



## In The Name Of Allah, The All-Merciful And Most Merciful

<b>Curriculum Vitae</b>
<b>21/1/2025</b>



### 1st : Personal Information

Full Name:	Dr. Mohammad Rashed Al Hezzani		
Previous Position	The Royal Court: Consultant and General Director of the General Department of the Pursuance of Decrees and Decisions. B (15) (Early Retirement as of 17-11-2012).		
Place of Birth	Riyadh	Marital Status	Married
Address	Riyadh P.O Box: 8345 Postal Code: 11482		
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### 2nd : Qualifications

Degree	Major	Faculty	University	Graduation Year
Doctorate Degree, with Honors.	Comparative Jurisprudence	Higher Institute of Justice, Saudi Arabia	Imam Mohamed Ben Saud Islamic University	1988-1989
Masters' Degree: Excellent	Comparative Jurisprudence	Higher Institute of Justice, Saudi Arabia	Imam Mohamed Ben Saud Islamic University	1982-1983

### 3rd : Training

I had a number of English courses in Saudi Arabia, the UK and the US. I had also some training in General Administration and Computing.

**4th : Work Experience**

	<b>Employer</b>	<b>Job Title</b>	<b>Starting Date</b>
1.	The Royal Court	Consultant and General Director of the General Department of the Pursuance of Decrees and Decisions.	11/11/2011
2.	Office of The Presidency of the Ex-Council of Ministers	Consultant and General Director of the General Department of Audit and Follow-up	7/4/2000
3.	Ministry of Education "Female Education"	Assistant Director of Educational Improvement	23/09/1991
4.	Ministry of Education "Female Education"	General Director of Educational Improvement.	17/06/1992
5.	Ministry of Education "Female Education"	General Director of Female Education, Tabuk.	22/01/1984
6.	Ministry of Education "Female Education"	Educational Supervisor: Intermediate College.	02/11/1978
7.	Saudi Development Fund: Staff Affairs Management	Staff Affairs Audit	23/11/1976
8.	Ministry of Civil Services: Recruitment Department	Recruitment	10/11/1974

**5th : Academic Experience**

	<b>Employer</b>	<b>Job Title</b>	<b>Starting Date</b>
1.	King Saud University	Teaching the Political System in Islam	1998-1999

## 6th : Major Achievements in Government Sector

1.	Establishing the General Department of the Pursuance of Decrees and Decisions.
2.	Improving the General Department of Audit and Follow-up at Office of The Presidency of the Ex-Council of Ministers & supervising it for 11 years. During this period I presided the Permanent Committee for the Pursuance of work arrangements at the office for 9 almost 9 years (weekly committee).
3.	Establishing the Assistant Agency for Educational Improvement at the Ex-General Board of female Education and running it for almost 10 years.
4.	Establishing the Administration of Female Education in Tabuk & running it for almost 8 years.
5.	Establishing the Female Intermediate College in Riyadh & running it for almost 3 years.

## 7th : Major Achievements in Private Sector

In addition to the work of consultancy, contracts drafting, pleadings, mediation, arbitration, in judicial and semi-judicial entities, the following have been achieved:

1.	Prepared a project - proposed - to develop all the laws in the kingdom of Saudi Arabia, worked by co-ordination of governmental entities based on to a designed mechanism, that help to harmonize all the laws in the kingdom according to 2030 vision. This has been published on Al-Jazirah newspaper on <a href="http://www.al-jazirah.com/2016/20160618/wz1.htm">http://www.al-jazirah.com/2016/20160618/wz1.htm</a>
2.	Established the Global Laws Encyclopedia, that involves all laws with instant update (online) and translated to more than 100 languages, and it is the first of its type in the world.
3.	Based upon a request from the ministry of justice, a mechanism was prepared - proposed - to document all judicial law cases for the past 52 years.
4.	Based upon a request from BAE systems, a mechanism was prepared - proposed – to conduct a study on training programs in the kingdom of Saudi Arabia.

## 8th : Conferences

I participated in over 30 conferences and seminars “locally and internationally” in the various fields (education, management, legal, and economics), either presenting papers, communications or heading panels in Saudi Arabia and abroad.

## 9th : Committees

I participated in membership and leading more than (40) educational and administrative committees, besides the participation in charitable councils committees.

### **10th : Projects / Reports / Studies I supervised, and publications :**

I supervised more than 100 publications of research, reports, plans, organizational guides, decisions, and developing laws in many fields (public administration, educational administration, educational & administrative improvement, judicial law cases, and training).

Publications in Islamic law Fiqh (comparative), in financial transactions, real estate, and personal notes.

A project around companies' classification in the kingdom of Saudi Arabia (under editing).

### **11th : Media**

I participated in some press, Radio and TV events (Educational, Religious, National, Legal, and Laws Development).

### **12th : Interests**

1. Law and regulations
2. Organizational strategic planning.
3. Governance and processes engineering.
4. Teamwork and leadership.
5. Performance management (organizations – projects - individuals).

For more information, please refer to my personal book Mikaaal Oxford book at <http://ana212.com/wp-content/M3kal.pdf> .

### 13th : Private Business

- Lawyer, consultant, owner and head of Dr. Mohammad Ben Rashed Al Hezzani firm for Islamic and legal consultancy and law. License Number 42/43 of 5/1/2013.
- Licensed consultant in Educational matters. License Number 553 of 15/12/2012.
- Licensed consultant in Administrative matters. License Number 1481 of 15/12/2012.
- Licensed consultant in Financial matters. License Number 1150 of 10/2/2014.
- Licensed notarized in Judicial Notary. License Number 378/37 of 6/6/2016.

### 14th : Accredited Memberships

- Member of Saudi Law Association, from 7/4/2013 until now.
- Member of the Saudi Scientific Association of Justice, from 5/12/2013 until now.
- Member of the Saudi Association of Islamic Jurisprudence, from 31/3/2014 until now.
- Accredited arbitrator for The Ministry of Justice, from 25/10/2014 until now.
- Expert and arbitrator for the G.C.C Commercial Arbitration Center, from 30/9/2015 until now.
- Member of Saudi Center for Commercial Arbitration, from 1/2/2017 until now.
- Member of Saudi Lawyers Association, from 9/9/2018 until now.
- Expert in Riyadh Public Court, from 24/11/2019 until now.
- Board member of Saudi Law Association, from 2/2/2020 until now.
- Ex-Member of the International Commercial Council ICC, from 4/9/2014.
- Ex-Vice-president of the temporary committee overseeing Mohammad Almajil Company, appointed by the capital market authority in KSA from 28/11/2016 – 25/2/2017.

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### Global Laws Encyclopedia (International Lawyers Newspaper):

Founder and manager . License Number 1835 of 7/8/1435.

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# Appendix

## Training Courses

	Place	Program	Duration	Stating Date
1.	Saint Clair , Oxford , Britain	General and Academic English	1 year 4 months	4/5/2007
2.	New Horizon Institute	Windows/Word	6 weeks	2001
3.	The British Institute	English	21 weeks	Sporadically
4.	The USA	English	43 weeks	Sporadically
5.	King Saud University	English	30 weeks	Sporadically
6.	Administration School	Medium Management	8 weeks	20/11/1983



## Projects / Reports / Studies I Supervised

### A. General Director of the General Department of the Pursuance of Decrees and Decisions at the Royal Court.

	Topic
1.	Preparing the plan and mechanism of work in the administration
2.	Designing forms, organization styles and arrangements in the administration
3.	Preparing a mechanism to assess projects in governmental institutions
4.	Preparing a comprehensive report on the different governmental projects during seven years. The reports included the achieved parts, the unachieved parts and the causes and solutions to have them done on time.
5.	Taking part in preparing the work mechanism of the permanent committee of project supervision in the royal court

### B. As I was Consultant and General Director of the General Department of Audit and Follow-up at the Office of The Presidency of the Ex-Council of Ministers.

	Topic	Number of Pages
1.	Work plan at the Department of Audit and Follow-up	47
2.	A guide to work arrangements at the Department of Audit and Follow-up	145
3.	A guide to Work Forms at the Department of Audit and Follow-up	174
4.	Scholarship Conditions at the Royal Court	15
5.	New Employee Guide	51
6.	A Synopsis of the recommendations of the Permanent Committee of Supervision	35
7.	First report of the Permanent Committee of Supervision 1425	52
8.	A Guide to Work Instructions at the Department of Audit and Follow-up.	75

9.	A guide to outgoing mail	14
10.	Reports of Evaluation Performance at the royal court for the administration and the Employees.	144
11.	A comparative study of work load at the Royal Court and some of the ministries.	43
12.	A primary Study to improve arrangements	31
13.	Developed Forms to evaluate Employee Performance	6
14.	A primary study to improve the Reception Hall and the management of incoming mail.	7
15.	Employee Training Program	6
16.	New Employee Introduction Program	14
17.	A primary study of reduction and objective categorization	3
18.	Work Report at the Royal Court	9
19.	A guide to task distribution in the Administration	6
20.	The form of Personal Interview for new employees	3
21.	Second report of the Permanent Committee of Supervision 2009	143
22.	Annual reports of Assiduity at the royal court	----
23.	Periodical reports on work achievement at the royal court and governmental institutions	----
24.	Periodical report on the credentials of the employees of the Office of The Presidency of the Ex-Council of Ministers	----

**C. As an Assistant Director of Educational Improvement.**

	<b>Topic</b>	<b>Number of Pages</b>
1.	Female Education Book for 32 years	150
2.	The terms and conditions of printing Textbooks	120
3.	A guide to printing textbooks	54
4.	The Annual Report of Female Education for the year 1992/1993	400

5.	The results of the First Annual Meeting of Female Education Affiliates	98
6.	Technical Characteristics of Labs	119
7.	Teacher's Guide to Teaching Aids	220
8.	The results of the First Annual Meeting of Educational Directors 1995	30
9.	The Rules of textbook Writing	54
10.	The Rules of textbook Editing	47
11.	A Synopsis of Educational Research	47
12.	A Guide to Research and Dissertations (Masters' & Ph.D.)	161
13.	A paper presented in Tunisia on the importance of Environmental Education in the Arab Countries	25
14.	A paper presented in Beirut on the Elimination of Illiteracy and General Culture in the Arab Countries	19
15.	A paper presented on Student density in Public Education in leading schools	18
16.	A paper presented in the Fourth Cultural Session on the Challenges facing Female Teachers with regard to Syllabus	17
17.	A paper presented in a conference for the GCC countries on Comprehensive Training for the Elimination of illiteracy.	8
18.	A guide to Interviews for Contracting Committees	26
19.	How to Work in contracting Committees (The preparatory committees)	33
20.	Evaluating Research Questionnaires	8

21.	Evaluating Research Questionnaires for the General Administration of Educational Research	21
22.	Work Guide of The General Administration of Syllabi	28
23.	Work Guide of The General Administration of Educational Techniques.	13
24.	Work Plan for the preparation and Writing of New Textbooks	26
25.	A guide to Textbooks Writing Candidates	30
26.	Technical Characteristics of Scientific tools in Primary Education	71
27.	Technical Characteristics of Scientific tools in Intermediate Education	107
28.	A guide to Map Printing	24
29.	Analyzing the Study Plan of The Educational Stages	2
30.	A project plan to improve syllabi at King Fahad Petroleum University.	9
31.	A guide to projects and Educational Programs at the Assistant agency of Educational Improvement	30
32.	The Scientific Content of Safety and Security	150
33.	A guide to Committees at Assistant Agency up to 31/5/1995	20
34.	The Scientific Characteristics of the Mobile Scientific Labs	11
35.	The Terms and Conditions of Maintenance of Audio-visual systems in Textile centers	7
36.	Technical Characteristics of Scientific Equipment for Secondary Education	103

37.	A program to improve syllabi – Public Education	15
38.	Educational Sections for Public Education	27
39.	Female Education in Saudi Arabia: An Overview of the Challenges and Expectations (Arabic & English) It was presented during the visit of the Japanese Group to the Kingdom in 1997	33
40.	A Summary of the Conference of the Consultative Commission	150
41.	The Scope of Educational Research, Amman	15
42.	Female Education in KSA in 100 years	1030

#### **D. As General Director of Female Education, Tabuk.**

	<b>Topic</b>	<b>Number of Pages</b>
1.	A guide to Educational Affairs	386
2.	Exam Guide	8
3.	A guide to Employee Affairs	18
4.	A guide to Engineering Work	245
5.	A guide to Forms and general Printing	341
6.	A guide to Forms and Educational Handouts	48
7.	Visitor's Guide to Female Education in Tabuk	134
8.	A guide to School Needs	20
9.	A User and maintenance guide of visual Equipments	12
10.	A guide to Secondary School Needs of lab and chemical products	33
11.	A guide to the distribution of lab and chemical products for Intermediate and secondary Education	36
12.	A Guide to Scientific Experiments in chemistry in secondary Education and Teacher training colleges	200
13.	A Guide to Scientific Experiments in Physics in secondary Education and Teacher training colleges	186

14.	A Guide to Scientific Experiments in biology in secondary Education and Teacher training colleges	200
15.	A guide to Female teachers (Lab Experiments)	138
16.	The Standards of Distributing Furniture and School Equipments	13
17.	Time Plan of Administrative work	80
18.	An Overview of The Arab Day of The Elimination of Illiteracy	80
19.	Third Statistical Report 1985/1986	76
20.	Fourth Statistical Report 1986/1987	71
21.	Fifth Statistical Report 1987/1988	74
22.	Sixth Statistical Report 1988/1989	112
23.	A guide to The Book Fair Held in the Direction of Female Education, Tabuk.	104
24.	A guide to the Needs of Intermediate Colleges	27

**E. As a Supervisor of the Girls' Intermediate College, Riyadh.**

	<b>Topic</b>	<b>Number of Pages</b>
1.	A guide to Faculty Members Riyadh Intermediate College of Education	15
2.	A Guide to Studies Riyadh Intermediate College of Education	12
3.	A Guide to Riyadh Intermediate College of Education	44

## Committees

### Committees I was member of :

#### A. During my service at the Office of the Presidency of the Ex-Council of Ministers.

1.	Head of the Training and scholarship Committee	The Office of the Presidency of the Ex-Council of Ministers	Head of committee
2.	Head of the Permanent Committee of Weekly Control	The Office of the Presidency of the Ex-Council of Ministers	Head of committee

#### B. Assistant Director of Educational Improvement at the Ministry of Education (Female Education).

	Committee	Location	Type of Activity
1.	Committee of Making Recommendations for the first annual meeting of female education affiliates	Ministry of Education Female Section	Head of Committee
2.	Scholarship and Training Committee	Ministry of Education Female Section	Member
3.	Contracting Committee for Public Education 1991.	Cairo	Head
4.	Contracting Committee for Public Education 1991.	Cairo	Head
5.	Committee of Syllabus Assessment for Nursery Schools	Ministry of Education Female Section	Member
6.	Committee of the Law of Student's Hearing	Ministry of Education	Member
7.	Educational Improvement	Ministry of Education Female Section	Head
8.	Pursuance of the Recommendations of the First Annual Meeting	Ministry of Education Female Section	Member
9.	Final Drafting of Legal Committees Reports	Ministry of Education Female Section	Head
10.	Legal and Political Committee	Ministry of Education Female Section	Head
11.	Permanent Committee of Education and Professional Training	Ministry of Education Female Section	Member
12.	Technical Committee of the General Secretary of the High Committee of Educational Policy	High Committee of Educational Policy	Member

13.	The Association of Educational and Psychological Sciences	King Saud University	Member
14.	Consultative Commission	Ministry of Education Female Section	Coordinator
15.	Integrating IT in Syllabi	Ministry of Education Female Section	Member
16.	Syllabus Design	Ministry of Education Female Section	Head
17.	The National Committee of Public Education	King Abdul Aziz City	Member
18.	High Committee of Syllabus and Programs	Ministry of Education	Member
19.	Presidency Council	Ministry of Education Female Section	Member
20.	Syllabus Design for Islamic Jurisprudence for 3 <sup>rd</sup> Grade and Teacher Training Schools.	Ministry of Education Female Section	Member
21.	Legal Audit of Professional Education	Ministry of Education Female Section	Head
22.	Permanent Committee of Research and Writing	Ministry of Education Deanship of Female Colleges	Member
23.	Secondary Education Committee	Ministry of Education	Member
24.	Permanent committee of Textbooks	Ministry of Education Female Section	Vice Head
25.	Measurement & Assessment Committee	Ministry of Education	Member
26.	Comprehensive Educational Assessment	Ministry of Education Female Section	Member
27.	Assessment of Educational Readiness	Ministry of Education Female Section	Member
28.	Security Aspect of Public Education – Male- in KSA	Ministry of Education	Member
29.	Redesigning Nursery School Syllabi	Ministry of Education Female Section	Head
30.	Studying research plans and their Implementation	Ministry of Education Female Section	Vice Head
31.	Research Assessment	Ministry of Education Female Section	Vice Head
32.	Syllabus Supervision Committee	Ministry of Education Female Section	Project head



**C. As I was serving as Director of Public Education in Tabuk**

	<b>Committee</b>	<b>Location</b>	<b>Type of Activity</b>
1.	Committee of Regulation and Supervision of Exams for the Intermediate Education 1985/1986	Tabuk	Head
2.	Contracting Committee of Intermediate Colleges 1987	Cairo	Head
3.	Contracting Committee of Intermediate Colleges 1989	Cairo	Head
4.	Committee of the Development and Improvement of Villages in Tabuk	Tabuk	Member
5.	High Committee of Prince Fahd Ben Sultan Award for Scientific Excellence	Tabuk	Member
6.	Administration Board of Quran Teaching Group	Tabuk	Trustee
7.	Administration Board of King Abdul Aziz Charity Association	Tabuk	Head

## Symposiums and Conferences

	Place	Topic	Location	Beginning	End
1.	The Commercial and Industrial Chamber Riyadh "Riyadh Economic Conference"	Towards a Permanent Economic Development	Riyadh	8/12/2015	10/12/2015
2.	Council of the Saudi Chamber The Gulf Economic Conference	Partnership between the Private and the Public Sectors	Doha	25/10/2015	26/10/2015
3.	The Commercial and Industrial Chamber Riyadh "Riyadh Economic Conference"	Improving the Judicial System	Riyadh	10/6/2015	10/06/2015
4.	Council of the Saudi Chamber	Conference of Arab Businessmen and Investors	Cairo	22/11/2014	24/11/2014
5.	Council of the Saudi Chamber	Arab-Hungarian Business Conference	Riyadh	24/03/2014	26/03/2014
6.	King Abdullah City of Nuclear and Renewable Energy	Conference of Saudi Permanent Energy	Riyadh	13/4/2014	4/4/2015
7.	Ministry of Education "Higher Education"	Ezio Lang Exhibition 2000 (10 days)	Paris	21/2/2000	1/3/2000
8.	7 <sup>th</sup> Annual Meeting for Educational Directors, Mecca.	Presenting a report on Syllabus improvement and presiding a panel	Holy Mecca	5/2/2000	28/02/2000
9.	The Saudi Association of Educational and Mental Sciences	Participating in the 8 <sup>th</sup> Annual conference on "Syllabi: A reflective and futuristic look"	Riyadh	10/11/1999	11/11/1999
10.	The Saudi Association of Educational and Mental Sciences	Presenting a paper on "Students' Density"	Riyadh	13-10-1999	13-10-1999
11.	General Secretary for the celebration of 100 <sup>th</sup> Anniversary of the Kingdom	Trustee of one of the session on KSA.	Riyadh	26/1/1999	29/01/1999
12.	Ministry of Education (Female Education)	Participating in a conference	Amman	4/11/1998	7/11/1998
13.	Ministry of Education	Sixth Annual Meeting	Abha	16/4/1998	18/04/1998

14.	Ministry of Education	The Common Meeting with the Japanese Delegates: Presenting a paper.	Riyadh	24/03/1998	25/03/1998
15.	Ministry of Education "Higher Education"	Higher Education Conference in Saudi Arabia: A futuristic look.	Riyadh	22/02/1998	24/02/1998
16.	Ministry of Education (Female Education)	Directors Meeting	Riyadh	13/12/1997	14/12/1997
17.	Ministry of Education (Female Education)	Twelfth International Conference on Gifted children	Seattle	30/07/1997	03/08/1997
18.	Ministry of Education (Female Education)	49 <sup>th</sup> Conference for International Educators Union	Vancouver	21/05/1997	24/05/1997
19.	Ministry of Education	5 <sup>th</sup> Annual Meeting of Directors: "The Economics of Education"	Riyadh	01/04/1997	05/04/1997
20.	Ministry of Education	Secondary Education Conference	Riyadh	30/12/1996	30/12/1996
21.	Ministry of Education	An Introductory Conference on the Educational Organization in which the Kingdom is a member.	Riyadh	24/11/1996	26/11/1996
22.	Ministry of Education (Female Education)	Syllabus Related Challenges facing female teachers	Riyadh	01/12/1996	03/12/1996
23.	The Arab Organization of Education, Culture and Sciences	Comprehensive training to eliminate illiteracy	Riyadh	03/12/1995	07/12/1995
24.	Ministry of Education (Female Education)	Female Education Directors Meeting	Riyadh	12/10/1995	12/10/1995
25.	The Arab Organization of Education, Culture and Sciences	Presenting a paper in the conference on Eliminating Illiteracy and Common Culture in the Gulf	Beirut	30/08/1994	02/09/1994
26.	King Abdul Aziz City of Science and technology	Technological Development in Saudi Arabia	Riyadh	11/01/1994	13/01/1994

27.	The Arab Organization of Education, Culture and Sciences	Environmental Education in the Arab Countries	Tunis	28/1/1993	30/01/1993
28.	King Saud University	Towards a Future Strategy of Teacher training in KSA	Riyadh	09/12/1992	11/12/1992
29.	Ministry of Education (Female Education)	First Annual Meeting for Female Education Affiliates (Supervising a book on the meeting)	Riyadh	6/5/1992	8/5/1992
30.	King Saud University	Primary Education and its role in Developing the student's basic skills	Riyadh	03/07/1991	05/07/1991
31.	Ministry of Education	Educational Directors conference	Riyadh	27/01/1985	30/01/1985
32.	The Arab Organization of Education, Culture and Sciences	The conference of the Educational Techniques Leaders in the Arab countries	Kuwait	07/11/1981	12/11/1981

**Note :** All the achievements I have been able to make throughout my professional life were with the help of Allah, glorified and exalted be He -in the first place-, and thanks to the guidance of my bosses, and the support of my colleagues, in their respective divisions in the second place.