



مركز التحكيم الرياضي السعودي
Saudi Sport Arbitration Center

Procedural Rules of the Saudi Sport Arbitration Center2024

NOTES:

1. This translation is provided for guidance. The governing text is the Arabic text.
2. The translation of Saudi laws takes the following into consideration:
 - Words used in the singular form include the plural and vice versa.
 - Words used in the masculine form include the feminine.
 - Words used in the present tense include the present as well as the future.
 - The word "person" or "persons" and their related pronouns (he, his, him, they, their, them, and who) refer to a natural and legal person.
3. Amendments to this Law are provided in the Appendix .



Chapter 1: Definitions and General Provision

Article 1

Definitions

The words and phrases below shall have the meanings ascribed to them hereunder unless the context indicates otherwise:

Kingdom:	The Kingdom of Saudi Arabia.
Committee:	The Saudi Olympic & Paralympic Committee.
SSAC:	The Saudi Sports Arbitration Center.
Statute:	The Statute of SSAC.
Procedural Rules:	The Procedural Rules of SSAC.
Board:	The Board of Directors of SSAC.
Chairman:	The Chairman of the Board of SSAC.
CEO:	The Chief Executive Officer of SSAC.
Chamber:	The Competent Arbitration Chamber or the Mediation Chamber (as the case may be).
President of Chamber:	The head of the Competent Arbitration Chamber or the Mediation Chamber (as the case may be).
Sports Authorities:	Saudi sports authorities, which include the Saudi Olympic & Paralympic Committee, the national federations, associations and sports clubs, and the sports academies and centers.
SSAC Regulations:	Regulations approved by the Board that regulate the SSAC work and dispute issues.
Dispute:	Any dispute submitted for adjudication before the SSAC.
Parties to the Dispute:	Litigation parties in a sports or sports-related dispute.
Claimant:	The party initiating the arbitration, whether it is one person or multiple persons.
Respondent:	The defendant, whether it is one person or multiple persons.
List of Arbitrators:	A list issued by the SSAC, containing the names and information of arbitrators approved by the Board.
Arbitration Tribunal:	A panel of arbitrators, or a sole arbitrator, assigned with considering and deciding a dispute.
Secretary:	An individual appointed by the CEO to be a focal point for communication between the SSAC and the Arbitration Tribunal and to be responsible for dispute administration.
Expert:	A specialist in a certain field who is registered in the Expert list approved for the SSAC or other agencies and assigned by the Arbitration Tribunal to examine and express opinion on certain technical points.
Registration Fees:	An amount that is paid once, as per Table (1) attached to the Procedural Rules, upon applying for dispute registration at the SSAC or submitting requests relevant to the original application.



Dispute Value:	Total amounts claimed by the Parties to the Dispute, in relation to all arbitration procedures before the SSAC, based on which the administrative fees and the arbitration costs are calculated.
Administrative Fees:	An amount calculated based on the value of the dispute, as per Table (1) attached to the Procedural Rules, for the administrative services delivered by the SSAC during consideration of a dispute, besides the supportive work of the Arbitration Tribunal, such as support services, use of modern technology, rental of hearing rooms, and equivalents.
Arbitration Costs:	An amount calculated based on the value of the dispute, as per Table (2) attached to the Procedural Rules, representing the fees of the Arbitration Tribunal and the Secretary, as well as the Expert if the Arbitration Tribunal relies on the latter.
Expenses:	Amounts that are paid for the costs incurred by the SSAC upon request of the Parties to the Dispute or the Arbitration Tribunal, such as the costs of summoning witnesses, translation costs, travel expenditures of arbitrators and Experts (if they reside outside Riyadh), and equivalents.
Arbitration Award:	Rulings issued by the Arbitration Tribunal in terms of the dispute brought before the SSAC.
Expedited Arbitration:	Arbitration with a shortened time frame to decide on a dispute in an expedited manner.



Article 2

Application Scope

1. As of the implementation date, the Procedural Rules shall be applicable to all applications and disputes registered at the SSAC according to its competency provided in the Statute and the Procedural Rules.
2. Without prejudice to the general law in the Kingdom, the provisions of the Procedural Rules of the Court of Arbitration for Sport (CAS) shall apply to all matters not mentioned in these Procedural Rules. If the Arbitration Tribunal does not find a relevant provision, it shall rule as per the Saudi Law of Arbitration and its Implementing Regulations. If no relevant provision is found, the general rules applicable in the Kingdom shall apply in such case.

Article 3

Confidentiality

1. All arbitration procedures under the Procedural Rules shall be confidential and limited to the Parties to the Dispute, the Arbitration Tribunal, the CEO, the President of the Chamber, the Secretary and the Expert, if hired. The Parties to the Dispute, the Arbitration Tribunal and the Expert shall undertake not to disclose any incident or information relating to the dispute or the arbitration procedures without obtaining prior permission from the SSAC.
2. The SSAC may publish a dispute status or an Arbitration Award, anonymizing the Parties to the Dispute on the SSAC website.

Article 4

Time Period

1. If the period shall expire before taking a certain procedure, such procedure shall not be taken until after the period has ended.
2. The periods provided in the Procedural Rules shall be calculated in the Gregorian calendar, unless otherwise is provided in the applicable law.
3. Holidays shall be included in the calculation of the period. If the last day of the period coincides with a holiday, such period shall be extended until the end of the first working day following the holiday.
4. The Parties to the Dispute shall submit memos, correspondence and other documents required within the time periods specified in the Procedural Rules, by CEO and/or by the Arbitration Tribunal.



5. The CEO and/or the Arbitration Tribunal may have the discretion to identify the consequence for non-compliance with the deadlines, unless the Procedural Rules provide the consequence in such case.

6. The SSAC or the Arbitration Tribunal may extend the deadlines contained in the Procedural Rules as an exception by a reasoned request before the expiry of the period, once for (15) fifteen days as a maximum, unless such extension is prevented.



Chapter 2: Arbitrators and Experts

Article (5)

Arbitrator Registration Conditions

1- An applicant for registration in the List of Arbitrators must meet the following conditions:

- A. Hold a bachelor's degree in Sharia, law or any other equivalent degree. The Board may accept registration of someone who holds a bachelor's degree in another field, provided that such person is an arbitrator accredited by the CAS.
 - B. Have at least 5 years of legal, technical or administrative experience in a sports activity or any other activities related to sports.
 - C. Has no prior final court ruling issued against them in a case involving a breach of honor or trust.
 - D. Complete qualification programs and/or tests approved by the SSAC.
 - E. Pass the interview conducted by the SSAC.
 - F. Pay the fees prescribed by the SSAC in accordance with Table (4) attached to the Procedural Rules.
 - G. Not be a member, a worker, an affiliate or contractor with any board or committee of any Sports Authorities or the Ministry of Sports.
- 2- Upon issuing the Board's decision to accept the request for registration in the List of Arbitrators, the arbitrator shall pay the arbitrator registration fees and the membership renewal fees specified by the SSAC.
- 3- The CEO may, upon a written request from the arbitrator, agree to collect the arbitrator registration and membership renewal fees from the arbitrator's due fees upon issuance of the Arbitration Award.
- 4- The Board may, by a reasoned decision, exempt the applicant for registration in the List of Arbitrators from some of the conditions stipulated in subparagraphs (A), (B), (D), (E), and (F) of Paragraph (1) of this Article.
- 5- The Board may, by a reasoned decision, suspend or revoke an arbitrator's registration from the List of Arbitrators in the following cases:**
- A- If the arbitrator fails to meet any of the conditions stipulated in Paragraph (1) of this Article.
 - B- If a disciplinary decision is issued against the arbitrator by the Board due to violating the provisions of the Statute, the Procedural Rules, or the SSAC Regulations.
 - C- If the arbitrator commits any act that may damage the reputation of the SSAC or undermine the reliability of arbitration at the SSAC.
 - D- If it is proven that the arbitrator failed to perform the duties assigned to them.



Article 6

Number and Appointment of Arbitrators

1. Unless the Parties to the Dispute agree on a sole arbitrator, the Arbitration Tribunal will be composed of three arbitrators who will be selected from the list of arbitrators.
2. If the Parties to the Dispute agree to have a sole arbitrator as the Arbitration Tribunal, they shall agree to appoint such arbitrator within (7) seven days from the date of notifying the Respondent of the request for arbitration. If a sole arbitrator is not appointed within this period, the President of the Chamber shall appoint the arbitrator, and the Parties to the Dispute shall be notified of the arbitrator's name within (7) seven days from the date of appointment of the arbitrator.
3. If the Arbitration Tribunal is composed of three arbitrators, each party shall appoint an arbitrator within (7) seven days from the date of notifying the Respondent of the request for arbitration. The two appointed arbitrators shall agree to select the third arbitrator within (7) seven days from the date of appointing the last arbitrator. Alternatively, the President of the Chamber shall appoint the third arbitrator by mutual agreement, and the third arbitrator shall be the presiding arbitrator. The appointed arbitrators and the Parties to the Dispute shall be notified of the formation of the Arbitration Tribunal within (7) seven days from the date of selecting the third arbitrator.
4. If multiple parties are involved in the dispute, they must all agree to choose a sole arbitrator within seven (7) days from the date of notifying the last party; otherwise, the President of the Chamber will do so. The Parties to the Dispute shall be notified of the arbitrator's name within (7) seven days from the date of appointment of the arbitrator.
5. The SSAC may determine a period shorter than those specified in Paragraphs (2), (3), and (4) of this Article in circumstances of Expedited Arbitration.
6. As per the provisions of Article (7) of the Procedural Rules, the arbitrator shall, upon selection, provide an acknowledgment confirming impartiality, independence, and lack of conflict of interest. Only when the President of the Chamber issues a decision of composing the Arbitration Tribunal, the arbitrator's appointment will be considered irrevocable.
7. The presiding arbitrator shall hold a university degree in sharia, law, or an equivalent degree.
8. Without the President of the Chamber's consent, the arbitrator may not sit as an arbiter in more than one dispute at once.
9. The CEO shall appoint the Secretary.



Article 7

Arbitrator Obligations

- 1- The arbitrator shall abide by the Statute, Procedural Rules, SSAC Regulations and decisions, maintain the confidentiality of information and not disclose it to third parties.
- 2- The arbitrator, upon their selection to be part of the Arbitration Tribunal, shall disclose any conflict of interest, whether actual or potential, and shall also disclose any conflict of interest that arises during their consideration of the dispute.
- 3- **in performing arbitration duties, the arbitrator shall comply with the following:**
 - A- Complete impartiality throughout the arbitration procedures, and independence in rendering the Arbitration Award.
 - B- Fairness of the procedures followed during the consideration of the dispute.
 - C- Equal treatment of the Parties to the Dispute.
- 4- **An arbitrator is prohibited from participating in the Arbitration Tribunal in the following cases:**
 - A- If the arbitrator has an interest in the dispute being considered by the Arbitration Tribunal.
 - B- If the arbitrator is related to any of the Parties to the Dispute, their representatives or the other arbitrators in the Arbitration Tribunal up to the fourth degree of consanguinity.
 - C- If the arbitrator has previously expressed an opinion about the dispute in any way.
- 5- If an arbitrator breaches the obligations stipulated in this Article, the SSAC's relevant regulations shall apply to such arbitrator.

Article 8

Arbitrator Recusal

- 1- If an arbitrator believes that some reasons or circumstances may affect their impartiality or independence, such arbitrator may recuse themselves from the Arbitration Tribunal in accordance with Paragraphs (2) and (3) of this Article.
- 2- The arbitrator shall submit a request for recusal to the CEO, including the reasons or circumstances that may affect their impartiality or independence, within (24) twenty-four hours of becoming aware of them. The request shall be forwarded to the President of the Chamber to consider it and present it to the Board within (48) forty-eight hours from the date the request is referred.
- 3- The Board may, within seven (7) days from the date the request is referred to it, discuss with the arbitrator (the applicant for recusal) the reasons or circumstances they presented, and the arbitrator has the right to withdraw the request for recusal. The Board may accept the arbitrator's withdrawal from recusal to continue their arbitration assignment, or approve their recusal, and in all cases the Board's decision shall be final.



Article 9

Challenge to Arbitrator

- 1- Any party to the dispute may request to challenge any arbitrator if there are reasons or circumstances that raise justifiable doubts regarding the arbitrator's independence or impartiality.
- 2- The party wishing to challenge the arbitrator must submit to the CEO a written request, including the reasons or circumstances on which the request for challenge is based, together with supporting documents (if any), within five (5) days from the date of being notified of the formation of the Arbitration Tribunal. Failure to submit a request to challenge the arbitrator within this period shall constitute a waiver of the right to request for challenge to arbitrator.
- 3- The CEO shall, after receiving the request for challenge and the supporting documents (if any), refer it to the President of the Chamber to study it and present it to the Board. The Board shall decide on the request for challenge within (7) seven days from the date of its receipt, by a reasonable decision, after the Parties to the Dispute, the arbitrator to be challenged and the other arbitrators (if any) have been given the opportunity to express their opinion. The Board decision shall be final.
- 4- No party to the dispute may request for challenge to arbitrator for any reasons or circumstances of which the party was aware prior to the approval of the arbitrator's appointment.
- 5- A request to challenge an arbitrator shall not be accepted from a person who has previously submitted a request to challenge the same arbitrator in the arbitration on the same grounds.

Article 10

Arbitrator Removal

The Board may, on its own initiative or upon the request of any of the Parties to the Dispute or the President of the Chamber, remove the arbitrator if such arbitrator is unable to perform their duties or violates the Statute, Procedural Rules, the SSAC's regulations or relevant decisions by a reasoned decision after hearing the statement of the arbitrator concerned, the Parties to the Dispute and the other arbitrators (if any). The Board decision shall be final.



Article 11

Suspension of Proceedings

Submitting a request for challenge, removal, or recusal of the arbitrator, and the death or incapacity of the arbitrator, shall result in suspension of the dispute proceedings until a justified decision is issued by the Board.

Article 12

Arbitrator Replacement

1- In the case of the arbitrator's recusal, the Board's acceptance of the request for challenge or removal of the arbitrator, or their death or incapacity, another arbitrator shall be appointed in the same way the Arbitrator was appointed.

2- The proceedings conducted before the arbitrator's replacement shall be completed without repetition, unless otherwise decided by the Arbitration Tribunal.

Article 13

Exemption from Liability

None of the Chairman, Board, SSAC's committees, CEO or advisors thereof, President of Chamber, SSAC's employees, arbitrators, Experts, and secretaries shall be responsible for an act, omission of an act or a professional error regarding the arbitration pursuant to the Procedural Rules. No party shall request that such persons be deemed parties or witnesses of judicial or non-judicial proceedings that are related to the subject of the arbitration.

Article 14

Experts Registration and Appointment

1. An applicant for registration in the approved list of Experts shall fulfil the following conditions:

- a- Hold a university degree in the field where experience is required and have at least (5) five years of work experience in such field.
- b- Has no prior final court ruling issued against them in a case that involves a breach of honor or trust.
- c- Complete the qualification programs approved by the SSAC.
- d- Pass the interview held by the SSAC.
- e- Pay the fees established by the SSAC as per Table (4) attached to the Procedural Rules.



2. After issuing the Board's decision to accept the request for registration in the approved list of Experts, the Expert shall pay the Expert registration fees and the membership renewal fees determined by the SSAC.
3. The CEO may, upon a written request from the Expert, agree to collect the fees of registration in the approved list of Experts and the membership renewal fees from the Expert's due fees - if hired by the Arbitration Tribunal - after the Arbitration Award is issued.
4. The Board may, by a justified decision, exempt the applicant for registration in the approved list of Experts from certain conditions prescribed in subparagraphs (A), (C), (D), and (E) of Paragraph (1) of this Article.
5. The Board may, by a justified decision, suspend or revoke an Expert's registration in the approved list of Experts if the Expert fails to fulfil any of the conditions prescribed in Paragraph (1) of this Article, or if a disciplinary decision is issued by the Board against the Expert as a result of violating the provisions of the Statute, the Procedural Rules, or SSAC regulations.
6. The Arbitration Tribunal may assign one or more Experts from the approved list of Experts (or from other Experts) to provide it with a written report on certain technical issues, and the Arbitration Tribunal shall notify the Parties to the Dispute of the Expert's name and duties.
7. The Arbitration Tribunal shall determine, in the decision to assign the Expert, the task assigned to them and the period within which the Expert shall submit their report.
8. The Expert shall be subject to the rules that govern the Arbitrator's work in terms of the obligations, responsibility, and the completion of the task in accordance with the task assigned to the Expert.
9. The Parties to the Dispute shall cooperate with the Expert and provide any documents or information requested by the Expert for performing their task.
10. The Arbitration Tribunal shall send the Expert's report to the Parties to the Dispute and specify a period for them to respond to the Expert.



Chapter 3: Arbitration Procedures

Article 15

Arbitration Request

1. The arbitration request shall be submitted to the CEO by one of the electronic means of communication approved by the SSAC, as per the form approved by the SSAC, along with paying the registration fees as per Table (1) attached to the Procedural Rules.
2. Upon submitting the arbitration request, the presence or absence of a mediation clause shall be disclosed.
3. The CEO may return any arbitration request that is incomplete or that is submitted without a legal capacity. The applicant shall be given a period not exceeding (7) seven days for completing the request, and the same shall not result in interrupting the prescription period. If the applicant fails to do so within such period, the CEO shall notify the applicant of the rejection of the arbitration request.
4. The CEO shall refer the arbitration request, within (5) five days, to the President of Chamber who shall issue a decision to accept or reject the request, within (5) five days from the date the request is referred to President of the Chamber.
5. The CEO shall inform the applicant for arbitration of the decision to accept or reject the applicant's request within (5) five days from the date of issuance of the Chamber President's decision to accept or reject the request.
6. The applicant for arbitration shall be given a period of (10) ten days from the date of being notified of the acceptance of the arbitration request to pay the administrative fees and submit the memorandum of claim or appeal.
7. The arbitration request shall not be registered at the SSAC upon proving the presence of a mediation or reconciliation agreement unless either party to the dispute explicitly announces the rejection of the agreement within (30) thirty days from the date of concluding the agreement.
8. In case of expiration of the time limit referred to in Paragraph (6) of this Article, and the applicant for arbitration fails to prove paying the administrative fees and submitting the memorandum of claim or appeal, without an acceptable excuse, the President of the Chamber may issue a decision to terminate the arbitration request procedures.



Article 16

Response to Arbitration Request

1. Within three (3) days from the date of registration of the arbitration request, the CEO shall notify the Respondent of the arbitration request. The Respondent shall respond to the arbitration request within ten (10) days from the date of receipt of the notification.
2. **The Respondent's response shall include the following:**
 - a. The Respondent's name (and representative's name, if applicable), address, and contact information.
 - b. Any plea of lack of jurisdiction of the SSAC (if any).
 - c. Any counterclaims related to the arbitration request and their legal grounds (if any).
 - d. The number of arbitrators required for the formation of the Arbitration Tribunal and the arbitrator nominated by the Respondent.
3. If there are multiple parties involved in the dispute as Respondents, Paragraph (4) of Article (6) shall be considered in accordance with the Procedural Rules.
4. Failure of the Respondent to respond to the arbitration request shall not preclude the commencement of arbitration proceedings, provided that the Respondent has been duly notified.

Article 17

Commencement of Arbitration Proceedings

1. Subject to the provisions of Articles (6), (7), (15), and (16) of the Procedural Rules, the President of the Chamber shall render a decision on the formation of the Arbitration Tribunal, and the CEO shall notify the Parties to the Dispute of the same within twenty-four (24) hours.
2. The Claimant shall pay the Arbitration Costs within seven (7) days from the date of being notified of the Arbitration Tribunal formation decision.
3. The CEO shall refer the dispute file to the Arbitration Tribunal for the commencement of Arbitration proceedings after the Claimant has paid the Arbitration Costs.
4. If the Claimant fails to pay the Arbitration Costs according to Paragraph (2) of this Article, the Respondent shall be given a time limit of seven (7) days to make the payment (if the Respondent wishes to proceed with the arbitration proceedings. In case of non-payment, the President of the Chamber shall render a decision to cancel the formation of the Arbitration Tribunal and terminate the arbitration proceedings. The CEO shall notify the Parties to the Dispute and the Arbitration Tribunal of the same.



Article 18

Seat of Arbitration

1. The dispute settlement proceedings may be conducted by the Arbitration Tribunal in person or online, whether at the headquarters of the SSAC or elsewhere.
2. If an Arbitration Award is rendered outside the headquarters of the SSAC, it shall be deemed as if it were rendered at its headquarters.

Article 19

Language of Arbitration

1. The language used in the dispute pending before the SSAC is Arabic, unless the Parties to the Dispute and the Arbitration Tribunal agree to use another language.
2. The Arbitration Tribunal may decide to provide translations of some or all of the written documents submitted for the dispute into the language(s) determined by the Arbitration Tribunal. In the case of multiple languages, the Arbitration Tribunal may limit the translation to some of them.
3. In any case, the SSAC shall maintain a copy of the Arbitration Award in Arabic if the arbitration was conducted in another language.

Article 20

Applicable Law

1. The ordinary arbitration chamber shall apply the law agreed upon by the Parties to the Dispute regarding the subject matter, without prejudice to the Basic Law in the Kingdom. If the Parties to the Dispute do not reach an agreement on the applicable law, the Arbitration Tribunal shall apply the applicable laws in the Kingdom.
2. The Appellate Arbitration Chamber and the Football Dispute Decision Chamber shall apply the laws and regulations of the sports authority that rendered the decision under appeal.
3. If there are no provisions applicable as per the two Paragraphs above, the decision shall be rendered in accordance with the laws and regulations of the International Sports Federations, the principles of the International Olympic Charter, and relevant international standards. If there are no provision, the principles of justice and fairness shall apply.



Article 21

Presence and Representation

1. Any party to the dispute may appear and represent themselves directly or through a licensed attorney in the Kingdom, under an authorized power of attorney explicitly stating the representation before the SSAC.
2. The presence and representation of legal persons that are Parties to the Dispute shall be through their authorized representatives (or whoever they delegate), in accordance with the regulations governing such matters.

Article 22

Temporary Measures

1. The Arbitration Tribunal may, upon the request of any party to the dispute or on its own initiative, decide to adopt the temporary measures that it deems necessary and appropriate. The Arbitration Tribunal also has the right, upon request or on its own initiative, to modify or terminate the temporary measures taken.
2. The request for temporary measures shall be submitted to the CEO through one of the approved electronic means of communication provided by the SSAC. The request must include its supporting documents and the payment of the specified Registration Fees as outlined in Table (3) of the Procedural Rules.
3. The other party shall be granted a period not exceeding twenty-four (24) hours to respond to the request for take temporary measures.
4. If a request for temporary measures is made, the Arbitration Tribunal shall render its decision to accept or reject the request within a period not exceeding five (5) days from the date of submission of the request and its supporting documents (if any).
5. If the Arbitration Tribunal deems it necessary and appropriate to decide taking a temporary measure without any request submitted by the Parties to the Dispute, it may grant the Parties to the Dispute the right to express their inputs on the matter within a time limit determined by the Arbitration Tribunal.
6. The Arbitration Tribunal has the right, as it deems necessary, to determine the method of notification and submission of documents that is suitable for the required temporary measure.
7. **The following conditions must be met before a decision is made regarding temporary measures:**
 - a. The submitted request must be connected to the dispute.
 - b. The submitted request must be necessary to prevent significant and irreparable harm.
 - c. The Arbitration Tribunal shall be convinced of the seriousness of the request submitted by the party to the dispute pending before the SSAC, as demonstrated by the probability of success of the party requesting the temporary measure in relation to the subject matter of the dispute and if the interests of the requesting party outweigh the interests of the other party to the dispute.



8. The CEO shall calculate the costs of temporary measures in accordance with Table (3) attached to the Procedural Rules. Such costs shall be paid before the Arbitration Tribunal renders its decision on the submitted request or before the Arbitration Award is rendered
9. The request for temporary measures shall not be considered until the issue of jurisdiction over the dispute is decided.

Article 23

Joinder

1. Any party to the dispute is entitled to submit a reasoned request to the CEO for joinder of a third party to the dispute.
2. The CEO shall notify the third party requested to be joined and the other Parties to the Dispute, after receiving the request for joinder, to respond to the request within (7) days from the date of notification.
3. The request for joinder, along with the responses of the third party requested to be joined and the other Parties to the Dispute, shall be referred to the Arbitration Tribunal after being received. If the request or responses to the request for joinder are received prior to the formation of the Arbitration Tribunal, they shall be included in the dispute file.
4. The Arbitration Tribunal shall decide to accept or reject the request for joinder upon receipt of the responses of the third party requested to be joined and the other Parties to the Dispute, or upon the expiration of the time limit granted without submitting responses, taking into consideration the stage of the Arbitration proceedings and any other issues deemed appropriate by the Arbitration Tribunal according to the circumstances of the dispute.
5. The Arbitration Tribunal is entitled, in pursuit of justice and truth, to decide on its own the joinder of a third party to the dispute upon receipt of the responses of the third party requested to be joined and the other Parties to the Dispute, provided that each party is granted a period of (7) days to submit a response.
6. The request for joinder and the decision of the Arbitration Tribunal to introduce a third party to the dispute under Paragraph (5) of this Article shall not be accepted after the close of pleadings in the dispute. However, exceptions to the said may be made upon reopening pleadings in accordance with Paragraph (3) of Article (34) of the Procedural Rules.



Article 24

Intervention

1. Any interested party may submit a reasoned request to the CEO to participate as a party to the dispute, provided that the party shall pay the registration fees, administrative fees, arbitration costs, and expenses (if applicable) as outlined in the Procedural Rules.
2. The application to intervene shall be referred to the Arbitration Tribunal upon receipt. If the application is received before the formation of the Arbitration Tribunal, it shall be included in the dispute file.
3. The Arbitration Tribunal shall decide to accept or reject the application to intervene after receiving the responses of the Parties to the Dispute, or upon the expiration of the time limit granted by the Arbitration Tribunal without submitting responses, taking into consideration the stage of the Arbitration proceedings and any other issues deemed appropriate by the Arbitration Tribunal according to the circumstances of the dispute.
4. The third party accepted to intervene shall not challenge the formation of the Arbitration Tribunal after their intervention is accepted.
5. The application to intervene shall not be accepted after the close of pleadings in the dispute. However, exceptions to the said may be made when reopening pleadings in accordance with Paragraph (3) of Article (34) of the Procedural Rules.

Article 25

Consolidation of Arbitration Proceedings

1. In case of filing an arbitration request that is similar in its facts to a previously filed request at the SSAC, the President of the Chamber has the right to (temporarily) suspend the formation of the Arbitration Tribunal based on the previously filed request for arbitration and decide to combine the newly filed request with the previously filed one. Hence, a single Arbitration Tribunal (formed in accordance with the first filed request) shall adjudicate both requests after consulting the parties of both requests.
2. In case of filing an arbitration request at the SSAC that is similar in its facts to a pending dispute, the President of the Chamber may decide to combine the newly filed request with the pending dispute so that the Arbitration Tribunal that is considering the dispute can adjudicate both cases after consulting the parties of the newly filed request, the Arbitration Tribunal and the parties to such dispute.
3. If the consolidation decision is taken in accordance with Paragraphs (1) and (2) of this Article, the dispute value shall be recalculated according to the total value of both disputes to be combined. The party that newly filed the request to be combined with the dispute shall incur the administrative fees, arbitration costs and expenses (if any) as set out in the relevant Procedural Rules.



Article 26

Hearing

1. The Arbitration Tribunal may hold hearings for the cases it decides whether in person at the SSAC or remotely through the approved electronic means of communication, provided that the Parties to the Dispute are notified about the date, time and place of the hearing, reasonably earlier than the hearing date. The Parties to the Dispute shall attend the hearing at the specified time.
2. **If any of the Parties to the Dispute wishes to call witnesses for the hearing, a memorandum including the following shall be submitted to the Arbitration Tribunal, sufficiently before the hearing:**
 - a. A list of the names of the witnesses to be called to attend the hearing, their addresses, phone numbers, subject of their testimonies, and the language they will use during the testimony.
 - b. A brief on the importance of their testimonies and their relevance to the dispute.
 - c. A brief on the testimonies written by the witnesses.
3. The CEO shall notify the witnesses about the time of the hearing, sufficiently before its time, to testify before the Arbitration Tribunal.
4. The Arbitration Tribunal may summon an Expert to attend the hearing and to be cross-examined in the presence of the Parties to the Dispute.
5. The Arbitration Tribunal shall determine the hearing manner for the witnesses and Experts attending the hearing.
6. Before hearing the witnesses and Experts, the Arbitration Tribunal shall warn them that perjury is considered a criminal offence punishable by the laws applicable in the Kingdom.
7. If any of the Parties to the Dispute or the witnesses fails to show up for the hearing, despite being informed, the Arbitration Tribunal shall proceed the hearing.
8. Minutes of hearing shall be prepared for each hearing and signed by all the attendees.
9. The party that requested summoning witnesses shall incur all the relevant expenses.
10. Anyone testifying at the hearing may obtain the assistance of an interpreter, provided that the party that requested hearing the testimony of such person shall incur all the relevant expenses.
11. Neither of the Parties to the Dispute shall submit any memorandum or document upon the conclusion of the hearing unless otherwise is decided by the Arbitration Tribunal, provided that the other party examines such memorandum or document.
12. No party other than the Parties to the Dispute, their representatives, witnesses and Experts (if any) shall attend the hearing unless otherwise agreed upon by the Parties to the Dispute and with the approval of the Arbitration Tribunal . Such agreement between the Parties to the Dispute shall be recorded in the minutes of the hearing.
13. The hearing shall be recorded under the direct supervision of the SSAC.



Article 27

Evidentiary Procedures

1. The Arbitration Tribunal may, on its own initiative or upon a request from any of the Parties to the Dispute, reject the evidence that is found to be irrelevant to the dispute or may cause unjustified delay in the arbitration proceedings.
2. Any of the Parties to the Dispute may call on the Arbitration Tribunal to order the other party to submit documents that are in their possession or under their control. The requesting party shall highlight the significance of such documents and their relevance to the dispute subject.
3. If the Arbitration Tribunal deems it necessary to verify the statements of the Parties to the Dispute included in the written minutes, it may order any party to submit any additional documents, decide to hear the witnesses or Experts, or take any other action that it deems appropriate.

Article 28

Waiver of Right to Object

If any of the Parties to the Dispute proceeds with the arbitration despite being aware of the occurrence of a situation that grants such party the right to object but does not object against the situation within ten (10) working days from the date of being aware of such situation, this shall be considered a waiver of the right to object.

Article 29

Expedited Arbitration

1. Any of the Parties to the Dispute may file an application for expedited arbitration to the CEO upon filing the arbitration request, provided that the request includes a statement for the reasons behind requesting expedited arbitration.
2. The CEO shall refer the application for expedited arbitration, within twenty-four (24) hours of receiving such request, to the President of the chamber to decide to accept or reject the request within twenty-four (24) hours from the date of referring the request.
3. The CEO may return any application for expedited arbitration that is incomplete or submitted without a legal capacity. The applicant shall be given twenty-four (24) hours to complete the application. If the applicant fails to do so within such period, the CEO shall notify the applicant about rejecting the request for expedited arbitration.
4. The expedited arbitration request shall be registered upon the fulfillment of the requirements and the payment of administrative fees, arbitration costs and expenses (if any) by the applicant as set out in the Procedural Rules.



5. Unless the President of the Chamber determines a shorter period in their decision, the Arbitration Tribunal shall issue the expedited Arbitration Award within twenty (20) days from the date of the dispute referral to the tribunal or the date on which the tribunal is informed about the decision to register the expedited arbitration request, whichever occurs later. The Arbitration Tribunal, after obtaining the approval of the President of Chamber, may extend the same for another period not exceeding ten (10) days.
6. The Arbitration Tribunal shall clarify the reasons behind the Arbitration Award.

Article 30

Period for Rendering the Arbitration Award

The Arbitration Tribunal shall issue the Arbitration Award within (60) sixty days from the date on which the dispute file is referred by the CEO. After obtaining the approval of the President of the Chamber, the Arbitration Tribunal may extend the period for rendering the Arbitration Award by no more than (60) sixty additional days, without prejudice to the provisions of Article (29) of the Procedural Rules.

Article 31

Cases of Suspension or Termination of Arbitration Proceedings

1. **The arbitration Proceedings shall be terminated or suspended in the following cases:**
 - a. If the Parties to the Dispute reach a settlement before rendering the Arbitration Award, the Arbitration Tribunal shall terminate the arbitration proceedings and may, upon the request of the Parties to the Dispute, prove the settlement by its inclusion in an arbitration award on agreed terms. The tribunal is not required to clarify the reasons behind the award.
 - b. If the Parties to the Dispute agree to refer the dispute to the mediation chamber.
 - c. If the Arbitration Tribunal finds, after coordination with the President of the Chamber, that the administrative fees, arbitration costs, and expenses (if any) have not been paid.
 - d. If proceeding with the arbitration has become futile or impossible for any reason other than the cases mentioned in the subparagraphs (a), (b) and (c) of Paragraph (1) of this Article, the Arbitration Tribunal shall notify the Parties to the Dispute about such reasons. It shall, subsequently, issue a decision to suspend or terminate the arbitration proceedings unless any of the Parties to the Dispute provide valid reasons for proceeding.
 - e. If the Claimant files a request including reasons and justifications to suspend the dispute proceedings once and for a specific period of time, the SSAC or the Arbitration Tribunal may, as the case may be, approve the request for suspension and determine the suspension duration.



2. The arbitration proceedings shall not be terminated upon the death or loss of eligibility of any of the Parties to the Dispute, and the period for rendering the Arbitration Award shall be extended for (30) thirty additional days unless otherwise decided by the Arbitration Tribunal or agreed by the Parties to the Dispute.
3. In case of the termination of the arbitration proceedings before the Arbitration Award is issued by the Arbitration Tribunal, the CEO may determine the administrative fees, arbitration costs, and expenses (if any) as set out in the Procedural Rules, taking into consideration the current status of the arbitration procedures.

Chapter 4: President of Chamber

Article 32

Powers of President of Chamber

The President of the Chamber shall be responsible for:

1. Studying matters related to arbitration requests submitted to the SSAC and rendering decisions regarding them.
2. Rendering the decision to form the Arbitration Tribunal.
3. Studying requests for challenge, removal, and recusal as well as submitting recommendations regarding them to the Board.
4. Studying requests for Arbitration Award interpretation and rendering decisions to accept or reject such requests in preparation for referring them to the Arbitration Tribunal to decide upon them.
5. Warning any member of the Arbitration Tribunal in case such member delays the arbitration proceedings and submitting a request for removing such member to the Board in case they repeat delaying the arbitration proceedings despite being warned.
6. Following up and monitoring the arbitration process from its beginning until the issuance of the award and rendering the relevant decisions.
7. Appointing an arbitrator if those who have the right to appoint one fail to, or refrain from, the appointment of an arbitrator.
8. Rendering a decision to temporarily suspend the arbitrator if the President of the Chamber finds that the impartiality of such arbitrator is affected for some reason, and then the President shall submit the matter to the Board within twenty-four (24) hours to take the necessary actions.
9. Rendering the decision related to consolidation of arbitration proceedings according to Article (25) of the Procedural Rules.
10. Powers assigned to the President by the Board.



Article 33

Challenge to President of Chamber

1. The procedures applied to requests for challenge to arbitrator stipulated in Article (9) of the Procedural Rules shall be applied to requests for challenge to the President of the Chamber.
2. If a request for challenge to the President of the Chamber is submitted and the Board approves the request, the Chairman shall take their place in relation to the dispute constituting the subject of the challenge until an award is issued, and the person challenged shall be prohibited from receiving any information regarding the dispute.

Chapter 5.: Arbitration Award

Article 34

Close of Pleadings

1. The Arbitration Tribunal shall declare the pleadings closed once it believes that the Parties to the Dispute have had enough opportunity to present all their evidence and defenses.
2. Once pleadings are closed, neither party may submit new evidence or defenses unless the Arbitration Tribunal finds that such evidence was discovered after the pleadings were closed.
3. The Arbitration Tribunal has the right to reopen pleadings or request additional documents at any time before rendering an Arbitration Award.

Article 35:

Deliberation

1. The Arbitration Tribunal shall conduct its deliberations in strict confidentiality, with the attendance of only the tribunal members that considered the dispute
2. The presiding arbitrator shall determine the order of the various issues to be addressed during deliberation.



Article 36

Content of the Arbitration Award

The Arbitration Award shall include - at least - the following information:

1. Arbitration Award number.
2. Arbitration request registration number.
3. Details of the Parties to the Dispute, and their representatives (if any).
4. Place and date of issuance of the Arbitration Award.
5. The decision to form the Arbitration Tribunal.
6. A comprehensive summary of the facts and documents submitted by the Parties to the Dispute.
7. Reasons for the Arbitration Award.
8. Indication of payment of registration fees, administrative fees, arbitration costs and expenses (if any).
9. Operative part of the Arbitration Award.
10. The Arbitration Tribunal's signature on all pages of the Arbitration Award.

Article 37

Rendering the Arbitration Award

1. The Arbitration Tribunal shall, after writing the Arbitration Award in full and before announcing it to the Parties to the Dispute, send the award to the CEO for review, and the CEO may express to the Arbitration Tribunal any comments that appear to them regarding the Arbitration Award. The Arbitration Tribunal shall render the Arbitration Award in the form appropriate for achieving justice.
2. The Arbitration Award shall be rendered unanimously or by majority, and it shall be written.
3. If the Arbitration Award is rendered by majority opinion, the person who holds the dissenting opinion may express its reasons in a memorandum after signing the Arbitration Award, and such memorandum shall be kept in the dispute file with the SSAC.



Article 38

Bearing Registration Fees, Administrative Fees, Arbitration Costs and Expenses

1. The CEO shall, before rendering the Arbitration Award, notify the Arbitration Tribunal of the total amount of registration fees, administrative fees, arbitration costs and expenses (if any).
2. The Arbitration Award shall determine the total amount of registration fees, administrative fees, arbitration costs and expenses (if any), as well as the percentage each party incurs (if any), after considering the requests of the Parties to the Dispute.

Article 39

Notification of Arbitration Award

The CEO shall, within (3) three days from the date of rendering the Arbitration Award, notify each party to the dispute of the award, on the condition that all administrative fees, arbitration costs and expenses are paid. If such costs and expenses are not paid by the date of rendering the Arbitration Award, the CEO shall notify the Parties to the Dispute of the Arbitration Award after paying such costs and expenses in full.

Article 40

Correction of Arbitration Award

1. The Arbitration Tribunal may correct any purely material errors, such as typographical and calculation errors, that may be found in its award, by a written decision issued on its own initiative or upon a written request from any of the Parties to the Dispute. Then the Arbitration Tribunal shall, within (15) fifteen days from the date of rendering the award, correct the award without pleading and, if it deems it necessary, it may extend such period for a similar period. The CEO shall notify the Parties to the Dispute of such correction decision.
2. The decision for correction of Arbitration Award shall constitute an integral and complementary part of the Arbitration Award.



Article 41

Motion for Reconsideration

1. If the Arbitration Tribunal has not decided on some requests submitted to it during the arbitration proceedings until the closing of pleadings, each party to the dispute may submit a request to the CEO, within a period not exceeding fifteen (15) days from the date of notification of the Arbitration Award, to consider requests that have not been decided upon by the Arbitration Tribunal.
2. If one of the Parties to the Dispute submits a request for a decision on the requests that the Arbitration Tribunal has not decided upon as stipulated in Paragraph (1) of this Article, the other party shall be notified and given a period not exceeding (5) five days to respond to the request for considering such requests.
3. The Arbitration Tribunal shall decide on such requests within a period not exceeding (15) fifteen days from the expiry of the response period provided in Paragraph (2) of this Article.
4. The decision on such requests shall constitute an integral and complementary part of the Arbitration Award.

Article 42

Interpretation of Arbitration Award

- Any party to the dispute may submit a request for interpretation regarding any ambiguity or vagueness in the Arbitration Award to the CEO, within a period not exceeding fifteen (15) days from the date of notification of the Arbitration Award. The request shall be referred, after payment of the registration fees in accordance with Table (3) attached to the Procedural Rules, to the President of the Chamber for consideration of accepting or rejecting the request.
2. If the request is accepted, the requesting party shall pay the costs of interpreting the Arbitration Award in accordance with Table (3) of the Procedure Rules .
 3. After paying the costs of interpreting the Arbitration Award in full, the request shall be referred to the Arbitration Tribunal which shall be given a period not exceeding fifteen (15) days to issue the decision for interpretation of the Arbitration Award related to the dispute.
 4. Such decision shall constitute an integral and complementary part of the Arbitration Award.



Article 43

Enforcement of Arbitration Award

The Arbitration Award shall be final and binding on all Parties to the Dispute and shall be considered final for the purposes of enforcement.

Chapter 6: Registration Fees, Administrative Fees, Arbitration Costs and Expenses

Article 44

Registration Fees and Administrative Fees

1. The Claimant shall pay the registration fees which amount to SAR 5,000 (five thousand Saudi Riyals).
2. The CEO determines the administrative fees that shall be paid in advance by the Claimant pursuant to Table (1) attached to the Procedural Rules.
3. The Board, based on the recommendation of the CEO for a reasonable cause and at any stage of the arbitration proceedings, may re-estimate the administrative fees in excess of the amount stipulated in Table (1) attached to the Procedural Rules, but not exceeding double the amount.
4. Registration Fees and Administrative Fees are unrecoverable.
5. All amounts paid by the Parties to the Dispute shall be deposited in the bank account that is approved by the SSAC for the dispute, until the Arbitration Award is rendered or a decision is issued to terminate the arbitration proceedings.

Article 45

Arbitration Costs

1. Arbitration Costs are calculated pursuant to Table (2) attached to the Procedural Rules.
2. The SSAC shall pay the Arbitration Tribunal's fees after issuing the Arbitration Award. An arbitrator who was unable, for any reason, to continue performing their duties, is not entitled to obtain any amount of money from the SSAC.
3. The Arbitration Tribunal's fees are calculated as a deduction according to Table (2) attached to the Procedural Rules. Such fees shall be distributed if that the Arbitration Tribunal is composed of three arbitrators as follows: (40%) for the presiding arbitrator and (30%) for each member of the Arbitration Tribunal unless the members of the Arbitration Tribunal agree otherwise.
4. No fees may be paid to the Arbitration Tribunal before rendering the Arbitration Award and signing it.
5. The Arbitration Tribunal's fees, specified in Table (2) attached to the Procedural Rules, are acceptable by the Arbitration Tribunal once it agrees to arbitrate the dispute.



6. The Board, based on the recommendation of the CEO for a reasonable cause and at any stage of the arbitration proceedings, may re-estimate the Arbitration Costs in excess of is the amount specified in Table (2) attached to the Procedural Rules, but not exceedingly double the amount.

Article 46

Expenses

1. The CEO shall notify the Parties to the Dispute, after closing the appealing and before rendering the award related to the dispute, of the Expenses owed by each party.
2. The CEO, at any stage of the arbitration proceedings, may re-estimate the expenses if reasonable reasons arise.
3. Each party shall pay the expenses due from them within (15) fifteen days from the date of notification. If one of the Parties to the Dispute refrains from paying the expenses, the party who is interested in expediting the notification may pay the due expenses and has the right to claim such expenses according to the procedures followed in this regard.

Article 47

Expedited Arbitration Charges, Fees and Expenses

Registration fees, administrative fees, arbitration costs and expenses (if any) in the expedited arbitration shall be double the amounts stipulated in the Procedural Rules and Tables (1) and (2) attached to these Rules.

Chapter 7: Final Provisions

Article 48

Interpretation of the Procedural Rules

The Board is responsible for interpreting the Procedural Rules.

Article 49

Effectiveness of the Procedural Rules

The Procedural Rules shall be effective from the day following the date of publishing them on the SSAC website. These Procedural Rules shall replace the SSAC's procedural rules and cancel all that is contrary to them.



Table (1):
Registration Fees and Administrative Fees

Dispute Amount	Registration Fees	Administrative Fees
From (0) up to (500,000)	(5,000)	(10,000)
From (500,001) up to (2,500,000)		(10,000) + (1.50%) of the amount over (500,000)
From (2,500,001) up to (5,000,000)		(15,000) + (1.00%) of the amount over (2,500,000)
From (5,000,001) up to (7,500,000)		(20,000) + (0.90%) of the amount over (5,000,000)
From (7,500,001) up to (10,000,000)		(25,000) + (0.80%) of the amount over (7,500,000)
From (10,000,001) up to (20,000,000)		(30,000) + (0.70%) of the amount over (10,000,000)
From (20,000,001) up to (40,000,000)		(35,000) + (0.50%) of the amount over (20,000,000)
An amount exceeding (40,000,001)		(40,000) + (0.50%) of the amount over (40,000,000)

Notes:

- All amounts shall be calculated in Saudi Riyals.
- Any arbitration request submitted to the SSAC shall not be considered unless the registration fees are paid.



**Table (2):
Arbitration Costs**

Dispute Value	Fees of the Arbitration Tribunal	Expert	Secretary
From (0) up to (500,000)	(10,000)	(2,500)	(1,000)
From (500,001) up to (2,500,000)	(25,000)	(6,250)	(2,500)
From (2,500,001) up to (5,000,000)	(50,000)	(12,500)	(5,000)
From (5,000,001) up to (7,500,000)	(100,000)	(25,000)	(10,000)
From (7,500,001) up to (10,000,000)	(200,000)	(50,000)	(20,000)
From (10,000,001) up to (20,000,000)	(400,000)	(100,000)	(40,000)
From (20,000,001) up to (40,000,000)	(600,000)	(150,000)	(60,000)
An amount exceeding (40,000,001)	(800,000)	(200,000)	(80,000)

Notes:

- All amounts shall be calculated in Saudi Riyals.
- Fees of an Arbitration Tribunal consisting of three arbitrators shall be three times of the fees of the Arbitration Tribunal consisting of a single arbitrator.



**Table (3):
Requests Related to the Dispute**

Statement	Amount	Mechanism
Expenses	Unspecified	Expenses shall be calculated according to the nature of each dispute.
Registration of requests related to the dispute (except for the registration fees contained in Table (1) attached to the Procedural Rules and the registration fees for the expedited arbitration request).	(3,000)	The said registration fee shall be collected when any of the Parties to the Dispute desires to submit a request related to the dispute, such as (a request for interpretation of the Arbitration Award - request for intervention - request for temporary measures- any other requests related to the dispute).
Intervention Request	Dispute value	Administrative fees and arbitration costs shall be collected according to the mechanism set out in Tables (1) & (2) attached to the Procedural Rules.
Expedited Arbitration	Dispute value	Registration fees, administrative fees, and expedited arbitration costs shall be double the amounts shown in Tables (1) & (2) attached to the Procedural Rules.
Interpretation of the Arbitration Award	(25%) of the amount collected from administrative fees and arbitration costs	The costs of interpreting the Arbitration Award shall be calculated at 25% of the amount collected from the administrative fees and arbitration costs.
Temporary Measures	(25%) of the amount collected from administrative fees and arbitration costs	The costs of transitory measures shall be calculated at 25% of the amount collected from the administrative fees and arbitration costs.

Notes:

- All amounts shall be calculated in Saudi Riyals.



Table (4):

Fees of Arbitrator and Expert Registration and Membership Renewal

Statement	Amount	Mechanism
Arbitrator Registration	(5,000)	Fees shall be collected after having the approval of the arbitrator's registration from the Board
Expert Registration	(2,000)	Fees shall be collected after having the approval of the Expert's registration from the Board
Renewal of Arbitrator Membership	(3,000)	Membership renewal fees shall be collected at the end of each calendar year from the arbitrator approved by the SSAC
Renewal of Expert Membership	(1,000)	Membership renewal fees shall be collected at the end of each calendar year from the Expert approved by the SSAC

Notes:

- All amounts shall be calculated in Saudi Riyals.





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