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| **Edited by** | **I'm counting on.** |
| **Ali Sawy al, Qahtani** | **Fahd Abdullah Al,Haqbani** |

**Goal**

**COMMISSIONING FOR WORK AT THE UNIVERSITY**

**Beneficiary**

functionary

**Reference**

 Regulations and regulations of the Ministry of Education - University Council Law - Regulations and Regulations of the Ministry of Human Resources and Social Development

Regulations and regulations of the Ministry of Health (employees of the Ministry of Health Sector at the University) - regulations and regulations of the Ministry of Finance.

**Definitions and shortcuts**

APA:Personnel Management

P:Procedure

**Attached documents**

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**Completion time 3 days**

**The degree of confidentiality of the procedure is normal.**

 **Explain the steps**

1. A letter from the authority containing the employee's desire to be assigned to work for them (the beneficiary of the service).

2. Taking the actual visuals of his employer about his assignment (the beneficiary of the service).

3. Presentation to the Transport and Commissioning Committee

(The beneficiary of the service).

4. Issuing the commissioning decision (beneficiary of the service)

5. Notify the authorities in charge and assigned to them of the decision to commission the evacuation of the party and raise it directly (the beneficiary of the service).