

	MATLA POWER STATION SCOPE OF WORK	Document Identifier	14593	Rev	6
		Effective Date	March 2023		
		Review Date	March 2026		

NB: Do not tamper with the template.

GENERAL

- Data books, reviews, reports, and diagrams/drawings shall be submitted to Engineering after the completion of the work. Engineering to forward the data books to Quality Department (Document Control)
- All QCP's to be submitted to Engineering and Quality for approval prior to outage/project or maintenance work commencement.

	SCOPE OF WORK DESCRIPTION / ACTIVITY	PROCEDURE, SPECIFICATION, ENG. REQUIREMENTS / DOCUMENTATION	HOLD POINTS, WITNESS, REPORTS	RESPONSIBLE PARTY
1.1	Occupational Health and Safety	<ul style="list-style-type: none"> • Health and safety file should be approved by Safety risk management department prior to any work commences on site • All work is to be done in accordance with OHS Act 85 of 1993, Matla plant procedures and Plant Safety Regulations. (240-150642762). • Matla power station SHEQ induction must be done before access to site can be granted. 	Eskom to witness.	Contractor

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		<ul style="list-style-type: none"> The contractor should ensure that all employees have acquired the required competency for the task they are performing. The contractor to ensure compliance to updated legal requirements and other requirements. The contractor is subjected to Safety auditing at any point in time during execution of scope 		
1.2	Environmental Management.	<ul style="list-style-type: none"> All activities listed in the National Environmental Act 107 of 1998, EIA Regulations as amended, must have environmental AUTHORISATION before commencement of work. The contractor shall comply with all applicable legal and other requirements. The polluter pays principle will be applied. 	Eskom to witness.	Contractor

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		<ul style="list-style-type: none"> The contractor manager shall ensure compliance with Eskom Matla Environmental procedures to ensure the prevention of pollution (refer: OMOP 4090 and 4402). The last payment will be processed based on the status of the last housekeeping check sheet (Annexure C: OMOP 4402) of designated area. EMS file based on ISO14001 will be required. The contractor is subjected to Environmental auditing at any point in time during execution of scope 		
1.3	Quality Management	<ul style="list-style-type: none"> The contractor/executioner of work will be responsible for drawing up all QCP documentation and this must be approved by engineering and authorised by the Quality Department before commencing with the work. Contractors/executioner to adhere to QM 58 and OMOP4497 requirements. 	Hold point	Contractor

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		<ul style="list-style-type: none"> • Number of NCR issued can affect your next tendering process. • The QCP shall be signed progressively by the Engineer/Supervisor, Eskom QC Inspector, Contractor QC Inspector and/or AIA. • No procuring of outage items without the approval of scopes by quality • All outage scopes creep and scopes addition should be approved by quality. • No contractor should be in the possession of scopes for execution without the scopes approved by quality. • The contractor is subjected to quality auditing at any point in time during execution of scope 		
1.4	Inputs from other departments			
1.5	Commissioning reference			

DECOMMISSION AND/OR PLANT ISOLATION

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2.0	Not applicable to scope of work	Not applicable to scope of work	Not applicable to scope of work	Not applicable to scope of work

	SCOPE OF WORK DESCRIPTION / ACTIVITY	PROCEDURE, SPECIFICATION, ENG. REQUIREMENTS / DOCUMENTATION	HOLD POINTS, WITNESS, REPORTS	RESPONSIBLE PARTY
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3.0	SCOPE OF WORK DESCRIPTION / ACTIVITY	PROCEDURE, SPECIFICATION, ENG. REQUIREMENTS / DOCUMENTATION	HOLD POINTS, WITNESS, REPORTS	RESPONSIBLE PARTY
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This scope of work gives the requirements and specifications for the provision of cleaning services at Matla Power Station for a period of five (5) years for the purpose of maintaining plant cleanness and create conducive working environment for Eskom employees, contractors & Visitors

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3.1	<p>Plant Area & Activities</p> <p><u>35-meter level Bunker (unit 1 to unit 6)</u></p> <p>Sweeping on the passageway. *Removal of coal pile ups. Removal of large coal that has fallen on greasily bars Cleaning of coal under the coal conveyor belt structures. Dusting on railways All foreign materials to be removed from plant and not back into the bunkers. Ensuring good housekeeping is done at all times.</p> <p><u>Inclines Conveyor Belt (unit 1 to unit 6)</u></p> <p>Cleaning of structures underneath and on stairs. Removal of pile ups</p>	<p>Cleaning Frequency & Recommended Tools/Equipment</p> <p>Daily- Brooms, Feather Dusters, Shovels, Scrappers & Wheelbarrows</p> <p>Daily- Brooms, Feather Dusters, Shovels, Scrappers & Wheelbarrows</p>	<p>Hold</p> <p>Hold</p>	<p>Contractor</p> <p>Contractor</p>
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	<p>NB!! When permit of work is granted, cleaning of pulleys on belt structures must be done under full supervision.</p> <p><u>Incline drive houses (unit 1 to unit 6)</u></p> <p>Emptying of all metal bin (scrap that collected by the magnet)</p> <p>Tail-end cleaning.</p> <p>In and around the drive house to be cleaned. (To keep and maintain good housekeeping practices)</p>	<p>Daily- Brooms, Feather Dusters, Shovels, Scrappers & Wheelbarrows</p>	<p>Hold</p>	<p>Contractor</p>
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	<u>Fuel Oil Plant (North & South side)</u> Fire Station and Foam Stations Storage Tanks - Cleaning inside the bund area and around the fuel oil plant areas. *Fuel oil plant structures to be cleaned. *Cleaning in-front of the fuel oil tanks sumps/trenches and on the road. <u>Coal Staithe 1 and 2</u> Trenches -Switch gear rooms -Wet coal (Rainy Season)	Daily- Brooms, Feather Dusters, Shovels, Scrappers & Wheelbarrows Sandbags Daily- Brooms, Feather Dusters, Shovels, Scrappers Wheelbarrows TLB, Tipper Truck & Skidsteer (bobcat) Daily- Brooms, Feather Dusters, Shovels, Scrappers Wheelbarrows TLB, Tipper Truck & Skidsteer (bobcat)			Contractor
			Hold		

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	<p>Cleaning in and around the staithes *Sweeping on passageway and dusting. *Offloading & in loading of coal pile up on the belt and ground. Cleaning coal staithe ramps</p> <p>*Removal of coal pile ups. *Removal of mud at the trenches (solids and debris).</p> <p><u>Sulphur Plant-S03- Common Plant</u></p> <p>Clean sulphur common offloading tank area Clean sulphur spillage inside and around bund wall Always maintain good housekeeping.</p>	<p>Daily- Brooms, Feather Dusters, Shovels, & Wheelbarrows Drizzit/Oil absorbent Ride On Sweeper/Scrubber Machine</p>		
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	<u>Water Treatment Plant</u> Water treatment plant area floors unloading and offloading of resins chemical offloading bay clean ,sweep plant floors, plant structures.	Daily- Brooms, Feather Dusters, Shovels, Scrappers, gloves, & Wheelbarrows	
	<u>LP Pump House & CW Pump House</u> Clean and sweep floors. Clean and sweep gratings.	Daily- Brooms, Feather Dusters, Shovels, Scrappers, gloves, & Wheelbarrows	
	<u>Cooling Tower Screens (CT1 to CT6)</u> Clean daily & as per work instruction	Daily- Brooms, Feather Dusters, Shovels, Scrappers, gloves, & Wheelbarrows	
	<u>Coal Lab</u> Clean and sweep floors.	Daily- Brooms, Feather Dusters, Shovels, Scrappers, gloves, & Wheelbarrows	

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	<p><u>Lime Plant (South & North)</u></p> <p>Clean and sweep floors and structures.</p> <p><u>All Clarifiers launders.</u></p> <p>Manual cleaning inside the launders, remove sludge and algae.</p> <p><u>All Clarifiers</u></p> <p>Vacuuming of sludge from inside the clarifier or pump out sludge. Manual cleaning of clarifier floors</p> <p><u>Recarbonation Dams</u></p> <p>Manual cleaning inside the dams, remove sludge and algae.</p>	<p>Daily- Brooms, Feather Dusters, Shovels, Scrappers, gloves, & Wheelbarrows</p> <p>On Request- Brooms, Feather Dusters, Shovels, Scrappers, gloves, & Wheelbarrows, Vacuum Truck, Submissible Pump/Sludge Pump</p> <p>On Request- Brooms, Shovels, Scrappers, gloves, & Wheelbarrows, Vacuum Truck, Submissible Pump/Sludge Pump</p> <p>On- Request Brooms, Shovels Vacuum Truck Submissible Pump</p>		
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	<u>Car Parking (unit to unit 6)</u> Admin car parking Engineering car parking Canteen car parking MMD Car parking Procurement car & Stores parking Production Outside plant car parking Rotek car parking	Weekly Brooms, Shovels		
	<u>Switchgear Rooms (Water Plant)</u> Clean and sweep floors.	Weekly Brooms, Feather Dusters		

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	<u>Alarm Rooms</u> Clean and sweep floors <u>Emptying of coal bunkers (unit 1 to unit 6)</u> Exposing lines at outside Coal Staith Ramps	Weekly Brooms, Feather Dusters On -Request Tipper Trucks TLB Bobcat On Request Shovels Wheelbarrows On Request TLB Skidsteer loader(bobcat) Excavator Tipper Truck		
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	<u>Project Team</u>	<p>1x Site Manager</p> <ul style="list-style-type: none"> • Grade 12 certificate • Technical Diploma • Drivers licence code 10 • Supervisory/ Management skills certificate • 5 years on Power station or related experience • Incident investigation certificate • Intro to SAMTRAC <p>1x Safety officer</p> <ul style="list-style-type: none"> • Grade 12 certificate • National Diploma in safety management • 5 years on Power station or related experience • Incident investigation certificate 			
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	<u>Machinery</u> TLB Skidsteer (Bobcat) Tipper Truck Vacuum Truck Excavator	4 x Supervisors 3 years minimum experience in similar environment. 60 x General Workers/Cleaners <ul style="list-style-type: none"> • Grade 10 • 1 year at Power Station or Similar environment Full time Full time Full time Full time As & when Required (On Request)		
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3.2	Contractual Obligations The contractor is to make provision for the following allowances within the contract: <ul style="list-style-type: none"> • Home-work-home transportation of employees during normal working hours and in event of emergency. • All Supervisors to undergo PSR Access course within the first six (6) months of the contract duration. • All Supervisors will be on probation provided they pass the Access PSR course. 		Hold	Contractor
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	<ul style="list-style-type: none"> The standby team must be reachable at all times for easy communication(telephonic) and must respond to a call out within one (1) hour Wet Coal Strategy activated during raining season, a 24-hour coverage must be implemented as per Wet Coal procedure. 			
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RE-COMMISSION

	SCOPE OF WORK DESCRIPTION / ACTIVITY	PROCEDURE, SPECIFICATION, ENG. REQUIREMENTS / DOCUMENTATION	HOLD POINTS, WITNESS, REPORTS	RESPONSIBLE PARTY
4.0	Not applicable to scope of work	Not applicable to scope of work	Not applicable to scope of work	Not applicable to

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				scope of work
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BILL OF MATERIAL

	Full description of Material/Spares/Equipment	Specifications of Material/Spares/Equipment	Stock No	Part Number	Required Quantity
1	Site Manager	<ul style="list-style-type: none"> • Minimum experience of two (5) years at Power Station or Similar environment. • Grade 12 • Technical Diploma • Incident Investigation certificate • Intro to SAMTRAC 	N/A	N/A	One
2	Safety Officer	<ul style="list-style-type: none"> • Minimum experience of two (5) years at Power Station or Similar environment. • Grade 12 • Minimum Diploma in Safety Management 	N/A	N/A	One

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		<ul style="list-style-type: none"> Incident Investigation Certificate 			
3	Supervisor	<ul style="list-style-type: none"> Minimum experience of three (2) years at Power Station or Similar environment. Grade 12/N3 Intro to SAMTRAC certificate HIRA training 	N/A	N/A	Two
4	General Worker/Cleaners	<ul style="list-style-type: none"> Grade 10 	N/A	N/A	60
5	TLB (Tractor Loader Backhoe)	<ul style="list-style-type: none"> Water-Cooled Diesel. Rated Output: 90kW. Rated Motor Speed: 2400rpm. Drive: 4x4. Steering: ADT 	N/A	N/A	1
6	Skidsteer loader (bobcat)	<ul style="list-style-type: none"> Rated Operating Capacity :2900 lb 	N/A	N/A	2

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7	Tipper Truck	10 cubes Tipper	N/A	N/A	2
8	Excavator	30 Ton Excavator	N/A	N/A	1
	Vacuum Truck	<ul style="list-style-type: none"> • Vacuum Size: 90KPa • Capacity 10 -12m3 volume stainless steel tank • Designed to handle wet sludge & dry industrial waste (i.e. fly ash or coarse ash) • HPVR-1000 liquid Ring • Hose size: typically 2-to-6-inch diameter suction hoses and 20m to 60m pipe length 	N/A	N/A	1

SCOPE COMPILATION REFERENCES					
SOURCE & Ref No.	Yes	No	N/A	Comments	
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Previous outage service reports		X		
Return to service data packages		X		
Maintenance Strategy with Rev number		X		
SAP defects (attach list as appendix)		X		
GHRMS (STEP) reports (Generation Heat Rate Management System)		X		
Online Condition Monitoring		X		
Pre-outage performance test results		X		
Post outage performance test results		X		
GPSS/ Plant Performance data on UCLF incurred		X		
OMS / IIRMS recommendations (Audits Reports)		X		
Risk controls (IRM system)		X		
Previous audits and reviews (e.g. ERAP)		X		
Engineering Change Requests (Projects)		X		

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LOPP strategy reports		X		
URS		X		
Philosophy (Outage)		X		
Condition Monitoring Report		X		
VA/PHD Viewer trends		X		
Corrective Actions	X			
CARAB reports		X		
Statutory Requirements		X		
Grid code requirements		X		
Waivers and Exemptions		X		
Calibration requirements		X		
Previous Outage SOW variations		X		
Post Mortems Actions from previous outages		X		
Pre-Outage plant walks		X		

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Risk based inspection (RBI) report		X		
Simulation, TOIs, OON, SI		X		

COMMENTS

ATTACHMENTS: DRAWINGS, SKETCHES, DIAGRAMS, INSTRUCTIONS, etc	
1	Not applicable to scope of work

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