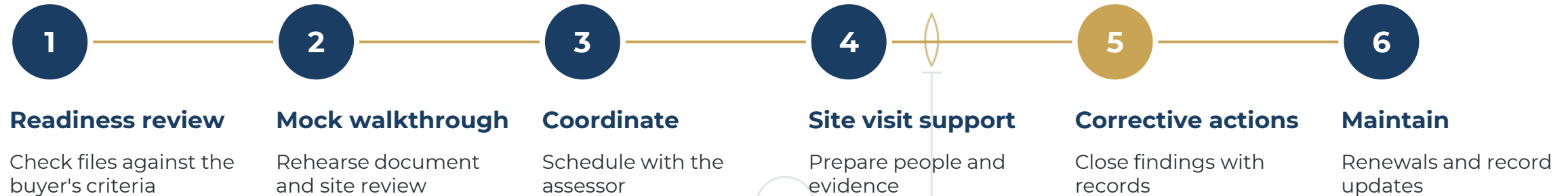


Compliance

- GOSI and Saudization
- Code of conduct
- Cybersecurity (e.g., CCC)
- Local-content data

We organise these files into a reusable vendor pack, prepare capability statements and company profiles, and keep certificates current for renewals and new registrations.

Audit preparation and assessment coordination



Assessments we help prepare for

- Supplier technical qualification and site visits
- HSE and quality audits
- Cybersecurity assessments (e.g., CCC)
- ISO certification audits

Who decides

- The procuring organisation decides qualification
- Assessors and certification bodies issue findings and certificates
- We do not perform independent audits

SECTION

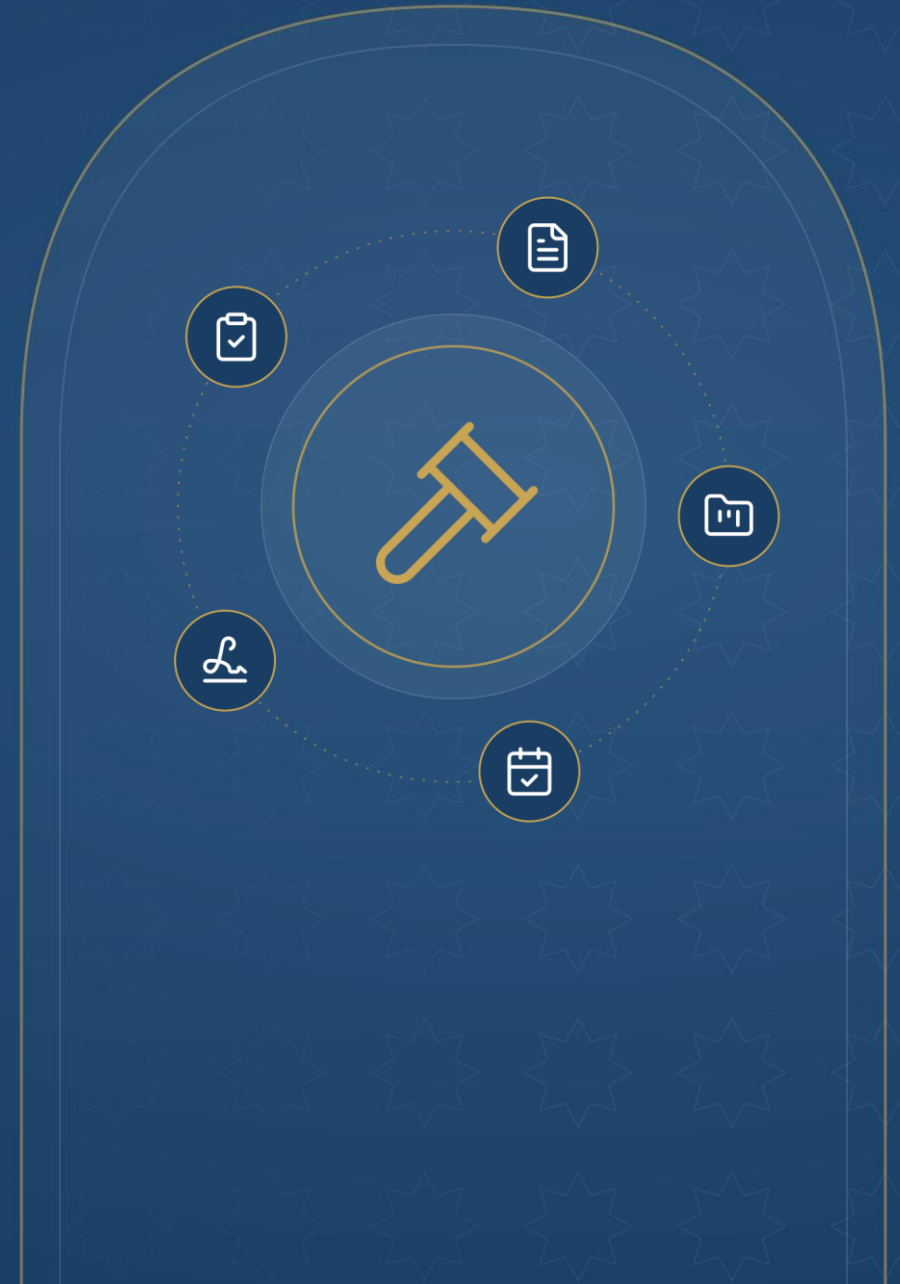
05

Government Tendering, Procurement & Vendor Readiness

Etimad guidance, tender documentation, proposals and other procurement channels.

IN THIS SECTION

- 54 [Etimad and procurement readiness](#)
- 55 [Tender-readiness workflow](#)
- 56 [Proposals and prequalification](#)
- 57 [Other procurement channels](#)



Etimad and government procurement readiness

Etimad is the Ministry of Finance's unified platform for government procurement, where government entities publish tenders and suppliers register, obtain documents and submit offers.

- ✓ Etimad guidance and account-process help
- ✓ Tender document organisation
- ✓ Capability statements
- ✓ Submission preparation, where permitted
- ✓ Supplier and contractor registration guidance
- ✓ Technical proposal formatting
- ✓ Prequalification files
- ✓ Deadline and clarification tracking
- ✓ Eligibility and document checklists
- ✓ Commercial proposal documentation
- ✓ Bid and compliance checklists
- ✓ Follow-up and record keeping

Tenders differ

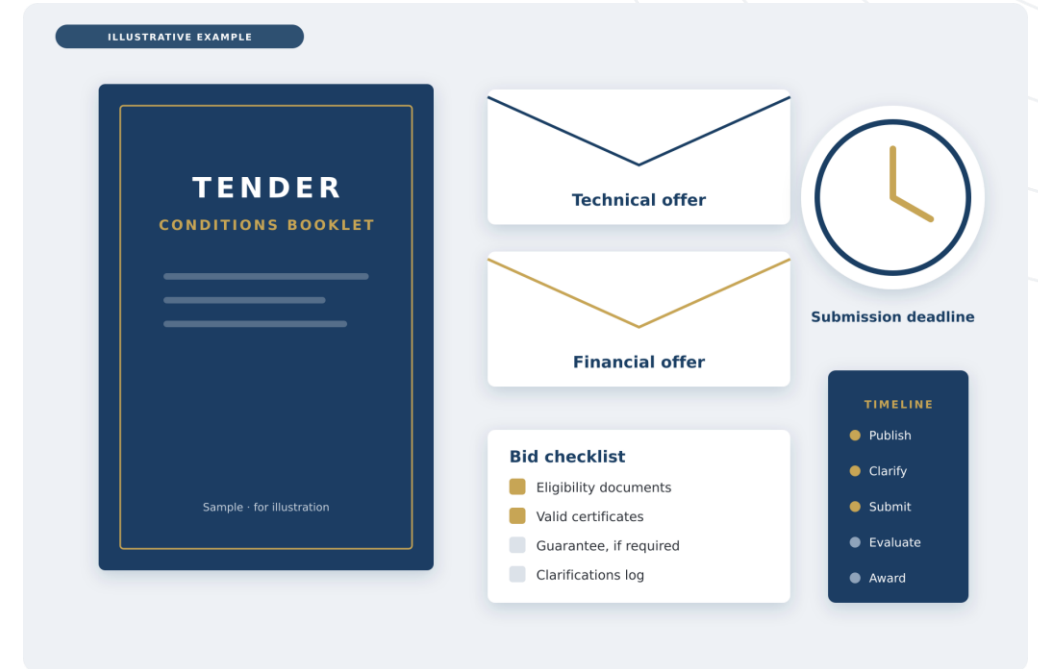
- Eligibility criteria
- Documents and certificates
- Deadlines
- Guarantees
- Technical and commercial terms

We provide administrative support. Eligibility, evaluation and awards are decided by the procuring entity; we do not guarantee eligibility, acceptance or awards, and legal questions go to qualified lawyers.

Tender-readiness workflow

- 1 **Monitor** Relevant tenders and dates
- 2 **Assess** Eligibility and requirements
- 3 **Obtain** Conditions booklet and documents
- 4 **Clarify** Questions within the window
- 5 **Prepare** Technical and commercial files
- 6 **Check** Compliance checklist and signatures
- 7 **Submit** By the bidder, before the deadline
- 8 **Record** Tracking, follow-up and archive

Illustrative sequence. Steps, documents and timelines are set by each tender's conditions.



Proposals, capability statements and prequalification



Capability statement

Who you are, capacity, references and certifications in a buyer-ready format.



Technical proposal

Structure, formatting and evidence mapped to the evaluation criteria.



Commercial documentation

Price schedules and forms organised as required; pricing stays your decision.



Compliance matrix

Every requirement mapped to where it is answered.



Prequalification file

Corporate, financial, technical and HSE documents ready to reuse.



Document register

Certificate expiry dates and submission history in one place.

Content and commitments in every proposal remain the bidder's responsibility; legal review is recommended for contract terms.

RELATED [p. 112 Company profiles](#) · [p. 51 Supplier documentation](#) · [p. 41 Business certificates](#)

Other major procurement and vendor channels

Organisation	Channel (as published)	Notes
Government entities	Etimad (Ministry of Finance procurement platform)	Registration for government tenders
Saudi Electricity Company	SAP Ariba supplier management	Qualification review before a vendor code
Ma'aden	Oracle supplier portal	Linked to local-content initiatives
NEOM	GEP Business Network	Free registration; tenders by invitation
SMEs (any buyer)	Monsha'at Jadeer pre-qualification	Free SME qualification some buyers request
ACWA Power, Red Sea Global, ROSHN	Own procurement channels	Confirm current portal and criteria
stc, Mobily, Zain KSA	Own supplier channels	Often category-specific
SAR, Saudia, Mawani	Own procurement channels	Confirm per category
NWC, SWCC	Own procurement channels	Utility-specific qualification

Processes differ by organisation: some are open, some invitation-based or category-specific. WorldWise is not a registered intermediary; buyers decide on registration and awards.

SECTION

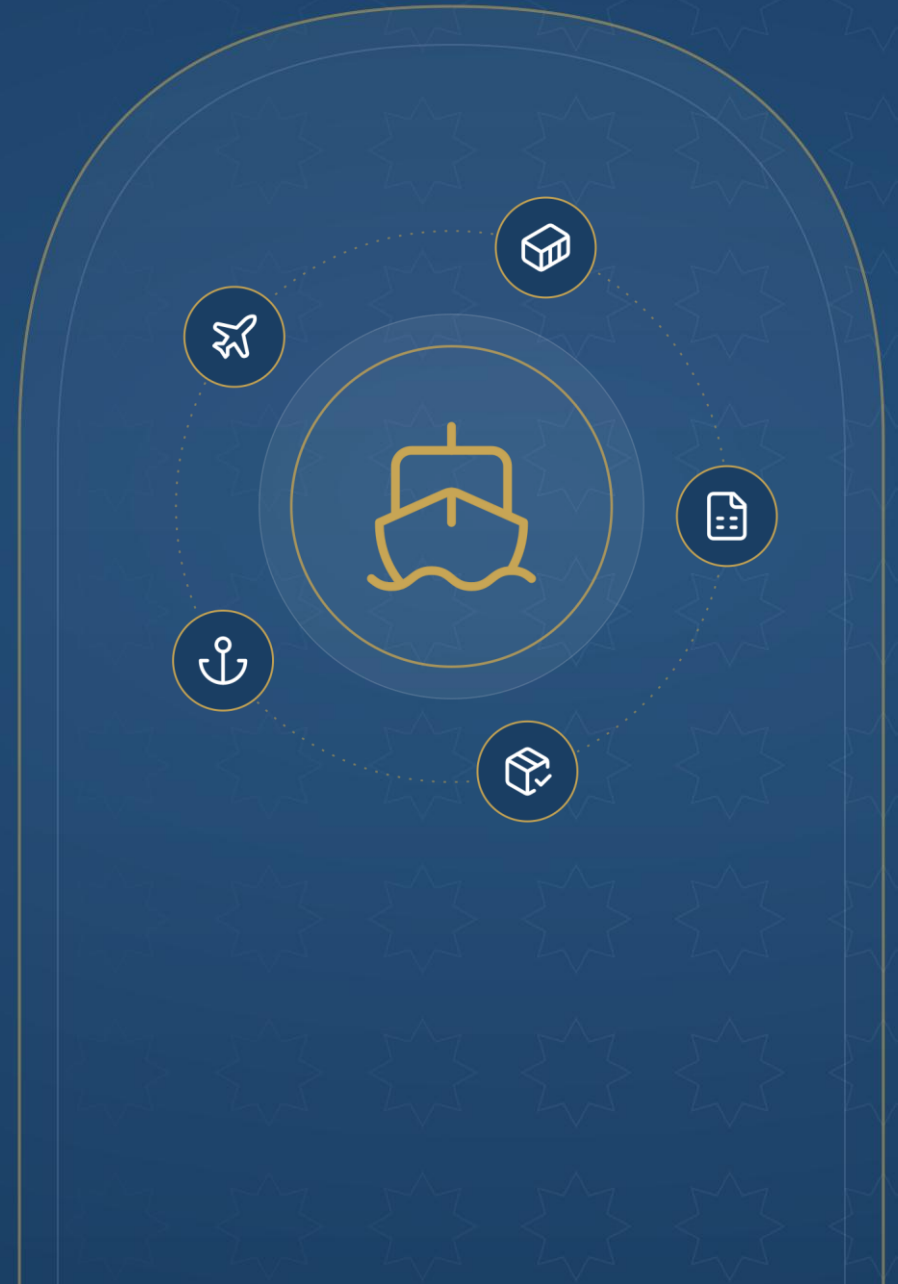
06

International Trade, Customs & Logistics

Import and export documentation, customs coordination and product requirements.

IN THIS SECTION

- 59 [Trade support services](#)
- 60 [Import and export journey](#)
- 61 [Product rules and partners](#)

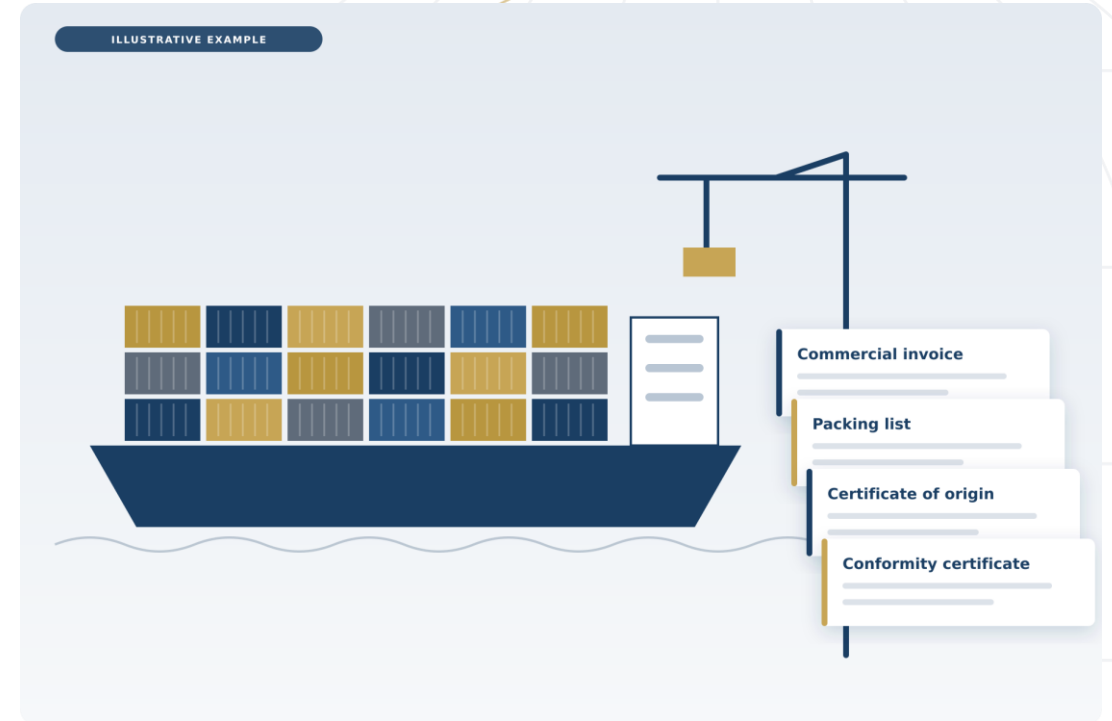


Import, export and customs support

Practical documentation and coordination for businesses that buy, sell or move goods across borders.

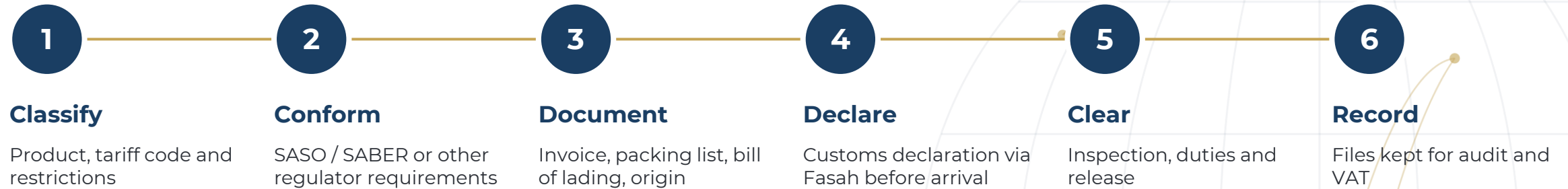
- ✓ Importer and exporter registration help
- ✓ Customs document checklists
- ✓ Product conformity guidance
- ✓ ZATCA and Fasah process guidance
- ✓ Trade correspondence and translation
- ✓ Broker and forwarder coordination
- ✓ Commercial invoice and packing list support
- ✓ Customs process coordination
- ✓ SASO and regulator research
- ✓ Supplier and buyer documents
- ✓ Shipment document organisation
- ✓ Permit and restriction checks

We are not a licensed customs broker. Declarations and clearances are handled by the importer or a licensed broker; each product follows its own rules.

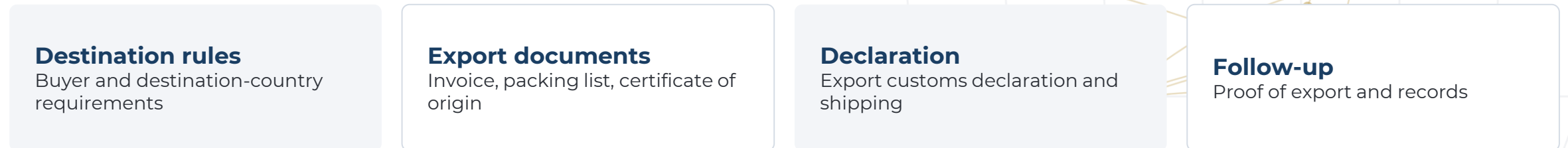


The import and export documentation journey

IMPORTING INTO SAUDI ARABIA



EXPORTING FROM SAUDI ARABIA



Illustrative only. Documents and approvals depend on the product, origin, destination, shipment and current rules.

RELATED [p. 61 Product rules and partners](#) · [p. 59 Trade support services](#) · [p. 88 VAT, Zakat and tax](#)

Product requirements, permits and trade partners

Authority	Typical relevance
ZATCA	Customs, tariff, Fasah declarations, VAT on imports
SASO (SABER)	Conformity certificates for regulated products
SFDA	Food, drugs, medical devices, cosmetics and feed
MEWA	Agricultural, animal and plant-related goods
CST and other regulators	Telecom equipment and other restricted goods
Chambers of Commerce	Certificates of origin and document attestation



Partners we coordinate

- Licensed customs brokers
- Freight forwarders and logistics providers
- Inspection and testing bodies



What we check

- Permits, restrictions and registrations
- Labelling and conformity needs

Not every product follows the same process. Requirements are confirmed per product and shipment.

SECTION

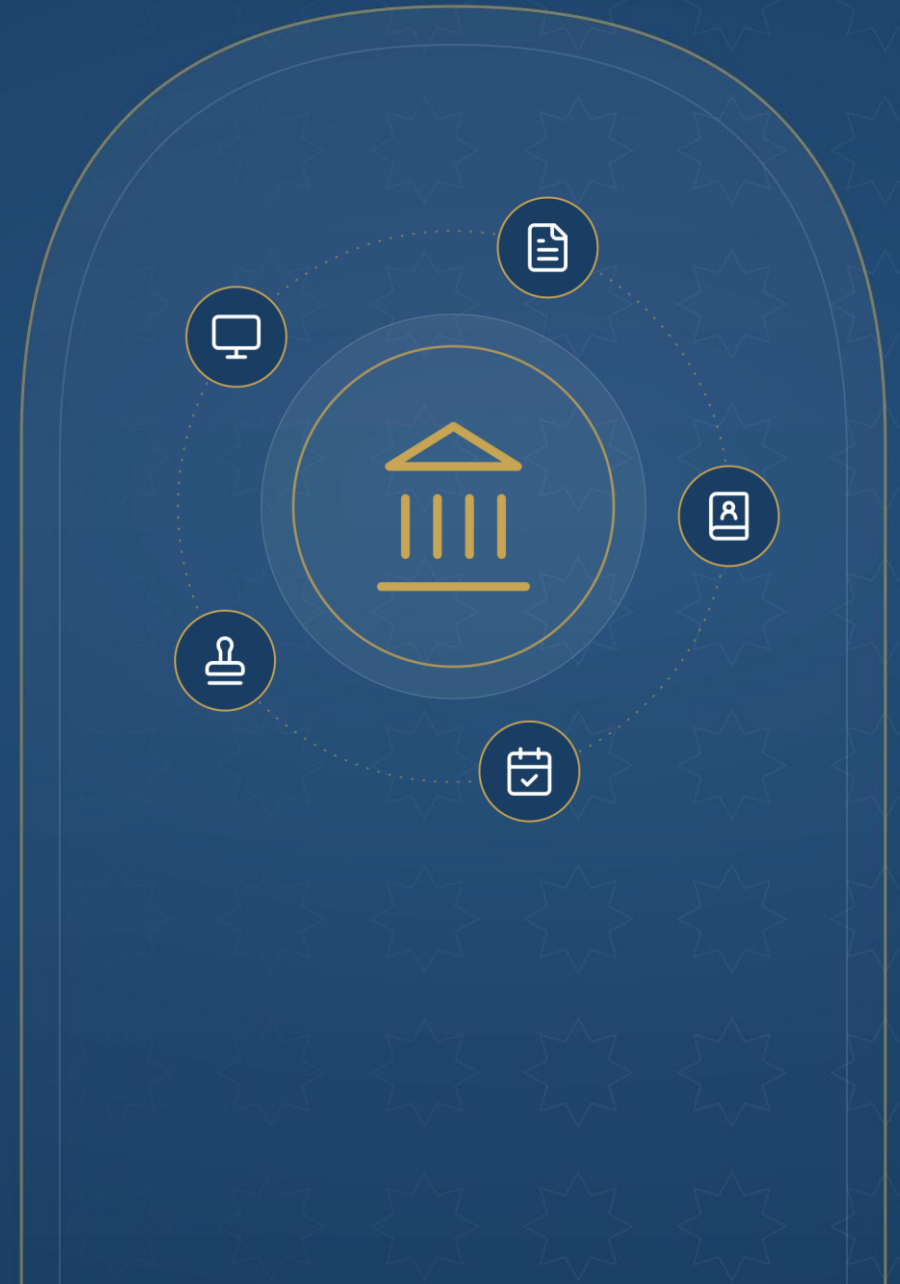
07

Government Relations & PRO/GRO Services

Ministries and platforms, renewals, visas, residency and document attestation.

IN THIS SECTION

- 63** [PRO and GRO services](#)
- 64** [Administration and renewals](#)
- 65** [Government ecosystem](#)
- 66** [Platform administration](#)
- 67** [Visas and iqamas](#)
- 68** [Residency administration](#)
- 69** [Document attestation](#)
- 70** [Ongoing compliance](#)



PRO and GRO services

Public Relations Officer (PRO) and Government Relations Officer (GRO) support for corporate, employer and residency transactions, using the client's authorised accounts and delegations.



Corporate & commercial

- CR issuance, amendments and renewals
- Activity amendments and branches
- Chamber registration and attestations
- Ministry of Commerce procedures
- MISA procedures for foreign investors
- Corporate amendments and signatory records



Employer & workforce

- MHRSD transactions
- Qiwa establishment and contracts
- Work permits for expatriate staff
- GOSI registration and records
- Mudawana wage protection
- Onboarding and offboarding



Residency, tax & municipal

- Muqem resident records
- Absher Business services
- ZATCA registration and accounts
- VAT and Zakat coordination
- Balady licensing
- Attestation and translation coordination

Government decisions remain with each authority. No restricted access is claimed; legal services are referred to licensed lawyers.

Establishment administration and renewals

Item	Platform / authority	What we track
Commercial registration	Ministry of Commerce	Confirmation and amendments
Investment registration	MISA	Annual registration update
Chamber membership	Chamber of Commerce	Subscription renewal
Municipal licence	Balady	Renewal and premises changes
Work permits and iqamas	Qiwa / Muqem	Expiry dates per employee
Social insurance	GOSI	Monthly records
Wage protection	Mudad	Monthly payroll files
VAT and Zakat	ZATCA	Filing periods
Employee medical insurance	Insurer	Policy renewals

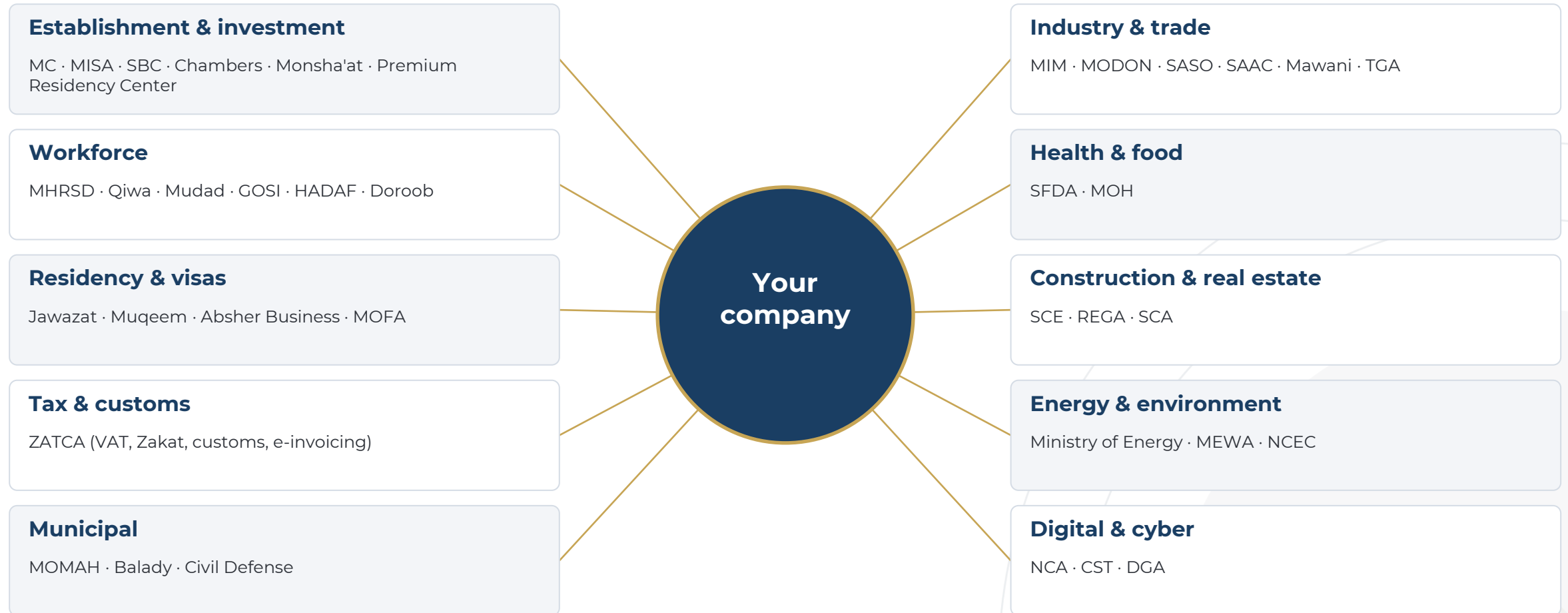


A compliance calendar

We keep a shared calendar of expiry dates and filing periods, send reminders and coordinate renewals within the agreed scope.

Items apply only where relevant to the company; periods are set by each authority.

The Saudi business government ecosystem



Applicability depends on the activity. WorldWise is an independent provider, not affiliated with any authority.

Government platform administration



Workforce & labour

Qiwa

قوى

Employment contracts, work permits and Nitaqat status

Mudad

مدد

Wage Protection System payroll files

GOSI

التأمينات الاجتماعية

Social insurance registration and contributions



Residency & services

Muqem

مقيم

Iqama, exit and re-entry services for expatriate staff

Absher

أبشر

Ministry of Interior e-services

MOFA

وزارة الخارجية

Attestation of corporate and personal documents



Commercial, municipal & tax

Saudi Business Center

المركز السعودي للأعمال

Commercial registration and company records

Balady

بلدي

Municipal licences for business premises

ZATCA

هيئة الزكاة والضريبة والجمارك

Zakat, VAT, customs and e-invoicing

Independent provider, not affiliated with any government entity. Services use the client's own authorised accounts and delegations.

Business visits, work visas and residence permits



Business visit visa

Issued through the Ministry of Foreign Affairs visa platform

- For meetings, contracts, exhibitions and site visits
- May need an invitation from a Saudi company, unless eligible for an e-visa
- Short stay; no iqama
- Not a work permit



Employment (work) visa

Requested by a Saudi employer

- Employer needs a work-permit quota on Qiwa
- Employment contract and documents
- Leads to a residence permit after arrival



Residence permit (iqama)

Issued for residents through Jawazat and managed via Muqem/Absher

- Renewals and record updates
- Exit/re-entry and final exit
- Dependents, where eligible
- Premium Residency is a separate product

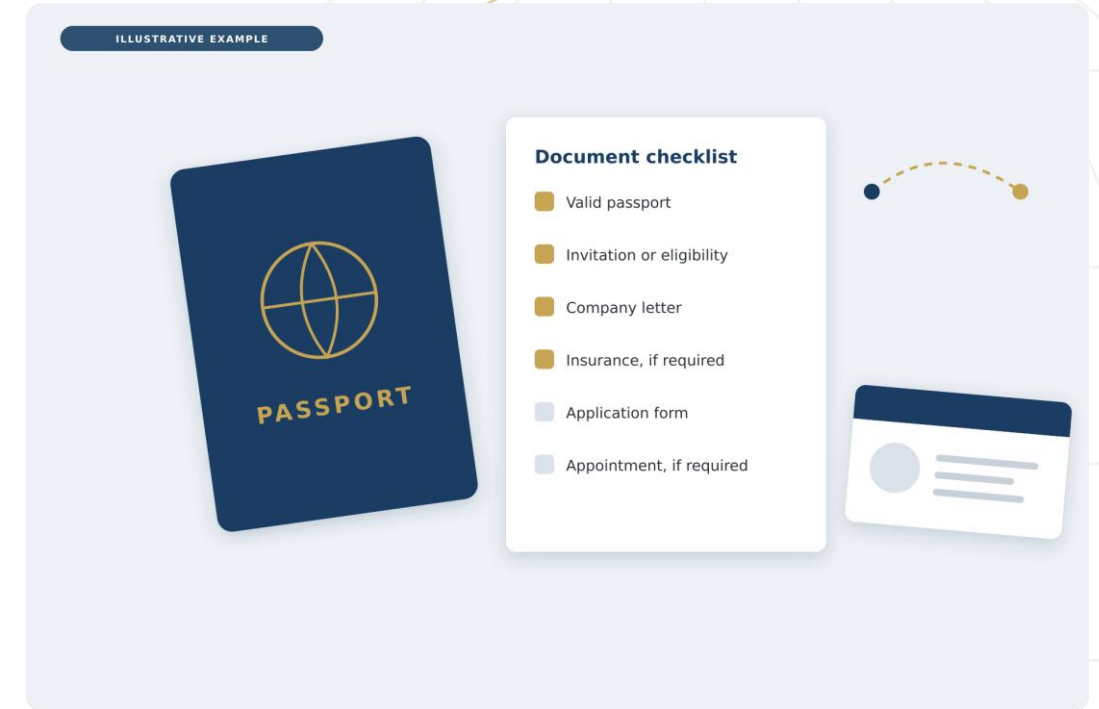
A business visitor is not authorised to work. Visa issuance and eligibility are decided by the competent authorities.

Workforce mobilisation and residency administration

Practical administration from a visitor's first trip to an employee's residency renewals.

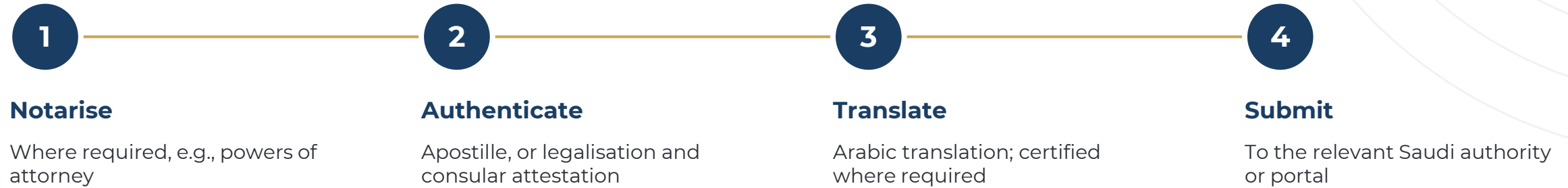
- ✓ Business visit visa guidance
- ✓ Document and appointment coordination
- ✓ Work permit administration
- ✓ Iqama follow-up
- ✓ Exit/re-entry and final exit
- ✓ Employer documentation
- ✓ Invitation-process guidance
- ✓ Work visa coordination
- ✓ Onboarding documentation
- ✓ Renewals and record updates
- ✓ Dependent guidance
- ✓ Investor representative files

Where permitted and applicable. Approvals rest with MOFA, Jawazat and other competent authorities.



Document attestation and official submissions

FOREIGN DOCUMENTS FOR USE IN SAUDI ARABIA



SAUDI DOCUMENTS

- ✓ Chamber of Commerce attestation of commercial documents
- ✓ MOFA attestation for documents used abroad
- ✓ Translation coordination and formatting
- ✓ Submission and follow-up within scope

Requirements depend on the document, the issuing country and the receiving authority. We coordinate; notaries, certified translators and authorities perform the official steps.

Corporate compliance and ongoing administration



Corporate registrations

Registration maintenance, renewal coordination where applicable, and corporate documents



Workforce documents

Contracts, permits, residency validity and employee documentation



Payroll & social insurance

Monthly WPS and GOSI updates kept consistent with contracts



Records & processes

Record organisation, government portal administration and recurring follow-up



Shared responsibility

We track agreed items, prepare documents and coordinate submissions. Clients keep their own legal obligations, and one arrangement does not satisfy every requirement automatically.

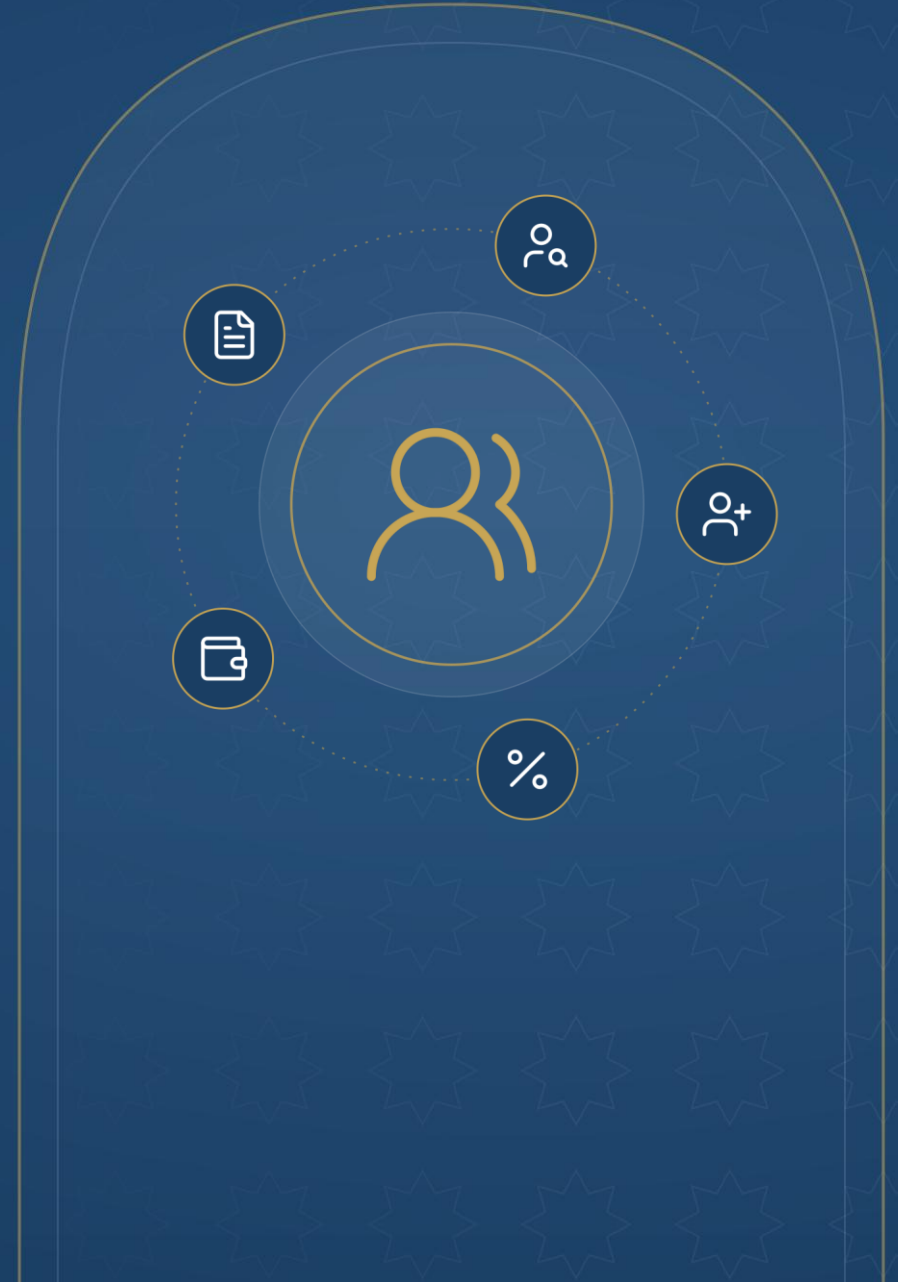
Our role: visibility, organisation and follow-up.

HR, Recruitment & Workforce Compliance

Saudization, Nitaqat, localisation planning, recruitment, HR operations and payroll.

IN THIS SECTION

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| 73 Saudization and localisation | 80 Monthly HR support |
| 74 Nitaqat and planning | 81 Qiwa contracts |
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| 76 Quotas and forecasting | 83 Labour-law compliance |
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From investment to a compliant workforce



01 Investor and company setup p. 15

02 Commercial and sector licences p. 28

03 Employer registration p. 66

04 Workforce planning p. 76

05 Saudization and Nitaqat p. 74

06 Profession localisation p. 75

07 Recruitment and contracts p. 78

08 Qiwa, GOSI and Mudad p. 81

09 Payroll, accounting, tax p. 82

10 Ongoing monitoring p. 123



Plan together, approve separately

Investment eligibility, licensing, employment authorisation, Saudization and Nitaqat are separate matters with separate decision-makers. Approval under one does not satisfy the others.

Sequence is illustrative; the order and requirements vary by case.

Saudization, Nitaqat and workforce localisation

Four related, but different, sets of rules can apply to an employer. We help you see which ones apply and plan for them.



General Saudization

Employer obligations to employ Saudi nationals under the labour framework.

Affects hiring plans and HR policy



Nitaqat classification

The establishment's band, set by its activity, size and Saudi workforce share.

Affects access to labour services



Activity decisions

Localisation of whole activities or outlets in certain sectors or regions.

Affects who may work in the activity



Profession decisions

Minimum localisation rates for specified occupations, with conditions.

Affects roles, salaries and accreditation

OUR SAUDIZATION AND WORKFORCE-COMPLIANCE SUPPORT

Status guidance

Localisation reviews

Composition analysis

Gap assessments

Occupation record checks

Deadline monitoring

Monthly support

RELATED [p. 74 Nitaqat and planning](#) · [p. 75 Profession localisation](#) · [p. 76 Quotas and forecasting](#) · [p. 77 Workforce dashboards](#)

Nitaqat classification and recruitment planning

WHAT SHAPES AN ESTABLISHMENT'S BAND

- 
Economic activity
 Each activity has its own requirement.
- 
Establishment size
 Requirements scale with total workforce.
- 
Saudi workforce count
 Counted using official weighting rules (for example wage, part-time or student status).
- 
Rule updates
 Requirements can change over time, so a band can move.

BANDS SHOWN ON QIWA

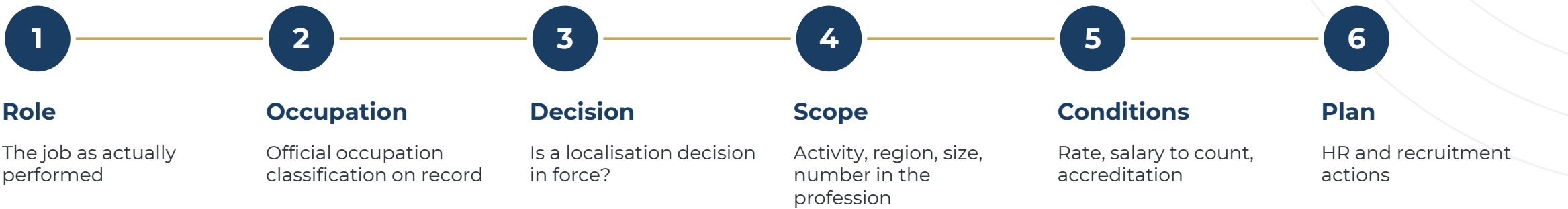


Requirements are set by official rules for each activity and size. We do not estimate bands without verified data, and no band or outcome is guaranteed.

Recruitment-planning workflow

- 1 Review** Official status on Qiwa, where access is authorised
- 2 Verify** Employee and occupation data is accurate
- 3 Identify** Potential gaps using the verified applicable rules
- 4 Plan** Recruitment, roles and timing
- 5 Act** Hire, onboard and update records
- 6 Monitor** Monthly checks and rule changes

Profession-specific localisation: how we check



Profession group	Examples of published decisions	Professional body
Engineering	Published decision with a minimum rate for establishments above a set number of engineers; accreditation required	Saudi Council of Engineers
Procurement	Published decision covering procurement, contracts, tendering and related roles	—
Sales and marketing	Published decisions covering targeted sales and marketing roles	—
Accounting	Phased localisation of accounting roles	SOCPA
Healthcare	Decisions for pharmacy, dentistry, laboratories, radiology and other roles	SCFHS
Tourism and hospitality	Requirements for specified roles in hospitality facilities	—

Examples only, from MHRSD announcements. Rates, scope and phases change; verify on hrsd.gov.sa and Qiwa. A job title alone does not decide which rule applies.

Recruitment quotas and workforce forecasting



RECRUITMENT QUOTAS, SAUDIZATION PLANNING & WORKFORCE FORECASTING KEEP THESE APART

- ✓ Review of applicable requirements
- ✓ Saudi and non-Saudi workforce plans
- ✓ Job-role and profession mapping
- ✓ Sourcing and preliminary screening
- ✓ Job descriptions and documents
- ✓ Plans for new businesses
- ✓ Plans linked to activity and band
- ✓ Estimate required staffing changes
- ✓ Recruitment demand forecasts
- ✓ Recruitment pipeline development
- ✓ Interview and selection coordination
- ✓ Graduate and experienced hiring
- ✓ Plans for branches and departments
- ✓ Progress and gap reporting

Statutory requirement
What the official rules require

Internal target
What the company chooses to aim for

Programme eligibility
Criteria for a support programme

Planning estimate
A forecast, not an official figure

No quota outcome, band, classification or recruitment result is guaranteed.

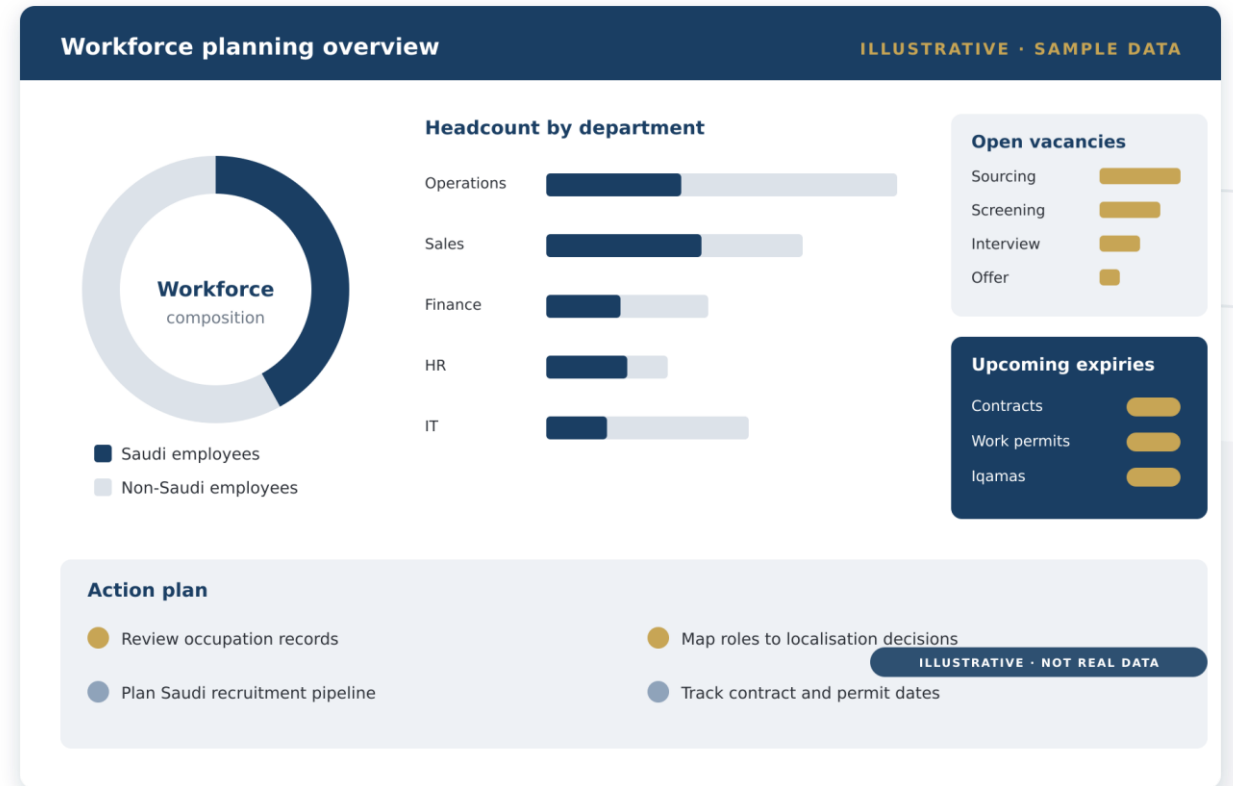
RELATED [p. 74 Nitaqat and planning](#) · [p. 75 Profession localisation](#) · [p. 78 Saudi recruitment](#)

Saudization reporting and management dashboards

Where client data and authorised access are available, we can prepare regular management reports such as:

- ✓ Saudi and non-Saudi composition
- ✓ Workforce by department and occupation
- ✓ Recruitment pipeline and vacancies
- ✓ Upcoming contract and permit expiries
- ✓ Potential localisation gaps
- ✓ Recruitment action plans
- ✓ Official status records
- ✓ Workforce cost summaries

Dashboard shown with sample data; it is not a real company or an official record.



Saudi recruitment and employment support



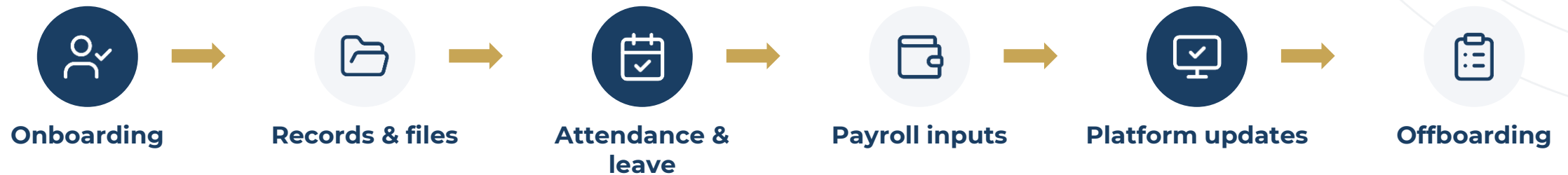
Licensed activities stay separate

- Overseas recruitment uses licensed recruitment agencies where required
- Musaned covers domestic workers only
- Hiring decisions remain with the employer

RELATED · [p. 76 Quotas and forecasting](#) · [p. 81 Qiwa contracts](#) · [p. 84 HR documents](#)

Outsourced HR management

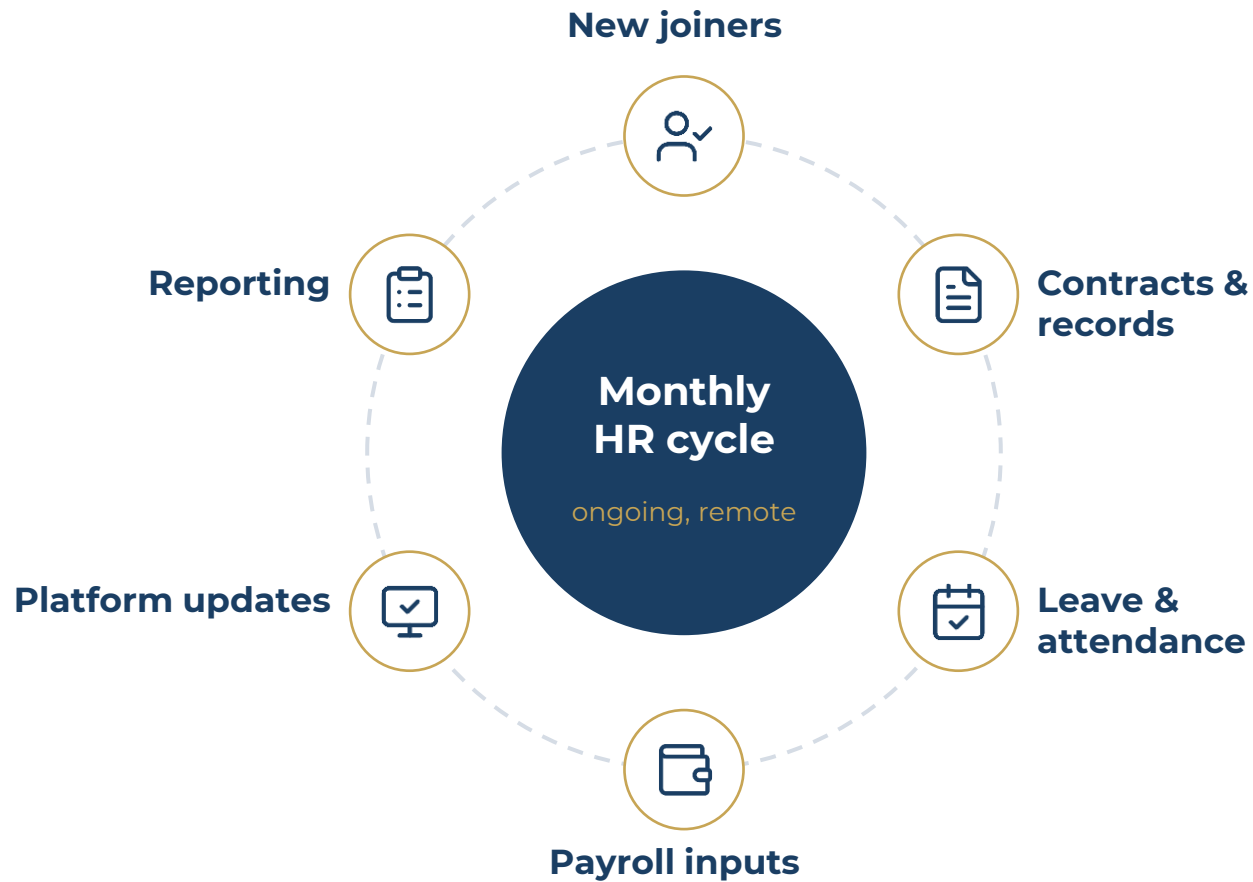
Structured HR administration for companies that prefer not to build every process in-house.



HR administration support can include

- ✓ HR administrative management
- ✓ Onboarding and offboarding
- ✓ HR policy documentation
- ✓ HR reporting support
- ✓ Employee records administration
- ✓ Leave and attendance support
- ✓ Personnel file organisation
- ✓ Employment documentation
- ✓ Documentation coordination
- ✓ HR process documentation
- ✓ Employee lifecycle administration
- ✓ Government platform coordination

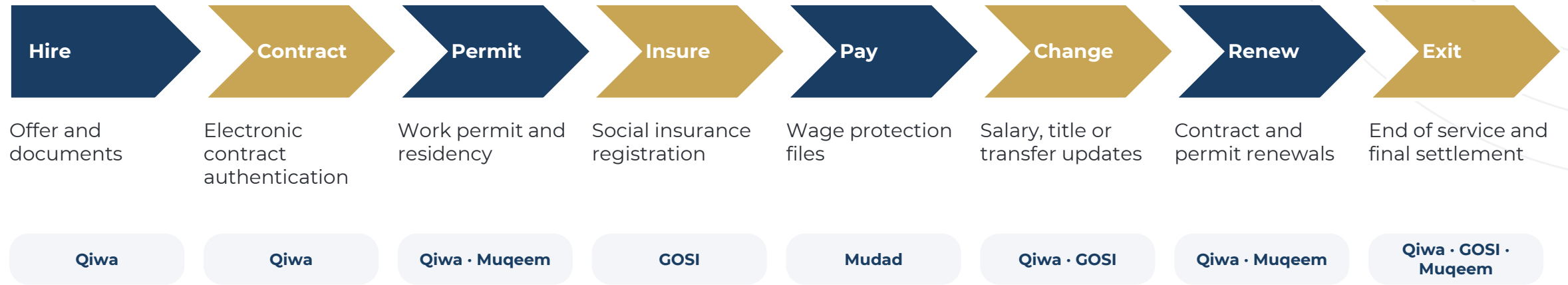
Monthly HR subscriptions and recurring support



A recurring arrangement for businesses that want structured HR administration every month, with scope agreed up front.

- 
Predictable arrangement
 Agreed monthly scope and fees.
- 
Less administrative load
 Management time returns to the business.
- 
Structured records
 Digital personnel files and clear follow-up.
- 
Flexible support
 Scope adjusts as headcount and needs change.

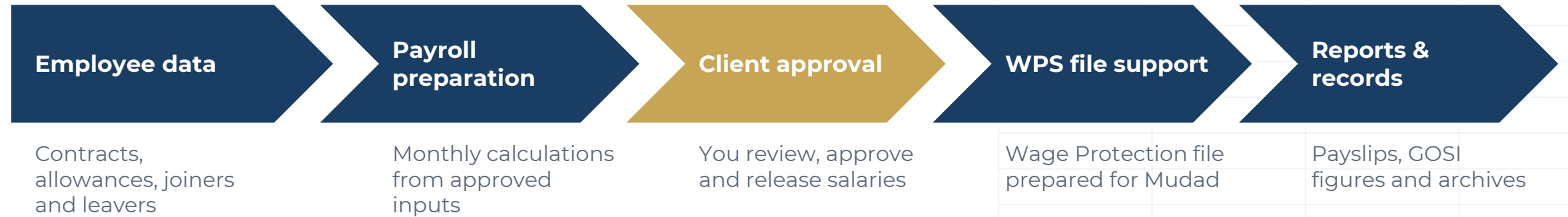
Employee lifecycle and Qiwa contract management



Why consistency matters

Employment contracts are authenticated on Qiwa, and salary data is expected to match across Qiwa, Mudad and GOSI. We keep these records aligned through each change in an employee's lifecycle, so mismatches are spotted early.

Payroll and employee administration



Payroll administration support

- Payroll data and compensation records
- Payroll preparation and processing coordination
- Salary documentation and payroll reports
- GOSI figures, end-of-service and leave calculations

Kept separate by design

- Salary transfers are made by the client through its bank
- Tax advice and statutory filings by qualified professionals
- No payroll software partnership is implied

Saudi labour-law and HR compliance support

Practical HR compliance support based on current Saudi labour regulations, with legal questions referred to qualified Saudi lawyers.

- ✓ HR documentation and process reviews
- ✓ Working hours, leave and probation records
- ✓ Saudization (Nitaqat) monitoring
- ✓ Record consistency checks
- ✓ Contract management and Qiwa coordination
- ✓ Termination documentation
- ✓ GOSI employee administration
- ✓ Compliance checklists and deadlines
- ✓ Workplace policy preparation
- ✓ End-of-service calculations
- ✓ Wage protection via Mudad
- ✓ Preparation for authorised inspections

About Nitaqat

Nitaqat measures each establishment's Saudization against its activity and size. We monitor indicators and flag actions; the resulting category depends on hiring decisions and current rules.



We do not promise a particular Saudization category or compliance outcome. Disputes and legal advice are handled by licensed lawyers or the competent authority.

HR forms, letters and employee documents

Hiring

- Offer and appointment letters
- Contract templates
- Job descriptions
- Employee information forms
- Onboarding and induction

Employment

- Attendance and overtime
- Leave requests
- Probation reviews
- Performance appraisals
- Training forms

Letters

- Salary certificates
- Employment certificates
- Experience letters
- Promotion and revision letters
- Warning letters

Exit

- Resignation forms
- Termination documents
- Clearance forms
- Exit interviews

Governance

- NDAs
- Conflict of interest
- Acceptable use
- Asset handover
- Expense and travel forms

Available in English · Arabic · Urdu · Hindi

Templates are administrative drafts; legal review is recommended where needed.

Policies, contracts and workplace governance



HR manuals and employee handbooks

Clear rules for employees and managers.



Conduct and anti-harassment policies

Expected behaviour and how concerns are raised.



Leave, attendance, remote and flexible work

Policies aligned with current labour rules.



Grievance and complaint procedures

Fair, documented handling of issues.



Delegation of authority and SOPs

Who approves what, and how work is done.



Commercial templates

Service, supplier and other business agreements.



Drafting is not legal advice

We prepare and customise administrative templates. Contracts and policies with legal effect should be reviewed by a licensed Saudi lawyer, and some documents need notarisation, attestation or official approval.

Accounting, Financial Reporting & Regulatory Compliance

Bookkeeping, VAT and Zakat support, Qawaem filing, e-invoicing and audit preparation.

IN THIS SECTION

87 [Accounting and bookkeeping](#)

88 [VAT, Zakat and tax](#)

89 [Qawaem filing support](#)

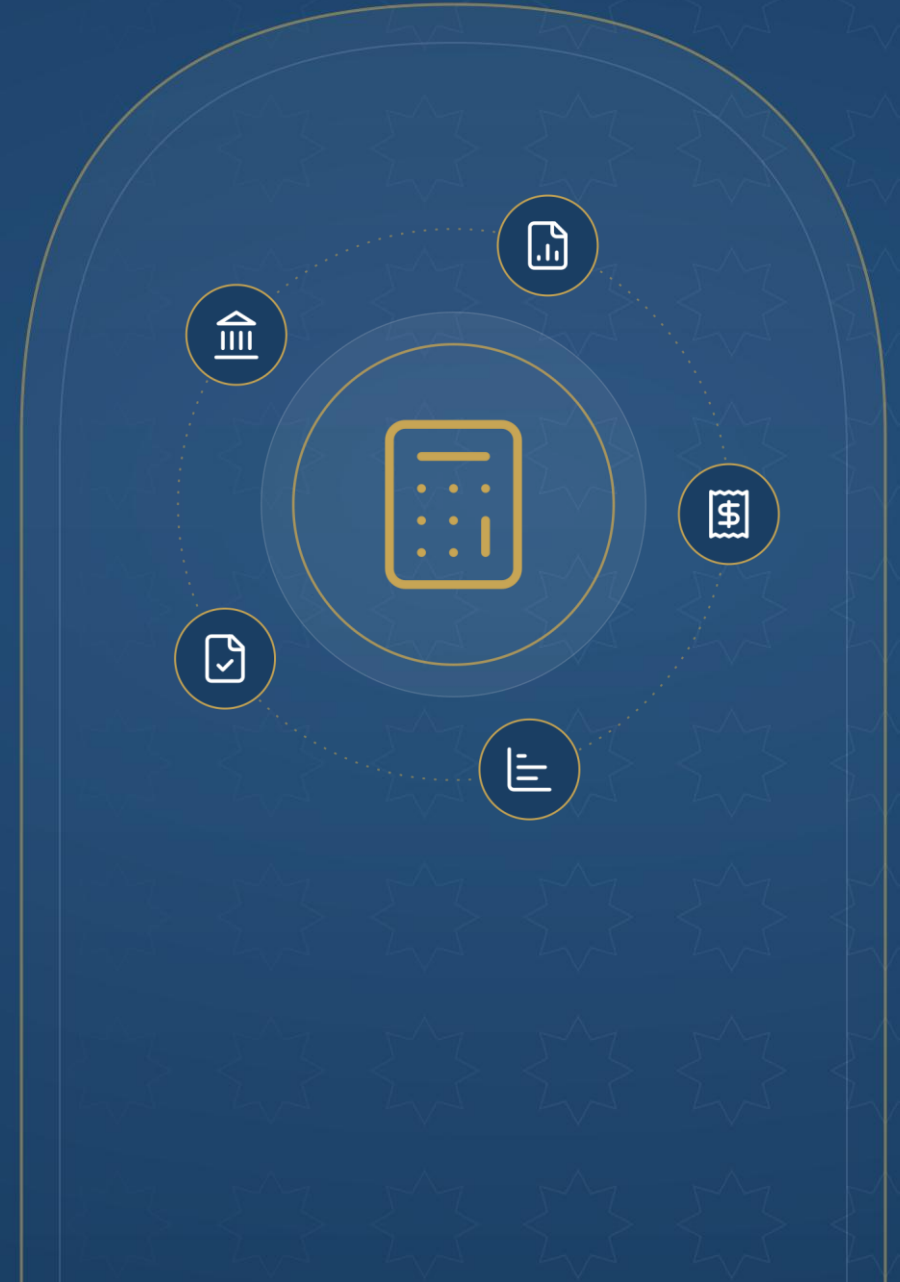
90 [Financial-reporting workflow](#)

91 [E-invoicing and POS](#)

92 [Accounting software](#)

93 [Records and reporting](#)

94 [Audit preparation](#)



Accounting and bookkeeping

Organised, up-to-date records give owners a clear view of the business and make tax and audit work easier.



Bookkeeping

Recording and organising transactions



Sales records

Sales and purchase record administration



Expenses

Expense record organisation



Receivables

Accounts receivable tracking support



Payables

Accounts payable administration support



Invoices

Invoice preparation and management



Monthly

Recurring monthly bookkeeping



Reconciliation

Reconciliation support, where offered



Professional boundaries

- Bookkeeping and accounting support, not statutory assurance
- No licensed-accountant or audit status claimed
- Tax advice and filings coordinated with qualified professionals where required
- Scope agreed per client

VAT, Zakat and tax compliance support



VAT

Standard rate of 15%.
Registration support, return preparation and filing assistance, subject to authorisation.



Zakat

Applies to Saudi- and GCC-owned shares. Registration and filing assistance where applicable.



Corporate income & withholding tax

Applies to foreign-owned shares and certain payments abroad. Coordinated with tax specialists.



E-invoicing

Fatoora requirements, integration readiness and invoice records.

WHO DOES WHAT

Bookkeeping

WorldWise

Accounting

WorldWise

Tax returns

WorldWise, if authorised

Tax advice

Qualified tax adviser

Statutory audit

Licensed audit firm

Obligations depend on the legal entity, ownership, activity, thresholds and current rules. Filing deadlines are tracked in a compliance calendar.

Qawaem financial-statement filing support

Qawaem is the Ministry of Commerce's electronic platform for filing companies' annual financial statements in a structured digital format. Filing obligations come from the Companies Law and differ by company type.

Bookkeeping Recording transactions WorldWise, where engaged	Statement preparation Responsibility of the company's management or board With the client's accountant	Statutory audit Independent opinion, where required Licensed auditor	Qawaem filing Disclosure under the Companies Law Company; we assist	Tax and Zakat filing Separate ZATCA obligations Company; we assist
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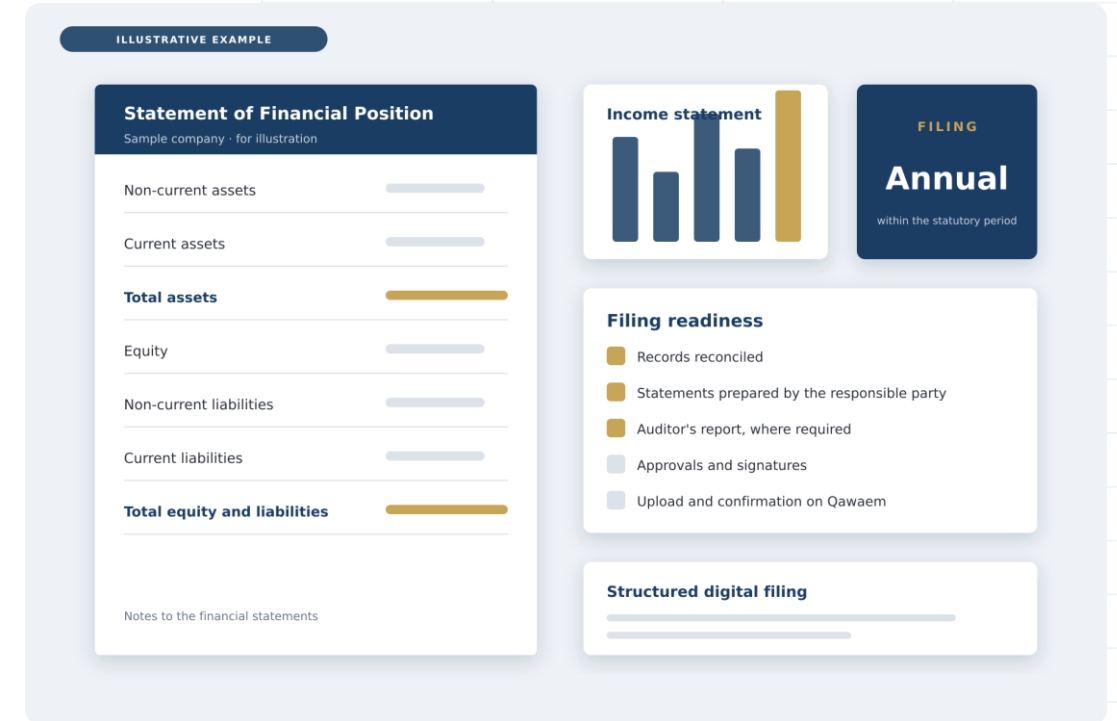
HOW WE CAN HELP

- ✓ Qawaem guidance and admin help
 - ✓ Record collection and reconciliation
 - ✓ Deadline monitoring
 - ✓ Compliance-calendar assistance
- ✓ Filing support, where applicable
 - ✓ Coordination with your accountant
 - ✓ Missing-information checks
 - ✓ Company-specific obligation guidance
- ✓ Statement and document organisation
 - ✓ Filing-readiness documentation
 - ✓ Auditor coordination, where required
 - ✓ Alignment with tax and corporate filings

Sources: Ministry of Commerce; Companies Law. We are not an audit firm and do not issue audit opinions; regulatory acceptance rests with the Ministry.

The Qawaem financial-reporting workflow

- 1 **Close the year**
Records complete and reconciled
- 2 **Prepare statements**
By the responsible party with qualified accountants
- 3 **Audit, where required**
Independent licensed auditor
- 4 **Approve**
Signatures and internal approvals
- 5 **File on Qawaem**
Within the period for the company type
- 6 **Align other filings**
Zakat, tax and corporate records
- 7 **Archive and calendar**
Next year's dates set



Illustrative; obligations and timing depend on company type and current rules.

E-invoicing, invoicing systems and POS

SAUDI E-INVOICING (FATOORA)

Phase 1 · Generation

Electronic invoices are required for VAT-registered businesses.

Phase 2 · Integration

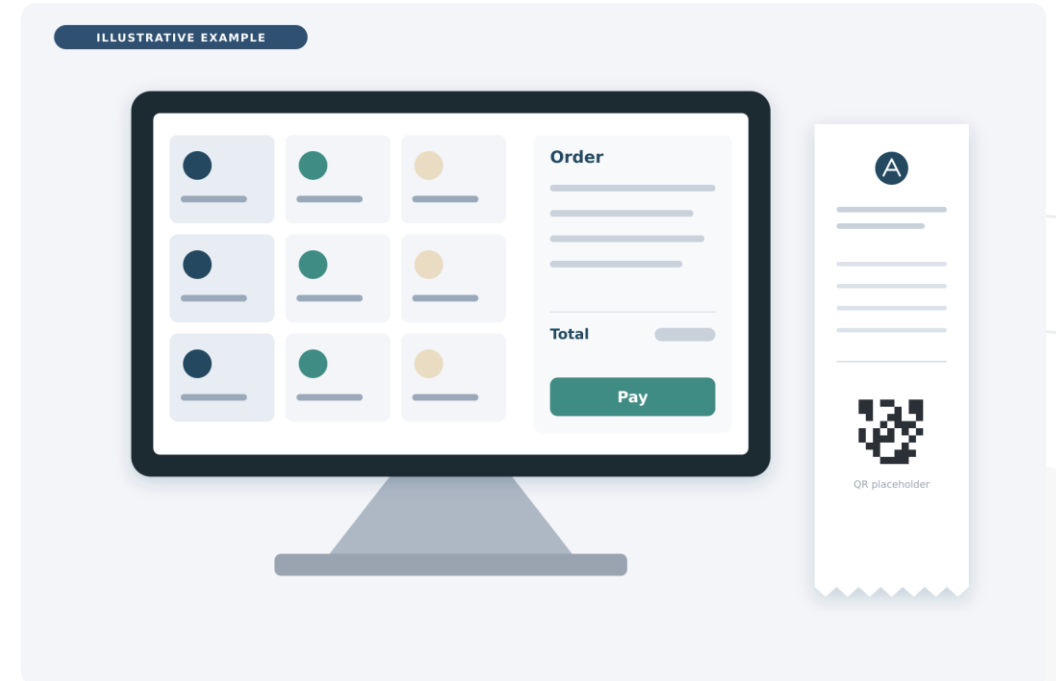
Rolled out in waves by revenue band; each wave gets a ZATCA notice and an integration deadline.

HOW WE CAN HELP

- ✓ System selection guidance
- ✓ Sales document workflows
- ✓ POS setup assistance*
- ✓ Staff handover*
- ✓ Invoice templates
- ✓ POS requirements review
- ✓ POS-to-accounting flow
- ✓ Digital record organisation

* where offered

Source: ZATCA e-invoicing wave announcements. Not every invoicing or POS product meets e-invoicing requirements; check eligibility and compliance per solution.



Accounting software and system setup



Providing software

Selling licences or subscriptions. Software is purchased from the vendor or an authorised reseller.



Assisting with setup

Requirements, selection, configuration and handover so the system fits your business.



Ongoing bookkeeping

Recording transactions and keeping records up to date in the chosen system every month.

SETUP SUPPORT CAN INCLUDE

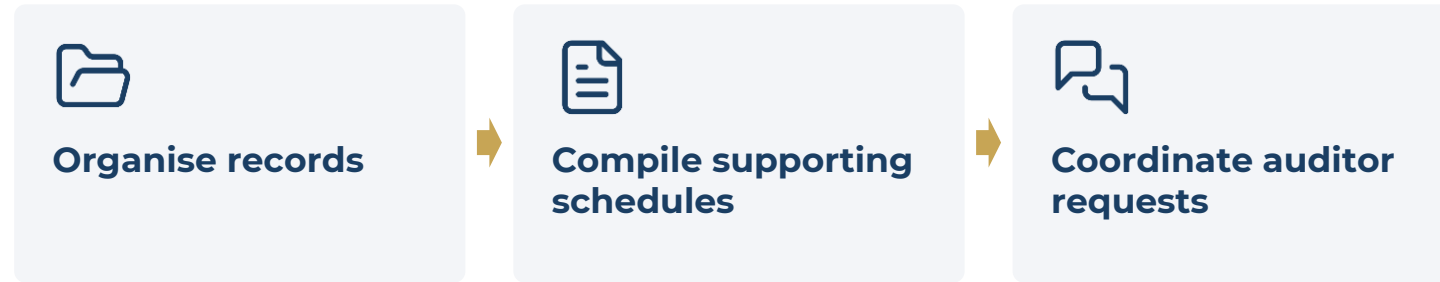
- ✓ Requirements assessment
- ✓ Software selection assistance
- ✓ Initial configuration
- ✓ Basic chart of accounts
- ✓ Customer and supplier data
- ✓ Invoice templates
- ✓ Product and service catalogue
- ✓ User setup
- ✓ Workflow configuration
- ✓ Familiarisation and handover
- ✓ Bookkeeping–invoicing–POS links
- ✓ Financial record organisation

Financial records and reporting support

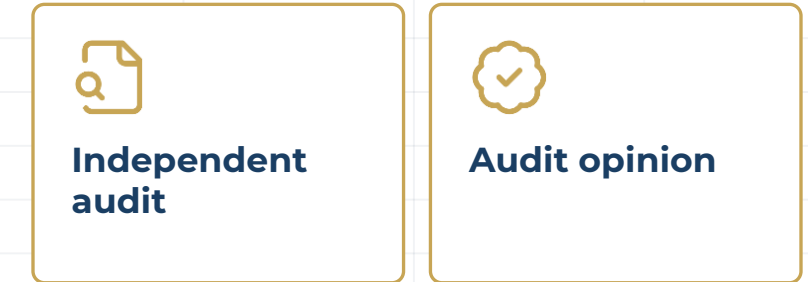


Audit preparation and financial documentation

WORLDWIDE INTERNATIONAL SUPPORTS



INDEPENDENT LICENSED AUDITOR



We help companies keep financial and HR records complete and easy to retrieve, so the year-end audit runs smoothly.

- Audit preparation and information collection
- Supporting record compilation
- Coordination with independent auditors
- Coordination with qualified accountants



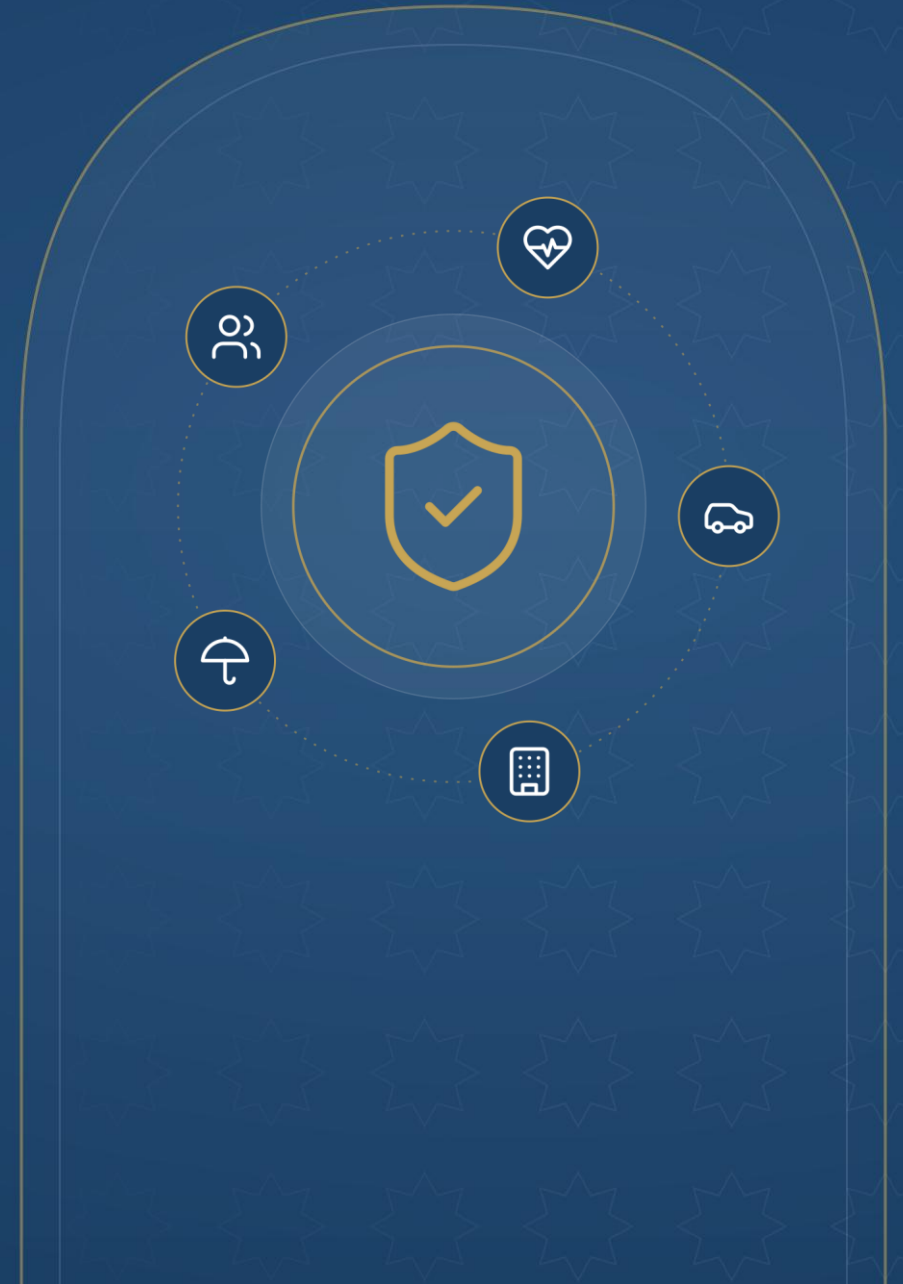
Statutory audits and audit opinions are issued only by independent auditors licensed in Saudi Arabia. WorldWide International does not perform statutory audits or issue audit opinions.

Insurance & Employee Benefits Assistance

SME medical, motor and fleet, and other corporate cover, coordinated with licensed providers.

IN THIS SECTION

- 96 [SME medical insurance](#)
- 97 [Motor, fleet and other cover](#)
- 98 [Licensed provider landscape](#)



SME medical insurance assistance

Private-sector employers must provide health insurance for employees, including the dependents of expatriate staff, under the cooperative health insurance framework.

- ✓ Requirements guidance for SMEs
- ✓ Group medical quotation coordination
- ✓ Employee and dependent enrolment documents
- ✓ Policy document administration
- ✓ Renewal reminders
- ✓ Coordination with licensed insurers or brokers



The insurer or licensed intermediary issues the policy and decides underwriting, pricing and terms. Insurance is regulated by the Insurance Authority.

Motor, fleet and other corporate insurance



Motor and fleet

- Third-party liability cover is compulsory for vehicles
- Comprehensive cover and fleet quotations compared
- Vehicle and driver documentation collected
- Renewals tracked across the fleet

OTHER CORPORATE COVERS TO EXPLORE



Property and fire



Public liability



Professional indemnity



Contractors' all risks



Marine cargo



Cyber insurance



Employer-related covers



Other project covers

How we help

- Understand what insurers typically ask for, collect documents and coordinate quotations with licensed insurers or brokers
- Keep policy documents organised and track renewal dates

Availability, terms and pricing vary by insurer, activity and risk. No premiums, benefits or coverage outcomes are promised.

Licensed provider landscape

Direct insurers Licensed insurance companies that underwrite and issue policies.	Brokers Licensed intermediaries that compare insurers on the client's behalf.	Agents Licensed intermediaries representing specific insurers.	Digital channels Licensed comparison and distribution platforms.
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EXAMPLES OF INSURERS IN THE SAUDI MARKET

Tawuniya	Bupa Arabia	MedGulf	GIG Saudi Arabia
Walaa	Al Rajhi Takaful	SAICO	Al Etihad
Arabian Shield	Malath	Saudi Enaya	Allianz Saudi Fransi

Examples only, not exhaustive. Confirm each provider's current licence, legal name and product availability with the Insurance Authority. Not every provider offers every class. No partnership or agency is implied.

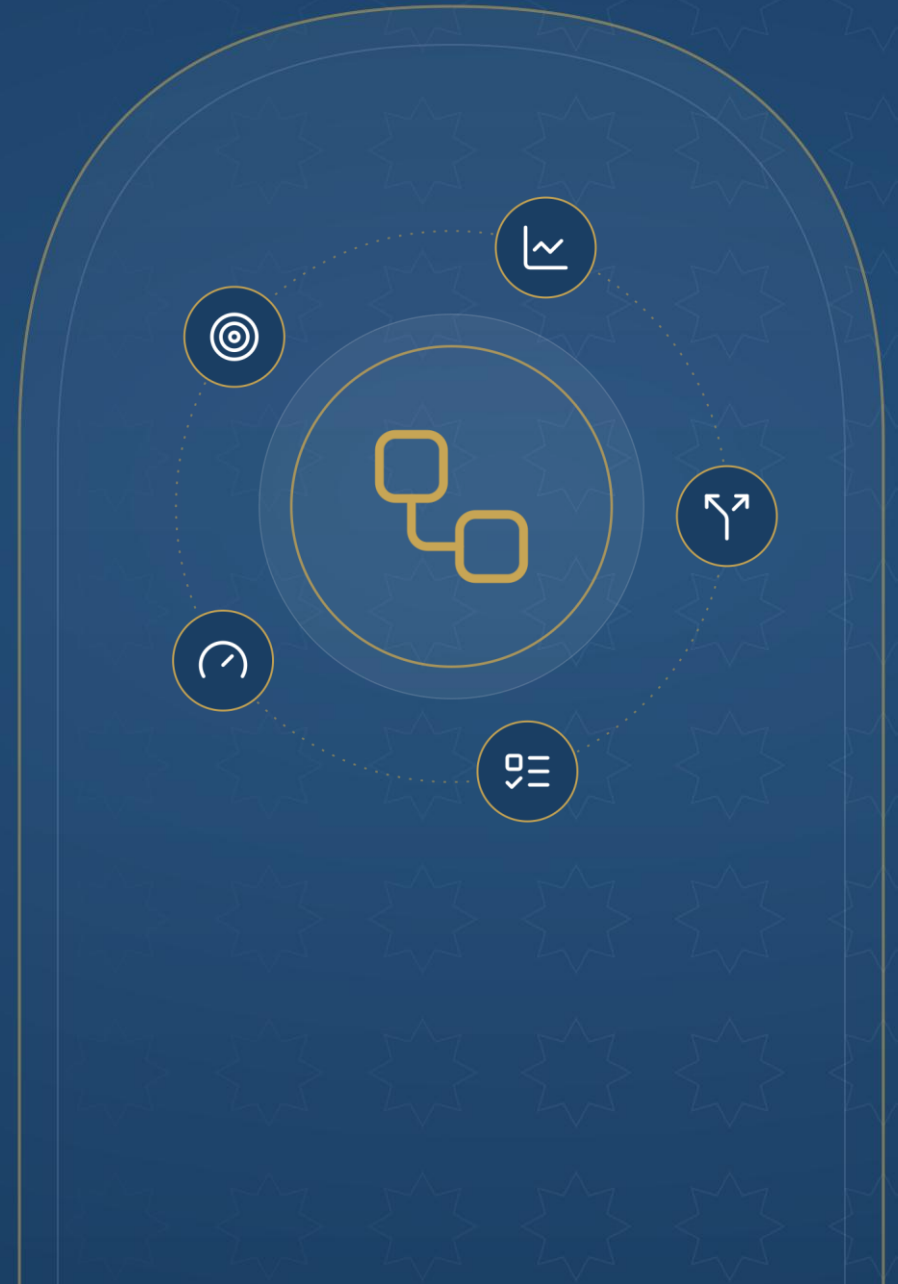
Business Consultancy & Operational Excellence

Strategy, operations, process improvement, SOPs and compliance calendars.

IN THIS SECTION

100 Consultancy and advisory

101 Process improvement and SOPs



Business consultancy and advisory



Strategy & setup

- Business model development
- Setup roadmaps
- Market-entry strategy
- Expansion planning
- Parent and subsidiary coordination



Operations

- Operational readiness reviews
- Process mapping
- SOPs and workflow design
- Organisation charts and roles
- Cost and efficiency reviews



Compliance & vendors

- Vendor and supplier readiness
- Compliance-gap identification
- Business continuity documentation
- Internal administration outsourcing

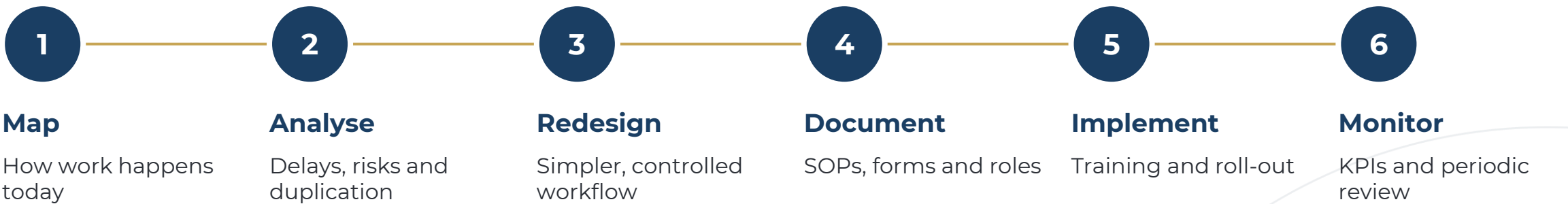


Digital & performance

- Digital transformation planning
- Software selection
- Dashboards and KPIs
- Project and implementation tracking

Practical consultancy and operational support. No financial results, contracts or regulatory outcomes are promised.

Process improvement, SOPs and compliance calendars



EXAMPLE COMPLIANCE CALENDAR

	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Payroll & WPS						
GOSI updates						
VAT filing						
Permit renewals						
Licence renewals						

Illustrative pattern only; actual periods are set by each authority and the client's obligations.

Technology, Software & AI Solutions

Websites, custom ERP, business systems, AI applications and cybersecurity support.

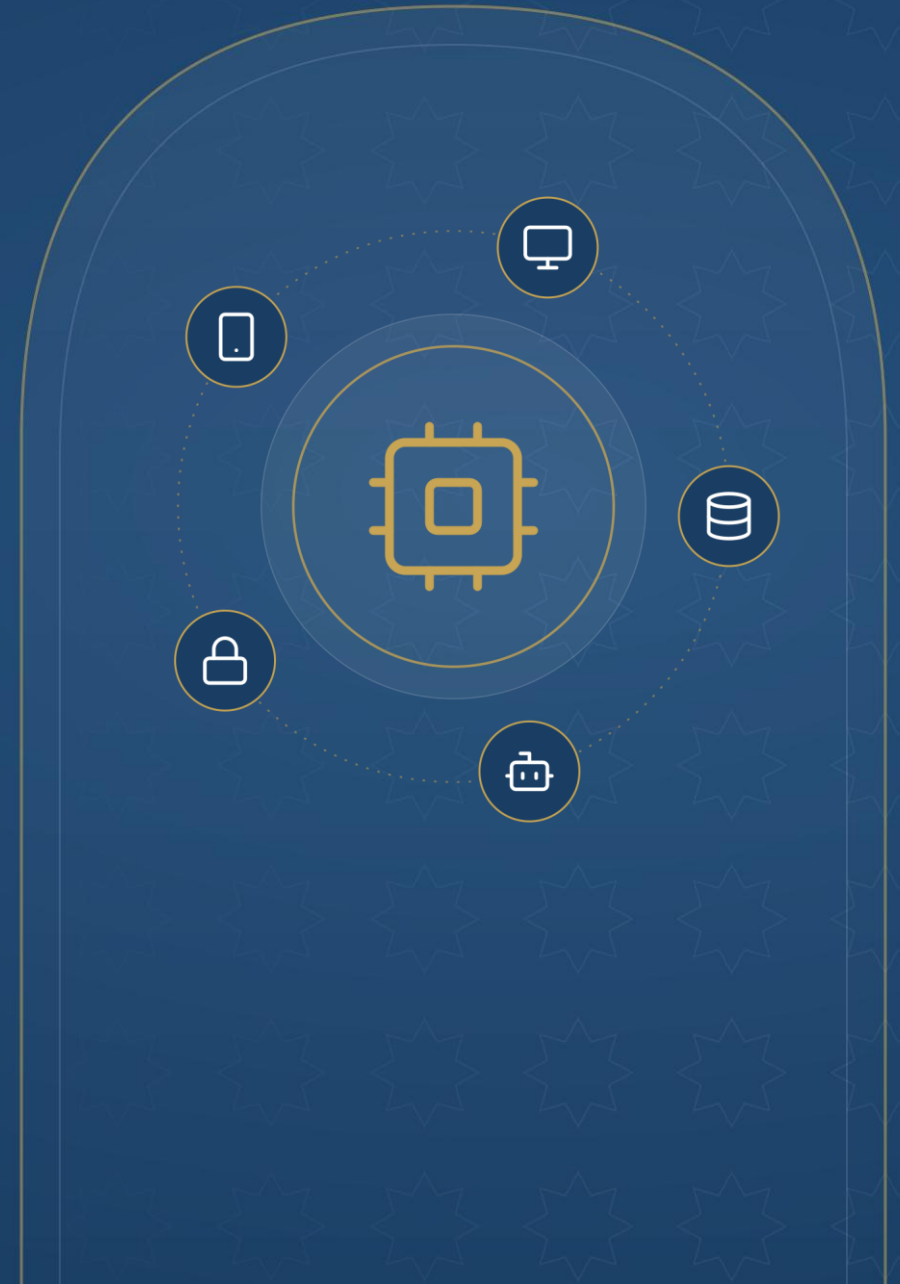
IN THIS SECTION

103 [Websites and e-commerce](#)

104 [ERP and business systems](#)

105 [AI and automation](#)

106 [Cybersecurity support](#)

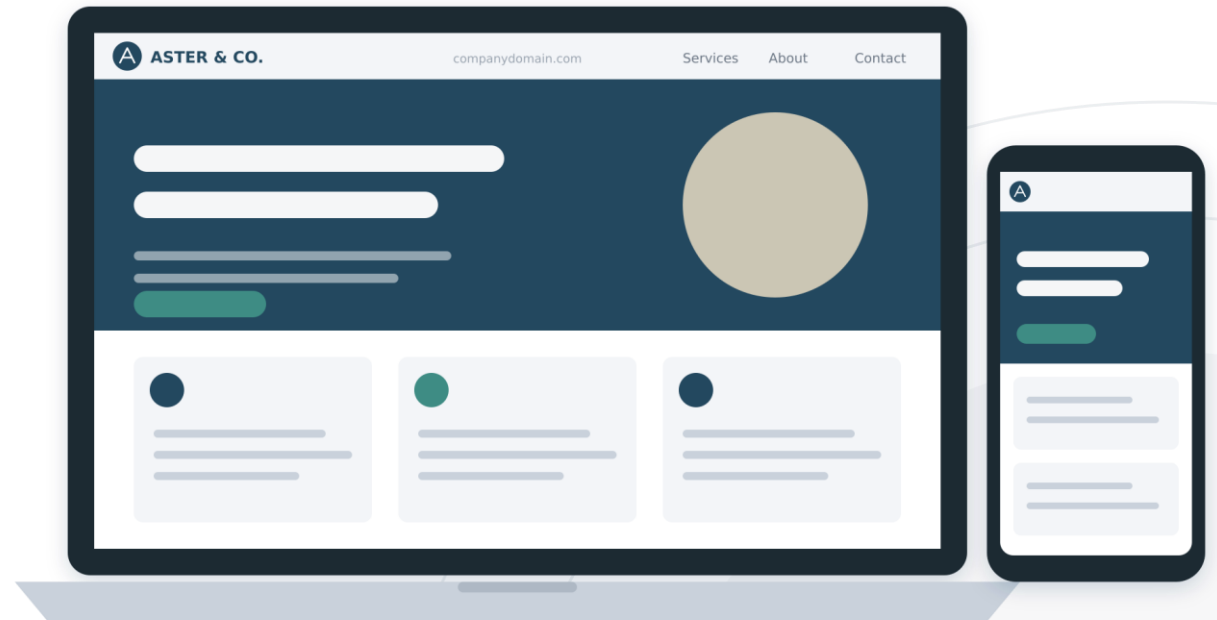


Website, e-commerce and custom web development

A clear, branded website gives customers and partners one place to understand what you do.

- ✓ Corporate websites
- ✓ E-commerce stores
- ✓ Customer portals
- ✓ Domain and hosting setup
- ✓ Maintenance
- ✓ Search optimisation basics
- ✓ Custom web development
- ✓ Booking and enquiry systems
- ✓ Responsive, bilingual layouts
- ✓ Launch coordination
- ✓ Analytics setup
- ✓ Approved integrations

Scoped to needs, budget and integrations. No guaranteed search rankings; payment gateways are contracted with licensed providers.



ILLUSTRATIVE EXAMPLE • FICTIONAL BRAND

Custom ERP and business systems

Systems scoped to how your business works, from a single workflow to a full ERP.

- ✓ Custom ERP systems
- ✓ Payroll and attendance workflows
- ✓ Inventory and warehouse
- ✓ POS setup and integration
- ✓ Dashboards and analytics
- ✓ Document management
- ✓ HR and employee portals
- ✓ CRM implementation
- ✓ Sales and purchasing
- ✓ Accounting and invoicing setup
- ✓ Approved API integrations
- ✓ Workflow automation

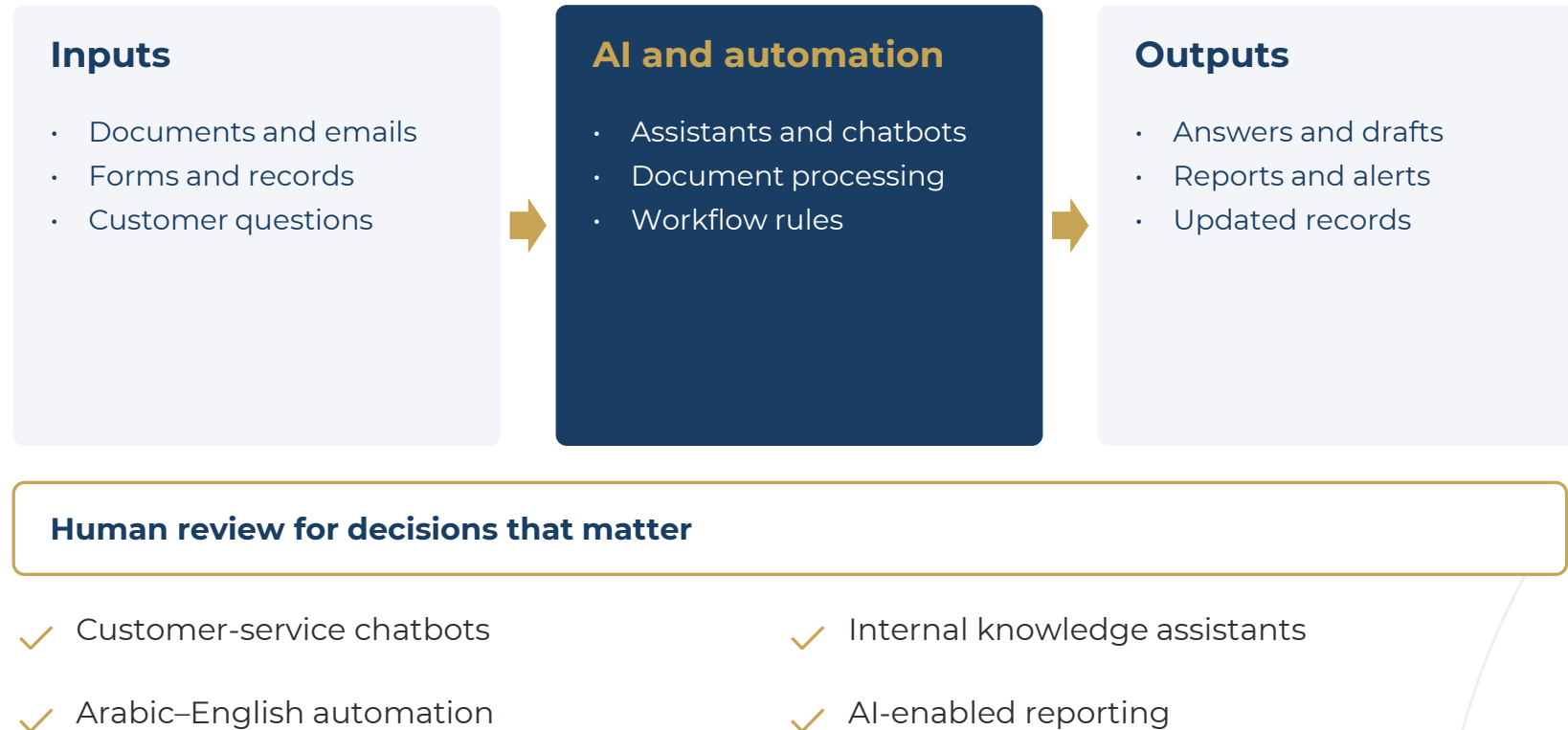
DELIVERY

Requirements › Architecture › Development › Testing › Deployment › Support

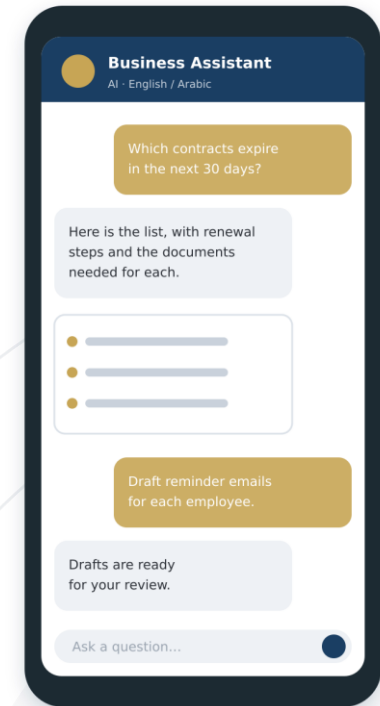
Scoped to needs, budget, existing systems, integrations and data-protection obligations.



AI applications and business automation



Data protection, access controls and hosting choices are agreed per project.



ILLUSTRATIVE EXAMPLE

Cybersecurity and information-security support

Practical cybersecurity support for SMEs and suppliers, including readiness for vendor requirements such as Aramco's CCC.

- ✓ Awareness training coordination
- ✓ Backup and recovery planning
- ✓ Secure configuration practices
- ✓ Incident-response planning
- ✓ Security policy documentation
- ✓ Business email security guidance
- ✓ Basic gap identification
- ✓ Supplier questionnaires
- ✓ Access-control procedures
- ✓ Website security coordination
- ✓ Data-handling procedures
- ✓ Vendor cybersecurity readiness

Specialist work, delivered by qualified providers

- Penetration testing and formal audits
- Regulated or authorised assessments
- Certification against security standards



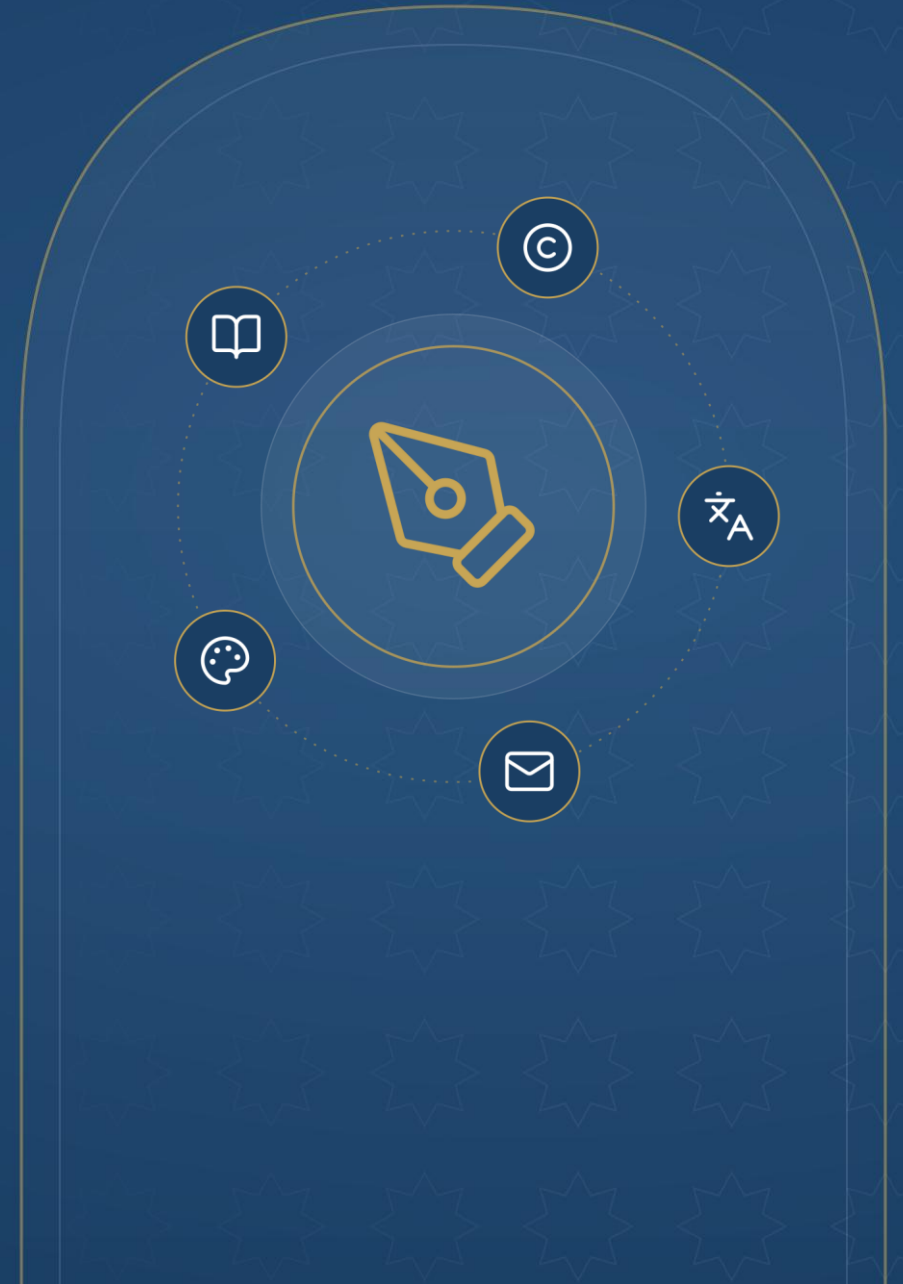
No NCA approval or organisational security certification is claimed.

Corporate Identity, Branding & Business Protection

Brand identity, trademark and IP support, corporate documents, digital presence and four-language communication.

IN THIS SECTION

- 108** [Corporate identity](#)
- 109** [Logo and brand identity](#)
- 110** [IP and trademark support](#)
- 111** [Name, mark, copyright, domain](#)
- 112** [Company profiles](#)
- 113** [Corporate stationery](#)
- 114** [Domain and business email](#)
- 115** [Social media](#)
- 116** [English–Arabic translation](#)
- 117** [Four-language support](#)
- 118** [Certified translation](#)



Building your corporate identity

A consistent identity across every touchpoint builds recognition and trust, from the logo on a licence application to the signature on an email.



Visual identity

Logo, colours, typography and patterns.



Business documents

Profiles, stationery and templates.



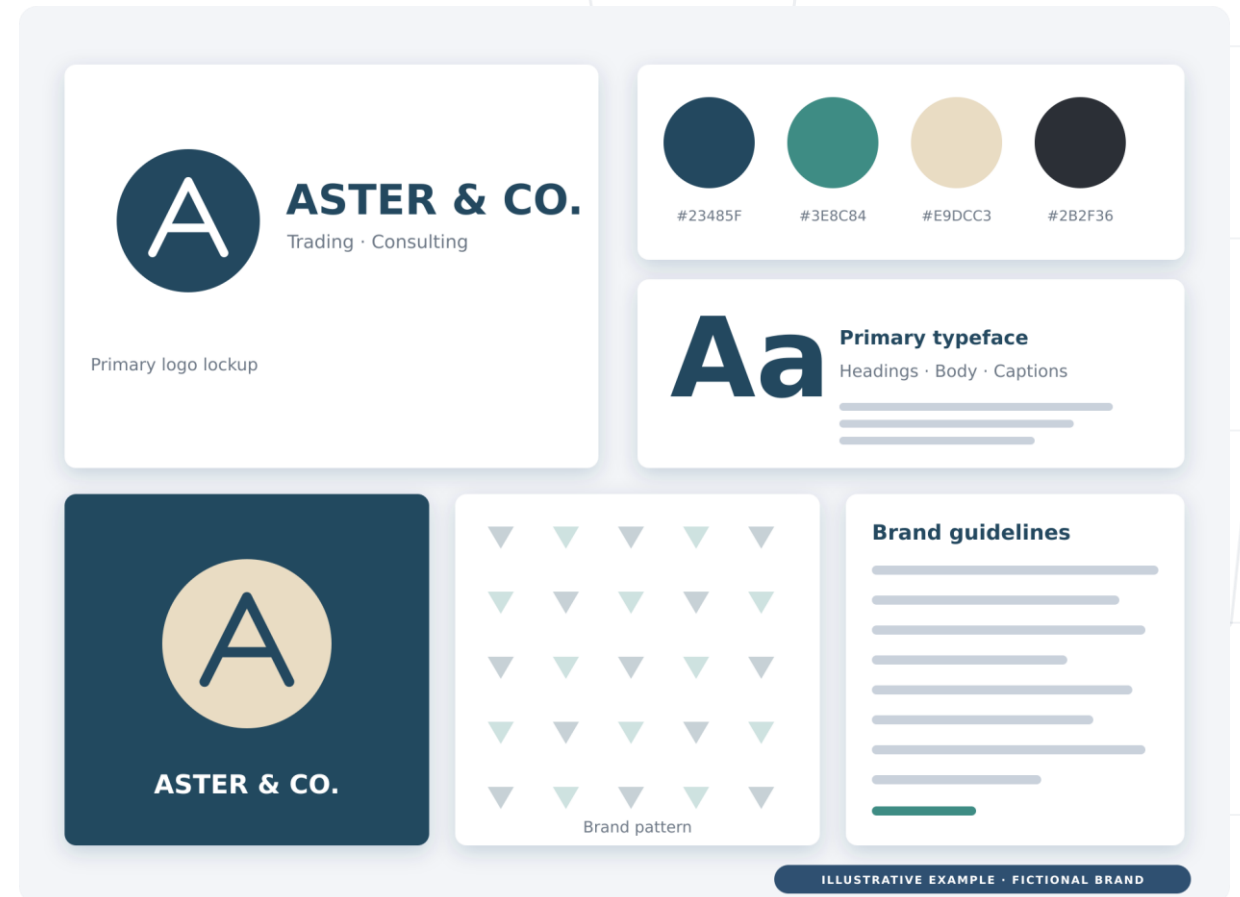
Digital presence

Website, email and social media.



Arabic and English

Bilingual lockups and layouts designed together.



Logo and brand identity



Logo design

Primary logo, variations and clear-space rules



Colour system

Primary, secondary and neutral palettes



Typography

Typefaces for English and Arabic



Brand guidelines

How to apply the identity correctly



Brand assets

Patterns, icons and graphic elements



Bilingual lockups

Arabic and English designed in parallel

How a brand project typically runs

- 1 Discovery and brief
- 2 Concept routes
- 3 Refinement
- 4 Final files and guidelines
- 5 Roll-out across materials

Typical stages shown for illustration; deliverables and rounds are agreed per project.

IP, trademark and brand protection support

Protecting a brand starts with the right research and a well-organised file.

- ✓ Business-name research
- ✓ Trademark search coordination
- ✓ Trademark documentation
- ✓ IP record organisation
- ✓ Copyright documentation guidance
- ✓ IP specialist coordination
- ✓ Preliminary availability checks
- ✓ Application coordination
- ✓ Brand identity and logo
- ✓ Domain-name strategy
- ✓ Brand-use guidelines

General business support, not legal advice or formal IP representation. We do not guarantee availability, acceptance, exclusivity or protection.

ILLUSTRATIVE EXAMPLE



Separate records

Trade name on the CR Registered trademark

Domain name Copyright records

Trademark application

Mark
Word and logo

Applicant
Company name

Class
Nice classification

Goods / services
Specification

Representation
Mark image attached

SAMPLE

Trade name, trademark, copyright and domain



Trade name

Ministry of Commerce

The name on the commercial registration. Reserving it does not register a trademark.



Trademark

Saudi Authority for Intellectual Property

Filed by class, examined, published for possible opposition, then registered for a renewable term.



Copyright

Saudi Authority for Intellectual Property

Protects original works; documentation and records help evidence ownership.



Domain name

SaudiNIC for .sa, registrars for others

Registered separately; holding a domain gives no trademark rights.

We coordinate research and documentation; filings that need representation are handled through qualified IP agents or lawyers. Outcomes are decided by the competent authority.

Company profiles and corporate presentations

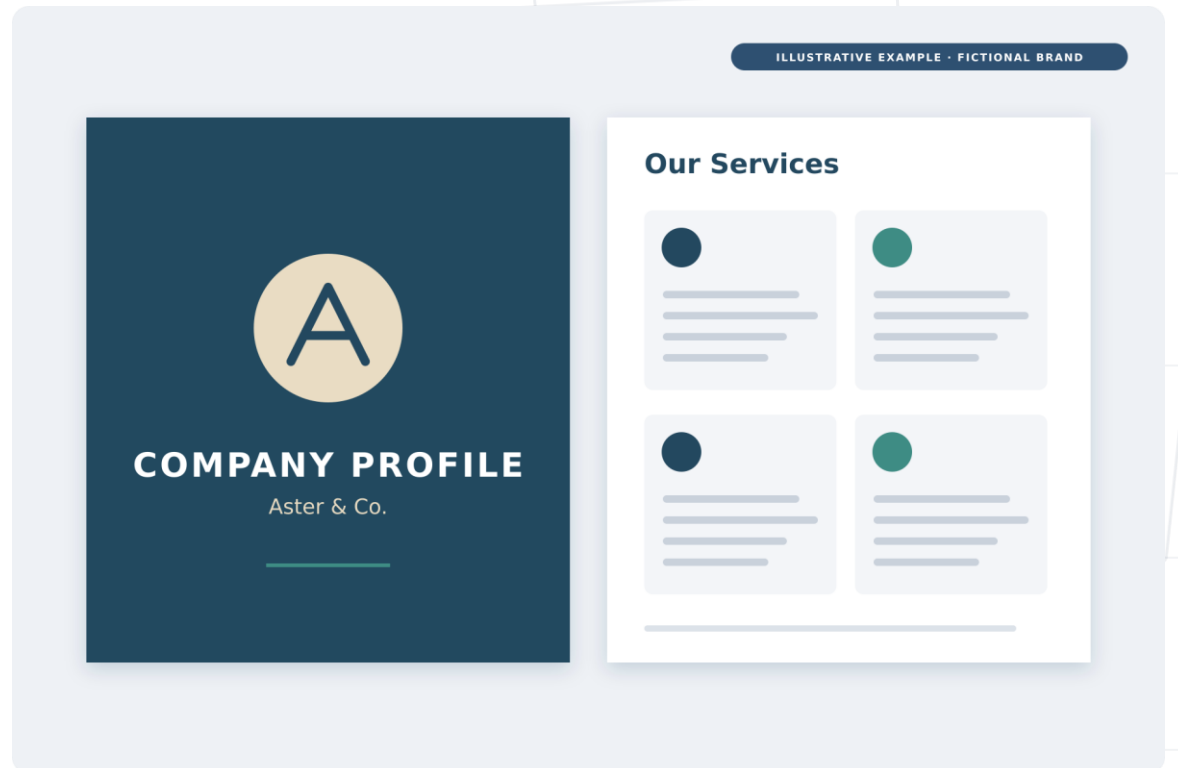
Professional corporate documents help introduce a business clearly and consistently.

- ✓ Company profile writing and design
- ✓ Corporate presentations
- ✓ Capability statements
- ✓ Service catalogues
- ✓ Proposals and introductions
- ✓ Editable PowerPoint and PDF profiles
- ✓ Bilingual English–Arabic layouts
- ✓ Correspondence templates

USEFUL FOR

Business introductions, supplier registration, partnerships, investor discussions and B2B marketing.

A well-designed profile supports communication; it does not guarantee contracts, supplier approval or investment.



Corporate stationery and document design

Everyday documents that carry your identity with every quotation, invoice and letter.

- ✓ Letterheads
- ✓ Envelopes
- ✓ Quotation templates
- ✓ Document templates
- ✓ Brochures and catalogues
- ✓ Infographics
- ✓ Business cards
- ✓ Invoice templates
- ✓ Proposal templates
- ✓ Email signatures
- ✓ Social media templates
- ✓ Stamp artwork

Stamp work covers artwork design. Producing or registering a physical stamp is a separate step.



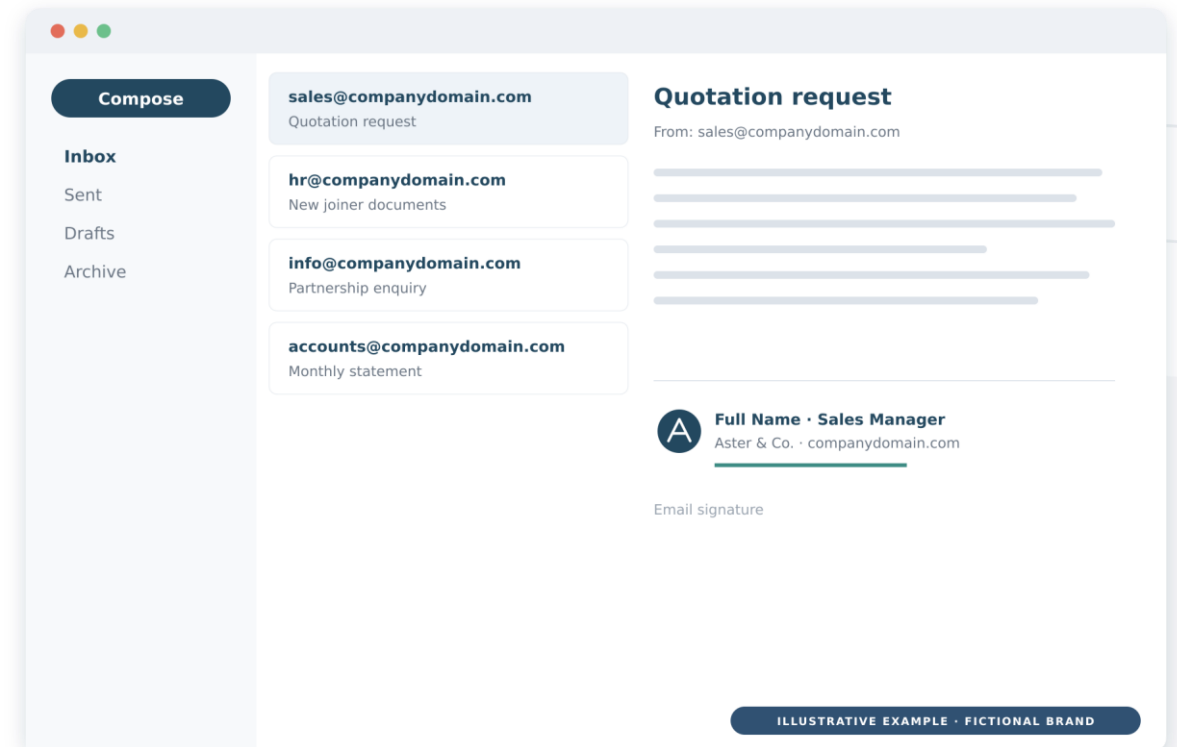
Domain registration and business email

A business domain and professional email addresses make a new company easier to trust than personal email accounts.

- ✓ Domain availability research
- ✓ Domain selection and registration assistance
- ✓ Business email planning and setup
- ✓ Account configuration
- ✓ Email signature design
- ✓ Domain renewal coordination
- ✓ Basic DNS help*
- ✓ Migration and admin*

* where offered

Example addresses: info@ · sales@ · hr@companydomain.com



Social media setup and management



Account setup

Business profile creation, descriptions, contact details, profile and cover graphics.



Content production

Content calendars, post design and captions, where offered.



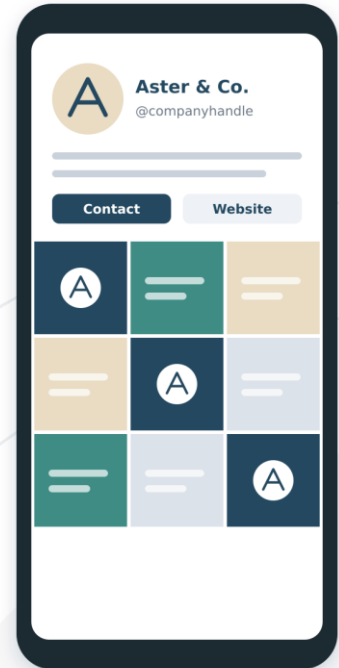
Ongoing management

Publishing and account administration under an agreed arrangement and authorisation.



Paid advertising

A separate service; quoted on its own scope, with no results guaranteed.



ILLUSTRATIVE EXAMPLE • FICTIONAL BRAND

Platforms: LinkedIn • Facebook • Instagram • TikTok • Snapchat • others as relevant

English–Arabic translation services



English → Arabic

Business, marketing and corporate content prepared for Arabic-speaking audiences.



Arabic → English

Saudi documents and content made clear for international partners and parent companies.

WHAT WE TRANSLATE

- ✓ Business documents
- ✓ Websites
- ✓ Correspondence
- ✓ Corporate documentation
- ✓ Company profiles
- ✓ Marketing material
- ✓ Presentations
- ✓ Localised content

BILINGUAL SAMPLE

We help businesses establish and grow in Saudi Arabia.

نساعد الشركات على التأسيس والنمو في المملكة العربية السعودية.

Connecting Business Beyond Borders

نربط الأعمال عبر الحدود

English reads left to right; Arabic reads right to left, set in Cairo.

Four-language business support

English

English

Investors, parent companies, proposals

العربية

Arabic

Government documents, contracts, local partners

اردو

Urdu

Employee communication and HR forms

हिन्दी

Hindi

Employee communication and HR forms

WHERE IT HELPS

- ✓ Business correspondence
- ✓ Corporate documents
- ✓ HR forms and notices
- ✓ Proposals and presentations
- ✓ Company profiles and marketing
- ✓ Government-transaction paperwork
- ✓ Meetings and admin communication
- ✓ Translation coordination

Ordinary translation and communication support. Certified or sworn translation is provided only through authorised providers.

Translation, certification and bilingual design

Type	What it means	Typically needed for	Our role
General translation	Accurate business translation for everyday use	Profiles, websites, marketing, correspondence	Translation and formatting
Certified translation	Translation by an approved certified translator, with seal and accuracy statement	Official submissions such as CR, contracts, powers of attorney	Coordinated with certified providers where required
Notarisation	A notary confirms signatures or copies	Powers of attorney and some corporate decisions	Document preparation and checklist
Apostille or legalisation	Authentication of a foreign public document for use in Saudi Arabia	Parent-company documents for registration	Checklist and follow-up



We do not claim sworn or certified translator status. Where an authority requires a certified translation, we coordinate with an appropriately qualified provider.

Sources: Translyte, Certified translations in Saudi Arabia; Setup in Saudi, Document attestation for company registration; Lexis Middle East.

14

Leadership & Client Engagement

Our founder, methodology, engagement models, why WorldWise and how to reach us.

IN THIS SECTION

120 [Founder and CEO](#)

121 [Working methodology](#)

122 [Engagement models](#)

123 [Monthly support cycle](#)

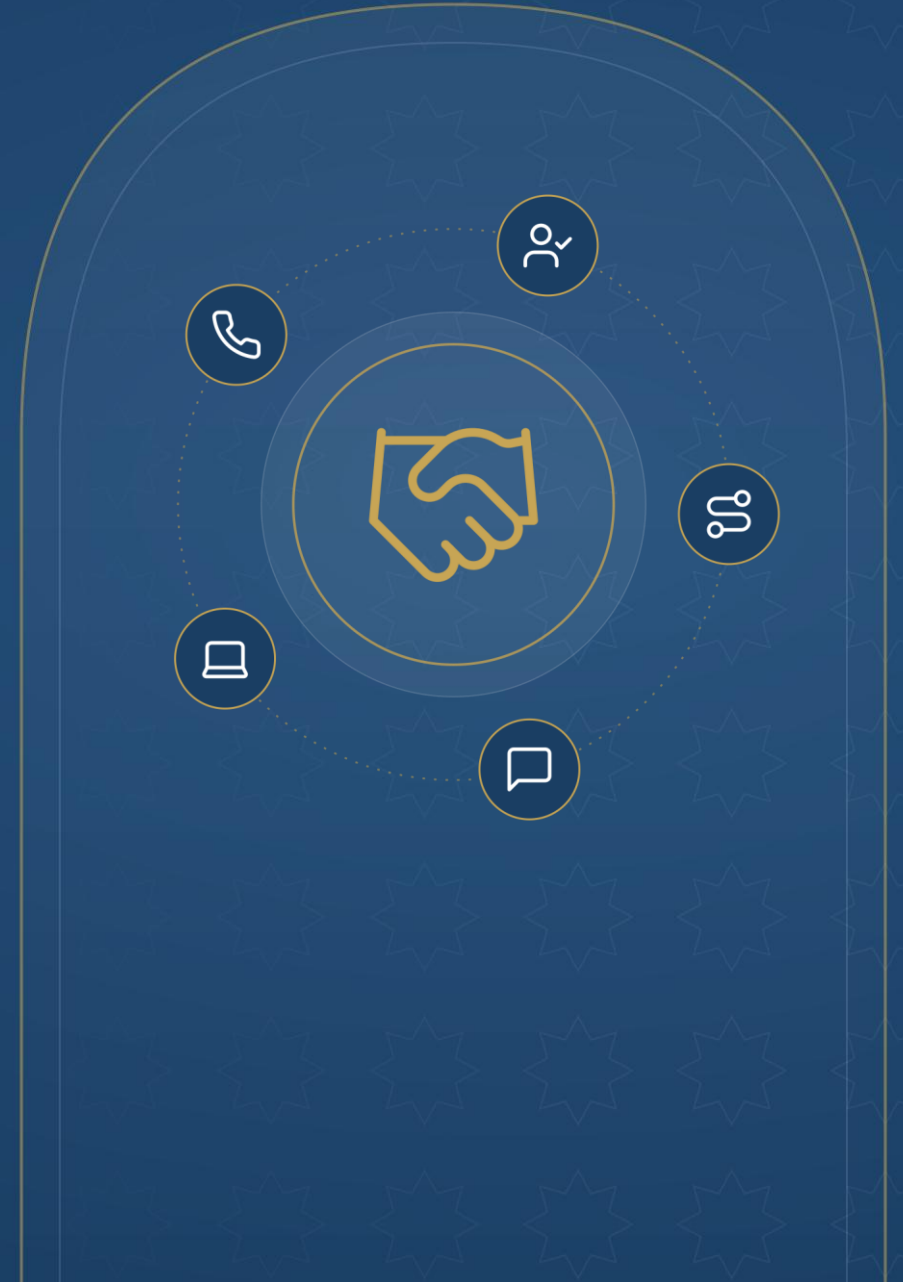
124 [Service delivery](#)

125 [Client journey](#)

126 [Why WorldWise](#)

127 [Questions](#)

128 [Contact us](#)



Founder and CEO



Muhammad Rizwan

Founder & CEO

Entrepreneur and business consultant

ceo@worldwiseintl.com

Muhammad Rizwan brings more than 12 years of industry experience across business setup, corporate services, HR administration and business operations in Saudi Arabia.

CREDENTIALS AS PROVIDED BY THE COMPANY



Monsha'at

Monsha'at-certified



HADAF / Dorooob

HR and Saudi labour-law training and certification



Cisco

Cybersecurity certification

LEADERSHIP FOCUS

Business establishment • Corporate services • International investor assistance • HR and workforce administration • Integrated business support

Credentials are stated as provided by WorldWise International and are subject to verification.

Our working methodology



Agreed at the outset: scope, responsibilities on both sides, the documents we need from you, and how and when we report progress.

Engagement models and recurring services



Project-based

Defined tasks, clear end point

- ✓ Company formation tasks
- ✓ Licensing coordination
- ✓ Business profile design
- ✓ Website setup
- ✓ Documentation projects



Monthly / recurring

Continuous support

- ✓ HR administration
- ✓ Payroll-related support
- ✓ Bookkeeping
- ✓ Corporate administration
- ✓ Social media management



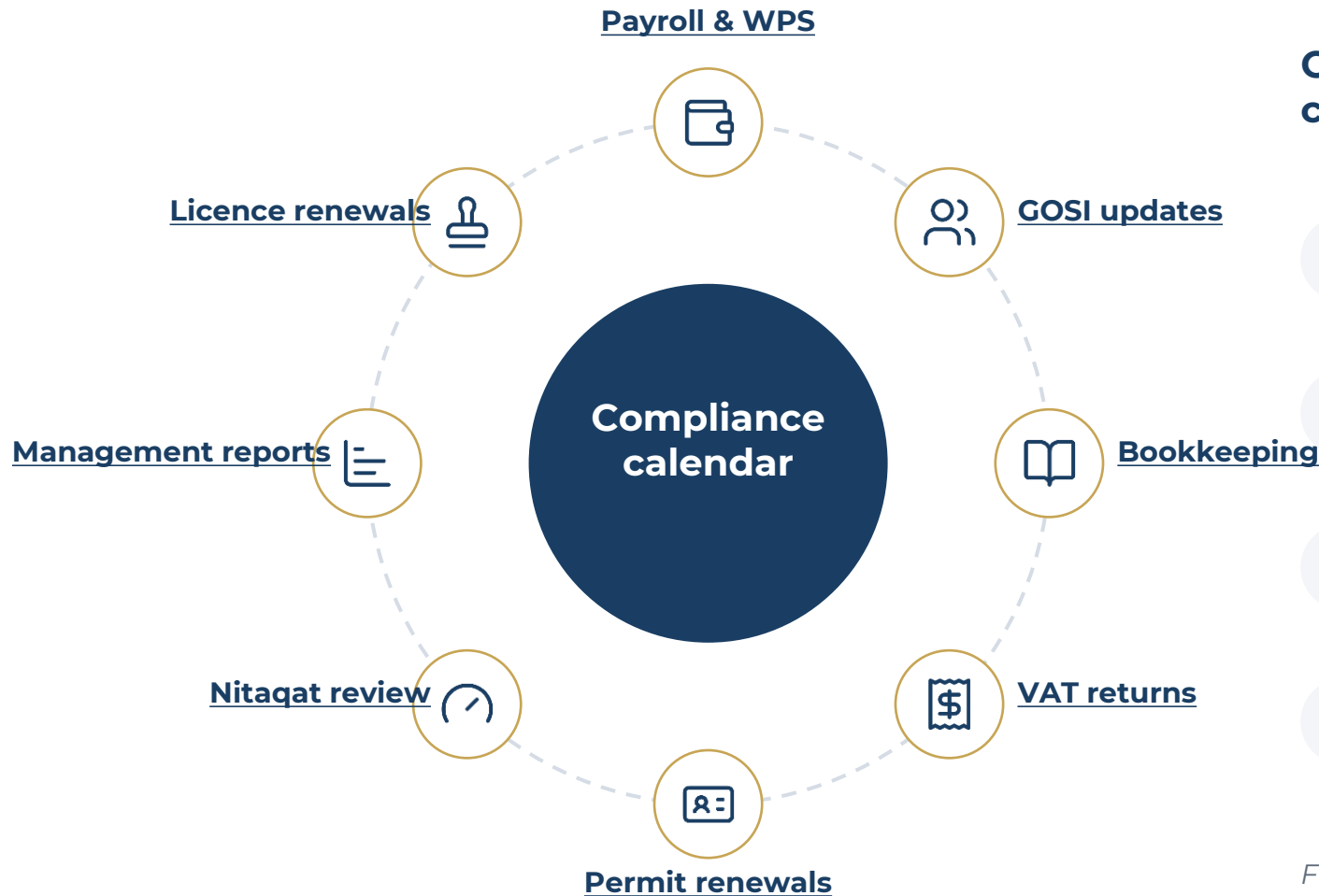
Combined support

A set agreed for you

- ✓ Establishment plus branding
- ✓ Digital setup plus operations
- ✓ Setup followed by monthly support
- ✓ Mix of on-site and online
- ✓ One agreed scope

Competitive pricing based on scope. Fees, timing and deliverables are agreed per engagement.

The monthly HR, accounting and compliance cycle



One calendar for the recurring obligations you choose to share with us.

- Monthly**
 Payroll and WPS files, GOSI changes, bookkeeping and reconciliations.
- Monthly or quarterly**
 VAT returns, depending on registration.
- As dates fall due**
 Contracts, permits, iqamas, licences and certificates.
- Regular reporting**
 Workforce, localisation and management summaries.

Frequencies depend on each client's registrations and current rules.

On-site, online and hybrid service delivery



On-site

In-person support or coordination when available and appropriate to the agreed scope.

OFTEN SUITS

Document signing, site visits, in-person meetings



Online

Remote consultations, documentation coordination and suitable remote administrative services.

OFTEN SUITS

Overseas investors, monthly HR, bookkeeping



Hybrid

Remote coordination combined with in-person support where required.

OFTEN SUITS

Setup projects with local steps, ongoing support

Availability, travel, timing and scope depend on the engagement. On-site support is not promised in every Saudi city.

The complete client journey



Three ways to engage

Single service

One defined task, such as a website or a licence application.

One stage

Everything needed for a stage, such as establishment.

Full journey

A coordinated set of services from planning to ongoing support.

Not every service is included in every engagement; scope is agreed with each client.

Why WorldWise International

One relationship from idea to execution

Setup firms, PRO offices, vendor consultants, HR providers, bookkeepers and agencies usually work separately. We bring these needs into one coordinated relationship.



Breadth in one place

Investment, licensing, supplier and tender files, trade, PRO, HR, accounting and more.



Case-by-case research

We check the current official rules for each activity, role and product.



Recurring support

Monthly HR, bookkeeping and administration after launch.



International outlook

Support in English, Arabic, Urdu and Hindi for investors and teams.



Flexible delivery

On-site, online and hybrid options to suit each engagement.



Competitive pricing

Practical options priced according to scope and service needs.

Frequently asked questions

Can you help a foreign company enter Saudi Arabia?

Yes. We help assess the route, coordinate MISA registration and company formation, and set up administration afterwards. Approvals rest with the authorities.

Do you also handle branding, websites and email?

Yes. We design identities, profiles and stationery, and set up domains, business email, websites and social media accounts.

Can you help with Aramco or SABIC registration?

We help prepare supplier files and CCC readiness and coordinate with authorised assessors. Buyers decide on qualification.

Can you tell us which licences our business needs?

We study your activity and circumstances, research the official requirements and prepare a checklist. Each case is different.

Do you offer monthly HR and bookkeeping?

Yes. Recurring HR administration, payroll-related support and bookkeeping can be arranged with an agreed monthly scope.

What should we prepare for a first call?

Your planned activity, ownership structure, timeline, expected headcount and any existing Saudi registrations.

Discuss your Saudi business plans with our team

info@worldwiseintl.com

[+966 50 144 6995](tel:+966501446995)



LET'S TALK

From idea to execution, let's build your business in Saudi Arabia.

Connecting Business Beyond Borders

WorldWise International Company

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Scan for all our channels

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@worldwiseintl on LinkedIn, Instagram,
Facebook, TikTok and Snapchat

Working Days: Saturday–Thursday
9:00 AM–6:00 PM KSA Time
Friday Closed

Research & Regulatory Reference Appendix

Official sources, platform directory, programme references and disclaimers.

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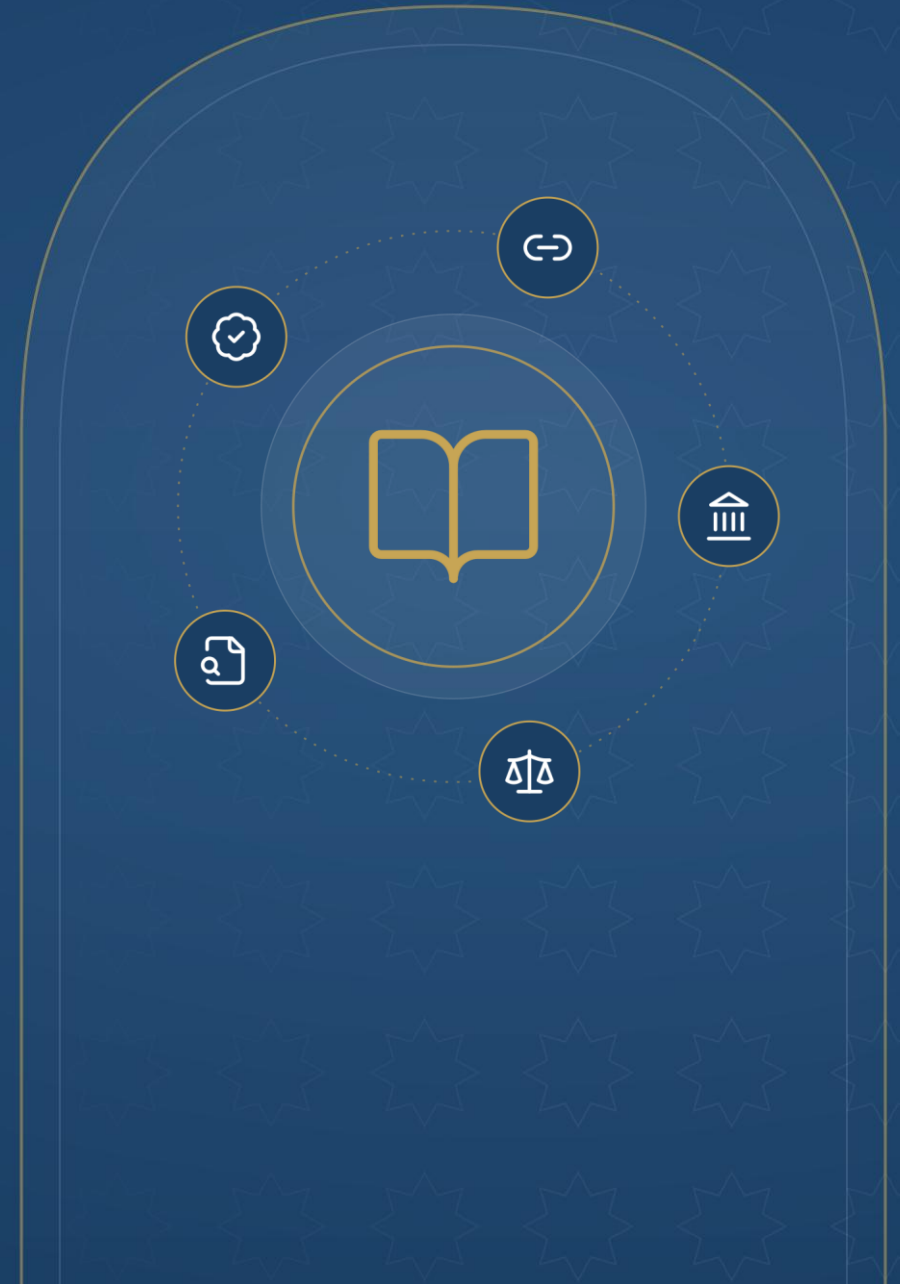
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131 [Sector regulators](#)

132 [Vendor and certification references](#)

133 [Investment, trade and IP sources](#)

134 [Disclaimers](#)



Official sources: establishment, workforce, residency

Authority / platform	Website	Business relevance
Ministry of Investment (MISA)	misa.gov.sa	Investment licences and investor services
Ministry of Commerce (MC)	mc.gov.sa	Commercial registration and corporate affairs
Saudi Business Center	business.sa	Unified business services
Monsha'at	monshaat.gov.sa	SME support and Jadeer pre-qualification
Premium Residency Center	sapr.gov.sa	Premium Residency products
Ministry of Human Resources (MHRSD)	hrsd.gov.sa	Labour regulation
Qiwa	qiwa.sa	Contracts, work permits, Nitaqat
Mudad	mudad.com.sa	Wage Protection System
GOSI	gosi.gov.sa	Social insurance
HADAF (HRDF)	hrdf.org.sa	Workforce development and training
Doroob	doroob.sa	National e-training platform
Musaned	musaned.com.sa	Domestic-worker services only
Muqem	muqem.sa	Resident records for establishments
Absher	absher.sa	Ministry of Interior e-services
MOFA visa platform	visa.mofa.gov.sa	Visit visas and invitations
Ministry of Foreign Affairs	mofa.gov.sa	Document attestation
Zakat, Tax and Customs Authority	zatca.gov.sa	VAT, Zakat, customs, e-invoicing
Etimad	etimad.sa	Government procurement

Official sources: sector regulators and technical bodies

Authority	Website	Business relevance
Ministry of Municipalities and Housing	momah.gov.sa	Municipal regulation
Balady	balady.gov.sa	Municipal licences
Ministry of Industry and Mineral Resources	mim.gov.sa	Industrial licences
MODON	modon.gov.sa	Industrial cities and land
SASO	saso.gov.sa	Standards and product conformity (SABER)
Saudi Accreditation Center	saac.gov.sa	Accreditation of certification bodies and labs
Mawani	mawani.gov.sa	Ports
Transport General Authority	tga.gov.sa	Transport and logistics licences
Saudi Food and Drug Authority	sfda.gov.sa	Food, drugs, devices, cosmetics
Ministry of Health	moh.gov.sa	Health facility licensing
Saudi Council of Engineers	sce.org.sa	Engineering accreditation

Authority	Website	Business relevance
Real Estate General Authority	rega.gov.sa	Real estate licensing
Saudi Contractors Authority	sca.sa	Contractor registration
Ministry of Energy	moenergy.gov.sa	Energy sector
Ministry of Environment, Water & Agriculture	mewa.gov.sa	Agriculture and water
National Center for Environmental Compliance	ncec.gov.sa	Environmental permits
National Cybersecurity Authority	nca.gov.sa	Cybersecurity controls
Communications, Space & Technology Commission	cst.gov.sa	Telecom and digital services
Digital Government Authority	dga.gov.sa	Digital government
Insurance Authority	ia.gov.sa	Insurance regulation
Saudi Central Bank (SAMA)	sama.gov.sa	Banking and finance regulation

Vendor, certification, insurance and market references

Vendor registration

aramco.com/en/what-we-do/suppliers/become-a-supplier
aramco.com/en/what-we-do/suppliers/supplier-resources/cybersecurity-compliance-certificate-program
supplier.sabic.com
neom.com/en-us/suppliers

Certification

iso.org
saac.gov.sa
iaf.nu

Insurance & residency

ia.gov.sa
sapr.gov.sa

Market data

misa.gov.sa (Economic and Investment Monitor)
monshaat.gov.sa (SME Monitor)
zatca.gov.sa (e-invoicing waves)

Third-party guides used in research (e.g., Analytix, Setup in Saudi, Foodics, EIG Law) are listed in the separate research handover.

Sources: investment, workforce, trade and IP

Source	Website	Used for
MISA Investor Guide	misa.gov.sa	Investment registration and activity conditions
MHRSD localisation decisions	hrsd.gov.sa	Profession-specific localisation
Qiwa	qiwa.sa	Nitaqat status and contracts
Ministry of Commerce	mc.gov.sa	Companies Law and Qawaem filing
Saudi Authority for Intellectual Property	saip.gov.sa	Trademarks and copyright
SaudiNIC	nic.sa	.sa domain names
ZATCA import instructions	zatca.gov.sa	Import documents and Fasah

Source	Website	Used for
Fasah	fasah.sa	Customs declarations
SABER	saber.sa	Product conformity certificates
LCGPA	lcpa.gov.sa	Local content
Ministry of Finance	mof.gov.sa	Procurement law and local content preference
Etimad	etimad.sa	Government tenders
Aramco iktva	aramco.com	In-Kingdom Total Value Add

Important scope and regulatory disclaimers



Government decisions

Licences, registrations, visas, residency and approvals are decided by the competent authorities. We do not guarantee outcomes or timelines.



Independent provider

WorldWise International is not affiliated with, or an authorised representative of, any government entity, Aramco, SABIC or other buyer.



Regulated services

Statutory audit, certified translation, legal advice, insurance intermediation, ISO certification, CCC and iktva assessment are performed by independent authorised providers.



Requirements vary

Requirements depend on activity, ownership, location, workforce, contract and current rules. Information is general and should be confirmed for each case.



Workforce and localisation

Saudization, Nitaqat and profession rules are set by MHRSD and change; we do not guarantee bands, quotas or recruitment results.



Trade, tenders and IP

We are not a customs broker, procurement authority or IP agent; clearances, awards and registrations are decided by the competent parties.



Company information

Company figures and the founder's credentials are as provided by WorldWise International.