



**Kilimanjaro Christian Medical University College
(A Constituent College of Tumaini University Makumira)
Work Place Health Safety Policy**

PURPOSE AND SCOPE: To outline and define KCMU Collage to provide a safe and healthy workplace. This policy applies to all KCMU Collage staff whether full or part time, volunteers and independent contractor.

STATEMENT OF POLICY:

Introduction: KCMU Collage is committed to ensuring our workplaces are healthy and safe for our employees. To protect employees, KCMU Collage will work to prevent, prepare for and respond to accidents and injuries, and prepare for response to natural disasters. KCMU Collage will provide guidance to all employees on safety standards and ensure KCMU Collage facilities are equipped for prevention and response to workplace risks and hazards.

The KCMUCo shall be responsible for:

1. To conduct regular analysis and review of likely risks, hazards and injury in the workplace, and will establish plans for controlling and minimizing the possible impact of identified risks, hazards and injury.
2. To establish plans for the prevention of accidents as well as procedures for reporting and investigating accidents.
3. To establish staff safety plans relating to natural or man-made emergencies such as fire, earthquake or security threat. This includes:
 - a) Developing emergency/evacuation plans for all KCMU Collage buildings and locations;
 - b) Ensuring KCMU Collage buildings have appropriate fire-fighting equipment (fire extinguishers, sprinklers), smoke detectors, first aid kits, alarm systems and dangerous goods storage.
4. To establish plans for road safety for use of KCMU Collage vehicles and general safety while driving. This will include KCMU Collage vehicles having appropriate safety equipment, such as spare tires, first aid kits, snow chains, shovels, etc.
5. Managers will ensure that all staff members participate in appropriate training in fire prevention, evacuation, personal safety and security, and other relevant training for the country context.
6. To ensure appropriate health and risk insurances are available for treatment of workplace injury.
7. KCMU Collage employees will conduct themselves in the workplace in a way that does not adversely affect their own health and safety or that of others, including sickness, taking all practical steps to be informed about risks and hazards in the workplace, and to report issues to others as necessary.
8. KCMU Collage employees will recognize that safety is the responsibility of each individual and will report unsafe work conditions to management.
9. KCMU Collage managers will seek to protect of all employees against inappropriate employee behavior such as violence or harassment in the workplace and taking appropriate corrective and disciplinary action.
10. To comply with all applicable laws (above this policy) relating to workplace safety.

College expect that visitors and contractors to:

- a) To comply with the directive to be issued by the employer under this policy for the betterment of their health and safety;
- b) To comply with the requirement of the Occupational Safety and Health Authority established under the Executive Agency Act No.30 of 1997

WORKPLACE HEALTH AND SAFETY: the working environment at a company or organisation encompasses all factors that impact the safety and health of employees. This can include environmental hazards, unsafe working conditions or processes, drug and alcohol abuse, and workplace violence.

DANGEROUS GOODS: goods such as gasoline that may be toxic, flammable, corrosive, or consist of reactive chemicals, biohazards, etc.

POLICY ENFORCEMENT

This policy shall be enforced as per the Occupational Health and Safety Act No. 5 of 2003 under supervision of the Occupational Health and Safety Authority (OSHA) established under the Executive Agencies Act No.30 of 1997

APPLICATION OF THIS POLICY

College seeks to cooperate with all employees, customers and other persons. College encourages suggestions for realizing our health and safety objectives to create a safe working environment with zero accident rates.

This Policy applies to all College operations and functions including those situations where employees are required to work off-site.

AMMENDMENT OF THIS POLICY

This policy may be amended at any time where situations so suggests.

POLICY APPROVAL

This policy was approved by the College Governing Board in its meeting held on.....day of2017