



APPOINTMENT LETTER

To: Designation _____ SAP No. _____	From: Designation _____ SAP No. _____
Principal Contractor	
<u>Period of appointment</u>	
From: _____	To: _____
Business/Area of Responsibility _____	
<p>You are hereby appointed as Principal Contractor in terms of this appointment. You are charged with but not limited to, the under mentioned duties to ensure compliance in accordance with Transnet requirements.</p> <div style="display: flex; justify-content: space-between;"><div>Project Manager Signature _____</div><div>Date _____</div></div>	
<p>DUTIES:</p> <p>a) That the necessary sections of the health and safety specification are made available to all prospective contractors, that only competent contractors be considered and that selected contractors are duly appointed, in writing;</p> <p>b) Negotiate / approve each contractor's health and safety plan. After implementation you must ensure that such plan is maintained and to this end you are required to conduct audits on contractors at pre-determined intervals of not more than one month;</p> <p>c) That any construction work be stopped if not performed in accordance with the approved health and safety plans or if the process poses a threat to the health and safety of any person;</p> <p>d) That contractors are registered, and in good standing, with the Compensation Fund or another licensed compensation insurer and that they have made sufficient provision for the cost of health and safety measures in their tenders;</p> <p>e) That a consolidated health and safety file, in terms of Construction Regulation 7(1)(e), be handed to (Transnet Capital Project – Carlton Centre, 150 Commissioner Street, Johannesburg) upon completion of the construction work.</p> <p>N.B. In delegating these duties I am in no way attempting to forsake my responsibilities and I acknowledge that the final responsibility lies with me.</p> <p>I, _____, hereby accept the above appointment as Principal Contractor and the responsibility / accountability thereof as indicated above.</p> <div style="display: flex; justify-content: space-between;"><div>Principal Contractor Signature _____</div><div>Date _____</div></div>	