



OCCUPATIONAL HEALTH AND SAFETY

MARCH 1, 2020

ZULAL WELLNESS RESORT

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DOCUMENT NAME	Occupational Health and Safety		
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DEPARTMENT	Human Resources	CONTROL STATUS	Controlled
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1. OVERVIEW

It is a multidisciplinary field concerned with the safety, health, and welfare of people at work. The goal of an occupational safety and health is to foster a safe and healthy work environment in order to protect all stakeholders in the workplace environment.

2. PURPOSE

The purpose of the policy is to:

- 2.1 Comply with occupational health and safety (H&S) legal requirements to prevent accidents, injuries and occupational illnesses in our Resort.
- 2.2 Define the duties and responsibilities with regards to prevention of workplace accidents, injuries and illnesses.

3. SCOPE

All Employees of Zula Wellness Resort.

4. RULES & GUIDELINES

4.1 Management must:

- 4.1.1 Provide and maintain safe facilities, equipment and working conditions in areas of responsibility.
- 4.1.2 Emphasize the importance of Health and Safety procedures in regular operations briefing and to seek feedback and suggestions from employees on matters affecting their health and safety in the workplace.
- 4.1.3 Have a clear accident/incident reporting system that is well communicated with all employees.



- 4.1.4 Take corrective and preventative actions to minimize accidents or occupational ill-health occurrence. Maintain proper documentation for reference and for inspection when required.
- 4.1.5 Present all employees with sufficient information and instruction on the Health and Safety policy before implementation and when the policy is updated through the Company's Communication Channel.
- 4.1.6 Communicated to all employees The Health and Safety policy and do a refresher at least once a year to consider new working procedures, equipment and changes in local health and safety legislation.
- 4.1.7 Brief all guests and vendors on the Resort about health and safety.
- 4.2 Employees must:
 - 4.2.1 Comply with health and safety training information and policy.
 - 4.2.2 Adhere to the procedures on safe work method including the use of required protective equipment and clothing.
 - 4.2.3 Ensure that required health and safety procedures are observed when travelling and working off-site.
 - 4.2.4 Take adequate safety precautions to remove or reduce health and safety risks for self and others arising from work activities.
 - 4.2.5 Not misuse any equipment or take short cuts on work procedures that are against the safe work method.
 - 4.2.6 Report any work accidents or incidents according to the established Health and Safety policy immediately to their Head of Department regardless of how minor it may seem.
 - 4.2.7 Report any work hazards or potential work hazards immediately to their Head of Department.
- 4.3 Guests and Vendors must:
 - 4.3.1 Follow safety instructions provided by the Resort when using its amenities and facilities.
 - 4.3.2 Take personal safety precautions to remove or reduce health and safety risks when in and around the Resort grounds.

5. COMPLIANCE

- 5.1 Qatar Public Health Strategy 2017 – 2022
- 5.2 Qatar Labour Law – Article 82, 99, 100, 103, 104, 105, 109, 112, 115, 144 and 145
- 5.3 Hazard Analysis Critical Control Point (Replace With: FSSC 22000 Version 5.1)

6. EXCEPTIONS

There are no known exceptions to this policy.



7. RELATED POLICIES, PROCEDURES AND RESOURCES

Not Applicable

8. TERMS AND DEFINITIONS

Terms	Definitions
Incident Report	A formal recording of the facts related to an incident. The report usually relates to an accident or injury that has occurred on the worksite, but it can also pertain to any unusual worksite occurrences, especially near misses.
Hazards	Something that is dangerous and likely to cause damage.
FSSC 22000 version 5.1 (FSSC - Food Safety System Certification:	Is a Food safety management system which provides a rigorous system to manage food safety risks and provide safe products for use by companies in the food industry)
ISO 45001:2018 (ISO: International Organization for Standardization)	Specifies Requirements for a occupational Health and Safety (OH&S) management system, and gives guidance for its use, to enable organizations to provide safe and healthy workplaces by preventing work-related injury and ill health, as well as by proactively improving its OH&S

9. ROLES AND RESPONSIBILITIES

Role	Responsibility
Head of Departments	To incorporate applicable occupational health and safety requirements into the operating standards of each department, to conduct regular inspections with formal documentation and to include follow-up actions taken.
Employees	To attend the Health and Safety training as scheduled and comply with Company's Health and Safety policy.
Learning and Quality Manager/Hygiene & compliance Manager/ Security & safety Manager/Director of Engineering	To provide relevant training to employees to understand and be compliant with the health and safety procedures and to ensure compliance of monthly health & Safety meeting
People, Learning & Culture Manager	To take necessary action on workplace accidents/incidents in a timely manner in consultation with the General Manager.



10. REVISION HISTORY

Date	Rev. No.	Description of Change	Revised by	Approved by
08.05.2022	01	Compliance and nomenclature	Ojo Ezekiel	

11. ATTACHMENT

Not Applicable