



**UNIVERSITY OF ENGINEERING AND TECHNOLOGY,
MARDAN**

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Office of the Registrar

Ref. No.: 19703/13 / 24th Synd/2026/UETM-R

Dated: 07/07/2026

NOTIFICATION

On the recommendations of the 22nd meeting of the Academic Council held on 30th June, 2026, the Syndicate, University of Engineering & Technology, Mardan, in its 24th meeting held on July 04, 2026, approved the revised Environmental Health & Safety (EHS) Policy (**Annexed**).

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Deputy Registrar (Estt:)

Copy to:

1. Dean, Faculty of Engineering & Computing, UET Mardan.
2. All Heads of the Departments/Sections, UET Mardan.
3. Director Academics, UET Mardan.
4. Deputy Registrar (Academics), UET Mardan.
5. P.S to Vice-Chancellor, UET Mardan.
6. PA to Registrar, UET Mardan.
7. Master File.

Dal Singh

Deputy Registrar (Estt:)
University of Engineering &
Technology, Mardan

Item No. 05(46) of the Minutes of 24th Meeting of the Syndicate

Revised Standard Operating Procedures (SOPs) for Environment, Health & Safety (EHS) – UET Mardan

The University of Engineering & Technology (UET) Mardan is committed to providing a safe, healthy, and environmentally responsible learning and working environment for students, faculty, staff, and visitors. The EHS Policy covers three major components: Environment, Health, and Safety.

1. Environment

1.1 Clean and Green Environment

- Clean and Green activities shall be organized at least twice a year.
- Tree plantation campaigns shall be conducted regularly across the campus.
- Students, faculty, and staff shall actively participate in environmental sustainability activities.
- Departments shall promote environmentally responsible practices within their respective areas.

1.2 Environmental Awareness

- Environmental awareness seminars, workshops, walks, and campaigns shall be organized on a quarterly basis.
- Faculty members and supervisors shall promote environmental responsibility among students and staff.
- Awareness regarding climate change, energy conservation, waste management, and sustainability shall be disseminated regularly.

1.3 Waste Management

- Proper collection, segregation, storage, and disposal of waste shall be ensured.
- Departments and offices shall maintain cleanliness within their premises.
- Hazardous and laboratory waste shall be handled and disposed of according to applicable safety procedures.
- Air quality and sanitation conditions shall be monitored periodically.

1.4 Energy and Resource Conservation

- Energy conservation measures shall be implemented throughout the campus.
- Water conservation practices shall be promoted.
- Unnecessary use of electricity, water, and other resources shall be discouraged.
- Efforts shall be made to minimize greenhouse gas emissions and promote sustainable practices.

2. Safety

2.1 Personal Protective Equipment (PPE)

- Appropriate PPE including laboratory coats, gloves, safety goggles, safety shoes, and other protective equipment shall be used where required.



- PPE shall be mandatory in laboratories, workshops, and other designated areas.
- Eating, drinking, smoking, and use of mobile phones shall be prohibited in laboratories.

2.2 Laboratory Safety

- Safety rules and emergency instructions shall be displayed prominently in all laboratories and workshops.
- Laboratory users shall receive orientation regarding safety procedures before commencing laboratory work.
- Hazardous materials and equipment shall be handled only by authorized personnel.
- Laboratories shall maintain updated safety records and incident logs.

2.3 Electrical Safety

- Main electrical circuit breakers shall be installed, clearly marked, and readily accessible in all laboratories and workshops.
- Laboratory staff shall be trained regarding emergency power shutdown procedures.
- Periodic inspection and maintenance of electrical installations shall be conducted.
- Defective electrical equipment shall not be used until repaired or replaced.

2.4 Fire Safety

- Fire extinguishers shall be installed at designated locations and maintained in operational condition.
- Smoke detectors, fire alarms, and emergency warning systems shall be installed where required.
- Emergency contact numbers shall be displayed prominently.
- Fire safety inspections shall be conducted periodically.
- Fire drills and evacuation exercises shall be conducted at least twice annually.

2.5 Emergency Exits and Evacuation

- Emergency exits shall remain clearly marked, illuminated, and unobstructed at all times.
- Evacuation routes and assembly points shall be identified and displayed in all buildings.
- Building occupants shall immediately follow evacuation instructions during emergencies.
- Emergency evacuation plans shall be displayed at prominent locations.

2.6 Fire Emergency Response

- Any person discovering a fire shall immediately activate the alarm and inform the concerned authorities.
- Occupants shall evacuate the building through designated emergency exits.
- Elevators shall not be used during fire emergencies.
- Fire extinguishers shall only be used by trained personnel when safe to do so.
- The Emergency Response Team shall coordinate evacuation and emergency response activities.

2.7 Earthquake Emergency Response

- During an earthquake, occupants shall follow the “Drop, Cover, and Hold” procedure.



- Personnel shall stay away from glass, windows, shelves, and unsecured equipment.
- Evacuation shall commence only after shaking has stopped and instructions have been issued.
- Assembly points shall be used for accountability and emergency coordination.
- Structural inspections shall be conducted after significant seismic events.

2.8 Electrical Shock Emergency Response

- In the event of electrical shock, power shall be disconnected immediately through the main circuit breaker.
- Direct contact with the affected person shall be avoided until power has been isolated.
- Medical assistance shall be sought immediately.
- The incident shall be reported to the concerned authority and documented.

2.9 Security Threat and Terrorist Incident Response

- Any suspicious activity, object, or security threat shall be reported immediately to the Security Office.
- Access to affected areas shall be restricted.
- Lockdown or evacuation procedures shall be implemented as directed by the competent authority.
- Coordination shall be maintained with law enforcement and emergency response agencies.

2.10 Chemical and Laboratory Emergency Response

- Hazardous chemicals shall be properly labeled and stored.
- Material Safety Data Sheets (MSDS) shall be available where applicable.
- Chemical spills shall be managed according to approved procedures.
- Emergency eyewash stations and safety showers shall be installed where required.
- Laboratory personnel shall receive periodic safety training.

2.11 Surveillance and Access Control

- Critical areas of the University shall be monitored through appropriate surveillance systems.
- University identity cards shall be displayed by students, faculty, staff, and authorized visitors.
- Access to laboratories, workshops, and restricted areas shall be controlled.

2.12 Centralized Emergency Response Mechanism

- A University-level Emergency Response Team (ERT) shall be constituted.
- The ERT shall coordinate responses to fire, earthquake, electrical, chemical, medical, and security emergencies.
- Emergency communication mechanisms shall be maintained for rapid dissemination of information.
- Mock drills and emergency preparedness exercises shall be conducted periodically.



3. Health

3.1 Health Awareness

- Health awareness seminars, workshops, and campaigns shall be organized periodically.
- Awareness regarding physical health, mental health, hygiene, and disease prevention shall be promoted.

3.2 Medical Services

- Medical assistance and first aid services shall be available on campus.
- Emergency ambulance services shall be arranged whenever required.
- Medical emergencies shall be responded to promptly.

3.3 First Aid Facilities

- First aid boxes shall be available in all departments, laboratories, workshops, offices, and hostels.
- First aid supplies shall be inspected and replenished periodically.
- Designated personnel shall receive basic first aid training.

3.4 Smoking and Tobacco Control

- Smoking, vaping, and use of tobacco products shall be prohibited in academic buildings, laboratories, offices, vehicles, and other designated areas of the University.
- Violations shall be dealt with according to University regulations.

3.5 Drinking Water Quality

- Safe and clean drinking water shall be provided throughout the campus.
- Drinking water quality shall be tested periodically.
- Appropriate filtration and treatment systems shall be maintained.

3.6 Occupational Health

- The University shall endeavor to provide a healthy working environment.
- Workplace hazards shall be identified and mitigated.
- Health and safety concerns shall be reported to the concerned authority without delay.

4. Roles and Responsibilities

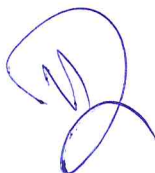
4.1 EHS Committee

The EHS Committee shall:

- Formulate and review EHS policies and procedures.
- Conduct safety audits and inspections.
- Investigate accidents and incidents.
- Recommend corrective and preventive measures.
- Monitor implementation of EHS requirements.

4.2 Emergency Response Team (ERT)

The ERT shall:



The Director Works shall:

- Ensure maintenance of EHS infrastructure.
- Maintain fire safety equipment, emergency exits, signage, and utility systems.
- Conduct periodic inspection of drinking water and electrical systems.

4.4 Security Office

The Security Office shall:

- Maintain campus security and emergency readiness.
- Coordinate responses to security-related incidents.
- Assist in evacuation and crowd management.

4.5 Heads of Departments / Offices

The Heads of Departments and Offices shall:

- Ensure compliance with EHS requirements.
- Conduct departmental safety briefings.
- Report incidents and hazards promptly.
- Ensure availability of required safety equipment.

4.6 Faculty, Staff, and Students

All faculty members, staff, and students shall:

- Comply with EHS procedures and instructions.
- Use prescribed safety equipment.
- Report unsafe conditions and incidents.
- Participate in emergency drills and awareness activities.
- Promote a culture of safety and environmental responsibility.

