

CONTINUOUS IMPROVEMENT

CYCLE CALENDAR

ALQABBAT ADVISORY · SAUDI INDUSTRIAL EDGE COMPLIANCE SERIES ·
CHAPTER 14 TOOLKIT RESOURCE

PURPOSE

What is this calendar for?

Saudi industrial compliance is not a one-time certification. It is a continuous cycle. This 12-month calendar maps the recurring activities required to maintain and strengthen your governability posture across NCA enforcement cycles, OTCC reviews, localisation milestones, and procurement readiness checks.

How to Use

Assign each month's activities to the relevant owner (Compliance Lead, BD Director, Country Manager). Treat this calendar as infrastructure, not aspiration. Each missed month creates a documentation debt that compounds into the next bid cycle.

12-MONTH COMPLIANCE IMPROVEMENT CYCLE

Month 1 — Baseline Assessment

- Complete Capability vs. Governability Diagnostic Survey
- Complete Legibility Scorecard
- Run Evidence vs. Assertion highlighting on most recent submission
- Document baseline scores for all three instruments
- Identify lowest-scoring dimension for immediate remediation

Month 2 — Framework Mapping

- Map all compliance documentation to current NCA domain structure
- Verify OTCC evidence package covers all applicable control domains
- Update ECC baseline documentation to current-cycle version
- Identify documentation gaps between existing evidence and Saudi requirements

Month 3 — Accountability Architecture

- Name and document Saudi compliance lead (qualifications, scope, contact)
- Document Saudi escalation path to executive leadership
- Define post-award compliance ownership model
- Build governance documentation with review cycle tied to NCA/OTCC updates
- Quarterly Executive Review #1

Month 4 — Evidence Package Build

- Build or update NCA compliance declaration (engagement-specific template)
- Build or update OTCC evidence package (domain-by-domain)
- Build or update supply chain security posture documentation
- Verify all evidence documents are dated, version-controlled, and current-cycle

Month 5 — Localisation Strengthening

- Review and update Saudisation plan with specific targets and timelines
- Verify IKTVA/SCV score is current (request LCGPA audit if needed)
- Confirm Nitaqat classification supports operational requirements
- Verify Etimad registration and pre-qualification status
- Update Saudi partner documentation (legal names, scope, agreements)

Month 6 — Submission Readiness Test

- Run Regret Minimisation Checklist on current document package
- Complete Sequence Flipper Worksheet on most recent submission
- Verify 72-hour RFQ customisation readiness
- Audit public presence (website, LinkedIn) for consistency with compliance claims
- Quarterly Executive Review #2

Month 7 — Framework Update Monitor

- Check for NCA control updates or new publications
- Check for OTCC requirement changes
- Assess impact of any framework changes on documentation package
- Update affected documents within 30 days of any framework change

Month 8 — Win/Loss Compliance Review

- Analyse all Saudi bids from last 6 months
- For losses: identify compliance-related disqualification factors
- For wins: identify compliance positioning that contributed to success
- Update Revenue Gate Memo with current pipeline data and loss pattern analysis
- Calculate updated Defensibility ROI

Month 9 — Competitor Benchmarking

- Assess competitor compliance positioning improvements
- Identify market hardening signals (buyer expectations, new requirements)
- Update positioning strategy based on competitive landscape
- Quarterly Executive Review #3

Month 10 — Knowledge Transfer & Training

- Review Saudi knowledge transfer commitments against delivery
- Train bid team on updated compliance documentation package
- Ensure proposal writers can name Saudi regulatory frameworks
- Update capability statement with current Saudi references and evidence

Month 11 — Documentation Refresh

- Full review of all six compliance documents for currency
- Replace any documentation older than 12 months
- Verify all compliance references use current-cycle framework versions
- Update localisation metrics (SCV, Nitaqat, Saudisation rate)

Month 12 — Annual Governability Audit

- Re-run Capability vs. Governability Diagnostic Survey
- Re-run Legibility Scorecard
- Compare all scores against Month 1 baseline
- Document improvement trajectory for executive reporting
- Set improvement targets for next 12-month cycle
- Quarterly Executive Review #4 — Annual Summary

The market described in this book is forming now. Before it closes further, four questions for the leadership table: Where does your compliance posture sit? How many proposals fail the legibility test? What is the cost of waiting one more cycle? Who owns the sprint?