

	Annexure D: SHE Post-contract Reviews	Template Identifier	240-43921804	Rev	5
		Document Identifier	240-77472561	Rev	2
		Effective Date	November 2016		
		Review Date	December 2021		

The objectives and outcome of the SHE post-contract review shall be reflected in any future contractual relationship with the supplier so that the supplier is aware of this exercise.

An evaluation will be conducted and will be supported by the objective evidence documented during the term of the contract. The evaluation report must be filed in the contract documents.

The following criteria (but not limited to) shall be considered for the review:

- Accident and injury data for the contract.
- SHE non-conformances.
- Duration and effectiveness in addressing and closing out SHE deficiencies/corrective actions.
- Legal compliance with SHE requirements.
- Close-out of Incident Investigations.
- No. of staff members (incl. subcontractors and suppliers) who contravened the Eskom Lifesaving rules.
- Prohibition and contravention notices issued by Department of Labour/Dept. of Mineral Resources notices, Department of Environmental affairs etc.
- Contributions and effort made to improve SHE performance
- Supplier (including sub-contractor) Total number of incidents:
 - Fatalities,
 - Lost-time injuries,
 - reportable incidents (Department of Labour/Department of Mineral Resources/Department Environmental affairs)
 - Environmental incidents and legal contraventions

The following matrix shall be used to assess the performance against the identified criteria.

The OU/BU may add or remove KPI's to ensure practicality:

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1. Contractor OHS KPI (Business units or Operating units must ensure alignment to the business KPI's)

KPA	KPI	Weighting	Floor	Kick	Target	Stretch	Ceiling
1. Fatalities	1.) No of fatalities experienced for the fiscal year or the duration of the project if less than 12 months	40%	2	1	0	-1	-2
2. Lost time incidents / LTIR	1.) Lost time incidents/LTIR for the fiscal year the duration of the service less than 12 months	30%	4	3	2	1	0
3. OHS compliance	1.) Supplier average audit rating for the fiscal year the duration of the project less than 12 months	20%	1	2	3	4	5
	2.) Supplier has closed out audit findings/non-conformances within a specified period.		80%	85%	90%	95%	10%
	3.) Eskom Safety rules violation for the fiscal year the duration of the project less than 12 months		40%	20%	0%	-20%	-40%
4. OHS improvement programme	1.) Supplier has implemented OHS interventions or initiatives to improve on the Health and Safety of employees	10%	60%	70%	80%	90%	100%
	2.) Supplier participate in Eskom's OHS interventions and programmes (Safety stand offs, OHS campaigns/events, cooperation, provide the required feedback or information etc)		60%	70%	80%	90%	100%

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Post Contract Evaluation Report:

Unacceptable	Satisfactory	Good	Exceptional
Comments:			
<u>Decision:</u> <u>Will this Supplier be Recommended for Future Work Within Eskom? Tick Applicable Column</u>			
Yes, With Reservations	Yes	No	
Substantiate the reasons for reservation (if applicable):			
Names and designations and contact details of persons that conducted the post contract review:			
Administrative: Performance record and evaluation data on this form have been completed by: Client representative: Name: _____ Title: _____			

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Unacceptable	Satisfactory	Good	Exceptional
Signature: _____ Date: _____ Additional comments:			

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