

**Conditions and specifications of labours
Accommodation in
Duqm Special Economic Zone**

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1 DEFINITIONS

In the application of these standards, the following words shall have the meaning respectively ascribed to them, unless the context otherwise requires.

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| 1.1 | SEZAD | Special Economic Zone Authority at Duqm |
| 1.2 | SEZ | Special Economic Zone at Duqm |
| 1.3 | Labours
Accommodation | Permanent or temporary buildings used for housing workers including rooms and related facilities |
| 1.4 | Permit | The approval issued by SEZAD to operate labours accommodation |
| 1.5 | Permittee | Any entity obtaining labours accommodation permit at SEZ |

2 SCOPE OF APPLICATION AND LEGAL REQUIREMENTS

2.1 SCOPE OF APPLICATION

These standards shall apply to all permanent or temporary labour accommodations designated to accommodate labours at SEZ and are obligatory to the owners of such accommodations.

2.2 PURPOSE

SEZAD, from setting up these standards, aims to unify and specify the minimum mandatory requirements for the provision of appropriate housing for the labours at SEZ which covers planning, designing and operation requirements as well as health, safety and environment requirements, in compliance with the local and international requirements.

2.3 LEGAL REQUIREMENTS AND COMPLIANCE

2.3.1 Permanent or temporary labours accommodation shall be only be established and Operated after obtaining permits from SEZAD, in accordance with the prescribed requirements, which include the approvals of the relevant entities.

2.3.2 The **Permittee** and operators shall comply with the requirements stated in this document as well as the local legislations and regulations which include:

- Food Safety Law promulgated by Royal Decree No. 84/2008
- The Law for Protection of Drinking Water Sources from Pollution promulgated by Royal Decree No. 115/2001.
- Civil Defence Law promulgated by Royal Decree No. 76/1991 as amended.
- Labour Law promulgated by Royal Decree No. 35/2003.
- Infection disease law promulgated by Royal Decree No. 73/93 and its amendments promulgated by Royal Decree No. 32/2020
- Regulation for Occupational Safety and Health issued by Ministerial Decision No. 286/2008
- Public Health and Sanitation at SEZAD issued vide SEZAD Decision No. 26/2018
- Food Safety Regulation issued by Ministerial Decision No. 2/2010
- Standard Specification No. 8/2012 (Omani Standard Specification for Un Bottled Drinking Water
- Any amendments or new decision in this regard.

2.3.3. Permittee shall be liable for continuous compliance with the requirements and shall conduct regular review (at least every six months) and provide to the concerned department at SEZAD, any requirements not complied with and a work plan to rectify the same. SEZAD will take legal action specified in the regulations including imposing administrative penalties and cancellation of the permit.

2.3.4 The Concerned department may prepare a form for regular compliance and permittee shall file the report as per the form.

2.3.5 In case of temporary housing permittee shall remove the accommodation and all fixtures on the land surface or subsurface at the end of purpose for which the accommodation was established or at the end of land usufruct contract and restore the land to its previous condition.

2.4 LABOUR ACCOMMODATION PERMIT

The project desirous of establishing worker's accommodation shall observe the following procedures:

2.4.1 Obtain the land allocated to establish worker's accommodation through submitting land usufruct application in accordance with the applicable procedures at SEZAD through the e-services portal:

<https://eoss.duqm.gov.om/Home/Login>

Project owner may establish the accommodations within the allocated land for the project after obtaining SEZAD's approval.

2.4.2 Obtain building permit as per the form prepared for this purpose, together with the general plan and details of the facilities and building in PDF & AUTOCAD format and a copy of the security and safety permit from the Public Authority for Civil Defense and Ambulance (PACDA).

2.4.3 After completion of construction work of the project, the applicant for permit shall apply for construction completion certificate and an application for labours accommodation through the one stop shop at Duqm or Muscat, in accordance with the prescribed form.

2.4.4 Workers Accommodation Permit will be issued after SEZAD ensures compliance with the requirement standards and payment of the prescribed fee.

3 GENERAL PRINCIPLES

3.1 GENERAL ATTRIBUTES OF THE ACCOMMODATION

The accommodation shall have the following attributes and facilities that enhances decent living standards for the workers:

- Privacy
- Comfort
- Security
- Health
- Safety
- Utility
- Environmental aspects
- Sense of community

3.2 MINIMUM FACILITY REQUIREMENT

Permittee shall provide a minimum of following facilities in the accommodation:

- Sleeping space/bed rooms
- Toilets and hand washing
- Kitchen and facilities
- Dining hall
- Prayer facility/masjid
- Activity hall
- Clinic
- Laundry
- Office and meeting hall
- Guard room
- Amenities and recreational facilities
- Shops
- Roads
- Parking
- Landscaping
- Lighting
- Drinking Water tanks and reserve
- Waste water treatment plant
- Waste collection point
- Waste water tanks
- Generators

4 LIVING FACILITIES

4.1 GENERAL CONDITIONS

4.1.1 Area and type of facilities shall be proportionate to the number of workers residing in the accommodation.

4.1.2 Provision of all required means to ensure health and safety of residents.

4.1.3 Ensure each living unit contains adequate natural and artificial lighting and ventilation.

4.1.4 Ensure they are equipped with firefighting tools and equipment as per the requirements of the Civil Defence and sufficient number of occupants are trained on firefighting.

4.1.5 Shall be equipped with first aid box with all tools and medical requirements.

4.1.6 Use of cooking stove or washing machines or storage of food or any hazardous material shall not be allowed in sleeping rooms

4.1.7 All facilities shall be constructed with permitted material and conforming with the applicable and approved technical and standards specifications.

4.1.8 Use of Asbestos or any material containing asbestos or any hazardous material is strictly prohibited.

4.1.9 Ceilings shall be at appropriate height according to the approved technical specifications for buildings and painted in light and smooth color, easily cleanable to prevent accumulation of pollutants and filth and minimize fumes, bacteria and fungus.

4.1.10 The floors shall be of waterproof material, ingress resistant and easily cleanable and washable, anti-slip material not impacted by industrial detergents. Surface shall be even and free of cracks and holes and designed with adequate bend to drain liquids to designated drainage places.

4.1.11 Surface heights of facilities floors shall be compatible with the technical specifications of buildings and Civil Defence and Ambulance Authority Specifications

4.2 SLEEPING ROOMS

4.2.1 Separate living units for men and women.

4.2.2 A minimum total area of 4 square meters in the living room to put a bed for each occupant, a wardrobe for keeping his/her clothes and personal belongings and a minimum distance of 1 meter between beds. Beds shall not be placed above each other (bunk beds) or at entrances, corridors or any other places not designated for sleeping.

4.2.3 Each occupant shall be provided with separate comfortable bed with mattress, pillow, cover and clean bedding. Furniture shall not be less than:

Item	Description
Bed	Single bed (1)
Mattress	(6 cm thickness) as minimum
Bed sheets	Two (2)

Item	Description
Blanket	One (1)
Pillow with case	Two (2)
Clothes hanger hook o racks	Two (4)
Full length locker (cupboard)	One (1)

4.2.4 Bed linen must be washed at least once a week .

4.2.5 Sufficient natural and artificial light shall be available in all rooms and provision of emergency lighting in case of any power shut down.

4.2.6 All doors shall be self-closing

4.2.7 Proper ventilation shall be provided and Windows shall be covered with curtains and insect screens.

4.2.8 Air conditioning shall be provided and working properly. Filters shall be kept clean.

4.2.9 Shoes storage racks shall be provided outside the living rooms.

4.2.10 Smoking shall be prohibited inside the rooms

4.3 SANITARY FACILITIES

4.3.1 The shower, bathrooms, toilets and sanitary facilities shall be appropriate and easily accessible and in the same building of the rooms or separate site at no more the 20 meters' distance from sleeping units.

4.3.2 An adequate number of toilets, shower, hand washing units shall be provided in proportionate with the number of occupants of the accommodation and at a rate of 1 shower, toilet and handwashing unit for each ten occupants.

4.3.3 Toilets, showers and bathrooms shall be equipped with tightly installed and self-closing doors.

4.3.4 Sanitary and toilet facilities shall not be shared between men and women.

4.3.5 Flooring and walls (no less than two meters) shall be ceramic and equipped with showers, faucets and other requirements made of suitable quality material.

4.3.6 Corridors inside sanitary facilities shall be fitted with plastic slats or rubber mats to minimize risk of fungus infection to the feet. Slat so provided, shall be washed and dried regularly.

4.3.7 Waste water drainage shall be compatible with the approved technical specifications. Uncovered interior drainage channels shall be lined with tiles or any approved material by the competent entity and covered with rust resistant mesh.

4.3.8 Toilet cubicle shall be of a minimum dimension of 900 mm x 1200mm.

4.3.9 Adequate lighting (at least 200 lux) and ventilation shall be provided in all toilets and bathrooms which must have windows opening to the outside air or with adequate artificial ventilation system.

4.3.10 Sanitary facilities shall be provided with adequate supply of cold and hot running water.

4.3.11 Sanitary facilities shall be provided with water conservation measures such as aerated shower heads and low- flush toilets.

4.3.12 Water heaters shall be provided in accordance with the standards specifications and requirements.

4.3.13 Hand wash facilities supplied with suitable soap/liquid and hygienic means of hand drying.

4.3.14 Cleaning tools and equipment's shall be color coded to prevent cross contamination during cleaning process.

4.3.15 Maintain cleanliness of sanitary facilities and disinfection regularly as and when required.

4.4 WATER SUPPLY

4.4.1 Occupants shall have access to clean potable water at all times in accordance with the Omani Standard Specifications of Drinking Water (Omani Standard Specification No. 8/2012) and/or WHO (World Health Organization) standards.

4.4.2 All tanks used for storage shall be compatible with approved standard specification for drinking water tanks, tightly covered and not exposed to direct sun rays and other harmful radiation or any source of pollution.

4.4.3 Water shall be distributed from source by pipes made from UPVC according to the approved standard specification. Lead (GI)/steel pipes shall not be used.

4.4.4 All pipes, installations and sanitary installations such as wash basins shall be made of rust resistant material and according to the approved technical specifications.

4.4.5 High quality and efficient water purification filter shall be installed in accordance with the approved standard specification.

4.4.6 Drinking water quality shall be regularly monitored.

4.4.7 Water samples shall be collected from the tanks, internal network, water transport tankers and sent to the approved laboratory for analysis monthly to ensure compatibility with the standard specifications and provide SEZAD with regular reports.

4.4.8 Adequate number of water coolers equipped with filters shall be provided for all occupants at dining hall or the places designated for rest and activities.

4.4.9 Reserve tank with adequate storage capacity shall be provided for emergencies, to supply drinking water for no less than 24 hours.

4.4.10 Water tanks shall be cleaned and disinfected every six months. Cleaning date shall be displayed on the tank.

4.4.11 Potable water in the accommodations shall be processed through approved UV filter killing 99% bacteria or by chlorinating to the required standard- (0.2-0.5 mg/l residual chlorine).

4.4.12 If water is trucked, only the water tankers which cleaned and disinfected regularly shall be permitted. The driver and helper shall have health cards from the concerned department.

4.5 LAUNDRY

4.5.1 Laundry service shall be provided to all occupants including linen, towels, work clothing and personal clothing.

4.5.2 Adequate facilities for washing and drying clothes shall be provided. These include sinks or tubs with hot and cold water, cleaning soap, drying lines, ironing and drainage.

4.5.3 Detergents and other laundry related chemicals shall be stored in storage room adjacent to the laundry working area. This room shall be well ventilated and have adequate lighting.

4.5.4 Laundry facilities and all equipment must be maintained regularly.

4.5.5 Any laundry from an individual that has an infectious disease must be stored and washed separately. A medical officer should be consulted on how to deal with the patient's clothes.

4.5.6 Work clothes that are in contact with oils or chemicals (e.g. grease or pesticides) shall be washed separately.

4.5.7 A drying area, protected from dust and animals.

4.5.8 Clothes washed/unwashed must be stored in trolley baskets separately with identification mark. No clothes shall be kept on floor.

4.5.9 Allocate suitable place for cloths drying.

4.5.10 It is forbidden to spread clothes on balconies and facades that distort the landscape.

5 KITCHEN, DINING HALL AND FACILITIES

5.1 GENERAL REQUIREMENTS

5.1.1 Places for food preparation shall practice good food hygiene and maintaining cleanliness of working area.

5.1.2 Shall ensure a Linear flow of activities from goods delivery to serving of meals.

5.1.3 All kitchen floors, ceiling and walls shall be made of suitable material, light in color, fire-resistant, non-absorbent, easily cleanable, non-toxic without crevices in which dirt, bacterial and insects can lodge. Angles and junctions between floors and walls shall not have gaps and shall be sealed.

5.1.4 Minimum lighting of 500 Lux intensity in general working area shall be provided.

5.1.5 Adequate air-conditioning and ventilation shall be provided.

5.1.6 No items shall be kept on window ledges.

5.1.7 LPG cylinders shall be placed outside the building and protected from sun light.

5.1.8 Kitchen size is suitable and shall have the following facilities:

- Store (food and non-food items).
- Preparation area.
- Cooking area.
- Utensils washing area
- Service area.

5.1.9 Waste bins in the kitchen shall be fire resistant, hands free type and foot operated.

5.1.10 Utensils used in food preparation shall be stainless metal with adequate numbers and sizes suitable for work load. Copper utensils shall not be allowed.

5.1.11 Adequate drainage shall be provided. Half rounded floor channels with removable grating shall be installed.

5.2 PREPARATION AREA

5.2.1 Preparation area shall be commensurate with work volume.

5.2.2 preparation area shall be between the store and kitchen.

5.2.3 Vegetable preparation area shall be equipped with single washing basin and preparation table made of stainless steel for washing vegetables, with preparation tools and separate refrigerator.

5.2.4 Meat preparation area shall be equipped with washing basin and preparation table made of stainless steel for preparation of meat, with preparation tools and separate refrigerator.

5.2.5 Fish preparation area shall be equipped with washing basin and preparation table made of stainless steel for preparation of fish, with preparation tools and separate refrigerator.

5.2.6 Poultry preparation area shall be equipped with washing basin and preparation table made of stainless steel for preparation of poultry, with preparation tools and separate refrigerator.

5.2.7 Hand wash facility made of stainless steel, foot operated or hands free shall be provided at preparation area according to the number of workers consisting of hot and cold water and hand wash soap/liquid and hygiene means of drying hands.

5.2.8 Shall be equipped with fire- resistant waste bins, covered and foot operated.

5.3 COOKING AREA

5.3.1 Area shall be proportionate with the work volume.

5.3.2 Adequate area shall be provided between cooking stove and wall for cleaning access.

5.3.3 Kitchen utensils shall be made of stainless steel metal.

5.3.4 A hood including a primary grease filter, shall be fixed over cooking stove or cookers and an extractor fan of a suitable size shall be installed.

5.3.5 Kitchen shall be supplied with drinking water for cooking.

5.3.6 Kitchen shall be equipped with glass-ware or stainless metal utensils with tight covers for keeping spices.

5.3.7 Self closing exhaust fans shall be installed in the kitchen.

5.3.8 Doors shall be self-closing.

5.3.9 Hand wash basin shall be provided made of stainless steel, hands free and foot operated, in accordance with the number of workers and supplied with hot and cold water with liquid soap and hand drying facilities.

5.3.10 Waste bins in the kitchen shall be fire resistant and foot operated.

5.3.11 LPG shall be used in food preparation. Wood shall not be used as fuel.

5.4 UTENSILS WASHING AREA

5.4.1 Area shall be proportionate with the work volume

5.4.2 Shall be connected to the cooking and serving area.

5.4.3 Shall be equipped with utensils washer with 3 basins made of stainless metal.

5.4.4 Shelves made of stainless steel for putting utensils shall be provided for drying after washing, with a minimum clearance of 30 cms from ground level.

5.4.5 Provision of large and deep wash basin for washing large utensils equipped with cold and hot water and adequate space for storage.

5.4.6 Cloths shall not be used to wipe and dry dishes, crockery and cutlery. Disposable paper towels or any appropriate drying shall be used.

5.4.7 The place shall be supplied with hot and cold water.

5.4.8 Waste bins shall be fire resistant and foot operated.

5.4.9 Meals shall be served in suitable stainless steel utensils.

5.5 DINING HALL

5.5.1 Dining place shall be equipped with electric food heating device to keep food above 63°C and another for storing cold food at 1° to 4° C.

5.5.2 Dining hall sized enough to seat 50% of the occupants at the same time with a minimum area of 1.4m² shall be provided for each seated employee.

5.5.3 Dining places shall be adequately furnished. This includes providing tables, chairs, individual drinking cups and plates, maintained in a clean condition.

5.5.4 Adequate drinking water coolers shall be provided.

5.5.5 The mess shall be air conditioned and have a minimum light intensity of 300 Lux.

5.5.6 All doors to the outside shall be self-closing.

5.5.7 Wash basins shall be provided with hot and cold water with liquid soap dispenser and hand drying facility.

6 STORES (STORAGE AREAS)

6.1 UTENSILS AND TOOLS STORE

6.1.1 Store area must be proportionate with the work volume, It shall be no less than 40 sq. metres.

6.1.2 Stainless steel shelves shall be provided for storing utensils with a minimum clearance of 30 cms from ground level.

6.2 FOOD STORES

6.2.1 Dry Store

- Area shall be proportionate with the work volume and shall not be less than 30 sq meters
- Shall have good lighting (150 Lux) and air condition.
- Food shall be stored to ensure good stock rotation, viz. "First-in, First-out" practice shall be observed.
- Shelves and tables must be of stainless steel or plastic pallets with a minimum clearance of 30 cms from ground level.
- A wall mounted thermometer shall be provided to monitor temperature (10-16°C).
- Loose grains, flour, sugar etc. shall be stored in metal or plastic bins with tight fitting covers and on pallets.
- Store shall be equipped with sufficient number of refrigerators and deep freezers for storage of chilled and frozen foods. Separate stores may be provided for dry food.

6.2.2 Cold Store

- Thermometers shall be provided for chillers and refrigerators and temperatures must be recorded.
- Frozen food shall be stored at minus 18° C and refrigerated food from 1° to 4° C.
- Frozen meat, fish and poultry shall be stored in separate freezers.
- Walk-in freezers/chillers shall have metal shelves and good lighting (150 Lux)
- They must be equipped with safety devices to prevent accidental lock-in.
- Ice-cream and ice must be stored in separate freezers.

6.3 CHEMICALS AND DISINFECTANTS STORE

6.3.1 A separate store shall be provided for cleaning chemicals, detergents, mops and brushes and away from food storage area.

6.3.2 The store shall have a window opening to the outside air or provided with adequate artificial ventilation and lighting.

6.3.3 Each store shall be provided with an external power disconnection unit at end of work or during emergencies.

6.4 LIQUEFIED PETROLEUM GAS (LPG) CYLINDERS STORE

6.4.1 LPG cylinders shall be stored at a minimum distance of 20 meters from any combustible material.

6.4.2 Gate locks shall be provided for LPG cylinders storage.

6.4.3 Adequate highly flammable LPG warning signs and no naked flame shall be provided.

6.4.4 Cylinders shall be chained and secured.

6.4.5 LPG emergency shutdown facilities shall be provided inside the kitchen so as to arrest the leak or flow immediately.

6.4.6 Walkway access to gas cylinder storage area shall be constructed.

6.4.7 Gas cylinder bottle trolley with chain shall be provided.

7 FOOD SAFETY

7.1 GENERAL REQUIREMENTS

7.1.1 Accommodation shall comply with HACCP Food Safety Management System in their food handling operations based on Codex Alimentarius.

7.1.2 Food provided to occupants shall contain an appropriate level of nutritional value and take into account religious /cultural and health background of occupants.

7.1.3 Unauthorized persons shall not enter food handling areas and poster shall be placed to this effect.

7.1.4 Display shall be made for any foods causing allergies next to dish served such as (nuts, seafood, etc.)

7.1.5 CCTV shall be installed in the kitchen, food preparation area and any other area exposed to hazard.

7.1.6 Catering at the accommodation shall be by specialized catering company, licensed to practice the business, by the competent entity.

7.1.7 Places for food preparation shall practice good food hygiene, including protection against cross contamination during food preparation.

7.1.8 Fly screen shall be fitted on all kitchen windows that open to the outside.

7.1.9 Samples of food shall be taken and sent to the approved laboratory monthly for analysis to ensure they meet the standard specifications and records shall be maintained by the company. SEZAD shall be provided with regular reports.

7.2 FOOD PREPARATION AND PRESERVATION

7.2.1 Thawing

- Frozen foods shall be thawed using a refrigerator or chill room with a temperature of 10-15°C.
- Thawed food shall not be refrozen and must be cooked within 24 hours of thawing.

7.2.2 Cooking

- All food shall be cooked thoroughly. Food shall be cooked as close to the time it will be served as possible.
- Cooked food shall be stored either above 63° C or below 5° C.
- Food probe thermometer shall be used to ensure that the core temperature of all high risk food has achieved 75° C (Minimum).
- Records of cooking, cold and hot holding temperatures shall be maintained as part of food safety management system.
- Samples (100g) of all meals collected before being served shall be marked and kept in a freezer for 96 hours after serving. All samples shall be labelled and recorded (date, time, type).

7.2.3 Cooling Food

- Cooked foods shall be cooled, as quickly as possible down to safe temperature, in a controlled environment.
- Blast Freezer shall be provided and used for cooling hot food quickly and safely.
- Hot food shall not be put directly from the oven or stove in the refrigerator, cooling room or freezer.
- Cooked foods shall be kept separate from raw foods during storage.
- Cooked foods shall be cooled to 5° C within 6 hours. The food must be cooled from 60° C (or higher) to 21° C within 2 hours and from 21° C to 5° C within a further 4 hours.
- Foods to be cooled or frozen shall be labelled with type, time and date.

7.2.4 Reheating of Cooked Food

- When reheating foods, a core temperature of 75° C must be reached within a period of 2 minutes.
- Reheated foods for hot service must be kept at a temperature of 63° C or above, prior to service.
- Reheated foods not served must be treated as food waste and disposed.

7.2.5 Preventing Cross Contamination

- Cooked and uncooked food shall be prepared and stored separately. Different tools such as cutting boards shall be used for cooked and uncooked food
- Surfaces contacting food and tools used in preparation shall be kept clean and disinfected.
- Staff shall be obligated to wash their hands before handling food, observe personal hygiene, avoid touching food with bare hands or without gloves.
- Staff shall adopt a policy of “cleaning as they go” throughout preparation period.
- All fresh fruits and vegetable consumed without peeling and eaten raw, shall be sanitized by immersion in food sanitizer (immersion in 80ppm chlorine solution for 20 minutes followed by rinsing to remove all traces of chemicals).
- Polypropylene chopping block shall be provided for cutting large joints of meat. It shall always be kept clean, disinfected, smooth and free of cracks or fissures.
- Six coloured cutting boards made of polypropylene or other non-absorbent synthetic material shall be provided for meat, chicken, fish, vegetable etc. These shall always be kept clean and disinfected after each use. Following cutting boards color codes shall be used:

Color Code for Cutting Board	
Red	Raw meat
Blue	Raw fish
Yellow	Cooked meet
Green	Salad/fruit products
Brown	Vegetable products
White	Dairy and bakery products
White h/d butchery block	Large joints of meat or fish

7.3 FOOD HYGIENE

7.3.1 A specific and measurable cleaning schedule shall be prepared and implemented for each food preparation area and all food preparation equipment specifying what to be cleaned, frequency of cleaning, chemicals and process required, persons responsible, personal protective equipment used must be documented and signed by the supervisor.

7.3.2 Waste must be stored in a clean/external room away from food handling area.

7.3.3 Stainless steel thermometer with a probe and digital display unit shall be provided to measure the temperature.

7.3.4 The probe must be cleaned and sanitized before use, to measure different type of food, to prevent cross contamination.

7.3.5 Cleaning and sanitization shall be as separate process. A surface needs to be thoroughly cleaned before it is sanitized.

7.3.6 The fixtures, fittings and equipment, as well as compartments of vehicles that are used to transport food shall be clean.

7.3.7 There shall be no accumulation of garbage, recycled matter, food waste, grease or other visible matter.

7.3.8 All equipment and work surface used in the preparation of a meals shall be thoroughly cleaned prior to commencing preparation and cooking the next meal.

7.3.9 Cleaning material used must stay specific to each area to avoid cross contamination.

7.3.10 Utensils such as cutting boards, bowls and knives shall be thoroughly washed in warm soapy water after use. After washing the utensils shall have no food or oil residue. Utensils shall be thorough dried before they are re-used.

7.3.11 Sinks that are used for washing dishes shall be sanitized with a chemical sanitizer or very hot water.

7.3.12 Cleaning personnel shall not be involved in the preparation of any food.

7.4 FOOD TRANSPORTATION AND FOOD SERVICE

7.4.1 Vehicles used to transport food shall be designed and constructed to ensure that food contact surfaces are clean and sanitized.

7.4.2 Appropriate packing and packaging material shall be used for food. Food shall not be put in plastic bags

7.4.3 Cooked food shall be transported using food thermal containers. Separate containers are required for hot and cold food.

7.4.4 Hot and cold food shall be delivered promptly to site at a safe temperatures.

7.4.5 Crockery, cutlets and other tableware used in the meal service shall be undamaged and clean.

7.5 FOOD HANDLERS

7.5.1 All food handlers shall comply with personal hygiene and cleanliness.

7.5.2 Food handlers shall wear uniform and maintain it clean during work. Uniform shall easy to clean. They shall be provided with a mimimum of 3 uniforms, apron, caps and anti-slip footwear appropriate to hazards.

7.5.3 Food handlers shall not wear jewellery and hand must be clean with short fingernails and hair must be covered.

7.5.4 Any injured food handler shall make sure that bandages or dressing on any exposed parts of the body are covered with a waterproof covering.

7.5.5 Food handlers shall not smoke or use any sort of tobacco where food is handled.

7.5.6 Food handlers shall wear plastic disposable gloves whilst serving food. Gloves must be replaced after each use.

7.5.7 All food handlers shall have valid health cards indicating they have no communicable diseases and shall comply with regular medical check -up.

7.5.8 Food handlers shall ensure they are not suffering from any illness (vomiting, fever, diarrhea etc.) or have infected wounds or skin infections or soars. Measures must be taken to suspend the affected worker and may resume work after curing based on medical check- up.

7.5.9 Hands must be washed using soap in designated had wash.

7.5.10 Hand must be washed:

- On entering and re-entering the kitchen or food service area.
- Before handling any prepared food, and after handling raw food.
- After handling all food and non-food waste or refuse.
- After any cleaning procedure and after touching ears, nose, mouth or hair and after using the WC.

7.6 FOOD HANDLERS TRAINING REQUIREMENTS:

7.6.1 All food handlers shall receive training on food safety.

7.6.2 Any training programs or procedures specified by the relevant entities.

8 HEALTH CARE

8.1 Appropriate health care facilities shall be provided to the occupants of the accommodation, by establishing separate clinic at the accommodation, for this purpose or through outsourcing with approved health care institutions in accordance with the requirements of the competent health care authorities and the entities concerned with health care at the accommodation.

8.2 Health care shall be proportionate to the manpower residing in the accommodation and as follows:

#	Number of people served	Number of medical professionals
1	1-50	One qualify employee in HSE with equipped room
2	51-250	Qualified resident nurse with experience in first aid and designated office
3	251-500	2 resident nurses with equipped clinic, ambulance equipped in accordance with MOH requirements to be licensed by ROP
4	501-2000	Resident doctor and 2 nurses. Equipped clinic, 2 ambulance equipped in accordance with MOH requirements to be licensed by ROP
	More than 2000	Submit a plan for health care including employees, facilities and Ambulanced for reviewing and approving by SEZAD with coordination with MOH

8.3 An adequate number of staff/occupants shall be trained to provide first aid.

8.4 Clinic must be equipped with necessary medical equipment and requirements.

8.5 The clinic shall be maintained clean and tidy at all times.

8.6 All medical staff shall be licensed by the Ministry of Health and relevant entities.

8.7 Records shall be maintained for all cases or occupational injuries at the office/clinic and shall be made available to the competent medical entities and other concerned entities.

8.8 Take precautionary measures to limit the spread of disease approved by the competent authority

8.9 Allocate equipped rooms for isolation for patients and suspects

8.10 If a person is infected or suspected of contracting an infectious disease or is a carrier of the bacteria of diseases, it should be reported to the nearest health institution in accordance with the schedule of diseases specified by Royal Decree No. 73/92 on the Law on The Control of Infectious Diseases and its amendments issued by Royal Decree No. 32/2020.

9 FACILITY MANAGEMENT

9.1 TRANSPORT SERVICES

9.1.1 Safe and free transport shall be provided between the accommodation and work site.

9.1.2 Transport shall be provided free of charge, to and from local communities, shopping, market and recreational facilities at least once, weekly.

9.2 ACCESS, EXIT ROUTS AND PATHWAYS:

9.2.1 Pedestrian routes shall be planned to minimize walking distance.

9.2.2 Elevated foot paths of at least 1.5 m width shall be provided on one side of road.

9.2.3 Vehicular routes and foot paths and cycling routes shall be well lit and physically separated with zebra cross over points, signs and speed bumps set where necessary.

9.2.4 Every accommodation shall have two secured primary entry routes and exit.

9.2.5 Internal roads shall be a maximum of 8m width.

9.2.6 Road must be constructed with appropriate material and maintained to prevent dust.

9.2.7 Speed limits shall be 20km or less within the accommodation area.

9.2.8 Turning/sharp bends shall be fitted with mirrors to show opposite traffic or people movement.

9.2.9 Emergency vehicles such as ambulance, firefighting shall be able to access accommodation without obstruction and have access to primary and secondary ingress.

9.2.10 Bus stop shall not be more than 200 m from the living unit.

9.3 PARKING

9.3.1 Parking and no parking areas shall be specified around the accommodation.

9.3.2 Sufficient number of parking slots shall be provided for occupants and visitors.

9.3.3 Adequate lighting and security shall be provided.

9.3.4 All vehicles must be reversely parked with suitable and visible signs positioned.

9.3.5 Parking area shall be covered for ambulance and firefighting vehicles.

9.3.6 Construction equipment and heavy trucks shall be parked separately and sufficiently away from accommodation.

9.4 ADMINISTRATIVE OFFICES AND MEETING HALLS

9.4.1 Administrative office shall be provided at the site with an area not less than 8 sq. meters.

9.4.2 Adequate meeting hall shall be provided.

9.4.3 Office and hall shall have necessary equipment and furniture.

9.5 RECREATIONAL FACILITIES

9.5.1 TV hall or halls shall be provided according to the number of occupants.

9.5.2 Gym with equipment shall be provided according to number of occupants.

9.5.3 Outdoor facilities shall be provided and may include football/volleyball/cricket pitch, tennis court, swimming pool according to the number of occupants.

9.6 WORSHIP FACILITIES

9.6.1 Provision for prayer (masjid)in accordance with the number of occupants and furnished with carpet and space for ablution and shoe racks shall be provided

9.6.2 Regular cleaning of masjid and its facilities shall be conducted.

9.7 TELECOMMUNICATION AND INTERNET

9.7.1 Telecommunication shall be provided at the accommodation.

9.7.2 Free Wi-Fi shall be provided at the accommodation.

9.8 POWER REQUIREMENTS

9.8.1 Electricity power shall be provided.

9.8.2 Power back-up generators shall be installed for emergencies.

10 ENVIRONMENTAL REQUIREMENTS

10.1 SEWAGE MANAGEMENT

10.1.1 Suitable sewage system shall be provided at the accommodation. Untreated wastewater shall not leak or be disposed and good maintenance of sewerage network shall be ensured.

10.1.2 Sewage tank shall be made of concrete followed by septic tank made of fiberglass or GRP to dispose of wastewater and ensure wastewater does not overflow, with suitable monitoring and follow up schedule followed.

10.1.3 All waste, including floor washing water, shall be disposed of such that it does not present any hazard to health and environment.

10.1.4 Wastewater shall be disposed through wastewater/sewage network and then transported to sewage treatment plant in the area.

10.1.5 Wastewater shall be disposed of in a manner compatible with the Omani regulation, after obtaining the approval from the concerned entity.

10.1.6 Waste oil/cooking waste oil shall be stored separately in a container and disposed of in an approved location and not be disposed in the sewer network.

10.1.7 Approved sewage tankers shall be used for disposal of sewage. Records for consignments shall be maintained.

10.1.8 Untreated sewage or wet sludge shall not be disposed and discharged into open pools. Disposed sludge shall be dry and shall be transported to approved landfill .

10.1.9 Records for sewage transport to treatment plants (waste Consignment Note) shall be maintained and a database shall be maintained and sent quarterly to the Environment Regulatory Department of SEZAD as per the form prepared for this purpose.

10.2 SEWAGE TREATMENT PLANT (STP)

10.2.1 STP shall be provided at the site if the number of occupants is more than 150.

10.2.2 STP shall be properly designed and in accordance with the number of occupants.

10.2.3 The company shall apply for treated wastewater disposal permit or re-use permit for irrigation purposes or for dust suppression or for the uses specified in the environmental permit and shall comply with standards in Table (a) of Royal Decree No. 115/2001.

10.2.4 The company shall analyse samples from sewage treatment plant monthly at the laboratories approved by SEZAD and submit report to the competent Department of SEZAD quarterly.

10.2.5 STP site shall be fenced to prevent entry of animals to the site.

10.2.6 Chemicals shall be kept in accordance with MSDS Card.

10.2.7 SEZAD employees shall be allowed access to the site as and when required.

10.3 WASTE MANAGEMENT

10.3.1 Waste shall be managed properly, segregated and transported to waste facility through a licensed company.

10.3.2 Specific containers for waste collection shall be provided. These must be fire resistant, leak proof and rust resistant.

10.3.3 Waste containers shall be located away from living units on leak proof surface and fenced to prevent animal's entry.

10.3.4 Containers shall be emptied at regular intervals (to be determined based on temperatures and volume) to avoid unpleasant odours associated with decaying organic material.

10.3.5 Waste containers and collection locations shall be cleaned and disinfected.

10.3.6 Sufficient number of plastic containers, fire resistant and self-closing shall be provided at all housing facilities. Plastic bags shall be placed inside the container to ease disposal process.

10.3.7 Waste at the accommodation shall be collected daily to ensure they do not accumulate at the site.

10.3.8 Garbage bags shall be tied-up to the designated collection point.

10.3.9 Collection point shall be shall be tidy and disinfected.

10.3.10 Medical waste shall be disposed by a company licensed for management of medical waste and registered with the Omani Holding Company for Environmental Services (Be'ah) and records of each consignment shall be maintained.

10.3.11 All waste shall be segregated as per applicable Omani standards.

10.3.12 Only non-hazardous waste shall be collected. Hazardous waste such as chemicals, metal scrap, electrical cables and batteries shall not be collected at the accommodation.

10.3.13 Hazardous waste shall be collected and disposed of in accordance with the procedures specified by the competent authorities.

10.3.14 Records shall be maintained for types of hazardous waste, quantities and sources.

10.3.15 Waste shall be reduced, re-used or recycled where possible.

10.3.16 Records for waste consignments to landfill (waste Consignment Note) shall be maintained and a database shall be created and sent quarterly to the Environment Regulatory Department of SEZAD as per the form prepared for this purpose.

10.4 PEST, RODENTS AND STRAY ANIMALS CONTROL

10.4.1 A contract must be signed with an approved pest and rodents control company to carry out the pest control regularly at the accommodation. Copy of the report shall be kept at the accommodation.

10.4.2 Self closing doors with insect's screen shall be installed at the entrances of the sanitary facilities, kitchens and main doors.

10.4.3 Electronic fly killers shall be provided at suitable place at the accommodation and food handling areas.

10.4.4 Pest and rodents control program shall address abatement of all rodents and pest in all the facilities of the accommodation.

10.4.5 Pesticides shall be sprayed according to program prepared in a manner not affecting occupants or food.

10.4.6 Dealing with pesticides and chemicals shall be by trained personnel with personal protection equipment.

10.4.7 Pesticides and chemicals shall be stored in a dedicated storage room. This room shall be well ventilated, have adequate lighting. Safety data sheet shall be displayed in the storage room for each chemical.

10.4.8 Fence shall be erected around the accommodation to protect from stray animals.

10.4.9 Disease carrying animals, stray dogs and cats, cattle or pets must not be entertained in the accommodation.

11 FIRE PREVENTION AND EMERGENCY

11.1 EMERGENCY RESPONSE

- 11.1.1 Assembly points shall be designated in case of any emergency in the accommodation.
- 11.1.2 Emergency escape routes shall be marked by illuminated signs.
- 11.1.3 Fire bells /sirens shall be installed and audible in all areas.
- 11.1.4 Fire-fighting equipment, blankets and first aid boxes shall be provided.
- 11.1.5 Fire-fighting points equipped with fire-extinguishers (carbon dioxide- powder /fire hose) shall be provided
- 11.1.6 Smoke/heat detectors shall be installed in common areas such as sleeping units, dining hall.
- 11.1.7 Heat detectors shall be installed in kitchen, laundry and places recommended by PACDA
- 11.1.8 Sufficient number of occupants shall be trained on basic firefighting and first aid. Their names and telephone numbers shall be placed in visible places.
- 11.1.9 Fire mock drills shall be conducted to deal with emergencies such as fire and evacuation in coordination with the competent entities.

11.2 MEANS OF ESCAPE

- 11.2.1 Suitable escape routes shall be provided, giving direct access to assembly points.
- 11.2.2 Emergency exits shall be distinguished by illuminated Emergency Exit signs. All emergency doors shall be equipped with “push to open” handles.

11.3 FIRE PROTECTION

- 11.3.1 Owner shall comply with PACDA requirements to obtain the required license prior to establishing the accommodation.
- 11.3.2 Fire resistant/retardant material shall be used in construction and shall be approved by PACDA with warranty certificate from the manufacturer.
- 11.3.3 Building of kitchen, LPG storage rooms shall be of cement. Electrical wiring shall be approved and in metal conduits.
- 11.3.4 Naked fire, cooking or smoking inside living units is prohibited.
- 11.3.5 Prefabs shall be painted by fire resistant paint; the roof shall be sprayed with fire resistant cement substance approved by PACDA