

# HSE Policy

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**Location:** Nisa Premier Hospital, Jabi Abuja  
Nisa Garki Hospital, Garki Abuja  
Nisa International Medical Centre, Maitama Abuja  
Cell genomics, Abuja  
Nisa Pharma, Abuja  
Nisa Fertility Centre, Kaduna

**Approved by:** NMG BOARD

**Effective Date:** MAY 2026

## 1. Policy Statement

Nisa Medical Group (NMG) is committed to providing and maintaining a safe and healthy environment for all employees, patients, visitors, contractors, service providers, and other stakeholders within all NMG hospital premises. NMG recognizes that effective Health, Safety and Environment (HSE) management is fundamental to quality healthcare delivery and organizational sustainability. This policy outlines NMG's commitment to maintaining the highest standards of health and safety practice in line with applicable national laws, regulatory requirements, and evidence-based best practices in healthcare settings. NMG adopts a **“No Harm to People and the Environment”** philosophy and is committed to preventing injuries, occupational illnesses, property damage, service disruptions, and environmental pollution arising from its activities.

## 2. Core Objectives of the policy

The core objectives of this HSE Policy are to:

- Provide a safe and healthy ambience for work and healthcare delivery.
- Ensure staff fitness for work and promote optimal productivity.
- Achieve early detection and prevention of work-related diseases and illnesses.
- Minimize health-related man-hour losses and operational disruptions.
- Ensure no harm to people, patients, visitors, and the environment.
- Ensure full compliance with applicable statutory, regulatory, and organizational HSE requirements.

### **3. Purpose of the policy**

- Establish a structured framework for managing health, safety, and environmental risks across NMG operations.
- Define roles, responsibilities, and accountabilities for HSE at all levels of the organization.
- Promote a proactive safety culture where hazards are identified, risks are controlled, and incidents are prevented.
- Integrate HSE considerations into all clinical, administrative, technical, and support activities.

### **4. Scope**

This policy applies to:

- All NMG employees (clinical and non-clinical).
- Management, Heads of Departments (HODs), and supervisors.
- Contractors, consultants, vendors, and service providers.
- Patients, visitors, students, and any other persons affected by NMG activities.
- The policy covers all NMG facilities, departments, units, projects, and operations, including routine, non-routine, and emergency activities

### **5. Roles and Responsibilities**

#### **5.1. Board of Directors**

- Approve and support the implementation of this HSE Policy.
- Ensure compliance with applicable HSE laws and standards

#### **5.2. Medical Director / Top Management**

- Ensure effective implementation of the HSE Policy across all facilities.
- Integrate HSE objectives into organizational goals and performance management.
- Support continuous improvement of the HSE Management System
- Provide adequate resources (financial, human, and technical) for effective HSE management.

#### **5.3. HSE Head**

- Lead, Coordinate, Develop, Implement, Monitor, and continuously improve the overall HSE Management System
- Carry out hazard identification and risk assessments in collaboration with HODs to proactively identify workplace risks, and enhance the effectiveness of Occupational Health Management
- Maintain HSE documentation including JSA (Job safety analysis), Hazard Registers, and HIRA (Hazard identification and Risk Assessment) records.
- Coordinate emergency preparedness, drills, and response activities.
- Lead incident reporting, investigation, and corrective action processes.
- Plan and coordinate HSE training programs and awareness campaigns in and outside the hospital

#### **5.4. Heads of Departments (HODs) / Unit Heads**

- Ensure compliance with HSE procedures within their departments.
- Participate in hazard identification, risk assessments, and development of control measures.
- Ensure staff attend mandatory HSE trainings relevant to their roles.
- Enforce the use of safe work procedures and appropriate PPE.
- Promptly report incidents, near misses, and unsafe conditions.

#### **5.5. Supervisors /Heads of Units**

- Implement safe work practices at the operational level.
- Monitor daily activities to ensure compliance with HSE requirements.
- Report hazards, incidents, and near misses using approved reporting systems

#### **5.6. Employees**

- Take reasonable care of their own health and safety and that of others.
- Comply with all HSE policies, procedures, and instructions.
- Use PPE correctly and report defects or shortages.
- Promptly report incidents, near misses, hazards, and unsafe acts or conditions

#### **5.7. Contractors and Service Providers**

- Comply with NMG HSE policies and applicable legal requirements.
- Conduct their activities safely and without risk to patients, staff, or the environment.
- Participate in Permit to Work (PTW) processes where applicable

### **6. Hazard Identification and Risk Assessment**

NMG will adopt a systematic approach to hazard identification and risk assessment to prevent injuries, illnesses, and environmental harm through the introduction of the following documents in each departments and unit.

- **JOB SAFETY ANALYSIS (JSA) :** The JSA helps to identify potential hazards associated with specific tasks and outlines safe work procedures to mitigate risks
- **HAZARD REGISTER:** This is a comprehensive document that lists all identified workplace hazards, providing a reference for ongoing safety assessments.
- **HIRA METHOD OF RISK ASSESSMENT:** This evaluates the likelihood and impact of hazards, helping prioritize safety measures and ensuring that the most critical risks are addressed effectively
- **HSE ASSESSMENT:** This will be used to evaluate and track compliance by all departments and units to HSE Standards

#### **Risk assessments shall be reviewed:**

- When new activities, equipment, or processes are introduced.
- Following incidents or near misses.
- Periodically as part of continuous improvement

### **7. Safe Work Procedures and Permit to Work System**

NMG shall develop and implement Safe Work Procedures (SWPs) for routine and high-risk activities. These procedures shall provide clear guidelines for performing tasks safely and consistently. A **Permit to Work (PTW) System** shall be applied for all non-routine, high-risk, or maintenance activities including but not limited to:

- Electrical works
- Hot works
- Confined space entry
- Working at height
- Major maintenance and engineering activities

No such work shall commence without an approved permit

## **8. Emergency Response and Preparedness**

NMG is committed to maintaining effective emergency preparedness and response capabilities. This includes:

- Development and implementation of Emergency Response Plans (ERP).
- Identification of emergency scenarios such as fire outbreaks, medical emergencies, gas leaks, equipment failure, and natural disasters.
- Clearly marked evacuation routes, assembly points, and emergency exits.
- Provision of first aid facilities and trained Emergency Response Team (ERT) members.
- Regular emergency drills and simulations to test preparedness and response.

## **9. Incident Reporting and Investigation**

NMG encourages a transparent and blame-free reporting culture.

All employees and stakeholders are required to report:

- Incidents
- Near misses
- Unsafe acts and conditions
- Occupational illnesses

Reporting shall be done through the **NISA-i incident reporting platform** or other approved reporting channels. No employee shall suffer retaliation for reporting safety concerns.

All reported incidents shall be investigated to:

- Identify root causes
- Implement corrective and preventive actions
- Prevent recurrence

## **10. Training and Education**

NMG shall implement comprehensive HSE training and education programs to ensure competence at all levels. This includes:

- Mandatory HSE induction for all new employees.
- Job-specific and task-based safety training.
- Periodic refresher trainings.
- Emergency response, fire safety, and first aid training.

A structured **HSE Training Matrix** shall be maintained to track training requirements and compliance for all employees based on their roles and risk exposure

### **11. Personal Protective Equipment (PPE)**

NMG shall provide appropriate Personal Protective Equipment (PPE) where hazards cannot be adequately controlled by other means. This includes:

- Defining PPE requirements for specific tasks and departments.
- Training employees on proper use, care, and limitations of PPE.
- Ensuring PPE is properly maintained, replaced, and stored.

Employees are required to correctly use assigned PPE at all times when required

### **12. Policy Review and Continual Improvement**

NMG is committed to the continual improvement of its HSE performance.

This policy shall be:

- Reviewed at least annually.
- Updated as necessary to reflect changes in legislation, organizational structure, operational activities, and best practices.

Feedback from employees, audit findings, and incident trends shall inform policy updates and improvements

### **13. Policy Commitment**

Nisa Medical Group affirms its commitment to implementing this HSE Policy and ensuring that health, safety, and environmental protection remain core values in all our activities. All employees and stakeholders are expected to support and comply with this policy to achieve a safe, healthy, and sustainable healthcare environment

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Approved by: NMG BOARD

Date: MAY 2026

Next review date: MAY 2027