

HEALTH AND SAFETY POLICY

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Feedback and Amendments

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v0.1	15-11-2025	Produced first draft based on existing system
v0.2	01-12-2025	Modified the policy content based on comments from UTAS-Muscat QAS
v0.3	15-03-2026	Reflected UTAS Branches covered by the policy

Plagiarism Verification

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SIGNATURE AND STAMP



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HEALTH AND SAFETY POLICY

1. PURPOSE

The University of Technology and Applied Sciences (UTAS) is dedicated to fostering a safe and healthy environment for its staff, students and other stakeholders. The University places the wellbeing of its community at the forefront of its priorities. To support this commitment, the University has established a Health and Safety Policy that clearly defines its intentions and outlines the responsibilities of all stakeholders.

2. SCOPE

The policy delineates the responsibilities of all stakeholders in achieving its stated objectives. It applies to staff, students, and other relevant parties, encompassing all units and facilities located within the University's Head Office (HO), its branches, and Rustaq College of Education. Incidents concerning the health and safety of UTAS staff and students that occur outside the university campus are excluded from the scope of this policy; accordingly, its provisions shall not be invoked in such cases.

3. POLICY STATEMENT

The University is dedicated to fostering a safe, healthy, and supportive environment for all staff, students, and stakeholders. Recognizing that the wellbeing of its community is integral to fulfilling academic and institutional goals, the University emphasizes that maintaining safety is a collective responsibility.

Adherence to this policy is required of all staff, students, partners, and visitors. Everyone is expected to act responsibly, protect health and safety resources, and promptly report any concerns or incidents through designated channels.

The University is committed to continually improving its Health and Safety performance and fostering a strong culture of safety across all its activities and operations.

4. AUDIENCE, RESPONSIBILITIES AND DELEGATION

ROLES	RESPONSIBILITIES
University Council/Academic Council	Approves the Health and Safety Policy and providing strategic oversight to ensure that health and safety principles are integrated into the University's governance, operations, and institutional objectives.
Deputy Vice Chancellor Administration and Financial Affairs	Ensures dissemination and application of Health and Safety Policy to all University activities. Ensures that health and safety standards are continuously reviewed and improved in alignment with institutional priorities and national regulations. Ensures that sufficient and appropriate health and safety resources are available. Ensures that appropriate human, technical, and financial resources are available to support the

	implementation and continuous improvement of health and safety practices.
Planning and Development Department - Risk Management Section (HO)	Ensures that risks on health and safety are included in the risk register and are addressed and plans are in place for mitigation.
Health and Safety Officer (HO/Branch and College)	Maintains a safe campus environment by actively promoting health and safety awareness and taking proactive steps to prevent risks. Continuously monitors and follows up on reported incidents, hazards, and safety concerns, and ensures the implementation of effective preventive and corrective measures.
DAFA (Branch/College)	Supervises the execution of the Health and Safety Policy. Makes determinations regarding the provision of adequate and suitable resources.

5. POLICY

The University is dedicated to creating a healthy and safe workplace that benefits staff, students and other stakeholders by taking the following actions:

- Ensuring that all University activities comply with applicable health and safety laws, regulations, and recognized standards.
- Managing and maintaining a work environment where risks of health and safety issues are minimal.
- Promoting awareness and protection against hazards at the workplace.
- Protecting staff, students, partners, and visitors from any dangers in case of health and safety emergency.

- Ensuring evacuation of staff, students, partners, and visitors when an emergency arises relating to health and safety.
- Ensuring that clear evacuation procedures and emergency arrangements are in place and communicated to all members of the University community in the event of fire, smoke, natural disasters, toxic gas release, explosions, accidents, or other health and safety emergencies.
- Familiarizing staff and students with procedures to follow in case of events such as fire, smoke, natural calamities, toxic gas release or explosions and accidents.
- Ensuring that health and safety is everyone's responsibility, and its effective implementation requires the involvement and commitment of all stakeholders.
- Conducting fire safety drills and first aid training periodically.
- Reporting on health and safety matters to the Health and Safety Officer through proper channels for further action.

Medical Emergencies and Injury Response

The University shall ensure prompt and effective response to medical emergencies, injuries, or sudden illness involving staff, students, partners, contractors, and visitors on university premises. Appropriate first aid resources, trained personnel, emergency communication, and access to medical assistance shall be maintained at all campuses and branches. Urgent cases shall be referred immediately to the Civil Defence and Ambulance Authority (CDAA), and medical care shall not be delayed due to administrative or transport constraints. All incidents shall be reported, documented, and reviewed through the appropriate channels.

5.1 Definitions

5.1.1 Health: This is “a state of complete physical, mental, and social well-being and not merely the absence of disease or infirmity” (WHO, 2019).

5.1.2 Safety: This is “the condition of being protected from or unlikely to cause danger, risk or injury” according to the Oxford dictionary definition, as cited in Lexico, (2019).

5.1.3 Hazard: This is a condition or situation that may lead to an emergency or disaster.

5.1.4 Evacuation: This specifies steps followed in getting the staff, students, partners, and visitors outside the university buildings during the unlikely event of a fire or any other calamity.

5.1.5 Fire Drill: This is an exercise to train staff, students, partners, and visitors in fire Safety procedures.

5.1.6 First Aid: This is immediate medical support provided to a victim involved in an accident.

5.2 Other Pertinent Elements

- For Risk identification, assessment and evaluation procedures refer to Risk Management Policy.
- For health and safety procedure, refer to Health and Safety Procedure document.

6. REFERENCES

SN	Institution Name	Referenced Points
1	CoT's Health and Safety Policy	Consulted for health and safety-related points
2	UTAS Risk Management Policy (GP-24-003)	Consulted to ensure alignment of responsibilities