

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

Master of Science in Safety and Fire Protection Engineering

Research Project Identification, Selection, Approval, and Implementation Guidelines

Program: Master of Science in Safety and Fire Protection Engineering (M.Sc. SFPE)

Document Type: Academic Program Guideline

Applies to: Students, Research Supervisors, SFPE Faculty, and Research Project Assessment Committee

Document Owner: M.Sc. SFPE Program

Approval Authority: [Postgraduate Studies and Scientific Research Committee /Department of Industrial Engineering]

1. Purpose

These guidelines establish a consistent and transparent process for the **identification, selection, approval, supervision, implementation, assessment, and completion of research projects** in the Master of Science in Safety and Fire Protection Engineering program.

The guidelines aim to ensure that:

- All SFPE faculty have a common understanding of research project requirements and procedures.
- Students clearly understand the research project process and expectations.
- Research projects are aligned with the objectives and learning outcomes of the M.Sc. SFPE program.
- Research topics are technically relevant, feasible, and appropriately scoped for a master's degree.
- Roles and responsibilities of students, supervisors, and assessment committee members are clearly defined.
- Research content, workload, milestones, and assessment expectations are consistently applied.
- The research-project approval process is documented and transparent.

Attachments: المرفقات:
Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ:
ف: 017 241 8184 ت: 017 241 8816 ص ب: 394
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184



2. Scope

These guidelines apply to all students undertaking a research project/thesis as part of the **Master of Science in Safety and Fire Protection Engineering** program.

They cover:

1. Identification of research topics.
2. Selection of research projects.
3. Appointment of research supervisors.
4. Preliminary topic approval.
5. Research proposal preparation.
6. Proposal assessment and final approval.
7. Research implementation.
8. Progress monitoring.
9. Research project content and effort expectations.
10. Final submission and assessment.
11. Changes to an approved research project.
12. Roles and responsibilities of relevant parties.

3. Definition of the Research Project

The M.Sc. SFPE research project is a supervised scholarly investigation addressing a defined problem, question, or need within the fields of **safety engineering, fire protection engineering, risk management, fire science, occupational safety, process safety, emergency management, or related areas.**

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

The project should demonstrate the student's ability to:

- Identify and define a relevant engineering or scientific problem.
- Review and critically analyze relevant literature.
- Formulate research questions, objectives, and/or hypotheses.
- Select appropriate research methods.
- Collect and/or analyze relevant data where applicable.
- Apply appropriate engineering, scientific, computational, or analytical techniques.
- Interpret research findings.
- Discuss limitations and implications of the findings.
- Develop evidence-based conclusions and recommendations.
- Communicate research outcomes in an appropriate academic format.

The project should represent **master's-level independent research**, rather than simply being a routine engineering assignment, literature summary, or professional report.

4. Research Project Objectives

The research project should contribute to the achievement of the M.Sc. SFPE program learning outcomes, particularly those related to:

- Advanced knowledge of safety and fire protection engineering.
- Application of scientific and engineering principles.
- Research and problem-solving skills.
- Critical thinking and analysis.

Attachments: المرفقات:
Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ:
ف: 017 241 8184 ت: 017 241 8816 ص ب: 394
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Use of appropriate research methodologies.
- Evaluation and interpretation of evidence and data.
- Independent professional and academic work.
- Technical communication.
- Ethical and responsible research practice.

5. Research Project Topic Areas

Research projects may be undertaken in areas relevant to the expertise of SFPE faculty and the strategic research priorities of the department/program.

Potential areas include, but are not limited to:

5.1 Fire Protection Engineering

- Fire dynamics and fire behavior.
- Fire suppression systems.
- Fire detection and alarm systems.
- Smoke management.
- Fire-resistant materials and structures.
- Performance-based fire safety design.
- Fire modeling and simulation.
- Fire safety in high-rise buildings.
- Industrial fire protection.

Attachments: المرفقات:
Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ:
017 241 8184 ف: 017 241 8816 ت: 394 ص ب: 61411 أبها
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

5.2 Safety Engineering

- Safety management systems.
- Hazard identification and risk assessment.
- Accident prevention.
- Safety performance indicators.
- Human factors and safety.
- Safety culture.
- Reliability and risk analysis.
- Safety in complex engineering systems.

5.3 Occupational and Industrial Safety

- Occupational hazard assessment.
- Industrial accident prevention.
- Chemical and process safety.
- Workplace exposure assessment.
- Ergonomics and human factors.
- Construction safety.
- Maintenance and operational safety.

5.4 Risk, Emergency, and Disaster Management

- Quantitative and qualitative risk assessment.
- Emergency response planning.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Disaster resilience.
- Evacuation analysis.
- Emergency management systems.
- Community and infrastructure resilience.

5.5 Computational and Data-Based Research

- Fire and evacuation simulation.
- Computational fluid dynamics applications.
- Risk modeling.
- Reliability analysis.
- Artificial intelligence and machine learning applications in safety and fire engineering.
- Data analytics for safety performance and accident prevention.

6. Identification of Research Project Topics

Research topics may originate from:

- SFPE faculty research interests.
- Faculty research projects and funded research.
- Current safety and fire protection engineering challenges.
- Industry and government needs.
- Laboratory and experimental research capabilities.

Attachments:

المرفقات:

Website: www.engineering.kku.edu.sa/en

Email: engineering@kku.edu.sa

Date:

التاريخ:

Ref.

الرقم:

أبها 61411 ص ب: 394 ت: 017 241 8816 ف: 017 241 8184
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Existing research gaps identified in the literature.
- Student professional interests and experience.
- Collaborative research with industry or external organizations.
- National or institutional research priorities.

Faculty members are encouraged to prepare a list of potential research topics before the beginning of the research-project selection period.

Each proposed topic should include, where applicable:

- Proposed title.
- Brief description of the problem.
- Research gap or motivation.
- Preliminary research objectives/questions.
- Expected methodology.
- Required facilities, software, equipment, or data.
- Expected research outputs.
- Estimated scope and duration.
- Supervisor name and area of expertise.

7. Student Role in Topic Identification

Students may:

- Select a topic from the approved list of available projects.
- Propose an alternative topic in consultation with a potential supervisor.

Attachments: المرفقات:
Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ:
ف: 017 241 8184 ت: 017 241 8816 ص ب: 394
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Develop a research idea based on a documented research problem or literature gap.

A student-proposed topic must demonstrate:

- Relevance to SFPE.
- Appropriate academic level.
- A clearly defined research problem.
- Feasibility within the available time and resources.
- Availability of appropriate supervision.
- Appropriate research methodology.
- Compliance with ethical and institutional requirements.

8. Research Project Selection Process

The following standardized process shall be followed.

Stage 1: Research Topic Announcement

The program/department shall publish available research topics and relevant information to students.

Stage 2: Student Expression of Interest

Students shall identify their preferred topic(s) and submit an expression of interest according to the program's prescribed format.

Stage 3: Supervisor Consultation

The student shall meet with the potential supervisor to discuss:

Attachments:

المرفقات:

Website: www.engineering.kku.edu.sa/en

Email: engineering@kku.edu.sa

Date:

التاريخ:

Ref.

الرقم:

ف: 017 241 8184 ت: 017 241 8816 ص ب: 394
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184



- Research problem.
- Objectives.
- Scope.
- Methodology.
- Expected workload.
- Availability of resources.
- Research timeline.
- Expected deliverables.

Stage 4: Preliminary Topic Selection

The potential supervisor and student shall prepare a preliminary research-project description.

Stage 5: Program Review

The proposed project shall be reviewed to ensure:

- SFPE relevance.
- Appropriate academic level.
- Appropriate scope.
- Feasibility.
- Supervisor availability and expertise.
- Resource availability.
- Compliance with research ethics requirements.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

Stage 6: Formal Approval

The research project shall be submitted to the designated **Research Project Assessment/Approval Committee** for formal approval.

Only projects that receive formal approval may proceed as approved research projects.

9. Research Project Approval Criteria

The Assessment Committee shall consider the following criteria when reviewing a proposed project:

Criterion	Requirement
Relevance	Directly related to Safety and Fire Protection Engineering
Research problem	Clearly defined and supported by literature
Originality	Addresses a meaningful research gap, application, or engineering problem
Objectives	Specific, achievable, and measurable where appropriate
Methodology	Scientifically/technically appropriate
Feasibility	Achievable within the approved period and available resources
Scope	Appropriate for master's-level study
Supervision	Appropriate supervisor expertise available
Resources	Required laboratory, software, equipment, data, and facilities available
Ethics	Ethical requirements identified and addressed

Criterion	Requirement
-----------	-------------

Expected outcomes Clearly identified and academically meaningful

Workload Consistent with the approved research-project credit/effort requirements

10. Research Proposal Requirements

Before commencing substantive research activities, the student shall prepare a research proposal.

The proposal should normally contain:

1. Title
2. Introduction and background
3. Problem statement
4. Research gap/rationale
5. Research aim
6. Research objectives
7. Research questions and/or hypotheses, where applicable
8. Literature review
9. Research methodology
10. Data collection and analysis plan
11. Expected results/outcomes
12. Significance of the research
13. Scope and limitations



14. Resources and facilities required
15. Research ethics considerations, where applicable
16. Proposed timetable
17. References

The proposal format shall follow the official postgraduate research/thesis requirements of the university.

11. Roles and Responsibilities

11.1 Student

The student is responsible for:

- Selecting an approved research topic in consultation with the supervisor.
- Developing the research proposal.
- Conducting an appropriate literature review.
- Developing and following the approved research methodology.
- Maintaining regular communication with the supervisor.
- Meeting agreed milestones and deadlines.
- Conducting the research independently while seeking appropriate supervision.
- Maintaining accurate research records.
- Following laboratory, safety, ethical, and research-integrity requirements.
- Properly acknowledging sources and avoiding plagiarism.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Analyzing and interpreting research results.
- Preparing and submitting the final research report/thesis according to university requirements.
- Responding appropriately to supervisor and assessment feedback.

11.2 Research Supervisor

The supervisor is responsible for:

- Providing appropriate academic and technical guidance.
- Confirming that the proposed research is suitable for the student's academic level.
- Assisting the student in refining the research problem and objectives.
- Guiding the development of the research methodology.
- Monitoring student progress.
- Providing timely academic feedback.
- Ensuring that the project remains appropriately scoped.
- Advising on research ethics, safety, and research integrity.
- Documenting significant progress concerns where necessary.
- Confirming that the final research work is ready for formal assessment.

The supervisor should **guide and support** the student without undertaking the student's research work on their behalf.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

11.3 SFPE Faculty/Program Coordinator

The Program Coordinator/authorized program representative is responsible for:

- Communicating the research-project procedures to faculty and students.
- Maintaining the list of approved research topics and supervisors.
- Coordinating the research-project selection process.
- Ensuring consistent application of the guidelines.
- Coordinating assessment committee activities.
- Maintaining research-project approval records.
- Monitoring compliance with program requirements.
- Reviewing the effectiveness of the research-project process periodically.

11.4 Research Project Assessment Committee

The Assessment Committee is responsible for:

- Reviewing proposed research projects.
- Confirming academic and technical suitability.
- Ensuring that project scope is appropriate.
- Reviewing research proposals according to established criteria.
- Providing documented feedback.
- Approving, requesting revision of, or not approving proposals.
- Participating in formal research-project assessment according to university regulations.



- Ensuring consistency and fairness in assessment.

Committee members should evaluate the **research project and submitted evidence**, rather than the student's personal circumstances or relationship with the supervisor.

12. Supervisor Assignment

A supervisor shall be assigned based on:

- Relevant academic expertise.
- Research experience.
- Alignment with the proposed research topic.
- Availability to supervise the project.
- Program and institutional workload requirements.

Where appropriate, a co-supervisor may be appointed when the research requires complementary expertise.

The final supervisor assignment shall be documented and approved through the program's established academic process.

13. Content Expectations

The final research project should normally demonstrate the following components:



Chapter/Section 1: Introduction

- Background.
- Problem statement.
- Research motivation.
- Aim and objectives.
- Research questions/hypotheses where appropriate.
- Scope.
- Significance.

Chapter/Section 2: Literature Review

- Relevant scientific and engineering literature.
- Critical analysis of previous studies.
- Identification of knowledge/research gaps.
- Relationship between previous research and the current study.

Chapter/Section 3: Methodology

- Research design.
- Experimental, computational, analytical, survey, or other methodology.
- Data sources.
- Sampling, where applicable.
- Equipment/software.
- Data analysis methods.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Validity/reliability considerations where applicable.
- Ethical and safety considerations.

Chapter/Section 4: Results

- Presentation of research findings.
- Appropriate tables, figures, models, calculations, or statistical results.
- Clear and accurate reporting of findings.

Chapter/Section 5: Discussion

- Interpretation of findings.
- Comparison with previous research.
- Engineering/scientific implications.
- Explanation of significant findings.
- Limitations.

Chapter/Section 6: Conclusions and Recommendations

- Conclusions linked to the research objectives.
- Contributions of the research.
- Practical/engineering recommendations where appropriate.
- Recommendations for future research.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

The exact structure may be modified according to the research methodology and university thesis regulations.

14. Effort and Workload Expectations

The research project shall be undertaken in accordance with the **approved credit hours and postgraduate workload requirements of the university.**

The expected effort shall reflect the fact that the research project is a substantial master's-level academic activity.

Student effort should include, as applicable:

- Literature searching and critical reading.
- Research planning.
- Meetings with the supervisor.
- Methodology development.
- Experimental/laboratory work.
- Fieldwork.
- Data collection.
- Computational modeling/simulation.
- Data processing and analysis.
- Interpretation of results.
- Research writing and revision.
- Preparation of presentations.
- Final submission and defense, where applicable.

Attachments:

المرفقات:

Website: www.engineering.kku.edu.sa/en

Email: engineering@kku.edu.sa

Date:

التاريخ:

Ref.

الرقم:

أبها 61411 ص ب: 394 ت: 017 241 8816 ف: 017 241 8184
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

The supervisor and student should establish a research timetable at the beginning of the project.

15. Research Milestones

A typical research-project schedule may include:

Milestone	Indicative Stage
Topic identification	Beginning of research project
Topic/supervisor approval	Early stage
Proposal preparation	Early stage
Proposal assessment/approval	Early stage
Detailed literature review	Early–middle stage
Methodology development	Early–middle stage
Data collection/experimentation/modeling	Middle stage
Data analysis	Middle–late stage
Results and discussion	Late stage
Draft research report	Late stage
Final revision	Final stage

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

Milestone

Indicative Stage

Final submission/assessment

End of project

The exact timeline shall be established according to the academic calendar and approved research-project duration.

16. Research Progress Monitoring

The student shall meet the supervisor regularly according to an agreed schedule.

Progress meetings should address:

- Work completed.
- Problems encountered.
- Research results obtained.
- Planned activities.
- Schedule compliance.
- Required changes to methodology or scope.
- Resources required.
- Upcoming milestones.

Significant progress meetings and decisions should be documented.

17. Changes to an Approved Research Project

A student shall not substantially change an approved research project without prior authorization.

Changes may include:

Attachments: المرفقات:
Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ:
ف: 017 241 8184 ت: 017 241 8816 ص ب: 394
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Major modification of the research question.
- Significant change in methodology.
- Major change in project scope.
- Change of research topic.
- Change of supervisor.
- Addition of significant experimental or field activities.

Minor changes that do not affect the approved research objectives or scope may be authorized by the supervisor.

Major changes shall be reviewed and approved through the program's established process.

18. Research Ethics and Safety

All research shall comply with applicable university policies and regulations concerning:

- Research ethics.
- Human participants, where applicable.
- Confidentiality and data protection.
- Laboratory safety.
- Fire and life safety.
- Occupational health and safety.
- Environmental requirements.
- Research integrity.
- Intellectual property.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Plagiarism and academic misconduct.

Where formal ethical approval is required, research activities involving relevant participants, data, or procedures shall not commence until the required approval has been obtained.

19. Assessment Principles

Research projects shall be assessed against published academic criteria.

Assessment should consider, as applicable:

- Definition and significance of the research problem.
- Quality of literature review.
- Appropriateness of methodology.
- Technical/scientific rigor.
- Quality of data collection and analysis.
- Critical thinking.
- Interpretation of findings.
- Achievement of research objectives.
- Originality or contribution of the work.
- Quality of conclusions and recommendations.
- Quality of written presentation.
- Research integrity and proper referencing.
- Student ability to explain and defend the research.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

Assessment criteria and weighting shall be consistent with the approved program/course specification and university postgraduate regulations.

20. Assessment Committee Independence

To promote consistency and fairness:

- Assessment committee members shall evaluate the research using the approved assessment criteria.
- Committee members shall have access to the approved research proposal and relevant project documentation.
- Assessment decisions shall be based on the student's submitted research work and academic performance.
- Any potential conflict of interest shall be declared and managed according to university policy.
- Assessment decisions and significant recommendations shall be documented.

21. Research Project Documentation

The program shall maintain appropriate records, including:

- List of available research topics.
- Student topic-selection forms.
- Supervisor assignment records.
- Approved research proposals.
- Assessment committee decisions.
- Progress-monitoring records.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Approved changes to research projects.
- Final research reports/theses.
- Assessment forms and results.

Records shall be maintained according to university document-retention requirements.

22. Standard Research Project Approval Form

The following information should be included in the program's official approval form:

Student Information

- Student Name: _____
- Student ID: _____
- Program: Master of Science in Safety and Fire Protection Engineering
- Academic Year/Semester: _____

Research Project

- Proposed Title: _____
- Research Area: _____
- Research Problem: _____
- Research Aim: _____
- Research Objectives: _____
- Research Methodology: _____

Attachments: المرفقات:
Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ:
017 241 8184 ف: 017 241 8816 ت: 394 ص ب: 61411 أبها
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Expected Outcomes: _____
- Required Resources: _____
- Ethical Approval Required: Yes / No
- Estimated Completion Date: _____

Supervisor

- Name: _____
- Department: _____
- Signature: _____
- Date: _____

Assessment/Approval Committee

- Member 1: _____
- Member 2: _____
- Member 3: _____

Decision

- ☐ Approved
- ☐ Approved subject to revisions
- ☐ Resubmission required
- ☐ Not approved

Attachments: المرفقات:
Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ:
017 241 8184 ف: 017 241 8816 ت: 394 ص ب: 61411 أبها
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

Committee Comments:

Program Coordinator Approval

Name: _____

Signature: _____

Date: _____

23. Responsibilities Matrix

Activity	Student Supervisor Program/Coordinator Assessment Committee			
Identify research topic	R	C	A	C
Develop preliminary idea	R	C	C	-
Select supervisor	C	C	A	-
Develop proposal	R	C	C	-
Review proposal	C	R	C	A
Approve research project	-	C	C	A
Conduct research	R	C	-	-
Monitor progress	R	A	C	-

Attachments: المرفقات:

Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ: Ref. الرقم:
017 241 8184 ف: 017 241 8816 ت: 394 ص ب: 61411 أبها
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184

Activity

Student Supervisor Program/Coordinator Assessment Committee

Approve major changes	C	R	C	A
Final research submission	R	C	A	-
Final assessment	-	C	C	A
Maintain records	C	C	A	C

R = Responsible

A = Accountable/Approval authority

C = Consulted

24. Guideline for Consistent Application by SFPE Faculty

All SFPE faculty involved in research supervision or assessment shall use these guidelines as the common reference for:

- Determining whether a research topic is appropriate.
- Defining the expected scope of master's-level research.
- Establishing student workload expectations.
- Monitoring research progress.
- Reviewing research proposals.
- Assessing research outcomes.
- Managing changes to approved projects.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

Individual supervisors may provide additional discipline-specific requirements where necessary, provided that such requirements **do not conflict with university regulations, approved program requirements, or these guidelines.**

25. Quality Assurance and Periodic Review

The M.Sc. SFPE Program shall periodically review the effectiveness of the research-project process.

The review may consider:

- Student feedback.
- Supervisor feedback.
- Assessment committee feedback.
- Completion rates.
- Research-project quality.
- Achievement of program learning outcomes.
- Consistency of project scope and workload.
- External/internal accreditation recommendations.
- Changes in research and industry needs.

Necessary revisions to these guidelines shall be approved through the appropriate academic governance process.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

26. Approval and Publication

Following approval by the appropriate academic authority, these guidelines shall be:

1. Officially issued as an M.Sc. SFPE program document.
2. Communicated to all SFPE faculty members.
3. Provided to all students undertaking research projects.
4. Provided to research supervisors.
5. Provided to members of research-project assessment committees.
6. Published through the appropriate program/department platform.
7. Reviewed periodically as part of the program's quality-assurance process.

27. Recommended Implementation Evidence

To demonstrate that the improvement action has been implemented, the program should retain evidence such as:

- **Approved Research Project Guidelines** — this document.
- Faculty meeting minutes showing discussion/approval of the guidelines.
- Published student research-project handbook/guidelines.
- Research-topic announcement/list.
- Student topic-selection forms.
- Supervisor assignment forms.

Kingdom of Saudi Arabia

Ministry of Education

King Khalid University

College of Engineering
Industrial Engineering Dept.



المملكة العربية السعودية

وزارة التعليم

جامعة الملك خالد

كلية الهندسة

قسم الهندسة الصناعية

- Research proposal approval forms.
- Assessment committee evaluation forms.
- Research progress-monitoring forms.
- Records of approved changes to research projects.
- Evidence that the guidelines were communicated to students, supervisors, and committee members.

Proposed compliance statement

The Master of Science in Safety and Fire Protection Engineering Program has established and approved standardized guidelines governing the identification, selection, approval, supervision, implementation, and assessment of research projects. The guidelines clearly define the roles and responsibilities of students, supervisors, SFPE faculty, and assessment committee members, while establishing common expectations regarding research content, scope, workload, milestones, and assessment. The guidelines are communicated to all relevant stakeholders and are periodically reviewed as part of the program's quality-assurance process.

Attachments: المرفقات:
Website: www.engineering.kku.edu.sa/en
Email: engineering@kku.edu.sa

Date: التاريخ:
017 241 8184 ف: 017 241 8816 ت: 394 ص ب: 61411 أ
Abha 61411 P.O. Box 394 Tel: +966 17 241 8816 Fax: +966 17 241 8184