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TITLE	<b>SCOPE OF WORK FOR OCCUPATIONAL HYGIENE SERVICES</b>						

## **PROVISION OF APPROVED INSPECTION AUTHORITY OCCUPATIONAL HYGIENE SERVICES**

### **1. INTRODUCTION**

The Occupational Health and Safety Act (85 of 1993) places the onus on employers to ensure that the working environment is safe and without risks to the health of their employees. To accomplish this, employers must, through the services of a competent person, assess the exposure of their employees to environmental conditions in the workplace. Where the assessment indicates an ongoing risk from exposure, the employer must measure that exposure, compare the results with prescribed standards and implement the steps that are needed to comply with the provisions of the Act. This process, which is known as compliance monitoring, must be performed by an Approved Inspection Authority.

The South African Nuclear Energy Corporation (Necsa) requires a suitably qualified Occupational Hygiene Approved Inspection Authority to render occupational hygiene services at its premises. The successful Service provider will enter into a contractual agreement with Necsa for a period of seven (7) months from Monday to Friday;

- Normal hours: 07:45 – 16:00
- After hours for illumination surveys (18:00 – 23:00)
- Weekends and after hours (when necessary)

### **2. AREAS TO BE COVERED UNDER THE CONTRACT:**

- 2.1 Necsa Facilities, plant areas, offices, cafeterias, Training centers, workshops and outdoor areas where personnel perform duties.
- 2.2 Pico House and Students hostel.
- 2.3 Necsa Trade training (NLA) centers and their workshops

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### **3. SERVICE REQUIREMENTS**

The successful bidder will be expected to render the following services as per schedule:

#### **3.1 Ergonomics study**

- The study for ergonomics must cover Necsa Complex e.g. Plant, Offices and Workshops ,training centers

#### **3.2 Noise Surveys**

- Area noise
- Equipment Noise
- Personal noise

#### **3.3 Illumination survey**

The illumination survey must cover the Necsa plants areas, Offices, Workshops, training centers and Storage areas

#### **3.4 Ventilation**

The ventilation surveys will cover Necsa plant areas, Laboratories, research and Development and Training centers.

#### **3.5 Hazardous Chemical Agents**

Hazardous Chemical Agents surveys (HCA) must cover Necsa plant areas, workshops, storage facilities, laboratories, R&D etc.

A list of all scheduled areas and activities will be provided to the service provider for planning purpose.

The assessments/studies shall be performed in accordance with requirements of the Occupational Health and Safety (Act 85 of 1993) and/or international best practices/standards.

The cost of the service shall be derived from Sub Account NRS-HS-MS-11-11-11-11 Occupational Hygiene and payment of the service to be done only upon receipt of the final reports.

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#### **4. TIME FRAME**

- 4.1 The service required shall be allocated seven (7) months from inception of the contract, collection of data to the issuing of the final report.
- 4.2 The reports must be split and reported per facilities and provided within at least six (6) weeks after conducting the survey or as agreed with the contractor.

#### **5. SERVICE PROVIDER**

- 5.1 The contractor must hold a certificate of accreditation from the South African National Accreditation System (SANAS) for implementation of SANS 17020 for each stressor and be approved by Department of Employment and Labor as per the requirements set out by Department of employment and Labour.
  - The AIA must have the basic suitable monitoring and analytical equipment pertinent to the service/s rendered
  - The AIA must have access to additional equipment that may be required for the service/s to be rendered and a formal agreement must be in place for such equipment
  - The AIA must keep a logbook which contains calibration and maintenance schedules and records for all relevant equipment for audit purposes.
  - The AIA must have suitably documented and controlled systems, methods and procedures relating to the regulated services they wish to render.
  - The service provider to have at least three references of similar work previously and successfully performed.

#### **6. PERSONNEL**

- 6.1 Personnel involved in rendering the service from the AIA must include at least one Registered Occupational Hygienist who is in overall control of, and

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responsible for, all the work carried out within Necsa group.

## **7. TENDER RESPONSE**

7.1 The Service Provider must submit the following documentation with tender

for evaluation:

- Approved Inspection Authority Certificate
- Black Economic Empowerment Association (BEEE).
- SANAS Accreditation.
- Professional (SAIOH) registration and relevant qualifications of personnel.
- COIDA letter of good standing
- Tax clearance certificate from SARS
- Proof of experience on similar work with contactable references (a minimum of 3 years).
- Portfolio of projects covering similar scope and work (a minimum of 3 projects).
- Project plan with timelines and resources to complete the scope within 7 months.
- List of equipment required to carry out the work, or proof of access to the equipment.

## **8. NECSA SITE ORIENTATION**

The Contractor shall make staff available to attend the Necsa orientation course and any other facility specific orientation as required by facilities on Necsa site.

## **9. SITE ACCESS**

The following site access requirements shall be met:

- 9.1 All personnel must be medically fit to perform duties as per the scope
- 9.2 Personnel must attend Covid 19 awareness training
- 9.3 Personnel must be issued with temporarily access cards

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9.4 All equipment's and instruments must be declared at security services

## **10. MEDICAL FITNESS**

A certificate of fitness shall be available for all staff members requiring access to Necsa facilities, Successful bidder must ensure availability of certificate of fitness for his/her employees.

## **11. PERSONAL PROTECTIVE EQUIPMENT**

11.1 The Service Provider's personnel shall be equipped with the necessary personal protective equipment ("PPE") as specified by Necsa and/or as prescribed by risk assessment of the area being visited. The cost of which will be for the Service Provider's account.

**BBS**

BEHAVIOURAL  
BASED SAFETY  
REDUCES AT-RISK  
BEHAVIOURS

# NECSA OCCUPATIONAL HYGIENE INSPECTION BODY

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South African Nuclear Energy  
Corporation, SOC Limited

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