**THE QUALITY POLICY**

The **Quality Policy** is displayed openly as a clear reminder of the institution’s focus and commitment. The Quality Policy is as follows:

**QUALITY POLICY STATEMENT**

In order to develop a productive and resilient workforce for the energy sector and related sectors that is committed to innovation and entrepreneurship and meets the present and future challenges of a globalized economy, UPIK will position itself at the forefront of the national education thrust. UPIK's policy is to encourage the growth of a culture of lifelong learning that encourages the intellectual capacity of all stakeholders, including students, faculty, staff, and administrators, in order to open up opportunities for success on a personal and professional level as well as meaningful participation in the advancement of the country.

**Policy Vision**

Our vision is to continually strive for excellence in all aspects of our operations. We are committed to providing services that meet or exceed student expectations while maintaining the highest standards of quality, health, safety, and environmental responsibility. Through strong leadership, effective communication, and ongoing training, we will embed a culture of quality promotion throughout the organization. We will monitor and measure our performance regularly to identify opportunities for improvement and innovation. Our vision is to sustain this momentum and drive continual improvement in our quality performance, ensuring a safe, healthy, and sustainable future for all.

To achieve its institutional purpose and meet or exceed the expectations of its stakeholders. It is the policy of UPIK to be:

**Mission-Driven**

Our mission is to promote the development of high-quality, industry-aligned educational programs, applied research initiatives, and successful commercial enterprises in priority areas for national development.

**Results Oriented**

UPIK will continue to use a methodical approach to evaluating institutional effectiveness that includes institutional research that yields useful data and improvement plans.

**Stakeholder Engagement**

UPIK will show its dedication to its internal and external stakeholders by putting money into its faculty and staff and forming alliances that give partners influence over the strategic direction of the institute.

**Commitment to Continuous Improvement**

UPIK will demonstrate its dedication to quality by keeping a strong internal QMS that is in line with generally acknowledged standards of excellence and by carrying out frequent assessments to increase the QMS' efficiency.

As Principal, I am committed to ensuring Quality Management and performance in the Institute. Responsibility for the successful implementation of this policy belongs to UPIK students and employees at each level and function in the institute.

  27/04/2024

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINCIPAL, Date

Uganda Petroleum Institute-Kigumba

**ENVIRONMENTAL POLICY**

The **Environmental Policy** is displayed openly as a clear reminder of the institution’s focus and commitment to environmental sustainability.

The Environmental Policy is as follows:

**ENVIRONMENTAL POLICY STATEMENT**

UPIK is committed to pursue a policy of protecting the environment for sustainable development. The Governing Council therefore undertakes to promote any direct protective action, preventing any form of pollution and pursuing the continuous improvement of its environmental performance when economically and technically possible.

**Policy Vision**

Our vision is to lead by example in sustainability and environmental stewardship. We are committed to integrating environmental considerations into all of our business decisions and operations. Our vision includes minimizing our ecological footprint, conserving natural resources, and promoting environmental responsibility throughout our organization and supply chain. We aim to be proactive in identifying and addressing environmental risks.

**Policy Mission**

Our mission is to integrate sustainable practices into every aspect of our operations. We are committed to minimizing our environmental impact through the implementation of efficient processes and the promotion of environmental awareness.

Within the framework of this Policy, the following objectives are set in relation to the environmental context in which UPIK carries out its activities:

1. Protection of soil and subsoil
2. Protection of surface and underground water bodies
3. Breathing air protection
4. Guarantee that the choice of new technologies offers greater environmental protection
5. Development of training, awareness activities for environment protection
6. Full compliance with environmental legislation and regulations
7. Full compliance with the obligations imposed by authorizations or permits issued by the authority in charge in case of any.
8. Collaboration with the neighborhood, the authorities, the Students, the Suppliers and with the workers for the promotion of a culture that favors the protection of the Environment for sustainable development
9. Continuous improvement to increase environmental performance
10. Satisfaction of compliance obligations
11. Maintenance of documented information
12. Communication within the institute
13. Availability of all interested parties

Management ensures that the responsibilities and authorities for the relevant roles are assigned and communicated within UPIK, in order to ensure that the Environmental Management System complies with the requirements of the International Standards and to be informed about the performance of the Environmental Management System.

**Commitment to Continuous Improvement**

UPIK will demonstrate its dedication to quality by keeping a strong internal EMS that is in line with generally acknowledged standards of excellence and by carrying out frequent assessments to increase the EMS' efficiency.

As Principal, I am committed to ensuring Environmental Management and performance in the Institute. Responsibility for the successful implementation of this policy belongs to UPIK students and employees at each level and function in the institute.

  27/04/2024

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINCIPAL, Date

Uganda Petroleum Institute-Kigumba

**HEALTH AND SAFETY POLICY**

The **Health and Safety Policy** is displayed openly as a clear reminder of the institution’s focus and commitment to environmental sustainability.

The Health and Safety Policy is as follows:

**HEALTH AND SAFETY POLICY STATEMENT**

UPIK is committed and attaches the greatest importance to the health safety and welfare of its staff, employees and students all its personnel and that of the public so as to safeguard them against hazards introduced as a result of its activities.

UPIK considers the health, safety and welfare of staff and students to be of paramount importance, and that a safe and healthy working environment is a prerequisite to achieving the Institute’s vision to be a regional centre of excellence in training professionals, technicians and craftsmen for the Petroleum and other Energy sectors.

It is the will of UPIK to operate in compliance with the safety of its employees, its students and the people who live near its operational campus, preventing the occurrence of accidents and mitigating any possible harmful effects on people, property and the environment. UPIK has established a Health and Safety Management System “HSMS” in order to ensure that its activities are carried out in safe conditions, inspired by the principles of this Health and Safety Policy.

**POLICY VISION**

The vision of this policy is to ensure that human life is protected and injuries are minimized at work.

**POLICY MISSION**

The policy mission is to ensure that adequate mitigation measures and procedures are in place to minimize work-related incidents, accidents and threats.

We believe that a developed safety culture will enable us obtain a series of advantages and savings such as:

1. Reduction of injuries
2. Prevention of the onset of occupational diseases
3. Elimination of the turn-over for the replacement of injured and sick people
4. Reduction of the risks of administrative and criminal penalties

UPIK has created a company security management system to comply with legislative requirements, obtaining more improvements in terms of management. The reference standard adopted is ISO 45001. In order to ensure the implementation of the Security Policy, UPIK commits to: -

1. Monitor all the activities that influence Health and Safety on the services provided
2. Collect and analyze the data that allow to define and implement appropriate preventive actions aimed to eliminate the causes of potential nonconformities
3. Motivate workers through the implementation of growth professional programs, and raising awareness about safety, at all levels.
4. Optimize the overall efficiency of the company through careful management of the resources
5. Mitigate hazards and their associated risks through elimination, reduction, isolation, PPE and instilling discipline and positive attitude into our students, staff and visitor.

This policy shall apply to all UPIK employees, students, visitors, contractors/service providers, property, environment and the community; either directly or indirectly and to any other person or Institution which uses UPIK services or premises for any purpose.

It will also apply to temporary staff, students, and contractors working on UPIK premises. The principles of this policy shall apply to all UPIK work activities. It is management’s responsibility to ensure that all stakeholders at UPIK understand their role in implementing the HSMS.

**Commitment to Continuous Improvement**

UPIK will demonstrate its dedication to quality by keeping a strong internal HSMS that is in line with generally acknowledged standards of excellence and by carrying out frequent assessments to increase the HSMS' efficiency.

As Principal, I am committed to ensuring Health and Safety Management in the Institute. Responsibility for the successful implementation of this policy belongs to UPIK students and employees at each level and function in the institute.

  27/04/2024

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINCIPAL, Date

Uganda Petroleum Institute-Kigumba

P.O Box 50 Kigumba, Uganda