BAHRIA UNIVERSITY

Discovering Knowledge

Health, Safety and Environment Policy

2021

Bahria University
Head Office
Islamabad

LETTER OF PROMULGATION

1. It goes without saying "The more you sweat in peace; the less you bleed in war". So is the case with safety. More safety conscious we are safer we are. Safety at Bahria University requires but one thing, the concern. If we look around our place of work with the spectacle of safety, we find numerous unsafe acts. As safety-concerned people, we are duty-bound to correct them. Without stopping here, we need to visualize what all can go wrong and how can we pre-empt an accident. In this Health, Safety and Environment (HSE) Policy, an endeavor has been made not only to formalize safety efforts but to involve all onboard in the safety of the University. We aim to provide a safe and secure environment for our pupils, faculty, staff and visitors. This HSE Policy ensures that we have in place effective procedures to enable us to achieve this aim. Therefore, the safety procedures will operate within the framework described in this policy. This document provides how we seek to improve safety. The management, faculty, staff and students jointly can achieve high standards of safety at our campuses.

2. Another very important feature of this policy is the wellbeing of Persons with Disabilities (PWDs). PWDs deserves our support to play a positive role in the society. All out efforts are to be made for the safety and wellbeing of PWDs.

3. The policy is to be read carefully and implemented in letter and spirit in our areas of responsibility.

4. The contents of this policy are bound to change with time, experience and environment. Therefore, continuous input from all quarters is welcomed to improve safety.

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g. Designate emergency muster areas and mark them with paint.

2.10.11 **Duties relevant to Staff and Students.** Staff and students have a responsibility to comply with the HSE Policy. This will include, but not be limited to:

a. Observing all instructions, information and training intended to secure high standard of HSE at the campus. Co-operating with the University staff on all matters relevant to HSE.

b. Reporting any obvious defects or short-comings in the University HSE provisions, arrangements or procedures.

2.11 **HSE Audit.** The SHC is to conduct HSE audit of various buildings and department on regular basis and forward report to Director Campus.

2.12 **Students Handbook.** Instructions related to safety are to be included in the Students Handbook.

2.13 **Work Permit and Conduct of Contractors.** Any work involving fire risk; must be supervised. The concerned department is to obtain a work permit from the campus/constituent unit Fire Officer before starting the work. The contractors are to ensure that an appropriate level of safety provision is observed. Contractors will also be required to be made aware of the firefighting facilities close to the work site.

2.14 **HSE Awareness through Community Support Programme.** All HODs are to arrange basic HSE awareness training for students at least once in each semester through Community Support Programme (CSP). Award of suitable credit hours may also be considered.

2.15 **Promoting HSE at Campus.** All out efforts be made to promote HSE culture at campuses. Some traditional ways are suggested here, however, innovative ideas can be adopted to achieve the aim:

a. Posters
b. Seminars
c. Workshops
d. Reviews
e. Courses

2.16 **Administration of Persons With Disabilities (PWDs).** Bahria University Head Office and campuses/CUs are to maintain list of all PWDs and make arrangements to facilitate them in studying and working in their Area of

Responsibility (AOR). The Rights of PWDs Act is enclosed at Annex C. Salient points are summarized below:

a. **Ease of access.** BUHO and campuses are to provide ease of access to public buildings, medical centers, recreational facilities, Masjid, hostel gymnasium etc. Streets and roads to be appropriately modified to give easy access to these facilities. New buildings and vehicles shall be designed to provide easy access to these facilities.

b. **Reserved Parking Slots.** BUHO and campuses are to provide reserved parking slots for PWDs and ensure that these parking slots are not used by others.

c. **Accessible Toilets.** Accessible toilets are toilets that have been specially designed to better accommodate people with physical disabilities. PWDs with reduced mobility find them useful, as a higher toilet bowl makes it easier for them to stand up. For example, toilets may not be able to fit a wheelchair, and transferring between the wheelchair and the toilet seat may pose a challenge. Accessible toilets are designed to address these issues by providing more space and bars for users to grab and hold during transfers, and space for an assistant if necessary. BUHO and campuses are to provide sufficient numbers of accessible toilets in their AOR.

d. **Priority Seats.** Priority seats in BU public transport vehicles may be reserved for PWDs to use public transport with an equal degree of access and comfort as other people. public transport, BUHO and campuses.

2.17 **Rights of Persons With Disabilities (PWDs).** Following issues be paid special attention and implemented in respective AORs of Bahria University. Detailed instruction can be seen at can be obtained from the Rights of PWDs Act enclosed at Annex C.

a. Equity and non-discrimination of PWDs.
b. Right to Privacy
c. Women, Children, Elderly People and Transgender PWDs
d. Ease of access and mobility
e. Protection from abusive, violent and intolerant discriminatory behaviour
f. Equity in Education
g. Equity in Employment
h. Equity in Health and Medical Rehabilitation Services
j. Access to Justice
k. Participation in sports, cultural and Recreational Activities
l. Protection of PWDs in Risk and Disaster Situation