PART ONE

Definitions, General Provisions and Election of the Chairperson and Vice-Chairperson

CHAPTER ONE

Definitions

Article (1): For the purposes of applying the provisions of this Regulation, the following words and expressions shall have the meanings assigned to them below, unless the context otherwise requires:

1. Commission: The Oman Human Rights Commission.
2. Chairperson: The Chairperson of the Commission.
3. Member: A member of the Commission.
4. Office: The Executive Office of the Commission.
5. Secretariat: The Technical Secretariat of the Commission.
6. Secretary: The Secretary of the Secretariat.
7. Statute: The Statute of the Commission annexed to Royal Decree No. 47/2026.
8. Specialised Committees: Committees established by the Commission, whose functions, powers and working procedures are determined by the Commission according to the human rights issues concerned.
9. Competent Authority: The Chairperson and the Secretary, as the case may be, and persons delegated the authority to make decisions.
10. Direct Supervisor: The director of the department or office, or the head of section, as specified in the organisational structure.

11. Administrative Unit: Any department, office or section specified in the organisational structure.
12. Staff Affairs Committee: The Staff Affairs Committee of the Oman Human Rights Commission.

13. Employee: Any employee, member of support staff or worker employed by the Oman Human Rights Commission.

14. Salary: The basic salary prescribed for the grade, including periodic and exceptional increments.

15. Allowance: An amount paid in addition to the Salary, which does not form part thereof, in accordance with the provisions of this Regulation and the decisions issued pursuant thereto.

16. Full Salary: The basic salary plus allowances.

17. Position: A set of duties, responsibilities and powers assigned or delegated by the competent authority, the performance of which requires specific qualifications and conditions.

18. Probationary Period: The period during which an employee's suitability is assessed in terms of competence and conduct, and which enables the Employee to become acquainted with working conditions at the Secretariat of the Oman Human Rights Commission.

19. Overtime Work: Work that an Employee is assigned to perform outside prescribed working hours and for which the Employee is entitled to additional remuneration.

20. Competent Medical Authority: The Ministry of Health and accredited government and private hospitals within the Sultanate of Oman.

21. Department: The Administrative and Financial Affairs Department referred to in Part Four of this Regulation.

22. Director of the Department: The Director of the Administrative and Financial Affairs Department.

23. Annual Budget: The financial programme prepared within the framework of the Commission's plan for the forthcoming financial year.

24. Final Account: The actual resources and expenditure for the financial year ended, classified in accordance with the approved budget classification.

25. Commission's Property: The movable and immovable Property of the Commission.

26. Tender Committee: The committee constituted by a decision of the Chairperson in accordance with the provisions of this Regulation.

27. Negotiated Procurement Committee: The committee constituted by a decision of the Chairperson in accordance with the provisions of this Regulation.

28. Inventory Committee: The committee constituted by a decision of the Secretary in accordance with the provisions of this Regulation.

29. Authorised Spending Officer: An Employee of the Commission to whom the Chairperson delegates specific financial powers, as the case may be.

CHAPTER TWO

General Provisions

Article (2): The Chairperson and Members of the Commission shall, with full independence, perform all duties necessary for the Commission to exercise its powers and achieve its objectives as set out in the Statute. No restrictions shall be imposed on the Commission in this regard, provided that this does not conflict with the laws and regulations in force in the Sultanate of Oman.

Article (3): The deliberations and minutes of meetings of the Commission, its Executive Office and its committees shall be confidential and shall not be disclosed. The Secretariat shall retain these records, and access to them shall require the Chairperson's approval.

Article (4): Members shall make clear that they are speaking in their personal capacity when expressing any opinions or ideas or making statements in incidental conversations for which

they have not obtained the Chairperson's permission to represent or speak on behalf of the Commission.

Members shall also, in their public and private conduct, respect the Commission's policy directions and have due regard to their status as Members, without prejudice to their right to express their personal opinions.

In all cases, no Member may speak on behalf of the Commission to the media or other parties without the Chairperson's permission.

Article (5): The Chairperson and Members shall not use their positions to obtain personal advantages, nor may they discuss any matter before the Commission with the parties concerned outside the Commission's proceedings or in a personal capacity.

Article (6): Matters for which no specific provision is made in this Regulation or the Statute shall be governed by the laws and regulations applicable in the Sultanate of Oman, insofar as their application does not conflict with the Commission's independence.

CHAPTER THREE

Election of the Chairperson and Vice-Chairperson of the Commission

Article (7): The Secretary or the person acting in the Secretary's place shall convene the Members of the Commission immediately upon issuance of the Royal Order appointing them to elect the Chairperson and Vice-Chairperson.

Article (8): The provisions of Article (18) of the Statute concerning the quorum for the meeting and the majority required for adopting decisions shall apply to the meeting convened to elect the Chairperson and Vice-Chairperson.

Article (9): The oldest Member shall preside over the meeting unless the Members agree on another Member. In either case, the Member presiding over the meeting must not be a candidate for the office of Chairperson or Vice-Chairperson.

Article (10): At the beginning of the meeting referred to in Article (9), the Members of the Commission entitled to vote shall select the Election Committee.

Article (11): Nominations for the office of Chairperson or Vice-Chairperson shall be submitted to the Election Committee. A candidate for the office of Chairperson may not stand for the office of Vice-Chairperson.

Article (12): The elections for Chairperson and Vice-Chairperson shall be held in succession by direct secret ballot.

Article (13): The Election Committee shall call each Member of the Commission who is present and entitled to vote, in the order in which the Members are listed in the Royal Order constituting the Commission, and shall give each such Member a ballot paper to cast their vote.

Article (14): The Election Committee shall oversee the electoral process, including organising the voting procedures, sorting and counting the votes, and announcing the result.

Article (15): Any ballot paper bearing an erasure or alteration shall be deemed invalid, immediately cancelled and excluded from the count. A ballot paper shall also be invalid in any of the following cases:

1. It contains the name of any person other than the candidates for the offices of Chairperson and Vice-Chairperson.

2. It does not indicate a choice of candidate.

3. It indicates a choice of more than one candidate for the same office.

Article (16): To win in the first round of voting, a candidate must obtain an absolute majority (50% + 1) of the valid votes cast. If no candidate obtains that majority, a simple majority of the valid votes cast shall suffice to win in the second round.

Article (17): If two or more candidates receive the same number of votes in the first round, a second round shall be held among those candidates. A simple majority of the valid votes cast shall suffice to win in that round. If the candidates are tied again, the result shall be determined by drawing lots among them.

Article (18): Where the number of candidates equals the number of vacancies to be filled, whether for both offices or for either office separately, the candidates concerned shall be declared elected unopposed during the electoral process.

Article (19): The Election Committee may take any action it considers appropriate to ensure fairness, equality and equal opportunity among the candidates in response to any contingency or other matter relating to the electoral process for which this Chapter makes no provision.

Article (20): The Election Committee shall announce the election results as soon as the vote count is complete. It shall sign the final record of the voting results and all ballot papers and deliver them to the Secretary for safekeeping in the Secretariat.

Article (21): The Chairperson shall assume their duties immediately upon completion of the elections, and the Commission shall resume its meeting under the Chairperson's

chairmanship. This meeting shall not count towards the four regular meetings provided for in the Statute.

PART TWO

Activities and Members of the Commission

CHAPTER ONE

Rights and Duties of Members of the Commission

Article (22): All Members shall have equal rights and duties, shall receive equal treatment and shall have the right to express their views freely in accordance with the regulations in force, except that voting on the Commission's decisions shall be governed by Article (18) of the Statute.

Article (23): At its first meeting following the elections, the Commission shall select no more than three full-time Members, including the Chairperson, and shall ensure appropriate representation of women among them.

Article (24): Full-time Members shall devote all their working time to performing the duties of their membership, as specified by a decision of the Chairperson.

Article (25): Members of the Commission shall be entitled to allowances for performing their duties as Members. The allowances shall be determined by a decision of the Chairperson.

No Member may receive any cash benefit or benefit in kind by virtue of membership of the Commission other than as provided for in the first paragraph of this Article.

Article (26): All Members who do not represent units of the Administrative Apparatus of the State shall be eligible to stand for election to the office of Chairperson or Vice-Chairperson.

Article (27): All Members other than the Chairperson and Vice-Chairperson shall join Specialised Committees.

Article (28): Members shall set aside the time necessary to carry out the Commission's activities and shall give those activities priority if they conflict with other activities.

Article (29): Members shall attend all meetings of the Commission and may be absent only with an acceptable excuse. With the approval of the Office, the Chairperson may warn a member who is repeatedly absent without an acceptable excuse.

The Chairperson may also warn any Member whose conduct is inconsistent with the Commission's mandate and objectives.

Article (30): A Member shall avoid any act, conduct or activity that could give rise to a conflict between the Member's personal interests or the interests of the entity they represent and their responsibilities and duties within the Commission. A Member shall disclose any conflict of interest relating to an item on the agenda of a meeting and shall withdraw from deliberations on that item and, if entitled to vote, refrain from voting on it.

CHAPTER TWO
Meetings of the Commission

Article (31): The Commission shall meet at the invitation of its Chairperson four (4) times a year, whenever necessary or at the request of at least 50% of its Members.

Article (32): A meeting of the Commission shall be valid only if at least two thirds of its Members are present, including the Chairperson or Vice-Chairperson. The withdrawal of a Member present at the meeting shall not affect its validity.

Article (33): The Commission shall adopt its decisions by a majority of the votes of the Members present who represent civil society. In the event of a tie, the side supported by the person presiding over the meeting shall prevail. Members representing units of the Administrative Apparatus of the State shall participate in the work of the Commission and attend its meetings without the right to vote.

Article (34): The seating order at meetings shall be the Chairperson first, followed by the Vice-Chairperson and then the Members in the order in which they are listed in the Royal Order constituting the Commission.

Article (35): With the approval of the Chairperson, the Commission may hold its meetings by videoconference or allow some of its members to attend in-person meetings by videoconference.

Article (36): The Secretary or the person acting on the Secretary's behalf shall serve as secretary to the Commission's meetings, prepare the agenda in accordance with the Chairperson's approval and circulate it to the Members at least two weeks before the meeting.

Article (37): Meetings of the Commission shall be conducted in accordance with the following rules:

1. The Chairperson shall invite the Members to attend the meeting.
2. Attendance at meetings of the Commission shall be limited to its Members. Where necessary, the Commission may invite anyone whose attendance it considers appropriate. Such invitees shall have no right to vote.
3. The Secretary shall attend meetings of the Commission without the right to vote, unless the Secretary is a Member of the Commission.

4. Invitations to regular meetings shall be sent to the Members at least two weeks before the date of the meeting and shall be accompanied by the draft agenda, the necessary working documents and any items proposed by the Members.
5. The Chairperson may convene an extraordinary meeting to discuss urgent matters without observing the notice period specified in the preceding paragraph. Discussion at the meeting shall be limited to the matters listed in the invitation.
6. The person presiding over the meeting shall conduct the proceedings and give the floor to those requesting it in order of priority. Every Member shall have the right to raise a point of order.
7. At the start of each meeting, the Members shall approve the agenda and any items added under Any Other Business. They shall then review the schedule tracking implementation of the decisions recorded in the minutes of the previous meeting and consider the agenda items in the order listed, unless otherwise agreed. Each item shall be discussed separately, and the Commission shall adopt such decisions or recommendations as it considers appropriate.
8. All attendees shall not interrupt a speaker, discuss personal matters, leave the meeting without first obtaining the Chairperson's permission or engage in any conduct that may disrupt the proceedings. The person presiding over the meeting may remind or warn any attendee of the need to comply with this Regulation.

Article (38): A matter on which the Commission has taken a decision may be reconsidered only with the approval of two thirds of the Members entitled to vote.

Article (39): The Secretary or the person acting on the Secretary's behalf shall prepare the minutes of the meeting. The minutes shall include the names of those present and those who sent apologies, the matters presented, a summary of the discussions on those matters,

and the decisions taken and proposals made by the Commission. Members shall have two weeks from the date on which the minutes are sent to them to submit any comments. The person presiding over the meeting shall then approve the minutes after considering any comments submitted within that period.

Article (40): The Commission may establish working groups composed of Members or other persons to examine specific matters within its mandate. The findings of the working groups shall be submitted to the Commission.

The Chairperson may also establish working groups composed of Members of the Commission or other persons and assign them specific tasks within the Commission's mandate.

CHAPTER THREE

Activities of the Commission

Article (41): Without prejudice to Article (16) of the Statute, the Commission shall, in exercising its mandate and pursuing its objectives:

1. Adopt the Internal Regulations.
2. Approve the organisational structure of the Commission.
3. Establish Specialised Committees.
4. Approve the draft Annual Budget and the Final Account.
5. Adopt the strategic plan and the annual implementation plans and monitor their implementation.
6. Approve the annual report before submitting it to His Majesty the Sultan.
7. Approve the financial audit report.

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8. Appoint the Secretary and determine the Secretary's allowances.

Article (42): The Commission shall conduct in public, through traditional and other modern media, the various activities necessary to exercise its mandate. These activities shall include, in particular, raising awareness of human rights issues and issuing statements addressed to the public in the Sultanate of Oman.

Article (43): The Commission shall cooperate with units of the Administrative Apparatus of the State and other public legal entities, as well as with civil society, the private sector, the media and individuals, to raise awareness of the Commission's mandate and promote a culture of human rights in the Sultanate of Oman.

Article (44): Citizens and residents of the Sultanate of Oman shall have the right to submit to the Commission any report or complaint relating to human rights, provided that it contains sufficient particulars of the relevant facts.

Article (45) bis 1: The Secretariat shall enter each report or complaint in the register maintained for that purpose, in order of the date of receipt.

Article (45) bis 2: The Secretariat shall refer the report or complaint to the competent administrative units within the Secretariat for examination and for an assessment of whether it falls within the Commission's mandate.

Article (45) bis 3: The competent administrative units shall examine and analyse the report or complaint and prepare a report for submission to the relevant Specialised Committee, which shall take such action as it considers appropriate. Where the matter falls within the Commission's mandate, the Commission shall issue appropriate recommendations to the competent authorities and follow up on them.

Article (45) bis 4: The Commission may decide to close a report or complaint if, after examination, it finds that the report or complaint lacks substance or falls outside its mandate. The Commission shall notify the person who submitted it of that decision.

Article (45) bis 5: The Chairperson appoints a temporary team comprising at least three (3) Members and a number of Employees to prepare the Commission's annual report. The Chairperson may seek assistance from anyone the team considers suitable for that purpose.

Article (45) bis 6: The Commission's annual report shall describe its efforts and activities during the year to promote and protect human rights in the Sultanate of Oman. It shall include the following:

1. The Commission's efforts to follow up on the implementation of the National Human Rights Strategy.
2. The findings of the Commission's monitoring and follow-up of matters raised concerning the human rights and fundamental freedoms situation in the Sultanate of Oman, and its efforts to respond to those matters.
3. The findings of the Commission's field visits and the resulting actions and recommendations.
4. A summary and statistics on the reports, complaints and matters handled by the Commission, and the action taken in relation to them.
5. The Commission's coordination and cooperation with regional and international human rights mechanisms and the findings of special reports.
6. An account of the progress made in protecting human rights and fundamental freedoms in various fields.

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7. Proposals to accede to relevant international human rights conventions and to withdraw reservations to certain provisions of conventions to which the Sultanate of Oman has acceded.
8. The Commission's views on the enactment or amendment of national legislation to strengthen the protection of human rights and ensure that such legislation is consistent with relevant international and regional human rights conventions.
9. The progress made in implementing the National Human Rights Strategic Plan and the annual plan, including what was implemented during the year and the Commission's programme of work for the following year.
10. An assessment of the challenges identified in carrying out the Commission's mandate, and proposed recommendations on the promotion and protection of human rights and fundamental freedoms in the Sultanate of Oman.
11. Annexes containing statistical data and other information relevant to the report.

Article (45) bis 7: The Commission may issue other reports on specific matters falling within its mandate.

Article (45) bis 8: The Commission may conclude memoranda of cooperation or memoranda of understanding with units of the Administrative Apparatus of the State and other public legal entities, as well as with civil society and the private sector. It may also conclude such memoranda with counterpart commissions and with regional and international organisations outside the Sultanate of Oman.

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CHAPTER FOUR

Administrative and Financial Affairs of the Commission

Article (45) bis 9: The powers conferred by law on the head of the unit shall apply to the Commission's financial, administrative and staff affairs in matters for which this Regulation make no specific provision.

Article (45) bis 10: The Commission shall have legal personality and shall enjoy administrative and financial independence, as follows:

1. The Commission shall manage its administrative and financial affairs with full independence in accordance with the laws and decrees in force.
2. The Commission shall be assisted by a sufficient number of Employees in carrying out the activities provided for in its Statute. In appointing its Employees, the Commission shall have regard to the principle of pluralism.
3. The Commission shall have a separate budget within the State General Budget, sufficient to carry out its work and discharge the functions assigned to it.

Article (45) bis 11: The Chairperson shall oversee the work of the Commission and exercise all the powers conferred on the head of the unit by laws and Royal Decrees. In particular, the Chairperson may:

1. Represent the Commission before the courts and in its relations with third parties.
2. Exercise all the Commission's administrative and financial powers and delegate some of those powers.
3. Preside over meetings of the Commission and the Office.
4. Allocate or assign specific tasks to Members.

5. Convene meetings of the Commission.
6. Approve the minutes of meetings of the Commission and the Office.
7. Receive reports from the Specialised Committees and present them to the Office.
8. Oversee the preparation of the draft Annual Budget and present it to the Office for discussion before submitting it to the Commission.
9. Give final approval to the annual report after its adoption by the Commission and then submit it to His Majesty the Sultan.
10. Send a copy of the annual report to the Council of Ministers, the State Council and the Shura Council.
11. Oversee the preparation and implementation of the Commission's strategic plan.
12. Correspond with relevant bodies on all matters concerning the Commission, its Members and its Employees.
13. Oversee the work of the Commission and the Secretariat.
14. Make statements to the media or nominate someone to represent the Commission for that purpose.
15. Issue implementing decisions and correspond with the bodies concerned.
16. Give final approval to all matters approved or adopted by the Commission.
17. Assign a person to perform the duties of the Secretary during the Secretary's absence or when the office is vacant.

Article (45) bis 12: The Chairperson shall be responsible for the Commission's Property, its financial transactions, the related records and the procedures for safeguarding them. The Chairperson may delegate some of these powers to the Secretary.

Article (45) bis 13: The Commission shall appoint the Secretary from among its Members or from outside its membership. The Secretary shall serve full-time in carrying out the

Commission's administrative and financial activities under the supervision of the Chairperson.

Article (45) bis 14: The Secretariat shall have the following functions:

1. Implement the Commission's decisions.
2. Collect all data and information relating to the Commission's mandate and operational requirements.
3. Propose the Commission's annual work plan and present it to the Chairperson.
4. Organise the seminars, lectures and conferences decided upon by the Commission.
5. Manage financial and administrative affairs and human resources.
6. Manage the Commission's assets, funds and fixed and movable property.
7. Prepare the financial and administrative reports and, at each meeting, present reports on progress in implementing the Commission's decisions and recommendations.
8. Prepare the Commission's draft Annual Budget and Final Account.
9. Make arrangements for Commission delegations to participate in seminars and conferences held within and outside the Sultanate of Oman.
10. Propose amendments to the organisational structure and submit them to the Chairperson for presentation to the Commission.
11. Monitor and receive complaints and reports concerning human rights cases.

Article (45) bis 15: All Employees shall come under the administrative authority of the Secretariat and shall be supervised by the Secretary. The Secretary shall be responsible for implementing the Commission's decisions and shall be assisted by Employees in the administrative units specified in the organisational structure.

Article (45) bis 16: The Secretary shall have the following functions:

1. Oversee the Commission's financial and administrative affairs in accordance with the directions approved by the Chairperson.
2. Oversee the allocation of work within the Commission's administrative units and monitor the performance of each unit. The Secretary shall be accountable to the Chairperson for the conduct of work in those units.
3. Prepare the schedule of positions within the Commission and the corresponding job descriptions for approval by the Chairperson following the Commission's consent.
4. Prepare for meetings of the Commission and the Office and follow up on the preparation of working papers, research and studies on matters included in their programmes and in those of the Specialised Committees.
5. Oversee preparations for meetings of the Specialised Committees.
6. Oversee the preparation of agendas and minutes for meetings of the Commission and the Office, the communication of agendas and minutes to Members, and their retention and documentation. The Secretary shall also oversee the safekeeping of the Commission's documents.
7. Perform any other duties assigned by the Chairperson.

Article (45) bis 17: The Commission shall exercise full independence in all employment matters concerning its Employees, in accordance with the laws and Royal Decrees in force.

Article (45) bis 18: The Commission shall have an auditor licensed to practise accountancy and auditing to audit its administrative and financial affairs. The Commission shall select the auditor and determine the auditor's fees by decision.

CHAPTER FIVE

Executive Office of the Commission

Article (45) bis 19: The Office shall comprise the Chairperson, the Vice-Chairperson and the heads of the Specialised Committees.

Article (45) bis 20: The Office shall meet every three months, or whenever necessary, at the invitation of its chair. A meeting of the Office may be held only if a majority of its members are present, including the Chairperson or Vice-Chairperson.

Article (45) bis 21: The Secretary or the person acting on the Secretary's behalf shall serve as secretary to the Office and prepare the agenda for its meetings in coordination with the Chairperson.

1. Article (45) bis 22: The Office shall have the following functions:
2. Monitor the implementation of the Commission's decisions.
3. Review and approve the Commission's plan and activities before submitting them to the Commission.
4. Oversee implementation of the plan referred to in the preceding paragraph by monitoring the work and reports of the Specialised Committees, assisting them in drawing up rules for the conduct of their work and coordinating their activities.
5. Assign a specific matter to one of the Specialised Committees for examination and require it to submit a report setting out its views and recommendations on that matter.
6. Discuss the draft Annual Budget before submitting it to the Commission for adoption.
7. Review the Manual of Powers and submit it to the Commission for approval.

8. Review proposed amendments to the Commission's organisational structure and submit them to the Commission for adoption.
9. Review the reports prepared by delegations and examine their recommendations before submitting them to the Commission.
10. Carry out any other work referred to it by the Commission.

CHAPTER SIX

Specialised Committees

Article (45) bis 23: Specialised Committees shall be established within the Commission according to the human rights issues falling within its mandate. The Chairperson shall, with the Commission's approval, issue a decision naming, modifying or dissolving those committees.

Article (45) bis 24: A Member may choose which Specialised Committee or Committees to join, provided that this choice is consistent with the operational requirements of those committees as regards membership numbers and areas of competence. For Members representing units of the Administrative Apparatus of the State, the mandate of the Specialised Committee must also be consistent with that of the body they represent. A Member may join more than one Specialised Committee but may not head more than one.

Article (45) bis 25: The head of each Specialised Committee shall be elected from among the Members of the Commission who represent civil society, with due regard to appropriate representation of women, in accordance with the following procedures:

1. A Member of the Commission wishing to stand for election shall submit a written application at the Commission's first meeting.
2. The election shall be held by secret ballot.

3. The Member who receives the highest number of votes shall be elected head of the Specialised Committee. In the event of a tie, a further vote shall be held. If the tie persists, the outcome shall be determined by drawing lots.
4. If only one Member stands for election as head of the Specialised Committee, that Member shall be declared elected unopposed.

Article (45) bis 26: Each Specialised Committee shall examine matters referred to it by the Commission that fall within its mandate.

Article (45) bis 27: Each Specialised Committee shall draw up its programme of work in accordance with its plan, set its priorities and identify matters within its mandate that require examination. It shall submit its work plan and the minutes of its meetings to the Office for presentation to the Commission.

Article (45) bis 28: Each Specialised Committee shall have a secretary from the Secretariat.

Article (45) bis 29: The Specialised Committees shall conduct their meetings in accordance with the following procedures:

1. The Specialised Committees shall meet every three months or whenever necessary. The head of each committee shall manage its work, convene its meetings, prepare its agendas and submit its recommendations to the Office.
2. With the approval of the head of the Specialised Committee, meetings may be held by videoconference, or some members may attend in-person meetings by videoconference.
3. A meeting of a Specialised Committee shall be valid only if a majority of its members are present.
4. If the head of the Specialised Committee is unable to attend, they shall designate one of its members to preside over the meeting.

5. The Specialised Committees shall coordinate with one another on matters referred to them.
6. The Specialised Committees shall examine and analyse the matters referred to them and prepare reports setting out their findings for submission to the Office.

Article (45) bis 30: Meetings of the Specialised Committees shall be confidential. Attendance shall be limited to the members and secretaries of the committees concerned, except where assistance is sought from other Members of the Commission, experts or Employees of the Secretariat. Any invitee from outside the Commission may attend a meeting of a Specialised Committee only with the Chairperson's approval.