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| **Edited by** | **Adopted from** |
| **Abdullah Al, Heif**  **Khalaf al, Anzi** | **Tired intruder** |

Name and signature

**Goal**

**SUPPORT SERVICES AND SECURING THE NEEDS OF THE DEANSHIP**

**Application area**

 Human Resources Deanship Departments

**Reference**

Higher Education Council system and universities regulations

 Regulations and regulations of the Ministry of Human Resources and Social Development

University Council decisions

**Definitions and shortcuts**

 AR:Human Resources Deanship Relations Department

P:Procedure

**Amendments**

**Attached documents**

**Explain the steps**

1- A letter from the departments of the Human Resources Deanship, including the needs of the administration through communications.

The application is submitted through a resource system to the competent authority.

3- After providing the needs, the warehouse management is contacted to arrange the delivery mechanism.

4- The covenant is registered on the first beneficiary.