

HSE Rules

1. Protect yourself and your fellow beings. No horseplay is allowed in University
2. Always wear personal protective equipment as specified in risk assessment and minimum requirements
3. Adhere to “No smoking” in prohibited areas
4. Operate equipment and vehicles only if competent and authorized
5. Report unsafe conditions, incidents and injuries without delay, also minor incidents such as near misses
6. Stop unsafe work. Each person regardless of designation or rank is empowered to stop work that is unsafe
7. Follow speed limits and wear seat belt while in a moving vehicle or equipment
8. Do not attempt to modify or repair electrical or other equipments. Only authorized and competent personnel to conduct maintenance and repair
9. Do not tamper emergency and safety devices
10. Do not enter in barricaded or restricted areas without permission
11. Do not possess or use any sort of intoxicants such as alcohol, non-prescribed drugs and etc in University
12. Do not litter. Maintain high standards of housekeeping in all areas of University

Note: Violation of any of these rules shall result in disciplinary action

HEALTH SAFETY AND ENVIRONMENTAL POLICY

Sohar University Management and all staff recognize that health; safety, environment and community responsibilities are an integral part of our business.

Sohar University Management is fully committed to protect the health and safety of all its staff, students, contractors, and visitors

We shall prevent harm to people, assets, environment and community around us.

Sohar University believes that accidents are unacceptable and all accidents can be prevented by prioritizing HSE in every activity.

Every member of staff and students in Sohar University has the authority to stop all unhealthy, unsafe work

Things to Remember

- Reverse parking is mandatory in University
- Use of mobile phone while driving is not allowed
- All hazardous activities shall be performed only with a specific risk assessment
- All areas of University is being monitored by CCTV Surveillance
- Equipment, machines and tools must be inspected prior to each use
- Work at height more than 1.8 Meters shall require a full body safety harness
- Safety data sheet must be made available for the use and storage of chemicals
- Practice manual handling technique when lifting and shifting material
- Secure your belongings. University shall not responsible in case of loss or theft

Emergency Response:



In case of any emergency or on hearing emergency alarm; please evacuate the building and rush to the nearest and safest assembly point by making a queue.

Don't enter the building to collect belongings until all clear signal is given by the HSE Section.

In case of injury, please seek help from designated first aider or report to Clinic immediately. Contact details of first aider and fire wardens are displayed in all areas of University

Also please report injury and incident details to HSE.

Emergency Contacts:

Sohar University Emergency Number: 91153055

Civil Defense: 9999

**HSE Section Number: 26850100
Ext: 139; 537; 580**

How to use a Fire Extinguisher:

Remember the **PASS** word
(Pull-Aim-Squeeze-Sweep)

P	A	S	S
Pull	Aim	Squeeze	Sweep
Pull The Pin	Aim at the Base of Fire	Squeeze the Operating Handle	Sweep From Side to Side
↓	↓	↓	↓
Break seal and test Extinguisher	Ensure you have a means of escape	To Operate Extinguisher and discharge the agent	Completely Extinguish the Fire

- Use a correct type of fire extinguisher
- Before approaching the fire, determine an evacuation route safe of flames, excessive heat and smoke
- Do not put yourselves and others in danger
- Extinguish only small fires
- Contact emergency before you use a fire extinguisher

Know your Safety Signs:

Prohibition	Mandatory	Warning	Safe Condition
Don't do	Must do	Danger	Safe Way
No smoking	HEARING PROTECTION MUST BE WORN	Danger Electrical hazard	FIRST AID

جامعة صحرار
SOHAR UNIVERSITY

Hazard Observation Performance Enhancement H.O.P.E Card

Say something, If you see something

If you think it's unsafe.... **QUESTION IT**
If you know it's unsafe... **STOP IT!**
Either way.... **REPORT IT**

Why should you fill in H.O.P.E Cards?

- H.O.P.E is a tool to identify and report unsafe acts and conditions
- Seeks out actions more than conditions
- Allows both students and staff to record/report safety concerns
- Helps indicate the indirect cause of accidents.
- Resources and training can be focused on the area of deficiency

Towards a Knowledge Nation ••• نحو بناء أمة المعرفة

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ENGAGING • TRANSFORMING • SERVING