

## REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS HEALTH AND SAFETY

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### **OHS SPECIFICATION & BASELINE RISK ASSESSMENT**

#### **EMPLOYER**

Mandela Bay Development Agency  
1st Floor, Tramways Building,  
Corner Lower Valley Road & South  
Union Street,  
Port Elizabeth,  
6000

#### **CONTRACTOR**

Contractors  
Representative:  
Tel:

#### **PRINCIPAL AGENT**

KEON CONSULTING ENGINEERS

87 Westview Drive  
Mill Park  
Port Elizabeth; 6001

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Kucherera  
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<b>PROJECT REF:</b>	
<b>LOCATION:</b>	
<b>START:</b>	

## **PROJECT OVERVIEW**

This document details the health and safety requirements for the **REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

## **PREAMBLE**

This site-specific health & safety specification has been compiled under the guidelines of the Constitution of the Republic of South Africa, the Occupational Health & Safety Act no. 85 of 1993 as amended (the Act) as well as the Construction Regulations 2014. It must be noted that the specification is an administration instrument and should be used on site to comply with all laws, acts or regulations etc in their entirety whether this is implied or stated expressly in this document. Should there be an omission, or any contradiction between this document and the laws, acts or regulations stated herein etc then the laws, acts or regulations etc prevail. Similarly, where this document is mute on a specific health & safety requirement, the laws, acts or regulations etc must be used as the minimum requirement. Should you be uncertain about the specification, or any elements contained therein, do not hesitate to contact the health and safety agent.

## **Key Reference (Latest Applicable Versions)**

1. The Constitution of the Republic of South Africa
2. Occupational Health and Safety Act No. 85 of 1993 and Regulations (as amended)
3. Compensation for Injury and Occupational Diseases Act No. 100 of 1993 (as amended)
4. NEC4 Engineering and Construction Short Contract (June 2017)(Refer to Tender Document)
5. South African Roads Traffic Safety Manual (SARTSM) Chapter 2, Volume 13 of 1999
6. Road Traffic Safety Act No. 93 of 1996 (as amended)
7. Construction Specifications & Standards 6.0 for Southern Africa. Hans Wegelin 6<sup>th</sup> Edition 2010 SANS Code 10400
8. SANS 10400
9. Construction Regulations 2014
10. The latest issue of SABS 0142: "Code of Practice for the Wiring of Premises"
11. The Local Government Ordinance 1939 (Ordinance 17 of 1939) as amended and the municipal by laws and any special requirements of the local supply authority
12. The Fire Brigade Services Act 1987, Act 99 of 1987 as amended
13. The National Building Regulations and Building Standards Act 1977 (Act 103 of 1977) as amended and relevant proclaimed Regulations (SABS 0400)
14. The Post Office Act 1958 (Act 44 of 1958) as amended
15. The Electricity Act 1984, Act 41 of 1984
16. The Regulations of Local Gas Board(s), including Publications of the SABS Standards and Codes of Practice, with specific reference to GNR 17468 dated 4th October 1997
17. Legislation pertaining to water usage and the environment
18. Legislation governing the use of equipment, which may emit radiation (e.g. X-Rays etc.)
19. Common Law
20. Case law relevant to the works

## **Key Definitions**

**"Agent"** – means any person who acts as a representative for a client with respect to health and safety matters related to the works.

**"Client"** – means any person for whom construction work is performed I.E., the Employer appointing the PC.

Any word or expression to which a meaning has been assigned in the Occupational Health and Safety Act (Act No. 85 of 1993) accompanied by the Construction Regulations (2014) shall have the meaning so assigned to it unless the context otherwise indicates.

**"Criminal Record"** - A list of a person's previous criminal convictions, including pending cases, reported misdemeanours etc.

**"Construction manager"** means a competent person responsible for the management of the physical construction processes and the coordination, administration, and management of resources on a construction site.

**"Construction site"** means a workplace where construction work is being performed i.e., the site indicated in the site layout plan.

**"Construction supervisor"** means a competent person responsible for supervising construction activities on a construction site.

**"Construction work"** means any work in connection with -  
the construction, erection, alteration, renovation, repair, demolition or dismantling of or addition to a building or any similar structure; or the construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runway, sewer or water reticulation system; or the moving of earth, clearing of land, the making of excavation, piling, or any similar civil engineering structure or type of work.

**"Contractor"** –means an employer who performs construction work;

**"CR 2014"** means the Construction Regulation 2014

**"COIDA"** means-The Compensation for Occupational Injuries and Diseases Act

**"SANS Codes"** means-All South African national Standards codes which are incorporated into the OHS act.

**"Designer"** means-

a competent person who-

- prepares a design.
- checks and approves a design.
- arranges for a person at work under his or her control to prepare a design, including an employee of that person where he or she is the employer; or
- designs temporary work, including its components.
- an architect or engineer contributing to, or having overall responsibility for a design.
- a building services engineer designing details for fixed plant.
- a surveyor specifying articles or drawing up specifications.
- a contractor carrying out design work as part of a design and building project; or an interior designer, shopfitter or landscape architect;

**"Excavation work"** means the making of any man-made cavity, trench, pit or depression formed by cutting, digging or scooping.

**"Fall protection plan"** means a documented plan, which includes and provides for—

- all risks relating to working from a fall risk position, considering the nature of work undertaken.
- the procedures and methods to be applied to eliminate the risk of falling; and
- a rescue plan and procedures.

**"HCS"** means **Hazardous Chemical Substances**

**"Health and Safety File"** –means a file, or other record containing the information in writing required by the Construction Regulations as detailed in this site specific specification

**"Health and Safety Plan"** –means a site, activity or project specific documented plan in

accordance with the client's health and safety specification.

**"Health and Safety Specification"** –means a site, activity or project specific document prepared by the client pertaining to all health and safety requirements related to construction work;

**"Method Statement"** –means a document detailing the key activities to be performed in order to reduce as reasonably as practicable the hazards identified in any risk assessment;

**"Principal contractor"** (PC) means an employer appointed by the client to perform construction work

**"Risk Assessment"** –means a program to determine any risk associated with any hazard at a construction site, in order to identify the steps needed to be taken to remove, reduce or control such hazard.

**"National Building Regulations"** means the National Building Regulations made under the National Building Regulations and Building Standards Act, 1977 (Act No. 103 of 1977), and promulgated by Government Notice No. R. 2378 of 30 July 1990, as amended by Government Notices No's R. 432 of 8 March 1991, R. 919 of 30 July 1999 and R. 547 of 30 May 2008;

**"Structure"** means—

any building, steel or reinforced concrete structure (not being a building), railway line or siding, bridge, waterworks, reservoir, pipe or pipeline, cable, sewer, sewage works, fixed vessels, road, drainage works, earthworks, dam, wall, mast, tower, tower crane, bulk mixing plant, pylon, surface and underground tanks, earth retaining structure or any structure designed to preserve or alter any natural feature, and any other similar structure;

- any falsework, scaffold or other structure designed or used to provide support or means of access during construction work; or
- any fixed plant in respect of construction work which includes installation, commissioning, decommissioning or dismantling and where any construction work involves a risk of a person falling;

## **THE WORKS**

The scope of work entails but is not limited to the rehabilitation of the Kariega (Uitenhage) railway sheds which have become dilapidated over the years. The works entail the restoration work, alterations and demolitions and upgrades. Risks inherent with this type of work taking into consideration the age / heritage status of the existing works entail that it is a hazardous site. In addition to the aforementioned, the appointed Contractor shall be responsible for completing works that were previously undertaken and were left incomplete by another Contractor. It is the responsibility of the appointed Contractor to physically ensure that existing works are sound and stable and do not pose a risk to employees. This must be achieved through a condition surveyor undertaken by the Contractors competent personnel. A summary of the measured scope of works and outline hazards is indicated below

**The works and outline hazards include but are not limited to the following:**

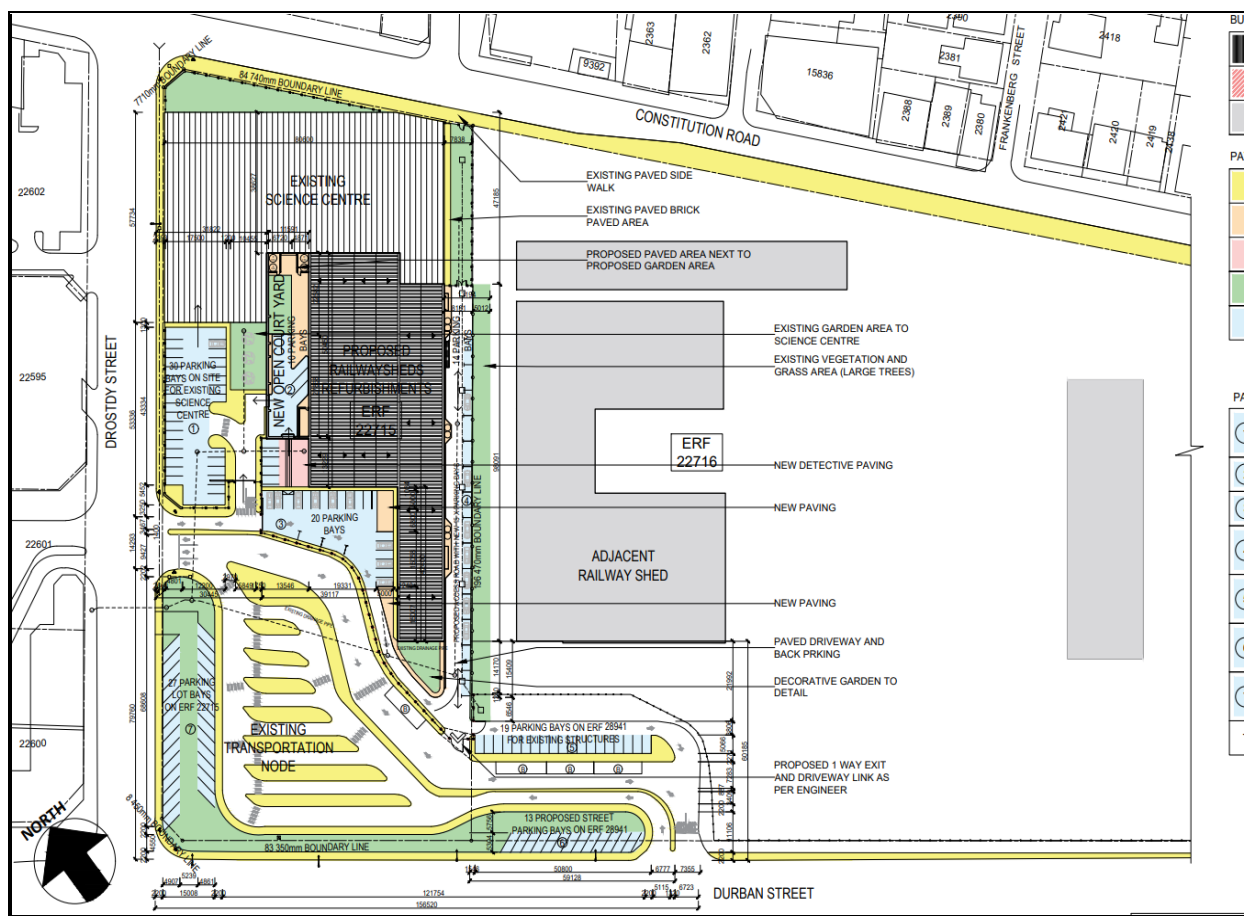
TRADE	THIS SITE	OVERVIEW OF OCCUPATIONAL HAZARDS	%
Demolitions and Alterations	✓	Difficult postures, heavy loads,Cement dermatitis,trips, falls,falling material, asbestosis, lung and other diseases such as mesothelioma of the pleura.collapse	
Earthworks	✓	Difficult postures, heavy loads,Cement dermatitis,trips, falls,falling material,collapse	
Concrete Formwork and Reinforcement	✓	Difficult postures, heavy loads,Cement dermatitis,trips, falls,falling material,collapse,electrocution,cuts,impalement,Skin inflammation	
Masonry	✓	Cement dermatitis, Difficult postures, heavy loads,falling objects,trips,falls,Skin inflammation	
Waterproofing	✓	Knee trauma, Difficult postures, glue and glue vapour,tar or similar cancerous substances	
Roof Coverings	✓	Inclement weather, working at heights,falling material/objects,falls,collapse	
Carpentry and Joinery	✓	Wood dust, heavy loads, repetitive motion	
Ceilings, Partitions and Access Flooring	✓	Working at heights,falling material/objects,plaster dust, walking on sharp objects, heavy loads, awkward posture	
Floor Coverings	✓	Knee trauma, Difficult postures, glue and glue vapour,tar or similar cancerous substances	
Ironmongery	✓	Difficult posture,heavy loads,falling objects,cuts trips,slips	
Structural Steelwork	✓	Difficult postures, heavy loads,Cement dermatitis,trips, falls,falling material,collapse,electrocution,cuts,impalement	
Metalwork	✓	Difficult postures, heavy loads,trips, falls,falling material,collapse,electrocution	
Plastering	✓	Dermatitis, awkward postures	
Tiling	✓	Vapor from bonding agents, dermatitis, Difficult postures	
Plumbing and Drainage	✓	Metal fumes and particles, welding fumes	
Electrical Work	✓	Solder fumes, heavy loads,electrical shock,buns, explosions	
Mechanical Work	✓	Solder fumes, heavy loads, electrical shock,buns, explosions	
Glazing	✓	Solder fumes, heavy loads, electrical shock,buns, explosions	
Paintwork	✓	Solvent vapours, toxic metals in pigments, paint additives	
External works	✓	As per general activities and trades above	
General Activities	✓	Silica dust, histoplasmosis, whole-body vibration, heat stress, noise	
		Eye injury caused by stone and metal particles/ricochets which are during throughout drilling, cutting and demolishing operations	

		Poisoning, as a result of exposure (mostly by inhalation or ingestion) to dangerous/noxious chemicals which are being used during construction	
		Psychological/social factors due to interpersonal problems, shift-work and similar problems.	
Mobile Plant and equipment	✓	Whole-body vibration, fuel engine exhaust poisoning	

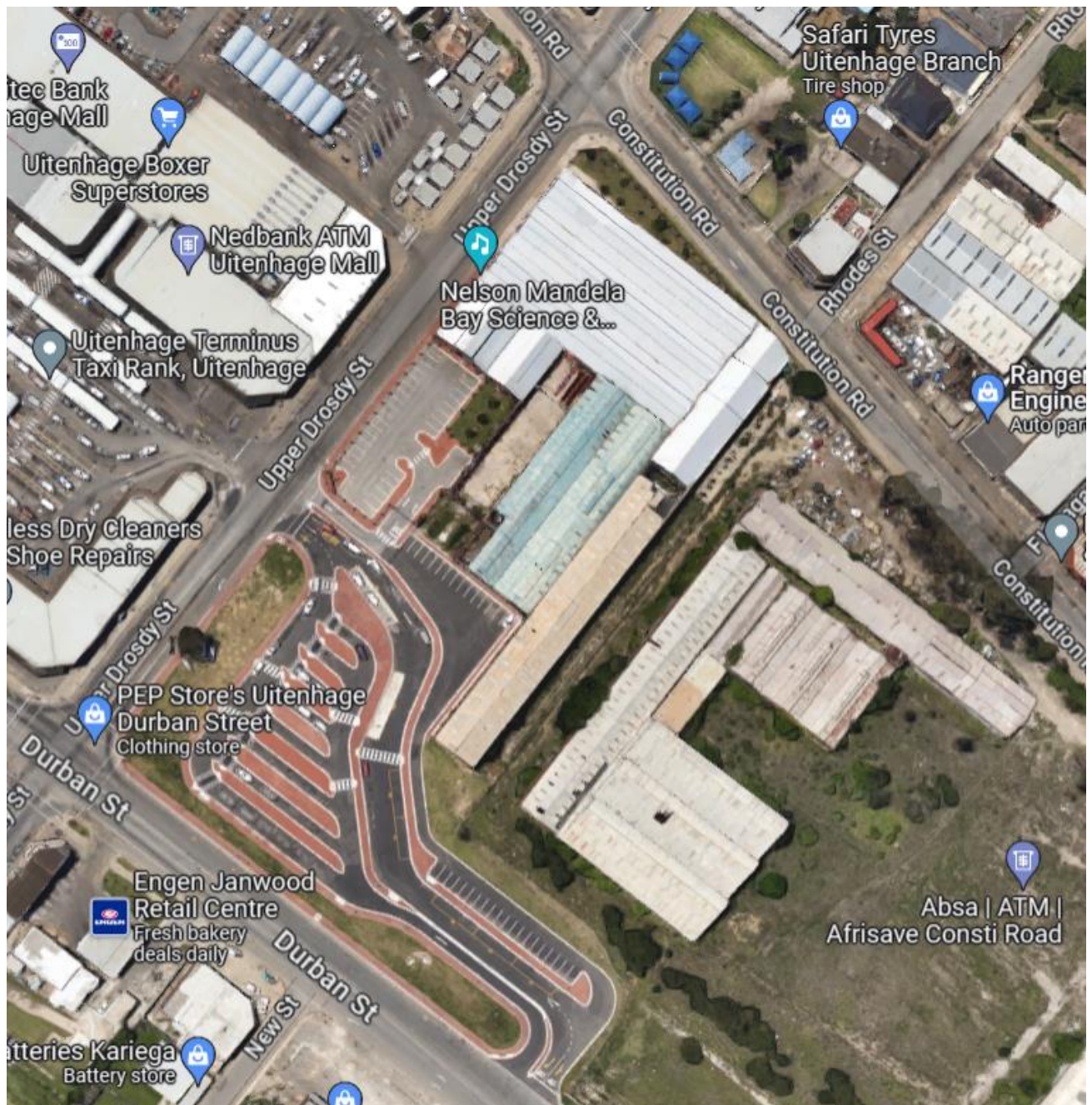
## LOCATION

**Location:** The Site is situated at the Kariega (Uitenhage) railway sheds

**Site map:** showing the location of the site (refer to Architects site plan)







## DECLARATIONS

Document Type	Declaration	Principal Contractor Name Surname & Signature	Drawing/Document No's
Bills of Quantities	I have obtained, studied, reviewed, discussed, filed, will use and update		
Building Condition Assessment	I have obtained, studied, reviewed, discussed, filed, will use and update		
Structural Survey	I have obtained, studied, reviewed, discussed, filed, will use and update		
Demolitions drawings	I have obtained, studied, reviewed, discussed, filed, will use and update		
Architectural Drawings	I have obtained, studied, reviewed, discussed, filed, will use and update		
Structural drawings	I have obtained, studied, reviewed, discussed, filed, will use and update		
Electrical Drawings	I have obtained, studied, reviewed, discussed, filed, will use and update		
Plumbing and Drainage drawings	I have obtained, studied, reviewed, discussed, filed, will use and update		
Finishes schedules	I have obtained, studied, reviewed, discussed, filed, will use and update		
Detail and fixing drawings	I have obtained, studied, reviewed, discussed, filed, will use and update		

To this end, the health and safety plan must contain an express declaration that the Principal Contractor/ Contractor has received, studied, reviewed and discussed the designs and specification information listed below<sup>1</sup>

The Principal Contractor shall demonstrate to the Client's Health and Safety Agent that they have the necessary competencies and resources to carry out the work safely. In this respect, the health and safety plan must be accompanied by priced health and safety Bills of Quantities – (refer to attached health and safety bills of quantities) that cater for the provision of adequate health and safety during construction.

<sup>1</sup> In signing the mandatory agreement the contractor agrees that he has been furnished with all design information required of him to commence with the works and that he has reviewed the designs



Adequate health and safety can only be achieved on this construction site if all stakeholders adopt the participative approach, that is, if everyone buys into the health and safety management plan. In order for this project to achieve this primary goal the health and safety of all, i.e. contractor's employees, consultants, community, learners etc must be catered for in accordance to the requirements demands and obligations of the Occupational Health and Safety Act, 85 of 1993 and the Construction Regulations, 2014. As a primary measure the contractor must issue a printed health and safety motto in English, Afrikaans and IsiXhosa to everyone who will enter the site that reads as follows:

***My Health and Safety on and off the site is my responsibility, The Health and Safety of everyone on site is everyone's responsibility, everyone must report. Unsafe Acts or incidents and Unsafe Conditions to their superior immediately***

It is critical for the contractor to familiarize him/herself with the site and any other unique attributes that are present prior to preparing the Health and Safety plan in response to this specification. To this end, the health and safety plan must contain a declaration of a confirmed site visit by the Principal Contractor/Contractor.

#### **LEGAL APPOINTMENTS REQUIRED FOR THIS PROJECT**

The contracting organization is deemed to have the following designated personnel (table below). The competencies of these personnel (CV's and Certified qualification certificates) must be submitted to the agent for review and thereafter filed in the site Health and Safety plan and file bundle.

ITEM	CONSTRUCTION REGULATION	APPOINTMENT	RESPONSIBLE PERSON	REQUIRED
1.	5(1)(h)	Principal contractor has adequate competencies and resources	Client / Agent	OHS budget and project specific organogram, CVs & qualifications
2.	6	Designer	Client / Agent	Appointment letters, CVs, qualifications incl temporary works
3.	7(1)(c)(v)	Contractor	Principal Contractor	Appointment letters
4.	7(2)(c)	Contractor / Sub-Contractor	Contractor	Appointment letters, CVs, qualifications incl temporary works
5.	8(1)	Construction Manager	Principal Contractor	Appointment letters, CVs, qualifications x 1
6.	8(2)	Assistant Construction Manager	Principal Contractor	Appointment letters, CVs, qualifications x 1
7.	8(6)	Construction Safety Officer	Principal Contractor & Contractor	Appointment letters, CVs, qualifications x 1

8.	8(7)	Construction Supervisor	Construction Manager	Appointment letters, CVs, qualifications for each activity
9.	8(8)	Assistant Construction Supervisor	Principal Contractor & Contractor	Appointment letters, CVs, qualifications for each activity
10.	9(1)	Person to carry out risk assessment	Principal Contractor & Contractor	Appointment letters, CVs, qualifications. Experience in previous similar projects
11.	9(4)	Trainer/Instructor	Principal Contractor & Contractor	Appointment letters, CVs, qualifications
12.	10(1)(a)	Fall protection officer	Principal Contractor & Contractor	Appointment letters, CVs, qualifications. Experience in previous similar projects
13.	11(2)	Competent structure inspector	Owner	Appointment letters
14.	6(2) & 12(1)	Temporary Works Designer	Principal Contractor & Contractor	Appointment letters, CVs, qualifications
15.	12(2)	Temporary Works Supervisor	Principal Contractor & Contractor	Appointment letters, CVs, qualifications
16.	13(1)(a)	Excavation supervisor	Principal Contractor & Contractor	Appointment letters, CVs, qualifications
17.	13(2)(b)(ii)(bb)	Professional engineer or technologist	Principal Contractor & Contractor	Appointment letters, CVs, qualifications
18.	13(2)(k)	Explosives expert	Principal Contractor & Contractor	N/A
19.	14(1)	Supervisor demolition work	Principal Contractor & Contractor	Appointment letters, CVs, qualifications
20.	14(2) + (3)	Demolition expert	Principal Contractor & Contractor	N/A
22.	16(1)	Scaffold supervisor	Principal Contractor & Contractor	Appointment letters, CVs, qualifications. Experience in previous similar projects
24.	17(2)(c)	Compliance plan developer	Principal Contractor & Contractor	Appointment letters, CVs, qualifications. Experience in previous similar projects

In addition, the organization must provide a pragmatic organogram for the works. The organisation must indicate the hierarchy of roles and responsibilities for this project

The appointed Principal Contractor shall submit to the Client his project- and site-specific Occupational Health and Safety Plan and H&S File for evaluation and approval at least 30 working days prior to his intended commencement of the works. Once the Principal Contractor's H&S Plan and H&S File has been approved for implementation, H&S Compliance Monitoring and monthly Audits of the Principal Contractor's performance will be carried out at least once a month. These audits shall be as follows:

- Compliance audits - periodic and non-periodic i.e., with or without notice
- Management system audits - periodic and non-periodic i.e., with or without notice

To this end the Principal Contractor must submit a template of its own internal compliance audit checklist for consideration and approval by the client's agent prior to the commencement of works to satisfy the project objectives.

The Client is required to stop work which is not in accordance with the approved H&S Plan or which poses a threat to the health and safety of persons. Any delays and other costs incurred by the Principal Contractor resulting from non-compliance(s) to OHS legal and contractual obligations will be at the Principal Contractor's expense and no claims will be entertained in this regard. The OHS act together with its applicable Regulations forms part of this project- and site-specific Occupational Health and Safety Specification.

### **Site-Specific Requirements and Considerations**

The principal contractor, consultants, (Sub-) contractors, any interested party and or suppliers who will visit site, will be required to undergo a site Induction organized by the contractor (approx. 30 minutes duration). A template must be submitted to this end for approval. In addition, no one must be allowed to work on site prior to being inducted and proof of induction must be kept on site. The principal contractor shall coordinate the need for Induction.

The following potential sources of risk to the health and safety of persons on the site have been identified (refer to construction regulations), and must, **as a minimum**, be appropriately addressed by the principal contractor in the principal contractor's Health and Safety Plan. In addition, the principal contractor must perform his/her own risk assessments to enable him/her to take the necessary precautions to protect the health and safety of persons on the site, to comply with the principal contractor's obligations under the Act and all Regulations made there under, including the Construction Regulations, 2014.

The risk assessment should include the following:

- (a) the identification of the risks and hazards to the health and safety to which persons (staff, students, community member or interested parties) may be exposed;

- (b) the analysis and evaluation of the hazards identified;
- (c) a documented plan and safe working procedures to mitigate, reduce or control the risks identified; and
- (d) The monitoring and review plan of the risks and hazards.
- (e) The relevant personal protective equipment or clothing.

### **Access and Site Establishment**

Cordon off all hazardous areas: No unauthorised personnel should venture near or close to the work areas, especially where there is possible handling of asbestos material. Include **SIGNAGE "DO NOT ENTER" / NO GO ZONE**

Working at height. A fall protection plan must be provided. Scaffolding to be provided around the work perimeter to allow for safe access and removal. A survey of the structure is required prior to work commencing. Access to the site shall be through controlled access managed by permanent traffic accommodation officers. The attention of the learner, educator, worker or visitor must be drawn to a site notice board with contains a map of the site. The map must clearly indicate the safe zones and current work zones and the means to access to the site office. The notice board must contain a list of site rules. Rule no.1 shall read, "**Report to the site office**". The site office establishment shall be on level ground in a location that is as far away as reasonably practicable from the works. The principal contractor must install a permit system for access and egress to and from the site. As a result, **the principal contractor and his work staff are limited to the construction site only**. If the principal contractor or his/her workforce is found beyond the demarcated boundaries of the site they will be trespassing on the client's property. The Client reserves the right to apply a trespassing fee of R1 000.00 rand per person found trespassing.

### **Environment**

The contractor must abide by the strict environmental management objectives that the Client abides by as per the National Environmental Management Act<sup>2</sup>. The principal contractor shall ensure that the management of the works is complimentary and supportive of the Clients objectives. The contractor must as far as is reasonably possible ensure that there is minimal, dust, waste, hazardous chemical substances and flammable substances on or stored on site. Waste shall be sorted by type, securely stored on site, and disposed of routinely in an approved manner. Any leaks or spills of hazardous chemical substances shall be cleaned up immediately using appropriate spill clean-up kits provided and maintained by the principal contractor. If leaks or spills take place on soil then the contaminated soil shall be removed. The clean-up of hazardous chemical substances will generate hazardous waste which shall be disposed of in an approved

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<sup>2</sup> Act 107 of 1998

manner. Nothing contained in or omitted from this concise specification, or the client's Environmental policy shall relieve the principal contractor of any of his/her obligations or liabilities as stated in the National Environmental Management Act (Act 107 of 1998). As a result, the contractor must, using an Environmental Management Plan clearly demonstrate how s/he will deal with aspects of the works.

### **Traffic Accommodation**

The Principal Contractor shall ensure that normal operations including access and egress remain operational. Should there be a need for abnormal work or loads that require unique road usage the Principal Contractor must apply for a road closure permit/s where applicable. This application must be submitted 5 working days before such event. To this end the Principal Contractor must always ensure that vehicles and pedestrian traffic is effectively and efficiently accommodated. Where necessary the principal contractor shall isolate the construction activities from the client's activities using SABS approved construction safety fencing and prominently displayed information and warning signs (and flagmen where required). The construction safety fencing shall be secured in such a manner that it will not be displaced by more than 150mm (in the vertical or horizontal plane) when a force of **2 kN** (approx. 204 kg) is applied to it. Provision may need to be made to 'open' the construction safety fencing in order to allow the Client's vehicle traffic through. Information signs shall include information relating to deviations or alternate routes due to the construction activities. Warning signs shall include those relating to overhead work, work at height, noise, construction vehicles, mobile plant and machinery in operation. Traffic accommodation as stated by the South African Road Traffic Signs Manual (SARTSM), Volume 2, Chapter 13, (Roadwork's: published by the Government Printing Works) must be observed for any construction activity that is related to this project. A traffic accommodation officer should be positioned to deal with traffic.

### **PROBABLE CAUSES OF ACCIDENTS**

The probable causes of accidents or ill health on this site are listed below. The Principal Contractor must clearly demonstrate how these matters will be catered for in his health and safety plan.

**1. Mobile Plant (For lifting or deliveries etc)** – The contractor must warn and/or schedule structured induction sessions for his employees, staff, end-user and interested parties about work on site and the presence, effect and risks posed by mobile plant and equipment. Access to and from site must be coordinated and standardized with the agent. Reversing on site, in particular the main entrance area, or areas that are open to the occupants of the premises should be avoided. The contractor must exhaust other manoeuvring techniques prior to resorting to reversing. With respect to site levels, Plant and machinery may overturn if not placed on level ground and the health and safety plan must address level issues where applicable. Arrangements



for a site flagman must be indicated in the health and safety plan. In conclusion, the contractor must clearly demonstrate how s/he will deal with aspect of the works.

**2. Falls** – The structure to be renovated is a single storey structure. The estimated maximum building height is 4 to 6 metres at most and will entail ceiling removal and erection at height. As a result the health and safety plan must guard against falls and present a detailed fall protection plan that details the type of fall arrest and prevention systems to be used, scaffolding specifications. The contractor must clearly demonstrate how s/he will deal with aspect of the works.

**3. Electrical and Mechanical Installation Accidents** -In certain instances, connecting to existing services or replacement of old and outdated installations will be required. The contractor must provide a survey of existing installations and indicate how he will guard against accidents and incidents in this regard. The contractor must clearly demonstrate how s/he will deal with this aspect of the works.

**4. Falling material and collapses** – The contractor will have to erect scaffolding or for the construction at height. Tools and various work objects will probably be placed on these platforms thereby presenting a risk of falling material and collapses. These temporary structures must also be erected by specialists and certified as being fit for use. The contractor must clearly demonstrate how s/he will deal with this aspect of the works.

**5. Trips** – The contractor will have to manage his/her access routes as there is a possibility that people may trip in footpaths. The contractor must clearly demonstrate how s/he will deal with this aspect of the works.

**6. Manual handling**- The contractor is expected to use manual labour for various trades such as laying of brickwork, concrete work (repairs and new work), loading of rubble etc. The contractor must clearly demonstrate how s/he will deal with aspect of the works.

**7. Noise and vibrations** – High levels of noise are expected as the contractor will most likely use power tools in the following areas, demolitions etc. The contractor must clearly demonstrate how s/he will deal with aspect of the works.

**8. Chemicals** – The contractor will possibly use several chemicals and solvents. Material data sheets are to be supplied to the Health and Safety Agent prior to the commencement of work. The safe work procedures, precautions and Personal Protective Equipment (PPE) indicated in the material safety data sheet (MSDS) should be adhered to as a minimum. Furthermore, the contractor must clearly demonstrate how she/he will deal with this aspect of the works.

## 10. Decanting

The Contractor should liaise with the End-user via the Principal Agent to coordinate their program with that of the end-user also to communicate with them beforehand on the available decanting plans. Contractor to present their decanting plan to show how the end-user will be safeguarded.

The principal contractor must request, study, understand, review and adopt the existing facility's health and safety policies or those of the Employer. The Principal Contractor must therefore ensure that all necessary health and safety provisions are catered for in terms of the Employers existing or implied health and safety policies. In all activities the PC must therefore provide

- a safe place of work
- provide safe plant and equipment
- provide a safe system of work
- provide competent employees including the provision of adequate supervision, instruction and training

In order to implement these safety requirements, the Principal Contractor must (provide a plan that indicates how you will deal with the following items):

- Follow the principal or health and safety liason or representatives' health and instructions at all times
- Report arrival and departure from site always to the Health and Safety liason or representative
- Discuss the proposed works programme, layout of services, workplace equipment functions and disturbance levels (noise etc), placement of equipment with the facility Manager and seek approval thereof in writing
- request, study, understand review, adopt and implement the existing health and safety provisions
- Present, discuss and seek approval from the Facility manager for the emergency plan procedures
- Provide identification tags and uniforms for his staff bearing his company logo and name
- The PC's uniform colours must be distinct from contractor uniforms
- Present, discuss and seek approval from the Facility Manager for the security plan
- Provide the Facility Manager with the project hazard identification and risk assessment profile in a tabulated format
- Carry out regular audits and inspections and report findings to the Facility Manager via the Agent
- Liaise with the Facility's health and safety officers or Facility Manager at all times regarding the execution of the works, the impact on the daily activities of site as well as

the adequacy of the health and safety provisions thereof. Sign off on access and ingress is required prior to the commencement of work activities.

- Report suspected or actual hazards to the Facility's health and safety liaison or representative and/or Facility Manager immediately
- Report the presence of unknown persons on site immediately
- Report work-related injuries or near miss or concerning incidents to the principal and health and safety representative or liaison and complete requisite paperwork
- Cooperate with the Facility Manager, other members of the management team, the health and safety representative and liaison, health and safety committee members (where applicable)
- Provide induction training for staff, where applicable
- Ongoing and "refresher" training concerning health and safety on site
- Provide and maintain a functional office environment where the staff, and visitors are not exposed to hazards.

### **Work at Height**

The Principal Contractor shall ensure that work at height is avoided wherever practicable. If work at height is not avoidable it must be done safely at all times. Where work at height cannot be avoided the Principal Contractor shall ensure that access equipment fitted with temporary handrails and intermediate rails (and fully boarded working platforms with toe boards) are used, e.g. access scaffolding; mobile elevated working platforms (MEWP). Where the aforementioned is not practicable the Principal Contractor shall ensure that personnel measures such as work restraint systems are used to prevent workers from getting into fall risk position/s. Where the aforementioned is not practicable the Principal Contractor shall ensure that collective measures such as nets or soft-landing systems (air bags) are used. Where the aforementioned is not practicable the Principal Contractor shall ensure that personal measures such as a personal fall arrest systems are used. Such a system must either have a secure anchorage point preferably sited above the head (fall factor 0), or, at the height of the dorsal attachment of the full body harness (fall factor 1), or lastly, be anchored at a point sited at the height of the feet (fall factor 2). The Principal Contractor shall ensure that the Fall Protection Plan/s to eliminate the risk of a person/s falling from height; include the resources and procedures to allow for prompt rescue and medical treatment of persons that may fall from height whilst tied into a personal fall arrest system.

### **Compulsory Personal Protective Equipment and Clothing**

The Principal Contractor shall ensure that all persons (entering and or working on the site) are wearing at least the following SANS approved Personal Protective Equipment and Protective Clothing that are in a good condition:

- Hard hat;

- Overalls with a permanent name tag;
- Safety shoes, and
- High visibility reflective zip-up vest
- Hand Sanitizer with at least 70% alcohol
- COVID 19 Mask

All other Personal Protective Equipment and Protective Clothing to be provided and maintained as identified in Principal Contractors' and any (Sub-)Contractors' or suppliers' Risk Assessments. Spares must be kept on site for workers, impromptu visits by the Client or his representative/s.

### **Emergency Preparedness and Response Capabilities**

The most obvious emergencies on this site may arise from the construction works, access to and from site, riot related incidents, fire, collapse of temporary structures and or the offices structures during demolition, site flooding or collapse of roofing, etc. As a result, the Principal Contractor needs to consider and prepare for, potential situations and events that may arise whilst being in possession of the site. The Principal Contractor should also take into consideration the nature of potential injuries when identifying hospitals and or emergency services for treatment and or response – certain hospitals or facilities will be adequate for the proper treatment of minor injuries, but not necessarily, for more serious and life-threatening injuries. The Principal Contractor shall demonstrate arrangements made with local hospitals, fire and emergency services regarding the location of the site and entry procedures; potential situations that may arise and primary contact persons and details. In addition fire, strike and riot drills and other safety procedures must be done at least once a month. Records must be kept for auditing purposes. The aforementioned emergency details must be displayed on the site notice board together with the emergency situation assembly point, routes and exits and alarm tactic e.g. whistle. The Contractor must endeavour to ensure that his/her workers know the emergency telephone numbers by heart.

### **Principal contractor Health and Safety Obligations and Duties**

The Principal contractor and each contractor working on the site must prepare a Health and Safety Plan to address and manage all applicable sources of risk as per items identified above as well as any other sources of risk which will or may be identified during the contractor's own risk assessments. The principal contractor shall incorporate these into a single Health and Safety Plan for the execution of the works. Should any further risks be identified in the course of the construction work, such risks must be assessed and addressed in the amended Health and Safety Plan/s which must then be submitted to the clients for approval.

- The Principal Contractor shall keep, and on demand make available, a copy of health and safety laws on site at all times and in addition to that he/she will introduce and maintain a file titled "Health and Safety File", or other record in permanent form, which shall contain all relevant aspects and information as contemplated in the Construction Regulations.
- He/she will make this file available to the Client, DoI or his representative whenever necessary or on request to an interested party
- Provide a budget for health and safety
- The project under control of the Principal Contractor shall be subject to periodic health and safety audits that will be conducted by the Client at intervals agreed upon between the Principal Contractor and the Client, provided such intervals will not exceed periods of one month.
- The Principal Contractor is to ensure that he/she and all persons under his control on the construction site shall adhere to the above specifications.
- The Principal Contractor should note that he/she shall be held liable for any anomalies including costs and resulting deficiencies due to delays caused by non-conformance and/or non-compliance to the above Health and Safety Specifications and the Health and Safety Plan based on these specifications.

#### **Hazards Identified by designers:**

Task	Hazard	Mitigation/ rational
Access and egress to site as the works are located in a busy CBD and close to 2 x volatile taxi ranks	Potential violence and strike related to the taxi industry and congestion	Traffic management to be implemented through a plan produced by a registered and traffic engineer
	Employees or members of the public struck by vehicles/Vehicles entering or leaving the site could cause MVA	Provide signage as per SARTSM,. Provide trained flagmen
Crane related works – steel /roof structure erection	Failure/ Collapse/ falls from height	Appropriate and tested equipment, competent employees, detailed method statements approved by competent persons detailing works to be undertaken and signed off prior, training, Load test certificates for machine and equipment. Provide harnesses and scaffolding, lifelines etc



Chain saw related works	Cuts and fatalities	Method statements, Use trained operator
Paving	Cutting ergonomics	Train in manual handling and use competent operators
Precast Kerbs	Ergonomic issues heavy items Over 100kg/unit	Cast off site to limit curing time and damage. Ensure training in manual handling
Completing previously incomplete works, breaking down and or breaking in, creating openings	Provide safe work procedures / method statements drafted by competent persons, conduct surveys prior to work	Ensure plans are approved by Engineer, stabilise structures, ensure no persons or equipment is exposed to overhead work, ensure emergency and other plans are updated. Conduct test runs of collapse scenarios etc
Exposing of services	Shock, water leaks and Gas.	Obtain plans of existing surveys. Provide safe work procedures / method statements drafted by competent persons, conduct surveys prior to work. Ensure plans are approved by Engineer

<b>Flammable and hazardous chemicals</b>		
Hazardous chemicals	Portland Cement	Provide correct storage facility. And enough firefighting equipment and spill kits
Flammable and hazardous	Paint, solvents	
Flammable and hazardous	diesel	
Flammable	petrol	

The contractor is to note the inclusion of SMMEs in the contract. The management of these SMME's with regards to Health and Safety remains the Principal Contractor's responsibility as per CR 2014 Regulation 7. All health and safety requirements in terms of Ia shall be deemed to apply to all SMMEs. The tenderer is deemed to have priced for all requirements related hereto in the OHS bills of quantities. Further client specific requirements are detailed below:

### **1. Limitation of Liability**

The MBDA shall not be responsible for acts or omissions of any contractor which may directly or indirectly result in the application of these site-specific specification. The Principal Contractor shall enter into a specific Mandatory agreement (37.2) with the MBDA. This document shall form part of the Health and Safety file. The continual updating of the Health and Safety file remains the sole duty of the Principal Contractor as new information regarding Health and Safety becomes available.

### **2. Purpose of the Project Specific Health and Safety Specification**

The purpose of the Project Specific Health and Safety specification is to comply with the construction regulations in providing the contractor with information pertaining to the issues of Health and Safety of this contract.

### **3. Implementation**

This Health and Safety Specification forms an integral part of the contract document. This includes the compilation and amendments to the Health and Safety file, Managing Health and Safety on site including that of people not employed by the contractor and the handing over and approval of a consolidated file at the end of the defect's liability period to the engineer before final payment is made.

### **4. Scope of application**

This specification applies to any service provider employed on the contract. It should be noted that a service provider who supplies staff to perform work on the construction site is a contractor to the Principal Contractor and needs to be managed as such. Please see section 21 with regards to EME's

The Principal Contractor will be monitored and Audited by the Client's Health and Safety agent on a planned and impromptu basis. All communication will be through the Engineer in writing.

#### **5. Compensation of Occupational Injuries and disease.**

The Principal Contractor is to provide proof of registration and Good Standing with the compensation commissioner or FEMA. Proof of continual good standing must be provided in the H&S file for the duration of the contract. It is the duty of the Principal Contractor to ensure all service providers and contractors are in good standing while performing activities on site.

#### **6. Notification of intention to commence Construction work / Application for a work permit**

The Principal Contractor is to ensure and do all things necessary to assist the agent to notify the Department of Labour of the construction work and or alternatively to apply for a construction work permit as the case may be. The Contractor shall be liable for any delays related thereto if the agent notifies the Client that the documentary requirements for the aforementioned purposes have not been met. If the dates of the Contract are extended, the Contractor is to resubmit notification and or request permit extension to the Department of Labour and provide a new completion date seven working days before existing completion date. Proof must be provided in the Health and Safety Plan and file. It must be noted that this must take place seven days before work on site commences.

#### **7. Competency**

The Health and Safety Plan shall include Signed letters of appointments and proof of competence in the form of certificates of training and a C.V. The definition of competent as per CR2014 shall apply.

#### **8. Health and Safety Officer CR2004 8.5**

The Principal Contractor shall appoint a fulltime competent person to function as Construction H&S Officer for the construction work. Proof of competence of the appointed construction safety officer must be included in the H&S File for approval by the Agent. Proof of competence will include:

- Registration with the SACPCMP as a Construction Health and Safety Officer.
- A CV showing experience as a Health and Safety officer in the Civil Engineering Construction Sector within a built-up area- Minimum of two years as a registered CHSO.
- Contact details of three Clients or Client's Agent who may be contacted as a reference.
- Proof of training that will include, but should not be limited to, "The Occupational Health and Safety Act, The Construction Regulations 2014, Hazard Identification and

Risk Assessment, Incident Investigation and Training of a Health and Safety System similar to "SAMTRAC" or "NEBOSH" (proof of competence for working at height and fall)

- Built Environment qualification.

The Health and Safety officer must attend site meetings and provide these meeting with feedback on corrective actions taken from results of audits and monitoring both internal and external.

The report shall contain all investigations of incidents and accidents and close out reports.

This report must be tabled in writing to the Principal Agent at the meeting. The construction Health and Safety Officer will be responsible to the Construction Manager for all matters regarding Health and Safety on site including the management of contractors or service providers to the P.C. The appointed officer must be provided with a Lap top camera, scanner, and internet access during working hours.

### **9. Construction Manager CR2004 8.1**

The contractor shall appoint a full time Construction Manager for the site. Proof of competency will include Health and Safety training and Risk assessments as well as industry specific training. The contractor may appoint the Construction Manager as per OHS act 16.2. to assist the C.E.O. with regards to Health and Safety on the site. The appointed construction manager's technical skills will be approved by the engineer before the C.V. is put forward in the Health and Safety Plan. All aspects of the project including Health and Safety are the responsibility of the construction Manager.

### **10. Construction Supervisor CR2004 8.7**

The contractor shall appoint Construction Supervisors for the various activities on site, alternatively ensure that contractors performing work for the P.C. have this appointment in place. Proof of competency will be included Health and Safety training and Risk assessments as well as task specific training and a C.V. detailing experience gained in executing said activities.

### **11. Principal Contractor 's Health & Safety PLAN**

The Principal Contractor shall submit an H&S Plan to the Client's agent, in accordance with legal requirements and the PSHSS, prior to work starting.

This H&S Plan must be presented to be approved by the Client's agent prior to the order to commence being issued.

The content of the H&S Plan shall follow a specific order and include the following:

### **Health and Safety File Index Guide**

- i. An index
- ii. Police Clearance certificates for staff members and non sex offender status certification or signed declaration.
- iii. Details of the client, that is the person commissioning the construction work, for example their name, representative and contact details;
- iv. Details of the principal contractor;
- v. Details of the construction project, for example address of the workplace, anticipated start and end date and a brief description of the type of construction work that the H&S plan will cover;
- vi. Details on how subcontractors will be managed and monitored, including how the principal contractor intends to implement and ensure compliance with the H&S plan such as checking on the performance of subcontractors and how non-compliance will be handled; and
- vii. Details on how the risks associated with falls, falling objects, moving plant, electrical work and all high risk construction work that will take place on a construction project will be managed.
- viii. Copy of OH&S Act (updated) (General Administrative Regulation 4.)
- ix. Proof of Registration and good standing with a COID Insurer (Construction Regulation
- x. Project organogram
- xi. Appointments – in terms of the Construction Regulations
- xii. Notification of Construction Work
- xiii. H&S Specifications
- xiv. H&S Plan – Principal Contractor, Contractor & Sub-contractors
- xv. Proof of Periodic Audits
- xvi. List of all Contractors (accountable to Principal Contractor) on site
- xvii. Contractor Agreements
- xviii. Type of work done on site (Scope of Works as per the Tender)
- xix. Health and safety budget as tendered (Preliminaries and General)
- xx. Records of drawings (Architectural, civil etc), designs, materials used and similar information concerning the completed structure
- xxi. Input by Construction Safety Officer
- xxii. Risk Assessment
- xxiii. Copy of Risk Assessment
- xxiv. Proof of H&S Induction Training



- xxv. Proof of training on Hazards and Work Related Procedures
- xxvi. Fall Protection Plan
- xxvii. Designer notice to contractor of dangers and hazards relating to construction work
- xxviii. Drawings design of structure
- xxix. Records of Inspections of Structure
- xxx. Maintenance records – structure safety
- xxxi. Method Statement
- xxxii. Operational Compliance Plan
- xxxiii. Certificates, design calculations, sketches and test results
- xxxiv. Examination results
- xxxv. Maintenance Records Material hoist
- xxxvi. Register for control of cartridges/nails studs – explosive powered tools
- xxxvii. Record of Temporary Electrical Installation Inspections
- xxxviii. Record of Electrical Machinery Inspections
- xxxix. Proof of Training
  - xl. Evacuation Plan
  - xli. H&S Rep & Committee Members details
  - xl.ii. H&S Committee Meetings' Minutes
  - xl.iii. Other appointments in terms of OHASA
  - xl. iv. Details of Inspections (by DoL)
  - xl. v. Recording and Investigation of Incidents
  - xl. vi. Action taken on all incidents
  - xl. vii. Certificates of Competency in First Aid
  - xl. viii. Record of Medical Surveillance required in terms of OHASA
  - xl. ix. Proof of compliance with Asbestos Regulation requirements
  - l. Proof of compliance with Major Hazard Installation requirements

An overview of the management controls, with reference to the hazard identification and risk assessment, to ensure compliance with legislation and the relevant sections of the PSHSS; these controls shall be referenced to documented method statements, risk assessments, SWP and WI's addressing engineering- and administrative risk control.

All relevant documents, appointment letters, programmes, instructions, inspection registers templates, etc. must support each section of the H&S Plan. Where practical, such documents must be inserted in the H&S File; the H&S File, together with the H&S Plan must be submitted for assessment and approval by the Client's Agent.

**a. Management of health and Safety and the health and Safety File.**

- The principal agent will provide a Cloud platform for the Health and Safety on the project. All documents are to be stored on this platform.
- There must be a once of upload of document after approval.
- Daily and weekly uploads during the construction and defects liability period will be audited.
- All changes to appointments new appointments and revisions of HIRAs, Safee work procedures and all other documents must be up loaded.

**12.Hazard identification and Risk assessment**

The Principal Contractor shall appoint a competent person to facilitate a baseline and issue-based hazard identification and risk assessment. The competent persons' proof of training as a risk assessor shall be attached to the letter of appointment included in the Health and Safety Plan.

Risk assessments of all risk-bearing activities identified in the scope of work shall form an integral part of the H&S plan. Proof of the risk assessment being a collective effort must be shown on the HIRA

The plan shall include methods and intervals of review which will be no greater than 1 month if no incidents are reported,

Record of HIRA reviews are to be included in the file.

**13.Induction**

Site specific induction is to be given to employees and visitors to the site. The induction must include but not be limited to:

- Name of employer.
- Name of Principal Contractor.
- Covid 19 Rules.
- The Health and Safety policy of the policy.
- Site rules.
- And site-specific hazards
- Emergency procedures.
- Firefighting equipment.

- For visitors hazards particular to the day of visit.

Proof of induction must be carried by employees and visitors at all time on site and a register of inductions is to be kept in the Health and Safety file including content.

The contractor is to perform community inductions through the C.L.O.

#### **14. Inspections and monitoring**

A list of required check lists and monitoring forms should be derived from the HIRA.

The P.C. must include on these forms' methods of reporting non compliances and recording of corrective action.

#### **15. Incident management and investigation and emergencies**

All incidents and accidents must be investigated to determine the route cause or causes and what corrective action should be put in place. Proof of observation of corrective action/s and the success of such action shall be recorded in the health and Safety file. The method of investigation, observation and review must be included in the Health and Safety Plan. Training in emergencies and reaction plans are to be given at site induction. Emergency telephone numbers of service providers are to be displayed throughout site. Possibly on the inside of vehicle windows facing out.

#### **16. Audits and monitoring**

Audits will be conducted on the P.C every 30 days as prescribed by CR 2014. Unannounced monitoring of site will be conducted without notice. The P.C. will be expected to provide proof of internal auditing of its own systems and audits of contractors. No contractors will be allowed to work without a letter of approval from the P.C. stating that the contractor complies with the OHS act and the specification provided to the contractor.

#### **17. Personnel protective Equipment**

Mandatory P.P.E. shall be:

- Overalls
- Steel toe cap safety boots
- High viability vests. (no bibs)
- High visibility head gear. This could be Hardhats or broad rimed hats depending on the activity.

The use of personnel protective equipment shall be dictated by the HIRA. The plan will indicate how P.P.E will be issued and replaced. Records of P.P.E. condition shall be recorded monthly.

All visitors to site will need to wear at least a high visibility hat and vest. Other P.P.E will be prescribed by the Construction manager for particular areas. The specific P.P.E. will be included in the visitor's induction.

## **18.Occupational Health and Safety Signage.**

The P.C. shall, in his Health and Safety plan, submit a diagram of the site showing the position of the site camp and the layout of the site camp. The diagram shall include all OHS signage including egress and access signs.

Generic all-inclusive OHS signage depicting P.P.E. to be used that is not relevant will be rejected. The plan shall indicate areas of storage for flammable and hazardous chemicals and the signs to be used to denote such place.

The contractor shall provide proof that the signs are checked monthly for condition and effectiveness in the health and safety file.

The contractor shall provide signage at each access point to the area of work warning road users of the hazard ahead.

## **19.Management of contractors**

The Principal Contractor has the duty of managing all contractors providing services to it. While these duties are clearly defined in the CR 2014 the contractor must take note of the following:

The Health and Safety specifications provided to the contractors must be placed in the Principal Contractor s Health and Safety filing system. Each specification must include issues which specifically address the activities of the contract. All Health and Safety specifications issued by contractors to the principal contractor must be approved bu the principal contractor.

Proof of auditing must be kept in the P.C.s Health and safety filing system. The P.C. must also prove that it is checking that contractors to the contractor are being audited.

When a service provider provides staff to perform tasks on a construction site they are seen to be contractors. Typical examples are plant hire where an operator is supplied.

When such issues arise, the contractor shall provide a file which contains, but not limited to the information in the list below.

1. A current letter of good standing
2. A signed agreement with the mandatory provided by the Principal Contractor which is Site and Task specific and includes the name of applicable operator.
3. Letter of appointment of the hired plant company from the Principal Contractor.
4. The appointment of the operator including a Competence Certificate as well as a Medical Certificate of Fitness for Operating the plant specified.
5. Check lists for the plant entering sites, which have been filled in for the day of entry and show no faults.
6. Any test certificates required by legislation. (Such as load test certificates).

The Contractor shall not allow the operator access onto the Site until the hire company provides hard copies of the above to the site Safety officer who in turn approves the documentation.

**EMS's:** The above applies to all EME's. However the intention of employing EME's is to transferee skills. The P.C. is not expected to create health and Safety plans for the EME's but rather to assist the EME's to produce their own simple health and Safety system which they are able to use in the future.

## **20.Public health and Safety**

The contractor is reminded of the duties placed on employers under section 9 of the act. Further to the intention of the act copied below:

*"To provide for the health and safety of persons at work and for the health and safety of persons in connection with the use of plant and machinery; the protection of persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work; to establish an advisory council for occupational health and safety; and to provide for matters connected therewith."*

The contractor shall demonstrate in the H&S plan what systems of management will be used to reduce exposure to the general public from the hazards created by the contract. This must include monitoring and corrective action.

## **21.Work which takes place outside of agreed working hours.**

While the contractor has obligations with regard to requesting permission for work to be undertaken outside of agreed working hours it must be noted that any such work may only be undertaken when the Construction manager, his appointed supervisor and the Construction Health and Safety officer is in attendance.

## **22.Construction welfare facilities.**

The contractor shall in the H&S plan explain how these agreements will be reached with employees. The contractor shall provide proof in the Health and Safety File of the agreement being reached.If chemical toilets are to be used the contractor shall specify the number of people to use a single toilet, periods of emptying and cleaning and the chemical to be used in the toilet shall not contain any poisons due to the proximity of the site to the river.

## **23.Health and Safety representatives and committees**

The contractor shall establish a committee comprising of the construction manager the construction Health and Safety Officer and at least one non-management elected Health and Safety rep. All contractors to the P.C. are to be represented on this committee. The committee must at all times comprise of more than 51% non-management members. Monthly meeting shall be held and recorded. The contractor must submit a proposed agenda for these meeting in the Health and Safety Plan.Note must be taken of the requirement for training of Health and Safety representatives.



## **24.Occupational health**

The contractor shall ensure that all employees on the construction site including those of his contractors have been certified fir as per CR 2014 Regulation 7.8. Copies of the up to date certificate of fitness and NOT the backup information are to be kept in each employers H&S File.

### First aid

The P.C. must use the information gathered from the HIRA to determine the contents of the first aid box. The list contemplated in the General Safety regulations is not considered adequate with regard to stock for the work contemplated and this should be increased. The list provided by the contractor and agreed upon will be the check list used on site.

### First aid attendants

Having considered the scope of work, the possible injuries noted in the HIRA and the number of people who may be affected by an accident the contractor must specify the number of first aid attendant which will be available on site. It must however be noted that at least two first aid attendants will be required to be appointed in the P. C's staff.

## **25.Firefighting equipment**

The contractor must indicate what firefighting equipment will be available on site. Note that this is not limited to fire extinguishers. The use of sand and water buckets is encouraged. Training shall be provided in the correct use at site induction as part of emergency procedures. Wherever an internal combustion engine is used on site a Pressurised fire extinguisher must be readily available.

## **26.Live energy**

Not must be taken of the electrical sub station and sewerage pump station at the East end of the area of works. Excavations in this area are to be done carefully by hand to locate the positions and identify underground services.

## **27.Excavations**

The excavations required are not of great depth. All excavations are as defined in the CR2014 are to be barricaded with a Physical barrier capable of withstanding a horizontal or vertical load of 1,5 kN/100mm. A method of monitoring and correction must form part of the H&S Plan. Specifically, while new retaining walls are being constructed in the amphitheatre, Candy or chevron type is forbidden on site for demarcating unsafe areas.

## **28.Storage of Flammable liquids and hazardous chemical substance**

The contractor shall provide a list of the items which fall into the above-mentioned category and explain how these will be stored on site and the proposed quantities which will be stored.

## **29.Traffic accommodation**

The majority of work will be done on the flood plain between lower Valley road and the river. It is anticipated that this area can be cordoned off from the public during construction. The area south of this is retail space with shops, pubs, restaurants and other entertainment venues. There is therefore vehicular traffic, parking and pedestrian traffic. The contractor needs to highlight the presents of heavy vehicles and construction vehicle on all the approaches to the site.

Any and all traffic accommodation must be documented and approved by the Engineer representative prior to installation. Photographic evidence and check lists must be up loaded daily.

## **30.Online document submissions during Phase 5 and 6**

The PA will, during construction and defects liability periods, make available "cloud storage" which is accessible to the Client's Health and Safety manager, CHSA and the Contractors Health and Safety officer.

- Method statements
- Safe work procedures
- Copies of letters of good standing.
- Copies of induction registers up dated Monthly
- Any New notification if required
- Medical certificate of staff and staff on contractors- (only Annexure 3)
- Photographic evidence of daily traffic accommodation date and time stamped.
- Accident and incident.
- Records of P.T O. conducted.
- The principal agent will provide a Cloud platform for the Health and Safety on the project.  
All documents are to be stored on this platform.
- All registers
- All compliance certificates

Daily and weekly uploads during the construction and defects liability period will be audited.

All changes to appointments new appointments and revisions of HIRAs, Safe work procedures and all other documents must be uploaded. Daily photographic records of signage with date and time stamp must be kept and will form part of the contractor Consolidated Health and Safety file. These Photographs and approved traffic layouts are to be uploaded daily. The contents of the online file will form part of the monthly audit.

### **31.Consolidated Health and safety file.**

The following is a guideline to the consolidated file which must be handed to the CHSA in electronic format for approval before being lodged with the client for safe keeping. The same will be required of all service providers who perform work on site.

<b>HEALTH &amp;SAFETY CLOSE-OUT REQUIREMENTS:</b>		
<b>CONTRACTOR</b>		
No.	Requirements	Description
1	Client's Health and Safety Specification	
2	Contractor's Health and Safety Plan	
3	Notification for Construction Work	
4	Policies, Workplace rules and conduct (including all training/information registers)	
5	Letters of Good Standing for the duration of the contract.	
6	Health and Safety Induction Registers	
7	Scope of Work	
8	Method Statements	
9	Risk Assessments and Safe Work Procedures (including all training/information registers)	
10	All operating manuals for any systems that require ongoing maintenance	
11	Organogram	

12	Legal Appointments	
13	List of all employees employed during contract Including those of contractors.	
14	Medical certificates of fitness	
15	Accidents/Incident records, investigation and reports	
16	Audits by Client's Agent or Monitoring by Principal Contractor	
17	Non-conformance reports	
18	Medical certificates of fitness for all employees.	
19	Daily photographic evidence of traffic management, approvals and layouts.	

## **32.AGREEMENT FRAMED IN TERMS OF SECTION 37 (2) OF THE OCCUPATIONAL HEALTH AND SAFETY ACT**

### **PREAMBLE**

(Note that where the term Contractor is used in this document this shall also be taken to mean Principal Contractor where applicable.)

Nothing contained in or omitted from this Health and Safety Specification, or the Health and Safety Plan based on this specification, shall relieve the principal contractor of any of its obligations or liabilities. The Client shall not be liable for any civil claim because of anything contained in or omitted from this Health and Safety Specification.

**The Contractor and his/her witnesses are to sign two copies, initial each page and return these copies to the clients Health and Safety Agent.**

I, the undersigned, in my capacity as the authorised officer of, and as such representing the under mentioned contracting firm, hereby acknowledge that I have read and understood the attached site specific health and safety specification for the project and confirm that I, as well as my construction supervisor have studied, reviewed and discussed the project designs and specifications as provided by the relevant experts for the project to enable us to allow for all health and safety requirements. Having read and understood the specification and designs we hereby confirm that I /we agree to abide by these regulations in all respects. I/we acknowledge that I am a mandatory in terms of the Occupational Health and Safety Act and agree to comply

with the Act and Safety Regulations. To this end, I will comply in full with the Occupational Health and Safety Act and in particular with the Construction Regulations 2014.

The Contractor hereby indemnifies the Client and Health and Safety Agent against any liability, loss, claim or proceedings whatsoever, whether arising in Common Law or by Statute; consequent personal injuries or the death of any person whomsoever (including claims by employees of the Contractor and their dependents); or consequent loss of or damage to any moveable or immoveable property arising out of or caused by or in connection with the execution of the Contractor's contract with the Company.

The contractor agrees:

- To ensure all employees receive the necessary training before commencing work and carry such proof of training with them.
- To ensure provision of welfare facilities as per Construction Regulation 28.
- To provide the Client with a fully documented Safety, Health and Environment (SHE) plan and specifications.
- To provide risk assessments, safe work procedures and method statements.
- To provide first aid facilities and first aiders as per General Safety Regulations.
- To comply with the hazardous chemical substance regulations and where applicable lead and asbestos regulations.
- To comply with environmental requirements as per the environmental impact study and the environmental regulation for workplaces.
- To keep on site the written appointment for supervision of construction work.
- To provide written designation of health and safety representatives and minutes of all meetings, whether site or separate, regarding occupational health and safety.
- To provide all legal safety and health documents and registers as required by the Act and Regulations, including a copy of the Occupational Health and Safety Act.
- To comply with Construction Regulation 22, Electrical Machinery Regulations, and Electrical Installation Regulations regarding temporary electrical installations on site.
- To comply with Construction Regulations relating to construction vehicles.
- To prepare a fully documented fall protection plan.
- To comply with General Safety Regulation 2 regarding protective clothing and equipment.
- To report all incidents and accidents and occupational diseases as per Section 24 of the OHS Act and Regulation 6 of the General Administrative Regulations.
- To comply with the General Safety Regulations
- This should be read in conjunction with Construction Regulation 27 regarding the appropriate measures to be taken to avoid the risk of fire and explosion (see Construction Regulation 27).
- To ensure that when using scaffolding and ladders, he complies with Construction Regulation 10 and others.

- That good housekeeping be done, including monitoring of stacking and storage and temporary storage of flammable materials as per Construction Regulations 25 and 26.
- That where explosive power tools are used, correct training is given, registers kept and precautions exercised.
- That excavation work is done in accordance with Construction Regulation 11.
- That demolition work is done in accordance with Construction Regulation 12.
- That when erecting or using scaffolding, in addition to the Construction Regulation requirements, SANS code 85 is complied with.

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SIGNATURE OF PRINCIPAL CONTRACTOR  
NAME IN BLOCK LETTERS

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WITNESS

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NAME IN BLOCK LETTERS

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DATE




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SIGNATURE OF HEALTH AND SAFETY AGENT (**A MOYO**)

## BASELINE HAZARD IDENTIFICATION & RISK ASSESSMENT

<b>BASELINE HIRA</b>	<b>REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS</b>				
Document Number:	512	Revision:	-	Date:	16 October 2023

Client Department:	<b>MANDELA BAY DEVELOPMENT AGENCY: REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS</b>				
Consultant:	Built Environment Experts				
Project:	<b>MBDA URS 10/23 : REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS</b>				
Project Number:		Start Date:		Projected Completion Date:	
Site:	KARIEGA (UITENHAGE) RAILWAY SHEDS				
Geo-Location	-33.77217658578504, 25.402474464457622				

<b>ISO Standard:</b>	ISO 45001:2018				
H&S Agent:	Admire Moyo	Registration Number:	CHSA/081/2018	Signature:	

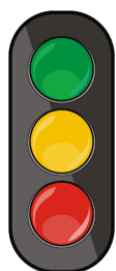


## QUALITATIVE METHODOLOGY

id	Activity	Decision Station
01	Identify the construction activity or process	Breakdown the scope into simple tasks
02	Identify the Hazard associated with the construction activity or process	
03	Identify the Risk associated with the hazard	
04	Assign the Consequence factor associated with the risk (severity of impact on the organizational activities)	
05	Assign the Probability factor associated with the risk (likelihood of risk materializing)	
06	Assign the Exposure factor associated with the risk (potential future loss resulting from risk materializing)	
07	Multiply the Consequence, Probability and Exposure factors (action 04) x (action 05) x (action 06)	
08	Arrive at Raw Risk Rating for the identified construction activity or process	Check against Risk Indicator
09	Implement Controls to mitigate the identified risk.	Identify as many controls as possible
10	Assign the NEW Consequence factor associated with the risk after controls are implemented	
11	Assign the NEW Probability factor associated with the risk after controls are implemented	
12	Assign the NEW Exposure factor associated with the risk after controls are implemented	
13	Multiply the NEW Consequence, Probability and Exposure factors (action 10) x (action 11) x (action 12)	
14	Arrive at Adjusted Risk Rating for the identified construction activity or process	<b>Final Check</b> against Risk Indicator
15	Ccontinue with construction activity, with CAUTION or STOP construction activity or process.	Periodically Review, Continuous Monitoring

## QUANTITATIVE METHODOLOGY

### RISK INDICATOR



<b>0 - 30</b>	Risk is Low	Proceed with construction activity or process. Implement all controls.
<b>31 - 60</b>	Risk is Moderate	Proceed with construction activity or process with CAUTION. Implement all controls. Implement strict monitoring.
<b>61 - 125</b>	Risk is High - Very High	Stop construction activity or process. Identify safer alternative processes or activities. Reassess plans. Consult.

### RISK MATRIX

CONSEQUENCE FACTOR		
<b>1</b>	Discomfort	Negligible
<b>2</b>	Minor Injury	Low Severity
<b>3</b>	Serious Injury	Moderate Severity
<b>4</b>	Disability	Critical Severity
<b>5</b>	Death	Catastrophic

PROBABILITY FACTOR		
<b>1</b>	Rare	≤ 5 %
<b>2</b>	Unlikely	≥ 5 %
<b>3</b>	Possible	≥ 10 %
<b>4</b>	Likely	≥ 25 %
<b>5</b>	Almost Certain	≥ 50 %

EXPOSURE FACTOR		
<b>1</b>	Negligible Interruption	Negligible Losses
<b>2</b>	Minor Delay	Low Financial Loss
<b>3</b>	Temporary Shutdown	Moderate Fin. Loss
<b>4</b>	Lengthy Suspension	High Financial Loss
<b>5</b>	Termination	Extreme Financial Loss

#### 'Definitions'

- (a) **Consequence** means: the (Severity) impact of an event occurring.  
 (b) **Probability** means: the (Likelihood) that the projected severity impact (consequence) will occur.  
 (c) **Exposure** means: the magnitude (scale of potential impact) of consequence occurring.

id	PROJECT SCOPE OF WORKS & HAZARD IDENTIFICATION	HEALTH & SAFETY HAZARDS														
01	Alterations and Demolitions	A	C	D	E	F	G	H	I	K	L	N	Q	R		
02	Concrete, formwork, and Reinforcement	A	C	D	E	F	G	H	I	K	L	N	Q	R		
03	Roof Structure and Roof Covering	A	C	D	G	K	N									
04	External Walling	C	D	G	I	N	Q	R								
05	Internal Walling	C	D	R												
05	Ceiling Installations	C	D	F												
07	Floor Covering Installations	C	D	E												
08	Fencing Installations	C	D	N	R											
09	Paving, Roads, Sub-bases	C	D	I	K	R										
10	Fire Fighting Installations	A	C	E	F	R										
11	Electrical Installations	A	C	D	F	J	L	R								
12	Mechanical Installations	C	F	H	I	K	L	N	R							
13	External Works	A	B	C	D	E	G	I	K	L	N	P	Q	R		
14	Structural Steelwork	A	B	C	D	E	G	I	K	L	N	P	Q	R		
15	Landscaping	I	Q													
16	<i>Infectious or other disease in the workplace</i>	A	B	P												
17	<i>Nature of the Site</i>	A	B	C	D	E	F	G	I	K	L	M	O	P	R	
18	<i>Procedures and Site operations</i>	A	B	Q	R											
A	Death	J	Illumination and Glare													
B	Infections, Disease	K	Accidents (Transportation), Moving Parts (Machinery) and Vibration													
C	Ergonomics, Injuries	L	Electricity (Electrocution, Shock)													
D	Tripping, Slipping and Falling	M	Radiation Exposure (Ionizing and Non-Ionizing Radiation in construction)													
E	Exposure to Harmful Substances and Waste	N	Falling Objects, Collapse (Stacking and Trench)													
F	Fire, Explosions and Burns	O	Violence, Unrest, Public Safety													
G	Cold and Heat Stress	P	Psycho-Social, Stress, Fatigue													
H	Noise and Hearing Loss	Q	Environmental and Ecological Damage													
I	Ventilation, Dust and Air Quality	R	Property Damage, Theft and Financial Losses													

## Baseline Risk Assessment

### 01 SITE SET UP & SITE MANAGEMENT

Activity / Process	Hazards	Risk	Consequence	Probability	Exposure	Raw Risk Rating	Controls	Consequence	Probability	Exposure	Adjusted Risk Rating
<b>Site Operations - Infectious or other disease</b>	Travelling, Access to site, Receiving goods/supplies and deliveries	Contamination, Infections/disease, hospitalizations, Death	4	5	5	100	Social distancing, wearing of face masks, use of sanitizers, PPE, decontamination. Dedicated staff transport. Daily screening, tracking and monitoring, isolation facilities. Regular testing. Use of signage, information portals & education.	3	3	4	36
	Procedures, Policies, training and Management Procedures.	Site shutdown	5	3	5	75	Infectious disease policies and procedures developed. Induction, training and monitoring. Infection Assessor appointed. SHE committee appointed.	3	3	3	27

	Physical operations and manual tasks.	Infections, site shutdown	4	5	5	100	Disinfecting of tools and equipment. Social distancing, wearing of face masks, use of sanitizers, use of correct PPE. Inductions and regular training. Supervision on site.	3	3	4	36
	Sharing of facilities.	Contamination, Infections / Diseases.	4	5	5	100	Decontamination. Social distancing, wearing of face masks, use of sanitizers, use of correct PPE. Inductions and regular training. Supervision on site.	3	3	4	36
<b>Hospital Facility Operations.</b>	Procedures, Policies, Training and Management / Monitoring Processes.	None-compliance and Site Shutdown.	4	3	5	60	Screening and Vetting of all employees. Induction and training of all employees. Daily and ongoing search and operations. Signage displayed. Construction work communicated to Hospital management, staff and visitors.	2	3	3	18
	Sharing of facilities. Physical contact with Patients, Staff and Visitors. Exposure to contaminated aerosols.	Contamination, Infections and Diseases. Allergic Reactions.	4	5	5	100	Decanting and Circulation Plan developed and implemented. Decontamination of work zones. Use of correct PPE. Inductions and	3	3	4	36

							regular training. Supervision on site.				
	Physical Contact with Medical Waste and Contaminated Equipment. Exposure to infectious body fluids.	Infections and Diseases. Allergic Reactions.	4	5	5	100	Waste Management Plan developed and implemented. Decontamination of work zones. Use of correct PPE. Inductions and regular training. Supervision on site.	3	3	4	36
	Radiation Exposure due to X-Ray machines, CT scanners and Nuclear Imagers.	<b>Short Term Radiation sickness:</b> Nausea, Vomiting, Diarrhea, Headache, Fever, Dizziness, Fatigue. <b>Long Term Radiation sickness:</b> Cell / tissue damage, Cancer, Reproductive health problems, Death.	5	5	5	125	Hospital staff members in charge of running radiation-emitting machines should carry out personnel and area monitoring. Radiation exposure sickness symptoms communicated to all.	4	3	4	48
	Conspiracy and Improper dealings between Contractor employee and Patient.	Smuggling in of Prohibited substances, bodily harm.	5	5	5	125	Induction and training of all employees. Zero physical contact with Patients. Ongoing Search and compliance operations. Work zone demarcation and isolation. Strict supervision on site.	3	3	4	36
		Sexual, Physical and Cyber Abuse.	5	5	5	125	Screening and Vetting of all employees. Induction and training of all employees. Zero physical contact with Patients. Photographing of patients	3	3	4	36

							strictly prohibited. Ongoing Search and compliance operations. Work zone demarcation / restricted access. Report and Remove from site employees who contravene protocols. Strict supervision on site.				
	Emergency Receiving and Evacuation.	Obstruction of emergency vehicles' roadways, parking and offload and take off bays.	5	3	5	75	Traffic Management Plan developed and implemented. Induction and training of all employees. Strict supervision on site.	3	3	4	36
	Physical Operations and Manual Tasks.	Injury and Fatality to Patients, Staff and Visitors and damage to property.	5	4	5	100	Work zone demarcation and restricted access. Report all unsupervised Residents. Strict supervision on site.	3	3	4	36
<b>Site Establishment</b>	Manual erection of facilities. Provision of ablutions.	Ergonomics, muscle strain injury. Illness, unhygienic toilets. Damage to property.	4	3	5	60	All employees will receive induction and toolbox talks on ergonomics. Ablution facilities will be built according to regulations. Sufficient toilets, changing rooms and eating areas will be available. Weekly facilities inspections will be done. PPE Issued to employees. Competent supervisor to monitor.	3	2	3	18



	Placing, rigging and lifting and moving of containers. Moving of containers.	Injury and Fatality.	5	3	5	75	Operator and Rigger to be qualified and trained. Persons on site to be informed of lifting operations. Use of flagmen. Lifting plan developed and implemented. Supervision on site. Use of flagmen. Unauthorized persons not allowed near vehicles.	3	3	4	36
<b>Site Security</b>	Illegal access to the site.	Damage and or theft. Injury, assault to personnel, taxi strike or violence or Robbery.	4	3	5	60	Security to be provided to protect the site. Site perimeter fenced off. Signage displayed.	2	2	3	12
	Unaccompanied visitors / persons moving on construction site	Fatality, Injury to people	5	3	5	75	All employees, visitors and subcontractors are inducted. Toolbox talks held on public safety and reporting of unauthorized personnel. Site security provided. Signage displayed.	3	3	5	45
<b>Public Safety / Riots and Strikes</b>	Public entering site. Plant and vehicles exiting and entering. Vandalism, fire and violence.	Serious injuries, time loss and property and financial loss.	4	4	4	64	Site hoarded and fenced. Signage displayed around camp. Access control. Trucks to be escorted and fitted with reverse alarm. Visitors registers and use of name badges. Emergency numbers	3	3	3	27

							displayed. Obtain daily news feeds regarding community activities.				
<b>Communication</b>	Poor communication	Financial loss, time loss, injuries and property damage.	3	4	3	36	Project organogram, supervision on site. Regular toolbox talks. Site meetings and SHE committee meetings. Site instruction books.	2	3	2	12
<b>Identification of existing services</b>	Major power/water services failure. Bursting pipe.	Loss of time. Financial loss. Flooding, community unrest.	4	3	3	36	Wayleaves and drawings available on site. Searching for existing services will be by hand.	2	2	3	12
<b>Loading &amp; Off-loading of trucks / Aggregate/Sand and other materials delivery</b>	Movement of vehicles and pedestrians on construction site. Inadequate directional and traffic signs	Accidents, injury to people as a result of moving traffic onsite. Accidents	5	3	5	75	All employees and visitors are inducted. Trucks are escorted onto site. Employees issued with reflective vests. Competent truck drivers appointed.	3	2	5	30
	Inadequate warning systems in place when reversing and off-loading.	Accidents, injury to people and damage to property as a result of poor warning systems	5	3	5	75	All employees and visitors are inducted. Trucks are escorted onto site. Competent operators and drivers.	3	2	5	30

<b>Movement of and working with construction vehicles</b>	Usage of unsafe, unmaintained vehicles. Pedestrian accidents and collisions of vehicles	Fatality or injury to people, damage to property	5	3	5	75	Area to be clear during use of construction equipment & machinery. Construction vehicles inspected on a daily basis and competent operators appointed. Inspection registers signed off by managers and available in the file.	3	2	5	30
	Unauthorized driving / operating of vehicles	Accidents, collisions, injury to people or death, damage to property	5	3	5	75	Machinery always locked. No vehicles or plant may be left running. Always park inside site camp. Security appointed. All employees received induction.	3	2	5	30
<b>Emergency, Firefighting and prevention</b>	Inadequate firefighting equipment provided of suitable capacity and located at suitable locations	Fires burning out of control resulting in injury to people and/or damage to property	5	3	5	75	Emergency preparedness plan and evacuation plan developed and communicated to all workers, contractors and visitors. Firefighting equipment will be available on site.	3	3	2	18

	Firefighting equipment not maintained and serviced. Firefighting equipment not accessible and unobstructed. Application of incorrect type of firefighting equipment on various type of fires.	Death and/or injury to people due to failure of firefighting equipment	5	3	5	75	Emergency preparedness plan and evacuation plan developed and communicated to all workers, contractors and visitors. Firefighting equipment will be available on site as well as a first aid box and qualified First Aider.	3	3	2	18
	Emergency exists not kept clear, unobstructed and able to open in an emergency situation	Death and/or injury to people due to blocking of escape routes	5	3	5	75	Emergency preparedness plan and evacuation plan developed and communicated to all workers, contractors and visitors.	3	3	2	18
<b>Noise</b>	Noise above 85dB	Noise induced hearing loss.	3	4	3	36	Noise to be monitored by registered noise inspector. Employees issued with correct PPE.	2	2	4	16
<b>Dust</b>	Operations causing dust	Long term respiratory illnesses. Eye injuries.	3	4	5	60	All employees issued with Dust Masks and eye protection. Water truck hired for dust suppression.	2	3	4	24
<b>Substance abuse</b>	Employees working whilst intoxicated.	Injury and or illness to personnel.	3	3	5	45	Alcohol abuse policy communicated to employees. Breathalyzers done on site.	2	3	3	18

Use of sub-contractors.	Performance of subcontracted services.	Injury and or damages due to contractor non-conformance. Potential liability to Principal contractor.	4	3	4	48	Contractor management procedure.	2	3	4	24
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## 02 CONSTRUCTION ACTIVITIES

Activity / Process	Hazards	Risk	Consequence	Probability	Exposure	Raw Risk Rating	Controls	Consequence	Probability	Exposure	Adjusted Risk Rating
<b>Concrete works, (Footings, Surface beds or Columns)</b>	Concrete pumps. Manual transfer of material to mixers. Use of petrol driven cement mixers. Manual handling of concrete mix.	Injuries resulting from poor housekeeping, faulty equipment, falling or collapsing of stacks resulting in injuries or death.	4	4	5	80	Competent supervisors. Toolbox talk before concrete works. Concrete mixing team. Hand tools such as spades and wheelbarrows in good condition & inspected weekly. PPE issued to employees. All openings and rotating parts covered. Lifting and hoisting plan developed. Concrete mixer inspected weekly. MSDS available for cementitious products & communicated to employees.	3	3	5	45
	Construction Dust, (cement, sand and stone)	Inhalation, possible pneumoconiosis.	4	3	5	60	All employees issued with PPE.	2	2	5	20

	Contact with cement products.	Dermatitis Skin Irritation	4	3	5	60	All employees issued with PPE and trained in how to wear and use.	2	2	5	20
	Inadequate disposal of cement bags.	Environmental pollution	3	3	5	45	Environmental Plan developed and implemented. Employees trained in waste management. Separate skip for empty cement bags. Waste controller appointed.	2	2	5	20
<b>Foundation Trenches (less than 1.5m deep), Underpinning &amp; repairs.</b>	Undesirable, unsafe ground conditions. Machinery operating in close proximity to excavations.	Collapsing of trenches/excavations. Serious injuries, death, loss of time and financial loss.	4	4	5	80	Competent workers and supervisor / engineer. Bracing or shoring used and inspected on a daily basis. No machinery or plant will be allowed to work within close proximity.	3	3	3	27
<b>New Brickwork / Masonry (incl Repairs and high pressure cleaning) and Plastering.</b>	Usage of faulty hand tools Unsafe stacking practices of bricks. Usage of angle grinder/brick cutter for cutting of bricks. Falling bricks, mortar and hand tools from scaffolds, platforms. Mortar splashing into eyes. Removal of rubble from area. Housekeeping & cleaning.	Cutting, bruising, injuries. Skin disorders, dermatitis and allergies. Collapsing of stacks resulting in damage to property and injury to people. Injury to people due to failure in equipment or exposure to electrical current. Waste generation & disposal.	5	3	5	75	Hand tools inspected on a weekly basis. Employees inducted, and regular toolbox talks. Supervision by hand tool inspector. Scaffold fitted with toe boards. Employees and visitors issued with hard hats and eye protection (PPE). Signage present. Supervision on site. Housekeeping	2	2	5	20



							procedures in place. Housekeeping checklist done on a weekly basis.				
	Dust from cutting bricks. Exposure to cement dust. Mixing of mortar on the ground and not using a board.	Workers inhaling dust. Upper respiratory irritation, eye irritation. Environmental impact.	4	3	5	60	Area is wet down with hose pipe. Employee cutting will be issued with dust masks and eye protection. Employees inducted and regular toolbox talks done. Supervision on site. Environmental plan available.	2	2	5	20
	Plaster splashing into eyes.	eye injury.	4	3	5	60	Employees issued with eye protection.	2	2	5	20
<b>Building in of New Doors, Windows and Frames, Glazing and Repairs.</b>	Manual handling of doors, windows and frames. Dust from cutting and chasing walls. Usage of faulty hand tools. Unsafe stacking practices of materials.	Cuts and bruises, inhalation of dust, exposure to excessive noise, collapsing of stacks and damage to property and injury to people.	3	3	5	45	Hand tools inspected on a weekly basis. Employees inducted, and regular toolbox talks. PPE Issued to employees. Supervision by hand tool inspector.	2	2	5	20

	Glazing cutting and installation.	Sharp edges on sheet glass and cullet causing serious injuries.	3	3	4	36	Employees inducted, and regular toolbox talks. PPE Issued to employees cutting glass. Supervision by hand tool inspector.	2	2	4	16
<b>Ceiling Panels installations incl installation of Insulation material</b>	Falls from heights. Manual handling of panels.	Injury or fatality.	5	3	5	75	Employees competent in working at heights. Regular toolbox talks on ergonomics. Supervision on site. Ladders inspected regularly.	4	2	3	24
<b>New Roof Covering, Rainwater goods installations</b>	Removal and disposal of asbestos material (roof sheets, gutters, downpipes etc). Manual fixing of New materials (Roof sheets, waterproofing membrane, fascia/barge boards, gutters and downpipes).	Ergonomics, injury, muscle strain. Inhalation of lichen, mould or fungi and asbestos fibre.	5	5	5	125	Regular toolbox talks on ergonomics. AIA to assess asbestos presence and registered contractor to undertake all asbestos removal. Employees issued with PPE. Strict supervision.	4	3	5	60
	Working at height.	Falls from height and falling materials. Injury, damage to property and death.	5	5	5	125	All employees issued with safety harnesses. Employees competent in working at heights. Safety harnesses inspected weekly. Scaffold built according to SANS 10085. Competent scaffold erectors & inspector appointed.	3	3	5	45

<b>Structural Steelwork / Remedial works at height / Painting and Blasting</b>	Erection or roof structure/ remedial works to existing roof	Crane or lifting mechanism failure/ collapse of structure/ unsecured or unbridged joints / welds / falling objects Failure of fall protection systems / collapse of scaffolding / general failure/Metal splinters/Inappropriate use PPE, resulting in eye injury/ Lifting and moving heavy loads, causing back and spinal column injury/ trips/slips and falls	5	5	5	125	Roof debris removed by competent employees. Employees issued with PPE. Regular toolbox talks on ergonomics. Strict supervision.	3	3	5	45
	Working at height	Falls from height and falling materials. Injury, damage to property and death.	5	5	5	125	All employees issued with safety harnesses. Employees competent in working at heights. Safety harnesses inspected weekly. Scaffold built according to SANS 10085. Competent scaffold erectors & inspector appointed.	3	3	5	45

<b>New Roof Covering, Rainwater goods installations</b>	Removal and disposal of asbestos material (roof sheets, gutters, downpipes etc). Manual fixing of New materials (Roof sheets, waterproofing membrane, fascia/barge boards, gutters and downpipes).	Ergonomics, injury, muscle strain. Inhalation of lichen, mould or fungi and asbestos fibre.	5	5	5	125	Regular toolbox talks on ergonomics. AIA to assess asbestos presence and registered contractor to undertake all asbestos removal. Employees issued with PPE. Strict supervision.	4	3	5	60
	Working at height.	Falls from height and falling materials. Injury, damage to property and death.	5	5	5	125	All employees issued with safety harnesses. Employees competent in working at heights. Safety harnesses inspected weekly. Scaffold built according to SANS 10085. Competent scaffold erectors & inspector appointed.	3	3	5	45
<b>New Roof Structure Installations (and or repairs / bracing)</b>	Removal of debris and disposal. Manual cutting, splicing, fixing of timber members, anchors and new bracing. Use of power tools.	Ergonomics, injury, muscle strain. Inhalation of roof mould and dust.	4	3	4	48	Roof debris removed by competent employees. Employees issued with PPE. Regular toolbox talks on ergonomics. Strict supervision.	3	2	3	18
	Working at height	Falls from height and falling materials. Injury, damage to property and death.	5	5	5	125	All employees issued with safety harnesses. Employees competent in working at heights. Safety harnesses inspected	3	3	5	45

							weekly. Scaffold built according to SANS 10085. Competent scaffold erectors & inspector appointed.				
<b>General painting</b>	Inhalation of paint fumes. Disposal of contaminated waste into storm water drains or landfill.	Serious injuries. Time loss and financial loss. Respiratory irritation. Environmental pollution	5	3	5	75	Ladders inspected on a weekly basis. Employees inducted. Competent supervisor on site. Damaged ladders removed off site. Ladder inspector appointed. MSDS's available on site and communicated to employees. Waste controller on site. Environmental plan made available.	2	2	5	20
	Contact with thinners. Inhalation of thinners fumes. Ingestion of thinners.	Dermatitis. Upper respiratory Irritation. Severe organ damage and damage to throat and mouth.	3	3	5	45	Competent supervisor. MSDS's available on site and communicated.	2	2	5	20
<b>General Plumbing</b>	Manual manipulation of pipework and fitting of sanitary fixtures. Angle grinding, chasing and chipping work. Joining of PVC pipes, use of chemical glue agents.	Ergonomics, injury, muscle strain. Injury, bruises contusions, employees accidentally strike each other with tools.	4	3	4	48	Competent employees. Method statement for general plumbing and risks associated with it as well as toolbox talks communicated to all workers prior to work taking place. Employees inducted.	2	2	5	20

	Exposure to bio-waste.	Skin contact, infections.	4	3	5	60	Employees issued with PPE. Cleaning and removal of waste before work begins. MSDS's available/communicated.	2	2	5	20
<b>New Vinyl Floor Sheet covering (and or timber floor covering installations).</b>	Manual handling of materials. Handling of adhesives and torch-on sealing. (Possible removal and disposal of asbestos containing vinyl tiles. Slipping and falling)	Ergonomics, injury, muscle strain. Burns and falls. Contact with eyes and ingestion of harmful substances.	4	3	4	48	Competent employees or floor contractor. Method statement for installation and risks associated with it as well as toolbox talks communicated to all workers prior to work taking place. MSDS's available and communicated. Employees inducted.	2	2	5	20
<b>New Paving and paving repairs.</b>	Manual handling of materials. Use of compacting machinery. Dust.	Ergonomics, muscle strain injury. Inhalation of dust, hand-arm vibration syndrome.	4	3	2	24	All employees and visitors inducted. Regular toolbox talks on ergonomics. Supervision on site.	2	3	2	12
<b>Fire Fighting equipment Installations (and or repairs).</b>	High pressure water pipe bursts. Manual handling.	Ergonomics, muscle strain injury. Damage to property from flooding.	4	3	5	60	All employees and visitors inducted. Regular toolbox talks on ergonomics. Supervision on site.	3	3	3	27

<b>Electrical and Mechanical installations.</b>	Chasing walls and fixings, use of specialized equipment. Welding and soldering fumes. Removal and disposal of florescent materials.	Ergonomics, injury, muscle strain. Fire, Electrocutation. Environmental contamination.	3	5	5	75	Regular toolbox talks on ergonomics. Competent contractor to undertake all electrical repairs and disposal of florescent material. Employees issued with PPE. Strict supervision.	3	3	5	45
	Working at height and use of faulty ladders.	Falls and injuries, falling objects and damage to property.	4	5	5	100	All ladders inspected on a weekly basis. Broken ladders removed off site immediately. Ladder inspector to be appointed.	3	3	5	45



### 03 TOOLS, PLANT AND MATERIALS & HANDLING

Activity / Process	Hazards	Risk	Consequence	Probability	Exposure	Raw Risk Rating	Controls	Consequence	Probability	Exposure	Adjusted Risk Rating
<b>Stacking and storage</b>	Materials not stacked correctly. Unlevelled surfaces.	Injuries and damage to property and material.	3	4	5	60	Competent stacking and storage supervisor's appointed. Safe working procedures and method statements on safe stacking communicated to employees. Materials stacked in designated area. Weekly inspections.	2	3	5	30
<b>Handling of materials, tools and/or equipment</b>	Employees handling heavy objects or material. Usage of substandard or broken hand tools. Misuse of hand tools by untrained personnel. Using electrical equipment. Incorrect tools used on the job. Failure to wear PPE.	Serious injuries and long-term injuries. Injuries and damage to property. Loss of limbs.	3	3	5	45	Toolbox talks and method statements developed advising workers on the safe use of hand tools. Material exceeding 25kg weight or 2m length must be lifted by two or more employees. Inductions and Toolbox talks on ergonomics. Daily inspections of tools.	2	2	5	20

<b>Usage of portable electrical equipment: Electrical drilling machine, angle grinder, skill saw etc.</b>	Portable electrical equipment damaged, or electrical wiring exposed. Noise. Working near water. Using faulty plug points, damaged cords.	Serious injuries such as electrical burns or electrocution. Excessive repetitive crouching resulting in back injury. Fatalities. Time loss and financial loss.	4	3	5	60	Electrical equipment inspected daily. Tool box talks and method statements to be developed. Competent supervisors. Electrical equipment inspector appointed.	2	2	4	16
<b>General use of access scaffolding and portable ladders / Working at height</b>	Manual handling of bulky, heavy material and equipment. Working at height.	Injury, fall from height, struck by, bruises and or contusions. Drop of material and equipment.	5	3	5	75	Method statements available for scaffolding and ladder use. Only competent scaffolding erectors will be used to erect scaffolding. Scaffolding to be inspected and signed off by a competent scaffold inspector. Employees have working at heights training. Safety harnesses issued to employees. Daily checks to be done on all scaffolding on site. Monthly inspections done for all ladders on site.	3	2	4	24
<b>General site access, use of walkways and access ways</b>	Uneven work surfaces.	Injury, slip trip fall	3	3	5	45	Regular inspections to be done by the SHE Representative and Safety officer. Toolbox talks to be given to all workers as well as site induction.	3	3	5	45

<b>Ladders</b>	Ladders in poor condition	Serious injuries	3	4	4	48	All ladders are inspected on a weekly basis. Broken ladders removed off site immediately. Ladder inspector to be appointed.	2	3	4	24
<b>Lifting materials by mechanical means</b>	Load swinging. Falling objects/materials	Injuries, load collapsing, time loss, property damage and financial loss. Serious injuries, financial loss.	3	4	3	48	Lifting tackle inspected, crane inspected. Load test certificates available for equipment. Competent operators and banksmen.	3	3	2	18
<b>Welding</b>	Hot works. Incorrect storage of welding equipment and gas bottles	Fire, explosions, serious injuries and burns. Property damage, financial loss as well as time Loss.	4	4	4	64	Competent welders. Correct PPE for the job. Regular toolbox talks. Welding equipment inspected. Hot work permit system available.	3	3	3	27
<b>Handling of chemicals</b>	Incorrect storage. Un-labelled containers.	Spillage, fire, environmental damage. Serious damage to internal organs, throat and mouth.	3	4	3	36	MSDS's available. Hhazardous chemical controller appointed. Monthly inspections. Supervision on site. All chemicals stored in labelled containers.	2	3	2	12
<b>Manual lifting</b>	Incorrect lifting and handling of materials	Ergonomics, muscle strain injury. Damage to property from material being dropped.	4	3	2	24	All employees and visitors inducted. Regular toolbox talks on ergonomics. Supervision on site.	2	3	2	12

**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

Item No		Amount
	<p><b><u>SECTION NO. 1</u></b></p> <p><b><u>BILL NO. 1</u></b></p> <p><b><u>PREAMBLE</u></b></p> <p>Each description in these bills of health and safety specifications indicates the site, activity or project specific health and safety requirements related to the construction work</p> <p>The Principal Contractor / Contractor shall make adequate provision for the cost of health and safety measures and further ensure that the necessary competencies and resources to carry out the construction work safely are provided for the duration of the works as detailed explicitly, expressly or impliedly in these bills of health and safety specifications. In this regard, the Principal Contractor / Contractor must take into consideration specific factors that may influence the complexity of the works, such as but not limited to the nature or type of client, the duration of the works, cost provisions made herein or for the project as a whole, quality parameters, community requirements or challenges, building user type with and including existing or non existing health and safety compliance, the effort required for the works in general, labour skill requirements, the local climate, the availability or lack thereof of information etc</p> <p>Where any item is deemed not to be relevant by the Principal Contractor / Contractor or is deemed to be priced elsewhere, then such item must be marked N/A</p> <p>Should any item be priced within these specifications it shall remain fixed for the duration of the construction work. Items that are unpriced or marked N/A shall be deemed to have been priced elsewhere</p> <p>Any reference to a report, written document, plan etc shall be accompanied by a hard copy template to be submitted in the health and safety plan and file for the Health and Safety Agents approval prior to the commencement of construction work</p> <p>The Designer, Client, Principal Contractor / Contractor, suppliers, manufacturers etc shall hold confidential all information contained or obtained from the other or its affiliates under these bills of health and safety specifications indefinitely and shall not disclose such information without the other's written consent</p> <p>The reader or user hereof agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Health and Safety Agent from and against any liabilities, damages, and costs (including reasonable attorneys fees and cost of defence) arising out of the death or bodily injury to any person or the destruction or damage to any property, to the extent caused, during the mis/reading, implementation mis/interpretation or application of these bills of health and safety specifications</p>	
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	<p>Section No. 1</p> <p>Bill No. 1</p> <p>THE CONSTITUTIONS, ACTS &amp; REGULATIONS ETC</p> <p><b>Bills of Health and Safety Specifications and Requirements</b></p> <p><b>Copyright of BEE .....Initial Page</b></p>	

**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
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Notwithstanding any other provision of these bills of health and safety specification, the risk of all conditions, as specified in the Designs or Tender document, that may affect the Principal Contractor / Contractor or his affiliates ability to perform the health and safety functions and duties imposed herein will, regardless of such conditions, or the expense or difficulty of performing these health and safety functions or duties or the negligence, if any, of the Client, with respect to same, fully complete the health and safety services for the stated price without further recourse to the Client

The Health and Safety agent shall retain all common law, statutory and other reserved rights, including copyrights related to these bills of health and safety specification

The Health and Safety Agents bills of health and safety specification, baseline risk assessment and accompanying documentation are prepared on the basis of the Health and Safety Agents experience and qualifications and shall be deemed to represent the Health and Safety Agents opinion and judgement. The Health and Safety Agent does not guarantee that actual health and safety conditions or demands or requirements will be exactly as the Health and Safety Agents opinion. Further, the Health and Safety Agent submits that it does not have control over the (a) Principal Contractor / Contractors ability to correctly interpret and implement these specifications (b) Availability of necessary and desired design information (c) Methods and sequences to be employed by the Principal Contractor / Contractor (d) The medical fitness of workers (e) The operations of the facility and the integration thereof with the works (f) Principal Contractor / Contractors propensity to provide requisite training and education regarding health and safety matters (g) Labour, material and equipment to be used or any other aspect related therewith

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THE CONSTITUTIONS, ACTS & REGULATIONS ETC

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**THE CONSTITUTION OF THE REPUBLIC OF SOUTH AFRICA**

**The following in full and proper compliance with the requirements of the Constitution, Act 108 of 1996 which is the supreme law governing the works**

- 1 To make all necessary provisions to uphold the Constitution as the supreme law and to ensure that the works will not entail conduct that is inconsistent with the provisions thereof
- 2 To ensure that all necessary requirements will be undertaken to safeguard the rights of all stakeholders involved in the works as detailed in the bill of rights to the extent that the Constitution binds natural and juristic persons
- 3 To provide for all requirements to enable for the adherence to section 24 (a) of the Constitution and to ensure that everyone involved herein has the right to an environment that is not harmful to their health or well-being
- 4 To provide for access to information and to provide for all requirements to fulfil the duty to inform concerning all health and safety related matters in adherence to section 32 of the Constitution
- 5 To all other provisions connected therewith

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## **HEALTH AND SAFETY RELATED ACTS**

**The following must be undertaken in compliance with the full provisions of the Acts herein and the applicable amendments or updates. The Principal Contractor / Contractor must note that throughout this specification, work shall mean this specific site and any factory, workshop or warehouse or similar facility providing goods and or services related to the works**

### **The Occupational Health and Safety Act, 1993**

- 6 The Principal Contractor / Contractor must provide for the health and safety of persons at work and for the health and safety of persons in connection with the use of plant and machinery
- 7 The Principal Contractor / Contractor must provide for the protection of persons other than persons at work against hazards to health and safety arising out of or in connection with the activities of persons at work

### **The Disaster Management Act 57 of 2002**

- 8 The Principal Contractor / Contractor must provide for the health and safety of persons on site in line with the requirements for an integrated and co-ordinated disaster management policy that focuses on preventing or reducing the risk of disasters, mitigating the severity of disasters, emergency preparedness, rapid and effective response to disasters and post-disaster recovery
- 9 The Principal Contractor / Contractor must identify and locate and liaise with the national, provincial and municipal disaster management centres as required by the state or the Health and Safety Agent from time to time

### **The Compensation for Occupational Injuries and Diseases Act, Act No. 130 of 1993 (COIDA)**

- 10 The Principal Contractor / Contractor must provide for compensation for disablement caused by occupational injuries or diseases sustained or contracted by employees in the course of their employment, or for death resulting from such injuries or diseases on this site

### **Basic Conditions of Employment Act, Act No. 75 of 1997, as amended**

- 11 The Principal Contractor / Contractor must give effect to the right to fair labour practices referred to in section 23(1) of the Constitution by establishing and making provision for the regulation of basic conditions of employment; and thereby to comply with the obligations of the Republic as a member state of the International Labour Organisation

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
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**Labour Relations Act, Act No. 66 of 1995**

- 12 The Principal Contractor / Contractor must give effect to section 27 of the constitution and further promote employee participation in decision-making through the establishment of workplace forums

**Employment Equity Act, Act No. 55 of 1998**

- 13 The Principal Contractor / Contractor must give effect to the code of Good Practice concerning the employment of people with disabilities and provide reasonable accommodation for people with disabilities including the provision of suitable facilities for people with disabilities on this site

**National Environmental Management Act, 1998 (Act No. 107 of 1998 as amended)**

- 14 The Principal Contractor / Contractor must give effect to all Environment management requirements for this site

**Sundries**

- 15 To provide for incidental matters and or connected therewith concerning the above mentioned acts
- 16 To other equally applicable acts e.g. Protection of Personal Information, Promotion of Access to Information, Telecommunications, Electricity & Gas, Fire Services etc

**HEALTH AND SAFETY RELATED REGULATIONS**

**The regulations herein provide guidelines that indicate how the provisions of the Acts affecting this project are applied. The Principal Contractor / Contractor must adhere to the provisions of the regulations in full herein**

- 17 Construction Regulations, 2014
- 18 National Building Regulations and Building Standards Act, 1977
- 19 Alert level lockdown regulations and associated consolidated coronavirus COVID-19 directions concerning workplaces
- 20 Asbestos Regulations, 2001
- 21 Hazardous Biological Agent Regulations, 2001
- 22 Hazardous Chemical Substances Regulations, 1995

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| 23 | Noise Induced Hearing Loss Regulations,2003                |
| 24 | Environmental Regulations for Workplaces, 1987             |
| 25 | Facilities Regulations, 1990                               |
| 26 | General Administrative Regulations, 2003                   |
| 27 | Electrical Installation Regulations, 2009                  |
| 28 | Electrical Machinery Regulations,1988                      |
| 29 | Driven Machinery Regulations, 2015                         |
| 30 | Regulations concerning the Certificate of Competency, 1990 |
| 31 | Major Hazard Installation Regulations, 1993                |
| 32 | Ergonomics Regulations, 2017                               |

**Sundries**

- |    |   |
|----|---|
| 33 | To other equally applicable regulations |
|----|---|

**HEALTH AND SAFETY BY LAWS, NORMS AND STANDARDS ETC**

- |    |   |
|----|---|
| 34 | The Nelson Mandela Bay Local Municipality by laws, ordinances etc affecting health and safety |
| 35 | Minimum norms and standards regulating public infrastructure                                  |

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
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Item No		Amount
	<p><b><u>SECTION NO. 3</u></b></p> <p><b><u>BILL NO. 1</u></b></p> <p><b><u>THE PRINCIPAL CONTRACTOR / CONTRACTOR HEREBY MAKES THE FOLLOWING DECLARATIONS</u></b></p> <p><u>"Inspection" means the general inspection by a competent person of the building or measure or installation of a building, or part thereof, in accordance with accepted professional practice to enable such competent person to be satisfied that the intended works may be executed in accordance to the health and safety plan and further to confirm the design assumptions, the procedure required for the design to be correctly interpreted. Inspection further extends to the continuous inspection during the construction stage to ensure that the work is being executed in accordance with the designs, that appropriate construction techniques and good practice are implemented in accordance to the health and safety provisions</u></p> <p>1 To carry out contractors health and safety inspections before the commencement of work, during the construction stage and at the close out stage</p> <p><u>"Rational Assessment" means an assessment by a competent person of the adequacy of the performance of a solution in relation to requirements including, as necessary, a process of reasoning, calculation and consideration of accepted analytical principles, based on a combination of deductions from available information, research and data, appropriate testing and service experience</u></p> <p>2 To take into effect, in the health and safety plan, all the requirements and provisions indicated in the rational assessment/s by the design team</p> <p><b><u>The Principal Contractor / Contractor confirms hereby that he/she has obtained, studied, reviewed, discussed, and filed all the rational designs or design related data concerning the works. The Principal Contractor / Contractor hereby undertakes to use the designs for their intended purpose and further to immediately inform the design team should any of the designs or lack thereof result in a potential health and safety risk</u></b></p> <p><u>"Rational Design" means any design by a competent person involving a process of reasoning and calculation and which may include a design based on a standard or other suitable document . Nonetheless, the Principal Contractor / Contractor must exercise reasonable care to identify, interpret and apply the rational design requirements under all applicable laws</u></p> <p>3 Structural Survey</p>	
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
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4	Architectural Drawings		
5	Structural Drawings		
6	Civil Drawings		
7	Electrical Drawings		
8	Plumbing and Drainage Drawings		
9	Finishing Schedules		
10	Detail and fixing Drawings		
	<b><u>Sundries</u></b>		
11	Provide a written report of identified or anticipated design related dangers or hazards that may arise during the construction work with and including all relevant information required that is not available but is required for the safe execution of the work and or development of methods & sequence of construction		
12	Provide detailed written methods & sequences of construction that are attached to and cross referenced to the construction works programme		
13	The following to identifying the site establishment area for the duration of the contract (to include access roads to be used, construction lay-down areas, materials storage and delivery requirements, contractors' offices, operational demarcation,(including storage areas for hazardous substances such as fuel and chemicals) etc.) with and including a demarcated material delivery and storage area, solid waste collection facilities and waste treatment facilities for litter, kitchen refuse, sewage etc, storm water control measures and thereafter marking the same on the site plan and obtaining an updated set of plans from the Designer		
14	Specifications related to the above		
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
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**The Principal Contractor / Contractor hereby undertakes to provide, demonstrate and implement a suitable, sufficiently documented and coherent site specific health and safety plan, based on the client's documented health and safety specifications contemplated in regulation 5(1)(b) of the Construction Regulations, 2014, which plan will be applied from the date of commencement of and for the duration of the construction work and which will be reviewed and updated by the principal contractor as work progresses with and including to keep open and on site a health and safety file, which shall include all documentation required in terms of the Act and these Regulations, which further shall be made available on request to an inspector, the client, the client's agent or a contractor (contents as detailed below)**

ITEM NO.	PLAN AND FILE REQUIREMENT	YES
1	Department of Labour Permit / Notice to commence with construction work	
2	Site specific health and safety specification	
3	Baseline risk assessment	
4	Health and safety targets	
5	Emergency plan with details of Fire, Water, Telecommunications, Hospital and Ambulance contact persons	
6	Proof of emergency drills undertaken at least once a month	
7	Clients Health and Safety policy statement and health and safety plans / norms and standards etc	
8	Approval of health and safety plan	
9	Police Clearance certificates for employees and declaration of zero criminal record and non sex offender status certification	
10	Details of the client, that is the person commissioning the construction work, for example their name, representative and contact details;	

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ITEM NO.	PLAN AND FILE REQUIREMENT	YES
11	CSD particulars of the principal contractor	
12	CIPC particulars of the principal contractor	
13	Tax Clearance and BBBEE of Company	
14	UIF letter of good standing or proof of submissions	
15	Principal Contractor / Contractor Public Liability Insurance Cover	
16	Details of the construction project, address of the workplace, anticipated start and end date and a brief description of the type of construction work that the H&S plan will cover	
17	Principal Contractor and Contractor appointment letters	
18	Signed building contract / agreement	
19	Details on how subcontractors will be managed and monitored, including how the principal contractor intends to implement and ensure compliance with the H&S plan such as checking on the performance of subcontractors and how non-compliance will be handled	
20	Details on how the risks associated with falls, falling objects, moving plant, electrical work and all high risk construction work that will take place on a construction project will be managed	

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ITEM NO.	PLAN AND FILE REQUIREMENT	YES
21	Copies of OH&S Act and regulations	
22	Proof of Registration and good standing with a COIDA Insurer	
23	Project organogram and a communication plan	
24	Site rule schedule that incorporates building / facility / client rules	
25	Activity specific works programme with applicable permit to work, daily safe task instruction and safe work procedures	
26	Signed appointments – in terms of the Construction Regulations with certified copies of qualifications and project specific CVs	
27	Personal Protective Equipment Management (safety shoes, reflective vests, eye goggles, helmet, N95 Mask, sanitiser per person etc)	
28	Activity based Ms Project Programme	
29	H&S Plan – Principal Contractor, Contractor & Sub-contractors	
30	Proof of Periodic Audits	
31	List of all Contractors (accountable to Principal Contractor) on site	
32	Contractual Agreements	
33	Signed scope of works	
34	Health and safety budget	
35	All drawings (Architectural, civil etc), designs, materials used and similar information concerning the completed structure	
36	All compliance certificates i.e. certificates, design calculations, sketches and test results	
37	All project meeting minutes including health and safety committee minutes	
38	Input by Construction Safety Officer	
39	Copy of detailed activity based hazard identification and risk assessment	
40	Proof of H&S Induction Training	

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
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ITEM NO.	PLAN AND FILE REQUIREMENT	YES
41	Proof of training on Hazards and Work Related Procedures	
42	Fall Protection Plan	
43	Designer notices and written reports to Principal Contractor/ Contractors of dangers and hazards relating to construction work	
44	Drawings design of structure	
45	Records of Inspections	
46	Maintenance and operations plans	
47	Method Statement & safe work procedures	
48	Medical Surveillance and examination results	
49	Temporary installations designs, calculations etc	
50	Proof of toolbox talks and training	
51	Evacuation Plan	
52	H&S Rep & Committee Members details	
53	Department of Labour Inspections	
54	Investigation of Incidents reports with Employers report of an incident form (W.Cl.2)	
55	Action taken on all incidents	
56	Certificates of Competency in First Aid & other applicable records	
57	COVID 19 protocol, workplace preparedness, reporting templates and plans	
58	Material Safety Data Sheets for hazardous materials	
59	Section for filing audit reports and site inspection reports	
60	Proof of OHS monthly statistics reporting as per the OHS agent template	
61	Construction Plant, Machinery & Equipment Management	
62	Traffic management plan	
63	Signage Schedule	
64	Facilities management plans	

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

**Permit to work system**

**The Principal Contractor / Contractor shall provide a formal administrative process to record, authorise and control all work (Seen and Unforeseen) that may be regarded as extremely hazardous and high risk in terms of the site specific hazard identification and risk assessment. This may entail but is not limited to**

- 16 Isolation of services
- 17 Alterations & Demolitions
- 18 Temporary installations
- 19 Work at height
- 20 Electrical and Mechanical installations
- 21 Hot work

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
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Competent person means a person who is qualified by virtue of his education, training, experience and contextual knowledge to make a determination regarding the performance of a building or part thereof in relation to a functional regulation or to undertake such duties as may be assigned to him in terms of these regulations or alternatively competent means has in respect of the work or task to be performed the required knowledge, training and experience and, where applicable, qualifications, specific to that work or task: Provided that where appropriate qualifications and training are registered in terms of the provisions of the National Qualification Framework Act, 2008 (Act No.67 of 2008), those qualifications and that training must be regarded as the required qualifications and training; and (b) is familiar with the Act and with the applicable regulations made under the Act . For purposes of this project, all competent persons must be fully registered as Professionals with their respective built environment councils as approved by the Health and Safety Agent

- 3 Temporary works designer in terms of section 6 of the Construction Regulations, 2014 registered with the Engineering Council of South Africa or other equally approved body to as a minimum supervise erection, maintenance, use and dismantling of temporary works strictly according to competent levels (This is not a universal appointment and separate appointments may need to be made were applicable)

- 4 Contractor in terms of section 7(1)(c)(v) of the Construction Regulations, 2014

**The following full-time competent person with the duty of managing all the construction work on site, technical interpretation of the plans and specifications with and including the duty of ensuring occupational health and safety compliance and carrying out all necessary inspections to the approval of the Designer at appropriate and or recommended stages to ascertain that the construction of the structure is carried out in accordance with the rational design in pursuance of the objectives and terms of the Construction Regulations 2014. Further to review samples of work procedure and construction material for compliance with the requirements of the plans and specifications and further review samples of completed work prior to enclosure or completion**

- 5 Construction Manager in terms of section 8 (1) of the Construction Regulations, 2014

**The following as an alternate to the Construction Manager to manage all the construction work on this site, including the duty of ensuring occupational health and safety compliance as aforementioned**

- 6 Assistant construction manager in terms of section 8 (2) of the Construction Regulations, 2014

**The following full time competent person to assist in the control of all health and safety related aspects on the site**

- 7 Construction health and safety officer in terms of section 8 (5) of the Construction Regulations, 2014

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APPOINTMENT OF COMPETENT PERSONS

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
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**The following full time competent person responsible for construction activities and ensuring occupational health and safety compliance on the construction site**

8 Construction supervisor in terms of section 8 (7) of the Construction Regulations, 2014

**The following full time competent person responsible to assist the construction supervisor contemplated in subregulation (7), for construction activities and ensuring occupational health and safety compliance on the construction site**

9 Assistant construction supervisor in terms of section 8 (8) of the Construction Regulations, 2014

**The following competent person appointed in writing to undertake risk assessments prior to the execution of any work activity**

10 Risk assessor in terms of section 9 (1) of the Construction Regulations, 2014

**The following competent person to provide training and or instruction**

11 Training instructor in terms of section 9 (3) of the Construction Regulations, 2014

**The following competent person appointed in writing with requisite professional certified qualifications, CV etc**

12 Fall protection planner in terms of section 9 (1)(a) of the Construction Regulations, 2014

13 Roof work specialist to plan & supervise roof work in terms of Construction Regulation 10(5)

14 Formwork & support work supervisor in terms of section 12(a) of the Construction Regulations, 2014

15 Formwork & support work examiner in terms of section 12 (e) and (f) of the Construction Regulations, 2014

16 Excavation supervisor in terms of section 13(1)(a) of the Construction Regulations, 2014

17 Professional engineer or technologist in terms of section 13(2)(b)(ii)(bb) of the Construction Regulations, 2014

18 Demolition work supervisor in terms of section 14(1) of the Construction Regulations, 2014

19 Power tool specialist in terms of section 21 (2)(b) and (g)(i) of the Construction Regulations, 2014

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- |    |   |  |
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| 20 | Construction vehicle and mobile plant operator in terms of section 23(1)(d)(i) of the Construction Regulations, 2014  |  |
| 21 | Construction vehicle and mobile plant inspector in terms of section 21(1)(k) of the Construction Regulations, 2014  |  |
| 22 | Stacking and storage supervisor in terms of section 24(a) of the Construction Regulations, 2014 and the General Safety Regulation 8(1)(a)   |  |
| 23 | Fire management officer with specific knowledge and experience to undertake fire hazard analysis, assess fire prevention and emergency readiness and requirements, provide interim fire management solutions , equipment inspection approval etc in terms of section 29(h) and environmental regulation 9 of the Construction Regulations, 2014 |  |
| 24 | Hazardous chemical substances (HCS) officer with knowledge and experience to control the storage & usage of HCS in terms of Construction Regulation 25  |  |
| 25 | Construction vehicles & earth moving equipment operators with skills, knowledge, experience, valid licences etc   |  |
| 26 | Ladder inspector in terms of the general safety regulation 13A  |  |
| 27 | Environmental management officer  |  |
|    | <p><b><u>The following competent person appointed in writing with requisite professional certified qualifications, CV etc to identify, inspect, test or examine all electrical installation &amp; equipment before and after installation, after alterations and before initial use including all labelling</u></b></p>                         |  |
| 28 | Temporary electrical installations manager in terms of section 24(c) and (d), of the Construction Regulations, 2014 and the electrical machinery regulations section 9 & 10   |  |
|    | <p><b><u>The following competent person appointed in writing with requisite professional certified qualifications, CV etc</u></b></p>   |  |
| 29 | Traffic accommodation manager with and including a separate appointment for a flagman to control and regulate the movement of site traffic i.e. access and exit   |  |
|    | <p><b><u>The following competent person appointed in writing with requisite professional certified qualifications, CV etc for the design, erection, use and inspection of access scaffolding in terms of the Construction Regulations and SANS 10085-1:2004 or any other applicable standard etc</u></b></p>                                    |  |
| 30 | Scaffolding team leader who will lead and direct the scaffolding erection team  |  |
| 31 | Scaffold erector who is competent to erect and dismantle but shall not under any circumstances lead the scaffolding team  |  |

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Section No. 2

Bill No. 2

APPOINTMENT OF COMPETENT PERSONS

**Bills of Health and Safety Specifications and Requirements**

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

- |    |  |  |  |
|----|--|--|--|
| 32 | Scaffold inspector who shall neither be the erector nor leader and shall be tasked with inspecting and certifying scaffolding before any use, daily, weekly and before, during or after inclement weather  |  |  |
| 33 | Scaffold supervisor in terms of section 16 (1) of the Construction Regulations, 2014<br><br><u><b>The following competent person appointed in writing with requisite professional certified qualifications, CV etc in terms of COVID-19 Direction on Health and Safety in the Workplace issued by the Minister in terms of Regulation 10(8) of the National Disaster Regulations</b></u>     |  |  |
| 34 | COVID 19 Compliance manager<br><br><u><b>The following competent person appointed in writing with requisite professional certified qualifications, CV etc in terms of GAR 6 &amp; 7</b></u>  |  |  |
| 35 | Health and safety representative<br><br><u><b>The following competent person appointed in writing with requisite professional certified qualifications, CV etc</b></u>   |  |  |
| 36 | Emergency planning and fire protection officer<br><br><u><b>The following competent person appointed in writing with requisite professional certified qualifications, CV etc in terms of General Safety Regulation 3 whose name, contact details are made known to all project stakeholders etc and are displayed in a prominent location</b></u>  |  |  |
| 37 | First aider with approved level 3 qualification<br><br><u><b>The following competent person appointed in writing with requisite professional certified qualifications, CV etc</b></u>  |  |  |
| 38 | Specialist in the use and temporary storage of flammable liquids<br><br><u><b>The following competent person appointed in writing with requisite professional certified qualifications, CV etc in terms of the Asbestos Regulation, GNR No. R155 of 10 February 2002</b></u>   |  |  |
| 39 | Approved Asbestos inspection authority to undertake all requirements to identify the all asbestos containing material on site and thereafter ensure the safe removal and or destruction of asbestos material in compliance with regulation 8 – quantifying airborne concentration of asbestos and regulation 18(b) – the evaluation of engineering measures controlling exposure to asbestos |  |  |

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

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## SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION

### REHABILITATION OF KARIOGA (UITENHAGE) RAILWAY SHEDS

Item No		Quantity	Unit	Rate	Amount
	<b>BILL NO. 3</b>				
	<b><u>ADMINISTRATIVE REQUIREMENTS</u></b>				
	<b><u>The following shall be connected to existing sewer and or mobile septic tank. Principal Contractor / Contractor shall allow 1 toilet per every 5 workers. Separate ablutions must be allowed for male and female workers. Cleaning of ablutions shall be daily and service of ablutions and maintenance thereof at least once a month</u></b>				
1	Ablutions with wash hand basins, running cold and hot water, and adequate detergent and or degreasing soap			SUM	
	<b><u>Scaffolding</u></b>				
2	Scaffolding material with and including establishment, operations use and de-establishment provisions, scaffold hooks and other applicable accessories (erection and inspection elsewhere)			SUM	
3	Temporary hand railing material and kick flats			SUM	
	<b><u>General</u></b>				
4	Provide 12 x 4m wide rest facility and kitchen combo container with all necessary plumbing and drainage fittings, wiring certificate etc with and including adequate ventilation and lighting			SUM	
5	First aid kit and boxes replenished after each and every use			SUM	
6	Rescue equipment and stretchers			SUM	
7	Hazardous chemical spill kits and accessories			SUM	
8	Lockouts equipment			SUM	
9	Permit books and manuals			SUM	
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## SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION REHABILITATION OF KARIOGA (UITENHAGE) RAILWAY SHEDS

<b><u>Public Safety, Security Measures &amp; Emergency Preparedness</u></b>				
10	Provide two way radio equipment solely for health and safety communication on site		SUM	
11	Guardrails and barrier netting to protect members of the public, workers etc passing, entering the site or falling into holes, excavations etc		SUM	
12	Notices on white background made from suitable 0.9mm thick or higher ABS plastic size at least 900 x 900mm with the following wording: "No Unauthorized Entry"		SUM	
13	Ditto but with wording as follows "Visitors to report to Office"		SUM	
14	Ditto but with wording as follows "Overhead Work"		SUM	
15	Ditto but with wording as follows "No Smoking"		SUM	
16	Ditto but with wording as follows "Cellphone use Prohibited while on Duty"		SUM	
17	Ditto but with wording as follows "Compulsory COVID 19 screening and testing"		SUM	
18	Ditto but with wording as follows "No PPE No Entry / Work"		SUM	
19	Ditto but with wording as follows "Permit to Work Activity"		SUM	
20	Ditto but with wording as follows "Social Distancing at 2m"		SUM	
21	Ditto but with wording as follows "Sanitiser station"		SUM	
22	Ditto but with wording as follows "Male Ablution"		SUM	
23	Ditto but with wording as follows "Female Ablution"		SUM	
24	Ditto but with wording as follows "Shower Facilities"		SUM	
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

25	<p>Identity tag for employees with the following details:</p> <ul style="list-style-type: none"> <li>- Colour passport photograph</li> <li>- Name &amp; Surname of Employee</li> <li>- Employee ID no.</li> <li>- Name of Company</li> </ul> <p><b><u>Personal protective equipment</u></b></p> <p><b><u>All personnel protective equipment to be issued at no cost to all employees shall be suitable for the intended purpose and must be kept on site as per the Principal Contractor / Contractors HIRA. No PPE no work. All PPE to be checked daily and inspection results documented in PPE registers</u></b></p>				SUM	
26	N95 Masks				SUM	
27	Dust mask				SUM	
28	Sanitizer stations with 70% or more alcohol sanitizer for the duration of the works as recommended by the Department of Health				SUM	
29	Safety shoes				SUM	
30	Safety goggles				SUM	
31	Hearing protector muffs/plugs				SUM	
32	Protective gloves				SUM	
33	Reflective vests				SUM	
34	Respiratory protective equipment				SUM	
35	Protective clothing for all foretasted weather conditions on site				SUM	
36	Fall protection (Harnesses, lanyards, lifeline, safety belt or other equally approved system etc)				SUM	
37	<p>Hard hat colour coded as follows</p> <ul style="list-style-type: none"> <li>- White for general workers</li> <li>- Red for management &amp; design team</li> <li>- Blue for visitors</li> </ul>				SUM	
<b>Carried to Collection</b>					R	
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

38	High visibilty overalls to SARTSM Chapter 13			SUM	
39	Multicolour traffic control flags			SUM	
40	Others			SUM	
<b><u>Environmental Management</u></b>					
<b><u>The Principal Contractor / Contractor to provide all necessary requirements to ensure compliance with the Environmental Objectives of the Client</u></b>					
41	Provide for preservation of natural vegetation encountered on the site as far as is reasonably practicable			SUM	
42	Provide for adequate handling and storage of materials so as to minimize contamination of ground, air or water			SUM	
43	Provide for the adequate and safe collection and disposal of waste material from site by an approved method.			SUM	
44	Provide for rehabilitation on completion of site disturbed areas and temporary access routes not covered by construction, grass seeding/hydro seeding and maintenance of alien vegetation or landscaping specifications upon completion of construction work			SUM	
45	Provide for stockpiling of topsoil for re-use			SUM	
46	Provide all necessary measures to reduce or eliminate dust pollution with and including the provision of spray water or chemical suppressant at least thrice a day to minimise or eliminate dust on the entire site			SUM	
47	Undertake all reasonable measures to eliminate noise pollution on site with and including the provision of acoustical silencers in intake and exhaust systems or other noise dampening mechanisms for vehicles, plant etc			SUM	
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

**The Principal Contractor / Contractor to provide the following on a progressive basis i.e. continuous updated, weekly, monthly etc for the duration of the project**

48	A traffic management plan compiled in terms of the South African Traffic Signs Manual to be reviewed and approved by the health and safety agent and applicable municipality before the commencement of work				SUM
----	--	--	--	--	-----

**In compliance with the Disaster Act and regulations, the consolidated Coronavirus Covid-19 Direction on Occupational Health and Safety Measures in Workplaces and accompanying directives**

49	COVID 19 plan and protocols				SUM
----	-----------------------------	--	--	--	-----

**The Principal Contractor / Contractor to provide a site specific programme activity based hazard identification and risk assessment (HIRA) in compliance with section 8(2)(d) of the OHS Act and section 9 of the Construction Regulations, 2014 and further to**

50	Identify the risks and hazards to which persons may be exposed to on this site				SUM
----	--	--	--	--	-----

51	To analyse and evaluate the risks and hazards identified based on a documented method subject to the approval of the health and safety agent				SUM
----	--	--	--	--	-----

52	Providing a documented plan and applicable safe work procedures to mitigate, reduce or control the risks and hazards that have been identified and distributed therewith to all project stakeholders				SUM
----	--	--	--	--	-----

53	To provide a documented monitoring plan subject to the approval of the health and safety agent				SUM
----	--	--	--	--	-----

54	To provide a daily planned activity and post activity health and safety review plan to the health and safety agent with safety statistics				SUM
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Section No. 2

Bill No. 3

ADMINISTRATIVE REQUIREMENTS

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

55	<p>To provide method statement and safe work systems for each activity to be undertaken to inter alia include the sequence in which the operation is to be carried out, the equipment required, who will undertake the work, reasonably foreseeable hazards and how they are controlled, details of any specific training required, monitoring procedures; and emergency arrangements</p> <p><b><u>In compliance with section 19 &amp; 20 General Administrative Regulations 5</u></b></p>				SUM	
56	<p>Health and safety committee/s appointed in writing with and including the execution of meetings monthly and the issue of minutes to the health and safety agent and the filing thereof</p> <p><b><u>In compliance with section 37(1) &amp; (2) of the OHS Act</u></b></p>				SUM	
57	<p>Ensuring that Principal Contractor &amp; Client, as well as Principal Contractor and Contractor mandatory agreements are signed, filed in the OHS plan and file</p> <p><b><u>In compliance with section 24 &amp; General Administration Regulation 8 COIDA section.38, 39 &amp; 41</u></b></p>				SUM	
58	<p>Establishing an incident reporting and investigation procedure and displaying the same on site prominently as per Sect. 24. Allow for the complete protocol to report to the Provincial Director, within 24hrs on (Annexure 1)(WCL 1 or 2) and to the Client and its Agent and keep copies of reports available on site file</p> <p><b><u>In compliance with General Administrative Regulation 9</u></b></p>				SUM	
59	<p>Establishing a procedure for recording all injuries that may result in a worker or any person on this site receiving medical treatment other than first aid, recorded and investigated by an investigator designated in writing with and including the submission of copies of reports (Annexure 1) to all project stakeholders</p>				SUM	
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## SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION

### REHABILITATION OF KARIOGA (UITENHAGE) RAILWAY SHEDS

	<b><u>In compliance with Construction. Regulation 29 and the Environmental Regulation 9</u></b>			
60	Establish and maintain emergency evacuation plans with and including proposed and implemented emergency drills reportable on a daily and weekly basis		SUM	
61	Establish a separate and distinct fire risk assessment and provide all necessary temporary fire extinguishing equipment for the duration of the contract including daily inspections of facility and site fire equipment, equipment registers etc and providing the findings or records to the Health and Safety Agent		SUM	
	<b><u>In compliance with General Administrative Regulation 3</u></b>			
62	Establish and maintain a sufficient number of first aid boxes located in known and conspicuous areas around site with and including necessary signage instructing employees to report all Injuries/illness including first aid injuries and weekly reporting thereof to the health and safety agent		SUM	
	<b><u>In Compliance with the Construction Regulations, 2014, the Principal Contractor / Contractor shall</u></b>			
63	Implement these regulations by assigning any word or expression to mean what has been assigned in the Health and Safety Act, unless the context otherwise indicates		SUM	
64	Implement these regulations and inform everyone involved in the construction work of their specific roles, responsibilities and duties		SUM	
65	Compile and continuously update a site, activity or project specific documented plan in accordance with the client's health and safety specification ensure that a copy thereof is available on request to an employee, inspector or contractor; health and safety agent etc		SUM	
66	Take reasonable steps to ensure that each the Principal Contractor, supplier, contractor and or other similar parties approved health and safety plan is implemented and maintained during the construction works		SUM	
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

67	Provide the health and safety agent with a written excel based schedule of proposed on letterhead of intervals for periodic health and safety audits and document verification that are at least 30 days apart from the date of commencement of the work to the close out stage				SUM	
68	Compile and submit a stop work procedure for approval by the health and safety agent and implement the same thereafter				SUM	
69	Ensure that where changes are brought about to the design or construction work, sufficient health and safety information is made available (i.e. actively issue requests for information, update health and safety risk assessment and plans etc) and ensure appropriate resources are available to the principal contractor to execute the work safely				SUM	
70	To the extent necessary, at least 30 working days before the commencement of work provide all requirements, documents etc as requested by the health and safety agent to enable the client to obtain a permit to commence with construction work				SUM	
71	To the extent necessary, at least 7 working days before the commencement of work provide all requirements, documents etc as requested by the health and safety agent to enable the client to obtain a				SUM	
72	Reviewing, interpreting, querying and adopting the baseline risk assessment for the intended construction work				SUM	
73	Reviewing, interpreting, querying and adopting the sufficiently documented and coherent site specific health and safety specification for the intended construction				SUM	
74	Ensuring that the designer took the prepared health and safety specification into consideration during the design stage should there be uncertainty				SUM	
75	Undertaking all activities as are reasonably required to enable the designer to carry out all responsibilities contemplated in regulation 6				SUM	
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

76	To ensure co-operation between all suppliers, labourers and contractors whether appointed by the client or the Principal contractor so as to ensure compliance with these Regulations				SUM	
77	To ensure that every supplier, contractor etc undertaking work with and including the principal contractor is registered and in good standing with the compensation fund or with a licensed compensation insurer as contemplated in the Compensation for Occupational Injuries and Diseases Act, 1993 (Act No. 130 of 1993) for the duration of the construction work				SUM	
78	Appoint every supplier, principal contractor etc in writing and keep the agreements therewith in the health and safety file				SUM	
79	Obtain from discuss and negotiate health and safety plans and files from suppliers, contractors or other parties undertaking work for and on behalf of the principal contractor and thereafter approve them in writing and keep the records in the main health and safety plan and file				SUM	
80	Identify in writing anything in the design of the structure necessitating the use of dangerous procedures or materials hazardous to the health and safety of persons throughout the duration of the contract				SUM	
81	Provide in writing a schedule of hazards relating to any subsequent maintenance of the relevant structure throughout the duration of the project				SUM	
82	To the extent necessary provide all relevant design information and data detailing the health and safety aspects of the structure to enable the Designer to declare the structure safe for use				SUM	
83	Identify in the health and safety plan all ergonomic related hazards that are anticipated throughout the execution of the construction works				SUM	
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

84	Provide adequate temporary works designs (rational designs) by a certified and registered competent person (appointment elsewhere) after due consultation with Designers with and including provision, verification and signing off of all drawings and calculations pertaining to the rational design of temporary works and to provide the same in hard copy on site for perusal by the Designers, Inspector or Health and Safety agent				SUM
85	Provide all employees with a valid entry medical certificate of fitness specific to the construction work to be performed and issued by an occupational health practitioner in the form of Annexure 3				SUM
86	Ditto but exit medical or other routine medical as per requirement of job activities				SUM
87	To draw obtain certified or registered sign off by competent person and ensure the implementation and supervision of a fall protection plan				SUM
88	To draw obtain certified or registered sign off by competent person and ensure the implementation and supervision of a roof work or work at height plan				SUM
89	Undertake all necessary physical & psychological fitness tests and examinations required for all activities prior to commencement thereof or upon request by an employee, union or health and safety personnel				SUM
90	To provide a written report containing Principal Contractor, Contractor ,manufacturer or supplier comments, views, advice and opinions concerning the clients proposed operations and maintenance arrangements or plans (In the event that such plans are not available, the Principal Contractor / Contractor etc shall nonetheless provide any such relevant information as described above to give effect to this requirement)				SUM
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

91	<p>To provide and implement an Asbestos removal plan consisting of the following sections</p> <ul style="list-style-type: none"> <li>- Asbestos specific hazard identification and risk assessment</li> <li>- Written safe work procedures for any maintenance, repair, alteration and or dismantling activities</li> <li>- A written inventory of the location of asbestos in on site</li> <li>- A schedule of activities approved by an Approved Asbestos Inspection Authority (Authority elsewhere)</li> <li>- Alternative accommodation plans and proposals for building occupants to ensure zero exposure during the execution of asbestos related activities</li> </ul> <p><b><u>HIV / AIDS Awareness</u></b></p> <p><b><u>In compliance with the requirements of Provincial and National Government</u></b></p>				SUM	
92	Provide an HIV and AIDS awareness plan				SUM	
93	Selection, appointment, briefing and making available of an awareness champion, including provision of all relevant services				SUM	
94	Selection and appointment of a competent service provider approved by the Health and Safety Agent, provision of a Service Provider Workshop Plan and a suitable venue, conducting of awareness workshops by means of traditional and/or modern multimedia techniques, including follow-up courses, making available all tuition material and performing assessment procedures, all in accordance with the HIV/AIDS Specification				SUM	
95	Provision, displaying, maintaining and replacing when necessary of four plastic laminated posters, booklets and educational videos containing HIV/ AID information and awareness				SUM	
96	Provision and maintenance of condom dispensers fixed in position, including male and female condoms, replenishing male and female condoms on a daily basis as required for the duration of the construction period				SUM	
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## SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION

### REHABILITATION OF KARIOGA (UITENHAGE) RAILWAY SHEDS

<p>97</p>	<p>Monitoring HIV/AIDS awareness of workers, providing the Health and Safety Agent with access to information, including making available all reports, thoroughly completed and reflecting the correct information, for the duration of the construction period and close out, all in accordance with the HIV/AIDS Specification</p>		<div>SUM</div> <div>R</div>
<p style="text-align: right;"><b>Carried to Collection</b></p> <p>Section No. 2 Bill No. 3 ADMINISTRATIVE REQUIREMENTS <b>Bills of Health and Safety Specifications and Requirements</b> <b>Copyright of BEE .....Initial Page</b></p>			

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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

Item No		Amount
	<b><u>BILL NO. 4</u></b>  <b><u>EDUCATION AND TRAINING</u></b>  <u>Accredited training and or education to inform, instruct and train daily, weekly and or monthly as required by the HIRA all personnel on site by a competent person regarding any hazard and the related work procedures and or control measures on an ongoing basis i.e. before any work commences, and thereafter prior to each activity in the programme</u>	
1	Establish, adopt and inform stakeholders of policy signed by CEO	
2	All competent persons as appointed herein in the following areas as a minimum (the list is not exhaustive)  - Hazard identification and risk assessment - Legal Liability - Incident Investigation - Work at height - Emergency procedures - Incident and Accident reporting	
3	Workers and or visitors, designers etc as the case may be	
4	The Principal Contractor / Contractor shall arrange for environmental and heritage awareness training programmes for the personnel on site	
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Item No		Amount														
	<p><b><u>BILL NO. 5</u></b></p> <p><b><u>COMPLIANCE MONITORING</u></b></p> <p><b><u>The Principal Contractor / Contractor shall provide the following for the purpose of health and safety compliance monitoring</u></b></p>															
1	<p>Health and Safety Notice Board with the following data</p> <table><tr><td><b>REQUIRED DAILY AND TO BE UPDATED</b></td></tr><tr><td>Mission, Vision and Goal</td></tr><tr><td>No. of hours worked without an Injury</td></tr><tr><td>No. of days worked without an Injury</td></tr><tr><td>Inclement and or severe weather conditions, including high winds</td></tr><tr><td>Location of safety posters displayed &amp; changed regularly</td></tr><tr><td>Emergency assembly point</td></tr><tr><td>Any minor or major incident where</td></tr><tr><td>(a) the health or safety of any person was endangered and where –</td></tr><tr><td>(b) a dangerous substance was spilled;</td></tr><tr><td>(c) the uncontrolled release of any substance under pressure took place;</td></tr><tr><td>(d) machinery or any part thereof fractured or failed resulting in flying, falling or uncontrolled moving objects; or</td></tr><tr><td>(e) machinery ran out of control,</td></tr><tr><td>(f) any person was hurt and required minor or major medical attention or first aid</td></tr></table>	<b>REQUIRED DAILY AND TO BE UPDATED</b>	Mission, Vision and Goal	No. of hours worked without an Injury	No. of days worked without an Injury	Inclement and or severe weather conditions, including high winds	Location of safety posters displayed & changed regularly	Emergency assembly point	Any minor or major incident where	(a) the health or safety of any person was endangered and where –	(b) a dangerous substance was spilled;	(c) the uncontrolled release of any substance under pressure took place;	(d) machinery or any part thereof fractured or failed resulting in flying, falling or uncontrolled moving objects; or	(e) machinery ran out of control,	(f) any person was hurt and required minor or major medical attention or first aid	
<b>REQUIRED DAILY AND TO BE UPDATED</b>																
Mission, Vision and Goal																
No. of hours worked without an Injury																
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**SITE SPECIFIC HEALTH AND SAFETY SPECIFICATION  
REHABILITATION OF KARIEGA (UITENHAGE) RAILWAY SHEDS**

2	<b>REQUIRED DAILY AND TO BE UPDATED</b>
	(g) There us a disabling injury
	(h) A person dies
	(l) COVID 19 incident or suspected COVID 19 case
	Smoke and fire conditions
	Spills and releases of chemicals or other hazardous materials
	Structural or equipment failure or collapse
	Security threats, including public demonstrations
	Discovery of suspicious materials

3 Further, the Principal Contractor shall provide the following performance statistics on a daily basis

No	Description	No.	Comment
	<b>WORKED HOURS</b>		
1	Total Man Hours		
	<b>INCIDENTS</b>		
2	Fatality Accident		
3	Lost Time Injury (Employer)		
4	Lost Time Injury (Contractor)		
5	Day Lost		
6	Restricted Workday (Strike Riot etc)		
7	Medical Treatment Case		
8	High Potential (HiPo)		
9	First Aid Cases		
10	Occupational Illness		
11	Material / Production Loss		
12	Pollution		
13	Fire		
14	Damage		
15	Incident		
16	Road / Traffic Incidents		
17	Security Incidents		

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	<b>HSE ACTIVITIES</b>		
18	Safety Tool Box Meeting		
19	Safety Induction		
20	Pre-Work Medicals		
21	Exit Medicals		
22	<b>Total Recordable Injury Rate</b>		
23	<b>Lost Time Injury Frequency</b>		

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Item No		Amount
	<p><b><u>BILL NO. 6</u></b></p> <p><b><u>NON COMPLIANCE AND PENALTIES</u></b></p> <p><b><u>Inspections</u></b></p> <p><u>Whereas the Health and Safety Agent shall undertake health and safety audits and or inspections at least once a month (planned or unplanned), the Department of Labour and Employment may also simultaneously or unilaterally conduct planned or unplanned inspections on this site. Should either party find dangerous or adverse conditions at the workplace, he or she may set or propose a penalty or other applicable sanction follows (The Principal Contractor/ Contractor by signature herewith agrees to empower the agent to give force and effect thereto)</u></p> <p><b><u>IMMEDIATE WORK / ACTIVITY STOPPAGE</u></b></p> <p><u>The following shall attract a penalty equivalent to the contractual penalty per calendar day per incident but not less than R 2 500 per count</u></p> <p>1 "Prohibition Notice" where there is threatening danger or alternatively present, or foreseeable danger as a result of a particular action, process, or the use of a machine, object, substance or equipment</p> <p>2 "Contravention Notice" in the case that a provision of the act or regulation is contravened</p> <p><u>The Health and Safety agent shall allow a time period of (3 calendar days to enable compliance) whereafter should non compliance persist, a penalty equivalent to the contractual penalty per calendar day per incident but not less than R 2 500 per count will be enforceable</u></p> <p>3 "Direction notice" in the case that health and safety measures do not satisfactorily protect the health and safety of the workers, the public etc</p> <p><b><u>Right to stop or refuse to undertake an activity or work</u></b></p> <p>4 Notwithstanding the above, the Principal Contractor / Contractor must make adequate provision for any reasonable justification not to undertake work or to stop an activity or work due to health and safety concerns as may be directed or identified by any project stakeholder including but not limited to members of the public</p>	
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	<p>Section No. 2</p> <p>Bill No. 6</p> <p>NON COMPLIANCE AND PENALTIES</p> <p><b>Bills of Health and Safety Specifications and Requirements</b></p> <p><b>Copyright of BEE .....Initial Page</b></p>	

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	<b><u>SECTION NO. 7</u></b>	
	<b><u>BILL NO. 1</u></b>	
	<b><u>RECORDS</u></b>	
	<b><u>The following from Lexis Nexis or other approved service provider containing the latest full text of the up-to-date Occupational Health and Safety Act No. 85 of 1993, complete with all the Regulations, Forms and Notices</u></b>	
1	Three (3) x A5 hard copy books kept onsite and universally accessible to all workers, visitors, inspectors etc for the duration of the project	
2	Hard copies the Constitution of the Republic with and raising awareness and filing thereto	
3	A copy of SANS 10085-1:2004 or latest version	
	<b><u>The following records in formats as may be required by the Health and Safety Agent</u></b>	
4	To keeping a copy of the construction work permit in the occupational health and safety file for inspection by an inspector, the client, the client's authorised agent, or an employee	
5	To keeping a copy of the notification of work in the occupational health and safety file for inspection by an inspector, the client, the client's authorised agent, or an employee	
6	Three (3) x hard copies of the consolidated health and safety plan and file with and including daily updates of all documentation i.e registers,project meeting minutes, instructions, record of all drawings,details, designs, materials used, the final account and other similar information concerning the completed structure etc with and including other applicable documentation required in terms of the Act and these Regulations, which must be made available on request to an inspector, the client, the client's agent or a contractor. Personnel details to include but is not limited to:  Identity No. Cellphone and Landline No. CV & Qualifications Entry and Exit Medical Medical deviation report if any Employer Medical Aid and Medical Aid no.	
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- 7 Obtain and keep original or certified copies of all statutory compliance, completion, service and maintenance records, occupation or other such certification
- 8 Provide and include a comprehensive and updated list of all the contractors and suppliers etc on site accountable to the principal contractor, with and including the agreements between the parties, applicable insurances, health and safety plans, workmans compensation letters of good standing etc and the type of work being done
- 9 Report/s contemplated in section 24 of the Act indicating a fatality or permanent disabling injury with and including the measures that the contractor intends to implement to ensure a safe construction site as far as is reasonably practicable directed to the provincial director in accordance with regulations 8 and 9 of the General Administrative Regulations, 2013
- 10 Induction, toolbox talks and other safety related training
- 11 Daily inspection of structures including prior to and after commencement of work shifts
- 12 Signed disclosure forms indicating that all contractors, suppliers etc are informed regarding any hazard that is stipulated in the risk assessment before any work commences, and thereafter at the times that may be determined in the risk assessment monitoring and review plan of the site
- 13 Risk assessments updated daily and weekly and made available for inspection by an inspector, the client, the client's agent, any contractor, any employee, a representative trade union, a health and safety representative or any member of the health and safety committee
- 14 Signed and countersigned method statements and safe work systems reflecting compliance and understanding prior to the commencement of each activity
- 15 The Principal Contractor / Contractor to provide and maintain a quality management and quality assurance system that incorporate all health and safety requirements as determined herein
- 16 To keeping and updating all registers as per the HIRA
- 17 Accredited health and safety training undertaken as required by the HIRA, Unions, Health and Safety Committees, Safety Representatives, the Department, the Health and Safety Agent or Client
- 18 Material safety data sheets
- 19 Pre-construction meeting minutes and operations "facility use and construction operation integration plan" signed off by facility manager

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**Weekly meeting minutes concerning the monitoring and review of the risk assessments of the relevant site with the following**

- 20 Health and safety committee
- 21 Representative trade union/s and or representative group of employees,

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1	DECLARATIONS		
2	APPOINTMENT OF COMPETENT PERSONS		
3	ADMINISTRATIVE REQUIREMENTS		
4	EDUCATION AND TRAINING		
5	COMPLIANCE MONITORING		
6	NON COMPLIANCE AND PENALTIES		
7	RECORDS		
<div data-bbox="180 1868 941 1964"> <p>Section No. 2  <b>Bills of Health and Safety Specifications and Requirements</b>  <b>Copyright of BEE .....Initial Page</b></p> </div>			
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1	LEGAL FRAMEWORK		
2	CONSTRUCTION & CLOSE OUT REQUIREMENTS		
<p data-bbox="225 1729 1182 1787">NOTE: TOTAL ALLOWANCE TO BE CARRIED OVER TO PRELIMINARIES AND GENERALS OF MAIN TENDER DOCUMENT</p> <p data-bbox="189 1874 938 1933"><b>Bills of Health and Safety Specifications and Requirements</b> Copyright of BEE .....Initial Page</p>			
<p data-bbox="887 1830 1217 1856"><b>Carried to Form of Tender</b></p>			R