



Farzana Minha Welfare Organisation-FMWO



Farzana M Welfare Organisation

Ref:

Regd: SECP: 0306257



Farzana M Welfare Organisation *Health & Safety Policy*



Head Office: Bangalow No# A-26 Near Mohallah Govt Employees Society Shikarpur Road Sukkur Pakistan



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<https://farzanamwelfare.org/>



Date_____



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Introduction of Organization

Farzana Fairy Home (A Project of Farzana Welfare Organization (Regd) Non-Governmental Organization), the first and only of its kind in Pakistan, founded in May 2018, undertook to give shelter and sustenance to the orphans, helpless girls and women of whole the country, under the chairpersonship and under the aegis of advocate Farzana Khoso, hailing from tribal area of District Kashmore, an area differing each and every social and human freedom, an area notorious for the extortion and exploitation of the girls and women.

Being rebel to the inhuman and merciless treatment with the girls and the women in this area, Advocate Farzana Khoso, pursuing her respected father Dr. Abdul Razaque Khoso and Late Abdul Sattar Eedhi, embarked on social services and organized Farzana Welfare Association cherishing the dreams to shelter and support the helpless and hapless girls and women of our area. As an advocate she always remained on front in supporting the destitute and the deprived legally and financially yet to continue her mission successively, more efficiently and more competently, she established an exceptional and outstanding institution namely Fairy Home in Sukkur, for the complete shelter and sustenance of the girls and women and made wonders and made history in the world of selfless services of society.

Honorable Farzana Khoso has a vision to establish such Fairy Homes all over Sindh in immediate future so that no helpless girl and woman of the society may feel herself alone and be exploited, suppressed or subjugated.

FMWO is dedicated to serving humanity through a wide range of social welfare initiatives aimed at uplifting the underprivileged and marginalized segments of society across both urban and rural areas of Pakistan. Our core mission is to provide aid, legal assistance, and develop shelter homes for orphaned children, especially girls, while also supporting other critical areas of social welfare.

Farzana M Welfare Organization (FMWO) is a legally registered non-profit organization, formally incorporated under Section 42 of the Companies Act, 2017 (XIX) with the Securities and Exchange Commission of Pakistan (SECP).

Certified under the Societies Act XXI of 1860

Certified Under SIND ACT NO. VII OF 1976. THE SIND ORPHANAGES (SUPERVISION AND CONTROL) ACT, 1976

Certified Under the PCP & Tax Exempt Under Section 2(36) C





Our Vision

Safeguarding the Future of the Orphan Girls, Destitute Women and Giving them Family.

Our Mission

Our Core mission to Provide the aid, legal Assistance and develop shelter home for orphaned Childre's especially for girls while also supporting other Critical areas of social welfare.

Aims & Objective

- Establishing and operating shelter homes for orphans and vulnerable children.
- Providing legal assistance and advocacy for the oppressed and underrepresented.
- Delivering food, healthcare, clothing, and education to the deserving and needy.
- Engaging in community development and empowerment projects, especially in underserved rural regions.
- Promoting women's rights, child protection, and human dignity through sustainable programs and awareness campaigns.
- Guided by compassion and a strong ethical foundation, FMWO remains committed to creating lasting change and transforming lives through collective effort, accountability, and service to humanity.





Farzana Minha Welfare Organisation-FMWO

Health & Safety Policy

Effective Date: September 2025

Review Date: [01/10/2025]

Approved By:

1. Policy Statement

Fairy Home Orphan Girls is committed to providing a safe, healthy, and nurturing environment for all girls in our care, as well as for our staff, volunteers, and visitors. We recognize our duty of care and legal obligations to prevent injury, illness, and harm. We aim to promote a culture where health and safety are everyone's responsibility.

2. Scope

This policy applies to:

- All children residing at Fairy Home
- All staff and volunteers
- Visitors, contractors, and service providers
- Any third parties working within the premises

3. Responsibilities

a. Management

- Ensure compliance with local health and safety laws and regulations
- Provide training and resources for staff and volunteers
- Conduct regular risk assessments and inspections
- Maintain safe premises, facilities, and equipment





- Ensure appropriate first aid and emergency response procedures are in place

b. Staff & Volunteers

- Follow all health and safety procedures and guidance
- Report hazards, incidents, and concerns promptly
- Supervise and guide children in safe behaviors
- Participate in relevant training (first aid, fire safety, hygiene, etc.)

c. Children (age-appropriate involvement)

- Encouraged to follow safety rules and report dangers
- Taught personal safety, hygiene, and emergency procedures in a child-friendly way

4. Health Procedures

- All children receive regular medical check-ups and vaccinations
- A record of medical history, allergies, and treatment is kept for each child
- Sick children are isolated appropriately and receive medical attention
- Medications are stored securely and administered only by trained staff
- A clean and hygienic environment is always maintained
- A monthly medical camp is organized by the District Health Office.

5. Safety Procedures

- All living, dining, and play areas are regularly inspected for hazards





- Fire extinguishers, smoke alarms, and emergency exits are maintained and accessible
- Fire drills are conducted at least every 6 months
- All electrical and kitchen appliances are maintained safely
- Children are always supervised, especially during outdoor activities or outings

6. Emergency Procedures

- First Aid kits are available and stocked in key areas
- At least one staff member with first aid training is always on duty
- Emergency contact numbers and evacuation plans are clearly displayed
- Staff are trained in responding to medical, fire, and security emergencies
- All incidents and accidents are recorded and reviewed to prevent recurrence

7. Infection Control & Hygiene

- Handwashing and sanitation routines are taught and monitored
- Toilets and bathrooms are cleaned daily and disinfected regularly
- Food is prepared and served following hygiene standards
- In the event of an outbreak of illness, isolation and reporting procedures will be followed

8. Security

- Entry to the premises is controlled and monitored
- Visitors must sign in and be escorted



- Staff are trained to recognize and respond to signs of abuse or neglect
- Child protection procedures are strictly enforced

9. Training & Awareness

- All staff receive health and safety induction on joining
- Ongoing training is provided on child safety, first aid, hygiene, and emergency procedures
- Children are engaged through regular safety awareness sessions appropriate to their age

10. Monitoring & Review

This policy is reviewed annually or after any major incident or change in regulations. Feedback from staff, children (where appropriate), and external professionals is considered to improve our safety practices.

Approved:

[Dr. Ali Gul Shah]
District Health Officer-DHO Sukkur
[August 2025]

**District Health Officer
SUKKUR**

Executive Body Signed:

[Abdul Wahid Khoso]
Chief Executive Officer-CEO
Fairy Home Farzana Minha Welfare Organization-FMWO

**Farzana Welfare Organization (FMWO)
General Secretary**

Executive Body Signed:

[Ms. Farzana Bibi]
Chairperson
Fairy Home Farzana Minha Welfare Organization-FMWO

**Farzana Welfare Organisation
Chairperson / CEO**

Executive Body Signed:

[Dr. Mumtaz Ali Brohi]
Finance Secretary
Fairy Home Farzana Minha Welfare Organization-FMWO

**Farzana Welfare Organisation
Finance Secretary**