



COLLEGE OF NURSING

جامعة الإمام عبد الرحمن بن فيصل
IMAM ABDULRAHMAN BIN FAISAL UNIVERSITY

FACULTY HANDBOOK





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History of Kingdom of Saudi Arabia & Eastern Region



Saudi Arabia, officially known as the **Kingdom of Saudi Arabia**, is the largest Arab state in Western Asia by land area (approximately 2,150,000 km²), constituting the bulk of the Arabian Peninsula, and the second-largest geographically in the Arab world. It is bordered by Jordan and Iraq to the north, Kuwait to the northeast, Qatar, Bahrain and the United Arab Emirates to the east, Oman to the southeast, and Yemen in the south. It is the only nation with both a Red Sea coast and a Persian Gulf coast.

The area of modern-day Saudi Arabia formerly consisted of four distinct regions: Hejaz, Najd, and parts of Eastern Arabia (Al-Ahsa) and Southern Arabia (Asir). The Kingdom of Saudi Arabia was founded in 1932 by Abdul Aziz Bin Saud. He united the four regions into a single state through a series of conquests beginning in 1902 with the capture of Riyadh, the ancestral home of his family, the House of Saud. The country has since been a monarchy governed along Islamic lines. Saudi Arabia is sometimes called "the Land of the Two Holy



Mosques" in reference to Al-Masjid al-Haram (in Mecca), and Al-Masjid an-Nabawi (in Medina), the two holiest places in Islam. The Kingdom has a total population of 28.7 million, of which 20 million are Saudi nationals and 8 million are foreigners.

Saudi Arabia is the world's second largest oil producer and largest exporter, and controls the world's second largest hydrocarbon reserves. Backed by its fossil fuels, the kingdom is categorized as a high income economy with a high Human Development Index (HDI), and is the only Arab country to be part of the G-20 major economies. Saudi Arabia is considered a regional and middle power. In addition to the GCC, it is an active member of the Organization of Islamic Cooperation and OPEC.

Other information about Saudi Arabia

National Day: Saudi Arabia celebrates its National Day on September 23 every year to commemorate the unification of the Kingdom and its founding by His Majesty the King Abdul Aziz bin Abdul Rahman Al Saud, who announced the Kingdom of Saudi Arabia in 1351-1932.

Basic Law of Governance: Constitution of the Kingdom of Saudi Arabia is the Holy Quran and Sunnah and all legislative systems have been derived from these two sources. The regime in Saudi Arabia is a monarchy. There is a cabinet with King executive and legislative power of the state. The Shura Council expresses opinion on the state of public policies referred to it by the Prime Minister.

Currency: Basic currency unit is the Kingdom of Saudi Riyal which is convertible into foreign currencies and equals to 100 Halalas. US dollar is equivalent to 3.75 Riyals. It is a fixed exchange rate determined by the Saudi Arabian Monetary Agency.

Calendar: Saudi Arabia depends on the Hijri Calendar; this relies on the migration of Prophet Mohammed from Mecca to Medina. Hijri year consists of 354 days (12 months).

Public or Official Holidays:

College of Nursing, Faculty A – Z Handbook

- Weekend: Friday and Saturday
- Eid Al-Fitr Holiday
- Eid Al-Adha Holiday
- National Day: September 23

Flag& Logo of the Kingdom: The flag of Saudi Arabia is rectangular; its width equals two-thirds of its length. It has a green background and the logo of the kingdom which consists of two crossed swords and a palm tree on top. The swords symbolize power & the palm tree symbolizes vitality, growth and prosperity

History of the Eastern Region

The most important ancient civilizations of the Eastern Region were: the Mesopotamian civilization of the 5th millennium BC, the Akkad Empire of about 2360 BC, the Amorites, the Hittites, the Kassites, the Assyrians and the Persians. Since the Eastern Region lies along the coast of an important trade route, the region has always been an important focus for the major civilizations and some historical sites remain today to remind us.

Dammam is the capital of the Eastern Province, Saudi Arabia. Dammam is the largest city in the Eastern Province, and the fifth largest in Saudi Arabia, after Riyadh, Jeddah, Mecca, and Medina. Dammam, before the discovery of oil, was a small fishing and pearl gathering settlement. Dammam became the administrative and industrial centre and Al- Khobar, which achieved fame as the site of the first jetty for loading oil to be taken to Bahrain for refining, is now the commercial centre.

Dhahran only came into existence in 1933 with the discovery of oil and the later construction of ARAMCO's administrative headquarters.

Imam Abdulrahman Bin Faisal University (www.iau.edu.sa)



The Royal Decree No. A/18/1, dated 15/9/1430H, corresponding 5/9/2009 separated King Faisal University (KFU) into two independent universities. [redacted]

IAU opened its doors to women and men in 1975 with two pioneering colleges, the College of Medicine and the College of Architecture. Almost four decades later this academic institution has grown into a leading research university with 21 colleges spread throughout the Eastern Province and a student population of over 45,000.



As a preeminent research-based institution, **Imam Abdlurahman Bin Faisal University** continues to grow and develop, continually assessing and improving its curricula and expanding its academic capabilities in all disciplines, while at the same time engaging the public in addressing environmental and community challenges. The vision of IAU is to be a leading University achieving distinction nationally, regionally and internationally. Its mission is providing creative knowledge, research, and professional services with effective community partnerships.

Imam Abdlurahman Bin Faisal University has its vision and mission by following



a group of values including Loyalty, Excellence, Teamwork, Transparency, Diversity, Creativity and Social Responsibility.

The university has several education tracks or sectors. Each track has its own group of colleges as follows:

Health	Engineering
College of Medicine College of Dentistry College of Nursing College of Applied Medical Sciences College of Clinical Pharmacy	College of Architecture and Planning College of Design College of Engineering
Sciences & Management	Arts & Education
College of Applied Studies and Community Service College of Business Administration College of Computer Science and Information Technology College of Science Community College – Dammam Community College – Qatif	College of Arts College of Education – Dammam College of Education - Jubail



Vision

A leading University achieving distinction nationally, regionally and internationally

Mission

Providing creative knowledge, research, and professional services with effective community partnerships

Values

Loyalty, Excellence, Teamwork, Transparency, Diversity, Creativity and Social Responsibility

College of Nursing - Historical Overview

The College of Nursing was established as an academic department in 1989 (1409-1410 Hijri) in King Faisal University under the College of Medicine and Medical Sciences. This department initiated the first BSc program in nursing from which graduated the first six female graduates in the Eastern Province of the Kingdom in 1994.



When King Faisal University realised the scarcity of qualified Saudi nurses, they urged for the establishment of a College for Nursing. The meetings held on 2/11/1423H by the Supreme University Council decided to transform the Department of Nursing into a College. This decision was supported by the Council of Ministers and approved by the Royal Decree Number 7/B/45888 dated 23/11/1423H; therefore the first College of Nursing in the Eastern Province of the Kingdom was established. The college of Nursing includes three academic departments: Fundamentals of Nursing, Community Nursing and Nursing education.



In addition to the bachelor program, the College of Nursing provides a master degree in clinical nursing science in the following specialities: Critical Care Nursing, Obstetrics and Gynaecology Nursing, Paediatric Nursing, Psychiatric and Mental Health Nursing and Medical Surgical Nursing, these programs were first started in 2008. The College of Nursing also includes a bridging program for diploma nurses to upgrade their degree to BSc. This program opened for females in 2013 and for males in 2014.

Since the College of Nursing was established it attracted many female students, however, 4 years ago (2010) the College of Nursing opened the opportunity for male students to join the College. Nowadays the range for female nursing graduates is between 100-150 while the male graduates range is between 24-40.

In its pursuit to raise its academic and research level, the College provides scholarships to a number of students in order to complete their postgraduate studies (master's and doctoral degrees) in various disciplines of nursing in many prestigious universities worldwide. Furthermore, the College of Nursing works hard to close the gap between the College and the requirements of the labor market for trained capable competencies and to bear the burden of the next phase which is the thorough application of quality assurance standards in all its activities. This includes efforts to make students partners with an important role in the educational process, as well as keeping constant contact with the beneficiaries of the service in the community to obtain their opinion and take it into consideration. The College seeks for local and international academic accreditation with fast and fixed steps and is reaching the final steps in its achievement. Our vision is to be the leading College of Nursing in Saudi Arabia and in the region, as well as be recognized nationally and internationally for excellence in education, research and community service.

Our mission is to prepare nursing students to be effective specialists and leaders who will work to improve the health care profession and health of the people of Saudi Arabia and beyond, based on Islamic values and ethical aspects of the nursing profession and to help in character building and promote nursing leadership by graduate nurses capable of being creative change agents, critical



thinkers, and decision makers who are confident in their abilities and recognize their responsibility to use their education for the welfare of the community. In addition, our values are: Complying with religious and community Islamic belief and ethics of the profession, Appreciation and respect, Quality performance, Confidence development, Transparency and Pursuit of self-education.

Vision, Mission, Goals and Values of the College

Vision

Be the leading College of Nursing in Saudi Arabia and in the region, as well as be recognized nationally and internationally for excellence in education, research and community service.

Mission

- ✚ Prepare nursing students to be effective specialists and leaders who will work to improve the health care profession and health of the people of Saudi Arabia and beyond, based on Islamic values and ethical aspects of the nursing profession.
- ✚ Help in character building and promote nursing leadership by graduate nurses capable of being creative change agents, critical thinkers, and decision makers who are confident in their abilities and recognize their responsibility to use their education for the welfare of the community.

Values

- Complying with religious and community Islamic belief and ethics of the profession
- Appreciation and respect
- Confidence development
- Transparency
- Pursuit of self-education

Vision, Mission, Goals Undergraduate Program

Vision



To be an innovative cornerstone of nursing education nationally, regionally; and internationally through the use of technology within a caring context.

Mission

To offer dynamic, comprehensive and innovative educational experience that will enable students to expand their nursing knowledge and enhance their professional skills to meet the health care needs of the community within the context of Islamic culture, beliefs and values.

UNIVERSITY SERVICES

Office of the President



University Vice Presidents

Office of the Vice President

Office of the Vice President for Academic Affairs

Office of the Vice President for Postgraduate Studies and Scientific Research





Office of the Vice President for Studies, Development and
Community Service

Office of the Vice President for University Branches

Directorates

Directorate for Public Relations and Media

Directorate for Legal Affairs

Directorate for the University Campus

Follow up Directorate

Directorate of the Office of the Financial Controller

Directorate General of Procurement and Competitive Bidding

E-Services Portal

This portal serves the faculty and staff of IAU, The portal is designed to be user friendly and easy to navigate and also provides our visitors with a variety of new and improved features.

[www, IAU e-services Portal](#)



Home My Dashboard Decisions Circular Email Forms Administrative Guides Fatimah Hussain Salman Almarzooq

Shortcuts شرح نظام سائند Services

Track Progress Surveys

E- PORTAL SERVICES

- Application & Software Services
- Computers and Peripherals
- Network - Security And UCC
- User Accounts & Email Services

My Open Request

Reference	Affected Name	SVD Assigned Name	Resolution Due
7643	SULTAN GUBLIAN ALQ...	Service Desk Team	21/05/2018 08:47

News

It is the DICT pleasure to announce the following new services:

- (1) Information Updates
- (2) Software Request
- (3) Engagement Request
- (4) Question Pro

Administration Services Academic & Research IT Services Community Services

New Services Offer



Administration Services



Academic & Research Services



IT Services



Community Services



Salary Slip



Salary Certificate



Deputation Enquiry



Overtime Inquiry



Vacation Inquiry



Courses Inquiry



Course Registration



Booking Request



Deputation Request



Clearance Request



Vacation Request



Maintenance Request



Engagement Request



Hadir



Help Desk "Saned"



Information Updates




IP Telephony Directory



Web Conferences



IT Hardware Request



Software Request



Question Pro



E-Store



Download Center



Deanships

Deanship of Admissions and Registration

Deanship of Student Affairs

Deanship of University Studies

Deanship of Preparatory and Supporting Studies

Deanship of Graduate Studies

Deanship of Scientific Research

Deanship of Faculty and Personnel Affairs

Deanship of Library Affairs

Deanship of Information and Communication Technology





- Deanship of E-learning and Distance Learning
- Deanship of Quality and Academic Accreditation
- Deanship of Univeristy Educational Development
- Deanship of Community Service and Sustainable Development

DEANSHIP OF FACULTY AND PERSONNEL AFFAIRS

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Deanship of Faculty and Personnel Affairs

Deanship of Faculty and Personnel Affairs

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Forms

Discipline, Complaints and Dispute Resolution

Contact

Deanship of Faculty and Personnel Affairs



About the Deanship of Faculty and Personnel Affairs

The Office of the Dean of Faculty and Personnel Affairs was established in 1434 AH/2013 CE and is the nucleus from which Imam Abdulrahman bin Faisal University is able to achieve its objectives through human resource planning. This Deanship also helps the University enjoy a high degree of flexibility in order to accommodate new developments both technologically and regulatory.

Quick Links

- E-mail [↗](#)
- E-Learning Management System [↗](#)
- Seminars and Conferences [↗](#)

The office of the Dean of Faculty and Personnel Affairs was established in 1434 AH/2013 CE and is the nucleus from which the Imam Abdulrahman Bin Faisal University is able to achieve its objectives through human resource planning. This office assists in addressing changes in the structure of staff and helps senior management increase efficiency in order to ensure improved



standards of performance.

Vision:

To provide inspiring work environment for faculty that enables them to dedicate their time and abilities to the fullest so that they can perform their instruction and related responsibilities, conduct research and scholarly activities in order to achieve exceptional results.

Mission:

To provide programs and services that create and support a work environment that attracts, motivates, develops, rewards and retains the highest caliber of faculty and staff.

Services Staff Department:

This department is concerned with all tasks and responsibilities related to Staff Members and their likes including recruiting and service termination decisions, holidays, travel orders, allowances, delegations, etc.

Employees Department

This department is concerned with all tasks and responsibilities related to employees “Non-Staff Members” including recruiting and service termination decisions, holidays, travel orders, allowances, delegations, etc.

Compensation and Pay Department:

This department is concerned with executing all decisions, letters and circulars related to payment of faculty’s merits including monthly



salaries, allowances, rewards, etc.

Recruitment Department

This department is concerned with all tasks and responsibilities related to attracting and recruiting the required non-Saudis Staff Members and their likes or other competences with rare specialties not available in the local labor market. This is done in coordination with the Ministries of Higher Education, Civil Service and Foreign Affairs in addition to the Saudi Cultural Attaches abroad.

Passport and General Services Department:

This department offers the general services to all university faculty including finishing procedures at government institutions such as Passport Department, Ministry of Foreign Affairs, Labor’s Bureau, etc. especially those services related to issuing and renewing IQAMAS “work permits”, re-entry and final exit visas, renewal of diplomatic passports, entry visas to different countries for official tasks and for attending international conferences.

Faculty and Staff Forms

Employee's data Modifying Form
Request the nomination of the external study or training program
Nomination Request Form for Practical Workshops
Nominating Request Form for Training Courses
Attendance Apology Form
Request the nomination of the initial study or training
Model transfers the Covenant
Receipt of an internal model
Application Form for University Card
Required documents for faculty service extension request
Information Statement of faculty service extension





faculty service extension request
Views and recommendation of the retiring faculty staff
Views and recommendation of the faculty staff

Contact Information:

Phone: +966-13-3330195 Email: personnel@iau.edu.sa

Contracting Procedures, Iqama, Duties & Responsibilities

Dear contractee,

When you have arrived to King Fahd International Airport, a representative from the University will be waiting to pick you up from the airport to a temporary residence which is either a hotel or furnished apartment in the city of Dammam. Permitted length of stay there is five days. After you're arrival to the temporary residence and taking a period of rest from the fatigue of traveling, the next morning you are expected to go to the university, Building (10) where there is a set of procedures that you are required to do in order to





facilitate and accelerate the hiring and payment of allowances.

Do not forget to bring the original of the following documents on first arrival

- Your own degrees and teaching certificates and other similar documents
- Birth certificates, self, spouse, children as appropriate
- Marriage certificate, essential if your spouse and/or dependants do not accompany you when you first come to the Kingdom and you wish to have visas issued for them later.
- For children enrollment in school in the KSA, a certified record of vaccinations is necessary. For most institutions, the WHO Vaccination Certificate is usually sufficient and sometimes required. If possible, you should contact the school in which you are thinking of enrolling your child prior to leaving your home country to determine what documents will be required.
- ID photos for yourself and your family.

Contracting Procedures:

On the first day, you are expected to go to the Deanship of faculty and personnel at the university in the building 10 second floor to do the following:

1. Receive the contracting forms.
2. Submit the original copies of your own degrees and teaching certificates and other similar documents.
3. Submit the contracting forms after filling them.
4. Receive special medical examination forms necessary to extract the residence permit.



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5. Identify the necessary rules and regulations regarding renting house, buying a car,..etc.

Signing the Contract:



- After the submission of your required papers and forms, and within one week, please contact the Deanship of faculty and personnel affairs to make sure that the contract is ready for signature.
- After receiving the medical examination forms, you need to go to King Fahd Hospital to perform the required laboratory investigations. The results will be ready within one to two weeks.
- After receiving the results of investigations, you need to contact the faculty services department in the first floor of Building 10 taking with you:
 - Results of examination and laboratory investigations
 - 3 photos
 - 500 SR

Post Contracting Procedure

After signing the contract and obtaining the iqama , you should submit an application for a UOD ID card from Faculty and Personnel Affairs (Building 10, 2ed floor), as well as a user name and password.

Iqama

The ***iqama*** is the Saudi residence permit (or ID card). You need it in order to obtain a driver's license, buy a car, cash a check, etc. It must be carried when you are off campus. Police might not accept a photocopy. Legally, it must be obtained within three months of arrival in the Kingdom. It is usually obtained within a month of arrival.

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1. The Iqama currently costs SR500, and you have to pay for it yourself. Be sure to bring enough funds from home to cover this cost. Bring (a) 3 photos for each passport holder, (b) 3 copies of a group photo of your spouse and accompanying children (under 18), (c) passports, and (d) the money to the passport office, 2ed floor, Building 10.
 2. Arrivals from Asian countries must present a cholera vaccination certificate. Those coming from African countries may be asked to repeat the blood tests required for an entry visa.

Renewal

The iqama is valid for one year (Hijri calendar) and then you must pay for renewal. Officially, it can be renewed up to two months in advance of the expiry date – 3 months in an emergency. Wife/ Husband and children must be present in the Kingdom for the renewal of a family iqama. Take the money with you and one photo for each passport holder to the passport office. Renewal takes about 10 days.

Potential problems with your iqama:

Loss:

- a) Report loss to passport office
- b) Place notice advertising the loss in a newspaper (required by law), cost SR150
- c) Pay fine: SR1000
- d) Pay SR100-300 for replacement, depending on validity.

Replacement takes 6 to 8 weeks.

Make sure the entire family is in the country at the renewal time. If your wife / husband and children are out of the country when your iqama expires, they will not be included on the new iqama. Thus, the re-entry portion of their visas will be invalid and a new entry visa must be



obtained prior to returning to the Kingdom. Contact the University for assistance.

Duties& Responsibilities

- The contractee is subject to the duties and responsibilities laid down in the Charter of the university and for issues not addressed by the Charter, the rules and regulation of the National Employment Charter will be followed.
- In cases of misconduct, the contractee is subject to the disciplinary code applicable to Saudi university staff and to the terms of the charter.
- The contractee is bound by present and future laws, rules and regulations implemented in the Kingdom, and the employee and his or her dependents will respect the customs and traditions of the Kingdom, particularly with regard to the non-violation of religious morals and non-interference in politics.
- The university may void the contract without any obligation if the contractee does not assume his duties within fifteen days from the date specified upon contracting.
- The contract is self-renewing, unless either of the contracting parties notifies the other in writing of the desire not to renew it at least two months before the expiry of the current contract.

Contact Information:

Phone: +966-13-3330195 Email: personnel@iau.edu.sa

DEANSHIP OF UNIVERSITY EDUCATIONAL DEVELOPMENT

The Deanship of University Educational Development was established in order to continually improve and enhance the educational environment



at the university through a process of extensive training and development transforming faculty into outstanding educators.

Vision

To become a beacon for excellence and innovation in education.

Mission

The Deanship of University Educational Development is focused on improving the quality of instruction at the University by developing the instructional talents and skills of faculty and teaching staff in order to create an ideal learning environment for students, where they will not only learn but acquire knowledge, wisdom and become a generation of lifelong learners.

Training and Development Programs

The Deanship of University Educational Development operates through a number of local and international partners in order to implement its strategic plan. A resident team of dedicated individuals with academic credentials in instruction and educational theory will design and implement the activities of the Deanship with the support from numerous faculty members throughout the University. This office is also currently engaged with local experts through local partnerships, as well as with a number of international experts from several prestigious universities. The University supports the funding of these activities through budgets specifically dedicated for this purpose



DEANSHIP OF SCIENTIFIC RESEARCH

The Deanship of Scientific Research at the Imam Abdulrahman Bin Faisal University is dedicated to expanding and reinforcing its commitment to research, creative activity and intellectual curiosity. The Deanship of Scientific Research expects faculty and staff to continue their professional development through active participation in research and other scholarly pursuits.

The Deanship is committed to providing the optimum environment to carry out innovative research and realize new discoveries across a broad spectrum of disciplines. Moreover, the Deanship of Scientific Research will take steps designed to generate and sustain an environment where faculty and students can collaborate in research that will contribute towards the economic development of the area and towards improving the health status of the population.

The primary goal of the Deanship of Research is to provide and sustain an environment of ethical scientific research and discovery that creates new knowledge and opportunities for economic development and diversification, as well as improved quality of life in the communities we serve. In addition, it will use its extensive facilities and those of the Prince Mohammed Center for Research & Consultation Studies, both of which will be staffed by experienced scientists, clinicians, technicians and administrators, as a platform to conduct research that will lead to new innovations in industry, clinical research, stem cell technology and genomics and their future applications. Furthermore, the Deanship of Research will contribute towards the training of local scientists, engineers, architects and clinicians in order to fulfill the objectives of the



Imam Abdulrahman Bin Faisal University and the 5-Year National Plan through applied research, training and educational programs at postgraduate levels.

Vision:

Provide the vision and support to become a world class scientific research institute that serves humanity.

Mission:

To create an ideal environment for scientific research and innovation that enriches knowledge and raises the performance of researchers through training with both financial and moral support.

Contact information:

Phone: +966-13-3330390

Email: dsr@iau.edu.sa

Policy and Procedures and job description refer to policy and procedure handbook (online college web page)

Health Insurance

Insurance is obligatory in KSA.As government employees, IAU faculty and staff and their families are eligible for free medical treatment at King Fahd Hospital of the University.

A list of Private & Governmental Health Care Facilitates are given in Appendix 1



Housing

The University will provide the contractee with accommodation or pay him an annual housing allowance according to the salary scheduled in *Appendix 2*. The university is allowed to make this payment at the beginning of each annual contract. For those whose contract period is less than one year, this payment will be proportioned. For any female contractee whose guardian is also employed by the university, only the higher housing allowance will be paid regardless of where the guardian is employed (government or private).

No housing allowance is payable to female contractees married to a Saudi national.

- If the university has not provided furnished accommodation for the new contractee, he is entitled when on the first-time contract with the university to a furnishing allowance of 50% of the annual housing allowance. This furnishing allowance is paid once only for the duration of the contract with the university. Former government employees who have not been contracted by the government for a period of two years are entitled to this allowance upon contracting with the university.
- In the case of contracts with a female and her guardian, only the higher furnishing allowance will be paid.
- If the guardian of a female contractee is subsequently contracted by the university, the guardian is not entitled to the furnishing allowance.





- If a contractee is working for another employer or he was the guardian for a female who works within the Kingdom prior to entering into contract with the university, he is not entitled to this allowance unless he was out of the Kingdom for a period of no less than two years and provided that this allowance has not been paid to him previously.
- In the case of the contract duration being for less than one year, a proportionate amount of the furnishing allowance will be paid; the balance is payable only upon renewal of the contract for a period no less than the first period.



Transportation

The university shall provide the contractee (and his family if they come for the purpose of residence) travel tickets within the limit of four full tickets including that of the contractee; the family is eligible for the tickets whether they accompany the contractee or travel separately according to the following:



1. From the domicile to the Kingdom at the start of the contract unless the contractee is already resident in the Kingdom at the time of contracting
1. Return tickets from the Kingdom to the domicile once yearly when the contractee has annual leave. For contractees who have been contracted locally but reside abroad, return tickets will be given after the first two-year period of employment.



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2. From the Kingdom to the domicile at the end of the contract. This provision does not apply to contractees residing in the Kingdom who have served less than two years or those who have been transferred to another sponsor within the Kingdom according to the rules and regulations.

The family of the contractee includes:

1. The wife or husband, or guardian of the female contractee
2. Those supported by the contractee, namely:
 - Sons under eighteen years of age
 - Unmarried daughters
 - Parents
 - Brothers under the age of eighteen
 - Unmarried sisters

For the above to accompany the contractee, prior approval is required from the Recruiting Office.

- Travel shall be by the shortest air route and the carrier will be Saudia Airlines wherever its services are available. The university will provide the contractee with the travel tickets and it may, in exceptional circumstances, permit the contractee to purchase the tickers himself and reimburse him afterwards.
- The contractee may request cash payment instead of tickets, in which case only half the value of the tickets will be given.
- All travel tickers referred to above will be Horizon class in the case of a full professor and economy class for all others.
- The contractee may exchange his air tickets from the Kingdom to his domicile for air tickets to any other country, provided no additional expense is incurred by the university within the rules and regulations of Saudi Airlines
- If the contractee splits up his annual leave, the University will provide tickets for the final annual leave only. In the case of the leave being split at the university's request, only the employee is entitled to two tickets.
- The University will pay the contractee a monthly transportation allowance for his conveyance to and from his work location according to the table of

salaries; the University may, in lieu of that allowance, provide suitable means of transport. The transportation allowance is not payable to those residing in their work location.

Buying a New Car

Many newcomers may wish to acquire transportation soon after arrival. However, loans cannot be obtained within the first year of contract so if you want a new car, you will have to bring money with you. A good used car can cost around SR20,000.



There are five things that you need before purchasing a new car:

1. A certificate of service from Personnel
2. A copy of your iqama
3. A copy of your university ID
4. A copy of your SAUDI driving license
5. A copy of the front passport pages and your visa.

The government sets limits on new car prices so there is not a lot of room for negotiation (i.e. discounts run between 500-3000 SR).

Foreigners are not permitted to register pickup trucks or other work-related vehicles.

Prices on spare parts vary dramatically among different makes and models, and it is impossible to draw broad generalizations on these variations. For instance, the tendency to categorize Japanese makes as requiring more expensive parts does not always apply in today's market. So-called American cars may contain Japanese engines or vice-versa. It is recommended that you call various dealers and parts stores to compare price as well as availability of spare parts (e.g. compressors and alternators).

Most dealers will quote prices over the phone. A lot of time can be saved by doing the preliminary research by phone.

Buying a Used Car



1. Both buyer and seller go to an authorized dealer with the car.
2. The seller must produce his Istimara (Registration Document) and a valid MVPI (Motor Vehicle Periodic Inspection) Certificate.
3. The buyer needs to show his Iqama and Saudi Driving License, as well as letter from IAU authorizing him to buy the car - standard letter available from Personnel Affairs Office in Building 10.
4. The buyer is obliged to pay for the transfer of ownership.
5. After 3 days, the new Istimara can be picked up.
6. Note that the 3-year period of validity of the new Istimara is dated according to the original document held by the seller. Thus, if the seller has used up one year, the buyer is left with two.
7. Dealers: Information for Car Buyers is given in *Appendix 3*

Schools:

The university may bear the actual educational costs of the contractee's children, excluding transportation, from the primary stage to the completion of the secondary stage on the following conditions:

- The child has not been accepted by a government school
- The age of the child is no less than six years of age and no greater than eighteen years of age
- The child is attending school within the Kingdom. The university is not responsible to provide funds for education outside the Kingdom.





- The contractee cannot claim this cost for more than four children. The total cost of all children of a contractee will not exceed SR 25,000. The University Council can at its discretion determine the amount payable for each student.
- A list of governmental & private (national & international) schools are given in *Appendix 4*

Vacation:

In addition to official end of the week holidays and Eid holidays, a faculty member is entitled to 60 days annual leave with full salary payable at the start of leave. All other employees are entitled to 45 days.



- For contractees who have worked for less than one year, the leave is proportional to the period worked. This is applicable to contractees who commence work within one month of the usual start date of the start of the university contracts. The University Council may defer the time of the annual leave or bring it forward in order to meet the needs of the academic calendar. Leave may be less than that prescribed, subject to written agreement between the two parties. The university has the right to determine the start and end of leave periods. The periods of secondment, exceptional leave, or absence from the university, are not counted towards the entitled leave.
- In cases of necessity, and upon the request of the contractee and recommendation of his department, and subject to approval by the University President, the contractee's leave may be split into two periods at most, provided that neither period is less than one third of the leave due, and that the contractee uses up one of the two periods within the year of his leave entitlement.

- To meet work exigencies, the President of the university may defer the contractee's annual leave by no more than six months from the start of the contractee's succeeding year.
- The President of the university may shift the weekly off-days (the week-end) to meet work requirements.
- The President of the university may cancel all the contractee's annual leave or part thereof with recompense, with the contractee's agreement except in cases of extreme urgency.
- Compensation for the cancelled leave period shall be based upon the contractee's salary in the year in which he earned the leave. If the contractee works for the whole vacation period, he is not entitled to an airline ticket.
- The contractee may be granted emergency leave not exceeding ten days annually on full pay. The number of days of emergency leave taken will be deducted from the annual leave allocation. The contractee is not entitled to a ticket when taking emergency leave.
- The contractee may be granted exceptional unpaid leave not exceeding one semester without termination of the contract. The contractee is not entitled to any benefits during this period of exceptional leave.
- If a contractee cannot fulfill his duties due to ill health, he is entitled to one month's leave on full pay which can be extended to two additional months on half pay. The contractee is not entitled to this if he becomes ill outside the Kingdom. This leave is not transferrable to the succeeding year. If the illness is due to or caused by his work, the contractee is entitled to double the amount of leave mentioned above.
- Confirmation of the sickness and the period of sick leave follows the rules of the Saudi employees.
- The female contractee is entitled to forty-five days maternity leave. On the death of her husband, a female contractee is entitled to confinement leave (one month for non-Muslims).
- The contractee may, within the same year, combine more than one form of leave for which he is eligible, provided there is proper statutory entitlement.



- **Travelling:** In preparation for the summer, Fill out the appropriate form in Faculty Affairs two months prior to the end of the semester. Make sure you indicate “Travel by Land” in the form and you must request your exit/re-entry visas 1 to 2 months prior to departure (in the Passport Office, Building 10, 2ed Floor).

Banking, Shopping & Restaurants

Banking

Saudi Arabia has a mainly cash economy, with scarcely any use of cheques, but with the usual ATM (cash machines), Bank cards, etc. Salaries are paid direct to a bank account so opening an account is an essential operation. An account can be opened at any bank, once you have your Iqama.



In order to open the bank account you will need:

- Copy of Iqama
- Identical copy of passport
- Letter from the University
- Salary

The Riyadh Bank has a branch inside the IAU Campus. It offers most banking services: checking and savings accounts (due to Islamic law there is no interest but there can be dividend payments), telex transfers, bank drafts, traveler's checks and credit card applications. There are many other banks to choose from. Ask around – views and opinions vary.

A list of Banks in Al – Khobar, Dhahran & Dammam are given in Appendix 5

Shopping



Bargaining

In independent shops try bargaining. You may find the price gets cheaper as you get nearer the door! If you are there early in the morning, try for a “First Customer” special discount.

Kitchenware

The kitchens of Faculty accommodation are provided with only basic equipment. The cheapest place to buy kitchen equipment is the ‘Ten Riyal Stores.’ There are hardware stores all over the place. There is a big hardware and household goods store, Saco, on Pepsi Road just east of Abdulaziz Blvd. It has a wide variety of patio, electrical, and hardware supplies.



Clothes

There are plenty of clothing shops in Al-Khobar. There is also a new three-story mall called Al-Khobar Plaza about three blocks west of King Khaled Street, this caters mostly to women and children. Johara Centre is more reasonable than the others. It is located on the right side of Dhahran St. as you face the Gulf, opposite the clock tower. British Home Stores has two shops in Al-Khobar, one in Al Rashid Mall (Ground floor, and a smaller one near Tamimi Safeway on the Corniche). Both of these have Mothercare branches attached. There are clothing stores, especially sportswear, at several locations along King Khaled Street.

The Al-Thuqba market is less exclusive than Al-Khobar, but it is cheaper and often carries the same goods. Fewer expatriates are seen in Al-Thuqba. For really cheap, lower quality clothing try Happy Corner, a covered market area



over several blocks across Dhahran Avenue from the clock tower at the end of King Khaled Street.

The kinds of clothing available reflect the dress customs of the Kingdom, i.e., rather conservative for women but less so for men. However, good quality clothing can be bought at similar prices to what one would pay in the UK or the US.

There are men's and women's tailors available around the city. Most of the tailors are able to produce clothing made-to-measure copied either from an existing piece you have or just from a picture. Ask around to find the best places and prices. Always get an itemized receipt for all purchases.

Al Rashid Mall

This is the large, white, fort-like building you can see from the campus. It is a very extensive and expensive shopping centre with branches of international stores such as JC Penney, BHS, etc. The prices tend to be higher than elsewhere but it has some useful stores and is air-conditioned. Stores include: British Home Stores, Mothercare, Body Shop, Next, Benetton, an Early Learning Centre, Toyland, Al Jarir Bookstore (ask for 10% discount with your ID card), a US crafts store³, boutiques, gift stores and a branch of Souks supermarket. On the top floor are computer stores, entertainment arcades and various fast food outlets; McDonalds, Baskin Robbins ice-cream, etc. There is an eating area for families here. There are plenty of toilets. *For more information, A list of shopping centres are given in Appendix6.*

Restaurants

A list of Restaurants in Al – Khobar, Dhahran & Dammam are given in Appendix 7

Beaches

IAU Beach

The University has a private beach area on a sizeable dune-fringed inlet of the Arabian Gulf, known as Half Moon Bay. Facilities for faculty and staff members and their families include a family swimming beach, changing rooms with showers and toilets and shaded picnic areas (some with tables, benches and barbecue grills. Please contact the recreation centre at the IAU to know the Beach hours because they occasionally change especially during the month of Ramadan and the Eid holidays following Ramadan and Hajj. The beach facility is the responsibility of the Director of the Recreation Centre.



The following are the beach regulations:

1. Ensure that your car has a IAU security sticker.
2. ID cards or beach passes must be shown at the gate. These are also required for your dependants.



3. Faculty and Staff are not allowed to use the Student Beach and vice-versa.
4. All cars must be correctly parked in the spaces designated for that purpose.
5. No vehicles are to be driven on the beach or sand dunes.
6. Keep the beach and shelters clean. Put all trash in the cans provided.
7. Respect prayer times.
8. Observe the beach closing time. Advise the gateman if you intend to spend the night at the beach.
9. No bicycles are permitted at the beach.
10. You may bring guests to the beach but you have to pay for the guest at the gate. Guests at the beach must be accompanied by their hosts.
11. Boats cannot be taken to or left at the beach unless they are registered with the Saudi Coast Guard.
12. Beach safety is clearly important, especially for families. There is no rescue service, nor are there lifeguards on duty.
13. The shelf from shallow to deep water is very steep. While in the water, it is not always possible to see this very steep slope. Therefore, if you, your family or guests are not strong swimmers, stay close to shore.
14. Ensure that your guests are aware of the safety regulations. Their safety is your responsibility.

Public Beaches



There are many miles of public beaches in the eastern province. The city of Al-Khobar is upgrading its beachfront to include playground equipment. The

beaches are well used, especially on weekends. At Half Moon Bay, about a half-hour drive away, there are playgrounds, picnic shelters, fast-food stands, toilets and an amusement park. At most of these beaches, you can drive almost to the water's edge. At more remote places, a four wheel-drive vehicle may be required. For ladies, Western-style swimwear is best reserved for the University beach. Driving over sand dunes is not permitted. For those interested in dune driving, it is advised to go out to more remote areas. Three-wheeled 'all terrain vehicles' are illegal and their import has been prohibited.

Sports Facilities in Dammam

The City of Dammam has lots of sports facilities, these include but are not limited to:

Name	Venue
Prince Mohamed bin Fahd Stadium	Centre of Dammam
Lighting Prince Gallawy Stadium	Al-Khobar – Al- Raka
Green Hall Sports City	Between Dammam and Al Khobar
Al Etifaq Club	Mutlaq Dist., Dammam
Al Faisal Sports Center	Mutlaq Dist., Dammam
Al Huda Sports Club	Tarut Island, Dammam
Al Nahdhah Sports Club	Mutlaq Dist., Dammam
Al Yaqezah Sports Center	Khobar City, Dammam
Energy Sport Center	Bareed Dist., Dammam

Places to Visit

ARAMCO

The ARAMCO Exhibit has the best museum in the Kingdom. The centre is a comprehensive layperson's guide to the oil

industry with an emphasis on the technical side. It's also fun, especially for kids, with lots of buttons to push, user participation displays and quizzes.

Bani Khaled Village

The remains of settlements from 3,000 BC and the ruins of the mosque, which contains semicircular arches and is within a 19th century fortress, are located at Bani Khaled village, northeast of Al-Jubail.



Dammam


The Regional Museum of Archaeology & Ethnography is located at the railway crossing on 1st Street near the Dammam Tower. It is on the 4th floor and is open Sunday to Thursday from 7:30 to 2:30pm. The collection includes Stone Age tools, pottery (mainly Hellenistic and early Islamic) and examples of Bedouin crafts and traditional dress. The museum also issues permits for the main archeological sites of Qatif, Tarut Island, Thaj and Al-Hina. A passport or Iqama is needed for permits which can usually be processed the same day.

Hofuf

The town of Al-Hufuf is at the centre of the Al-Hasa oasis, which is one of the largest in the world. As a result of the extensive and lush oasis, it is one of the world's leading areas for date production. The souk is well worth a visit and is one of the few places where genuine handmade Arabian coffee pots can be bought as well as Bedouin weavings and silver jewellery. Go early 6.00am to the camel market and then visit the caves.

Qasr Ibrahim

This well-preserved fort in Hofuf is almost entirely of Turkish construction and the first fort on this site was built in 1688-89. The mosque inside was built circa 1566. However, the present fort dates from the beginning of the 19th century,



and a Turkish garrison occupied it until 1913. A permit has to be obtained to visit the fort.

Jawatha Mosque

Built in the village of Kailabiyah, about 12km northeast of Hofuf, is the site of the Jawatha Mosque, the third holiest site after Mecca and Medina. Built at the time of the Bani Abdulqai tribe, which lived there before and early in the Islamic period, this mosque is believed to be the first mosque built in Eastern Province and is where Friday prayer was first performed by prophete Mohammed for only the second time outside of Medina. However, the original mosque is long gone.

Qatif

Qatif is 13 km north of Dammam and one of the centres of the Eastern Provinces large Shiite community. Qatif was first settled around 3500 BC and before the discovery of oil it was the main settlement on this part of the coast. The town has both an excellent fruit and vegetable market and fish market. The fortified quarter of Old Qatif, Al-Qalah, was partly inhabited until the mid- 1970s. The first fort on this site was built circa 3rd century BC though the oldest building now standing is a 14th century mosque. Some of the existing houses date back 400 years. The Al-Shamasi House was built around 1910 and has been restored by the government as an example of typical Eastern Province architecture. Both the above sites require a permit, which is issued by the Dammam Museum.

Safwa

The Jawan Tomb is about 2 km north of Safwa and dates to the fourth century AD, the Hellenic Greek period. The ruins were unearthed in 1986 by a group of people on a desert picnic and may well be older than any church now existing in Europe. Little is known about this church, but it was probably connected to one of the five Nestorian bishoprics, which existed in this part of the Gulf in the 4th century. Permits are not available to visit the site, but it can be seen from outside the perimeter fence.

Tarout Island

The island is worth a visit, particularly the old fort and the village of Dareen.



Thaj and Al-Hina

The ruined fortresses of Thaj and Al-Hina lie in the desert about 100 km west of Dammam and are a short distance off the old road to Nuraiyah. A permit from the Dammam Museum is needed to visit these sites. Thaj, the larger of the two sites, was occupied between 300 and 100 BC and was in ruins by the 6th century. In those times, the city was surrounded by a lake.



Appendices

Appendix (1)

List of Health Care Facilities in the Eastern Province

Name	Address, Telephone
Al Mana General Hospital	PO Box 311, Khobar 31932; phone 03-898-7000, 03-864-2330; fax 03-898-0694; outpatient clinic: Saturday through Thursday 800 am to 1200 noon & 400 to 800 pm; 24-hour emergency service.
Al Mana General Hospital,	PO Box 2366, Dammam 31451; phone 03-826- 2111, 03-826-2253; fax 03-827-4747; outpatient clinic: Saturday through Thursday 800 am to 12:00 noon & 400 to 800 pm; 24-hour emergency service.
Al Mouasat Hospital	PO Box 282, Dammam 31411; phone 03-820-0000; fax 03-820-3436; telex: 801287 MOWASAT SJ; outpatient clinic Saturday through Thursday 800 am to 1200 noon & 400 to 800 pm; 24-hour emergency service.
Al Salama Hospital	PO Box 296, Khobar 31952; phone 03-864-1232, 03-864- 1011; fax 03-864-1417; telex: 870128 SALAMA SJ; outpatient clinic: Saturday through Thursday 800 am to 1200 noon & 400 to 800 pm; 24-hour emergency service.
Astoon Hospital	PO Box 1666, Khobar 31952; phone 03-857-0024/857- 7100/857-8892; fax 03-857-6808; outpatient clinic: Saturday through Thursday 8:00 am to 12:00 noon & 400 to 830 pm; 24-hour emergency service.
Dr. Fakhry Hospital	PO Box 251, Khobar 31952; phone 03-895-4960, 03-864- 1960; fax 03-864-1107; telex 870126 FKH SJ; outpatient clinic: Saturday through Wednesday 800 am to 12:00 noon & 400 to 800 pm; 24-hour emergency
Medical & Diagnostic Treatment Center	PO Box 2685, Khobar 31952; phone 03-891-1887, 03-891-3075; fax 03-891-2134; outpatient clinic: Saturday through Thursday 800 am to 12:00 noon & 400 to 830 pm.
Mohammad Dossary Hospital	PO Box 335, Khobar 31952; phone 03-894- 6040/03-894-5524; fax 895-0735; outpatient clinic: Saturday through Wednesday 800 am to 12:00 noon & 400 to 800 pm; 24-hour emergency service.

Name	Address, Telephone
Royal Commission Hospital	PO Box 10575, Jubail 31961; phone 03-346- 4000; fax 03-346-7041; outpatient clinic: Saturday to Tuesday 730 am to 1200 noon & 300 to 830 pm; Wednesday 100 to 400 pm; 24-hour emergency service.
Saad Medical Center	PO Box 30353, Khobar 31952; phone 03-882-8999/882- 6666; fax 03-882-3334; email: healthcare@saad.com.sa; outpatient clinic: Saturday through Thursday 800 am to 12:00 noon & 400 to 800 pm. Urgent Care Clinic is available daily/24 hours.
Saudi Aramco Medical Center	P. O. Box 1977 Dhahran 31311, East of tower building; phone 03-877-8056/877-8213.
There are also many government owned hospitals such as:	
Dammam Central Hospital	PO Box 1984, Dammam, 31196 Saudi Arabia Tel: 966-3-815-5661 Fax: 966-3-843-3016
King Fahd University of Petroleum & Minerals Medical Center	Dhahran, 31261 Saudi Arabia Tel: 966-3-860-3333
King Fahad Hospital	Al Hofouf Saudi Arabia Tel: 966-3-575-5700
King Fahad Teaching Hospital	Al Khobar, Saudi Arabia Tel: 966-3-896-6666
King Fahd Military Medical Complex (KFMMC)	P.Bo.No-946, Dhahran, 31932 Saudi Arabia Tel: 966-8440000 Fax: 966-8440000 Ext. 4594
Maternity & Children Hospital	Dammam, Saudi Arabia Tel: 966-3-842-2828/842-6666
Qatif Central hospital	Qatif Saudi Arabia Tel: 966-836-1000

Appendix (2)

Employment Post Faculty Members, Lecturers, Language Teachers & Demonstrators

Employment Post	Final Monthly Scale	Years of Experience	Last Monthly Scale	Transportation Allowance	Housing Allowance
Professor	9.100	500	13.600	600	25.000
Associate Professor	7.250	450	11.300	600	25.000
Assistant Professor	5600	400	9.200	600	25.000
Language Teacher	4.080	350	6.880	500	17.000
Lecturer	3.400	350	6.550	500	18.000
Demonstrator	2.700	300	5400	500	14000

Appendix (3)

Dealers for Buying Cars

Dealer Name	Contact
Arabian Motors (AMECO)	894-7127 / 894-7621 / 827-3363 / 826-2411 827-5118 / 826-3007 / 826-4090
Fiat	857-2524 / 857-4488 / 864-4295
Ford	857-4423 / 857-9153 / 857-914
Ford Mercury	857-6657 / 857-6467
GM (General Machinery Agencies)	864-4284 / 864-2558
GM (Al-Jomaih)	833-7777 / 834-8769 / 857-2932
Honda	857-4720 / 857-4730 / 857-3695 / 895-1962
Hyundai	826-8677 / 842-3936 / 842-4814
Isuzu	864-1507 / 864-1510 / 894-3334
Mazda	857-6657 / 857-6467

Dealer Name	Contact
Mitsubishi	857-2045 / 857-1807 / 842-6558
Nissan	895-3584 / 832-4300 / 832-3322 / 832-2233
Suzuki	826-4707
Toyota	834-0547 / 834-6512 / 834-7378
United Arab Motors (Chrysler-Jeep)	857-9666 / 857-7085 / 857-7179
Volvo/Renault	857-1900 / 857-2595

Appendix (4)

List of Schools

School	Phone	City
British International School	8825425	Alkhobar
International Schools Group, Dhahran Academy	3300555	Dhahran
International Indian School Dammam (IISD)	–	Dammam
Creative Academy		Dammam
Al-Andalus Private School	7452035	Taif
Dhahran Ahliyya Schools (DAS)	8915151	Dhahran
Al Hussan Schools and Institutes	8587566	Alkhobar

Appendix (5)

List of Banks in Al – Khobar, Dhahran & Dammam

Al Khobar	
Bank Name	Telephone
Al Jazira Bank	864 9914
Arab National Bank	894 0712
Al Rajhi Banking & Investment Corp.	864 1234
Riyadh Bank	898 1808
Saudi American Bank	894 1414

Saudi British Bank	864 9307
Saudi Cairo Bank	894 6956
Saudi French Bank	895 4040
Saudi Hollandi Bank	864 9140
Saudi Investment Bank	894 4777
The National Commercial Bank	895 4864
United Saudi Commercial Bank	894 8222
Dhahran	
Bank Name	Telephone
Saudi American Bank .	891 3938
Dammam	
Bank Name	Telephone
Saudi British Bank	833 1745
Al Bank Al Saudi Al Fransi	827 1588
Saudi Hollandi Bank	834 0000
Saudi Cairo	833 0177
The National Commercial	833 1188
United Saudi Commercial	833 0515
Arab National Bank	834 4123
Saudi Investment	834 2020
Al Rajhi Banking & Investment Corp.	834 0993
Saudi American Bank	833 7282
Riyadh Bank	833 3645

Appendix (6)

List of Shopping Centers

List of Shopping Malls in Eastern Province

Mall	City
Marina Mall	Dammam
Al Othaim Mall	Dammam
Al Dareen Mall	Dammam
Al Waha Downtown Mall	Dammam
Al Fanar Mall, Rakah	Dammam
Al Rashid Mall	Khobar
Mall of Dhahran	Khobar
Venecia Mall	Khobar

Appendix (7)

List of Restaurants in Al – Khobar, Dhahran & Dammam

Al-Khobar			
Restaurant Name	Cuisine	Location	Telephone
Al Andalusia	Arabic	Corniche 16th St.	895 1642
Al Bustan	Indonesian	King Fahd St.	864 9886
Al Rammah	Pilipino	Dhahran St.	898 4998
Bangkok	Far Eastern	King Faisal St.	894 7560
Baba Habbas	Seafood	Corniche	894 4568
Chinese Restaurant	Chinese	Mansoor St.	898 7336
Darin Sea Food	Sea Food	4th St. Akrahiaya	864 0237
Domino's Pizza	Fast Food	28th St.	864 9314
Grill Restaurant	Chinese	Dhahran St.	864 8865
Gulf Royal	Chinese	18th St.	864 7898
Hardees's	Fast Food	Dhahran Rd	895 3103
House of Indonesia	Indonesian	King Abdul Aziz St.	864 2494

Kabana Restaurant	Pakistani	AbdulMohsinRd	898 7392
Lina Rooftop	French	AlgoSaibi Hotel	894 2466
La Fonda	Mexican	16th St	894 3228
Labnani	Lebanese	Gulf Meridian Hotel	864 6000
Quick Meal	Fast Food	Madinah St	864 8133
Oasis Coffee Shop	Snacks	Al Gosaibi Hotel	894 2466
Pattaya	Far Eastern	Prince Bander St.	895 5136
Pizza Pizza	Italian	Dhahran Rd.	864 3588
Pizza Hut	Fast Food	Corniche	899 2828
Pattice France	Fast Food	Corniche	895 3060
Shang Hai	Chinese	Al Batha Hotel	895 1001
Sizzler	Fast Food	Dhahran Rd.	895 3103
<u>Sanbook</u>	Seafood *****	Tammimi Safeway	894 8889
Shakey's Pizza	Fast Food	King Abdul Aziz Rd.	895 0982

Dhahran

Restaurant	Cuisine	Location	Telephone
Dhahran International Hotel	Continental	Next to old Dhahran Airport	891 8555
Domino's Pizza	-	NAF Mall	891 9966

Dammam

Restaurant Name	Cuisine	Location	Telephone
Al Manarah	Arabic/Turkish	King Saud St	832 4066
Al Sheikh	Arabic	Al Arifi Hotel	833 4444
Red Dragon	Chinese	<u>Golden Tulip Al Hamra Hotel</u>	833 3444

Kerala	Indian	Prince Mohamed St.	833 9134
Cairo	Egyptian	hospital St	826 5761
Domino's Pizza		Ibn Khaidoon St.	841 5485
SabyeSabye	Thai	Near Hotel Safari	827 4714
Mamma Mia	Italian	Nasser Road	826 7215
Abu Nawas	Quick Meal	Near Oberoi Hotel	833 0880
Hungry Bunny	Fast Food	75th St.	841 5778
Al Diwan	Arabic	Khazzan St.	832 1143
Kabana	Pakistani	Ibn Khaldum St	842 8020
Pizza Hut	Quick Meal	Ibn Khaldun St.	842 2159
Quick Meal Rest.	General	King Khalid St.	827 0992
Mandi Quick Meal	Mandi	King Saudi St	834 1460