

	GENERATION COAL FIRE STATIONS OHS SPECIFICATION FOR CONSTRUCTION WORK ACTIVITIES/SERVICES	Template Identifier	5 5 9 - 7 2 9 5 9 1 4 3 4	Rev	1
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Enquiry number: MWP2991GX

Project Address: Various Eskom Power Station: Koeberg Power Station in Melkbostrand, Western Cape, Matimba Power station in Lephalale, Limpopo, Komati Power Station in Blinkpan, Mpumalanga. Lethabo Power Station near Vereeniging, Free State, Sere Wind farm Peaking Station in Vredendal, Western Cape.

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NOTE TO PRINCIPAL CONTRACTORS AND THEIR SUB-CONTRACTORS

These specifications are Eskom's minimum Occupational Health & Safety (OHS) requirements, should not be construed as all-encompassing or static in terms of this or other amendments made during the project. The contractor must develop a Health & Safety (H&S) plan responding to these requirements, as well as other applicable legal and other requirements.

The contractor shall comply with relevant legislative requirements as well as recognised code of practice such as:

- Occupational Health and Safety Act 85 of 1993*
- All applicable regulations.*
- All applicable recognised international and national code of practices (South African National Standards – SANS)*
- Eskom applicable procedures, standards, work instructions.*

The Principal Contractor shall not commence work on site until the OHS plan has been approved.

Eskom in no way assumes the Contractors legal responsibilities. The Contractor is and remains accountable for the adequate execution of Health and Safety requirements, and that of appointed sub-contractors and suppliers.

The Contractor must take into account all information in this specification and ensure that their tenders include adequate resources and competences to deal with matters detailed herein.

This OHS specification forms an integral part of the contract, and contractors shall make it an integral part of their Contracts with sub-contractors and suppliers.

Eskom has endeavoured to address the most critical aspects relating to OHS issues in order to assist the contractor adequately provide for the Health and Safety of employees on site.

Where Eskom has not addressed any Health and Safety aspect pertaining to the construction work tendered for, the contractor shall include it in their Health and Safety plan and inform Eskom of such issues when submitting the tender.

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1. Eskom Project Manager:

The discipline/contract manager is responsible for managing the contract with the Principal Contractor and ensures that the OHS specifications are developed and issued with tender enquiries and that the Principal Contractor's OHS plan is approved prior to commencement of work. He/she must ensure that all the statutory requirements, Eskom and OHS specification and OHS plan requirements are adhered to by Principal Contractor and (if applicable) their contractors at all times.

.....

Initial and Surname

2. Eskom Construction Health and Safety Agent:

Where a Construction Work permit is required as contemplated in terms of Construction Regulations 3(1), the Client must without derogating from his or her Health and Safety responsibilities or liabilities, appoint a competent person in writing as an agent to act as his or her representative., and where such an appointment is made the duties that are imposed by the Construction Regulations 2014 upon a client, apply as far as reasonably practicable to the agent so appointed.

.....

Initials and Surname

3. Eskom Engineering Manager:

The Project Engineer is the person responsible for ensuring that the designer fulfils his professional and legal obligations with respect to the implementation of his design.

.....

Initials and Surname

4. Eskom Project/site Manager:

He is responsible for the overall management of the project on-site.

.....

Initials and Surname

5. Eskom Health and Safety Manager/ Practitioner:

The responsibility of the Health and Safety Manager/Practitioner is to provide assurance, as well as advice, assist and support to the **Project /Site Manager** in the management of Health and Safety issues on the project which includes ensuring proper co-ordination amongst the various Contractors. The OHS Manager/Practitioner will also be responsible for assisting in the development of site and project specific OHS Specifications and ensuring that OHS specification are issued with enquiry documents and that the Contractors OHS plans are submitted; evaluated and approved. She/he will be responsible for auditing and ensuring compliance to legal requirements.

.....

Initials and Surname

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6. Designer:

The Designer is the person responsible for the overall management of the project design as well as ensuring the management of the compliance of the completed works to the design during and after construction on site.

The designer shall ensure compliance with the Occupational Health and Safety Act in terms of Construction Regulations 2014, Regulation 6.

.....

Initials and Surname

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1. Introduction

Eskom is committed to achieving and demonstrating sound Safety, health and Environmental (SHE) management by controlling SHE risks/impacts consistent with its SHEQ policy and objectives.

Zero harm is one of ESKOM values. The aim of Eskom's adoption of Zero Harm as one of its values is to strive to, and achieve world class safety, health, and environmental performance, where all Guardians (employees and contractors) return home safely every day and without harm done to the environment we operate in.

The aim of the Occupational Health and Safety (OHS) specification is to provide Contractor/s with:

- The overarching framework within which the Contractor is required to demonstrate compliance with certain high-level requirements for OHS.
- Establishes the manner in which the Contractor is to manage OHS risks in the execution of the contract, and
- The mandatory high-level project & scope of work specific OHS requirements that the contractor needs to adhere to in order to align & demonstrate commitment towards the zero harm of the persons during the duration of the contract.

The OHS Specification shall be included with the tender enquiry documentation to ensure that the tenderer is timeously made aware of:

- Eskom's requirements, including
- Eskom's compliance obligations (including Funders OHS requirements)
- Information that might affect the Health and Safety of any person at work whether directly or indirectly;
- Activities that may have an impact on the direct and surrounding environment.

The Principal Contractor and their contractors are expected to develop an OHS plan which meets these requirements as well as the applicable legislation.

This specification may not thoroughly address all hazards and aspects associated with any specialised activity or operation. In such situations, contractors shall be responsible for developing their own Health and Safety plans/procedures/manuals/work instructions to adequately address their specialised activities and scope of operation.

2. Supporting Clauses

2.1 Scope

This specification sets out the minimum legislative and organisational requirements for construction work that is specific to the scope of work, site, and type of project.

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2.2 Purpose

To indicate to contractors the Health and Safety requirements on the project, upon which their planning for the management of Health and Safety will be based on and thus produce their Health and Safety plan.

All contractors are required to execute their works in accordance with this document as well as other applicable legal documents.

2.3 Applicability

This specification is applicable to all Principal Contractors, Contractors, Service Providers, Suppliers and all the activities and processes carried out for and on behalf of where **construction work** is performed.

For best practice reasons, where the work scope does not fall within the definition of Construction Regulations 2014, then this specification shall also apply as a minimum as long as the applicable Eskom and statutory OHS requirements are identified in relation to the scope of work.

2.4 Effective date

This specification shall be implemented from date of approval.

3. Normative/Informative References

Parties using this specification shall apply the most recent edition of the documents listed below.

Note: Where the date for revision of a document on the Eskom Document Centre website has passed, the document is still current, irrespective of its revision date having passed.

3.1 Normative

- [1] 32-727: Safety, Health, Environment and Quality Policy
- [2] 240-62196227: Life-saving Rules Standard
- [3] Occupational Health and Safety Act and Regulations No 85 of 1993 and its Regulations
- [4] Construction Regulations of 2014 or latest edition as per government gazette.
- [5] Mine Health & Safety Act No. 29 of 1996 and Regulations
- [6] OHS Act 85 of 1993 and its regulations.
- [7] The Constitution of the Republic of South Africa (particularly Section 24 of the Bill of Rights)
- [8] Civil and Building Work Act
- [9] Compensation for Occupational Injuries and Diseases Act
- [10] National Road Traffic Act, 1996 (Act No. 93 of 1996)
- [11] 32-95 Eskom Occupational Health and Safety Incident Management procedure
- [12] The Vehicle and Driver Safety Management Procedure (240-62946386)

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- [13]32-345 Eskom Vehicle Safety Specification.
- [14]32-37 Substance Abuse Procedure
- [15]All relevant South African legislation (national, provincial, and local)
- [16]Applicable South African National Standards (SANS) for the scope of work/Project.
- [17]Applicable International Standards
- [18]Licenses/Permits
- [19]32-345 Eskom Vehicle Safety Specification
- [20]240-54937439: Fire Protection/Detection Assessment Standard.
- [21]32-124 Eskom Fire Risk Management
- [22]240-43848327 Employees' right of refusal to work in an unsafe situation.
- [23]32-418: Working from Heights Procedure
- [24]240-100979499: Personal Protective Equipment for work at Heights Specification
- [25]32-123: Emergency Planning
- [26]32-407 Behaviour Safety Observation Procedure
- [27]32-726: Contract and Contractor OHS Management
- [28]39-98: Safe use of Lifting Machines
- [29]32-1126 Eskom Smoking Policy
- [30]32-1134 Access Control at Eskom Premises
- [31]240-44175132 Eskom Personal Protective Equipment Specification (PPE)
- [32]32-477 Safety, Health and Environment Training and Development Procedure
- [33]240-43921084- Fall arrester checklist
- [34]Eskom Operating Regulations for High Voltage Systems
- [35]Eskom Plant Safety Regulations (Low Voltage Regulations)

The list of legislation and documents for further information is not exhaustive and/or not limited to the legislation and documents listed above.

3.2 Informative

Note: The following is a list of documents that can be used as a guide in order to meet legal and Eskom requirements

- [1] ISO 45001:2018, Occupational Health and Safety Management Systems-Requirements (Contractor shall use as guideline)
- [2] Relevant South African National Standards for the task/Project.
- [3] Relevant Occupational Health and Safety legislations required in accordance with the scope of the project.

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4. Definitions

Agent: means a competent person who acts as a representative for a client.

Baseline risk assessment: (32-520) baseline operational risks refer to the Health and Safety risks associated with all standard processes and routine activities in the business.

Client: any person for whom construction work is being performed.

Competent Person: means:

a person who 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, 2000 (Act No.67 of 2000), those qualifications and that training must be regarded as the required qualifications and training; and is familiar with the Act and with the applicable regulations made under the Act;

Construction Manager: means a competent person responsible for the management of the physical construction processes and the co-ordination, administration, and management of resources on a construction site.

Construction site: means a workplace where construction work is being performed.

Construction Work: means any work in connection with:

- The construction, erection, alteration, renovation, repair, demolition or dismantling of, or addition to, Building or any similar structure;
- The construction, erection, maintenance, demolition or dismantling of any bridge, dam, canal, road, railway, runaway, 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 and includes principal contractors. In relation to this document, where the word “contractor” is used, it will mean all or some of the following: principal contractors, appointed contractors, suppliers, vendors, service providers and consultants.

Critical Lifts: There are five categories for which a lift can be defined as a Critical Lift; (1) any lift weighing in excess of 20 tons, (2) any lift involving a crane suspended work platform (man cage), (3) any lift over critical operating and/or process equipment and (4) any lift that exceeds 85 % of the crane’s load chart (5) any lift that utilises more than one lifting device (Tandem Lift).(6) Load transfers.(7) night lifting.

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Designer means a competent person who -

- a) prepares a design;
- b) checks and approves a design;
- c) arranges for a person at work under his/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;
- d) an architect or engineer contributing to, or having overall responsibility for a design;
- e) a Building Services Engineer designing details for fixed plant;
- f) a surveyor specifying articles or drawing up specifications; and
- g) a Contractor carrying out design work as part of a design and building project, or an interior designer, shopfitter, or landscape architect.

Eskom Requirements: Eskom requirements which evolve from directives, policies, standards, procedures, specifications, work instructions, guidelines, or manuals.

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 in order to eliminate the risk of falling, and a rescue plan and procedures.

Hazard: means a source of, or exposure to danger

Hazard identification: means the identification and documenting of existing or expected hazards to the Health and Safety of persons, which are normally associated with the type of construction work being executed or to be executed.

Medical surveillance: means a planned programme or periodic examination (which may include clinical examinations, biological monitoring, or medical tests) of employees by an occupational health practitioner or, in prescribed cases, by an occupational medicine practitioner.

Method Statement: is a written document detailing work procedures and sequences of operations.

On Site/Site: Any workplace where the contractor or his employees performs contract related work.

Planned Task Observation: is an independent observation made during the planned period in which the task is being executed.

Pre-Task Risk Assessment (DSTI): a meeting which is held prior to the commencement of the day's work with all relevant personnel associated with the work task in attendance.

Risk: the probability that injury or damage will occur.

Risk Assessment: means a programme 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.

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Occupational Health and Safety file: means a file, or other record containing the information in writing required by the Construction Regulations 2014.

Occupational Health and Safety Plan: means a site, activity, or project specific documented plan in accordance with the client's Health and Safety specification.

Occupational Health and Safety (OHS) Specification: means a site, activity or project specific document prepared by the client pertaining to all Health and Safety requirements related to construction work.

Safe Work Procedures: Safe work procedures are a series of specific steps that guide a worker through a task from start to finish in a chronological order. Safe work procedures are designed to reduce the risk by minimizing potential exposure.

5. Abbreviations

Abbreviation	Explanation
ASIB	Automatic Sprinkler Inspection Bureau
COID Act	Compensation for Occupational Injuries and Diseases Act
CR	Construction Regulations 2014
CoC	Certificate of Compliance
DMR	Driven Machinery Regulations
DEL	Department of Employment and Labour
DSTI	Daily Safety Task Instruction
GSR	General Safety Regulations
HCA	Hazardous Chemical Agents
HIRA	Hazard identification and risk assessment
HV	High Voltage
CR	Construction Regulations of the Occupational Health and Safety Act No. 83 of 1993
ISO	International Organisation for Standards
JSA	Job Safety Analysis
LTIR	Lost Time Incident Rate
LV	Low Voltage
MHS Act	Mine Health and Safety Act (Act No. 29 of 1996)
SDS	Safety Data Sheet
NEC	New Engineering Contract
NQF	National Qualifications Framework
OHNP	Occupational Health Nursing Practitioner
OHS Act	Occupational Health and Safety Act No. 83 of 1993
OHS	Occupational Health and Safety
ORHVS	Operating Regulations for High Voltage Systems
PPE	Personal Protective Equipment
PTO	Planned Task Observations
SACPCMP	South African Council for the Project & Construction Management Professions
SANS	South African National Standards

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Abbreviation	Explanation
SAQA	South African Qualifications Authority.
SAQCC	South African Qualification and Certification Committee
SHE	Safety, health, and environment
TETA	Transport Education Training Authority

6. Roles and Responsibilities

6.1 Commitment to OHS

Visible and felt Leadership commitment is essential in providing a healthy and safe work environment, Leadership from all stakeholders. Leadership must provide strategic direction and demonstrate commitment in terms of OHS issues both on strategic level and operational level. This must be done by being proactively involved in the day-to-day operations; in particular OHS aspects of any project / contract. Employees also are expected to demonstrate their commitment. Legislation and the Eskom requirements require that each employee must take reasonable care of themselves and their fellow workers.

6.2 Duties of designer.

The designer shall:

- ensure compliance with the Occupational Health and Safety Act in terms of Construction Regulations of 2014, Regulations 6 and all other applicable Regulations, standards, and legislations.
- take into consideration the Health and Safety specification submitted by the Client. The designer shall then submit to the Client receipt of acknowledgement of the Health and Safety specification document. (This shall serve as proof that the designer has taken the Health and Safety requirements into consideration during the design stage).
- ensure that designs are accompanied by a report as required in terms of Construction Regulations 6 (1) (c)
- take into account the hazards associated with the current constructability as well as future maintenance of the designed structure (s) and make provision in the design(s) for the necessary maintenance work to be performed such that the associated risks are minimised.
- describe any matters that require particular attention by a contractor. Enough information should be provided to alert contractors and others to matters which they could not be reasonably expected to know about, and this will include inherent risks which the contractor will need to be aware of.

In cases where Eskom uses overseas designers, the appointed designers shall comply with the South African OHS legislative requirements.

An overseas designer can appoint a local designer to conduct inspections required by the construction regulations.

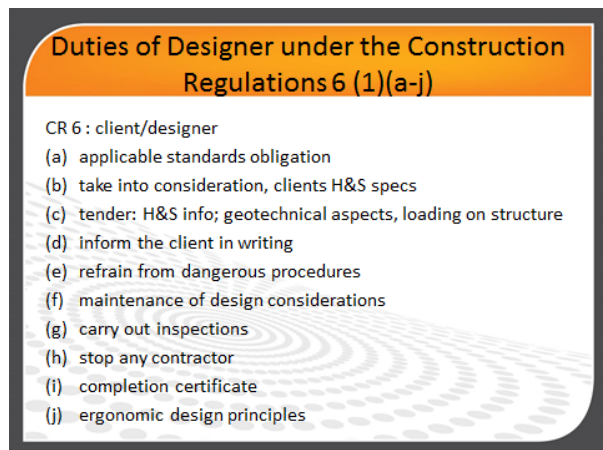
Designers shall communicate changes on designs, including any new identified risks associated with the particular change/s to the Construction Health and Safety Agent and Project Manager.

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Final Designs and layout maps must be approved by relevant Authorities before the commencement of construction.



6.3 Principal Contractor's accountabilities for their Contractors

- Where a Principal Contractor (PC) procures the services of a contractor, PC shall first inform the Client. Such contractor shall also comply with the Client's Health and Safety requirements.
- The Principal Contractor shall have the same roles and responsibilities in relation to the contractors as the roles and responsibilities between Principal contractor and client.
- The Principal Contractor is directly accountable for the actions of their contractors. PC will also be responsible for initiating any remedial action (recovery plan) that may be necessary to ensure that the contractor complies with all requirements.
- The Principal Contractor shall ensure that appointed contractors have the necessary competencies and resources to perform the work safely.
- The Principal Contractor shall provide any contractor who is making a bid or appointed to perform construction work, with the relevant sections of the documented OHS specification. The contractor shall then develop a suitable and sufficient OHS Plan and submit to the Principal Contractor for review and approval.
- The Principal Contractor shall carry out audits on the contractor at least monthly to ensure that their OHS plan is being implemented and maintained.
- The Client/Agent and/or the Principal Contractor shall stop any contractor from executing construction work which poses a threat to the safety and health of persons or the environment or if it does not comply with the approved, OHS plan.
- The Principal Contractor shall have a disciplinary process and an organisational structured procedure to deal with employees who have transgressed organisational and legal requirements.
- The Principal contractor's Construction Manager/Supervisor shall provide a list of names and contact telephone numbers of all his employees as well as the contractor employees on site. This list shall be updated as and when new contractors commence on site.

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- The Principal Contractor's Construction Manager/Supervisor shall keep a record of all employees including the contractor employees, including date of induction, relevant skills, and licenses, and be able to produce this list at the request of the relevant officials. These records shall be kept in the OHS file on site.
- The Principal Contractor shall ensure that his managers and supervisors give clear and unambiguous instructions during the execution of Construction works. The instructions shall include, but not necessarily be limited to:
 - description of the objective/scope of work
 - sequence of work/method statements
 - hazard identification and risk assessment (prior to commencement of work)
 - Precautionary/preventative measures that are to be taken.
 - Identification of sensitive features that may be impacted upon by the project.
- Employees are responsible for their own Health and Safety and that of their co-workers in their respective areas of work on the project. They must be made aware of their responsibilities during induction and awareness sessions some of which are:
 - Familiarising themselves with their workplaces and Health and Safety procedures.
 - Working in a manner that does not endanger them or cause harm to others.
 - Keeping their work area tidy.
 - Reporting all incidents/accidents and near misses
 - Protecting fellow workers from injury.
 - Reporting unsafe acts and unsafe conditions.
 - Reporting any situation that may become dangerous.
 - Carrying out lawful orders and obeying Health and Safety rules.
 - Declaring to the employer if taking medication which may have intoxicating effects.
- Every employee must undergo site induction provided by the Client before commencement of work, and shall, upon completion receive a site access permit.
- Any employee who becomes aware of any person disregarding a health & safety notice, instruction, or regulation, shall immediately inform the person concerned. If the person persists, stop the person from working and report the matter to the Eskom Site/Project Manager and the Principal Contractor Supervisor immediately.

7. Management and Supervision of Construction Work

The Principal Contractor shall ensure that the performance of construction work is managed and supervised in accordance with the requirement of the Construction Regulations (CR8) throughout the contract period.

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The Principal Contractor and contractor shall ensure that the performance of all specified work is supervised throughout the duration of the Contract by a sufficient number of competent appointed representatives of the Contractor, who have experience in the type of work specified.

No work shall commence and / or continue without the presence of an appointed competent Construction Manager, Construction Health & Safety Manager or Officer, Construction Supervisor or Construction Supervisor Assistants as per Construction Regulation requirements during execution of the work. These supervisors shall be fluent in the language for communications as defined under the Contract.

The Construction Manager shall demonstrate competency in relation to work being performed and the ability to manage construction work which may include making all statutory appointments in terms of Health and Safety, refer to CR 8) (1).

The Principal Contractor and contractor require ensuring that resourcing is in accordance with Project Plan and Schedule for life of work. An estimation of key activities is required to be identified for the life cycle of the project and resource plan requires aligning accordingly. The number of appointed persons shall be determined by the size and the risk of the project.

7.1 Construction Health and Safety Manager/s and Officer/s

The Principal Contractor and contractor shall appoint a full-time Construction Health and Safety Manager and/or officers considering the nature and the scope of work being performed in accordance with the requirement of CR 8 (5) & (6). The Construction Health and Safety Officers shall be registered with the SACPCMP.

In cases where a Construction Health and Safety Manager is appointed, it would be desirable if he/she is also registered with SACPCMP on either of the following categories:

- Construction Health and Safety Officer (CHSO) or
- Construction Health and Safety Manager (CHSM)

7.2 Construction Professional Registration

The Principal Contractor and all his/her appointed contractors shall be registered in their respective levels as professionals in terms of the requirements of the Act and SACPCMP.

The SACPCMP web address is <http://www.sacpcmp.org.za>

Construction Health and Safety Officers/Professionals are required to register as professionals with the SACPCMP, refer to CR 8 (6)

Construction Managers are required to register as professionals with the SACPCMP. (Refer to section 18(1) & (2) of the Project and Construction Management Professions Act 48 of 2000)

8. Process for Monitoring

This document is valid for the duration of the works and will be amended, as and when necessary, as requirements are being amended and therefore it will be required for the Principal Contractor and contractor's plan to be amended accordingly.

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Conformance to this document shall be via regular safety inspections and by Monthly Audits.

8.1 Related/Supporting Documents

Eskom OHS Act section 37 (2) agreement (to be completed by the Project Manager) (24077037682)
Acknowledgement Form for Eskom OHS Rules and other requirements (32-726)

9. Document Content

9.1 Note to Principal Contractor and its Contractors.

This OHS specification is Eskom's minimum requirements and is not exhaustive. The Contractor is expected to establish an OHS Plan which meets these requirements as well as all the applicable legislation. Eskom in no way assumes the Contractors legal responsibilities. The Contractor as a legal entity, therefore an employer in their own right is and remains accountable for the quality and the execution of the Health and Safety program for their employees and contractor employees. This document reflects minimum requirements and should not be construed as all encompassing.

The Contractor is expected to have an OHS Management system that will incorporate these requirements as well as all the applicable legislation.

10. OHS Specification

10.1 Project and Scope of Work Details

Location: Address and identification of specific structures- reference to the contracts/other contractual documentation (works information) where the exact detail is contained.

Project description/detailed scope of work: Nature of construction activities involved- reference to the contracts/other contractual documentation (works information) where the exact detail is contained.

Program details:

- Submission of final OHS Plan must be before site establishment/access to site.
- Anticipated date for the commencement of work on site:
- Project completion date or project duration:
- Site Details:
- Schematic layout of project site including site plans/services and surrounding land uses or any sensitive features:

11. Client and Principal Contractor: Details, Accountabilities and Responsibilities:

11.1 The Eskom Project Organogram:

(Insert project structure here)

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11.2 Principal Contractor OHS Accountabilities and Responsibilities Organogram including the OHS Functional Department Resource Plan

The Principal Contractor shall provide an organisational organogram related to this project, listing all the levels of responsibility from the Chief Executive down to the supervisors responsible for the project. The diagram must list the names of appointees and their roles and responsibilities.

Provide a proposed OHS resource plan. For each position, stipulate the position titles, qualifications, and competencies.

For the duration of the contract, the Principal Contractor shall ensure that competent persons are appointed in writing in terms of the requirements of the OHS Act 85 of 1993 and its Regulations; and or other statutory requirements and that all their appointees are made aware of their accountabilities and responsibilities and have been suitably trained in terms of their appointment, and advice and assist these appointees in the execution of their duties. All organograms shall be updated timeously when appointments are changed and filed in the project OHS file.

Where there are multiple contractors on site appointed by the Principal Contractor, the Principal Contractor shall coordinate cooperation between contractors to ensure Health and Safety control.

11.3 Appointment of a Principal Contractor

The Principal Contractor will be appointed by Eskom Project Manager on the awarding of the contract and shall be responsible and accountable for all legislative and Eskom requirements for the duration of the contract.

Contractors shall not commence with the project work until such times as he/she has been appointed in writing in terms of OHS Act Construction Regulation 5(1) (k), by Eskom Project Manager

11.4 Appointment of Contractors

The Principal Contractor may appoint contractors to assist in the contract. All appointments shall be done in writing and will form part of the OHS plan that is required to be submitted to Eskom. Adequate training and instruction must be given to the appointees and the principal contractor must ensure that all appointed contractors understand their roles and responsibilities.

The Principal Contractor shall when selecting contractors to assist on this project carry out a selection process, and vet potential contractors. Once the selection process is completed, then such contractors shall be appointed in writing for the relevant period as required.

11.5 Appointment and Competencies

The Principal Contractor shall in writing appoint as per the OHS Act requirements and shall ensure that all his appointees are made aware of their accountabilities and responsibilities in terms of their appointment and that they advise and assist these appointees in the execution of their duties.

The Principal Contractor shall ensure that competent persons are appointed in writing in accordance with the applicable appointments and shall demonstrate competency in relation to work being performed.

Copies of all the appointments shall be kept in the OHS File

The Principal Contractor shall provide and keep up to date an outline organogram and a list of names and contact telephone numbers of all appointments as required from the table below.

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Reference	Description
16(2)	Persons assigned functions to assist the Chief Executive Officer (if required)
17	Health and Safety Representative
19	Health and Safety Committee Member (if there are 2 or more Health and Safety reps there will be a Health and Safety committee)
GSR 3	First Aiders
GSR 5(1)	Person that pronounces & certifies a confined space safe for the duration of work being conducted (applicable for confined spaces)
DMR 17(2)	Goods Hoist Inspector
GAR 9(2)	Incident / Accident Investigator
DMR18(11)	Lifting Machinery Operator (Appointment or Permit)
DMR18(5)	Lifting Machinery Inspector
DMR18(10)(e)	Lifting Tackle Inspector
EMR 9	Portable Electrical Equipment Inspector
VUP 10	Portable Gas Container Inspector
VUP 13(1)(b)	Pressure Vessels Inspector
HCA 3(3)	Hazardous Chemical Agents Co-coordinator
Asbestos Regulation 21	Person registered as an Asbestos Contractor (Asbestos AIA) by the Department of Labour
CR 5(1)(k)	Appointment of the Contractor by the Employer
CR 7(1)(c)(v)	Subcontractors Appointment by the Contractor
CR 8 (1)	Construction Manager
CR 8(7)	Construction Supervisor appointed by the Contractor's HEALTH AND SAFETY Section 16(2) assignee
CR 8(8)	Assistant Construction Supervisor appointed by the Contractor's OHEALTH AND SAFETY Section 16(2) assignee
CR 8(5)	Construction Health and Safety Officer
CR 9(1)	Person to Compile Risk Assessments

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CR 10(1)(a)	Competent Person to compile Fall Protection Plan
CR 12(1)	Person to supervise temporary works
CR 13(1)	Person to supervise Excavation Work
CR 21	Competent Person in the use of Explosives & Development of the Method Statements
CR 17(1)	Competent Person as Suspended Platform Supervisor
CR 17(8)(b)	Competent Person to Conduct Performance Test of Suspended Platforms
CR 16(1)	Competent Person as Scaffolding Supervisor
CR 19(8)(a)	Material Hoist Inspector
CR 20(1)	Competent Person as Bulk Mixing Plant Supervisor
CR 21(2)(b)	Competent Person as Explosive Powered Tool Inspector
CR 21(2)(g)(i)	Appointed Person responsible for issuing & collection of Explosive Powered Tools cartridges & nails or studs
CR 23(1)(k)	Construction Vehicle and Mobile Plant Inspector
CR 24(e)	Competent Person for Temporary Electrical Installation Inspections
CR 28(a)	Competent Person for Stacking and Storage Supervisor
CR 29(h)	Competent Person as Fire Fighting Equipment Inspector
Eskom Requirement	Emergency Planning coordinator.
Eskom Requirement	Fire Official
CR 18(1)(a)	Rope Access Supervisor
CR 8(1)	Construction manager
Sans 12480-1&3	Crane coordinator – Tower crane operations /Appointed Person Mobile Crane operations
CR 8 (2)	Assistant Construction Manager

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12. SHE/Q Policy

The Principal Contractor and the contractor companies shall each have a SHE/Q Policy authorised by their Chief Executive (OHS Act Section 16(1) appointee) that clearly states overall SHE/Q objectives and commitment to improving Safety, Health, Environment and Quality performance and must be displayed and shared with all stakeholders.

Eskom has a SHEQ Policy that clearly states the policy principles by which Eskom operates and the commitment to SHEQ excellence and is authorised by the Eskom Group Chief Executive. (See Annexure B)

13. OHS Requirements

The Client expects the Principal Contractor and Contractor to engage in safety culture initiatives in line with the Eskom SHEQ Policy and value, Zero Harm.

It is required that the Principal Contractor and Contractor comply with all the applicable legislation, specifications, and standards in accordance with the scope of the project.

This Project will abide by all applicable legislative requirements and be aligned to Eskom OHS Policies, standards, and procedures.

A section 37(2) agreement must be signed between the Client and the Principal Contractor at the time of awarding the contract. A signed copy of this agreement is submitted to the Client prior to commencement of any activities on site.

The Principal contractor must ensure that a section 37(2) agreement is signed between them and all their appointed contractors for the contract.

The Principal Contractor, at all times, considers itself to be the “Employer” for the purposes of the OHS Act, and shall not consider itself under the supervision or management of the Client regarding compliance with the OHS Requirements.

The Principal Contractor shall furthermore not consider itself to be a subordinate or under the supervision of the Client in respect of these matters. The Principal Contractor is at all times responsible for the supervision of its employees and contractors and assumes full responsibility and accountability for ensuring they are competent, aware of the OHS Requirements and execute the works in accordance with the OHS Requirements and legislative requirements.

The Principal Contractor shall ensure that all statutory appointments and appointments required by the Management system are in place, and that all appointees fully understand their responsibilities and are trained and competent to execute their duties. The Principal Contractor supervises the execution of their duties by all such appointees.

The Principal Contractor shall prepare a suitable and sufficient OHS plan in accordance with the OHS Specification requirements, submitted with tender documents that will indicate to the Employer the level of compliance to the OHS Requirements.

The Principal Contractor shall complete a suitable and sufficient project, scope of work and site specific OHS plan in accordance with the OHS Specification Requirements and submit to the Client before taking possession of the works. The Principal Contractor’s OHS Plan will be assessed for compliance so as to confirm compliance to the requirements in the Client OHS specification. Once compliance is confirmed, only then will the contractors OHS plan be approved by the Client for implementation.

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The Principal Contractor on appointing any other contractor shall ensure that the Contractor provides and demonstrate to the Principal Contractor with a suitable, sufficiently documented, and coherent site-specific Health and Safety plan based on the client's documented Health and Safety specifications. The Sub-Contractor's OHS Plan will be assessed for compliance so as to confirm compliance to the requirements in the Client OHS specification. Once compliance is confirmed, only then will the contractors OHS plan be approved by the Principal Contractor for implementation.

The Principal Contractor and Contractor involved in Construction Work shall comply with the requirement stipulated in the Construction Regulations 2014 of the OHS Act 85 of 1993, including all the other applicable statutory requirements for their contracted scope of work.

The Principal Contractor and Contractor shall ensure that all their employees, contractors and agents undergo the relevant Eskom induction and company's induction prior to starting the works.

The Client, or any person appointed by the Client, may, at any stage during the execution of this contract refuse any Employee, Subcontractor, Contractor access to the premises if such person has been found to commit an unsafe act or any unsafe working practice or is found not to be qualified or authorised in terms of the OHS Requirements.

Safety File

The Contractor provides a Health and Safety File for their own works, as well as for all Subcontractors.

14. Compliance and Non-Conformances

As legislation forms part of any country's legal system, the Client requires all of its Contractors to comply with legislation as part of the contract. All expenses to the Contractor, which result from compliance with this legislation as well as special requirements specific to the site, will be for the Contractors account.

Should the Principal Contractor appoint a contractor, the Principal Contractor would then have the same role and responsibility in relation to the contractors, in a similar way as the Client has in relation to the Principal Contractor.

The Client/Agent's representative reserves the right to stop work and issue a non-conformance report whenever safety and health violations are observed for both Principal Contractors and/or their contractors after engaging and making both aware of such. Expenses incurred as a result of such work stoppage and standing time shall be for the Principal Contractors account. Any non-conformances/findings/observations found in these audits/inspections on contractors shall be raised and discussed with the relevant Principal Contractor (with whom the contractor is contracted with).

The requirements within this specification should not be considered to be exhaustive and the Client reserves the right to add, delete or modify conditions where it is considered to be appropriate.

No claim will be accepted as a result of any costs or delays being incurred due to the Principal Contractor or his contractors not complying with legislation, applicable Eskom Procedures and Standards.

14.1 Legal and Other Requirements

It is required that all Contractors on site comply with all the applicable legislation, specifications, and standards in accordance with the scope of the project.

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It is the duty of the Principal Contractor and contractor to ensure that they are familiar with the necessary OHS legislation required.

The Principal Contractor shall compile a legal register listing all applicable legislation and standards that may have an impact on the scope of work that they are performing on the construction project. The register shall be updated biannually.

15. Enforcement of OHS Requirements and Non-compliance

The Principal Contractor shall submit their procedure on how they would deal with enforcement and non-compliance to OHS requirements.

16. Hazardous Work by Children (Child Labour)

The constitution of the Republic of South Africa, in the “Bill of Rights” is clear on the rights of children, especially when it comes to:

a) *being protected from exploitative labour practices;*

b) *not to be required or permitted to perform work or provide services that:*

- are inappropriate for a person of that child’s age; or
- Place at risk the child’s well-being, education, physical or mental health or spiritual, moral, or social development; and the Basic Conditions of Employment Act, Chapter six Section 43 “Prohibition of employment of children”.
- Before resorting to the use of child labour, due consideration must be given to the rights of the child in terms of the constitution.

Where work is being performed which is not prohibited in terms of the constitution, then such work must be conducted in terms of the OHS Act “Regulations on Hazardous Work by Children in South Africa” with emphasis on paragraph 2 Purpose and Interpretation.

Eskom does not condone the use of child labour and therefore all efforts must be exercised to avoid it.

17. Notification of Construction Work

The Principal Contractor shall notify the relevant Provincial Director of the Department of Employment and Labour of the intention to carry out any construction work as defined in the Construction Regulation 4 of the OHS Act, at least 7 days before construction work is to be carried out.

The notification form of construction work is listed as an annexure 2 to the Construction Regulations of the OHS Act.

A copy of the notification letter sent to the DEL shall be forwarded to the project manager on the same day as sent to the DEL. A copy of the letter and their approval must be kept in the OHS file. When the DEL provide a letter of approval, a copy of the approval must be sent to the Eskom project manager and a copy filed in the OHS file.

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18. OHS Act

All contractors shall have an up-to-date copy of the OHS Act and Regulations at all work sites which will be available to all employees. (Reference GAR 4).

19. Cost allocation for OHS Compliance

The Principal Contractor shall ensure that the submitted tender adequately made provision for the cost of Occupational Health and Safety measures.

Note: the costing for OHS must be detailed that is itemised based on the overall contracted scope of the project (i.e.) Medical surveillance (Medicals), provision of PPE, safety equipment purchases, resources and etc.

20. Training

The Principal Contractor and Contractor need to ensure that the resources to work on the project have the required related training, knowledge, and experience specific to the scope of work/services.

The scope of the training includes but is not limited to the type of work being performed and the relevant procedures. In addition to the requirements, the Principal Contractor and contractor employees would require the appropriate qualifications, certificates, and tickets, and be under competent supervision. Records of all training and qualifications of all contractor employees must be kept. The Contractor shall maintain comprehensive records of all employees under his control (including all employees of the contractor) attending induction training. Acknowledgement of receiving and understanding the induction must be signed by all persons receiving the induction respectively.

The contractor must ensure that the training providers are accredited and registered with SETA according to the relevant unit standards.

The contractor must have proof of this on site for verification.

The contractor must develop a training matrix for all their employees.

When there is an amendment to the Acts and/or to the regulations, an OHS plan must be reviewed, updated accordingly and changes must be communicated to all relevant employees.

21. Site Induction

21.1 General construction site induction carried out by the Principal Contractor

The Principal Contractor shall ensure that all his employees and contractor employees undergo their company induction with regard to the approved OHS plan, general hazards prevalent on the construction site, construction risk assessment, rules and regulations, and other related aspects.

Proof of client site specific induction signed by Inductor and trainee must be submitted to the Safety department before an access permit will be issued.

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21.2 Visitors to Site

A contractor shall ensure that all visitors to a construction site undergo Health and Safety induction in accordance with Construction Regulations 7 (6) and 7 (7).

All visitors must remain in the care and custody of a person (host) who has been properly inducted. No visitors are permitted to undertake any construction work, of any nature.

22. Access and Security Control

Access and Security control shall be done according to the Eskom Access Control Policies.

Employees, contractors, and visitors shall be subjected to induction training and substance abuse tests when entering Eskom sites, or as and when required whilst on Eskom sites.

It may be required that prior to access being granted that person(s) complete the required training e.g., plant access training, employee training, occupational Health and Safety training or any other prescribed training.

The following are prohibited items and shall not be allowed on Eskom sites unless the necessary authorisation for possession has been obtained:

- Firearms and ammunition (exclude Eskom official firearms/ ammunition and firearms/ ammunition issued to the South African Security Forces)
- Liquor/ Alcohol
- Dangerous weapons
- Drugs
- Any other items that may be declared prohibited.

The Principal Contractor and contractor shall provide suitable safety signs, including traffic routes signage's (traffic & pedestrian arrangement) & warning notices/ signs to indicate restrictions or prohibited items, where authorisation is to be obtained.

The Principal Contractor shall have system/ process to manage vehicle access to site.

23. Traffic Management Plan

Where applicable the Principal Contractor shall develop and implement an adequate traffic management plan, taking into account the safe access and egress of all anticipated traffic, pedestrians, and vehicles to all working areas of the site including the core construction area, the lay down areas and site offices. Such traffic safety measures shall include the separation of vehicle and pedestrian traffic to prevent injuries. All vehicles shall be operated by competent and authorized personnel.

The Principal Contractor shall enforce the principles of road safety both on and off the site. This shall include the control of vehicles on site, road worthiness, vehicle maintenance programmes, signage, speed limits, flagmen, warning lights and high-level flags if required.

Where access roads pass underneath overhead power lines, the Principal Contractor shall provide suitable height limitation barriers (goalposts) as agreed upon with the Client.

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24. Contractor's Site Facilities

Site facilities shall be established and maintained by the contractor or be maintained as agreed with the Site Manager and/or in accordance with the contractual agreement. The facilities include, but are not limited to the following: (refer to OHS Act Construction Regulation 30)

- Temporary Facility Layout Plan
- Sheltered eating facilities.
- Change rooms.
- Ablution facilities
- Site Sheds, Offices and Amenities
- Lay down and Storage.
- Temporary Site Services

Reasonable and suitable living accommodation may be provided for employees who are far removed from their homes and where adequate transportation between the site and their homes, or other suitable living accommodation, is not available.

25. Public Safety

Legislation requires that employers shall be responsible, as far as reasonably practicable, for safeguarding persons other than those in their employment who may be directly affected by their activities so that they are not exposed to hazards to their Health and Safety (Section 9 of the OHS Act).

Contractors shall factor in, in their safety plan, how they intend safeguarding/ controlling any members of the public against their activities during the project.

26. Project and Site Rules (Zero Harm to People and the Environment)

The objective of this section is to define the rules that are over and above the internal regulations and procedures of Eskom and relevant legislation which will ensure zero harm to persons and the environment. These rules will be specific to the project and site.

Eskom Life Saving Rules

Five Life Saving rules have been developed that will apply to all Eskom Employees, agents, consultants, contractors, and visitors. Failure to adhere to these rules will be considered a serious transgression. These rules are being implemented to prevent serious injury or death of any employee, labour broker or contractor working in any area within Eskom.

The rules are:

RULE	DESCRIPTION OF RULE
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Rule 1	OPEN, ISOLATE, TEST, EARTH, BOND, AND/OR INSULATE BEFORE TOUCH (That is plant, any plant operating above 1000 V)
Rule 2	HOOK UP AT HEIGHTS Working at height is defined as any work performed above a stable work surface or where a person puts himself/herself in a position where he/she exposes himself/herself to a fall from or into.
Rule 3	BUCKLE UP No person may drive any vehicle on Eskom business and/or on Eskom premises: Unless the driver and all passengers are wearing seat belts.
Rule 4	BE SOBER No person is allowed to be under the influence of intoxicating liquor or drugs while on duty
Rule 5	PERMIT TO WORK Where an authorisation limitation exists, no person shall work without the required permit to work.

Eskom will take a stance of zero tolerance on these rules.

Any non-compliance to any Health and Safety requirement in this OHS specification is subject to discipline/removal of person from the project site.

Non-compliance to a Life Saving rule will be considered serious misconduct and will lead to serious disciplinary action, which may include dismissal.

This is to ensure that every person who works on or visits an Eskom work site returns home safely to his or her family.

No person shall damage, alter, remove, render ineffective, or interfere with anything that has been provided for the protection of the site, or for the Health and Safety of persons.

No person under the influence of alcohol, drugs, or medication (in a state of intoxication) or any other condition that may render him incapable of controlling himself or of other persons under his charge shall be allowed to enter the site.

All safety and warning signs shall be obeyed at all times.

Entering or leaving the Site will only take place at official access control points and may only be done via the official designated walkways.

All employees shall adhere to the OHS and other site-specific rules.

The Principal Contractor must have a process in place to address employees that have contravened Health and Safety Requirements.

- **Smoking**

Smoking is only permitted at designated areas in accordance with the requirements of the smoking policy (32-1126: Eskom Smoking Policy).

- **Cellular Phones**

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Do not use Cellular phones in areas where cell phone usage is prohibited.

A contractor shall develop and implement a risk-based cell phone policy for a particular construction site.

- **Fire Extinguishers**

All fire extinguishers shall be:

- Clearly labelled.
- Conspicuously numbered.
- Entered in a register.
- Inspected monthly by a competent person.
- Tested and serviced at recommended intervals by an accredited supplier.
- Results shall be entered in the register and signed by competent person.
- No open or unattended fires are allowed within the construction site.

A Principal Contractor shall have a layout plan of a site indicating where all his firefighting equipment is located.

- **Vehicles and Traffic Rules**

Ensure that all drivers and passengers wear seatbelts, where fitted, while travelling in a motor vehicle. Vehicles not fitted with seatbelts must be retrofitted according to the vehicle manufacturer's specifications.

Ensure that no employees, including contractor employees, when performing work for Eskom, are transported at the back of bakkies / vans and trucks.

- **Substance and Drug Abuse Management**

The Principal Contractor shall provide a Substance Abuse management policy which is in line with the Eskom Procedure (Eskom Substance Abuse Procedure 32-37)

27. Hazard Identification and Risk Assessment

It is a legal requirement in terms of Section 8 (2)(d) of the OHS Act for an employer to carry out risk assessments, to establish which risks and hazards are attached to the Health and Safety of persons due to any work which is performed, any article or substance which is, handled, stored, transported.

The Principal Contractor shall prepare, provide, maintain and update (at defined intervals) a Risk Assessment in line with Construction Regulations 9 (1) (a-e), in alignment to Eskom 32-520 procedure. The Contractors are expected to have different types of risk assessments for their scope of work.

Emerging risks and hazards must be managed during construction work. This means that if there are significant changes to a process or activity, or any new process, then these should also be subjected to risk assessment. All risks must be rated.

All risks must be rated.

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Risk assessments shall be conducted by an appointed competent risk assessor. Risk assessment shall be developed by cross-functional team and outcome shall be shared with employees.

Attendance registers must be kept of all the employees involved in compiling the risk assessment.

28. High Risk Activities

When the Principal Contractor and/or his contractors are working in an area where a high Health and Safety hazard exists, the Principal Contractor shall:

- Ensure that permanent and adequate on-site supervision is available for the entire duration of the work that is being conducted.
- Ensure the use of safety standbys in areas of high-risk activities, and activities that fall within the scope of the permit to work system.
- Provide, erect, and maintain all the required barricading, lighting, flags, flashing lights, or other safety control equipment to enable operations to proceed in a safe manner;
- Maintain, at all times, defined access ways, which are clear of objects or obstructions, so as to allow for emergency vehicle entry; and
- Provide any temporary protective shielding required for protecting nearby operations from the construction activities, at their own cost.
- When crossing roads, railway tracks and other power lines during operations, the contractor shall ensure that rugby poles are properly erected at all road crossings and that the public is warned, and flagmen placed at strategic positions to warn traffic/motorists. Principal Contractor shall ensure that whenever mobile cranes/ lifting machinery are operated onsite, the booms are retracted and safe clearances from overhead power lines, communication lines or other overhead obstructions are observed and maintained as per Electrical Machinery Regulations 19 & 21, Eskom Procedure "Operating Regulations for High Voltage Systems (ORHVS)-32-846" Section 5.03.6.3 (Work in close proximity to live conductors / apparatus). Supervisors shall be trained in the Eskom ORHVS (see above).
- Height restriction barriers/crossbars must be erected on both sides of the overhead power lines, communication lines or other overhead obstructions. Establish the permitted safe clearances in consultation with the owner of the line.
- What are your company's critical success factors, plans, and requirements in managing high risk construction activities such as (if applicable)
 - Civil works
 - Lifting and rigging
 - Crane Coordinator
 - Blasting
 - Hot work
 - Work at height
 - Electrical safety

Please don't limit response to the above list.

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29. Pre-Task Risk Assessment (DSTI)

The Contractor shall on a daily basis and for every task to be performed, conduct a pre-task risk assessment with all employees involved with the task(s). The pre-task risk assessment will form the basis of the daily pre-job brief/toolbox talks prior to the start of work. This will highlight critical steps from the safe work procedure to ensure that work is performed in a safe manner. Proof of communication as well as confirmation that it was received and understood by all will be noted on a standard form, which will be kept at the job site during the job execution. The completed signed pre-task risk assessment form shall be filed in the Principal Contractor's safety file.

30. Method Statement, Safe Work Procedures and Practices

The Principal Contractor shall compile project / site specific method statements and safe work procedures for all the high-risk activities as identified in the risk assessment and scope of work. These shall be approved by the contractor and reviewed for acceptance by the Client.

Note: The acceptance will be qualified with the statement: "Acceptance does not relieve the contractor of his responsibility for ensuring safe working procedures in terms of the Construction Regulations."

Commencement of any work activity does not take place unless a method statement and risk assessment has been produced and submitted to the Client (and permission has been received), in advance (**project to specify time frame*) of any proposed specific activity starting. They must be site and task specific, clear, and signed off.

The supervisor / team leader shall ensure that all employees are trained on all applicable safe work procedures. Records of training/ awareness shall be kept on site.

31. Planned Task Observations (PTO)

The Principal Contractor shall provide the planned task observation procedure or process covering but not limited to the following:

- Persons responsible for monitoring the task and carrying out the Planned Job Observation must be the supervisor;
- Planned job observations should be conducted in such a way that the employee is observed against the actual steps (of the written safe work procedure) to be followed when performing a task and be marked against compliance with each step. This will assist in determining employee competence and compliance. Record should be kept at all times.
- Where the employee did not comply or did not follow the required steps, this should be indicated on the report and actions be taken to correct the deviation.

Please refer to Annexure D (Safe Work Procedure and Job Observation Template); it may be used as a minimum guideline.

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32. General Walk-downs (Visible Felt Leadership)

The Construction Manager from the Principal Contractor shall lead the site walk downs with the Construction Supervisors and the management representatives from the Principal Contractor at agreed intervals to demonstrate their commitment towards OHS matters. These sites walk downs will be used to identify both strengths and areas for improvement regarding OHS issues. Site Walk downs will be documented, inclusive of an action plan to close out all deviations noted during such a walk-down.

Describe how and what measures are taken by Senior Leadership to actively drive OHS with employees and contractors.

Consider the following Criteria:

- Visibility on sites where operations take place.
- Interventions that leadership drive specifically on OHS matters.
- What monitoring mechanisms are in place to verify the above?

33. Health and Safety Behaviour Observations and Inspections

The objective of behavioural safety observations is to assess and address the actual safe and unsafe behaviours of people in the workplace; as well as workplace conditions - which are caused by the actions or non-actions of employees, contractors, or their supervisors.

The Principal Contractor is expected to describe how their company would implement a behavioural safety programme.

34. Work at Elevated Positions and Roof Work

- The Principal Contractor shall ensure that all work performed in a fall risk position shall conform to the requirements of the OHS Act, the relevant SANS standards, and Eskom Procedure 32-418 (Working at Height Procedure)
- All employees working in a fall risk position shall use the appropriate fall protection equipment unless working from a solid platform protected by suitable barricading.
- Whenever there is any potential of falling either from or into, a fall protection plan and risk assessment (which includes fall prevention) shall be compiled, implemented, and reviewed and every possible and practicable means shall be adopted to provide such persons with effective training and safeguards.
- A fall protection Plan will be compiled, implemented, reviewed, communicated to all employees working at heights and shall include but not limited to the following:
 - A site and task specific risk assessment covering all work at elevated heights shall be carried out and appropriate mitigation measures to be put in place and communicated to all relevant employees.
 - Appropriate training programme (according to the relevant SAQA NQF unit standards) of all employees working at height and records thereof.
 - Legal appointments

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- The process of evaluation of the employees' medical fitness for each employee working at height.
- The procedure addressing the inspection, testing and maintenance of all fall protection equipment, the withdrawal process of damaged PPE and up to date inspection records.
- A rescue plan detailing the necessary procedure, personnel, and suitable equipment required to affect a rescue of a person in the event of a fall.
- Emergency drills on all developed rescue plans shall be held at least once a year, under the supervision of a competent person.
- Emergency preparedness procedures.
- The Principal contractor shall review their risk assessment and fall protection plan when changes are made to the design or construction that result in a change on the risk profile or when an incident occurs.
- The Contractors shall stop all persons working in elevated positions during periods of inclement weather.
- Working in elevated positions shall only be carried out under the supervision of a competent person in accordance with the appropriate unit standards for working at heights.
- Fall arrest/protection plan and equipment shall be implemented where fall prevention is not possible.
- Please refer to Eskom Fall arrester checklist (240-43921084) contractor shall use it, as a minimum guideline.
- All fall protection equipment shall comply with SANS Standards, other recognised international standards, and Eskom Procedure 240-100979499 (Personal Protective Equipment for work at Heights specification).
- Safety belts are not allowed to be used in Eskom. An appropriate full body safety harness shall be worn when working at an elevated position, refer to SANS 50361 and Eskom Procedure 240-100979499 (Personal Protective Equipment for work at Heights specification).
- The Principal Contractor and/or his contractor shall compile a fall protection equipment, inspection, testing and maintenance procedure (Refer to SANS 50365 and manufactures requirements for safe use and for inspections).

Provision must be made to prevent objects and or material from falling from elevated areas and the protection of persons working below. A drop zone shall be established with barricading and necessary signs.

34.1 Working at height training

- The Principal Contractor shall ensure that all their employees working at height must be competent in working at height including the rescue team that will be utilised during emergencies. Training provided for working at heights should be in accordance with the relevant unit standards.

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- As a minimum, individuals who will be performing work at heights and are not responsible for rescues must undergo three days FAS training (Unit Standard 229998). And the rescuers must further undergo two days rescue training in accordance with unit standard 229995. The principal contractor or contractor must identify further trainings (e.g. Advanced rescue US229999) applicable to the employees work area.
- Once these employees have successfully completed classroom theoretical and practical training provided by the training provider, each employee must undergo on the job training on every task which is going to take place when working at height. These people need to be declared competent and fit to perform each task.
 - The employee must work at least 40 hours with a mentor who has the knowledge and the experience (at least 1-year experience) to perform that specific task.
 - The employee must keep a logbook of his work for the 40 hours with a mentor. The logbook will be signed of each day of mentorship, by his mentor.
 - After completion of the 40 hours and the mentor is satisfied with the employee's progress, the Supervisor must conduct a planned task observation (PTO) on the employee. The Supervisor must indicate on the PTO that the employee is now fit to work on his own.
 - The logbook and the planned task observation must be kept on the employee's file for the duration of the project, to prove his competency.
- A contractor shall ensure that the designated person for the development of a fall protection plan undergoes appropriate training based on unit standard 229994.

34.2 Scaffolding

- All scaffolding used shall comply with the OHS Act and Regulations as well as SANS 10085 and SANS 51004 (Aluminium and tower scaffold).
- Scaffolding erectors: Training is specified in SANS 10085.
- All complicated scaffolding and scaffolding higher than 3 meters must be built by a scaffold supplier.
- All scaffolding shall be inspected by a competent person weekly before use and also before use following weather conditions that could have made the scaffold unsafe e.g., which could make ground conditions unstable, after a storm, mishaps, before dismantling and after alterations.
- Users of scaffolding shall carry out a visual inspection on a daily basis before use. If unsafe conditions are found or suspected, the scaffold shall be isolated until a thorough inspection has been made.
- The footing or anchorage points for scaffolds shall be sound, rigid, and capable of carrying the maximum intended load without settling or displacement. Unstable objects such as barrels, boxes, loose brick, or concrete blocks shall not be used to support scaffolds or planks.
- Scaffolds that provide access to areas where personnel can fall into a hazard shall install a gate at the access point of the hazard that is affixed with a warning sign stating that 100% tie off required past this point.

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- The Contractor must give preference to using scaffold stairs instead of ladders for all scaffolds. These scaffolds must be fitted with a kick plate at the bottom of each stair section. The kick plate shall be able to prevent a member of contractors' personnel slipping down the staircase and sliding between the floor and the mid-rail.
- An appropriate scaffolding tagging system shall be used to confirm the status of scaffolding for use or not to be used, the inspectors name and surname, signature, date, and telephone number must be written on the tag.
- Scaffolding access stairs shall be fitted with toe boards at all landings to prevent a person slipping through.
- When employees are working on a scaffold provided with trap doors it must be closed at all times to prevent a person from falling.
- A **design and calculations** shall be done for all scaffolding in excess of 2 meter by an Engineer.
- A Team leader shall be appointed in writing for the erecting and dismantling of all scaffolding.
- Only use steel boards on scaffolding when working in the open.

34.3 Ladders (Portable)

- All ladders used on the site shall comply with the OHS Act and Regulations.
- All ladders shall conform to the relevant SANS standards or other recognised international standards.
- Damaged ladders shall be marked as "DAMAGED" and removed from the project site.
- Prior to work being performed, an adequate risk assessment shall be conducted, and work shall be conducted in accordance with General Safety Regulation 6 and 13A and Construction Regulation 10 of the OHS Act
- All employees using ladders must be trained on the safe use of a ladder.

34.4 Medical Surveillance Programme

The Principal Contractor shall ensure that his employees and contractor employees are registered on a medical surveillance programme and are in possession of a valid medical fitness certificate. The certificate of fitness should be relevant to the type of work (risk based) that the employee will be exposed to. This will require each employee to have a risk-based person job specification that will be used as a basis for medical examination.

The Principal Contractor must ensure that his employees and contractor employees have undergone pre-entry medical examination before starting work on site, ***no employee will access site without a valid medical fitness certificate.***

A contractor must ensure that all his or her employees have a valid 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.

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The fitness certificate and a copy of the risk-based person job specification shall be issued before commencement of work and shall be presented at induction. If the Principal Contractor does not provide proof of valid certificates of fitness and person job specifications for his employees and contractor employees, then Eskom will not give those employees site induction which will result in refusal to site access.

The frequency to renew the medical fitness certificate shall be determined by the risk profile and or as per the recommendation of the medical practitioner.

On completion of the project an exit medical examination shall be conducted, unless otherwise advised by the Occupational Health Practitioner.

All employees shall be issued with the required medical records to prove medical status at the time of exiting the construction project.

The Principal Contractor shall provide a documented process for managing those employees who are issued with a conditional certificate of fitness.

In instances where sick leave is taken for a period of one week or more, the contractor shall institute an arrangement that employees need to sign a declaration indicating that they did not suffer any illness or injuries which occurred in the period of absence, which may affect their ability to work on site.

Note: *Eskom will only accept medical surveillances conducted by an Occupational Health Practitioner who holds a qualification in occupational health.*

34.5 Emergency Care

A list of emergency numbers must be posted at phones and in every office. The Principal Contractor shall ensure that his employees and contractor employees are familiar with the emergency numbers and also are provided with stickers, with the emergency numbers printed on, to place outside their hardhats.

Emergency numbers will also be part of the OHS induction.

Contractors shall have one first aid box for the first 5 persons and thereafter one for every 50 or team of workers on site or part thereof.

More first aid boxes shall be provided if the risks, distance between work teams or workplace requirements require it (it should be available and accessible for the treatment of injured persons at that workplace).

Minimum contents of a first aid box: (Refer to GSR 3 Annexure of the OHS Act)

A prominent notice or sign shall be erected in a conspicuous place at a workplace (SANS1186 approved signs to indicate location of first aid boxes), indicating where the first aid box or boxes are kept as well as the name and contact details of the First Aider of such first aid box or boxes.

The Principal Contractor and contractor shall ensure that alternative arrangements shall be made for possible incidents occurring after normal working hours.

Where services are not available from the medical centre or where there is no medical centre, the Principal Contractor shall investigate alternative arrangements to ensure access to adequate medical assistance in the event of emergencies.

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The Principal Contractor shall provide a detailed plan as to how access to or provision of medical facilities, services and assistance is rendered on the project at all times. This shall form part of the Principal Contractor Health and Safety Plan.

The Principal Contractor shall establish and test the Emergency medical response component of the emergency preparedness plan.

34.6 Rehabilitation

Where any contractor's employee is injured at work to the extent that they require rehabilitation, then this must be given, using the services of an appointed rehabilitation organisation.

34.7 Compensation of Occupational Injuries and Diseases Act (COIDA)

The Principal Contractor shall submit proof of registration and letter of good standing with the compensation fund or with a licensed compensation insurer for his company and each of his contractors'; based on South African legislative requirements. This must remain valid for the duration of the contract. The Letter of Good Standing shall reflect the name of the Principal Contractor and/or Contractor Company.

35. Emergency Preparedness and Response Plan

The Principal Contractor shall, in consultation with the Client regarding the Client's site-specific emergency preparedness plan, develop and implement an emergency preparedness and response plan. The Principal Contractor shall ensure that all applicable stakeholders are trained on the approved plan.

Periodic emergency drills shall be undertaken by Eskom; however, the Principal Contractor shall initiate his own emergency drills with permission from the Eskom Project Manager. This must be recorded and provided on request.

When doing a task that requires standby emergency response, the contractor shall provide for this, and Eskom Emergency Department will supplement.

35.1 Offices

The Emergency Preparedness plans must accommodate how to react to emergency situations such as, fires, work injuries, bomb threats, building evacuation, political unrest, the contacting of the various emergency services etc.

35.2 Site plans

When preparing worksite Emergency Preparedness plans, cognisance must be made as to the locality of the site and the response time for the emergency services. Where sites are remote, contractor management shall ensure that a sufficient number of employees are trained in the various disciplines to be able to afford prompt response attention.

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36. Forums for OHS Governance and Communication

Effective governance and communication structures shall be established on each project site where project OHS matters shall be discussed. Attendance registers and minutes shall be kept for all the Health and Safety meetings. The terms of reference shall be established for each governance structure on the project.

Eskom Project team shall define the project OHS governance and communication structures.

The Principal Contractor/s and their Contractor/s shall provide a communication plan outlining the discussions and decisions to their staff, the mediums they will employ and how they will measure the effectiveness of their OHS communication.

Every meeting conducted on site shall include OHS as a standing agenda point and minutes of these meetings shall be available on site at all times.

NOTE: *These meetings do not replace or act as a substitute for the required OHS statutory meetings.*

Statutory OHS Committees in terms of Section 19 and 20 and General Administrative Regulations 5 of the OHS Act and Eskom requirements shall be established.

37. Asbestos Work (where asbestos work is part of scope)

- The Principal Contractor shall notify the relevant Provincial Director of the Department of Employment and Labour in writing of the intention to carry out asbestos work as defined in the Asbestos Regulation 3 of the OHS Act No. 85 of 1993 and Regulations;
- An asbestos contractor registered with the Department of Employment and Labour shall carry out the asbestos work;
- A detailed plan of work shall be submitted for approval to an approved Asbestos Inspection Authority at least 30 days prior to commencement of such work;
- The Principal Contractor shall provide copies of approved standardised procedures for the removal of asbestos to the Provincial Director of the Department of Employment and Labour at least 14 days prior to commencement of work;
- Air monitoring shall be done during the removal, and the report must be sent to Eskom OHS Department for record keeping;
- A clearance monitoring shall be conducted post removal of the Asbestos material to declare the area asbestos free;
- The removed asbestos material shall be disposed of at an asbestos approved disposal site and a disposal certificate shall be submitted to Eskom OHS Department.

38. Construction Vehicles and Mobile Plant

All construction vehicles and equipment shall meet the legislative requirements pertaining to the OHS Act Construction Regulations 23, the National Road Traffic Act, the Mine Health and Safety Act and Eskom Vehicle Safety Specification Procedure 240-62946386.

The following requirements are applicable to the use and operation of construction vehicles:

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- A Principal Contractor/ contractor shall ensure that all construction vehicles and mobile plant are operated by a person who has received appropriate training, is certified competent and in possession of proof of competency and is authorised in writing to operate those construction vehicles and mobile plant.
- Designated drivers shall be in possession of an appropriate valid driver's licence, valid for the class of vehicle and authorised in writing to operate the Construction vehicles and mobile plants. The driver's license shall be kept by the person so authorised and shall produce such card on request.
- All construction vehicle operators, flagmen, banksmen, signalmen, or pointsmen are to wear high visibility reflector vests at identified high-risk sites and construction projects. All flagmen, banksmen, signalmen, or pointsmen at identified high-risk sites and construction projects are to be positioned with warning flashing lights and warning signs in such a way that they are visible to the operators at all times (during the day and night).
- All employees moving between construction vehicles must wear high visibility vests. (Refer to Eskom Procedure 240-44175132)
- Drivers or operators and construction vehicles at identified high-risk sites and construction projects should have a permit system for operating in that particular area.
- Heavy construction vehicle parking sites, driveways, or any site should be designed in such a way that no reversing is required. Where reversing is unavoidable, it shall only be done with the presence of a flagman or a banksman.
- A vehicle and pedestrian management plan must be developed by the contractor to be in line with the client's plan.
- Ensure that all traffic signs are displayed.
- Reverse beepers shall be fitted on all construction vehicles.
- All drivers of construction vehicles and mobile plant shall have medical certificates of fitness to operate those construction vehicle and mobile plant, issued by an occupational health practitioner in the form of Annexure 3 of the Construction Regulations.
- *Each Project site will have system/ process to manage vehicle access to site. This process/system must be defined here.*
- No drivers or operator may text, talk on cell phones or two-way radios whilst driving.

It is the responsibility of the driver to ensure that:

- He/she and their passengers wear seat belts whilst the vehicle is in motion.
- Comply with all traffic road rules, safety, direction, and speed signs.
- Ensure that vehicle loads are properly secured and loaded onto vehicles; and
- Ensure that vehicles are not overloaded.

The Principal Contractor shall ensure that his employees and those of his contractors do not:

- Ride on back of bakkies, cranes or other mobile plant equipment.
- Leave vehicles unattended with the engine running.
- All vehicles shall be locked chock blocks fitted and keys removed; and

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- Park vehicles in unauthorised zones/areas.
- Eskom reserves the right to search any vehicle on the premises or when entering or leaving the premises.
- The Contractor shall be solely responsible for the safety and security of any of his vehicles (including private vehicles) on the premises.
- The Contractor shall attach identification markers on all of their vehicles that are permitted to enter the site.
- A current maintenance logbook is required for all cranes and large plant equipment and shall be available for inspection at any time. The logbook shall be located in the cabin of the crane or plant equipment. Principal contractor is to ensure that visibility (e.g.: switching on of lights, reflectors, barricades equipped with lights, etc.) is enhanced on all Construction Vehicles and Mobile plants in order to identify the location of the vehicles or plant.
- The Contractor shall maintain his vehicles in roadworthy condition and a valid license. These vehicles shall be subject to inspection by the Client representative. Vehicles which are not roadworthy will not be allowed onto the site.
- In the event where the Principal Contractor and his contractor do not own the equipment, the Principal Contractor is still responsible for ensuring all conditions are complied with by all of his contractors or hire companies.
- Precautions shall be taken to lash all loads properly. Loads projecting from vehicles shall be securely loaded and in daytime a red flag and during darkness a red light or red reflective material shall be attached to the extreme end of such projecting material.
- Ensure that all construction vehicles and plant are maintained according to the manufacture's specifications. All servicing and repairs must be carried out by the Contractor in a designated area.
- Records of maintenance must be kept on site.
- Every mobile machine whose vision is impaired when reversing must have a siren/hooter, which beeps, when the machine is reversing. This includes trucks, cranes, loaders, etc.
- Display construction vehicle signs on all vehicles entering a construction site.

39. Housekeeping

The Principal Contractor and his contractor shall maintain a high standard of housekeeping within the site. Prompt disposal of waste materials, scrap and rubbish is essential.

Stipulate as to whether waste separation and removal is for the account of the Principal Contractor or for Eskom. Refer to what the requirements are in the EMP and the Construction Regulations (CR 27), (CR 28) and the Site Safety Rules.

The Principal Contractor shall carry out regular safety/housekeeping inspections (at least weekly) to ensure maintenance of satisfactory standards. The Principal Contractor shall document the results of each inspection and shall maintain records for viewing.

Note: Nails protruding through timber shall be bent over or removed so as not to cause injury.

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40. Signage

All symbolic safety signs that the Principal Contractor or his /her Contractors are to use/display shall comply with the requirements of SANS 1186.

The display of the following signage is mandatory:

- For Contractors with Site Establishment: The Contractor Company sign must be posted at their site offices to reflect the name and contact details of the: Construction Supervisor; Health and Safety Manager/Practitioner; First Aider; Health and Safety Representative and Evacuation warden.
- The Contractors shall provide the signage where work is conducted and where unauthorised entry is prohibited and/or where alerting and cautioning passers-by to be aware of potential dangers.
- The Contractors shall provide the signage in accordance with the scope and work area.

41. Hazardous Materials/Chemicals Management

HCA shall be managed in accordance with HCA Regulations of the OHS Act 85 OF 1993.

Prior to any HCA being brought onto the site or produced on the site, the Principal Contractor/contractor shall supply the client with the following:

- Safety Data Sheets (SDS) in accordance with the requirements of the OHS Act –
- Regulations for Hazardous Chemical Agents;
- Proposed arrangements for safe storage;
- Proposed methods for handling/usage;
- Proposed method of disposal;
- Hazard communication / training plan.

The information is to be provided prior to the expected delivery on site. The client representative shall approve the use of any hazardous substance after receiving the above information. No HCA are to be brought onto the site until the client representative approval is received.

42. Flammable and Combustible Liquids

Use and temporary storage of flammable and combustible liquids shall be managed in accordance with Construction Regulations (CR 25) and GSR 4 of the OHS Act 85 OF 1993.

Proposals to store fuel on site must have written approval from the Eskom Project Manager. The volumes of fuel allowed to be stored will depend on site conditions and Statutory Regulations.

Proper bund walls and signage indicating the volume it can take +/- 10%

43. Explosives

Explosives shall not be brought onto the site or be used without the express permission of the relevant Eskom Project/Site Manager. Explosives or detonators shall not be stored on the site.

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Detonators and other explosives shall never be carried in the same box.

The provisions of all relevant Acts and Regulations shall be strictly observed.

44. Compressed Gas Cylinders

Use and temporary storage of Compressed Gas Cylinders shall be managed in accordance with the Pressure Equipment Regulations of the OHS Act 85 of 1993 and SANS 10263-2:2008.

45. Personal Protective Equipment (PPE)

In terms of Section 8 of the OHS Act, the duty of the employer is to take steps to eliminate or mitigate (hierarchy of control measures) any hazard or potential hazard to the safety or health of employees before resorting to PPE.

Principal Contractor's employees and his contractor employees at the construction site, including visitors, shall use the relevant internationally recognised authority approved risk-based PPE at all times, as a minimum:

- Head protection hard hat (with chin straps)
- Steel toe capped safety boots.
- Eye protection. Wearing of impact Safety Spectacles with side shields. Prescription glasses must comply with the same standard or cover impact safety spectacles must be worn over them.
- Long sleeved and long pants protective clothing.
- High visibility vests.
- Refer to General Safety Regulation 2 of the OHS Act.
- Refer to Eskom Personal Protective Equipment Specification (240_44175132, latest revision). This specification applies to all activities where PPE is required. It sets out Eskom's minimum PPE requirement to be met by contractors with the exclusion of the requirements stipulated with regard to the Eskom Corporate Identity.

The Contractor shall ensure that his employees understand why the personal protective equipment is necessary and that they use them correctly.

Strict non-compliance measures must be administered to any employee not complying with the use of PPE and that employee shall be removed from the Site.

45.1 Issue, Replacement and Control of PPE

The Principal Contractor must provide a detailed procedure with a matrix on the issuing, maintenance, and replacement of PPE for all his employees and contractors on site.

The Principal Contractor is required to keep an updated register of all PPE issued, including that of his employees and contractors.

46. Machinery, Tools, and Equipment

- The Contractor shall ensure that all machinery, tools, and equipment are identified, safe to be used and are maintained in a good condition.

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- All machines driven by means of belts, gear wheels, chains and couplings shall be adequately guarded. A machine is guarded when persons cannot gain inadvertent access to the moving parts.
- The Principal Contractor shall ensure that all machinery, tools, and equipment shall be listed on an inventory list and handed to security with a copy kept on site.
- All machinery, tools, and equipment to be regularly inspected at least monthly or as required by legislation and risk assessments, registers of tools shall be kept on the safety file. The equipment should be numbered or tagged so that it can be properly monitored and inspected.
- All machinery, tools and equipment shall have the necessary approved test or calibration documentation where applicable prior to being brought onto the premises and the records shall form part of the OHS plan.
- All fuel driven equipment shall be inspected by the Eskom OHS Practitioners prior to mobilizing it onto site.
- All fuel driven equipment shall be properly maintained in accordance with the manufacturer's recommendations and legal requirements.
- The Client reserves the right to inspect items of plant or equipment brought to site by the Contractor for use on this Contract. Should the Client find that any item is inadequate, faulty, unsafe or in any other way unsuitable for the safe and satisfactory execution of the work for which it is intended, the Client/Agent shall advise the Principal Contractor in writing and the Principal Contractor shall forthwith remove the item from the site and replace it with a safe and adequate substitute. In such cases, the Principal Contractor shall not be entitled to extra payments or extensions of time in respect of delay caused by the Client's instructions.
- The Principal Contractor/contractor shall ensure that he has all the necessary registers to record all tools and equipment.
- All employees operating or using machines and tools shall:
 - Be competent.
 - Have a valid certificate.
 - Have proof of any form of task related training.

47. Machine Guarding

An assessment should be conducted in writing to ensure that all machines and tools are fitted with a guard and the assessment should be kept in the safety file.

All guards shall be inspected by a competent person on a monthly basis as well as by users prior to use. These inspections and proof of corrective action taken must be recorded and kept on site.

Record keeping

- A register shall be used which indicate the name, number of the machine or tool and the number of guards.
- The register shall be kept in the safety file.

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48. Hand Tools and Pneumatic Tools

All pneumatic tools shall be numbered, recorded, and inspected at least monthly as well as by users prior to use. The revolutions per minute measured shall be in accordance with the manufacturer specifications.

All hand tools should be inspected at least weekly as well as by users prior to use.

Tools with sharp points in toolboxes must be protected with a cover.

All files and similar tools must be fitted with handles.

The Principal Contractor shall have a policy on makeshift tools on site.

Records

- Check list for hand tools.
- Gas cylinder trolley checklist Register

49. Lifting Machines and Lifting Tackle

(Mobile Cranes, Crawler Cranes, Tower Cranes, Chain Blocks and Lever Hoists)

- The Principal Contractor shall ensure that the use of lifting machines and tackles conform to the requirements of the OHS Act, the relevant SANS standards, and Eskom Procedure 39-98 (Safe use of Lifting machines and lifting tackle).
- A risk assessment shall be conducted prior to commencing with the task to identify the risk involved and appropriate mitigation measures must be put in place, and a method statement shall accompany the risk assessment detailing the lifting or rigging procedure.
- If it is the Principal Contractor's intention is to use lifting machines on site, it should be indicated in the Principal Contractor's OHS plan as well as the inspection so that the Eskom Project/Site Manager can conduct an inspection when equipment is brought onto site. If his/her intention is to use a contractor he shall enter the name of the contractor into the notification letter to the Department of Employment and Labour. When equipment is brought onto site it shall be inspected by the contractor crane coordinator as appointed according to SANS 12840-3 clause 4.1 and clause 5.9.
- The Principal Contractor shall ensure that every lifting machine as listed in the National Code of Practice is operated by an operator specifically trained for a particular type of lifting machine and the operator shall be in possession of a valid permit (although the code of Practice has been withdrawn, contractors shall use it as a guideline). The user shall not require or permit any person to operate such a lifting machine unless the operator is in possession of a certificate of training, issued by a service provider registered by the Department of Employment and Labour and TETA.
- The facilitator and the assessor must be registered with the TETA.
- Whenever making use of an external contractor to do lifting work the Principal Contractor shall ensure that the operator is competent and if the Principal Contractor is satisfied with the operator's competency after looking at his portfolio, he/she should issue a temporary permit to the operator, and contractors are required to conduct audits to ensure that the contractor complies with all safety and legal requirements.

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- The Principal Contractor should verify if all ropes, chains, hooks and other attaching devices, sheaves, brakes, and safety devices forming an integral part of lifting machines have been thoroughly examined, as prescribed by the standard to which the lifting machine was manufactured. This must be carried out by a registered LMI (Lifting Machine Inspector), appointed by a registered Lifting Machine Entity who has knowledge of the erection and maintenance of the type of lifting machine involved at intervals not exceeding six months.
- All the lifting machine and lifting tackle operators should be in a possession of a medical certificate of fitness.
- Before using any lifting machines or tackle the operator should inspect it daily, refer to the requirements of the Driven Machinery Regulations 18 of the OHS Act 85 of 1993.
- All lifting machines shall be examined and subjected to a performance test by an accredited person/company at intervals not exceeding 12 months, in accordance with SANS 19.
- All lifting tackle should be examined at intervals not exceeding 3 months by a competent lifting tackle inspector, who shall record and sign of such examination, such lifting tackle shall be stored or protected so as to prevent damage or deterioration when not in use.
- Refer to the requirements of the Driven Machinery Regulation 18 and Construction Regulation 19 and 22 of the OHS Act, SANS, and ISO standards.
- All lifting tackle should be recorded on a register, refer to the requirements of the Driven Machinery Regulations 18 of the OHS Act 85 of 1993.
- All hooks shall be fitted with a safety latch/catch and be in a good operational condition.
- A lock out system should be implemented to ensure that only an operator that is competent can draw lifting machines and forklifts.
- All lifting tackle should be conspicuously and clearly marked with identification particulars and the maximum mass load which it is designed for.
- No person shall be moved or supported by means of a lifting machine unless such a machine is fitted with a cradle approved for that purpose by an inspector of the Department of Employment and Labour.
- A risk assessment should be conducted prior to starting the task:
- Account should be taken of wind forces. Lifting machines are erected taking into account a safe distance from excavations, and with the erection of tower cranes, a tower crane application accompanied by a method statement, risk assessment and geotechnical study shall be given to the engineer for approval.
- When working in close proximity to power lines, the contractor must apply for a permit. Refer to Eskom Plant Safety Regulations and/or Operating Regulations for High Voltage Systems and Electrical Machinery Regulation 15 of the OHS Act.
- Every employer shall ensure that the employee is adequately and comprehensively informed of the hazards when working in close proximity to overhead power lines and electrical installations.
- Account should be taken of the bearing capacity of the ground, on which the tower crane is to stand, and the tower crane should be erected at a distance from excavations.
- Rigging study should be conducted for all critical lifts.

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- Principal Contractors and their employees shall keep out from under suspended loads, including excavators, and between a load and a solid object where they might be crushed if the load should swing or fall. They shall not pass or work under the boom or any crane or excavator or barricading.
- Guide ropes to be used to prevent loads from swinging. (Manila ropes)
- Hand signals will be displayed and visible on all cranes and the SANS 1029 standard must be used to ensure uniformity. All the crane operators, riggers shall be trained according to the SANS 1029.
- Permits shall be issued by an authorised appointed person when conducting maintenance and inspections.
- An illumination survey should be conducted prior to the start of work where lifting is performed at night.
- Tower Cranes should be earthed in accordance with SANS12480 and this includes crawler cranes.
- All truck mounted cranes and stringing machines shall be fitted with Equal Potential Foot plates when working in close proximity of power lines.

Record keeping

- Record books and test certificates of lifting machined and tackle should be kept on the safety file on site.
- A copy of the Site and Task specific risk assessment should be kept on the safety file.
- The Principal Contractor shall provide maintenance records of all Cranes (Mobile, Tower, Crawler and Overhead Gantry) to Eskom before the equipment is allowed to operate on the site.
- A certificate of approval for man cages and mobile working platforms shall be obtained from the Department of Employment and Labour Inspector.
- Register of all lifting machines and tackle on site (For inspection purposes).
- Training certificates and certificates of fitness for operators of the equipment.
- Legal appointments for riggers, supervisors, crane co-ordinators and operators.
- The Principal Contractor shall provide an emergency rescue plan to Eskom for all tower cranes and man-cages.

50. Fire Safety

The Principal Contractor/Contractor shall develop a fire safety procedure for the specific construction site prior to commencing work. The procedure must take into consideration the size of the site, type of work being done (e.g., cutting, welding, grinding, etc.) and amount of combustible materials. It must be developed in accordance with the hot work permit of the Eskom Plant Safety Regulations, Eskom Fire Risk Management requirements and all other applicable Regulations. All workers entering and working in the construction site need to be trained in fire safety and any duties they are required to perform. Pre-existing fire systems in buildings shall be maintained during construction whenever possible. Any changes must be approved by the Client.

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50.1 Fire Safety Plan

The Principal Contractor shall develop and implement an adequate Fire Safety plan to ensure the overall fire safety, fire prevention and fire protection measures, deemed suitable and necessary for the project.

The fire safety plan shall include:

- The designation and organization of site personnel to carry out fire safety duties, including fire watch.
- Service if applicable.
- The emergency procedures to be used in the case of fire, including.
- Sounding the fire alarm.
- Notifying the fire department
- Instructing site personnel
- Firefighting procedures
- And integrating with existing emergency procedures.
- The control of fire hazards in and around the building.
- Maintenance of firefighting facilities.

50.2 Fire Alarm Systems Shutdowns

Contractors must inform the Client in writing 7 days prior to any part of a fire system being shut down.

50.3 Alternate Procedures

When required by the Client, contractors will develop alternative procedures to follow during a fire alarm shutdown.

50.3.1 Occupied Buildings and/or portion.

In the event that fire systems are removed from service a trained and qualified person will stand at the fire alarm panel and be in communication with the person(s) doing the work and capable of reinitiating the system in the event a fire alarm device is activated.

Or

Alternate warning device(s) will be used with procedures posted on all floors by elevators and entrances, stating fire alarm is out of service, the building/area affected, duration of shutdown, how to activate the alternate warning device(s), call Fire Department and call Security. Fire Panels must be tagged as to what has been removed from service and the Fire Department and Monitoring Station notified. Fire Watch personnel must be stationed in the building to patrol the affected area(s) and be in communication with each other.

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In the event where smoke detectors and/or heat detectors or sprinkler systems are removed from service. Fire Panel must be tagged as to what has been removed from service.

Fire Watch personnel must be stationed in the affected area(s) and check the fire panel once per hour when the affected area is not occupied.

50.4 Cutting, Welding, and Hot Work

Prior to cutting or coring of concrete suspended slabs, cast in place or pre-cast walls, slab on grade the contractor must either x-ray the slab or if X-ray is not feasible provide other approved alternate method for determining live electrical concealed in slab or walls. Signage shall be posted to ensure no one enters the affected area during X-raying.

When welding or cutting work is performed, an adequate number of approved fire extinguishers shall be provided by the contractor. The contractor shall provide a thirty-minute fire watch after the operations has ended to ensure that no fire starts.

- Hot work permit must be displayed.
- Employee must be competent.
- All oxy-acetylene welding equipment shall be fitted with a flash back arrestor.
- All oxy-acetylene pipes must be clamped with the correct parallel hose clamps to separate it in an emergency.

50.5 Eskom Fire Safety Guidelines

50.5.1 Fire Systems

Fire systems must not be impaired in an occupied building unless by a trained and SAQCC registered person, capable of reinstating the system after it has been inspected, tested, or maintained. Alternative procedures may be taken to ensure that all persons in the building can be informed promptly should a fire occur, and the Fire Department including Eskom Security is notified.

Installation of fire systems should be carried out by an ASIB (Automatic Sprinkler Inspection Bureau) certified person.

50.5.2 Fire Watch

Except where the building is provided with a fire alarm system or similar equipment acceptable to the Manager, Occupational Health and Safety, fire watch patrols with tours at intervals of not more than one hour apart shall be provided while the fire alarm system is not in operation.

50.5.3 Construction Sites

- Fire Safety Plan: Prior to the commencement of construction or building alterations, a fire safety plan and risk assessment shall be prepared for the construction site.
- Fire Warning: A suitable means of alerting site personnel to a fire shall be provided, and capable of being heard in all areas of the building.

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- Portable Extinguishers: suitable extinguishers must be available on the construction site and in cases of hot work, be readily available at the location.
- Servicing of fire extinguishers should be carried out by a SAQCC certified person.
- Fire extinguishers should be maintained in accordance with the SANS codes.
- Combustible Liquid and Flammable Liquid Storage: storage of combustible and flammable liquid on the construction site is not permitted unless stored in approved flammable cabinets or outdoors away from the buildings.
- Fire Watch: fire watch (with tours at intervals of not more than one hour apart) shall be provided when a portion of a building is occupied while construction operations are taking place, with provision for the fire watch to sound the alarm, notify the Fire Department and Eskom Security, (except where the building and construction sites are provided with a fire alarm system or similar equipment acceptable to the Manager, Occupational Health and Safety)
- Smoking Restrictions: Smoking is not permitted indoors, at entrances to buildings or near air intake systems in accordance with Eskom Policy and legislation requirements.
- All sites shall be fitted with an alarm system.

51. Offices and Camp sites

- Contractors must develop a fire safety procedure for the office / camp site buildings, which must meet the requirements of the local authority fire department and the OHS Act Environmental regulations for workplaces, regulation 9.
- The fire plan must include emergency escape routes, supply of appropriate fire extinguishing equipment, appropriate signage, maintenance of the extinguishing equipment, location of the equipment, appointments of fire officials.
- The storage of flammable substances within offices / camp site is prohibited. Such storage shall be done in the appropriate flammable liquid storage facilities located away from buildings.
- A suitable fire warning system for alerting office personnel to a fire shall be provided, and capable of being heard in all areas of the building.
- Smoking is not permitted indoors, at entrances to buildings or near air intake systems in accordance with the Tobacco Control Act and Eskom Policy and legislation requirements.

52. Barricading (Guarding of Excavations, Trenches, and Floor Openings)

In areas where the restriction or prevention of unauthorised persons/members of public/passers- by is required, barricading requirements shall be adhered to.

Requirements for Barricading (if risk assessments require more stringent mitigation measures, then those stringent measures shall apply): -

- Name and contact detail of person and Contractor Company that is responsible for the barricading shall be posted on the actual barricading.
- All barricading shall be of the rigid type.
- All openings and edges must be barricaded with solid barricading to withstand an impact of at least 200 kg.

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- Only solid (scaffolding or stand-alone) barricading with Orange “Snow Netting” will be allowed.
- Balard container (containers filled with liquid) can be used as solid barricading (exempted for use inside power plant units).
- Physical barriers to prevent persons falling into openings in floors, stairwells, staircases, open-sided buildings, and any structure in the course of erection, where dangerous openings exist.
- Contractors must pre-plan the delivery of floor grating, stair treads, landings, and handrails to ensure safe access and protection for persons working on structures.

No danger tapes are allowed for barricading purposes.

The contractors barricading standard must accompany the OHS plan.

53. Electrical Installations and Machinery on Construction sites

The Principal Contractor shall ensure that electrical installations and machinery on construction sites conform to the requirements of the OHS Act and the relevant SANS standards.

Before construction commences and during the progress thereof, adequate steps are taken to ascertain the presence of, and guard against, danger to workers from any electrical cable or apparatus which is under, over or on the site;

The Principal Contractor shall ensure that all parts of electrical installations and machinery are of adequate strength to withstand the working conditions on construction sites;

The control of all temporary electrical installations on the construction site is designated to a competent person who has been appointed in writing for that purpose;

All temporary electrical installations used by the contractor are inspected at least once a week. This must be done by a competent person and the inspection findings must be recorded in a register that's kept on the construction site; and a Certificate of Compliance (CoC) must be issued by a competent person for each installation.

All electrical machinery is inspected by the authorised operator or user on a daily basis.

The person inspecting the electrical machinery must use the relevant checklist when conducting the inspection. He must also record the findings and keep the register on the construction site.

54. Permit to Work

The Principal Contractor must adhere to the approved & Compulsory Eskom Permit to Work System to control identified high risk activities. There will be only one Permit to Work system (Eskom) on the construction site.

The Principal Contractor together with the appointed contactors on this project shall identify persons to be trained and authorised for the Electrical Permit to work systems. Eskom Regulations indicated below. After training the supervisors will be assessed for competence and authorised in writing to perform the duties of an authorised or responsible person as contemplated in the applicable Eskom regulations e.g.

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- Operating Regulations for High Voltage Systems.
- Plant Safety Regulations.
- Pulverised Fuel firing regulations.
- Hot work.
- Radiation.
- Confined space work.

The Client is to provide more details on the permit to work system for the specific work to be conducted by the Principal Contractor.

55. Excavations, Trenches, and Floor Openings

- A contractor shall ensure that all excavation work is done in accordance with the requirements of Construction Regulation 13 of the OHS Act.
- Digging, excavation, or driving a peg, pile, or spike into the ground operations by the Contractor may not commence without the written authorisation from the Client.
- Prior to commencing work on any excavation or trench, utility owners shall be contacted and advised of the proposed work and to determine the location of all underground installations; i.e., sewer, telephone, water, fuel, electrical, etc.
- Overhead hazards shall be assessed and dealt with prior to commencement of work.
- Adequate precautions shall be taken by the Contractor to prevent slumping of excavations, as well as to prevent rocks and loose material falling onto workers.
- All excavations done by the Contractor are to be clearly demarcated and barricaded to prevent accidental access.
- Only solid barricading will be used at areas where a fall hazard is present. Solid barricading and / or hole covers shall be provided around all holes or openings to prevent any person being injured as a result of a fall. Danger tape may only be used as a pre-warning to make the solid barricading more visible and to prevent persons from coming close to the danger area.
- Barricading must be placed as close (500mm from the edge) as possible to the excavation.
- If an excavation or trench endangers the stability of buildings or walls, shoring, bracing, or underpinning will be provided. Excavations and trenches that are adjacent to backfilled excavations or trenches, or which are subject to vibrations from railroad traffic, road traffic, blasting in open cast mining or the operation of machinery (e.g., shovels, cranes, trucks), must be secured by a support system, shield system or other protective systems (i.e., sheet pile shoring, bracing).
- Where it is impracticable to provide fixed guard railing, effective removable barriers shall be provided at all unguarded openings in guard railing or floors, and shall be maintained in position at all times until the hazard no longer exists.
- Warning signs and flashing warning lights at night shall be displayed in suitable positions to warn any persons approaching the area of the location and extent of any excavation.
- No material shall be placed within 3m of the excavation edges.

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- All excavations must be on the register and inspected daily and declared safe by the contractor's appointed competent person before work commences and after inclement weather, and findings shall be noted in the said register.
- Client to review the said register on a pre-determined frequency not exceeding seven (7) days.
- There shall be a supervisor present at all times while work is being performed in an excavation
- There shall be an escape ladder every twelve meters in all excavations
- No work shall commence in an excavation unless the excavation has been declared safe in writing by the appointed competent person.

56. Work Stoppage

The aim of the section is to outline the conditions under which work will be stopped and the process to be followed to ensure that the worksite is rendered safe.

The temporary stoppage of an activity/activities or task(s) may be due to OHS concerns, including the following circumstances which shall not warrant any financial compensation:

- Ad hoc safety intervention by Eskom management: All work of a similar nature may be stopped as the result of an occurrence of a serious incident. The relevant supplier shall be required to comply with, and/or verify, the conditions stipulated in the work stoppage instruction pack.
- Ad hoc safety intervention by any person, especially OHS functionaries, may be due to unsafe work or unsafe behaviour by the contractor. The conditions that gave rise to the work stoppage will determine the corrective measures to be taken urgently to protect the Health and Safety of employees and protect the environment and plant or equipment, etc.

The process to be followed is:

- The relevant activity must be stopped;
- The Eskom Site/Project Manager and/or Principal Contractor and his contractors shall immediately remove the workforce from the work area and correct the Health and Safety deficiencies by allowing only the people in the area that are competent to make the area safe.
- The Principal Contractor and his contractors shall ensure that no other work is being performed during this time. Should the estimated time from the outset to make the area safe where life threatening/imminent danger situations exist, then the area will be barricaded, and a sign placed with the wording "Unsafe Area – Authorized Access Only".
- The Eskom Site/Project Manager shall review the affected parts/sections of the OHS specification with the purpose of providing sufficient OHS information to the Principal Contractor.
- The Principal Contractor shall then revise the relevant sections in the OHS plan to accommodate the changes.
- The Eskom Site/project manager must ensure that the revised provisions in the OHS plan are adequate and must approve it before the work activity commences.
- Before the workforce is allowed back in the area, Principal Contractor and his subcontractors shall ensure:

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- The area is re-inspected by Contractor Safety Practitioner and supervisor and note corrective actions taken;
- Declare the area safe for work by signing off on the “work stoppage” notice issued by the Eskom Site/Project Manager.
- Refer to requirements of Construction Regulation 4(q) of the OHS Act.

NOTE: *Work stoppages that are initiated due to OHS related incidents shall not warrant any financial compensation claim lodged against Eskom.*

57. OHS Audits

Eskom reserves the right to monitor and conduct unannounced audits to ensure compliance and provide assurance to the Client representatives and their key stakeholders.

58. Compliance and Approval of Contractor OHS Plan

The Contractor's OHS Plan will be audited against a compliance checklist so as to confirm compliance to the requirements in the Eskom OHS specifications. Once compliance is confirmed, only then will the contractors OHS plan be approved by the Client for implementation.

59. Contractor OHS Performance Evaluation

Eskom shall evaluate contractor OHS performance on an on-going basis against the Eskom requirements.

60. Internal Audits

Contractors are required to conduct internal audits on both their employees and their contractors on the implementation of their OHS Plan on a monthly basis or when the scope of work changes. A summary of the findings and the proposed corrective actions shall be submitted to the Eskom Project/Site Manager on the last day of the audit. The report shall be submitted within one week after completion of the audit.

61. OHS Plan Audits

There will be monthly audits conducted by Eskom on the Principal Contractor/s and/or contractors. These audits shall be attended by the contractor's site manager or his representative.

62. Documentation and Records Management

The Principal Contractor shall establish and maintain a documentation and records management system where all project and scope OHS related documentation and records are kept and maintained.

The Client shall have access to this system.

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63. Incident Investigation

The Principal Contractor and Contactors shall report all incidents/accidents as required in terms of the legislation.

All OHS incident reporting, classification and investigation will be done according to the requirements set out in the Eskom documents 32-95 (Occupational Health and Safety Incident Management Procedure) (latest version)

64. OHS Performance Status Reports

The contractor shall provide an OHS Statistical and Non-Statistical Reports, dashboards, presentations as per the Client requirements.

Reporting must not be later than the 2nd of every month. The reporting format is indicated on Form 75 :(Refer to Annexure C)

65. Contractors OHS Plan

All Contractors must use the applicable OHS information herein to develop a suitable and sufficient OHS plan, submitted with tender documents, which will indicate to the Client/Agent the level of compliance to the OHS requirements. The OHS plan shall identify each construction activity to be undertaken by the Contractor, the foreseeable internal and external hazards, the specific precautions, and controls that shall be necessary to ensure that the works proceeds safely and without risks to health or adjacent operations.

Upon discussions with the Principal Contractor, a final accepted OHS plan would be signed and approved. The Principal Contractor is thereafter required to do the same when procuring other contractors. The Principal Contractor will not be allowed to commence work on site until the OHS plan has been approved.

When a Principal Contractor intends appointing a contractor, the Principal Contractor shall ensure that his OHS Plan is based on the Eskom OHS Specification that was issued for the project and he shall furthermore ensure that the activities of the contractor are included in the OHS Plan to be submitted for approval.

The plan shall demonstrate management's commitment to OHS.

The safety plan shall be reviewed to ensure that it fully addresses all the issues and complies with the requirements of the OHS Specifications and contract. If necessary, the Contractor shall amend the OHS Plan as required by the Client.

66. Omissions of this OHS Specification

By drawing up these OHS requirements Eskom has endeavoured to address the most critical aspects relating to OHS issues in order to assist the contractor in adequately addressing the Health and Safety management of persons on site.

Should Eskom not have addressed all aspects pertaining to the work that is tendered for, the contractor needs to ensure that all applicable OHS requirements are identified and included in their management system.

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67. OHS File

The Contractor must have an OHS file in which records of this specification and the OHS plan are kept. All information required in the specification and plan, for the duration of the Principal Contractor and contractors' contract, is to be recorded in the file.

- The OHS file that will be maintained will be per construction site.
- The Principal Contractor must also record on the file:
 - Information about removal or dismantling of installed plant and equipment.
 - Hands information about equipment needing cleaning and maintenance, for future purposes.
 - Nature, location, and markings of services
 - As-built drawings

The file must be kept on site and must be available on request for audit and inspection purposes.

The OHS file shall be handed over to the Client at the end of the Principal Contractor's contract.

68. Hours of Work

All work conducted on site shall fall within the legal requirements in accordance with the Basic Conditions of Employment Act.

The Principal Contractor will notify their Eskom Project Manager/Supervisor of any work that needs to be performed after hours according to the agreed arrangements. (The application needs to be submitted timeously). Where applicable, the notification should include proof of application, for overtime, to the Department of Employment and Labour and /or the letter of approval form the Department of Employment and Labour

69. Night Work

When night work is to be performed; contractors shall provide sufficient lighting to enable the entire work site to be illuminated to a degree that employees will not work in dark (un-illuminated) or dimly lit areas. Care must be exercised as not to use few lights with high light intensives as this will cause night blindness.

If work is continuing from day light into night, at dusk, a toolbox talk must be held where all employees will be advised of the hazards of night work and the extra precautions which require to be taken, i.e. poor housekeeping, stepping on uneven ground, stepping into holes etc.

69.1 Overtime

The Principal Contractor will notify their Eskom Project Manager/Supervisor of any work that needs to be performed after hours according to the agreed arrangements. (The application needs to be submitted timeously). Where applicable, the notification should include proof of application, for overtime, to the Department of Employment and Labour and /or the letter of approval form the Department of Employment and Labour

Contractors shall be aware of the effects of human fatigue and regulate overtime accordingly. The baseline risk assessment must be reviewed to include the management of overtime work.

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70. Employees' right of refusal to work in an unsafe situation.

Employees have a duty to take reasonable care of their own as well as other person's Health and Safety at work and to cooperate with the employer, carry out lawful orders, including reporting unsafe situations and incidents.

Refer to Eskom Procedure 240-43848327- Employees' right of refusal to work in an unsafe situation. The aim of the procedure is to ensure that an environment is created that promotes zero harm by empowering employees and contractors to take responsibility for their own safety and that of others.

71. Contract Sign Off

On completion of the project, all appointed contractors shall close out their project documentation and OHS Files and submit such to the Principal Contractor. The Principal Contractor shall likewise close out his/her project documentation and OHS files and handover it to the Eskom Project Manager.

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