

Health and Safety policy	
Responsible AIU Office (Higher Management/Directorate)	AIU TOP MANAGEMENT
Policy Owner (Executive Department/Office)	Integrated Facilities management department-All other departments
Pertinent Dates	[Dates the policy was created, expired, revised, approved, and became effective.]

I. SCOPE OF POLICY

The objective of this Health and safety Policy is to guide and direct all employees to work safely and prevent injury, to themselves and others. All employees are encouraged to participate in developing, implementing, and enforcing Health and Safety policy and procedures. All employees must take all reasonable steps to prevent accidents and never sacrifice safety for expedience. Our goal is to eliminate or minimize hazards that can cause accidents.

II. POLICY STATEMENT

Alamein international university is committed to the goal of providing and maintaining a healthy and safe working environment, with a view to continuous improvement. This goal is only achievable by adherence to established objectives striving to exceed all obligations under applicable legislation, and by fostering an enthusiastic commitment to health, safety and the environment within AIU personnel, contractors and visitors.

III. RESPONSIBILITIES

ROLES	RESPONSIBILITIES
Top management	Management, working in cooperation with the Joint Health and Safety Committee, will strive to take all reasonable steps to reduce workplace hazards to as low as reasonably achievable by securing the required resources (manpower-materials-training.

<p>integrated facilities department</p>	<p>1- preparation of integrated Risk register covering all hazards. 2- Providing Risk assessment for different activities to other departments for implementation. 3- Review and approve safety plans for all outsourcing contractors and follow up the implementation. 4- prepare Training schedules and daily toolbox talks and coordinate as needed. 5- Monitoring and follow up of the implementation of AIU agreed safety measures.</p>
<p>Head of departments</p>	<p>managers are held accountable for the health and safety of all employees under their supervision. This includes responsibility for applicable training and instruction, appropriate followup on reported health and safety concerns, and implementation of recommended corrective action. This accountability is integrated into the performance appraisal system.</p>
<p>Every one</p>	<p>Health, safety, the environment and loss control in the workplace are everyone's responsibility. AIU expects that everyone will join in our efforts to provide a healthy and safe working environment on a continuous day to day basis. Only through the dedication and efforts of all individuals can AIU succeed in providing a healthy safe working environment.</p>

IV. POLICY STANDARDS AND PROCEDURES

IOSH, OSHA and all related local regulations related to health and safety

V. FORMS/INSTRUCTIONS

VI. Related policies

environmental policy

VIII. CONTACT INFORMATION

[Lists relevant position titles and/or offices who may be contacted by University community members for any questions about the policy.]

Triggered by:	MOUSA SOLIMAN	17-04-2022	Sig.
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Revised by:	Name	Date	Sig.
Approved by:	Name	Date	Sig.