



STAFF HANDBOOK

2025



COLLEGE OF MEDICINE



DEAN'S MESSAGE

Welcome to the College of Medicine at Dhofar University

Dear Colleague,

It is with genuine enthusiasm that I welcome you to the College of Medicine at Dhofar University. Your decision to join our academic community marks the beginning of what I hope our **mission** and starting an impactful chapter in your professional journey.

Our college represents more than just a workplace—it embodies a shared **vision** to transform medical education in Oman and the region. As a new member of our team, you bring valuable expertise, fresh perspectives, and unique talents that will enrich our collective efforts to prepare compassionate, skilled physicians for tomorrow's healthcare challenges.

The coming weeks will naturally involve a period of adjustment as you navigate new systems, forge relationships, and establish your place within our community. I encourage you to embrace this period with curiosity and openness. All colleagues stand ready to support your transition, but my door is always open should you need additional support or simply wish to share your insights.

We have carefully designed our onboarding process to provide the resources, connections, and knowledge you'll need to thrive. However, I recognize that joining a new institution—especially in a different country for many of our international faculty—involves both professional and personal adaptation. Please do not hesitate to communicate your needs as they arise.

Our strength lies in our diversity of thought, experience, and background that each individuals brings (see the College **Statement on Diversity and Equality**). I look forward to learning how your unique contributions will shape the future of our college and the healthcare professionals we educate.

Once again, welcome to our community of scholars, clinicians, and educators. I look forward to working with you.

With warm regards,

Professor Muna Al Saadoon

Dean, College of Medicine

Dhofar University

Our Mission

- To educate and train compassionate, competent and culturally (community-needs) sensitive doctors who are dedicated to improving the health and well-being of individuals and communities.
- To foster a learning ambience that prepares graduates for lifelong learning, continuous professional development and to provide quality service in diverse settings.
- To enable scientific inquiry, promote ethical practice and address healthcare needs of local community and respond to global health challenges.

Our Vision

We are dedicated to fulfilling the ambitious **Oman Vision 2040**. By adopting a **community-engaged, participatory, and accountability-driven** approach, we have established an educational ecosystem that empowers our students to become healthcare leaders of tomorrow through the following initiatives:

- **Promoting Innovation in Medical Education:** We foster an environment of **inclusive, lifelong learning** that nurtures and develops our students' talents, ensuring they are well-equipped to meet the evolving demands of the healthcare sector.
- **Pioneering Regional Medical Education:** Our college spearheads a model of **regional excellence** by integrating **forefront technology**. This approach ensures the graduation of **competent and contemporary healthcare professionals** ready to practice in diverse settings.
- **Partnering with Society for Sustainable Development:** We collaborate closely with the community to serve as a **vital contributor** to **Oman's healthcare system**, committed to **sustainable development** and the enhancement of public health services.

Together, we are committed to shaping a future where **Oman's healthcare system** stands as a **model of excellence**, dedicated to the **well-being of all its citizens**.

Our Values:

1. **Compassion** - Central to mission statement ("compassionate...doctors")
2. **Competence** - Explicitly stated multiple times ("competent...doctors,")
3. **Commitment** - Strong presence ("dedicated to improving health,")
4. **Community Engagement** - Core to vision ("community-engaged...respond to global health challenges")
5. **Inclusivity** - Entire diversity statement dedicated to this principle
6. **Excellence** - Emphasized throughout ("model of excellence," "quality service")
7. **Innovation** - Key vision element ("Promoting Innovation in Medical Education")
6. **Integrity** - Implied through "ethical practice" and professional standards
7. **Accountability** - Vision mentions "accountability-driven approach"
8. **Cultural Humility** - Diversity statement emphasizes "cultural humility throughout curriculum"

COLLEGE STATEMENT ON DIVERSITY AND EQUALITY

At our College of Medicine, we recognize that excellence in healthcare education, research, and patient care can only be achieved through the meaningful inclusion of diverse perspectives and experiences. We commit to creating and sustaining an equitable learning opportunity as essential to our academic mission.

Our college is committed to applying equality amongst its students and staff to ensure that they are treated fairly, with dignity and respect. No one shall receive less favorable treatment on the grounds of age, disability, sex, race, tribe, religion, nationality and/or socioeconomic background. We actively reject discrimination in all its forms and work diligently to create systems that promote fairness and equal opportunity.

The College is also committed to providing an environment where its students and staff feel able to participate fully in college activities, and have an equal opportunity to achieve their full potential. We recognize that achieving this environment requires ongoing effort, accountability, and transparent processes for addressing concerns.

If any student or staff member feels discriminated against, harassed, or victimized, they shall submit a written complaint to the Dean, who will ensure a thorough and fair investigation. We take all reports of inequitable treatment seriously and are committed to prompt resolution of concerns while protecting individuals from retaliation.

Our commitment extends beyond words to actionable practices. We actively recruit, support, and advance students, faculty, and staff from all backgrounds. We integrate cultural humility throughout our curriculum, research, and clinical training to prepare compassionate physicians capable of providing equitable care to diverse patient populations.

We measure our success not merely by representation but by creating a culture where differences are respected, where every individual has equitable access to opportunities, and where we continuously learn from each other's unique perspectives.

Through these commitments, we aspire to prepare medical professionals who will lead with integrity, advance health equity, and ensure that quality healthcare is accessible to all. Together, we build a community that reflects the diversity of the patients and communities we serve.

ONBOARDING PROTOCOL (OB)

Introduction

The College of Medicine (CM) acknowledges that the staff members who have joined are integral to its success. Consequently, all staff members must have access to essential information that can facilitate the performance of their respective duties. The college places significant importance on the procedures established for staff orientation, which help them feel welcomed and valued while assisting in stabilizing their responsibilities.

Aim:

The aim of this OB is to help staff adapt to the college environment quickly by providing information and familiarizing them with college functions and facilities. Also, to inform staff about the DU policies to enhance their understanding of duties, and highlight available support, including guidance from key college contacts. Among these is DU “Induction Policy”.

University Staff Induction Policy

The policy states that all new staff (academic/non-academic) are effectively introduced to Dhofar University (DU), its structure, operations and the local environment, facilitating faster adjustment to increase staff retention. Therefore, it dictates to follow the following protocol for new staff:

Stage 1: Before arrival

- Contact the new employee to discuss their arrival date arrangements.
 - Inform relevant staff on new employee's arrival date and organize appointments with key contacts flight details and hotel accommodation (to be sent by the DU – HR Personnel)
- To inform new staff that “Staff Induction Handbook” is available online:
<https://www.du.edu.om/others/Staff-Induction-Handbook-2024-25.pdf>

Stage 2: Arrival day

- First day:
 - Upon arrival at Salalah International Airport, a representative from the Department of Public Relation Office will meet you and take you to your temporary hotel accommodation.
 - Transportation for your visit to the university the next day will be arranged.
- Second day:
 - Report to the Dean’s office, College of Medicine.
 - You will be directed to the following:
 - ▣ Public Relations Department – for conducting medical check (outside the university)
 - ▣ Human Resources office – for Work Commencement Form, visa/banking assistance etc.

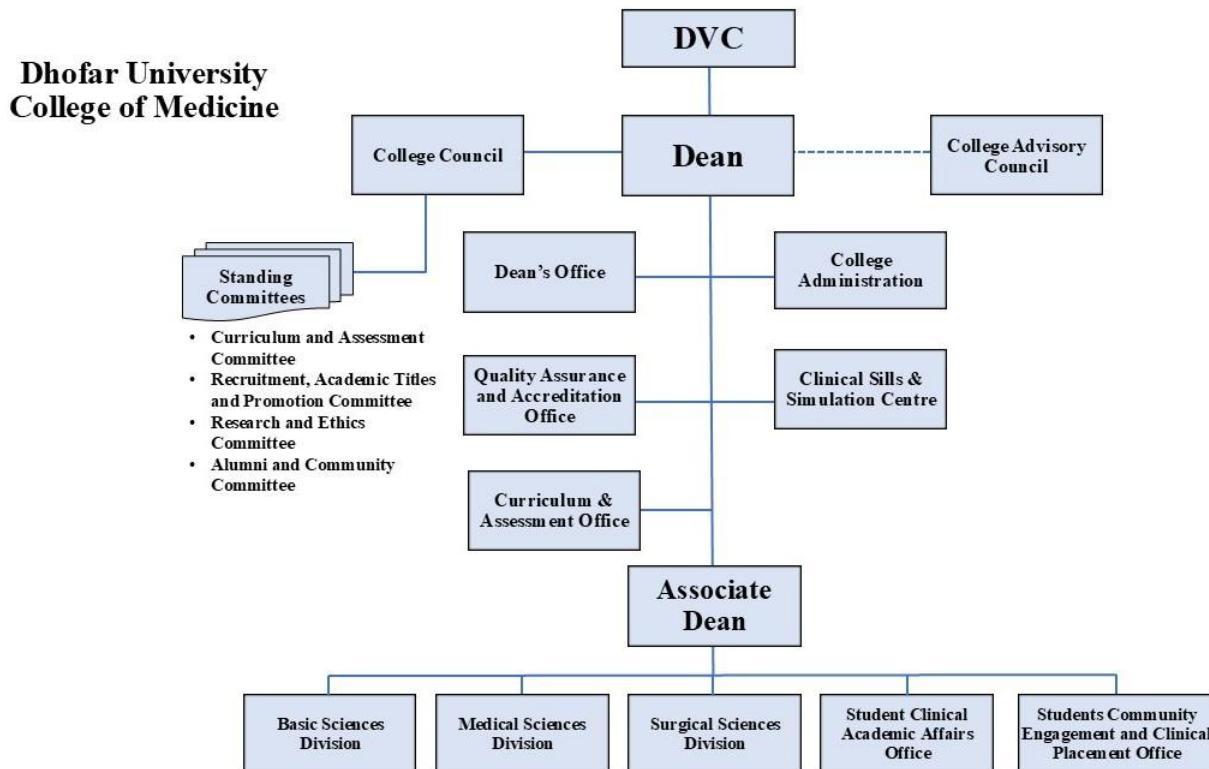
Other DU Policies

DU established and implemented a formal “Policy Management System” (PMS) in November 2010. The PMS is concerned with identification of areas for which policies are required, the formulation of policies, laying down the relevant procedures and guidelines, proper implementation of the policy and its periodic review.

Over a period of time, DU has developed and implemented a number of policies, covering various aspects of its academic and administrative operations and also as per the requirements of MOHERI and/or OAAAQA. As of now, DU has a comprehensive set of 46 policies, which are divided into four major categories:

- Academic Policies
- Administrative Policies
- Research and Consultancy Policies
- HR Policies

COLLEGE OF MEDICINE ORGANIZATIONAL STRUCTURE



Facilities

In its strategic and ambitious efforts to establish the Doctor of Medicine (MD) program, the college adopted a phased infrastructure development plan to ensure both timely implementation and long-term sustainability. As an interim measure, a **temporary site** was designated and equipped to host core academic activities, including teaching, learning, and administrative operations. This temporary arrangement allows the college to initiate the program without delay, maintaining academic continuity and institutional momentum.

Simultaneously, comprehensive plans were developed for a **permanent, purpose-built facility** designed to meet international standards in medical education. This **state-of-the-art building** is intended to function as a central academic nucleus for future expansion.

Temporary Facilities

To ensure the timely commencement of the MD program, a set of temporary facilities has been provisioned to support academic, clinical, and administrative functions until the permanent campus becomes operational. These facilities include:

1. **Anatomy Laboratories:** The anatomy unit comprises two dedicated laboratories. One houses essential equipment, including humidity-controlled cabinets for the storage of *von Hagens plastinated specimens*, along with infrastructure prepared for the installation and use of the *Anatomage Table*. The second laboratory is designated for the storage and display of high-fidelity three-dimensional anatomical models from the SOMSO® collection.
2. **General Science Laboratories;** While the current general science laboratories do not contain dedicated computing infrastructure for the digital delivery of basic medical sciences content—as previously recommended (refer to Diagram 2)—Dhofar University has confirmed that such sessions can be effectively conducted within the existing IT laboratories, which are equipped with adequate computing resources.
3. **Computer Laboratories:** The institution provides computer laboratories with sufficient capacity and technical specifications to support instruction in medical informatics and other digital learning components of the curriculum.
4. **Small Group Teaching Rooms for Simulated Patient Encounters:** A series of small instructional rooms have been purpose-designed to facilitate clinical skills training through simulated patient encounters, supporting active learning and competency development.
5. **Team-Based Learning (TBL) Facilities:** Three dedicated TBL rooms have been configured to accommodate a combined total of 120 students. These spaces are equipped to support the interactive and collaborative nature of team-based instructional strategies.

6. **Lecture Theatres:** Lecture spaces with a minimum capacity of 120 seats are fully operational, providing flexibility in academic scheduling and accommodating cohort-based delivery of core curriculum components.
7. **College Management and Administrative Offices:** The administrative infrastructure includes a consolidated suite of management offices, faculty offices with designated secretarial support areas, conference rooms, and two student-faculty consultation rooms—ensuring the necessary governance and academic support functions are in place during the transitional phase.

New Building

The new building of the College of Medicine represents a landmark achievement in educational architecture, successfully merging Omani cultural heritage with contemporary medical education requirements. The project establishes a new paradigm for culturally sensitive, climate-responsive institutional design in Oman. The building positions Dhofar University as a regional leader in medical education while creating a lasting architectural legacy that honors Omani traditions and addresses modern educational needs. It represents an ecosystem that promotes well-being, calm, and collaboration, echoing the values of medicine itself through culturally rooted, human-centered design.

Building Distribution

The more than 18,000 m² facility efficiently organizes diverse educational functions across multiple floors to accommodate 1,600 students and staff through a comprehensive building that includes high-capacity Learning Galleries, teaching halls and auditorium, extensive specialized Clinical Skills and Simulation Center for practical training with high-fidelity medical training environments together with plentiful social space for students. The building complex also houses administrative offices for faculty and deaneries, as well as essential support services including a central library, cafeterias, and prayer facilities.

SUPPLEMENTARY

Family Integration:

- Family visa and residency processes
DU assist the staff in sponsor immediate family members (spouse, children under 21, and parents) for long-term residency in Oman.

Relationship Proof:

- Valid marriage certificate (for spouse)
- Birth certificates (for children)

Documents legalized as per Omani requirements

Medical Tests: Required for some family members (check age and country-specific regulations).

- Validity and Renewal
- Visa Duration: Generally valid for 2 years.

Renewal: Can be done online through the ROP portal before expiry.

Social integration activities for college family members should aim to facilitate interaction and connection. This can be achieved through various activities, such as family gatherings, cultural events, and volunteering together.

By implementing a variety of engaging activities and fostering open communication, college family members can strengthen their bonds and create lasting memories.

Staff Health Insurance Summary & Coverage Explanation

The university provides comprehensive health insurance for all eligible staff members. This benefit is fully funded by the university and renewed on an annual basis.

- Premium Coverage:
The university pays 100% of the annual insurance premium for each staff member.
- Eligibility:
All full-time staff members are automatically enrolled in the plan upon meeting employment criteria.
- Coverage Includes:
 - General Medical Services: Doctor visits, specialist consultations, and diagnostic tests.
 - Hospitalization: Inpatient care including room charges, surgeries, and medications.
 - Emergency Services: Emergency room visits and ambulance services.

- Prescriptions: Coverage for prescription medications (with co-pay or formulary limits if applicable).
- Preventive Care: Annual checkups, screenings, and vaccinations.
- Optional Add-ons (if available):
 - Dental and vision coverage
 - Family or dependent coverage (may be partially or fully subsidized)
- Claims and Reimbursement:

Claims are typically processed directly with the insurance provider. Reimbursement for out-of-network or upfront payments may require submission of documentation.

Important Notes:

- Staff are encouraged to review the full benefits booklet each year to understand any updates or changes.
- A dedicated HR representative is available to assist with insurance-related questions or claims.

Mental Health Support Resources

DU's **Center for Student Counseling (CSC)** extends its services to include staff members, offering:

Workshops and Training: Sessions such as "Strategies for Achieving Mental Health in the Work Environment and Overcoming Stress" for academic and non-academic staff.

- Individual Counseling: Staff can access confidential counseling services to address personal or work-related stressors.
- Awareness Campaigns: Initiatives like distributing motivational cards and brochures to staff members to promote mental well-being.

Health and Wellness Support

DU's Employee Welfare Program offers:

Medical Insurance: Comprehensive coverage for non-Omani staff and their families, facilitating access to medical services across Oman.

- On-Campus Medical Facilities: Clinics equipped with on-call doctors and paramedics to handle medical emergencies.
- Health Awareness Initiatives: Regular health talks and check-ups to encourage staff wellness.

Staff Development and Support

DU's Human Resources Department is committed to:

- Training and Development: Providing opportunities for staff to enhance their skills and knowledge.

- **Supportive Work Environment:** Fostering a culture that promotes creativity, innovation, and well-being.

For more details or to access mental health support services:

- **Center for Student Counseling (CSC)**
 - Email: scc@du.edu.om
 - Phone: 23237480
- **Employee Welfare Program**
 - Email: n2_alshanfari@du.edu.om
- Office Extension: 23237061

DU's integrated approach ensures that staff have access to the necessary resources to maintain their mental and physical well-being.

Health and Safety Protocols at Dhofar University (DU)

Dhofar University (DU) in Salalah has established comprehensive health and safety protocols to ensure the well-being of its staff, students, and visitors. These measures align with Omani regulations and are implemented across various departments.

Health & Medical Support

- **On-Campus Clinics:** DU provides medical clinics in both the Student Affairs Building and the Female Students' Hostel. These clinics are staffed with on-call doctors and paramedics to address medical emergencies and health checks. In urgent cases, nurse-accompanied transportation to nearby public clinics is available.
- **Medical Insurance:** All non-Omani employees and their families are covered by medical insurance, facilitating access to medical services across Oman.

Fire Safety & Emergency Preparedness

- **Fire Safety Equipment:** The Health & Safety Section is responsible for maintaining all fire-fighting and safety equipment on campus, ensuring compliance with Civil Defense regulations.
- **Training & Drills:** Staff and volunteers receive First-Aid and CPR training in coordination with the DU Clinic staff. Regular mock fire drills and evacuation procedures are conducted to familiarize all employees and students with emergency protocols.

Security & Surveillance

- **24/7 Security Services:** The Security Unit operates around the clock, providing a safe and secure environment within the university premises. All buildings are monitored by security cameras to

prevent illicit activity. Trained security officers patrol the campus and are in continuous communication with the Command & Control Center.

- Emergency Response: Security officers are trained to efficiently react in emergency situations, ensuring the safety of staff and students.

Health & Safety Policy

DU has implemented a Health and Safety Policy (DU-AD-010) to ensure the health and safety of staff, students, and visitors on campus. This policy includes:

Compliance: Adherence to Omani health and safety laws.

- Accident Prevention: Measures to prevent potential accidents.
- Damage Minimization: Strategies to minimize damages when accidents occur.
- Awareness: Creating awareness among staff and students.

Departmental Responsibilities:

- **Technical Affairs Department (TAD):** Oversees preventive and reactive maintenance for civil, electrical, mechanical, and safety items. The Health & Safety Section within TAD is responsible for maintaining fire-fighting and safety equipment, conducting safety inductions for new staff, and supervising health and hygiene-related guidelines in campus facilities.

These protocols are part of DU's commitment to maintaining a safe and healthy environment for its community.

Office Extension: 23237350

Cultural Brief

- Always show respect for Omani customs and traditions, particularly in public spaces and religious sites. When visiting mosques, dress modestly: ensure shoulders and knees are covered, and women should also cover their heads. For the Salalah climate, dress code and local considerations for most of the year light, loose-fitting clothes, preferably cotton, are best suited. From December to March, a slightly warmer garment may be required during the evenings. Modest clothing is recommended, especially in rural or traditional areas.
- As in the rest of the world, the holy month of Ramadhan is observed with fasting, prayers and abstinence. The expat staff are required to be extra cautious during this month and strictly avoid eating, drinking and loud expression of sentiments in the public during this period, so as not to hurt the sentiments of local Omanis. “Omanis are well mannered and refined people. Omani men always

give priority to children, women and families. Hence, while getting into an elevator, boarding a flight or a bus, please bear this in mind”.

- Cultural Sensitivity and Conduct. In day-to-day classroom interaction and contact with students, staff members must exercise cultural sensitivity and show respect for the Omanis’ traditions and values. Staff members need to be aware of societal norms, values and linguistic factors that determine, shape and affect student involvement and attitude. Misunderstood cultural assumptions can cause frustration, disappointment, lack of motivation, anger and even disputes with students and the local community.

Thus, staff members must avoid:

- Speaking or acting in a manner that impinges upon religious beliefs or smears the reputation of Dhofar University or that of the Sultanate of Oman.
- Expressing cultural disrespect when discussing ideas and concepts inside and outside the classroom.
- Possessing or showing pictures, movies or other communication media that violate the Islamic morals and/or those of the Omani society.

It is also forbidden for staff members to be involved in the following:

1. Divulgence of confidential information known to the staff by virtue of his/her position.
2. Exploitation of his/her position to gain favors for self and/or others.
3. Acceptance of any gift from an individual or party if that would impact his/her work;
4. Spreading rumors that could damage the University interests, public interests or the interests of others.
5. Interruption of work without an authorized leave of absence.

Any violation of university rules and regulations and/or the laws of the Sultanate may be subject to disciplinary measures commensurate with such violations.

Religious Observances and Their Impact on Work Schedules (Ramadan, Eid Holidays)

Ramadan Work Adjustments

While Ramadan itself isn't a public holiday in Oman, both public and private sectors adjust work hours to accommodate fasting. For instance, the Ministry of Labour has set a maximum of six working hours per day and 36 hours per week during Ramadan for employees in Oman.

At Dhofar University, this likely translates to shorter working hours and a more flexible schedule during Ramadan. The university may also adjust class timings and administrative operations to align with these changes.

Eid Holidays and Work Resumption

Eid Al-Fitr, marking the end of Ramadan, is a public holiday in Oman. The Eid Al-Fitr holiday for the public and private sectors. The duration of the holiday depended on the moon sighting. Dhofar University likely observed these national holidays, with staff and faculty resuming work as per the official schedule.

- Eid Al-Adha and Other Religious Holidays
- Eid Al-Adha, another significant Islamic festival, is also a public holiday in Oman.

Please note that exact dates may vary based on moon sightings.

The Khareef Season:

The Khareef season is a remarkable natural phenomenon that breathes new life into the typically arid landscape of Oman, especially in the Dhofar region. Occurring from late June to early September, this season brings monsoon winds from the Indian Ocean, ushering in cooler temperatures, gentle rain, and a dramatic transformation of the terrain.

- The coastal city of **Salalah** becomes the centerpiece of this transformation. What was once a dry desert turns into a lush, green paradise blanketed in mist and low-hanging clouds. The air is thick with moisture, and waterfalls cascade down rocky cliffs, while rolling hills and valleys burst into vibrant greenery.
- This unique weather shift offers a refreshing break from the sweltering summer heat typical of the Arabian Peninsula. As a result, Salalah becomes a major draw for both local and international visitors, eager to experience this rare desert monsoon. With its surreal landscapes, scenic drives, and cooler climate, the Khareef season showcases a different, almost mystical side of Oman's natural beauty.

Housing and Relocation Support

- Process and timeline for securing permanent housing

Furniture Shops Near Dhofar University

Salalah offers a variety of furniture stores catering to different tastes and budgets.

Schools Near Dhofar University

Salalah boasts several reputable schools offering diverse curricula:

- Salalah International School: An approved Cambridge International School offering IGCSE and A-Level programs. It emphasizes a blend of international education with respect for Omani culture. <https://www.sisoman.com/>
- Al Dhiya Private School: Located in the Dhofar region, this school offers education in a variety of subjects. <https://www.aldhiyainternational.com/>

- AGS Salalah (A'soud Global School) Salalah, Oman. Opened in 2019, this state-of-the-art school provides the Cambridge International Curriculum with facilities including swimming pools, art and music rooms, and multi-sport courts. agssalalah.edu.om
- International Pioneers School (IPS) Salalah, Oman. A bilingual private school offering both the Cambridge International Curriculum and the Ministry of Education curriculum, catering to a diverse international student body. ipsoman.com
- There are some other schools of different countries.

Medical Centers Near Dhofar University

Salalah is equipped with several medical facilities to cater to the health needs of its residents:

- Sultan Qaboos Hospital Salalah: A 450-bed tertiary care hospital under the Ministry of Health, offering a wide range of services, including general medicine, surgery, pediatrics, and specialized departments.
- Lifeline Hospital Salalah: A private hospital providing services in obstetrics and gynecology, orthopedics, general surgery, pediatrics, and more. It operates 24/7 emergency services and specialist OPDs.
- Badr Al Samaa Hospital Salalah: Part of a well-known healthcare group in Oman, offering a variety of medical services with modern facilities.

Recommended Neighborhoods Near Dhofar University

1. Al Saadah (New Salalah)

- Distance to DU: Approximately 5–7 km
- Highlights: A modern, family-friendly area with well-planned infrastructure, green spaces, and proximity to shopping centers like Salalah Gardens Mall.
- Ideal For: Families and professionals seeking a balanced lifestyle with access to schools, healthcare, and recreational facilities.

2. Dahriz

- Distance to DU: Around 8–10 km
- Highlights: Coastal neighborhood known for its beautiful beaches and relaxed atmosphere. Offers a mix of villas and apartments.
- Ideal For: Those who appreciate a serene environment with easy access to the sea.

3. Al Hafa

- Distance to DU: Approximately 10–12 km
- Highlights: Historic district featuring traditional souqs, cafes, and a vibrant cultural scene.
- Ideal For: Individuals interested in immersing themselves in Omani heritage and lifestyle.

4. Al Wadi

- Distance to DU: About 6-7 km
- Highlights: Peaceful neighborhood surrounded by greenery, offering parks and walking trails.
- Ideal For: Families seeking a tranquil setting with access to nature.

5. Al Awqadain

- Distance to DU: Roughly 7-9 km
- Highlights: Established area with a mix of residential and commercial properties, featuring mosques, shopping centers, and restaurants.
- Ideal For: Those looking for a blend of tradition and modernity in their living environment.

Shopping and Amenities

- Salalah Grand Mall: Located in Ar Rubat, this mall features various retail outlets, dining options, and entertainment facilities.
- Salalah Gardens Mall: Located in Al Saadah, this mall features various retail outlets, dining options, and entertainment facilities.
- Oasis Mall: Located in Al Awqad, this mall features various retail outlets and cinema
- Al Hafa Souq: A traditional market in Al Hafa offering local handicrafts, spices, and Omani souvenirs.

Each of these neighborhoods offers unique advantages depending on your lifestyle preferences. For a modern and family-oriented environment, Al Saadah is an excellent choice. If you prefer coastal living with easy access to the beach, Dhariz is ideal. For those interested in cultural immersion, Al Hafa provides a rich Omani experience. Al Wadi and Al Awqadain offer peaceful settings with convenient access to amenities.

Financial Orientation

Salary payment schedule and procedures

Salary Payment Schedule

- Monthly Payment: Salaries are paid on a monthly basis.
- Payment Date: The standard salary disbursement occurs between the 23rd and 24th of each month. If this falls on a weekend or public holiday, payment is processed on the preceding working day.
- Bank Transfers: Salaries are transferred directly into employees' registered Omani bank accounts.

Please ensure your account details are correct and up to date with the HR department.

Bank branches available:

- Here are several bank branches located near **Dhofar University** in Salalah, Oman, which you can visit for various banking services:

- [Bank Dhofar – Student Affairs Bldg. DU Branch](#)
This branch provides a range of banking services. Open Sunday to Thursday, 8:00 AM to 2:00 PM.
- [Bank Muscat – Salalah Branch](#)
Located on 23rd July Street, this branch offers comprehensive banking services. Open Sunday to Thursday, 8:00 AM to 2:00 PM.
- [Oman Arab Bank – Salalah Gardens Branch](#)
Ar Rubat Street, this branch provides various banking services. Open Sunday to Thursday, 8:00 AM to 2:00 PM; 4:00 PM to 9:00 PM.
- [Maisarah Islamic Bank – Al Wadi Branch](#)
Located in the Al Wadi area, this branch offers Islamic banking services. Open Sunday to Thursday, 8:00 AM to 2:00 PM.
- [Ahli Bank – Garden Mall Branch](#)
Situated within Garden Mall, this branch provides a range of banking services. Open Sunday to Thursday, 8:00 AM to 2:00 PM.

These branches are conveniently located and offer a variety of services to meet your banking needs. It's advisable to check with each branch for specific services and any requirements before visiting.

Wellness and work-Life

Vacation and leave policies explanation

- Vacation and Leave
- Faculty are entitled to an annual leave of 60 days (July-August), plus public holidays during the year. Nine additional types of leave are also available to the faculty, pending approval of the Director.
- Research Leave: Upon recommendation of the Director, with full or partial pay, to conduct research for a period of up to two months, once every five years. (Note: Research leave is not granted to faculty with less than three years' experience at the university.)
- Conference Leave: Upon recommendation of the University Research Board (URC), with full pay, to present at conferences for a period of up to five days.
- Scientific Paper Discussion Leave: With full pay, to discuss scientific papers at other universities or scientific institutions for a period of up to five days.
- Sick Leave: Upon presentation of an approved medical report for a period of up to ten weeks per year, consecutively or non-consecutively.

- Emergency Leave: With full pay, for a total of six days a year, for a period of up to three days at a time.
- Pilgrimage Leave: With full pay, for a period of up to two weeks, once during employment at the university. (Note: Pilgrimage leave is granted to Muslim faculty only.)
- Maternity Leave: Upon presentation of an approved medical report for a period of up to 50 days pre- and/or post-birth, with full pay. (Note: Maternity leave is not granted to faculty with less than one year's experience at the university.)
- Mourning Leave: With full pay, for a period of up to four months and ten days, to Muslim women who are widowed while under contract with the university. For all other mourning cases, with full pay, for up to three days.
- Unpaid Leave: Without pay, for a period of up to two terms for personal, family or health reasons.

Recreation Facilities on Campus or Nearby

Dhofar University (DU) in Salalah offers a variety of on-campus and nearby recreational facilities to support student well-being and engagement. Here's an overview:

On-Campus Recreational Facilities: (need to verify tomorrow with Ms. Muna Al Amri – Student Affairs)

- Swimming Pool: Accessible at the adjacent Al-Saada Sports Complex
- Art Exhibition Hall: A space for students to display artwork, including modern and traditional Omani pieces, organized by clubs like the Painting and Photography Clubs.
- Common Rooms: Designated areas for social interaction and meetings, equipped with televisions for watching sporting events and films.

Nearby Recreational Facilities

- Al-Saada Sports Complex: A government-owned multi-use stadium adjacent to the DU campus, offering facilities such as a swimming pool, tennis courts, and sports halls. DU students enjoy a youth discount for access.
- Al Nasr Club: Located nearby, DU has an agreement to utilize their football field and gymnasium, providing additional options for sports activities.

CONTACTS:

Dhofar University

Toll Free: 8001 8001

From (8:00 A.M to 3:00 P.M)

Reception: 2323 7398

Address: P.O. Box: 2509 | Postal Code: 211

Salalah, Sultanate of Oman